

January 24, 2024

The regular meeting of the Village of Cassadaga was held on January 10, 2024, at 7:00PM with Mayor William Dorman presiding. Trustees present included Bill Astry, Cindy Flaherty, Cathy Cruver and Danna DuBois. Also, present were Clerk Annette McChesney, Deputy Clerk Roxanne Astry and Superintendent of Public Works Sam Alaimo. Also in attendance was Attorney Joe Calimeri.

RESOLUTION # 6

APPROVAL OF MINUTES

A motion was made by Trustee Astry to approve the minutes of January 10, 2024, seconded by Trustee Dubois. VOTE: 4 AYES, 0 NAYS.

RESOLUTION # 7

APPROVAL OF AGENDA

A motion was made by Trustee Cruver to approve the agenda, seconded by Trustee Astry to approve after adding approve Organizational minutes. VOTE: 4 AYES, 0 NAYS.

GUESTS:

John Sipos, 5 Pennington, Village Historian – He wanted to mention that Sam Alaimo is doing keeping snow cleared. He also reported that he typed a lengthy article of the CVFD banquet with 102 names mentioned and submitted to the newspaper. Also in attendance were, Nancy and Steve Wickmark, 39 Pettit Place, Peter and Kathy George, 209 Dale Drive, David Rowley, 21 Burnham Place, Barbara Mallette, 43 High Street, Janet Ferry, Park Avenue, Susan Sipos, 5 Pennington.

Steve Wickmark, 39 Pettit reminded everyone about the Polar Dip set for Feb. 3rd at the beach. Entry fee is \$20 and it includes T-shirt. It will be cancelled if the temperature is 14 degrees or colder.

ATTORNEY JOE CALIMERI REPORT – No report

MAYOR DORMAN'S REPORT- No Report

CLERK MCCHESENEY'S REPORT

- She reported that she forwarded emails to the Board and Planning Board on Planning and Development, DEC proposed regulations, Environmental News and Community Revitalization.
- Will be sending out W-2's tomorrow and 1099's.
- Will have budget for next meeting ready to start 2024-2025.

DEPUTY CLERK ASTRY'S REPORT-No report

OLD BUSINESS

1. **BATHHOUSE AT BEACH** – Trustee Astry reported that he would like to get the loader in to building to start removing the blocks that he knocked down.

NEW BUSINESS

1. PLANNING BOARD

A. ANNUAL REPORT AND UPDATES

Presented by Nancy Wickmark and Peter George. This is a review of the yearly Comprehensive Plan on accomplishments and updates.

Presented January 24, 2024 by:

The Planning Board

Nancy Wickmark - Chair

Peter George

Rod Waite

Todd Anderson

David Rowley

VISION

Our Vision is to be a **safe** community that will retain its unique **small-town character**, is supportive of its **local businesses**, reflects a strong **conservation** ethic, protects and celebrates its rich **local history**, promotes **recreation** and is reflective of active, inclusive **citizen participation** and **community pride**.

2023 Highlights – Planning Board

Primary Focus – Participation on the Zoning Code Review

- ▶ VBOT approved the Short Term Rental into Local Law
- ▶ Full Zoning Code review resumed following STR submission to the VBOT
- ▶ Nearly completed a Final Draft version – remaining work carrying over into Q1 2024

Includes review of Local Laws

2023 Highlights –Theme Activities

Safety

- ▶ Periodic use of Speed Display – Maple Ave.
- ▶ 3 Drowning Prevention Stations – 1 on each lake– Eagle Scout project
- ▶ Prompt filling of CEO vacancy – avoiding interruption of services
- ▶ Need to address
 - ▶ excessive speed on Maple, Frisbee & Dale
 - ▶ Pedestrian safety issue on Frisbee – significant shoulder drop-off

Small Town Character

- ▶ Protection of affordable family housing through short-term rental permitting limitations
- ▶ Annual community events (parades, concerts, national holiday celebrations, ducky derby, paddles on the lakes, light up Cassadaga)

Local Business

- ▶ No action taken on establishing a Business Council (assessment of needs, action plan)

Conservation

- ▶ 4th year Tree Planting; Frisbee Road (Tree Committee)
- ▶ UCF Grant (\$15,010) grant for Tree Inventory (Tree Committee)
- ▶ Signage at 2 Educational Shoreline Vegetation Demonstration Gardens (CLA, CWC)
- ▶ Formal opening of the Cassadaga Lakes Nature Park (CLA, CWC)
- ▶ Wetlands Protection Law moved to Zoning
- ▶ Green Space zoning requirement for new businesses

Local History

- ▶ Conceptual Proposal drafted for History Museum & Learning Center

Recreation

- ▶ 'one-way' on Park presented to the VBOT – found not viable because of Emergency Services impact
- ▶ Dedication of the Ball Park in John Fessenden's name
- ▶ New use for Race parking (reduces congestion on Park)
- ▶ Ball Park 2nd year location for the National Night Out
- ▶ Progress on the Bath House upgrade project at the Beach

Citizen Participation/Community Pride

- ▶ Continued CBC/CLA/Village listing of activities in the local publications, radio, social media and local businesses

Formation of the Property Owners Coalition

2024 Looking Forward

- ▶ Complete Zoning Code Review/Adoption by end of Q3 2024
- ▶ Establishment of a Business Council
- ▶ Initiate History Museum & Learning Center

B. PRESENTATION ON HISTORY & LEARNING CENTER CONCEPT/PROPOSAL

**Nancy Wickmark presented a proposal to the Board on a possible
History Museum in the Village as follows:**

Need:

As identified in the Village of Cassadaga's Comprehensive Plan, our village has a wealth of history that is documented in publications, artifacts and memories that is an important to be preserved for future generations. At this time, we do not have a facility that is suitable for the collection, display and storage of these treasured insights into our past. What we have is in danger of being lost if it is not carefully preserved so there is a time element critical to our success. Securing a location for the safe keeping and enjoyment our history is a Village priority.

- Attractive, engaging space for displays and interactive stations that will make the museum a destination choice for school, youth groups, history buffs, area visitors, locals, etc.
- Repository with easy cataloged access for information seeks by subject
- Comfortable, spacious reading area to encourage a deeper dive into areas of interest
- Meeting/lecture/training space for group sharing of information and experiences

- Safe, accessible, organized storage space for items 'in waiting' for incorporation into the museum proper

Consideration:

Facility

- 30 Maple Avenue is currently available for purchase, 5 bedrooms, 2,588 sq ft, Asking price \$89,9000 (negotiable – significantly over priced given its condition) . It would be an excellent facility for consideration for the following reasons:

- Historical building – built in 1880
- Basically structurally sound in need of repair, restoration and retrofitting
- There are two main floors, dry basement, attic and two floor barn
- Plenty of natural light, 10' ceilings and broad room doorways
- 1st floor well suited for displays and interactive stations
- 2nd floor well suited for reference library, reading and group areas
- Two good options for the location of an elevator
- A bathroom on both floors
- Wrap around driveway with a lot that would accommodate sufficient parking
- Two doors down from the library (partnering organization)
- In the central core of the village
- Has been on the market for over a year with barriers for most if considering for a family dwelling (only cash purchase, restoration/renovation costs far exceed purchase price)
- 2 story wood floor Garage – solid state

- Budget

- Development

Purchase (base price and closing costs)

Repair costs

Restoration costs

Retrofit cost (to meet desired use and 'public access' code standards

Furnishings

Displays

Ongoing Operations

Utilities

Maintenance

Staffing

Displays/Monitors

Community Outreach

Body of Work

Project Requirements, Plan and Proposal

Recommendation and approval by VBOT for moving forward with funding and purchase

Secure Funding (grants, endowments, municipal bonds, major donor(s), grass root)

Purchase building with contingency on funding
Repair/Restore/Retrofit design
Repair/Restore/Retrofit
Inventory/Design materials for display, storage and retrieval
Build out content
Staffing

Resources:

Financial – development budget, on-going operations budget
Volunteers – Development Team
Contacts
McLurg - Westfield (repurposing of old buildings)
Fenton Library in Jamestown
John Sipos – Village Historian

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Professional

Larry Barmore – Cassadaga Valley History Society (501c)

Feasibility:

Pros/Cons
Mitigation/Risk Assessment

Recommendation and Next Steps:

Approval to go forward with:

- Building a “project team”
- Drafting a Project Plan (Requirements, Tasks, Resources, Timeline)
- Gaining Approval by the VBOT to start the Project

Trustee Astry reported that he has looked at the building and it would take around \$100,000 to repair the inside, the structure is very strong, and the garage is also. He feels it is worth looking into if we could get the funding for a grant. Discussion held and Mayor was excited, and Nancy stated there are a lot of grants for historical purposes. It is not the oldest house in the village but was built in the 1800's. Trustee Astry stated that there is enough room on the property for parking after trees are removed. It was stated that it would be removed from the tax roll and a Historical Society be formed as a 501(c)3.

RESOLUTION #8

INVESTIGATE THE FEASIBILITY OF A HISTORY MUSEUM

Trustee Astry moved, seconded by Trustee Flaherty to investigate grant opportunities and funding for a history museum. Trustee Cruver stated it fits into Community Development with our goals for recreational upgrades. VOTE: 5 AYES, 0 NAYS.

- 2. LIBRARY BOARD-SUSTAINABILITY & FUNDING OF THE LIBRARY- Kathy George did a presentation and explained the needs of the library's in our**

school district. Under NYS Education Law 259, libraries can propose funding on school district ballots, allowing district residents to vote on sustainable funding for their libraries. The Cassadaga Valley Central School District will include a proposition to voters to approve sustainable library funding for the Seymour/Cassadaga Library and the Sinclairville Free Library on May 21st. They are asking everyone to support this proposition. If it is passed it will be included in the school tax and will not have to depend on towns and villages to support, it solely. They are asking \$130,000 in the school budget, \$62,000 for Seymour/Cassadaga and \$68,000 for Sinclairville.

3. **BUDGET ADJUSTMENTS LAWN MOWER PURCHASE-** Sam Alaimo explained to the board that a new lawn mower is needed. When it was bought in 2018 a 5-year expectancy was expected. It has had a lot of usage with all the mowing that the village does at parks, and buildings. It takes 8 hours to mow the ballfield alone. He recommends a diesel engine because it gets better mileage. He received several quotes and Sourcewell is part of New York State bidding process and allows local distributors to fulfill the bid. Land Pro Equipment will give us \$4000 trade in on our lawn mower. Their quote is \$16,636, less the \$4000 trade in with total of \$12,636 and is in stock now for a John Deere diesel ZTrack. Grassland Torro's quote is \$22,239.20, Southern Tier Trailer Sales Kuboto quote for diesel engine is \$16,651.72.
- Discussion held on budget adjustments needed to move to A.5110.200 Street Equipment.

RESOLUTION # 9

BUDGET ADJUSTMENT LAWN MOWER PUCHASE

Trustee Astry moved, seconded by Trustee Flaherty to make budget adjustments to allow purchase of the lowest bid from Land Pro Equipment on the John Deere Ztrack lawnmower at total cost of \$12,636. Decrease A.1910.400 Unallocated insurance by \$6,000, decrease A.5110.110 Landscape Maintenance by \$3000, and decrease A.8010.100 Zoning Personal Service by \$636.00 and increase A.5110.200 by \$9,636.00. VOTE: 5 AYES, 0 NAYS.

SUPT. OF PUBLIC WORKS SAM ALAIMO REPORT –

- He reported that he will have the beach ready for the Winter Festival on February 3-4th.
- He meant with Matthew from Barton & LoGuidice about our water system. Sam feels that there has to be a complete overall of our water system. The water treatment and methane removal system are not working, waterlines need replacing on Dale Drive and Main Street. If there is a water line break on Main Street it will cost about \$20,000 to repair. These should have been done during the Capital water project, now it will cost twice as much. Barton & LoGuidice is willing to do an engineering report and environmental review of our system at cost of \$20,000. There is possible

funding for the engineering study and many grant opportunities for funding. We also need to replace most our water meters. They are not calculating water usage as many of them are over 50 years old. The older they get the less accurate they are. We are losing thousands of dollars at each billing cycle because all usage is not calculated.

RESOLUTION #10

HIRE ENGINEERING FIRM

Trustee Cruver moved, seconded by Trustee Astry to hire Barton & LoGuidice to do an Engineering report and Environmental review at cost of \$20,000.

VOTE 5 AYES, 0 NAYS.

Clerk Treasurer Annette McChesney swore in newly appointed Planning Board member Dave Rowley.

TRUSTEE ASTRY'S REPORT- No report

TRUSTEE FLAHERTY'S REPORT

- **She stated that local organizations need to step up and do some type of fundraiser April 8th with 50,000 tourists expected.**
- **Thanked Bill for getting snowman back in the park.**
- **Need volunteers for Winter Festival to help at beach and set up dance at Legion.**
- **Will be meeting with 3 Lakes Café owners if anyone has suggestions on what they would like seen done and food suggestions.**
- **Looking at different grant opportunities for different items in the village. The welcome sign at Ames Common is getting pretty bad.**

TRUSTEE CRUVER'S REPORT

- **She asked Sam if we still have water meters in stock that can be used for water meter replacement. He stated we do, but then you are piecing them together. Roxanne stated that we have quite a few that need replacing now because we are not billing owners correctly and estimating.**
- **She is still reviewing grants for water projects.**
- **She looked into grants from Daman Hamlin for AED's, but they are not giving grants, only sell them. Trustee Flaherty said that Northern Chautauqua foundation may offer them.**

TRUSTEE DUBOIS' REPORT

- **She reported that she looked into AED's as well and that you have to purchase 5 or more to get a discount.**
- **The Fire Department will be celebrating their 100th anniversary and concerned about the Cassadaga Man being held same day. They will contact Mark Wilson and work out the details.**

- Asked Sam about the dead-end sign for Miller Place. He stated that he has a “No outlet” sign to put up.
- She asked Sam to make sure that the snow is not piled up in front of doors across the street at storage building.
- The 22 emblem will be going on building soon.

RESOLUTION # 11

APPROVAL OF FINANCIAL STATEMENTS

A motion was made by Trustee Cruver to approve financial report January 24, 2024 seconded by Trustee Flaherty VOTE: 5 AYES, 0 NAYS.

GENERAL FUND 01/24/2024	\$	277,691.87
WATER FUND 01/24/2024	\$	96,140.53
RESERVE CVFD EQ.	\$	20,951.90
RESERVE DPW EQ.	\$	12,474.00
RESERVE WATER REPAIRS	\$	50,344.36
RESERVE FOR DEBT SERVICE	\$	339,101.94

RESOLUTION # 12

APPROVAL OF BILLS AND PAYROLL

A motion was made by Trustee Astry to approve bills & payroll as follows, seconded by Trustee DuBois VOTE: 5 AYES, 0 NAYS.

PAYROLL General Fund, 01/19/2024	cks: 5996-5997	\$	3,495.11
PAYROLL Water Fund, 01/19/2024	cks: 5996-5997	\$	2,104.01
ABSTRACT January 24, 2024	General Cks: 10045-10052	\$	4,719.95
ABSTRACT January 24, 2024	Water Cks: 10045-10052	\$	3,476.24

RESOLUTION # 13

Being no further business, Trustee Astry moved to adjourn, seconded by Trustee DuBois at 9:10 PM. VOTE: 5 AYES, 0 NAYS.

Respectfully Submitted,

Roxanne Astry
Deputy Clerk Treasurer