

**April 24, 2024**

The regular meeting of the Village of Cassadaga was held on April 24, 2024, at 7:00PM with Mayor William Dorman presiding. Trustees present included Bill Astry, Cindy Flaherty, and Cathy Cruver. Also present were Clerk Annette McChesney and Superintendent of Public Works Sam Alaimo. Absent was Attorney Joe Calimeri, Trustee Danna DuBois, and Deputy Clerk Roxanne Astry.

**RESOLUTION # 54**

**APPROVAL OF MINUTES**

A motion was made by Trustee Astry to approve the minutes of April 10, 2024, second by Trustee Cruver. VOTE: 4 AYES, 0 NAYS.

**RESOLUTION # 55 APPROVAL OF AGENDA** A motion was made by Trustee Cruver to approve the agenda with the following changes: add to OB 3. Letter to Adam Diate regarding cement blocks at 16 S Main, second by Trustee Flaherty. VOTE: 4 AYES, 0 NAYS.

**GUESTS & COMMENTS:** Braeden Carmen, Observer Robert Frank Jr. Cassadaga Fire Chief-he inquired about rolling over the remainder of this year's budget into reserve. They have applied for several grants but won't know if they will come through until after the year end. The department may be required to purchase a gear extractor as well as several pieces of turn out gear if the grant does not come through and it could be costly. Discussion was had on future purchases that may be needed for the tanker as well. Clerk McChesney will see where the department is with this year's budget as it gets closer to the end of the fiscal year, and give the figures for review John Sipos, Historian, 5 Pennington – he spoke about the history of the cottage at 72 Lakeview after inquiries about it's history at the last meeting. He was able to bring several documents that supported the structure being built in 1912 by Earl Waldo DeGraff and his wife Florence Sprague DeGraff. He also spoke on the existence of Dunn Road prior to Dale Drive, and how you can still see where the properties used to border if you look. He also brought a map of the area showing possible past Indian burial sites. He also mentioned the Chautauqua County Worker's Memorial that takes place on May 4th at 11am at Erlandson Park in Frewsburg. The event honors those who left for work and never returned. There are several Cassadaga residents. He will be attending to represent the village and welcomes anyone who would like to attend as well.

**ATTORNEY JOE CALIMERI REPORT – Absent**

**MAYOR DORMAN'S REPORT – No Report**

- **CLERK MCCHESENEY'S REPORT**

- She reported that the village has received hard copies of the 2023-2024 Independent Auditor's Report, but no invoice yet
- She reported that she is working on the water books so they will be ready for meter readings shortly
  - She also reported that she is working on the tax memorandum so the village tax bills can be processed
  - She also reported that she is working on the beach renewal permit application and should have it completed tomorrow to be sent in
  - She also contacted DFT and they will call to set up an appointment to have a hard phone line re-installed at the beach as required by the Department of Health

**DEPUTY CLERK ASTRY'S REPORT – Absent**

**OLD BUSINESS**

**1. BATHHOUSE AT BEACH**

- No new activity to report, Building Permit will be required once outside work begins

**2. FUTURE WATER PROJECT UPDATES**

- Per Engineer they are tentatively planning to have a preliminary draft engineering report ready to be represented at the monthly meeting on May 22nd

**3. LETTER TO ADAM DIATE regarding cement blocks at 16 S. Main Street**

- Clerk McChesney stated she had spoken briefly with Mr. Diate, and he inquired as to why a letter was needed to remove the cement blocks and not needed to install the cement blocks, he would like them all removed. She relayed this at the meeting. A lengthy discussion was had on how to proceed. It was discussed that the placement of the cement blocks was to establish ingress and egress, due to proximity to the light on Main Street, as well as protection of the fire hydrant, which if sheered off could empty the water supply in approximately 10 minutes. There are zoning laws as well as village laws that apply to everyone in the village not just the businesses that are in place to protect the residents. It was decided that there would be further investigation into the best way to communicate and get this issue resolved, be it drafting another more detailed letter or a trustee speaking directly with Mr. Diate. That way the position of the board of trustees, as well as zoning enforcement officer, and the highway superintendent, on the required placement of the cement blocks, is clearly communicated.

**NEW BUSINESS:**

**1. APPROVE WATER QUALITY REPORT**

**RESOLUTION # 56**

**APPROVE WATER QUALITY REPORT AS REVIEWED**

**A motion was made by Trustee Flaherty to approve the Annual Water Quality Report for 2023, second by Trustee Cruver. VOTE: 4 AYES, 0 NAYS.**

## **2. APPOINT RYAN BURLINGAME AS VICE CHAIRMAN ZBA**

**RESOLUTION # 57 APPOINT RYAN BURLINGAME AS VICE CHAIRMAN ZBA A motion was made by Trustee Astry to appoint Ryan Burlingame as Vice Chairman for the Zoning Board of Appeals, second by Trustee Cruver. VOTE: 4 AYES, 0 NAYS**

### **SUPT. OF PUBLIC WORKS: SAM ALAIMO REPORT**

- He reported that the snowflakes are all removed
- He also reported on the state meeting he attended last week regarding CHIP funding, there was no state budget approved at that point so it's difficult for the village to budget for upcoming road improvements until that time
- He reported that he had spoken with the state DOT about the patch on N Main Street and they had been out to repair it temporarily and are looking into a more permanent fix
- Trustee Flaherty inquired about repairs to the Maple Avenue bridge, per Sam the county already repaired the section that was deteriorating
- He also reported that the bridge in Kabob, South Stockton, is going to be replaced this year and detour signs will be posted along Maple Avenue
- He reported that he had a schedule for stick and leaf pickup and wanted to go over Section 13 subsection 4 in the village employee handbook and make some revisions, the board went over and made changes which will be posted on the website with the upcoming schedule
- He inquired about adding a watermark of DRAFT to the minutes that way when they are posted online before they are approved it's clear
- Mayor Dorman inquired about the Lead & Cooper training class he attended – he reported that the EPA/Federal government is requiring all municipalities to have documentation of all sections of water lines that service each household and the material that it consists of by October 24, 2024, if there is no documentation each section of service line from the main must be physically dug up and documented, if it is lead base or an unacceptable material it will be required to be replaced at the homeowner's expense

### **TRUSTEE ASTRY'S REPORT**

- He reported that when he spoke with B.J. Monacelli at a prior meeting he stated that there were seven baseball teams and multiple softball teams in Cassadaga this year and they were hauling their equipment in an out of the ballfields. They discussed the coaches enclosing the current pavilion if the village would provide the material. The board discussed some options and it was decided that it should not cost more than \$1,200.00 for the materials to be used from the ARPA funds
- RESOLUTION # 58 APPROVE SPENDING ARPA FUNDS TO ENCLOSE PAVILION AT BALLFIELDS**

**A motion was made by Trustee Flaherty to spend \$1,200.00 from ARPA (American Rescue Plan Act) funds to enclose the pavilion at the baseball fields, second by Trustee Astry. VOTE: 4 AYES, 0 NAYS**

#### **TRUSTEE FLAHERTY'S REPORT**

- **She reported that Nancy Wickmark, Dave Rowley and herself attended the NY Forward Forum last Tuesday and it was very informative, there were numerous politicians as well as prior grant awardees with a lot of knowledge**
- **She reported that the next Town Hall Informational Meeting for the NY Forward Grant will be on Monday, May 20th @ 7pm at the Community Building, 22 Mill Street**
- **She reported that the Maple Avenue Boces' students will be at the beach on Friday to do some cleanup**
- **She also reported that she had already done some cleanup work at the beach and removed 9 bags of discarded dog waste, she reminded resident's to please remove and discard their dog waste once they have it bagged up**
- **She reported that all of last years' lifeguards are interested in returning and will be filling out applications soon, she also has some new applicants to review as well - she requested the clerk provide copies of prior certifications so she can see who needs to recertify as Lifeguard/AED/CPR**
- **She purchased some supplies last week for the beach and the pickleball net will be installed next week**
- **She reported the 1st concert will be June 19<sup>th</sup>**
- **She also reported that she has noticed the storm water runoff ditch behind a property on Dale Drive is being filled with yard debris, she requested a letter be sent to the owner and tenant to request it be removed so the area doesn't flood**
- **She reported that she has submitted the finalized 2024 Event Calendar to the papers and the visitors guide, and it will also be posted on the village website**
- **She inquired on how Cleanup Cassadga Day went, per Sam Alaimo it went well, however he just received an updated rules & regulations that went into effect this year, stating mattresses would be an extra charge so the dumpster many come in slightly over what was budgeted, a small amount of scrap was brought in and added to the village scrap load to be returned at a later date**

#### **TRUSTEE CRUVER'S REPORT - No Report**

#### **TRUSTEE DUBOIS' REPORT – Given by Clerk McChesney**

- **The donation from was received and given to the Fire Department. The Fire Department purchased the AED and put it into service on Tuesday, April 16th. I delivered the AED to BJ Monticelli on Monday, April 22nd at the Fessendyn Ballfields. BJ said that he would return the AED to the Village at the end of the Youth Baseball season (end of June).**
- **I have received multiple requests from residents asking when the Village will begin brush/stick pick up. Do we have a tentative schedule to publish to the residents? – Presented during Sam's report**
- **Received an inquiry from a neighbor regarding the parcel/property directly behind 7 & 9 Miller Place. The property is owned by Dennis Josephson. The complaint is that there are numerous 'junk' boats and trailers parked on the border of the property line with the Miller**

Place properties. Property has poor appearance and is seldom mowed throughout the Spring-Summer-Fall Season. Does this neighbor need to file a 'formal' complaint to have the property looked at by Code Enforcement for violations? I told the neighbor that I would inquire as it is our duty as Trustees to speak for and represent our residents.

**Per Trustees it had been discussed at prior meetings that a formal complaint on a specific property must be submitted, the Property Maintenance Complaint form is on the village website after you click on documents**

- Looking for an update on the Men's restroom in the Community Building. Annual Gun Raffle event will be held May 5th. I do know that Sam has been working on the bathroom and that a plumber was brought in a second time to remove another 'plug'. Just looking for the update and expected status for Gun Raffle Event. Following the Chicken BBQ on 4/21, no backup of drains from doing dishes in kitchen sink. No notable issues so that is good! **Per Sam and Trustee Astry it will be repaired before the raffle**
- Any progress on finding a contractor to install new man door to fire hall? **Per Trustee Astry he met with a contractor today and is waiting on a quote**
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#### **RESOLUTION # 59**

##### **APPROVAL OF FINANCIAL STATEMENTS**

**A motion was made by Trustee Cruver to approve financial reports for April 24, 2024, second by Trustee Flaherty VOTE: 4 AYES, 0 NAYS.**

<b>GENERAL FUND 04/24/2024</b>	<b>\$ 325,004.84</b>
<b>WATER FUND 04/24/2024</b>	<b>\$ 121,289.24</b>
<b>RESERVE CVFD EQ.</b>	<b>\$ 20,962.32</b>
<b>RESERVE DPW EQ.</b>	<b>\$ 12,480.21</b>
<b>RESERVE WATER REPAIRS</b>	<b>\$ 50,356.88</b>
<b>RESERVE FOR DEBT SERVICE</b>	<b>\$ 339,270.62</b>

#### **RESOLUTION # 60**

##### **APPROVAL OF BILLS AND PAYROLL**

**A motion was made by Trustee Flaherty to approve bills & payroll as follows, second by Trustee Cruver VOTE: 4 AYES, 0 NAYS.**

<b>PAYROLL General Fund, 04/26/2024</b>	<b>cks: 6021-6022</b>	<b>\$ 3,789.15</b>
<b>PAYROLL Water Fund, 04/26/2024</b>	<b>cks: 6021-6022</b>	<b>\$ 2,138.56</b>
<b>ABSTRACT April 24, 2024</b>	<b>General Cks: 10106-10117</b>	<b>\$ 5,346.83</b>
<b>ABSTRACT April 24, 2024</b>	<b>Water Cks: 10106-10117</b>	<b>\$ 2,447.61</b>

#### **RESOLUTION # 61**

**Being no further business, Trustee Astry moved to adjourn, second by Trustee Flaherty at 9:22 PM. VOTE: 4 AYES, 0 NAYS.**

**Respectfully Submitted,**

**Annette McChesney  
Clerk Treasurer**