

Village of Youngstown

VILLAGE CENTER • 240 LOCKPORT STREET
P. O. BOX 168
YOUNGSTOWN, NEW YORK 14174-0168



INCORPORATED:
APRIL 18, 1854

TELEPHONE:
(716) 745-7721
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Village of Youngstown Board of Trustees Work Session Minutes – January 28, 2021

PRESENT: Mayor Reynolds, Deputy Mayor Fox, Trustee Comerford, Trustee Quarantillo, Trustee Reisman, Chief Schuey, Building Inspector Stevens, Clerk-Treasurer Brown. **ABSENT:** Recreation Director Guarin, Superintendent Muller.

CALL TO ORDER: Mayor Reynolds called the meeting to order at 7:02 p.m.

BUILDING USE:

The American Red Cross would like to use the gym on Tuesday April 13, 2021 and Tuesday June 18, 2021 for their Blood Drive from Noon-8:00 p.m. for each date. COVID protocols will be followed as per the Red Cross guidelines. Insurance is on file.

Motion to approve the use was made by Deputy Mayor Fox, 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.

APPROVALS:

Approval to move forward with the security camera purchase that was approved for this budget. Steve Suitor and the DPW are ready for the equipment. Budget amount is \$3500.00.

Motion to approve the purchase was made by Trustee Reisman, 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

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Approval to move forward with the interior gym door purchase that was approved for this budget. Budget amount \$1,000.00.

Motion to approve the purchase was made by Trustee Quarantillo, seconded by Trustee Reisman. Roll call was taking.

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

All in favor motion was carried

RESOLUTION:

Establish a work group with the Towns and Villages and Cities (Town of Lewiston, Village of Lewiston, Village of Youngstown, Town of Porter, Village of Wilson, Town of Wilson, Town of Newfane, Village of Barker, Town of Somerset, Town of Lockport, and City of Lockport) to collaborate on a Northern Regional Trail Network.

WHEREAS, each community contains significant multi-use trails which combine to form essential connections of the Shoreline, Erie Canalway, Empire State Trail, and local trail networks and,

WHEREAS, said communities acknowledge the regional significance of the confluences of these greenways and wish to collaborate to maximize taxpayer investments to ensure community strengths and,

NOW THEREFORE BE IT RESOLVED, that the Village of Youngstown actively participate in the working group identified as the Northern Niagara Regional Trail Network Collaborative and to work to fulfill its stated vision.

Mayor Reynolds stated this was a group of the local municipalities that are working together to obtain funding and work as a region to better the area. Motion to approve the resolution as noted was made by Deputy Mayor Fox, seconded by Trustee Quarantillo. Trustee Reisman asked if we should be attending the meetings. Deputy Mayor Fox stated he had missed the last one, but

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attended the others. Trustee Reisman asked if we should be attending the Greenway meetings. Mayor Reynolds stated that we are in contact with Greg Stephens from the Greenway and will share any information received. With no further discussion, 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

BUDGET SCHEDULE:

The Budget Officer (Mayor Reynolds) must notify Department Heads in writing by 2/8 for the need of their revenue and expenditure estimates for the new fiscal year.

Estimates of revenues and expenditures are due to the Budget Officer from the Department Heads by 3/1.

Budget Officer prepares tentative budget, makes copies for the Board and gives copies and files tentative budget with the Clerk by 3/20 (Saturday so 3/19)

Clerk presents tentative budget to Board (gives copies to Board). Board reviews and modifies as necessary by 3/31

Public hearing no later than 4/15 (must be published 5 days prior to meeting (4/2)) April 8th will be Board meeting this year April 22nd would be work session if needed (past deadline) so public hearing would be 4/8 (can be sooner if budget is ready).

Budget must be adopted by 5/1. 5/1 is a Saturday, so it will need to be 4/30.

Clerk-Treasurer Brown stated that the process must begin February 8 with notification to the Department Heads. Department heads have until by March 1 to turn their revenue and expenses into the Budget Officer. It must be back to the Board by March 20. The Clerk's office will send a spreadsheet by code. Salaries, items requested, (i.e. Lawnmower), revenues, (tax limits, property tax, may gain 10,000 very low 1.5 or 1.75%) will be provided to the Board. The Board's homework is to review spreadsheets, and they will need to help balance the budget to a zero balance. Most likely zoom sessions to discuss. March 31 the Board must have budget in balance. There is a Public hearing to get input and questions. Out budget is pretty straightforward

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and tight. We are down to the basic necessities to run the Village. The Budget must be adopted by May 1. Mayor Reynolds added to the Board to do your homework with the spreadsheet, understand what is in the budget, ask questions, and have an understanding of where we are in the budget. Department heads need to start this week with expenditures and revenues. Clerk-Treasurer Brown added that we can move ahead of schedule, but above dates must be met. Mayor Reynolds added that drop dead dates that must be followed and we will try to get ahead of schedule so board has more time to review/discuss.

ANNOUNCEMENTS:

The next Board meeting will be February 11, 2021 at 7:00 p.m. The next work session will be February 25, 2021 at 7:00 p.m. The Board will enter into Executive session following the work session today regarding contractual matters.

So noted.

Mayor Reynolds asked if there was any further business. Chief Schuey advised he was working on setting up Zoom meetings regarding the Police reform requirements. The meetings will be Tuesday 2/2 and Thursday 2/4 at 6:30 p.m. Any resident can attend and offer ideas for changes, if the request is reasonable the Police Department is required to show how they are addressing the idea. There will be a committee named for people to contact in case they are not comfortable going through the Police or Village Board to address an issue. Chief Schuey is working on creating the committee at this time and will advise the Board of the names at the next meeting.

With no further business motion to adjourn the regular meeting and enter into Executive session was made at 7:26 p.m. 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

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At 7:31 p.m. Mayor Reynolds moved to continue the Executive session on Friday 1/29/2021 at 5:00 p.m. at the Village Hall. Motion to adjourn the Executive session and enter to Regular session was made at 6:21 p.m. 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

Motion to adjourn the regular meeting was made at 6:21 p.m. 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

Submitted by:

Wendy Brown
Clerk-Treasurer