

Village of Youngstown

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Village of Youngstown Board of Trustees Minutes – November 12, 2020

PRESENT: Mayor Reynolds, Deputy Mayor Fox, Trustee Comerford, Trustee Quarantillo, Trustee Reisman, Attorney Caserta, Chief Schuey, Superintendent Muller, Building Inspector Stevens, Recreation Director Gaurin, Grant Writer Rotella, Engineer Lannon, Deputy Clerk-Treasurer Freiermuth, Clerk-Treasurer Brown, several members of the Library Board, Friends of the Library and Recreation Commission.

CALL TO ORDER:

Mayor Reynolds opened the meeting at 7:04 p.m. noting that prior to public comment he would be turning the meeting over to Attorney Caserta.

Attorney Caserta stated that Mayor Reynolds had asked him to review the Library's updated operation plan. Attorney Caserta stated he thought the plan was well thought out however, there were some points the Village could not acquiescent. Attorney Caserta continued that one issue is unlocking the building door; as the building is a municipal building and multi-use with various departments in and out, an unlocked door would allow anyone in and there is no control over where they can go. Attorney Caserta stated his recommendation is that the door remains locked with a phone number posted and patrons can call the library to gain entry. This is for the safety of the entire building and all that must operate within it; with the current directives and COVID numbers heading in a negative direction (TOP 40 cases Youngstown 19 cases at this time), the safety of staff and residents is a top priority. Attorney Caserta stated a table at the bottom of the stairs for curbside pick-up would not be feasible, and again stated the library could have curbside patrons call when they arrive and a staff person could bring the pick-up out to the patron. As we are operating in a pandemic, we must adjust as necessary. Attorney Caserta suggested the Library Director and Mayor, with input as needed from other areas, meet to work out further details around the directive that the doors to the building will remained locked at this time. Attorney Caserta stated he felt all parties could come to a plan that fits everyone's needs within the parameters and executive orders. Mayor Reynolds thanked Attorney Caserta and moved to open the meeting to public comment.

PUBLIC COMMENT--all comments shall be kept to 3 minutes and directed to the Village Board of Trustees.

Sonora Miller, Director of the Youngstown Free Library addressed the Board. Director Miller stated that the doors to the Village Office area could be locked, as well as the door at the top of

the stairs to the second floor, so the main door could be unlocked. Director Miller also suggested using the door from the Library facing Lockport Street. Director Miller continued that the curbside pick-up would be best for them in the entry way or from the Lockport Street entrance. Mayor Reynolds advised Director Miller that this would need to be discussed further as the Lockport St door has not been opened or in use and as it is an entrance to the building would remain locked as the entrance does lead to other areas of the building. . Mayor Reynolds stated the Board is willing to work out with the Library on how they can expand their browsing hours within the directive that all building doors will remain locked at this time.

Mary Ellen Aureli addressed the Board stating that when the elevator was installed, the Library used the Lockport St entrance with success and asked the Board to give the ideas serious thought.

Sean Scarisbrick, President of the Library Board addressed the Board stating the Lockport Street entrance to the Library could be used as the main entrance door to the Library. This would allow the main entrance door to be locked, eliminating issues the Board had. Mayor Reynolds stated that the Lockport Street entrance allows access to the basement and second floor and as it is a door to the Village building, it will remain locked at this time. Mayor Reynolds stated something could be worked out about extending the Library's browsing hours, but the doors to the Village building will remain locked. Mr. Scarisbrick stated that he and the Library Board support Director Miller in her plan and has their support moving forward to get the Library as open as possible. Mayor Reynolds stated that the building is a Municipal building and does not belong to the Library and they do not have say over the operation of the building. Mary Ellen Aureli spoke again asking for special consideration for the Library. Attorney Caserta's stated the Board is not saying the library cannot be open when they are requesting, we are stating that the door remains locked and the Library lets patrons in as they call. Attorney Caserta stated the idea of locking the interior doors to the Village Office and other areas was not practical. Attorney Caserta stated that the safety of the Village is priority and the inconvenience for the Library to go the main door and admit patrons or hand materials out for curbside is not unreasonable during a pandemic where people are losing their lives. Director Miller advised they are serving the community at this time but feel they can extend the services safely at this time but it does not seem it will happen. Mayor Reynolds stated that a suggestion from the Village was to expand the hours of their appointments they currently have allowing more people in at a time, which was what the Library request was, with the difference that the Library requested the door remain open. Mayor Reynolds stated they could achieve the same goal with the door locked, with a staff person letting the patron in. Director Miller stated they want the door unlocked for the safety of their staff as each time they go down they are in contact with the people they are letting in, with no appointments patron could walk in without staff contact.

With no further public comment, Mayor Reynolds moved on to departmental reports.

DEPARTMENTAL REPORTS

POLICE: Chief Schuey turned his monthly report in. Chief Schuey stated Halloween went well with no issues. Chief Schuey noted he sent an email to the Board regarding repairs needed for the SUV and allocation of funds from the sale of the ATV. Mayor Reynolds stated the Board needed to check on the ability to allocate those funds to the repair and on a larger scale what to do about the repair including doing the repair or replacement, selling and obtaining a new car, going to 1 car. If the decision is to repair or replace the engine, can it be handled later in the fiscal year depending on where the budget is. Chief Schuey stated the vehicle would need to be repaired as it is worthless as it stands right now. Chief Schuey is waiting on two more estimates. Mayor Reynolds advised once those are received they will be reviewed and a decision will be made.

DEPARTMENT OF PUBLIC WORKS: Superintendent Muller stated they are doing leaf pick-up every day. Superintendent Muller stated the water shut off valve at 150 Jackson Street had been broke off, but cannot be replaced until National Fuel comes for the mark out. Superintendent Muller also stated there had been reports of non-Village residents dumping leaves at the dump. Superintendent Muller stated he received a call and went to the dump where the person dumping was from Youngstown Estates. A plan needs to be developed to stop non Village residents from dumping at the Village dump.

ENGINEER: Engineer Lannon reported that he spoke with Tara and Amy from the DOS/REDI areas on the project. Engineer Lannon stated they have advised he can move forward with the design phase. There should be written comments next week. Site control must be completed prior to the grant and easements must be received.

GRANT WRITER: Grant Writer Rotella reported that the Greenway presentation was a success and the adhoc committee was in support. NYS Archives sent rejection letters out so it looks good that the Village would receive the grant once the Governor releases the grant payments. Grant Writer Rotella informed Superintendent Muller that grants would be available for leaf machines if needed. Superintendent Muller stated ours was very old; the grant would be a 50/50 grant. Grant Writer Rotella advised if we had a project manager the grant for \$1,000.00 will become available again for the Arts and Music festival. Grant Writer Rotella also noted the EFC grant would be opening up if we had water/sewer needs. Clerk-Treasurer Brown stated she had sent Grant Writer Rotella all the information for new lift stations that are needed.

BUILDING INSPECTOR: Building Inspector Stevens reported that everything is running smoothly.

ATTORNEY: Attorney Caserta reported that the YYC assessment claim is still pending; it will probably be January before things move along. The County and School will be part of the claim as well.

CLERKS OFFICE: Clerk-Treasurer Brown reported that the Village taxes have been prepared to return to the County with 14 properties for approximately \$18,000.00. Clerk-Treasurer Brown continued stating the leases for RCR and Frey’s were ready to be renewed and that everything has closed with the BAN.

RECREATION-Fall/Winter: Recreation Director Graurin made clarification to the Recreation fall/winter gym plan. The families or users would book a time, not rent a time, there would be no fee to book the gym for use. Director Graurin’s plan would be for low contact sports like soccer or badminton. Christmas plans would be in Falkner Park with various stations set up or perhaps at least Santa and some gifts, understanding weather could be a factor. Director Gruarin stated he was looking for guidance from the Board on handling the plans. Mayor Reynolds stated he appreciated the plans and supported them, but at this time felt they could not approve them based on guidelines and the uptick in the COVID cases. Mayor Reynolds suggested a plan be submitted for the Christmas event and if it is possible when the date is closer, the event would be approved. Trustee Reisman stated he felt the plan could be approved and State guidelines would dictate if the event could be held. Mayor Reynolds confirmed that before we can approve it, the plan would need to be submitted and reviewed. Director Gruarin will come up with a plan for the Board to review. If guidelines will allow, the Christmas event outside would be a good idea and supported. Trustee Quarantillo mentioned the filtration issue in the gym for the indoor plan and asked if that would that prevent holding activities in the gym. Attorney Caserta stated it is the way things stand right now, and he will confirm that.

CORRESPONDENCE:

Notice from Mighty Niagara Half Marathon and the Hospice Dash 5k is requesting Saturday, October 2, 2021 for their race. Starting line will remain at Artpark with the finish line at Porter on the Lake Park with the race route remaining the same as years past.

So noted.

MINUTES

Approval of, or changes to, the Village Board meeting minutes from October 8, 2020.

Motion to approve the minutes was made by Trustee Comerford, seconded by Trustee Quarantillo. Roll call was taken:

Mayor Reynolds-Aye	Deputy Mayor Fox-Aye	Trustee Comerford-Aye
Trustee Quarantillo-Aye	Trustee Reisman-Aye	

All in favor, motion was carried.

AGENDA:

ABSTRACT OF AUDITED VOUCHERS:

Approval of the Abstract of Audited Vouchers for the period from October 8-November 12, 2020 in the amount of \$34,578.02.

General:	\$33,206.73
Water:	\$ 397.40
Sewer:	\$ 973.89
<u>Trust:</u>	<u>\$ 0.00</u>
Total	\$34,578.02

Motion to approve the abstract of audited vouchers was made by Trustee Quarantillo, seconded by Trustee Comerford. Roll call was taken:

Mayor Reynolds-Aye	Deputy Mayor Fox-Aye	Trustee Comerford-Aye
Trustee Quarantillo-Aye	Trustee Reisman-Aye	

All in favor, motion was carried.

ITEMS:

Keith Hartloff was appointed to the Zoning Board on October 19, 2020 by Mayor Reynolds to fill a vacated opening due to a resignation.

So noted.

Daniel Stone was rehired for the seasonal part time DPW Laborer position effective 11/3/2020.

So noted.

Christmas in the Village discussion:

Discussion was held during Recreation’s plan for their Christmas activity. At this time the Board cannot approve the event as the size of the crowd would be too large.

So noted.

BUILDING USE:

Request from the Youngstown Village Christmas Basket Committee to use the gym from December 7-December 12 for the annual preparation of Christmas baskets for families in need in the community. The social distancing plan has been received and will be adhered to.

Mayor Reynolds stated that this use is a special use for the benefit of needy families in the community. This is not use of the gym for a social event but fills a need in the community.

Deputy Mayor Fox stated he was ok with the use and made a motion to approve the use of the gym for the Christmas Basket Committee, seconded by Trustee Quarantillo. Roll call was taken.

Mayor Reynolds-Aye Deputy Mayor Fox-Aye Trustee Comerford-Aye
Trustee Quarantillo-Aye Trustee Reisman-Aye

All in favor, motion was carried.

RESOLUTION:

RESOLVED, By the Village of Youngstown Board of Trustees of Village of Youngstown that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein. FURTHER RESOLVED, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Mayor Reynolds noted the resolution as written in the agenda. Trustee Quarantillo made a motion to approve the resolution, seconded by Trustee Comerford. Roll call was taken.

Mayor Reynolds-Aye Deputy Mayor Fox-Aye Trustee Comerford-Aye
Trustee Quarantillo-Aye Trustee Reisman-Aye

All in favor, motion was carried.

AUTHORIZATION:

Request for authorization for the Mayor and Board to sign the returned Village taxes in the amount of \$18,692.06 on 14 properties for the 2020-2021 fiscal year and for the Clerk-Treasurer to send them to Niagara County Real Property Tax Services for reimbursement.

Trustee Quarantillo made a motion to approve signing the returned taxes and sending to Niagara County, seconded by Trustee Reisman. Roll call was taken.

Mayor Reynolds-Aye Deputy Mayor Fox-Aye Trustee Comerford-Aye
Trustee Quarantillo-Aye Trustee Reisman-Aye

All in favor, motion was carried.

Authorization for Mayor Reynolds to sign the yearly lease agreement with RCR Yachts for boat storage on Village property.

Superintendent Muller stated that RCR Yachts has now placed several moorings on the property as well and before this was approved the Board may want to see what has been placed at the property. Clerk-Treasurer Brown stated the approval was to sign the lease renewal, but she needed the count from Superintendent Muller as to what items were being stored on the property.

Trustee Quarantillo made a motion to approve the signing of the lease, seconded by Deputy Mayor Fox. Roll call was taken.

Mayor Reynolds-Aye Deputy Mayor Fox-Aye Trustee Comerford-Aye
Trustee Quarantillo-Aye Trustee Reisman-Aye

All in favor, motion was carried.

Authorization for Mayor Reynolds to sign bi-yearly easement agreement with Kent and Laurie Frey of 565 Water Street.

Deputy Mayor Fox made a motion to approve the signing of the agreement, seconded by Trustee Quarantillo. Roll call was taken:

Mayor Reynolds-Aye Deputy Mayor Fox-Aye Trustee Comerford-Aye
Trustee Quarantillo-Aye Trustee Reisman-Aye

All in favor, motion was carried.

Authorize November 19th as World Pancreatic Cancer Day.

So noted, the message will be displayed on the LED sign.

ANNOUNCEMENTS:

The Board will enter into Executive session immediately following the regular meeting for contractual matters. The next Village Board meeting will be December 10, 2020 at 7:00 p.m.

So noted.

OLD BUSINESS: None

NEW BUSINESS: None

BOARD REPORTS:

There were no Board reports.

PUBLIC COMMENT--all comments shall be kept to 3 minutes and directed to the Village Board of Trustees.

With no public comment, Mayor Reynolds called for a motion to adjourn to Executive session.

Motion to adjourn to Executive session was made by Trustee Quarantillo, seconded by Trustee Comerford at 8:15 p.m. Roll call was taken.

Mayor Reynolds-Aye Deputy Mayor Fox-Aye Trustee Comerford-Aye
Trustee Quarantillo-Aye Trustee Reisman-Aye

All in favor, motion was carried.

Motion to adjourn Executive session and return to regular session was made by Trustee Quarantillo, seconded by Deputy Mayor Fox at 8:20 p.m. Roll call was taken.

Mayor Reynolds-Aye Deputy Mayor Fox-Aye Trustee Comerford-Aye
Trustee Quarantillo-Aye Trustee Reisman-Aye

All in favor, motion was carried.

Motion to adjourn the regular session was made by Trustee Quarantillo, seconded by Deputy Mayor Fox at 8:20 p.m. Roll call was taken.

Mayor Reynolds-Aye Deputy Mayor Fox-Aye Trustee Comerford-Aye
Trustee Quarantillo-Aye Trustee Reisman-Aye

All in favor, motion was carried.

Submitted by:

Wendy Brown
Clerk-Treasurer