



INCORPORATED:
APRIL 18, 1854

Village of Youngstown

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Village Board of Trustee Work Session minutes – April 25, 2024

Trustee attendees	Present	Absent	Staff attendees	Present	Absent
Mayor Rob Reisman	X		Deputy Clerk-Treas. Amy Beaudreau	X	
Deputy Mayor Rick Stortecky	X		DPW Super. Greg Quarantillo	X	
Trustee Catherine Stella	X		Chief Joe Paul	X	
Trustee Kristel Stevens	X		Recreation Director Jeff Gruarin	X	
Trustee Nicole Quarantillo	X		Attorney Tom Caserta	X	
			Engineer Bob Lannon		X
			Grant Writer Christine Rath	X	
			Deputy Clerk Alexandra Certo	X	

QUORUM ANNOUNCEMENT:

Clerk-Treasurer Beaudreau reminded the Trustees and Department Heads to a microphone for speaking. To conserve battery life and to reduce background noise, the microphones should be turned off if not speaking.

Clerk- Treasurer Beaudreau announced there is a quorum and the meeting can proceed.

CALL TO ORDER:

The meeting was called to order at 7:00 p.m. with the Pledge of Allegiance.

CONTRACTS / AUTHORIZATIONS:

Williamson Law Book Company for Municipal Accounting Software:

Mayor Reisman stated that determination was needed to sign the Annual Software Support Contract with Williamson Law Book Company for the Municipal Account & Budget Preparation Software for May 1, 2024 -April 30, 2025 in the amount of \$1661.00. He stated this amount is split evenly between the Clerk's Office, DPW, Police and Recreation Departments.

Motion to approve the Williamson annual accounting software support contract was made by Trustee Quarantillo and seconded by Trustee Stella. All in favor. None opposed. Motion carried.

RCR and Youngstown Yacht Club lease agreement(s) for boat cradle storage at Nancy Price Drive:

Mayor Reisman stated he needed determination to sign the lease agreement for RCR to store boat cradles at Veteran's Park, Nancy Price Drive, from March 1, 2024 - October 31, 2024. He explained that each cradle/dock/trailer is stored for \$25 each for the season. Mayor Reisman announced that the storage is behind the gated area not necessarily inside Veterans Park.

A motion was made to approve the lease agreement for both RCR and the Youngstown Yacht Club by Trustee Stella.

Trustee Quarantillo asked how many cradles and docks were stored and if the amount of \$25 was sufficient. Clerk-Treasurer Beaudreau explained that during the summer an inventory will be taken to invoice the correct storage items. This count is for both RCR and the Youngstown Yacht Club.

Trustee Quarantillo asked what is required of the DPW to maintain the storage. Superintendent Quarantillo stated that he doesn't maintain the lawn area once the cradles and docks are in place.

Trustee Stevens and Grant Writer Rath both asked if this storage request will interfere with the Bike Path. Mayor Reisman stated that this area is a large space and therefore it would not.

With no further discussion, the motion was seconded by Trustee Stevens. All in favor. None opposed. Motion carried.

BUILDING USE REQUESTS

Family picnic at Veterans Park Shelter:

Request from Karin Garis for a Family Picnic at the Veterans Park shelter on Saturday, July 27, 2024.

Mayor Reisman reported that in the past, all park use for an individual event like this has been on a first come, first served basis. Board approval was not needed. Mayor Reisman requested a discussion on the process going forward with the Board for park use.

Trustee Stella suggested that Village residents should not pay a fee but suggested that there are shelter rentals.

Clerk-Treasurer Beaudreau explained the current process for the parks and that they are first come first served for individuals. Scheduled, weekly use is requested by a building use form. She requested having policies in place for park use and shelter use or rental so that there is consistency.

Superintendent Quarantillo asked if there is a procedure for garbage disposal stating that if there is not currently, that is something that will also need to be addressed.

Mayor Reisman stated that this can be added to the work session agenda to formalize a policy on park use.

Town of Lewiston Recreation for the baseball/softball season:

Mayor Reisman stated that a request came in from the Town of Lewiston Recreation Department for field use during baseball/softball season April 28, 2024- July 25, 2024 on Tuesday, Thursday, and Friday from 5:00 p.m. to 9:00 p.m. Insurance is on file.

Recreation Director Gruarin explained that Lewiston Recreation will be working on the fields to “re-do them” which will include new dirt, cutting around bases and making the fields game ready. He stated that the dates are delayed because the ground is too soft due to recent rain. The improvements made will be funded by the Town of Lewiston Recreation Department and will cost roughly \$10,000.

Mayor Reisman requested a motion for approval of the Town of Lewiston Recreation for field use during baseball/softball season. The motion was made by Trustee Quarantillo and seconded by Trustee Stevens. All in favor. None opposed. Motion carried.

Friends of Youngstown, Inc. community event at Veteran’s Park:

Mayor Reisman stated a request was received from Friends of Youngstown, Inc. president Christine Rath to hold a community event for the Community Bike Trails on June 1, 2024 from 9:00 a.m. to 2:00 p.m. at Veteran’s Park. This event is expected to have approximately 100 local residents attending. Insurance is on file.

Friends of Youngstown President Rath explained that the requested event is in conjunction with the Niagara Greenway and will be the first event to get community input and support for the Greenway Bike Path trails.

Mayor Reisman requested a motion for approval for the Friends of Youngstown to hold their community event for the Community Bike Trails. The motion was made by Trustee Stevens and seconded by Trustee Stella. All in favor. None opposed. Motion carried.

CONTINUING ITEMS:

Short Term Rentals:

Mayor Reisman stated that a discussion and formation of policy on Short Term Rentals -- with a deadline suggested completion of June 2024 -- needs to be started.

After brief discussion the Board of Trustees decided that reforming a committee is a good idea so that the committee can develop a plan for the board to review. Mayor Reisman stated he would work on securing committee members this week.

Sewer billing for Water Street property owned by Rick Lohr:

Mayor Reisman asked for an update from Attorney Caserta on sewer service billing for Mr. Lohr's Water Street marina property.

Attorney Caserta stated that there will be an upcoming meeting with Mr. Lohr, his Attorney, Mayor Reisman and himself.

Metal Detecting:

Mayor Reisman asked for a metal detecting Special Use Permit update from Attorney Caserta.

Attorney Caserta stated he emailed the board a draft metal detecting local law that is less restrictive and suggested that at the next board meeting the board review the draft. Attorney Caserta stated that he thought that the local law should be in the parks code section (148) rather than the historic preservation code section (128).

EV Stations:

Mayor Reisman stated he spoke with Michael Prinzi of PPR Energy Solutions and they are looking into setting up (2) Tesla Generation III Stations in the Village. Mayor Reisman said that all expenses and revenues will belong to PPR with no work or expenses to the Village.

Mayor Reisman continued that PPR would like to install the charging stations in the Falkner Park west parking area as there is a transponder located there where they can draw power from.

Superintendent Quarantillo suggested that PPR also look at Hinman as a location. Trustee Quarantillo disagreed with PPR putting the charging station up in the Falkner Park area due to limited parking to begin with.

Trustee Stevens stated that she was under the impression that Michael Prinzi was going to be at the work session today. Mayor Reisman informed the Board that Mr. Prinzi is scheduled to come to the May work session. He reinforced that this project is at no cost to the Village. He said “they do it all”.

Sheridan Benefits:

Mayor Reisman requested a decision to move forward with Sheridan Benefits as our insurance representative for the Village Independent Health plan.

Trustee Stevens inquired about the procurement process for something such as Sheridan Benefits. Attorney Caserta stated that there is no need for a procurement process for something that is free.

Trustee Stevens suggested that there are other options to look into such as NYS Department of Labor for employee handbooks. Mayor Reisman asked Trustee Stevens to get more information on this service from the DOL.

Trustee Quarantillo suggested asking NYMIR for recommendations. Mayor Reisman asked Trustee Quarantillo to contact NYMIR.

NEW ITEMS:

Organizational meeting:

Mayor Reisman stated we need to determine a date for the Organizational Annual Meeting as the official start of the year is at noon on Monday, June 3, 2024.

Mayor Reisman read:

As per NYCOM:

Pursuant to Village Law § 3-302, the official year begins at noon on the first Monday in the month following the date of the general Village election.

Terms of office for each elected village officer commences upon the start of the official year following his or her election. The term of office of each appointed officer who is appointed at

the annual meeting of the board of trustees commences at the start of the official year in which he or she is appointed.

Nothing in State law requires that the oath of office be administered and filed at a public meeting, or at the annual or organizational meeting. The oath of office must be executed within 30 days of the commencement of the public officer's term of office. Similarly, appointed public officers may file their oath of office at any time after their appointment and within 30 days of the commencement of their term of office. Terms of office for all public officers commence upon the start of the official year.

All board members agreed that the organization meeting date will be June 13, 2024 and the elected and appointed officials can sign the Oath of Office after June 3, 2024 at 12:00 p.m. (noon).

Discussion on a parcel purchase request received on April 4, 2024:

Mayor Reisman requested a discussion on the request from Richland Acquisitions LLC to purchase a parcel of Village owned property located at the Church Street access to approximately 18 acres of Veteran's Park.

After a short explanation by Attorney Caserta of the difficulties in having a municipality sell park land to a private party, Mayor Reisman requested a motion for denial of the request from Richland Acquisitions LLC. The motion was made by Trustee Quarantillo and seconded by Trustee Stella. All in favor. None opposed. Motion carried.

Master Plan for Veteran's Park:

Grant Writer Rath provided an introduction of the proposed updated master plan for Veterans Park. She displayed and discussed a map detailing each phase of the project. Grant Writer Rath explained the goal of Greenway is to have bike paths within the Village. Deputy Mayor Stortecky added that he believes the Village is currently the only municipality in New York that does not have a Greenway bike path.

Grant Writer Rath stated that the master proposal will be presented to the community in hopes to get support so she can continue to move forward with planning.

The Board Members agreed that Grant Writer Rath should continue to move forward and thanked Grant Writer Rath for her great work.

Resident Henry Sloma suggested moving the DPW to the Cold Storage parcel using the Greenway grant. Grant Writer Rath stated that is a good idea and she will look further into the suggestion.

NY Forward Grant:

Grant Writer Rath presented an overview of NY Forward Grant and asked for continued support from the Board to continue working on the application. She stated that the grant focuses on hamlets and villages therefore is a perfect fit. The Board members agreed that Christine should continue with the application.

DPW purchase of work truck:

DPW Superintendent Quarantillo lead the discussion on the request to purchase a new work truck to replace the 2008 Chevy Silverado. Superintendent Quarantillo stated that a new pick-up truck was removed from the budget but after a conversation with Clerk-Treasurer Beaudreau, it was discovered that there were ways to make the purchase happen in this budget year.

The proposed truck that DPW Superintendent Quarantillo is looking to purchase is a Ford F250 with towing capabilities. DPW Superintendent Quarantillo stated he did get three prices for procurement. In total, he said that \$60,000 will allow for incidentals including (but not limited to) striping, lights, decals and plow equipment.

DPW Superintendent Quarantillo stated that the Village should be able to sell the 2008 Chevy Silverado in its current condition for approximately \$5,000-\$8,000.

Clerk-Treasurer explained that the funds from the sale of 120 Lockport Street have not been earmarked and felt that with a budget adjustment it would be sensible to use the \$60,000 needed for the truck purchase from these funds.

Mayor Reisman requested a motion for the purchase of work truck using a portion of the funds from the sale of 120 Lockport Street. The motion was made by Trustee Stevens and seconded by Deputy Mayor Stortecky. All in favor. None opposed. Motion carried.

ANNOUNCEMENTS:

The next Village Board meeting will be May 9, 2024 at 7:00 p.m.

The next work session will be May 23, 2024 at 7:00 p.m.

The Board of Trustees will move into Executive Session to discuss individual employee benefits immediately after the Board Meeting is adjourned.

Adjournment:

A motion to adjourn the work session meeting and move into the executive session was made at 8:20 p.m. The motion was made by Trustee Quarantillo and seconded by Trustee Stella. All in favor. None opposed. Motion carried.

A motion was made at 9:07 p.m. to adjourn the executive session by Trustee Quarantillo and seconded by Trustee Stella. All in favor. None opposed. Motion carried. No action items were voted on in executive session.

Respectfully submitted,

Amy Beaudreau
Clerk-Treasurer
Village of Youngstown