

# Village of Youngstown

VILLAGE CENTER • 240 LOCKPORT STREET  
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YOUNGSTOWN, NEW YORK 14174-0168



INCORPORATED:  
APRIL 18, 1854

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## Board of Trustees meeting minutes – July 11, 2024

Attendees	Present	Absent	Attendees	Present	Absent
Mayor Rob Reisman		X	Dep. Clerk-Treasurer Kim Winning	X	
Deputy Mayor Rick Stortecky	X		DPW Superintendent Greg Quarantillo	X	
Trustee Catherine Stella	X		Acting Chief Shawn Bosi	X	
Trustee Kristel Stevens	X		Recreation Director Jeff Guarin	X	
Trustee Nicole Quarantillo	X		Attorney Tom Caserta	X	
Clerk-Treasurer Amy Beaudreau	X		Engineer Bob Lannon	X	
Deputy Clerk Alex Certo	X		Grant Writer Christine Rath	X	

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

### QUORUM ANNOUNCEMENT:

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

### CALL TO ORDER:

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

### PUBLIC COMMENTS:

Deputy Mayor Stortecky asked for public comment and stated that all comments shall be kept to 3 minutes and directed to the Village Board of Trustees. There were no public comments.

**DEPARTMENTAL REPORTS:** *A copy of all written reports submitted prior to the meeting were available for public viewing at the board meeting. Below in italics are the submitted reports.*

Deputy Mayor Stortecky introduced Shawn Bosi and stated that on July 1, 2024 he was promoted to Sergeant. As Chief Paul resigned the same day, Sergeant Bosi was appointed to, and accepted the title of, Acting Chief.

## **Police:**

Acting Chief Bosi stated he was appointed to Sergeant on July 1, 2024 and with Chief Paul's resignation, he was appointed by the mayor as Acting Chief on July 1, 2024. He continued that all officers, including himself, are up to date on policies, procedures and training and that personnel files are being updated within the department.

Acting Chief Bosi stated that two of the police vehicles have been detailed and equipment updated with one vehicle to be completed, then there will be three vehicles in use. As of now the police schedule will be provided to the Mayor's Office and officers. All other communication will remain the same (as in the past). He continued that he is in the process of updating the police department inventory.

Acting Chief Bosi explained that there will be extra patrols within the Village, sometimes with 2 vehicles, utilizing grant money so there is no additional charge to the Village. The department will be beefing up patrol for all complaints about speeding and other issues.

## **Department of Public Works:**

### *D.P.W. June Activities*

*Hello all. Here's what's been going on in the month of June. We got the cameras installed over at Falkner Park and on my building looking towards the bathrooms. I have noticed "knock on wood" that there hasn't been any graffiti or damage done to any of the tables! We have order a few more for the gazebo and platform down by the north dock. This was a good call! Also, in the parks are completely weeded and mulched, Water St. South and the peace garden. 8 yards was spread! We are continuing spraying weeds and fertilizing the parks. The new benches have arrived and been assembled. I'm hoping to get them installed next week!*

*The street dance was another great day. We ended up hand sweeping the curbs because the street sweeper was unavailable, set up garbage cans, placed barricades at the intersections and removed a tree, don't forget the clean up the next day!*

*My department has starting cleaning the Red Brick building. Little miss communication with the library but it has been figured out and all is good! The A/C unit was serviced and is working, the blower motor was found to be shot and the outside unit was clogged. Hence the reason it was so warm up there! There is a new system coming out in January and we will be looking to upgrade the system and move the unit off the roof next year.*

*The new lawn mower has arrived! It been a huge asset to the fleet! The suspension of the mover will help alleviate wear and tear on the mower and the operator! Thank you*

*Gary has been helping haul asphalt for the Town and Village of Lewiston, in return they will do the same for us.*

*Lastly, I have met with NY Rural Water and have started the lead and copper paperwork. This is not as easy task by any means and will be extremely time consuming on my behalf. The paperwork is due by the end of September. Once filed, it will bring us up to par with the current rules set in place by the D.O.H., only for them to come out with phase 2.*

*Greg Quarantillo  
Superintendent  
Village of Youngstown DPW*

Superintendent Quarantillo stated that 3.5 inches of rain fell in 1.5 hours during a recent storm. He stated that residents on River Road who installed backflow preventors as previously suggested did not have flooding issues. He stated that the DPW only received one phone call concerning water problems and he suspects a backflow preventor was not installed.

## **Recreation:**

*Recreation Report  
Jeff Gruarin  
July 2024*

### **Key Updates**

- 1. Programs at vets start July 8<sup>th</sup>*
- 2. Splash pad opens July 2/ Jess finished the painting*
- 3. Grant equipment on site and awaiting start of open play and disc golf*
- 4. Working on grants to get fencing, garbage cans, wall padding, backboards etc.*

### **Vets:**

- 1. Perfect seal re sealed the basketball court. Still waiting for lines on court as well as pickleball*
- 2. Rec programs start July 8<sup>th</sup>*
- 3. Disc golf Project play starts July 9<sup>th</sup>*
- 4. Project play open play starts July 15<sup>th</sup>*
- 5. Awaiting the purchase of (4) new picnic tables and 4 benches for the park*
- 6. Both fields are complete and both are being used*

### **Falkner:**

- 1. July 2<sup>nd</sup> start date*
- 2. Calendar is out with a few paid events and a few in kind events*
- 3. Painting is complete of the splash pad*

*Will continue to work with Friends of Youngstown on a few grants that are due shortly with getting them the information that they need!*

*Thanks,  
Jeff*

Recreation Director Guarin stated all summer recreation programs started on Monday July 8, 2024. Wednesday was cancelled due to the weather. He stated that a disc golf program is being held on Tuesday and Wednesday night. Next week grant funded Project Play will start where the kids can come and use what equipment they want. It is not structured and the staff is encouraged to let the kids play with the equipment.

**Engineer:**

- *REDI Project – stairway reconstruction is scheduled to commence on July 15 and continue thru August 16.*
- *REDI Project – pumping station equipment delivery delayed until mid-August.*
- *GHD attended a meeting to discuss replacement of the existing waterline in Route 93 as a betterment with NYSDOT's planned reconstruction of Route 93 (2026 Project)*
- *GHD/Village is awaiting further direction from NYSDOT.*

*Robert Lannon, JR.*

Superintendent Quarantillo asked Engineer Lannon to confirm the start date of the stairs as he thought it was July 17, 2024. Engineer Lannon stated he would double check on the exact date but knew it would be the following week.

**Grant Writer and Friends of Youngstown:**

Grant Writer Rath stated she and Mayor Reisman, Deputy Mayor Stortecky and Clerk-Treasurer Beaudreau meet with representatives from the Department of State and Empire State Development for guidance on how to approach and propose grant funding to develop, plan and implement the vision of Youngstown. The representatives strongly encouraged completion of the LWRP (Local Waterfront Revitalization Program) and a Comprehensive Plan prior to applying for the NY Forward grant.

Grant Writer Rath stated that the Greenway input meeting was a success with over 100 attendees and signed pages of petitions. She continued that the community input survey is still active this month and will be submitted to Greenway probably in August.

Grant Writer/Friends of Youngstown President Rath stated that the Friends of Youngstown (FOY) were awarded a \$12,000 grant from the Grigg Lewis Foundation for additional benches and picnic tables at Veteran's Park. FOY has also received a grant from the Tower Foundation

for a sensory program through recreation. All the paperwork for funding was submitted so she is hopeful to see that money soon.

FOY President Rath stated that the FOY fund raiser at Griffon Brewing was a huge success with great support from the community. She stated that the event raised \$7000 for improvements at Veteran's Park.

### **Building Inspector:**

- *Reviewed and issued seven building permits for the month of June  
6 permits for the Town of Porter  
1 permit for the Village of Youngstown*
- *Received, Inspected and followed up on 8 new formal complaint/violations  
7 complaints for the Town of Porter  
1 complaint for the Village of Youngstown*
- *Completed 17 inspections for Permits & Complaints compliance*
- *Coordinated/Reviewed Town Planning and Zoning Board applications and Documentation (seven new projects)*
- *Participated in Town of Porter Justice Court for pending Zoning enforcement cases (three cases).*
- *Participated in the Town Planning Board meeting on June 6, 2024.*
- *Participated in the Town Zoning Board meeting on June 27, 2024.*
- *Continued, regular/daily response to phone inquiries on Land Use & Building questions.*

### **Peter T. Jeffery**

*Code Enforcement Officer, Town of Porter/Village of Youngstown*

### **Attorney:**

Attorney Caserta stated he had nothing to report.

### **Clerk's Office:**

*Taxes were mailed for June 1, 2024 and collection through the end of the month amounted to \$708,419.12. Outstanding tax collection is \$ 87,559.98. The PILOT payment has been received in full in the amount of \$ 1058.44.*

*In working with Sheridan Benefits, the handbook has been started and we are working on the first draft (nearly complete).*

*Kim and I met with Sarah from Tronconi (our accounting firm) to work on year end. Sarah provided guidance on year-end journal entries and was pleased with the progress made in the office to get to this*

*point. Once closing entries are made, a soft close of the year will happen. She expects that our AFR (the yearly report due to the Comptroller's office) will be complete by the end of July (deadline without extending).*

*Dottie Riordan has secured the bands for the summer concerts series which starts on July 5, 2024. Funding has been received to cover all scheduled concerts.*

*REDI payments were received from DASNY in the amount of \$685,816.84 which is then paid out to Millhurst and GHD as invoiced to GHD as invoiced.*

*Water bills were generated and mailed for July 1, 2024.*

*Amy Beaudreau  
Clerk-Treasurer*

Clerk-Treasurer Beaudreau stated that work on the handbook continues and that a first draft will be available soon. She continued that month/year end preparation is being worked on with the Village accounting firm Tronconi and the staff accountant Sarah Bowser. Together the office is working on the Annual Financial Report (AFR) and it is anticipated that the report will be filed on time (July 31, 2024). Ms. Bowser was in the office last week to gather information for the AFR as well as answering procedural questions.

Clerk-Treasurer Beaudreau explained that as per law, there will be only one check run a month which will coincide with the Board meeting. Clerk-Treasurer Beaudreau continued that the abstract will include all vouchers for payment will be emailed out to the board the Monday prior to the board meeting for review. Modifications may be made to the abstract before the meeting but an email with those modifications will be sent to the Trustees. As approved at the organizational meeting, the Clerk-Treasurer's office will continue to pre-pay invoices for insurance, utilities, postage and Board approved contracts. Clerk-Treasurer Beaudreau stated that the department heads are aware of this policy.

## **FINANCIAL INFORMATION:**

### **Sales Tax:**

Deputy Mayor Stortecky read the following.

*June 2024 monthly Sales Tax distribution to the Village of Youngstown was received on June 24, 2024 in the amount of \$41,735.54 from Niagara County.*

So noted.

### **Abstract of Audited Vouchers:**

*Vouchers for the period from June 14, 2024 through July 11, 2024:*

General:	\$ 304,688.47
Water:	\$ 20,763.07
Sewer:	\$ 19,541.90
H-Cap	\$ 685,816.84
Trust:	\$ 2975.00
Total	\$ 1,033,785.28

Deputy Mayor Stortecky asked for a motion to approve the Abstract of Audited Vouchers as presented. The motion was made by Trustee Stella and seconded by Trustee Quarantillo. All in favor. None opposed. Motion carried.

### **Budget Amendment(s):**

#### **Grigg Lewis Grant secured by the Friends of Youngstown:**

Deputy Mayor Stortecky read the following:

*The Friends of Youngstown has received a grant for new picnic tables and benches through the Griff Lewis foundation in the amount of \$12,000.*

*As this was not a budgeted revenue or expense, a budget amendment is requested for \$12,000. The revenue code will be A2089 -- Other Culture and Recreation Income. The expenditure code will A7989.41 -- Other Culture and Recreation Expenditure.*

Deputy Mayor Stortecky asked for a motion to approve the budget amendment as requested. The motion was made by Trustee Stevens and seconded by Trustee Stella. All in favor. None opposed. Motion carried.

#### **DPW F250 Pickup Truck:**

Deputy Mayor Stortecky read the following:

*As previously approved, the DPW has ordered the F250 pickup truck through Basil Ford. The truck will ready for delivery soon and will be paid using fund balance set aside from 2023-2024 also previously approved.*

*As this was not a budgeted revenue or expense, a budget amendment is requested for \$ 64,000 that will include \$ 53,745.50 for the truck, \$ 7000 for the plow and \$ 3254.50 for floor mats, spray in bedliner, back rack, tool box and other misc. installation equipment as needed. The revenue code will be A201D – Street Equipment, NYCLASS # 0006. The expenditure code will be A5110.2 Street Maintenance – Equipment.*

Deputy Mayor Stortecky asked for a motion to approve the budget amendment for the truck as requested. The motion was made by Trustee Stella and seconded by Trustee Stevens. All in favor. None opposed. Motion carried.

### **CHIPS:**

Deputy Mayor Stortecky read the following:

*In reviewing CHIPS budgeting, the DPW Superintendent Quantillo would like to utilize further funding from the program in the total amount of \$ 100,000.*

*As \$ 55,000 was budgeted, but \$ 100,000 total is requested, budget amendment is requested for \$ 45,000. The revenue code will be A3501 – CHIPS. The expenditure code will be A5112.2-CHIPS.*

Trustee Stevens asked what this additional \$45,000 was to be used for. DPW Superintendent Quarantillo responded that the DPW will be for repaving portions of Carrollwood Drive and Lake Street from Jackson Street to Brookshire Drive. This additional money will be used for paving and \$25,000 for 88 new blocks of sidewalk.

Deputy Mayor Stortecky asked for a motion to approve the budget amendment as requested. The motion was made by Trustee Stella and seconded by Trustee Stevens. All in favor. None opposed. Motion carried.

### **Collection of Taxes:**

Deputy Mayor Stortecky read the following:

*Total Collection of taxes is \$708,419.12 with outstanding taxes in the amount of \$87,559.98. The PILOT in the amount of \$1058.44 has been paid.*

So noted.

### **CONTRACTS/AUTHORIZATIONS:**

#### **Williamson Law Book:**

Deputy Mayor Stortecky read the following:

*Determination is needed for the annual software support contract with Williamson Law Book Company for Water/Sewer software for June 1, 2024-May 31, 2025 in the amount of \$1571.00.*



Deputy Mayor Stortecky asked for a motion to approve the annual software support contract with Williamson Law Book Company for Water/Sewer Collection. The motion was made by Trustee Stella and seconded by Trustee Quarantillo. All in favor. None opposed. Motion carried.

### **Summer Concert Series:**

Deputy Mayor Stortecky read the following:

*Determination is needed for the Following Summer Concert Series concerts:*

Date	Band/Musician	Amount
7/5/2024	Mackenzie Highlanders Pipes and Drums	\$650.00
7/12/2024	2nd Time Around- Kristine Robinson Milks	\$450.00
7/19/2024	Custode Music	\$450.00
7/26/2024	Brass Chance	\$400.00
8/2/2024	Joe and the Shmoes	\$500.00
8/9/2024	Emerald Isle-Rich Schaefer	\$525.00
8/16/2024	Taverners	\$400.00
8/23/2024	Water Street Quartet- Mark Miller	\$500.00

*All concerts have been funded through the efforts of Dottie Riordan.*

Trustee Stevens asked about the name change for Brass Chance and the Jerry Andres band. Clerk-Treasurer Beaudreau stated that it was just a name change but Dr. Andres is still in the band.

Deputy Mayor Stortecky asked for a motion to approve the Concert series and explained that if there are objections they need to be noted to the specific event. The motion to approve all concerts as presented was made by Trustee Quarantillo and seconded by Trustee Stella. All in favor. None opposed. Motion carried.

### **EMPLOYEE APPOINTMENTS:**

#### **Village of Youngstown Volunteer Internship:**

Deputy Mayor Stortecky read the following.

*As approved previously, the Academy of Business and finances at Lewiston Porter is providing the Village with a summer intern through Recreation department. Determination is needed to accept Makayla Farnham to intern with Recreation Department as a Village volunteer, she will complete all necessary paperwork and training as required.*

Clerk-Treasurer Beaudreau stated that Ms. Farnham has completed all the paperwork, training and background check.

Deputy Mayor Stortecky asked for a motion to approve Makayla Farnham as a Recreation Department volunteer. The motion was made by Trustee Quarantillo and seconded by Trustee Stevens. All in favor. None opposed. Motion carried.

**Police Chief Resignation:**

Deputy Mayor Stortecky read the following.

*Police Chief Joe Paul resigned effective July 1, 2024 stating "it has been an honor to have served" and "I wish continued success and safety to the officers and staff."*  
So noted.

**Police Sergeant/Acting Chief appointment:**

Deputy Mayor Stortecky read the following.

*Officer Shawn Bosi was sworn in as Police Sergeant on July 1, 2024.*  
*Sergeant Bosi was appointed as acting Chief by Mayor Reisman on July 1, 2024.*  
So noted.

**FACILITIES USE/SPECIAL USE PERMIT REQUESTS:**

**Youngstown Volunteer Fire Company:**

Deputy Mayor Stortecky read the following:

*A facilities use request has been received from Youngstown Volunteer Fire Company for the use of the baseball field on Saturday August 10, 2024 from 2 p.m. to 6 p.m.*

Deputy Mayor Stortecky asked for a motion to approve the facilities use request. The motion was made by Trustee Stella and seconded by Trustee Stevens. All in favor. None opposed. Motion carried.

**Youngstown Free Library Board:**

Deputy Mayor Stortecky read the following:

*A Facility Use Form has been received from the Youngstown Free Library Board (Shawn Dluhy) for the 75<sup>th</sup> Anniversary Celebration event in the Cora Gushee room on Wednesday, November 13,*

*2024 from 7:00 – 9:00 p.m. They are requesting access to the room at 8:00 a.m. for setup. There are no scheduling conflicts during this requested day/time. Requested accessories include 8 table and 5 chairs for an estimated 75-100 in attendance. Insurance is on file.*

Deputy Mayor Stortecky asked for a motion to approve this facility use as requested. The motion was made by Trustee Stevens and seconded by Trustee Quarantillo. All in favor. None opposed. Motion carried.

## **ITEMS / DISCUSSION/ CORRESPONDENCE:**

### **Metal detection devices in parks: Local Law 1-2024**

Deputy Mayor Stortecky read the following:

*Discussion on presented local law 1-2024 for Metal Detection Devices in parks.*

*Section 128.1:*

*Legislative intent is repealed.*

*New:*

*Section 128.1 Legislative Intent.*

*The Village acknowledges that certain artifacts, objects and relics may be found by individuals using metal detection devices while on Village grounds. The purpose of this section is to allow metal detection devices to be used on Village property while preserving the integrity of any objects found of historical significance.*

*Section 128.2*

*Legislative intent is repealed.*

*New:*

*Section 128.2 Use of Metal Detection Devices on Village Owned Property.*

*The Village agrees to grant up to three (3) special use permits to individuals to use metal detection devices on Village property. Applicants will need to complete an application provided by the Village. The application shall contain the conditions and rules for the granting of the Special Use Permit as well as the duration of the Permit.*

*Activities shall not interfere with the use and enjoyment of the Village lands or the maintenance thereof by Village Employees. Any items retrieved must be brought to the Village. Applicant acknowledges any item found belongs to the Village of Youngtown, which retains sole authority to keep any item(s) recovered.*

Attorney Caserta noted that a public hearing needs to be set for the August 8, 2024 Village meeting to enact Local Law 1-2024. Deputy Mayor Stortecky asked if a special use permit will be created for metal detection and Attorney Caserta confirmed.

Deputy Mayor Stortecky asked for a motion to set a public hearing on Local Law 1-2024 on August 8, 2024. The motion was made by Trustee Stella and seconded by Trustee Quarantillo. All in favor. None opposed. Motion carried.

### **Water line replacement:**

Deputy Mayor Stortecky read the following:

*Discussion on Lockport Street water line replacement/potential grant funding in conjunction with the State effort of repaving Lockport Street.*

Deputy Mayor Stortecky stated there have been preliminary discussions with the Department of Transportation (DOT) as they plan to reconstruct Lockport Street from Cherry Street to Main Street. At that meeting, it was explained that there would be a significant savings to the Village if the water lines were replaced as a betterment project at the same time.

Deputy Mayor Stortecky stated that the Village will provide the DOT with drawings of the water lines and they will bid the job and do the work with the Village funding the water line costs if able. He continued that Engineer Lannon, Superintendent Quarantillo and Mayor Reisman are on board to gain more information with the possibility of moving forward with a proposal.

Trustee Stevens asked DPW Superintendent Quarantillo about past water main breaks on Lockport Street between the Village line and Cherry Street. Superintendent Quarantillo stated that the water main in that area was replaced in years prior and there have been no issues in that area since.

### **BOARD REPORTS:**

#### **YBPA and Upward Niagara Chamber:**

Trustee Stella stated that YBPA is working on a new brochure and at the fall meeting will be nominating the Business of the Year.

Trustee Stella stated that the Upper Niagara Chamber had a business blender at the Griffon in Lewiston today and they are working on the Lewiston Jazz Festival while trying to figure out better ways going forward to get more people involved.

Trustee Stella also added that visitors to Youngstown are up 2.1% from previous years.

Trustee Stella noted that the Chamber is in the running for a Springboard grant of up to \$25,000 which will help cover the costs for vendors at events.

#### **Neighborhood Watch:**

Trustee Stevens asked Trustee Stella about progress on the neighborhood watch program. Trustee Stella stated that she will meet with Acting Chief Bosi about the program.

#### **Police Personal Changes:**

Trustee Stevens stated she was disappointed in the resignation of Chief Joe Paul as he was a good person and will be missed. She extended a thank you to Acting Chief Bosi for taking on the Acting Chief position.

#### **Labor Day Parade, Youngstown Free Library, Fort Niagara:**

Trustee Stevens stated that she had been working on the Labor Day parade and is waiting on the mayor's letter for DOT road closures.

Trustee Stevens also stated that the library is offering a Tuesday story hour program. And on Friday there is the Story Walk in Falkner Park. She continued that Fort Niagara is hosting a fundamentals of fishing class at 1 p.m. tomorrow.

#### **Recreation Commission:**

Trustee Quarantillo extended a thank you to Recreation Director Gruarin for his hard work in getting so many kids involved in the recreation programs. And also thanked Grant Writer Rath for all her hard work on grant funding.

#### **Mayor absence, DOT:**

Deputy Mayor Stortecky stated that Mayor Reisman apologies for missing the meeting for personal reasons.

Deputy Mayor Stortecky stated that the waterline betterment project will remain on the radar as input needs to be provided to the DOT by April 2025. Updates will be provided to the Board as time progresses.

#### **ANNOUNCEMENTS:**

### **Falkner Park Summer Concert Series:**

Deputy Mayor Stortecky announced that the Falkner Park Summer Concert Series has begun, and the next concert will be 2<sup>nd</sup> Time Around performing on Friday, July 12, 2024, from 6:30 to 8:30 p.m. Deputy Mayor Stortecky asked reminded Board Members to sign up for volunteering to open and close bathrooms for the concerts as per an email sent earlier.

### **Village board meeting schedule:**

The next Village Board meeting will be August 8, 2024 at 7:00 p.m.

### **Executive Session:**

A motion to enter into Executive Session to discuss the extension of the Cold Storage contract was made at 7:39 p.m. The motion was made by Trustee Stella and seconded by Trustee Quarantillo. All in favor. None opposed. Motion carried.

A motion to adjourn Executive Session and resume the Board Meeting was made at 7:53 p.m. by Trustee Quarantillo and seconded by Trustee Stevens. All in favor. None opposed. Motion carried.

Deputy Mayor Stortecky asked for a motion to allow the Mayor to sign an extension for the contract of the Cold Storage Building through August 31, 2024. The motion was made by Trustee Stella and seconded by Trusted Stevens. All in favor. None opposed. Motion carried.

A motion to adjourn the meeting at 7:54 p.m. was made by Trustee Quarantillo and seconded by Trustee Stevens. All in favor. None opposed. Motion carried.

Respectfully submitted,



Amy Beaudreau  
Clerk-Treasurer