

**January 27, 2021
Public meeting-Comprehensive Plan
Regular Village Board Meeting**

The regular meeting of the Village of Cassadaga was held on January 27, 2021 at 7:00 PM with Mayor William Dorman presiding. Trustees present included Trustees Bill Astry, Cindy Flaherty, Rachyl Krupa and Mark Wilson. Also in attendance was Attorney Joe Calimeri.

The meeting was also on Zoom for Community participation.

Pledge of Allegiance

**RESOLUTION # 5
APPROVAL OF MINUTES**

A motion was made by Trustee Krupa second by Trustee Flaherty to approve the minutes of January 13, 2020. VOTE: 4 AYES, 0 NAYS

**RESOLUTION # 6
APPROVAL OF AGENDA**

A motion was made by Trustee Flaherty, second by Trustee Krupa to approve the agenda. VOTE: 4 AYES, 0 NAYS.

PUBLIC MEETING ON COMPREHENSIVE PLAN

Mayor Dorman explained on how the Comprehensive Plan came about. He was asked by Clerk Astry if he was interested in going through all Local Laws and see if any were duplicated or could be eliminated. During that process it was decided that our Zoning Laws should be revised and then decided a Comprehensive Plan was needed first. The Planning Board was given that task.

Planning Board Chairman Nancy Wickmark introduced the Planning Board members: Peter George, Rodney Waite, Tonia Wilson and Susan Asquith. Clerk Treasurer Astry was acting as consultant and advisor. Chairman Wickmark explained that they gathered information from a Citizens Survey, reviewed the current state of the village, analyzed strengths, weaknesses, opportunities and threats (SWOT) and came up with a 5-year plan.

The Comprehensive Plan 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.

Each member was given an opportunity to explain their Vision Theme in Plan.

Roxanne Astry explained theme of Safety and measures to be taken.

1. **Improve Speed Compliance:** a. Increase road patrol, b. Road maintenance, c. Obtain speed-measuring devices, d. Zoning will ensure that adequate setback of buildings with clear visibility on roads.
2. **Home Safety:** a. Community Protection and Emergency Aid by encouraging Neighborhood Watch, ensure funding for equipment and services, enforce NYS Law 715, b. First Responder Recognition and promote recruitment and training, annual recognition of the Fire Department and their volunteer services.
3. **Delivery of safe drinking water** by continuing water testing by our trained village employees, as determined by NYS Health Dept.
4. **Strengthen the village's position on code compliance and enforcement** by setting expectations for the upkeep of commercial and business properties, eliminate derelict homes or empty buildings that present a health threat to neighbors.

Susan Asquith explained theme of Small-Town Character and measures to be taken

1. **Strategically attract a younger demographic to put down roots in the village to stimulate future economic growth, vitality and a vibrant and socially, rich community.** a. Promote Cassadaga Campaign by developing a marketing plan that targets current and potential new residents, b. Facilitate a focus group to identify community needs/desires of youth and young families that are not being met, c. Facilitate the creation of cultural arts, theatre and music programs with SUNY Fredonia, Chautauqua Institution, etc., offering partnership programs aimed at the village's youth population.
2. **Strategic Housing Plan for increase in population and demands for adequate housing.** a. Review current zoning, b. Identify potential land tracts for new development, c. Identify vacant buildings/structures that may be candidates for rehabilitation.
3. **Support Senior housing options.** a. Review current zoning, b. Research the options for potential public funding available.

Peter George explained the theme Local Businesses.

1. **We must know the businesses that are now in the community, what services are represented, and what businesses are missing.** a. Complete an inventory profile by sector, b. Establish an on-going communication process with county government agencies. c. Review zoning of current regulations to determine new business development and Home-based businesses.
2. **Develop a Business Council to identify critical business and establish a communications process to understand their needs and issues.**

Rodney Waite explained the theme Conservation.

1. **To preserve and protect the health of our lakes, its tributaries and wetlands.** a. Promote and preserve the Cassadaga Lakes by 1. 1.

- exercising best practices, b. Control lake levels and monitor, as per study recommendations, with CLA and community input, c. Monitor invasive and nuisance species both animal and plants, d. Consider the benefits of increased public access.
2. Wetlands Protection Program by a. Continue CLA's on going monitoring and enforcement, b. Encourage conservation of wetland properties and strict enforcement of Cassadaga Local Law 1-2017, c. Review zoning and compare to DEC wetlands map.
 3. Tree Preservation Program by a. Enhance and foster the village tree inventory, b. Empower the Tree Committee to oversee programs to increase number of village trees, b. Apply to the DEC for the next round of tree inventory and community management plans, c. Establish a yearly village line budget for tree purchasing, maintenance and arborist consultation.
 4. Promote green space by a. Develop a green infrastructure plan as guided by the Environmental Protection Act encourage and use of lakeshore buffers.

Nancy Wickmark explained the theme Local History.

1. Create a village historian description.
2. Historical Artifact Protection Project, a. Determine requirements/feasibility to secure a repository for historical items, b. Assess the availability of a building suitable for safe storage, c. Identify and make resources available to village citizens who have possession of local artifacts.
3. Historical building recognition project, a. Form an interest group to research and inventory the pre 1920 structures, b. Make information on the building available to public, c. Review zoning laws to determine if there are vulnerabilities that could be mitigated with updates to zoning.
4. Our History in Memories Project by capturing stories of our senior population.
5. Preserve our Native American History Project, a. Preserve the artifacts in the possession of local citizens, b. Add recognition and education of our area's native heritage.

Tonia Wilson explained theme of Recreation.

1. Safety of our waterways, streets and sidewalks, for swimmers, cyclists and pedestrians. a. Park Avenue Safety Project will complete a safety study on traffic, width of road and amount of pedestrian usage and recreational traffic.
2. Pedestrian Safety Program, a. Pedestrian Safety program, update painted sharrows, painted crosswalks and install appropriate signage, b. Review zoning, c. Include funding in budget for maintenance of sidewalks, roadway shoulders, outdoor facilities, crosswalks, sharrows and signage for sharing the road with cyclists, d. Continue Complete Streets and Walkability studies that have been completed.

3. **Ball Field utilization program, a. Continue to prioritize maintenance of ball fields, b. Create a focus group to consider recreational land use modes, like the Ralph C. Wilson Foundations guidelines.**
4. **Beach Enhancement Project, a. Commit to allocating additional funds to cover cost of beach management, maintenance, upgrades and cleaning recommendations.**

Susan Asquith explained theme Citizen Participation.

1. **Increase viewership and event management through effective, consistent and timely communications with various digital and traditional platforms by a. Implement a community communications office and coordinate all village functions and activities.**
2. **Community engagement program and support through funding and promotion sponsored by local organizations, b. Celebrate Cassadaga Day with events, c. Launch a citizen's recognition program to acknowledge outstanding volunteer contributions to the village's quality of life.**

Susan Asquith explained Community Pride.

1. **Work collectively, as a community, to instill pride in our community and have it reflected in our homes, businesses, parks and recreational areas, government entities, charitable giving, a. Form a Community Pride committee to research potential activity, develop implementation plans with budgets, a. Post Office block development, b. Gateway entrances on north, south and west to enhance signage, c. Community wide beautification program, d. Cassadaga in Bloom Program, e. Public Art Program.**

Nancy Wickmark opened meeting up for comments and questions. Mayor Dorman asked if the County gave any suggestions or comments from County Planning Board. Nancy stated that they were incorporated into the draft plan. She further invited anyone to get involved in the plan and forward any questions to village email.

The Public Hearing will remain open until next meeting so public has time with comments. The Comprehensive Plan will be adopted at next meeting. Attorney Joe Calimeri explained the SEQR and the village should be Lead Agency, both the DEC and County stated it is a Local Concern.

RESOLUTION # 7

ADOPT VILLAGE AS LEAD AGENCY IN SEQR

Trustee Astry moved, second by Trustee Wilson that Village of Cassadaga is Lead Agency on SEQR. VOTE: 4 AYES, 0 NAYS

GUESTS: Village Historian John Sipos and Susan Sipos, handed out history timeline for the Cassadaga area and gave brief history. Guests included Planning Board Members; Nancy Wickmark, Peter George, Rodney Waite, Susan Asquith and Tonia Wilson, also in attendance were Steve Wickmark, 39 Pettit Place, Kathy George, 209 Dale Drive, Zoom attendees included Roberta Mosier Peterson, Janice Ulrich, Jill Lawson, Anthony Dolce from Observer, and 2 unidentified participants.

ATTORNEY JOE CALIMERI'S REPORT:

- The Water Contract from Town of Pomfret is being voted on by them at a meeting tonight so we could authorize Mayor Dorman to sign new contract if it is approved. We would also need to rescind previous motion on approving contract.

RESOLUTION # 8

RESCIND PREVIOUS MOTION ON DEC. 22ND OF APPROVAL OF POMFRET WATER CONTRACT

Trustee Astry moved to rescind Motion on December 22, 2020 to Approve Town of Pomfret Water Contract, second by Trustee Flaherty. VOTE: 4 AYES, 0 NAYS.

RESOLUTION # 9

AUTHORIZE MAYOR TO SIGN TOWN OF POMFRET WATER CONTRACT

Trustee Astry moved, second by Trustee Wilson to authorize Mayor Dorman to sign Town of Pomfret Water Contract once it is approved by Town of Pomfret council. VOTE: 4 AYES, 0 NAYS.

MAYOR DORMAN'S REPORT:

Updates:

- New State mandatory requirement for Public Health Emergency Plan for public workers per Legislation S8617B/A10832, 9/7/2020
 - Deadline April 1, 2021
 - Roxanne and I will begin filling out a template 1/28/2021 and see where we need input from others.
- I Provided feedback to Edison (JoJo's Café) on a possible lease of a portion of the parking lot as we discussed at the last board meeting.
 - He asked if there would be an option of purchasing instead because he would like to own the property if possible?
 - I told him I would share this with the board and discuss.
 - I asked him to provide a 'concept sketch' as a minimum to initiate discussion.

New Correspondence:

- I administered a swearing in of the new officers for the CVFD on 1/19/2021

- CVFD Chief report for December 2020 calls and hours: EMS-15, FIRE-1, MVA-2, M/A-11. Total man hours 92.25 and Total calls for 2020-262.

NEW BUSINESS:

CLERK TREASURER ASTRY REPORT:

- Checking out options for credit card payments for taxes and water bills. Will be talking to FORTE on Friday to see what they have to offer. Trustee Wilson recommended maybe PayPal.
- Reminded that offices to be held at Elections for November 2021 would be Mayor, Trustee seats for Flaherty and Wilson. They would have to get Independent Nomination Petition from County,
- Reported that we will be refunded all but 5% of Chips money that was withheld.
- Reported that Sales Tax Revenue will be reduced because County's amount will be reduced by state for Distressed Provider Assistance (DPA) by .9%.
- Attended NYS Archives Webinar today and it was about scanning all permanent records.

DEPUTY CLERK MAZZONE REPORT: Absent

SUPT. OF PUBLIC WORKS SAM ALAIMO'S REPORT: Absent

1. Trustee Astry reported that Sam received complaint last week about resident claiming water was causing hair loss. He had water samples taken all around village and County stated no samples would cause hair loss.
2. Sam would like to put in a automated hydrant at end of Putnam road that would automatically keep water main dead ends clear.

TRUSTEE ASTRY'S REPORT- No further report

TRUSTEE FLAHERTY'S REPORT:

- She reported that Country Club will not allow portable john on property for sledding for Winter Festival.
- Asked Mayor and First Lady to judge snow sculptures, asked Trustee Astry to get fire pits and monitor them, beach will need to be plowed between gatehouse and gazebo, need large garbage bags. Will try to find someone to use snowblower at basketball court.

TRUSTEE KRUPA'S REPORT:

- She thanked Planning Board for presentation and thanked our DPW for keeping roads and sidewalks clear of snow.

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TRUSTEE WILSON REPORT:

- He reported that he will be using the Community Room for registration for 50K and they have 60 people registered. Proceeds will be split between Fire Department and Fire Police.

RESOLUTION # 10

APPROVAL OF THE FINANCIAL STATEMENTS

Trustee Astry moved, second by Trustee Krupa to approve the Financial Statement for January 27, 2021. VOTE: 4 AYES, 0 NAYS.

GENERAL FUND	\$ 195,255.81
WATER FUND	\$ 121,157.69
RESERVE CVFD EQUIPMENT	\$ 26,493.47
RESERVE DPW	\$ 27,765.54
RESERVE WATER REPAIRS	\$ 50,193.84
RESERVE FOR DEBT SERVICE	\$ 252,245.89

RESOLUTION # 11

APPROVAL OF THE BILLS AND PAYROLL

A motion was made by Trustee Astry, second by Trustee Wilson to pay the following: VOTE: 4 AYES, 0 NAYS.

Payroll of Jan. 22, 2021 General Cks: 5618-5619	\$ 2,420.35
Payroll of Jan. 22, 2021 Water Cks: 5615-5619	\$ 2,144.81
Abstract of Jan. 27, 2021 General Cks: 9105-9118	\$ 3,485.38
Abstract of Jan. 27, 2021 Water Cks: 9105-9118	\$ 5,488.22

Being no further business, Trustee Astry moved to adjourn the meeting, second by Trustee Krupa at 8:27 PM. VOTE: VOTE: 4 AYES, 0 NAYS.

Respectfully submitted,

Roxanne Astry
Clerk Treasurer

