

May 20, 2026

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

**RESOLUTION #89**

Approval of minutes from the May 6, 2026 meeting was tabled for additional information and corrections, A motion was made by Trustee DuBois, seconded by Trustee Rowley. 3 Ayes 0 Nays.

**RESOLUTION #90**

Approval of the agenda –Motion made by Trustee Rowley to accept with the addition of NB #7, hot water tank for the beach house. Seconded by Trustee Frick, 3 Ayes, 0 Nays.

**GUESTS:** Tammie Wichlacz, Braden Carmen, Nancy Wickmark, Sue Asquith, Judy Garncarek, Sean Seibert, Teri Seibert, Cindy Flaherty, Matthew & Josh Bykowski, Rae A Crandall, Ryan Burlingame, Nathan & Laura Pownall, A.J. Witkowski, Helen Runge.

Guest Sue Asquith: Cassadaga Beach Bathhouse: I've been asked and would like to volunteer to help complete the renovation of the beach house.

Working with Trustee Cruver, I've begun to assemble a group of volunteers to assist with the project.

First step will be to get the construction issues addressed and completed to include:

1. Replace rotten wood along the lake side of the building.
2. Finish the soffits all around and paint
3. Rehang doors and install headers on the inside.
4. Install PVC baseboards to finish the walls in both bathrooms
5. Paint the interior wood to prevent rotting.

Not sure we can do anything now about the old shingle roof section.

Also, get the area around the structure cleaned up and free of debris and finish painting the trim.

We will work with a local artist to complete a Lake Life mural on the building and signage identification that will provide beautification for the area. We will be working on this now until completion. It probably will take us into the summer; making assurances not to disrupt the public's use.

Cindy Flaherty CBC was awarded a grant for a feasibility study to the nature walk trail, more specifics once it has been officially announced.

Teri Seibert asking about the Christmas sleigh and reindeer, being worked on.

The Village and the Cassadaga Job Corps has entered into an agreement for a work-based joint venture, skilled classes to complete the siding on the Duink barn and also helping on the bath house repairs.

### **Board Meeting Statement**

We sincerely appreciate the individuals and organizations who care deeply about our village and want to support improvements through funding and grant opportunities. A shared commitment to strengthening the Village of Cassadaga and the surrounding community is something we value, and we welcome constructive ideas that can help move our village forward.

As we work together, it is important that efforts related to village improvements be coordinated through the Board's knowledge, oversight, and direction.

To help maintain clear communication, this administration has shared through conversations, written correspondence, and public meetings that any contact with outside funding sources, agencies, or other resources should be brought to the Board's attention in advance. We ask this in the spirit of cooperation and respect for the responsibilities entrusted to these offices.

This Board was elected to serve all residents of the Village of Cassadaga. We take that responsibility seriously and remain committed to transparency, accountability, and working together in the best interest of the entire community.

ZONING CODE FROM ATTORNEY CALAMERI "According to the Department of State, as of April 16, 2026, Local Law 1 of 2025, the Village's new Zoning Code, was not filed with the State of New York. As a result, that law is not valid or enforceable. We have the option of holding another public hearing and reintroducing the law as Local Law 1 of 2026, or alternatively, we can take our time, make any adjustments we deem appropriate, and put that before the Village for approval. Either way, the

enforceable Zoning Code, now in effect, remains the previously enacted Zoning Code."

#### MAYOR'S REPORT MAY 20, 2026

On Friday May 8th, two representatives from the county's health department met with Bob, Ryan, and me. A discussion was conducted and an inspection of the village's entire water facilities was completed. Since the completion of that meeting the findings from the health department have been received by village board, the DPW and Square Engineering.

It was very beneficial to learn about the system and some areas of concern regarding the storage of chemicals and the necessary personal protective equipment that is lacking in two of the pump houses.

This past Monday, Matt Zarbo from Square Engineering, our engineer on the capital water project met with Bob, Ryan, Trustee Frick and me. We discussed the capital water project which I will highlight during water project under old business. We talked about some of the concerns the health department highlighted. Matt will be contacting Natalie Whiteman, Senior Water Resource Specialist and Ronald Wasik, Assistant Public Health Engineer updating them with the plans of the capital water project and our present water system.

I am happy to report that the former part-time landscape employee Robert Frank is again working for DPW. The father-son duo is working well together. I believe Bob Jr. might be seeking revenge for the years of learning under dad's guidance. Honestly, there is truly good guidance from Bob Sr with his family.

Also, the Lakes Association just completed two days of clearing a beaver dam and vegetation from a portion of Cassadaga Creek. The specialized equipment consisted of a mini excavator arm on what looked like an amphibious barge to maneuver through the creek. Hopefully the continued efforts of the lake's association will lower the lake levels.

Mulch for the beautification of Ames Common was purchased today and is available tomorrow morning as the project is being led by the CBC weather permitting.

I ask residents to refrain from placing yard waste at the edge of the streets until after Mondays Memorial Day celebrations.

This concludes my report.

Clerk Penhollow report:

## VILLAGE OF CASSADAGA FINANCIAL REPORT

May 20, 2026

Bills paid on 5/20/2026 \$14,394.77

Abstracts are available to be viewed upon request.

Payroll for the payroll period 5/1/2026 – 5/15/2026 \$ 3,138.09

### Community Bank Accounts:

Checking	\$373,404.58
Trust & Agency	\$ 16,537.57
Capital Water	\$ 47,815.21
Water meter deposit	\$ 557.15
General savings	\$ 51,182.86
Water savings	\$ <u>734.87</u>
<b>TOTAL:</b>	<b>\$490,232.24</b>

### Lake Shore Savings Accounts:

Debt Service Reserve (2103)	\$363,349.40
General Savings – Village (3770)	\$ 91,606.39
DPW Equipment Reserve (2098)	\$ 22,551.18
Water Savings (3778)	\$ 10,908.82
Village Reserve for Repairs (3808)	\$ 50,462.01
CVFD Fire Department Equipment Reserve (2099)	\$ <u>38,785.62</u>
<b>TOTAL:</b>	<b>\$577,663.42</b>

respectfully submitted,

Sue Penhollow clerk/treasurer

Old Business: 72 Lakeview – no progress

Water Project – Jeff, Rudy, Board of Health rep and Matt Zerbo met, Matt will be attending the next meeting to discuss.

Fire Hydrant maintenance and repair- Once DPW up to speed will look at those.

New Business:

Appointment of Zoning Board of Appeals Alternate , Sean Seibert was sworn in.  
Part time utility worker has joined the village – Bob Frank Sr.

Resolution #91

Declare the 1967 Elgin streetsweeper as surplus equipment, best price available for scrap made by Trustee Frick seconded by Trustee Rowley. 3 Ayes, 0 Nays.

Resolution #92

Declare the 1987 Ford Dump truck as surplus equipment, plow to be removed motion made by Trustee DuBois, seconded by Trustee Rowley. 3 Ayes, 0 Nays.

Zoning rewrite of December 29, 2025, Resolution #129, as a board decide best course of action, reintroduce the law or take time, Trustee Rowley, Trustee Frick agree to take the time to look it over; Mayor has had many conversations with the attorney, the board is not going to undo what has been done, look it over resubmit to the County have them evaluate and send their recommendations, law trumps a resolution so right now it is only a working document.

Resolution #93

Purchase 2 complete sets of turnout gear for 2 guys completing their exterior fire class, FDA requires equipment to be 10 years or newer, quote is #8,719.44, motion made by Trustee DuBois, seconded by Trustee Frick. 3 AYES, 0 Nays

Resolution #94

Purchasing a new 2 gal. on demand hot water tank for the Beach bath house after during spring clean up it was discovered the current on demand tank was not working, electrical issues. Motion made by Trustee Frick, seconded by Trustee DuBois. 3 Ayes, 0 Nays

Public Works Superintendent Robert Frank: Grass mowing is caught up. He has been reading water meters for the past 3 days. Pricing Chlorine. Fluctuation on

High St is an issue. 41 High St, driveway issue still working on. Midland Asphalt checking roads to see where work needs to be done.

### Trustee DuBois's Report

· Gave report for the month of April for the Cassadaga Volunteer Fire Department. Copy of report given to Clerk/Treasurer Sue Penhollow at meeting.

EMS CALLS	11	SERVICE CALLS	0
FIRE CALLS	0	SINGLE COMPANY	0
MVA CALLS	0	MUTUAL AID	6
ALARM ACTIVATION	3	MUTUAL AID RECEIVED	1
TOTAL CALLS	14	TOTAL MAN HOURS	61.25

· I am working with Nancy Wickmark to support and assist with the application for the NY Plays Grant application. The application is to obtain playground equipment to be installed at the Sports Complex (Johnny Fesenden Ball Fields). The estimate for playground equipment obtained from the 2024 NY Forward Grant Team is approximately \$670,000. The NY Plays Grant has a 20% match requirement. This 20% is about \$134,000. I am looking into some other grant funding for playground equipment through FitLot/AARP, Allstate Helping Hands, LIDS Foundation, and Statefarm Neighborhood Assist.

· Inquired if there were any other residents that have lakefront property that may be interested in having a dry hydrant installed. A resident did approach Bobby and I after the meeting to give permission to have one installed on his property on Dale Drive.

### Trustee Cruver's Report

#### **KVS Accounting Services Review**

I will be speaking with KVS Information Systems regarding the possibility of reducing our current contract. At this time, the only portion of the service we continue to need is utility billing for water accounts. I will report back to the Board at our next meeting with additional information and recommendations.

#### **Beach Safety Concern**

I received a phone call from Nancy York, who lives adjacent to the village beach. She reported that a group of children, accompanied by other family members, were climbing the

large tree located near the shoreline and using it as a platform to jump into the lake. One of the boys indicated that he intended to perform a backflip.

Ms. York expressed concern because the water in that area is shallow and the activity presents a significant safety risk. She asked whether the Village could address this issue to help prevent potential injuries.

I informed her that I would bring the matter to the Board so that we can discuss possible solutions and determine appropriate action.

### **Village Google Workspace and Administrative Portal**

On Tuesday, I met with Sue and Tammie to review a new Google Site I created for village personnel. The site is designed to serve as a centralized portal where employees, Board members, and the Mayor can securely access important information and forms in one convenient location.

The portal will include:

- Purchase requisition forms
- Employee timesheets
- Payroll information
- Purchasing records
- Other administrative documents and resources

Once the final forms are completed, this system will allow the Village to streamline several key administrative processes and improve organization and efficiency.

Bob Frank Jr. participated in a test run of the site and agreed that it is easy to navigate and provides a practical solution for consolidating information.

I will continue developing the Google Site and related forms with the assistance of Sue and Tammie.

### **Recovery of Existing Village Google Account**

The Village previously established a Google account using the "villcass" Netsync email address. To begin transferring ownership of the new Google Site and associated forms to the Village, I needed access to this account. Unfortunately, the password on file was no longer valid.

I contacted Roxanne Astry, who was extremely helpful in guiding me through the password reset and account recovery process. Her assistance made it possible to regain access and continue this work.

I would like to formally express my sincere appreciation to Roxanne.

I also want to sincerely thank Sue and Tammie for their outstanding support and collaboration. They have been invaluable in moving this project forward and are truly a great team.

### **Trustee Rowley's report**

Trustee's report for 5/20

1) Welcome Sean Seibert to the Zoning Board of Appeals.

2) Work on the new crosswalks on Maple Avenue appears to be nearly complete. The project was also highlighted in a Chautauqua County Government press release on the third annual Active Transportation Week, held May 11-17.

3) Memorial Day is approaching fast. I'm pleased with the work that our DPW Superintendent Bob Frank is doing to make the village look better. American Legion Post 1280 is preparing for the annual parade on Monday, starting at 11 am. A service will follow at the cemetery. At the conclusion, hot dogs will be available at the Post.

4) Speaking of the American Legion, Squadron 1280 will be holding the first of four Cruise Nights on Tuesday, May 26 from 6-9 pm. Plenty of food, 60s music and of course cars!

5) I was pleased to attend the Cassadaga Business Coffee held on May 8. Many ideas were shared during the event, including the upcoming village-wide yard sale, Labor Day parade and other activities.

6) I also attended NCCF's LED Committee meeting held on May 14 in Dunkirk. Updates were given about several economic development projects in Chautauqua County, including Westfield's NY Forward Grant. I hope to bring our mayor as a guest to one of the committee's future meetings.

#### Trustee Frick's Report

1. Had a complaint about pothole on Maple Ave at the Maple and Mill Street intersection. Called the County. They said they would repair it.
2. Called legend again about driveway issue on High Street. Waiting to hear back.
3. Had a discussion about maintenance on equipment with Bob Frank.
4. Had a discussion about debris at beach behind the bathrooms. Bob Frank will clean it up with the trackhoe.
5. Discussed some little jobs that need to be done before Memorial Day.

#### Resolution #95

Approval of the Financial Statement motion to accept made by Trustee Rowley, seconded by Trustee DuBois. 3 Ayes, 0 Nays

#### Resolution #96

Approval of bills and payroll, motion to accept made by Trustee DuBois, seconded by Trustee Frick. 3 Ayes 0 Nays.

#### Resolution #97

Motion to adjourn meeting at 8:02pm made by Trustee Dubois, seconded by Trustee Frick. 3 Ayes, 0 Nays.