

April 1, 2026

The regular meeting of the Village of Cassadaga was called to order at 7:00 pm by Mayor Abersold. Trustee's present included Cathy Cruver, Danna DuBois, Jeffrey Frick, and David Rowley. Clerk Sue Penhollow also in attendance.

RESOLUTION # 66

APPROVAL OF MINUTES

A motion was made by Trustee Rowley to approve the minutes of March 25, 2026, seconded by Trustee DuBois. VOTE: 4 AYES, 0 NAYS.

RESOLUTION # 67

APPROVAL OF AGENDA

With addition of Budget Workshop prior to adjournment

A motion was made by Trustee DuBois to approve the agenda, seconded by Trustee Frick VOTE: 4 AYES, 0 NAYS.

GUESTS: Randy Carlson, Judy Garncarek, Debbie Metzger, Alex Witkowski, Jacob Toy, Holly Kimborowicz, Barbara Mallette, Douglas Lloyd, Nathan and Laura Pownall, Tammy Wichlacz, Roxanne Astry, RaeAnn Crandall, John and Susan Sipos Arriving late Steve and Nancy Whitmark

Historian John Sipos

April Fool's Day

In the year 1582, Pope Gregory XIII changed the calendar. The first day of a new year was April 1st and he officially changed it to January 1st. January was named after a Greek God Janus who ran first in a race. Many people refused to accept the change and were known as "April Fools." So, the phrase April Fools was coined and these nonbelievers became victims of hoaxes. The Pope in his study of the calendar realized that the equinox days were off. Equinox is when you have the same number of daylight hours and the same number of nighttime hours in a day. This happens on March 21st and September 21st. Equinox Day drifted to March 11th. So, to get the Equinox back the Pope eliminated 10 days. So, in October 1582 the calendar went from Thursday October 4th, and the following day was Friday October 15th. Since there were no computers in 1582 nothing was affected.

Roxanne Astry read the following letter:

Cassadaga Village Board of Trustees Meeting — April 1, 2026

Initial Introduction — Sam Savarino, Savarino Companies, President/CEO

Sam reached out to us after receiving our Request for Information. He was impressed with our Request for Proposals which included our mission and justification for our Retirement and Early Childhood Learning Center project.

His company focuses on Building for the Community "Partnering with intention. Savarino Companies delivers real estate development, construction management, and consulting services across Western New York with a focus on complex, community-driven projects."

His interest in Cassadaga revolves around what he can contribute to us being successful at getting NY Forward funding for a slate of projects including community improvements which will assist us in keeping our citizens in our community and enabling young parents to join the work force with availability of local, quality childcare.

Sam has worked with several non-metro Western New York communities, advising, assisting and often preparing applications for development funding, including NY Restore, NY Forward and DRI grant programs. He has successful experience doing so in Gowanda, Lockport, Westfield and Olean.

Sam has offered the services of he and his team on a volunteer basis. He has told us he would be open for assuming a more direct role in the redevelopment if no other competent and able developers, financiers or builders emerge with projects that can be included in a funding application. We recently facilitated a tour of the community and specifically a tour of the Fredrickson property in order to assess its feasibility as a project location. Towards that end we facilitated an introduction to local architect Chris Cooke, who assessed the Fredrickson building last week to examine the practical feasibility of repurposing to transform from a retail business to housing and childcare accommodations. Mr. Savarino is still gathering information, such as market assessment, potential project scope and location, funding availability and program. Once he has gathered and formulated more details he would welcome the opportunity to present to the board and to address questions.

Alec Witkowski presented a business and economic proposal to possibly be included in the NYFORWARD grant application. Full details can be found at: www.cassadagalakes.com

After many comments from those in attendance and questions from the board, moving forward with the 2026 grant application is proceeding.

Dave Rowley's resolution from March 11, 2026, will be no further action taken.

MAYOR ABERSOLD'S REPORT

The village's missing snowblower was returned to the property next to the cemetery late Saturday night or early Sunday morning. I've found the drive unit that attaches to the tractor in our DPW building, although the drive shaft is still missing—it may be on the floor near the dump truck. I'll have more information once the motor is installed in the dump truck, since there are parts scattered across the floor.

On Friday, I spoke with the DPW Superintendent from the Village of Falconer, and we're arranging to have their street sweeper clean our village streets.

On Monday, Randy Carlson, David Rowley, Jeff Frick, and I spent nearly three hours clearing brush and limbs around the village. Today, the Village of Sinclairville DPW through shared services used our loader to haul away debris stored by residents for months, temporarily placing it at Alden Road before moving it to their facility later. Many residents requested further pickup of remaining materials.

Our new clerks started in the office yesterday, marking the beginning of a new era for the village. Please welcome them as they step into their roles.

RESOLUTION #68

CLERK'S REPORT

A motion was made by Trustee Cruver to table the clerks report, seconded by Trustee DuBois. VOTE 4 AYES, 0 NAYS.

OLD BUSINESS

- 1. WATER PROJECT-Mayor Abersold no new communications with Matt Zerbo**
- 2. 72 LAKEVIEW-No further information**
- 3. FIRE HYDRANT Maintenance/Repair-Tabled until DPW is on board**

PUBLIC WORKS BIANCCA RIGGLE'S REPORT-Absent

TRUSTEE DUBOIS' REPORT

- Submitted Annual Cassadaga Fire Department Inventories for both Firematic and Non-Firematic items. Non-Firematic Inventory is also attached. Working on getting the Firematic inventory loaded electronically.*
- CCPEG Grant - received notification that application was not awarded on 3/26/26. Trying to receive additional feedback other than there was a lot of submissions.*
- Thank you to Mayor Abersold, Deputy Mayor Frick, Trustee Rowley, and Planning Board Member Randy Carlson for picking up piles of brush on Monday, March 30th.*
- Red Cross Blood Drive at Community Room on April 10th*
- Chicken BBQ Sunday, April 19th at Noon*

<https://mail.google.com/mail/u/0?ui=2&ik=5af439a879&attid=0.1&permmsgid=msg-f:1862286346918489818&th=19d82b90d222eeda&view=att&zw&disp=safe>

TRUSTEE CRUVER'S REPORT

NY Forward Grant Discussion

I have had the opportunity to review AJ's proposal and found it to present a clear, inclusive, and well-rounded vision aligned with the needs of the village. This approach reflects the intended purpose of the NY Forward grant program. However, there has been some concern that recent discussions have become focused on elements that may not meaningfully strengthen the overall application.

At the upcoming meeting, I will emphasize that the core team's priorities should center on the needs of all residents, the economic growth and long-term stability of the village, and the development of a strong foundation that enhances livability and expands opportunities. If these priorities align with NY Forward guidelines—as I believe they will—we should proceed confidently with the application.

It is also my view that certain guidelines and recommendations may have been misinterpreted or not fully considered. Moving forward, our focus should remain on what is appropriate and beneficial for the village. Doing so will not only strengthen our NY Forward application, but also position the village more competitively for additional grant opportunities and increase the likelihood of attracting outside investment.

I remain supportive of pursuing the NY Forward grant. However, it is essential that the proposal reflects the needs of the entire community. The grant should support our vision—not define it. In that regard, I believe AJ’s proposal aligns well with these goals.

Purchase Requisition and Approval Process Implementation

To strengthen financial oversight, improve transparency, and streamline operations, a standardized purchase requisition and approval process has been developed for DPW-related expenditures using the Google platform. This system includes a centralized request form, a tracking spreadsheet, and clearly defined approval steps to ensure consistency and accountability in all purchasing activities.

Under this process, all purchases must be submitted in advance through the requisition form and reviewed by the Treasurer prior to approval. Purchases exceeding \$2,000 will require prior approval by the Board of Trustees. Additionally, purchases may not be divided or structured to circumvent this threshold; related purchases that exceed the limit in aggregate will also require Board approval.

The system provides real-time tracking of requests, approvals, purchase order assignments, and completion status, creating a clear and accessible record for administrative use and audit purposes. Emergency purchases are permitted when necessary to protect public safety or essential services, with required reporting and Board ratification at the next scheduled meeting.

This process establishes stronger financial controls while maintaining the flexibility needed for efficient DPW operations. As consistent and responsible spending practices are established, the Board may consider adjusting approval thresholds in the future.

TRUSTEE FRICK’S REPORT

- 1. Truck engine is installed. No major problems yet. Only have bought oil and filters. Found 2 expansive items bought from the previous administration the clutch and flywheel but were never installed*
- 2. Started picking up brush pile. We had a group of volunteers and the Village of Sinclairville helping. Problem was worse than I thought. With the lack of picking up brush over the years people were stopping the Village of Sinclairville wanting them to pick up brush that was behind their homes etc. Will have to schedule another day.*
- 3. Talked with Chautauqua sign about repairing the Village sign on the South Side of the Village on RT60. There going to send me price on a complete refurbish and repair.*

TRUSTEE ROWLEY’S REPORT

□ Received an update on several traffic safety items from Chautauqua County Sheriff Jim Quattrone. Among them, an update on the status of crosswalks on Maple Ave. The Sheriff says the crosswalks are scheduled to be completed by this summer.

□ Meanwhile, Sheriff Quattrone has sent our request for a school speed zone near the Maple Academy to the State DOT. They may or may not approve the request.

□ In another development, the Sheriff says he will direct the county to put up school signs on Maple Ave. near the school. While they can’t issue any traffic tickets, he

believes it may help slow traffic near the school.

□ I did point out to Sheriff Quattrone concerns about speeding on Dale Drive. It's something they will investigate, including the possible use of a speed display sign.

□ I attended the Main Street Master Plan public meeting that was held on Thursday, March 26, including the release of the survey results. I was pleased with the turnout at the meeting and interested in some of the preliminary concepts that were presented. Plans are expected to be released in June.

RESOLUTION #69

APPROVAL OF FINANCIAL STATEMENTS

A motion was made by Trustee DuBois to approve the Financial Statements, Seconded by Trustee Cruver. 4 AYES 0 NAY

RESOLUTION #70

A motion was made by Trustee Cruver to accept bills and payroll, seconded by Trustee Frick. VOTE: 4 AYES, 0 NAYS.

RESOLUTION #71

Motion made to Adjourn made by Trustee DuBois, Seconded by Trustee Rowley at 10:00 pm 4 AYES 0 NAYS

**Respectfully Submitted,
Rudy Abersold
Mayor, Village of Cassadaga**