

VILLAGE OF LEWISTON AGENDA

JULY 6, 2026 – 5 :00PM

ANNUAL ORGANIZATIONAL MEETING

SWEARING IN CEREMONY – Pledge of Allegiance

OATH OF OFFICE – Administered by Honorable Judge Hugh Gee

Mayor – Daniel Cota

Trustee – Tina Coppins

Trustee – Leandra Collesano

I. CALL TO ORDER

II. OLD BUSINESS

III. NEW BUSINESS

1. A motion to approve the Mayor’s appointment of Clerk Shannon Fundis for a four-year term of office July 1, 2030.
2. A motion to approve the Mayor’s appointment of Treasurer Stephanie Longwell for a four-year term of office to July 1, 2030.
3. A motion to approve the Mayor’s appointment of Deputy Clerk Donna Cassick for a four-year term of office to July 1, 2030.
4. A motion to approve the Mayor’s appointment of the following for a one-year term of office:

Deputy Mayor Tina Coppins
5. A motion to approve the reappointment of Law Counsel Joseph Leone for a one-year term for 2026-2027.
6. A motion to approve the reappointment of Nussbaumer & Clarke, Inc. as the Village of Lewiston engineering firm for a one-year term for 2026-2027.
7. A motion to approve the Board of Trustees reappointment of Stephanie Longwell as Registrar and Shannon Fundis as Deputy Registrar for a one-year term of office 2026-2027.
8. A motion to approve the reappointment of Russell Piper as Historian for the Village of Lewiston for a one-year term 2026-2027.
9. A motion to waive the residency requirement for the following:

Barry Beebe
Kenneth Candella
Richard Haight
Brendan McDermott
Russell Piper
Jim Ullery
Abigail Stein
James Baptiste
10. A motion to adopt the following resolution:
RESOLVED to establish the following Committees of the Village Board with assignments as follows for liaison and alternate liaison:

Administration
Personnel
Upward Niagara

Mayor/Tr. Coppins
Tr. Fittante/Tr. Conde
Mayor/Tr. Fittante

Beautification	Tr. Coppins/Tr. Collesano
Artpark	Tr. Coppins/Tr. Collesano
Lewiston Council on the Arts	Tr. Collesano/Tr. Conde
Law Enforcement	Tr. Coppins/Tr. Conde
Fire Company	Tr. Coppins/Tr. Conde
Recreation, Parks & Environment	Tr. Coppins/Tr. Conde
Planning Commission	Mayor/Tr. Fittante
Zoning Commission	Mayor/Tr. Fittante
Department of Public Works	Tr. Fittante/Tr. Conde
Community Sewer Commission	Tr. Fittante/Tr. Conde
American Legion & VFW	Mayor/Tr. Collesano
Lewiston Library	Mayor/Tr. Collesano
Historical Preservation Commission	Tr. Coppins/Tr. Collesano
Master Plan Advisory Committee	Mayor/Tr. Fittante
Teen Advisory Committee	Mayor/Tr. Collesano

11. A motion to adopt the following resolution:

WHEREAS, the Board of Trustees of the Village of Lewiston has determined that Village Law 4-412(3)(2) requires the designation of the banks or trust companies for the deposit of all Village monies;

NOW THEREFORE IT RESOLVED, that the Board of Trustees of the Village of Lewiston hereby designate Key Bank as the depository of all money received by the Village Clerk and Village Treasurer.

12. A motion to adopt the following resolution:

RESOLVED to establish the regular meeting dates of the Village Board of Trustees for fiscal year 2026-2027 at 6:00pm in the Municipal Building, 145 N 4th Street, Lewiston: Official Village Board meetings shall be the first Monday of the month from October-May, Except the September 2026 meeting shall be on the first Tuesday; the third Monday of each month from September – August, except January and February 2027 meetings shall be on the third Tuesday.

BE IT FURTHER RESOLVED, to schedule the Organizational meeting of the Village Board for Tuesday, July 6, 2027 at 5:00pm.

13. A motion to adopt the following resolution:

RESOLVED to establish the regular meeting dates of the Historical Preservation Commission and Planning Commission for fiscal year 2026-2027 at 6:00pm for HPC and Planning Commission immediately following in the Municipal Building, 145 N 4th Street, Lewiston: Official Historical Preservation Commission and Planning Commission meetings shall be the second Monday of the month. Except the October 2026 meeting shall be on the second Tuesday.

14. A motion to adopt the following resolution:

RESOLVED to establish the regular meeting dates of the Zoning Board of Appeals for fiscal year 2026-2027 at 6:30pm in the Municipal Building, 145 N 4th Street, Lewiston: Official Zoning Board of Appeals meetings shall be the fourth Tuesday of the month. Except the November and December 2026 meeting shall be on the third Tuesday.

15. A motion to adopt the following resolution:

RESOLVED that a Special Meeting of the Village Board may be called by the Mayor or, in the absence of the Mayor, the Deputy Mayor and that the Clerk shall thereupon contact each member of the Board by telephone, and shall contact the news media and public as required by the Open Meetings Law, and such Special Meetings shall be held in the Municipal Building, 145 N 4th Street Lewiston, NY.

16. A motion to adopt the following resolution:

RESOLVED, pursuant to Section 77-6 of General Municipal Law, to authorize officials and employees to attend school and conferences during fiscal year 2026-2027 with expenses borne by the Village as follows:

- The Annual Meeting conducted NYCOM – Board of Trustees, Attorney, Clerk and Treasurer.
 - Municipal Officials workshops conducted by NYCOM – Board of Trustees
 - Training School for Fiscal Officers and Municipal Clerks conducted by NYCOM – Clerk, Treasurer and Deputy Clerk
 - Winter Legislative meeting conducted by NYCOM – Board of Trustees, Attorney, Clerk and Treasurer
 - Public Works Training School conducted by NYCOM – Superintendent and Deputy Superintendent of Public Works
 - Northwestern Frontier Association of Village Officials and Western New York Association of Village Officials – Board of Trustees, Attorney, Clerk and Treasurer
17. A motion to table consideration of matching non-union employee benefits to those of full-time union employees until a new Collective Bargaining Agreement is executed, with the matter to be revisited at the next Board meeting.
 18. A motion to adopt the following resolution:
RESOLVED, pursuant to Section 5-524 of Village Law, which authorizes the Treasurer or in the absence of the Treasurer, the Deputy Clerk, to pay claims in advance of an audit; claims for the following recurring charges during fiscal year 2026-2027: public utility services, postage, freight, express charges, Ricoh Lease, financed vehicle payments and health insurance payments.
 19. A motion to adopt the following resolution:
RESOLVED, pursuant to the Uniform Notice of Claim Act, which became effective June 15, 2013, amendment to the NY General Municipal Law to allow notices of claims against villages to be served on the New York Secretary of State as agent for New York's public corporations, and pursuant to the Act, the New York Department of State will forward any notice of claim served on it to the Village of Lewiston designee, and
BE IT RESOLVED, that the Village of Lewiston Board of Trustees designate the Clerk as the individual to whom the Secretary of State must mail notices of claim.
 20. A motion to approve the request made by Anne Welch to keep her cell phone and cellphone number at her own expense effective July 7, 2026. Any phone calls received for village business will be forwarded to the Village Clerk's Office.
 21. A motion to designate the Lewiston-Porter Sentinel as the official newspaper of the Village of Lewiston for fiscal year 2026-2027.
 22. A motion to adopt the rate of .725 cents per mile as set by the NYS Comptroller office for fiscal year 2026-2027.
 23. A motion to approve the reappointment of Richard Haight to the Planning Commission with a two-year term to 2028.
 24. A motion to approve the reappointment of Nicholas Schaefer to the Planning Commission with a two-year term to 2028.
 25. A motion to approve the reappointment of Scott Lewandowski to the Planning Commission with a two-year term to 2028.
 26. A motion to approve the appointment of Kiley Poletti to the Parks, Recreation and Conservation Board with a two-year term to 2028.
 27. A motion to approve the reappointment of Denham Wilson to the Parks, Recreation and Conservation Board with a two-year term to 2028.
 28. A motion to approve the reappointment of Abigail Stein to the Zoning Board of Appeals with a five-year term to 2031.

29. A motion to approve the reappointment of Kenneth Bedore to the Zoning Board of Appeals with a five-year term to 2031.
30. A motion to approve the reappointment of Loretta Frankovitch to the Historic Preservation Commission with a five-year term to 2031.
31. A motion to approve the request made by Superintendent Mang to hire Matthew Zaccarella for a seasonal laborer position at the pay rate of \$17.85 an hour, with a start day of June 13, 2026.
32. A motion to approve the request made by Superintendent Mang to hire Cole Kirkland for a seasonal laborer position at the pay rate of \$17.85 an hour, with a start day of June 13, 2026.

33. A MOTION TO ESTABLISH A TEEN ADVISORY COMMITTEE

WHEREAS, the Village of Lewiston seeks to provide opportunities for youth to participate in community discussions, share ideas, and offer recommendations on Village programs, events, public spaces, and other community initiatives, while fostering civic engagement, leadership, volunteerism, and community involvement;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of Trustees hereby establishes a Teen Advisory Committee to provide input on Village programs, events, public spaces, and other community initiatives, and to encourage civic engagement, volunteerism, leadership development, and community involvement among younger residents.

BE IT FURTHER RESOLVED, that the Committee shall determine its own membership and leadership structure, with administrative support and coordination provided through the Village Recreation Director, so that youth members are given a meaningful opportunity to develop civic participation, leadership, responsibility, and self-governance.

BE IT FURTHER RESOLVED, that the Village Recreation Director shall provide administrative support and coordination, including guidance on Village procedures, meeting logistics, communication with Village officials, and appropriate supervision.

BE IT FURTHER RESOLVED, that the Committee shall serve in an advisory capacity to the Village Board of Trustees and shall report to the Board on a quarterly basis.

34. A MOTION TO ESTABLISH A MASTER PLAN ADVISORY COMMITTEE

WHEREAS, the Village of Lewiston recognizes the importance of long-range planning to guide future growth, development, infrastructure investment, land use, environmental stewardship, economic development, and community quality of life; and

WHEREAS, the current Master Plan should be reviewed and updated to reflect changing community needs, demographic trends, economic conditions, and resident priorities; and

WHEREAS, meaningful public participation and stakeholder engagement are essential components of a successful planning process;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of Trustees hereby establishes a Master Plan Advisory Committee for the purpose of assisting in the development, review, and recommendation of an updated Master Plan for the Village of Lewiston.

BE IT FURTHER RESOLVED, that the Committee shall consist of seven (7) members appointed by the Board of Trustees, representing a diverse cross-section of the community, including residents, business owners, property owners, community organizations, and other stakeholders as deemed appropriate.

BE IT FURTHER RESOLVED, that the Committee shall serve in an advisory capacity only and shall make recommendations to the Village Board of Trustees, which retains final authority regarding adoption of the Master Plan.

BE IT FURTHER RESOLVED, that the Committee shall remain in existence until completion of the Master Plan update process, unless otherwise extended or dissolved by action of the Village Board of Trustees.

35. A MOTION TO AUTHORIZE A WATERFRONT IMPROVEMENT, DOCK SYSTEM REVIEW, AND FISHING INDUSTRY SUPPORT INITIATIVE

Motion to authorize the Mayor to conduct a comprehensive review of the existing dock system, immediate waterfront access needs, and potential long-term waterfront improvements, including whether simply repairing the docks in the same design is the most responsible approach or whether a different long-term solution is needed to avoid a yearly cycle of costly repairs. This review shall also include improvements that support public access, boating, and the fishing industry, which generates roughly \$5 million per year in regional economic activity and contributes to the overall year-round health of the Village economy. This authorization permits the gathering of information, public input, cost estimates, and funding opportunities only. No capital expenditures or contracts are authorized by this motion. (see Addendum A)

36. MOTION TO AUTHORIZE AN 8TH STREET AND CENTER STREET COMMERCIAL DEVELOPMENT REVIEW

Motion to authorize the Mayor to conduct a comprehensive legal, administrative, planning, zoning, building, occupancy, infrastructure, and financial impact review of the 8th Street and Center Street commercial development and return to the Village Board with findings and recommendations for future consideration. This authorization permits the gathering of records, legal review, public input, professional input, timelines, cost information, compliance information, and recommendations only. No enforcement action, capital expenditure, contract, litigation, or outside professional service is authorized by this motion. (see Addendum B)

37. Other

IV. ADJOURNMENT

ADDENDUM A

Waterfront Improvement, Dock System Review, and Fishing Industry Support Initiative

Agenda Item

Waterfront Improvement, Dock System Review, and Fishing Industry Support Initiative

Background

The Village waterfront is one of Lewiston’s most valuable public assets and serves residents, visitors, recreational boaters, and one of the region’s premier fishing destinations. The local fishing industry generates roughly \$5 million per year in regional economic activity and contributes to the overall year-round health of the Village economy through charter activity, visiting anglers, lodging, dining, fuel, supplies, and related local spending. Because of that, waterfront planning should recognize the fishing industry as an economic driver, not only as a recreational use.

As the Village begins work on updating its Master Plan, I believe it is important that we also begin evaluating opportunities to improve the waterfront through practical infrastructure improvements, enhanced public amenities, and modern technology. This review should also address the existing dock system and the need to restore and maintain safe, usable waterfront access without simply repeating costly repairs to a design that may continue to fail under recurring ice and river conditions. This review will help identify projects that can improve the waterfront experience while reducing long-term maintenance costs and supporting year-round public use.

The information gathered through this initiative will also be provided to the Master Plan Advisory Committee for consideration as part of the Village’s long-term planning process.

Request

I respectfully request authorization from the Village Board to begin a comprehensive review of potential waterfront improvements, dock system options, and fishing industry support, and to develop recommendations for future Board consideration.

The review will include, but not be limited to:

- Evaluation of the existing dock system, including current damage, usability, public access limitations, repair needs, and whether simply repairing the docks in the same design is the most responsible long-term approach. The Village does not want to invest public funds into a repair cycle that may leave residents, boaters, and the fishing industry facing the same damage and costly repairs year after year.
- Evaluation of long-term dock options, including the feasibility of converting the existing dock system to a removable seasonal dock system or other design changes intended to reduce recurring ice damage, avoid repeated annual repair cycles, and improve long-term operation and maintenance.
- Evaluation of opportunities to extend the seasonal availability of waterfront restroom facilities through practical freeze protection measures, including heat tape, supplemental heating, insulation, or similar improvements.
- Evaluation of technology improvements that provide real-time waterfront information and enhance communication with residents, visitors, boaters, and the fishing industry.
- Evaluation of additional waterfront improvements that enhance public access, safety, recreation, and the overall waterfront experience.
- Identification of grant opportunities and other potential funding sources.
- Solicitation of budget estimates, informal quotations, technical information, and vendor recommendations as appropriate.
- Solicitation of comments and recommendations from residents, the fishing industry, boating organizations, businesses, and other interested stakeholders.

Any projects requiring expenditures, contracts, or construction will be presented to the Village Board for separate review and approval before implementation.

ADDENDUM B

8th Street and Center Street Commercial Development Review

Agenda Item

8th Street and Center Street Commercial Development Review

Background

The commercial development near 8th Street and Center Street is one of the most significant development projects in the Village. Because of its location, scale, unfinished areas, occupancy questions, and long-term impact on Center Street, the Village should have a clear understanding of what was approved, what was completed, what remains unresolved, and what legal, zoning, building, planning, financial, or infrastructure issues may still exist.

As the Village begins updating its Master Plan, this review will help establish a complete record of the project and identify any matters that should be addressed by the Village Board, Village Attorney, Village Engineer, Building Department, Planning Commission, Zoning Board of Appeals, or other appropriate parties.

This review is not intended to prejudge any person, property owner, developer, prior board, Village employee, or involved agency. It is intended to gather the record, obtain legal review, identify unresolved issues, and return to the Village Board with findings and recommendations.

Request

I respectfully request authorization from the Village Board to begin a comprehensive review of the 8th Street and Center Street commercial development.

The review will include, but not be limited to:

- Legal review by the Village Attorney of approvals, conditions, certificates of occupancy, enforcement authority, unresolved obligations, and any potential legal exposure or legal remedies available to the Village.
- Review of all applications, site plans, architectural plans, engineering plans, Planning Commission approvals, Zoning Board of Appeals approvals, Historic Preservation Commission reviews, SEQRA materials, Board actions, and related conditions of approval.
- Review of building permits, inspection records, correspondence, certificates of occupancy, temporary certificates of occupancy, partial approvals, violations, stop work orders, or other building and code enforcement records.
- Review of the current occupancy status of each building, tenant space, floor, and unfinished area.
- Review of any unfinished or incomplete project elements, including first-floor spaces, sidewalks, drainage, parking, utilities, landscaping, public access, fire access, or other required improvements.
- Review of whether the completed and occupied portions of the project are consistent with approved plans, approved uses, required conditions, Village Code, and issued certificates of occupancy.
- Review of any public costs, Village resources, engineering costs, legal costs, staff time, infrastructure work, grant funds, or other municipal impacts associated with the project.
- Consultation with Village staff, the Village Attorney, Village Engineer, Building Department, relevant boards and commissions, property owners, neighboring property owners, residents, businesses, and other stakeholders as appropriate.

Any action requiring enforcement, expenditures, contracts, outside professional services, litigation, settlement, amendment of approvals, or formal direction to any property owner, developer, officer, employee, board, commission, or consultant will be presented to the Village Board for separate review and approval before implementation.