



INCORPORATED:  
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# Village of Youngstown

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## Village of Youngstown Board of Trustees Work Session Minutes -- July 11, 2019

### **OLD BUSINESS:**

#### **BISTRO/PICNIC TABLES:**

(January 24, 2019) Attorney Caserta will research permits needed and policy for bistro or picnic tables on walkways in the Village.

(February 28, 2019) Although Attorney Caserta was absent, he reported he is in the process of researching the requirements.

(March 28, 2019) Attorney Caserta stated that he believes that the liquor authority should be involved with perhaps a special permit and that there may be ADA regulations for implementation. He stated he would have something more formal for the next meeting.

(April 25, 2019) The Board is in favor of being business friendly on Main Street. Trustee Fox stated the special use permit would probably be the best way to handle any request. Building Inspector Stevens stated he felt this was a Village issue, that the requirement should include a certain number of feet from the curb that items could be located. The businesses would have to follow the requirements for serving outside. Attorney Caserta will draft a letter to the businesses and forward to Clerk-Treasurer Brown for distribution. Draft letter received 5/23, copies to Board for review.

(May 23, 2019) Mayor Reynolds asked for comments on the draft letter submitted by Attorney Caserta. Deputy Mayor Lockhart made sure the letter covers insurance and holds the Village harmless. Attorney Caserta confirmed it did. The Board further discussed fees and requirements. Building Inspector Stevens will be handling review and approval of the permit. The Board agrees there should be a fee associated with the permit. Attorney Caserta will update the letter and return it to the Clerk's Office for distribution once completed. **6/4/19** current Village codes pertinent to sidewalks forwarded to Board. **6/7/19** Mayor Reynolds asked that the businesses be invited to the meeting for input. Calls were made to invite the businesses to the meeting.

(June 13, 2019) Email to Board from Planning Board Chairperson Hanson regarding sidewalk café regulations. Discussion occurred during Regular Meeting of the Board of Trustees.

(July 11, 2019) Attorney Caserta stated that the Board needs to arrange a meeting time with Zoning and Planning Board Members to start discussions/brainstorming.

#### **CONVERSION OF BAN TO BOND:**

Clerk-Treasurer Brown contacted Attorney Caserta who instructed her to check with KeyBank. KeyBank advised that a callable Bond would carry about 25-30 extra points versus a regular Bond. KeyBank would work with the Village as needed to convert the BAN. Information was provided to Attorney Caserta.

(March 28, 2019) Attorney Caserta stated that the Village has until around July 1, 2019 to make a decision on the best solution for the conversation as the next payment is not due until October.

(April 25, 2019) Updated provided to the Board on 5/9 email regarding details.

(May 23, 2019) Attorney Caserta stated he felt the best handling is to see if the grant is released as many actions are taken in Albany prior to summer recess. Once the Village knows if the grant is being paid, better decisions can be made on how to handle a conversion from the BAN to a Bond.

(June 13, 2019) No discussion.

(July 11, 2019) Attorney Caserta stated that because the money did not come through to-date for the grant, that the loan will need to be converted from a Ban to a Bond. He stated that he would discuss with Clerk-Treasurer Brown and KeyBank to further understand that requirements to convert.

### **PARKING STATIONS/REVENUE SOURCES:**

Board should also come with other ideas on revenue generating plans. Deputy Mayor Lockhart presented the idea of selling the triangle piece of property the Village owns on the S curve on Third Street if it deemed a sellable/buildable lot. Building Inspector Stevens stated he felt it was a sellable/buildable lot.

(May 9, 2019) Trustee Fox presented parking stations at the Board meeting. Potential issues are enforcement. Attorney Caserta confirmed only Police Officers can write tickets. A meter maid or parking enforcement officer would have to be employed by the Police Department.

(May 23, 2019) Trustee Fox stated with the issues of the water levels, it may not be the best time to implement the parking meters. Trustee Fox stated he did feel it was something the Board should pursue. Attorney Caserta stated there would need to be a change to the parking zone codes. The Board discussed they felt this was a good idea, and would run Memorial Day through Labor Day. Attorney Caserta advised he would have suggestions for handling for the June 13 Board meeting.

(June 13, 2019) Brief discussion occurred during Regular Meeting of the Board of Trustees as documented in the minutes.

(July 11, 2019) Trustee Fox stated that this was tabled until the winter for further discussion.

### **POSSIBLE SALE OF S CURVE PARCEL AT THE CORNER OF BROOKSHIRE AND THIRD STREET**

(May 23, 2019) Deputy Mayor Lockhart spoke about the lot owned by the Village at the S curve on Third Street. Deputy Mayor Lockhart asked if the Board favored placing the lot back on the tax rolls in consideration of selling the parcel. Trustee Fox asked how the lot would be sold, does it have to be bid on, or auctioned. Attorney Caserta stated it would need an assessed value and could be placed with a realtor or at auction. The Board approved the idea and Attorney Caserta will gather details.

(July 11, 2019) Trustee Lockhart asked if the Board was still considering the sale of the S Curve property at the corner of Brookshire and Third Street. The Trustees agreed to continue and Trustee Fox asked how it would be sold – via auction or listed with a real estate agent. Trustee Lockhart said he thought it makes sense to have it appraised, as the Village will need to get fair market value for the land. His continued that his only concern was if this area was dedicated

greenspace for the subdivision, but he stated that he could not find any documentation that this would be the case. Attorney Caserta said he did not think it was likely because that property location for greenspace would be unusual. It was confirmed that if so, the property access would be off Brookshire Road (not Third Street).

### **POSSIBLE SALE OF PAPER STREET BETWEEN 280 AND 290 GLENVALE ROAD**

(June 13, 2019) Discussed during Regular Board Meeting as documented in the minutes.

(July 11, 2019) Mayor Reynolds asked what the Board felt would be appropriate to do with the paper street between 280 and 290 Glenvale Road now that there are three interested adjacent property owners. Trustee Lockhart stated he thought it might be best to leave the land as it sits now so that in the future if the property to the east is developed it can be used as access. The Board Members agreed that at this time they will decline any offers to purchase this property.

### **HANDLING OF FOOD TRUCK OPERATIONS WITHIN THE VILLAGE:**

(June 13, 2019) Trustee Lockhart stated that in September of 2017 the Board worked through details on regulations for Food Trucks in the Village. A Local Law was passed at that time, but it did not include any of the specifications about the Food Trucks. He stated that he was under the impression that the Local Law included the Food Truck regulations and recently became aware that it did not. Therefore he has asked that the Board revisit the regulation. Attorney Caserta stated he had the details that were discussed in the past and would provide them to the Board Members for discussion at the next Work Session

(July 11, 2019) Attorney Caserta stated that the Board completed a very comprehensive plan for food trucks in 2017 and he thought that it was ready to become a local law. He stated that he would provide the Board with a copy of that work to review and move forward.

### **NEW BUSINESS:**

### **DISCUSSION ON THE HIGH WATER LEVELS AND OPTIONS FOR THE VILLAGE DOCKS/BOAT LAUNCH**

(July 11, 2019) Mr. Mahtook stated that it seems that the Board will be looking at the docks and boat ramp, but also needs to address the parking situation. He has found on numerous occasions that there is illegal parking with boats and trailers and gave some examples of situations he had witness. He also explained that there are picnic tables and building materials that are taking up parking spaces and had concerns with two hour parking. He stated that he spoke with a Village Officer about some of the violations, but continued that it doesn't seem that much has changed. He told the Board he would be willing to meet to discuss further if requested.

### **DEVELOPMENT OF A CHARRETTE FOR THE VILLAGE OF YOUNGSTOWN**

(July 11, 2019) During the Regular Board meeting, correspondence was received from members of the community regarding creating a Charrette, which would include community members, businesses and government to focus on the future of the Village. Sue McNaughton was in attendance to discuss this correspondence with the Board.

Ms. McNaughton explained that three members of the Planning Board thought it might be a good idea to create a comprehensive planning group for the Village. Trustee Zastrow asked if a committee should be formed. Ms. McNaughton asked if Deputy Mayor Lockhart would be involved because he has worked on the LWRP and also asked if another representative from the Board would be on the committee. She explained that she wants the committee to be all inclusive with community members as well. Trustee Fox stated he would participate. Deputy Clerk-

Treasure Freiermuth reminded the Board that more than 2 members of any Board cannot meet without first publishing a notice of the meeting.

Attorney Caserta asked if this would be a private run enterprise or an ad-hoc committee. Ms. McNaughton explained that the Charrette group would seek input from everybody and then take the majority to develop ideas to move forward with a plan or idea for the future. Deputy Mayor Lockhart stated he supported the idea and that feels that the committee will find its path once formed and work was started. It was decided that Deputy Mayor Lockhart and Trustee Fox would represent the Board on the Charrette.

A motion to adjourn the Work Session and enter into Executive Session to discuss litigation and contractual obligations at 8:50 p.m. by Trustee Zastrow and seconded by Trustee Comerford. All in favor, motion carried.

A motion to adjourn the Executive Session at 9:07 p.m. was made by Trustee Zastrow and seconded by Trustee Fox. All in favor, motion carried.