

MINUTES OF THE WORKSHOP OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MEDINA HELD ON MONDAY NOVEMBER 14, AT 7:00 P.M. IN THE SENIOR CITIZENS CENTER.

Present: Mayor Michael Sidari, Trustees Owen Toale, Marguerite Sherman, Timothy Elliott, Jessica Marciano

Fire Chief Jackson, Code Enforcement Officer Daniel Gardner

Attorney Matthew Brooks

Excused: Superintendent of Public Works Jason Watts

Mayor Sidari called the meeting to order at 7:00 p.m. and opened the Public Hearing on the Quorum Group, LLC dba Takeform, to pursue submission of a grant application to the New York State Office of the Community Renewal Community Development Block Grant Funding to upgrade their software system to better service their customers as well as their entire online program capabilities.

No interested persons wished to speak. The Mayor closed the public hearing at 7:02 p.m.

A motion was offered by Trustee Toale and seconded by Trustee Elliott.

**WHEREAS**, Quorum Group, LLC dba Takeform (the "Company") plans to undertake a systems upgrade at its architectural signage facility in the Village of Medina (the "Project"); and

**WHEREAS**, the Company has requested that the Village apply for funding on its behalf from the New York State Office of Community Renewal (the "OCR") to finance a portion of the cost of equipment and/or working capital expenses to support the Project, and

**WHEREAS**, the Orleans Land Restoration Corporation (the "OLRC") is assisting in the facilitation of the Project and has requested that the Village provide the OCR funding to the OLRC as a grant for the purpose of making a deferred loan and a term loan to the Company, and

**WHEREAS**, the Project will result in substantial benefit to the Village of Medina and Orleans County in the form of an estimated 31 new employment positions, and

**WHEREAS**, the Village has held a public hearing to obtain citizens' views regarding the CDBG program as administered by OCR and the Project;

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Mayor is hereby authorized to submit a grant application on behalf of the Village of Medina in the approximate amount of \$465,000 to the OCR to support the Project, and be it further

**RESOLVED**, that the Mayor is hereby authorized to execute a grant agreement between the Village and the OCR and all related documents associated with the OCR grant, including entering into a grant agreement with the OLRC for the implementation of the Project and administration of the OCR grant, all such documents to be subject to review and approval by the Village Attorney, and be it further

**RESOLVED**, that the Mayor is hereby designated as the Certifying Officer responsible for all activities associated with the federal environmental review process to be completed in conjunction with the Project.

All ayes  
Motion carried.

Mayor Sidari said that the Zambistro project is now complete. The Office of Community Renewal requires a second public hearing to obtain comments on the project's implementation.

A motion was offered by Trustee Sherman and seconded by Trustee Elliott.

**WHEREAS**, the Village of Medina Board of Trustees wishes to hear public comments relating to the recently completed Community Development Block Grant ("CDBG") project supporting the expansion of the Zambistro Restaurant at 410 Main Street, Medina, New York 10143, and

**WHEREAS**, The CDBG program is administered by the New York State Office of Community Renewal (OCR), and provides resources to eligible local governments for housing, economic development, public facilities, public infrastructure, and planning activities, with the principal purpose of benefitting low/moderate income persons, and

**WHEREAS**, OCR requires that grant recipients hold a public hearing to provide information to the public and to consider citizen comments regarding CDBG funded projects to help make determinations for the future use of CDBG funds, therefore be it

**RESOLVED**, that the Village of Medina Board of Trustees hereby calls for a Public Hearing whereat all interested parties shall be heard; and be it further

**RESOLVED**, that the Public Hearing shall be held on November 28 at 7:00 p.m. in the Senior Citizens Center, 615 West Avenue, Medina, New York 14103; and be it further

**RESOLVED**, that at least eight (8) days' notice of such hearing shall be given by the Village Clerk-Treasurer by the due posting thereof in the Municipal Building and on the Village's website, and by publishing such notice at least once in the official newspaper of the Village.

All ayes  
Motion carried.

Mr. Todd Bensley representing the Friends of Boxwood addressed the Board. He said the Friends of Boxwood had obtained an updated quote from Pike Stained Glass Studios to

repair the bottom section of the stained glass window located in the Boxwood Cemetery Chapel. Mr. Bensley said that they were able to raise the funds from the Boxwood at Night event. He said it will take approximately six months to repair the window. He said the Friends of Boxwood would like to donate the funds to the Village of Medina and payment could be processed through the Village. Mr. Bensley said the whole Chapel needs to be refurbished and that will be the next project.

A motion was made by Trustee Elliott and seconded by Trustee Marciano. The Friends of Boxwood are authorized to move forward with the restoration of the stained glass window in the Chapel at Boxwood Cemetery and the Mayor is authorized to sign the agreement with Pike Stained Glass Studios.

All ayes  
Motion carried.

Mr. Bensley, historian for the Village of Medina, also presented a proposal for State Street Park. The property that is now State Street Park was once owned by the Burroughs family and there is renewed interest in memorializing the prominent family in two ways. He is proposing the installation of his historic panels similar to the ones already placed throughout downtown Medina with the panels being paid for through donations. He also is asking for the Board to consider renaming the park Burroughs Park. Trustee Sherman suggested possibly naming the Pavilion after the Burroughs family. The Board asked Mr. Bensley to obtain additional information on the historic panels to bring back to the Board.

Mayor Sidari introduced Randy Glenn from the Evans Agency. Mr. Glenn discussed the growing need for a Cyber Security Policy. He said having a policy incorporates continuous risk assessments, active protection, and an active response should a cyber security incident occur. He said having a policy in place covers any expenses to defend the Village and any damages should there be a security failure, data breach or privacy liability. He also suggested having a Multi-Factor Authentication in place. He said this would be a stand-alone policy with a company that specializes in those type of claims. Mayor Sidari thanked Mr. Glenn for providing the Cyber Security Policy information for the Board to review.

Ms. Melissa Valley addressed the Board stating they did not receive the grant they had applied for to place a new basketball court at Butts Park. She asked the Board for a starting point on what they would like to invest in a new basketball court so she could obtain quotes. The Mayor said they had already discussed designating ARPA funds toward the purchase of new basketball courts. Mayor Sidari said to set a limit of \$125,000.00 when obtaining quotes.

A motion was offered by Trustee Toale, that the winter parking ban is moved to December 1<sup>st</sup>, instead of November 15<sup>th</sup>. The motion was seconded by Trustee Sherman.

Mayor Sidari said he had talked to the Superintendent of Public works who said it is difficult for the trucks to get around the streets if there are cars parked in the street. Attorney Brooks stated most places have a parking ban with a November 15<sup>th</sup> date otherwise it gets too subjective. Trustee Elliott said it may confuse the public since the signs posted around the Village state the November 15<sup>th</sup> date. The motion was put to the vote:

Trustee Toale      Aye      Trustee Marciano      Aye

Trustee Elliott	Nay	Trustee Sherman	Nay
Mayor Sidari	Nay		

Motion denied.

Mayor Sidari said the full representative and alternate Planning Board positions will expire at the end of December 31, 2022. He said Ms. Kathy Blackburn was the full representative and Code Enforcement Officer Daniel Gardner was the alternate. He said Ms. Blackburn had submitted her resignation.

A motion was made by Trustee Sherman and seconded by Trustee Marciano. The resignation of Kathy Blackburn as full representative to the County Planning Board is accepted and Daniel Gardner is nominated as the full representative with the County Planning Board.

All ayes  
Motion carried.

Mayor Sidari said that the Programming Study from Barton and Loguidice for the Medina Fire Station and Village Office additions had been distributed to the Board. Mayor Sidari said that the Fire Department ladder truck is twenty-three years old and needs to be replaced and an adequate space is needed to house the new ladder truck. He said an addition on the Village Clerk's office would include a new meeting room to hold public meetings. He said he would ask Barton and Loguidice to attend a Board Meeting to do a presentation on the Programming Study.

Mayor Sidari said that Fire Chief Jackson had proposed changes to the Firefighter Schedule, with a twenty-four hour on shift then seventy-two hours off shift schedule. He said the new schedule would allow firefighters to have a more productive recovery time in between shifts, improving mental health and overall efficiency in the department.

Trustee Toale said he is not in favor of the new schedule as it is not in the contract. He said the Fire Chief did have the right to run his own schedule, but he did not think the new schedule would prevent firefighters from leaving. Trustee Elliott said he did his own research. He said he was not in favor of the new scheduling because of the Emergency Medical Services the department provides. He said he was concerned having firefighters perform EMS calls at the end of their shift. Trustee Elliott also asked what type of mandatory down time there would be before someone could respond to a call. Trustee Marciano said her best work is not performed in the twenty-third hour of a shift. She said she is concerned about the amount of time someone is on a shift and then driving. Trustee Sherman said first responders are wired and respond differently. The adrenaline is going when responding to a call. Mayor Sidari said he sees both sides and his concern would be performing a transfer after being on a shift for twenty-three hours. He asked Fire Chief Jackson to consider the Board input.

A motion was made by Trustee Sherman and seconded by Trustee Elliott. Police Chief Kenward is authorized to sign the MOU agreement with the Niagara County Crime Analysis Center.

All ayes  
Motion carried.

Code Enforcement Gardner said he had met with Mariachi de Oro about the banquet hall they are looking to build. He said he posted a house on Laurel Street not to be occupied. He said he served a ten-day notice to a home on West Avenue for a sewer problem and they were working with the Department of Social Services. He said he had given a thirty-day notice to a property on West Oak Orchard to clean up their property or they will need to appear in court. He said he had given a property maintenance violation to a house on North Main Street as the back wall is deteriorating.

A motion was made by Trustee Marciano and seconded by Trustee Elliott. The Board hereby approves a Stipulation of Settlement and Separation Agreement with a particular employee.

All ayes  
Motion carried.

The Mayor asked if any of the Participation in Government students in attendance at the meeting had any questions for the Board. Paige Dix asked if you could change one thing to better Medina, what would you change?

Mayor Sidari said the sidewalks are in need of replacement, however that is the responsibility of the homeowner. The Village will remove the sidewalk at no charge. Trustee Sherman said the Visionary Committee would like more information available to the residents, such as sidewalk removal is a service the Department of Public Works will provide at no cost to the homeowner.

Mrs. Limina asked how many Firemen are on staff and how many Police. The Mayor said there were twenty-one firefighters and thirteen police officers. Trustee Toale said we have hired more paramedics as we are able to charge the insurance company more and can provide advanced life support. Mayor Sidari said we also have a Fire Investigative Team and a Fire Prevention Team.

Fire Chief Jackson said Austin Mosher graduated from the Fire Academy. He said there were two hundred and sixty calls in October. He said on Saturday the crews battled a railcar fire which extended into a second railcar as well as the building. Quick response and excellent teamwork limited the damage to both the second railcar and building. He thanked all of those who attended the annual Fireman's Ball as it was a success.

A motion was made by Trustee Elliott and seconded by Trustee Sherman. The meeting is adjourned at 8:40 p.m.

All ayes  
Motion carried.

Respectfully submitted,  
Jada A. Burgess  
Clerk-Treasurer

DRAFT