

MINUTES OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MEDINA HELD ON MARCH 24, 2025, AT 6:00 P.M. IN THE RIDGEWAY TOWN HALL.

Present: Mayor Marguerite Sherman

Trustees Jess Marciano, Deborah Padoleski, Diana Baker and Mark Prawel

Attorney Matthew Brooks

Mayor Sherman called the meeting to order at 6:00 p.m.

Mayor Sherman opened the first public comment period. No interested persons wished to speak.

Mayor Sherman introduced Mr. Brian Sibiga from Wendel Engineers. Mr. Sibiga said the Village had received a grant to complete an Inflow and Infiltration Study on the sewer system. He said there are portions of the system where rainwater is getting in, and it shouldn't be. He said excess rainwater can overflow and the system cannot handle it. He said the Village can submit for grants to assist with the project. He said they need to know what improvements are needed and to be pro-active. He said once the planning and preliminary report is complete the Village will be able to apply for grants. He said the sewer plant is the most important asset the Village has. He said he is also working with the Village's grant writer on pursuing a grant for the pump station project. Trustee Marciano asked how this study will differ from the one completed in 2018. Mr. Sibiga said that was focused on the business park and said there are other parts of the Village that have not been looked at. He said the priority from seven or eight years ago may not be the priority today and the sewer system continues to be something that the Village needs to invest in. Trustee Prawel asked what percentage still has a combined sewer and storm sewer. Superintendent Watts said at least thirty percent was combined sewer and storm sewer. He said they would be working toward getting storm water out of the sanitary system. Mayor Sherman asked that once the study is complete Mr. Sibiga come back to present the report to the board.

Mr. Sibiga updated the board on the broken rotating biological contactor. He said this is the main treatment process to break down waste. He said it was installed in 2019 and failed in July of 2023. He said it costs \$133,000.00 to replace an RBC and it is not under warranty. He said after speaking with the company, they will provide the parts at cost to the Village and that the EPA has noticed it is not working. He said a subcontractor would do the repair and the total cost would be approximately \$60,000.00. He said it needs to be replaced per the Department of Environmental Conservation. He said they are looking at April or May to complete the repair.

Mayor Sherman said two firms had responded to the request for proposals for the New York Forward Small Project Fund Administration. She said the board has received the proposals and is free to ask questions so that an informed decision can be made. She introduced Ms. Alma Brown from Heritage Resources, LLC. Ms. Brown said they are a grant services firm and are now certified as an MWBE firm and there are requirements that need to be met. She said they are well versed on the Office of Homes and Community Renewal program guidelines and have a full-service team. She said they have worked with Andrew Meier in the past on historic preservation and are continuously working with the Medina Railroad Museum.

Mayor Sherman said this is new to the Village and asked if the firm would assist with selecting a non-biased team to review the small grant fund applications. Ms. Brown said she would go to the target area, have zoom meetings and that they are flexible as a small business. She said they would provide the scope of work that would qualify for the grant. Ms. Brown said the project at 409-413 Main Street is separate and she spoke with Patricia O'Reilly at the Office of Homes and Community Renewal. Mayor Sherman thanked Ms. Brown for her proposal.

Mayor Sherman said Northstar Cruises would like to lease spaces in the canal basin and that she had spoken with the New York State Corporation. She said the Village had entered into an agreement last year, however there a permit that is needed through the Canal Corporation. If someone is creating revenue, the Canal Corporation needs to be notified. Mr. Brian Hellner said he was working with local businesses to provide cruises, and that the Erie Canal would be celebrating their 200th year anniversary. Mayor Sherman asked now that they know the legalities involved, does the board want to rent to Mr. Hellner. Trustee Marciano asked about Mr. Hellner providing an insurance policy. Mr. Hellner said it may increase as he had received a grant. Mayor Sherman said she would look into the cost from the Canal Corporation. The matter was tabled.

Mayor Sherman introduced Lauryn DaCosta from Labella Associates. Ms. DaCosta said Labella has had fifteen years of experience administering these types of funds through the Downtown Revitalization Initiative. She said on the small grant fund they would work on the application process, would select a project committee and would go through the environmental checklist with each property owner. She said once projects are cleared, they would ensure the procurement process is followed. Mayor Sherman asked if Labella submits all the paperwork. Ms. DaCosta said they coordinate the paperwork. Mayor Sherman asked what the plan would be to reach property owners. Ms. DaCosta said they use fliers, postcards, social media and hold information sessions. Mayor Sherman said the proposal stated ten projects and asked if the Village was limited. Ms. DaCosta said they limit the number as a disclaimer. She said they prepare all the disbursement requests, and the Village would pay the property owner directly. Trustee Marciano asked if Labella meets the MWBE requirement. Ms. DaCosta said they are not MWBE certified but that they have a list of contractors they can solicit and that it is not an unreachable target. Mayor Sherman thanked Ms. DaCosta for her proposal.

Trustee Marciano said there is \$6,600.00 remaining from the \$10,000.00 from the Clean Energy Communities study. She said she had distributed the recommendations to the board and suggested the board move forward with five of the recommendations, interior lighting retrofit, implement deeper setback, insulate heating and domestic hot water pipes, building airflow reduction and exterior lighting retrofit.

A motion was made by Trustee Marciano and seconded by Trustee Baker. The remaining \$6,600.00 from the Clean Energy Communities grant will be used for the recommendations mentioned above.

All ayes
Motion carried.

Mr. Todd Bensley said the Friends of Boxwood would like support from the Village to pursue a technical assistance grant. He said this would allow for a structural engineering assessment as there are walls falling and erosion. He said the pre-application needs to be submitted by

April 11th, with the final submission in by April 18th. Mr. Bensley said he would be willing to write the grant and that he has some experience in grant writing. He said the grant is for \$7,500.00 and the Village's match would be \$500.00 to have the study done. He said this would allow the Friends of Boxwood to start doing some repairs that are needed at the cemetery. He suggested having the funds paid for through the property maintenance fund.

A motion was made by Trustee Padoleski and seconded by Trustee Prawel. The Friends of Boxwood are authorized to apply for the Technical Assistance Grant for Boxwood Cemetery in the amount of \$7,500.00 with the Village's match of \$500.00 to be paid out of the property maintenance fund.

All ayes
Motion carried.

A motion was made by Trustee Prawel and seconded by Trustee Marciano. Mayor Sherman is authorized to sign the fuel agreement with the Medina Central School District.

All ayes
Motion carried.

A motion was made by Trustee Baker and seconded by Trustee Marciano. Mayor Sherman is authorized to sign a one-year agreement with the Medina Central School District to provide two school resource officers with an increase from \$80,000.00 to \$82,500.00 to be reimbursed by the school for each officer.

All ayes
Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Padoleski.

Resolution for Harriet Tubman Underground Railroad New York Scenic Byway Nomination and Corridor Management Plan Adoption

WHEREAS, the historic qualities of the Harriet Tubman Underground Railroad New York Scenic Byway, as described in the corridor management plan, and the surrounding areas have been appreciated and celebrated for over a century by the residents of New York State, as well as tourists, historians, artists, authors, and other visitors to the region; and it is this unique combination of the journeys of Harriet Tubman and those Freedom Seekers who traveled on the Underground Railroad that create the special sense of place that is vital in telling the New York story of the human desire for freedom and the historic sites they created during their journey to emancipation; and

WHEREAS, the Steering Committee of the Harriet Tubman Underground Railroad New York Scenic Byway, composed of representatives of 22 municipalities along the proposed scenic byway route, committed to work cooperatively to protect and promote the historic, scenic, recreational, and economic well-being of the 544-mile Corridor throughout the state and agreed to pursue the nomination of the Harriet Tubman Underground Railroad New York Scenic Byway; and

WHEREAS, under the leadership of the Harriet Tubman Underground Railroad New York Scenic Byway Steering Committee, each of the 22 counties contributed to the development of this corridor management plan by forming local byway groups, encouraging public participation, and leading individual meetings of the Collaborative; and

WHEREAS, the Advisory Committee of the Harriet Tubman Underground Railroad New York Scenic Byway, consisting of relatives of Harriet Tubman, descendants of Freedom Seekers, Harriet Tubman and/or Underground Railroad historians, representatives from state and federal agencies has strengthened the historic integrity, representation, and the principles of the corridor management plan; and

WHEREAS, in the process of developing this corridor management plan, the Harriet Tubman Underground Railroad New York Scenic Byway Steering Committee has strengthened the bonds of inter-municipal cooperation, and the involved entities envision further benefit through scenic byway designation including sustained collaborative progress, increased funding opportunities for recommendations identified in the plan, enhanced partnerships with agencies responsible for the stewardship of resources along and adjacent to the byway route, and an improved transportation experience that preserves, interprets, and promotes the corridor's intrinsic qualities and resources; and

NOW, THEREFORE, BE IT RESOLVED, that the Village of Medina supports the designation of the Harriet Tubman Underground Railroad New York Scenic Byway which includes programs for stewardship and enhancement of the scenic byway and guidance to manage future activities along its corridor; and

BE IT FURTHER RESOLVED, that the Village of Medina confirms that they will not approve any requests for new off-premise outdoor advertising signs along the designated Harriet Tubman Underground Railroad New York Scenic Byway route; and

BE IT FURTHER RESOLVED, that the Village of Medina will work in partnership with the other municipalities along the Harriet Tubman Underground Railroad New York Scenic Byway and local and regional stakeholders in order to support future Byway program development and collaborate with these interested entities to explore opportunities for cooperation and methods to advance the Scenic Byway.

All ayes
Motion carried.

A motion was made by Trustee Prawel and seconded by Trustee Padoleski. Mayor Sherman is authorized to sign the Proclamation declaring that First Responder Wellness Week will be March 24, 2025, to March 28, 2025.

CERTIFICATE OF PROCLAMATION

ON BEHALF OF THE PEOPLE OF THE VILLAGE OF Medina

The Village of Medina Board of Trustees does hereby proclaim

March 24 – March 28, 2025

as

FIRST RESPONDER WELLNESS WEEK

WHEREAS, first responders including law enforcement officers, firefighters, emergency medical services (EMS) personnel, 911 dispatchers, correctional officers, and members of other organizations in the public safety sector, come together to protect and aid our community in the event of an emergency; and,

WHEREAS, first responders risk their life and safety every day in the performance of their duties to protect our citizens; and,

WHEREAS, first responders are tasked with handling dangerous and complicated situations; and,

WHEREAS, nationwide, law enforcement officers will go through an average of 188 critical incidents throughout the course of their career; and,

WHEREAS, first responders often experience stress that has real physical impacts including cardiac issues, diabetes, obesity, and sleep issues; and,

WHEREAS, first responders are up to 25.6 times higher risk for developing post-traumatic stress disorder when compared to individuals without such experiences; and,

WHEREAS, first responder wellness includes management of issues including, but not limited to sleep, fitness, nutrition, fatigue, anger management, posttraumatic stress and loss; and

WHEREAS, we recognize the integral role first responders play in our communities and the benefits derived from their hard work, commitment, sacrifice, and unhesitating dedication; and,

WHEREAS, research shows that fostering a strong wellness culture inside first responder agencies enhances relations within the communities they serve.

NOW, THEREFORE, Mayor Sherman do hereby proclaim March 24-28, 2025, as First Responder Wellness Week in the Village of Medina

All ayes
Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Baker. The Orleans County Soil and Water Conversation District is allowed to place traps in Boxwood Cemetery to monitor the presence of Spotted Laternfly.

All ayes
Motion carried.

A motion was made by Trustee Padoleski and seconded by Trustee Prawel. A public hearing is scheduled for April 7, 2025, at 5:30 p.m. on proposed Local Law 3-2025, entitled, "Override the Tax Levy Limit Established in General Municipal Law §3-c.

Trustee Marciano said she would vote to hold the public hearing but would like to hear from the public.

All ayes
Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Padoleski. A public hearing on the 2025-2026 tentative budget is scheduled for April 14, 2025, at 6:05 p.m.

All ayes
Motion carried.

A motion was made by Trustee Prawel and seconded by Trustee Padoleski. The motion appointing Zach Baldwin to the position of Motor Equipment Operator is rescinded.

All ayes
Motion carried.

Clerk-Treasurer Burgess read the election results.

Scott Bieliski	201 votes
Jess Marciano	90 votes
Michael Maak	30 votes

Mayor Sherman welcomed Scott Bieliski as a new Trustee to the board.

Mayor Sherman said the Village website needs to be transferred from .org to .gov and it is also in need of updating. She said quotes were received from C&H PC in the amount of \$2,375.00, G&G for \$12,000.00 to \$15,000.00 and Mindful Media, a base price of \$10,579.00 with a monthly maintenance of \$1,250.00 per month. Trustee Marciano said the Village already has a working relationship with C&H PC.

A motion was made by Trustee Marciano and seconded by Trustee Prawel. The quote received from C&H PC in the amount of \$2,375.00 is accepted and C&H PC will transition the Village website from .org to .gov and will update the website.

All ayes
Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Baker. The following amounts will be moved from Contingency A1990.4 to the following appropriations:

\$7,500.00 to A1620.4
\$118.00 to A1450.4
\$205.00 to A1620.41

All ayes
Motion carried.

A motion was made by Trustee Padoleski and seconded by Trustee Prawel. To accept \$3,765.00 in donations for the Hometown Heros program.

Trustee Marciano said she would like this removed from our books.

A vote was taken.

Trustee Padoleski	Aye	Trustee Prawel	Aye
Trustee Baker	Aye	Trustee Marciano	Opposed

Carried.

Mayor Sherman asked the board if they were ready to move forward selecting an engineering firm to handle the New York Forward Small Project Grant Fund and 409-413 Main Street and that the lowest bidder needed to be selected. Trustee Marciano said there were misspellings in Heritage Resources proposal and that she thought Labella had a stronger presentation.

A motion was made by Trustee Marciano and seconded by Trustee Baker. Mayor Sherman is authorized to sign a contract with Labella Associates to administer the Small Grant Project and 409-413 Main Street through the New York Forward Grant program.

All ayes
Motion carried.

Mr. Tim Elliott addressed the board stating Labella's limitations to ten projects is not unreasonable when it would average to be around \$27,000.00 per project.

A motion was made by Trustee Marciano and seconded by Trustee Prawel. The bills as submitted are authorized for payment.

All ayes
Motion carried.

Trustee Marciano noted there is a \$5.00 cap covered by the Department of Public Works contract on breakfast sandwiches.

A motion was made by Trustee Baker and seconded by Trustee Padoleski. The Minutes of February 28, 2025, and March 10, 2025, are accepted as submitted.

All ayes
Motion carried.

Code Enforcement Gardner thanked the board for allowing him to attend training from March tenth to the twelfth. He said the lift at the Knights of Columbus was approved. He said there are two houses owned by Medina Hospital that are scheduled for demolition. He said the library submitted a site plan to go in front of the Planning Board.

Chief Police Draper said today was the first day of First Responder Week and highlighted the importance of Officer Wellness. He said he appreciated the Village's Proclamation and the recognition of First Responder Wellness Week. He said he sent two officers to an Officer Wellness Symposium. He said the goal is to provide resources and peer support for the mental, emotional, and physical welfare of our Officers. He said our first responders are on the front lines every day. He asked the Village leaders to make a concerted effort to support them. Having officers with better moral and welfare will lead to a stronger department and it will positively affect recruitment and retention.

Fire Chief Jackson said the department was busy with community outreach. He said a few members participated in the GLOW With Your Hands Healthcare Event. This gives students in the region the opportunity to learn about the many different healthcare career opportunities out there, including EMS. He said there were two CPR classes, and 1 CPR/First Aid class taught at local businesses. He said the New York State Civil Service Candidate Physical Agility Test will be held April 26, 2025, for those that took the written exam. The sprinkler system testing was done at City Hall and annual physicals for his department are being completed today.

Trustee Prawel asked Fire Chief Jackson if some members of the department traveled to Wisconsin to discuss the ladder truck and asked if this was part of the purchase agreement. Fire Chief Jackson said three members did go to review drawings and prints with a potential delivery date between October and December. Mayor Sherman said she would be contacting the company representative to narrow down the date. Trustee Prawel said going forward the board needs to know. Mayor Sherman said she had discussed this with former Mayor Sidari and that this is common. Trustee Padoleski asked what days they were gone. Fire Chief Jackson said they were gone March 12th, 13th and 14th. Mayor Sherman said she has reviewed her notes on the CDBG funding, and the board needs to solidify how we will pay for the additional funds if we receive a grant. Trustee Prawel asked that Fire Chief Jackson provide statistics to the board on the ambulance including a breakdown of the calls.

Superintendent Watts said the department has been cold patching potholes and cutting trees, but the bucket truck now has an electrical issue. He said there was a water main break at the Wastewater Treatment Plant and there is not a shut off between the plant and Oak Street. He said there was a water main leak on Starr Street and one on Park Avenue that would be fixed this week. He said he filled out the permit to repair the storm sewer pipe by the lift bridge where there is a sink hole. He said starting April 7th, monthly brush pick up would begin, the first Monday of every month. He said there was misinformation being presented by the Town of Shelby Supervisor about the Village of Medina to the new candidates running for the Town of Shelby board.

Clerk-Treasurer Burgess requested an executive session to discuss the particular appointment of a particular person or persons.

Attorney Matt Brooks said he is available to answer questions the board or department heads may have.

Ms. Linda Limina said the Village's engineer did mention in their report about wooden pipes. Mr. Scott Bieliski said he read the study and there are no wooden water lines. It was a thorough study.

Ms. Robin Wehling read a letter of support for the Village of Medina Fire Department saying their apparatus is needed as well as the Fire Station addition. She said the ladder truck is not working properly and has failed. She said this service is essential for the surrounding municipalities of Shelby, Ridgeway, Yates and Albion. She said the department has trained paramedics and minutes are critical. She said time is critical for survival.

Mr. Tim Zeiner expressed concerns about parking on Catherine Street, by West Center Street and Park Avenue. He said it is difficult to see. He said there are pedestrian crossing signs on Park Avenue, but no one stops.

Mayor Sherman said it was Trustee Baker's last meeting and said the board appreciates what she has done well serving on the board. Trustee Baker said she appreciated the time and support and that she will continue to support the Village in other ways.

Mayor Sherman said Arbor Day is April 25, 2025. The Seneca Chief would be coming to Medina.

Trustee Padoleski said she wanted to clarify that the ambulance revenue does not support the Fire Department. She said the revenue is not specifically for that department. Over the last five years it has cost approximately \$2.5 million to run that department. The revenue is around \$1.1 million. She said she did not want to hear that the board is stealing from that department. We appreciate the service and the professional job they do. She thanked Trustee Baker for serving as a Village Trustee.

Trustee Marciano thanked the community for coming out to the polls. She said she and Trustee Baker took a trip to Albany to discuss CHIPS funding which is restricted to highways.

Mayor Sherman thanked Trustee Marciano for stepping up to do a write-in campaign.

A motion was made by Trustee Padoleski and seconded by Trustee Marciano. The meeting is adjourned into executive session at 8:36 p.m. to discuss the particular appointment of a person or persons.

All ayes
Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Baker. The meeting is reconvened at 9:56 p.m.

All ayes

Motion carried.

A motion was made by Trustee Padoleski and seconded by Trustee Prawel. Laura Howland may continue to work as a part-time account clerk in the Clerk's Office through May 31, 2025.

All ayes
Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Baker. The meeting is adjourned at 9:58 p.m.

Respectfully submitted,

Jada A. Burgess
Clerk-Treasurer

A motion was made by Trustee Marciano and seconded by Trustee Baker. The meeting is adjourned at 10:15 p.m.

All ayes
Motion carried.

Respectfully submitted,

Jada A. Burgess
Clerk-Treasurer

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