

**VILLAGE OF LEWISTON AGENDA  
JULY 8, 2023 – 5:30PM  
ANNUAL ORGANIZATIONAL MEETING**

**I. CALL TO ORDER**

**II. OATH OF OFFICE**

- 1. Nicholas Conde – Trustee**
- 2. James Fittante – Trustee**

**III. OLD BUSINESS**

**IV. NEW BUSINESS**

1. A motion to approve the Mayor’s appointments of the following for one-year terms of office:

Deputy Mayor                      Victor Eydt

2. A motion to approve the reappointment of Law Counsel Joseph Leone for a one-year term for 2024-2025.
3. A motion to approve the reappointment of Nussbaumer & Clarke, Inc. as the Village of Lewiston Engineering firm for a one-year term for 2024-2025.
4. A motion to appoint Kenneth Candella as Building Inspector for a one-year term for 2024-2025.
5. A motion to appoint Kenneth Candella as Zoning Officer for a one-year term for 2024-2025.
6. A motion to approve the Board of Trustees appointment of Stephanie Longwell as Registrar and Shannon Fundis as Deputy Registrar for Village of Lewiston for a one-year term of office 2024-2025.
7. A motion to approve the appointment of Russ Piper as Historian for the Village of Lewiston for a one-year term for 2024-2025.
8. A motion to approve the appointment of Barry Beebe as Fire Inspector for the Village of Lewiston for a one-year term 2024-2025.

9. A motion to waive the residency requirements for the following:

Barry Beebe  
Kenneth Candella  
Robert Crewe  
Jeffrey Gruarin  
Richard Haight  
Richard Hess  
Anthony Mang  
Nathaniel Meigs  
Wende MacKellar  
Brendan McDermott  
Travis Mis  
Russ Piper  
Everett Buck

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	Mayor/Tr. Eydt
Personnel	Tr. Conde/Tr. Eydt
LNR Chamber of Commerce	Mayor/Tr. Coppins
Beautification	Mayor/Tr. Coppins
Artpark	Mayor/Tr. Coppins
Lewiston Council on the Arts	Tr. Conde/Tr. Fittante
Law Enforcement	Tr. Coppins/Tr. Conde
Fire Company	Tr. Eydt/Tr. Fittante
Recreation, Parks & Environment	Tr. Fittante/Tr. Conde
Planning Commission	Mayor/Tr. Fittante
Zoning Commission	Tr. Conde/Tr. Eydt
Dept. of Public Works	Tr. Coppins/Tr. Eydt
Community Sewer Commission	Tr. Eydt/Tr. Conde
Amer. Legion & VFW	Tr. Eydt/ Tr. Coppins
Lewiston Library	Tr. Coppins/Tr. Fittante
Hist. Preservation Commission	Mayor/Tr. Fittante

11. A motion to designate Key Bank as the official Village of Lewiston depository for fiscal year 2024-2025.

12. A motion to adopt the following resolution:

**RESOLVED** to establish the regular meeting dates of the Village Board of Trustees for fiscal year 2024-2025 at 6:00 PM in the Municipal Building, 145 N 4<sup>th</sup> Street, Lewiston: Official Village Board meetings shall be the first Monday of each month from October – May, except the September 2024 meeting shall be on the first Tuesday; the third Monday of each month from September – August, except the January and February 2025 meetings shall be on the third Tuesday. **BE IT FURTHER RESOLVED**, to schedule the Organizational meeting of the Village Board for Monday, July 7, 2025 at 5:00pm.

13. 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 4<sup>th</sup> Street, Lewiston, NY.

14. 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 2024-2025 with expenses borne by the Village as follows:

- The Annual meeting conducted by the NYS Conference of Mayors and Municipal Officials – Board of Trustees, Attorney, Clerk and Treasurer.
- Municipal Officials workshops conducted by the NYS Conference of Mayors and Municipal Officials – Board of Trustees.
- The Training School for Fiscal Officers and Municipal Clerks conducted by the NYS Conference of Mayors, Municipal Officials – Clerk, Treasurer and Deputy Clerk.
- NYCOM Winter Legislative meeting – Board of Trustees, Attorney, Clerk and Treasurer.
- Northwestern Frontier Association of Village Officials and Western New York Association of Village Officials – Board of Trustees, Attorney, Clerk and Treasurer.

15. A motion to adopt the following resolution:

**BE IT RESOLVED**, that the Village of Lewiston hereby establishes the following days for its employees and will report days worked to the NYS and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

DEPT. OF PUBLIC WORKS	8.00 hrs./day
RECREATION EMPLOYEES	7.00 hrs./day

16. A motion to adopt the following resolution:

**BE IT RESOLVED**, that the Village of Lewiston hereby establishes the following standard work days for elected and appointed officials and will report the following days worked to the NYS Local Employees' Retirement System based on the time keeping system records or the record of Activities maintained and submitted by these officials to the clerk of this body:

CLERK	7.00 hrs./day
TREASURER	7.00 hrs./day
DEPUTY CLERK	7.00 hrs./day
SUPT. OF PUBLIC WORKS	8.00 hrs./day
DEPUTY SUPT. OF PUBLIC WORKS	8.00 hrs./day
RECREATION DIRECTOR	7.00 hrs./day
VILLAGE BOARD OF TRUSTEES	6.00 hrs./day
HPC/PLANNING MEMBERS	6.00 hrs./day
ZONING BOARD MEMBERS	6.00 hrs./day

17. A motion to approve the same benefits for the non-union employees as the full-time union employees as referenced in the Collective Bargaining Agreement.

18. A motion to adopt the following resolution:

**RESOLVED**, pursuant to Section 5-524 of the 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 2024-2025: public utility services, postage, freight, express charges, Ricoh lease, financed vehicle leased 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 on June 15, 2013, amendment to the NY General Municipal Law to allow notices of claim 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 designates the Clerk as the individual to whom the Secretary of State must mail notices of claim.

20. A motion to designate the Lewiston-Porter Sentinel as the official newspaper of the Village of Lewiston for fiscal year 2024-2025.

21. A motion to adopt the rate of .67 cents per mile as set by the NYS Comptroller office for the fiscal year 2024-2025.

22. A motion to approve the appointment of David Giusiana to the Historic Preservation Commission with a five-year term to 2029.

23. A motion to approve the appointment of Jillian Stokes to the Historic Preservation Commission as an alternate.
24. A motion to approve the reappointment of Nicholas Schaefer to the Planning Commission with a two-year term to 2026.
25. A motion to approve the reappointment of Joseph Sorce to the Planning Commission with a two-year term to 2026.
26. A motion to approve the permanent appointment of Richard Haight to the Planning Commission with a two-year term to 2026.
27. A motion to approve the reappointment of Michael Swanson to the Zoning Board of Appeals with a five-year term to 2029.
28. A motion to approve the reappointment of Bart Klettke to the Zoning Board of Appeals with a five-year term to 2029.
29. A motion to approve the reappointment of James Spanbauer to the Zoning Board of Appeals with a five-year term to 2029.
30. A motion to approve the reappointment of Micheal Hibbard to the Parks, Recreation, Conservation Board with a two-year term to 2026.
31. A motion to approve the reappointment of Deham Wilson to the Parks, Recreation, Conservation Board with a two-year term to 2026.
32. Other

**V. ADJOURNMENT**