**November 12, 2025**

**The regular meeting of the Village of Cassadaga was held on November 12, 2025, at 7:00PM, with Mayor William Dorman presiding. Trustees present included Cindy Flaherty, Danna DuBois, Cathy Cruver, and Bill Astry. Also present was Clerk Annette McChesney. Absent were Attorney Joe Calimeri, Superintendent of Public Works Sam Alaimo, and Deputy Clerk Roxanne Astry.**

**RESOLUTION # 166**
**APPROVAL OF MINUTES**
**A motion was made by Trustee Flaherty to approve the minutes of October 22, 2025, seconded by Trustee DuBois. VOTE: 5 AYES, 0 NAYS.**

**RESOLUTION # 167**
**APPROVAL OF AGENDA**
**A motion was made by Trustee Flaherty to approve the agenda, seconded by Trustee Cruver. VOTE: 5 AYES, 0 NAYS.**

**GUESTS: Nancy Wickmark-Pettit Pl, Rudy Abersold, Putnam Rd, Holly & Mark Kimborowicz-Park Ave, Cassandra Simpson-Job Corp Representative, Randy Carlson-Burnham Rd, Judith Garncarek-Dale Dr**

**Nancy Wickmark – she spoke on behalf of the Tree Committee, they planted four large shade trees at the ballpark around where the future playground will be, the Village was not awarded the $1,000.00 grant they applied for with Urban Forestry**

**Holly & Mark Kimborowicz – they are attending to learn names and faces**

**Randy Carlson – he is again inquiring on the remaining leaf and brush pickup schedule, he still has yard waste and would just like to know if he needs to take care of it himself or the village will be around to remove it, Trustee Astry will look into**

**Cassie Simpson – she wanted to make sure the village was aware that Job Corps is still operating and has funding secured through their fiscal year end June of 2026. They currently have around 95 students enrolled, down from about 200, but have more signing up. She thanked the village for their support of their program and working with them and their students over the years. There is a bill introduced and also litigation on the path forward to keeping or closing any Job Corp centers in the future**

**ATTORNEY JOE CALIMERI REPORT – Absent**

**MAYOR DORMAN'S REPORT – No Report**

**CLERK MCCHESNEY'S REPORT**

- **The annual NYSDOT permit needs to be completed and there needs to be a resolution, its under new business**
- **She called all of the Short-Term rental owners last month to remind them to send in their renewals-she has 11 so far and also one new Short-Term rental application**
- **She printed out an assett inventory list for the board she came across**

- **She also printed out the latest invoice from Square Engineering-she will update the rest under the water project**
- **Trustee DuBois brought up CHIPS and the water books under her report, Clerk McChesney thanked her for bringing them both up and reported that she and Sam completed the reimbursement paperwork and it was emailed in on October 30th, so the village should be reimbursed by NYSDOT on 12/16 for $118,043.85 towards repairs to Frisbee Road, she has not gotten the water books back yet**
- **She also printed out the new Health Insurance Premium Rates from Independent Health, they are increasing again over 15%, the health Insurance agent will be submitting quotes soon for the village to consider**

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

**OLD BUSINESS**

1. **BATHHOUSE AT BEACH**
   - **Trustee Astry reported the lock on the bathroom facing Park Avenue was broken on Halloween, he has the replacement lock and just needs to install it, Trustee Flaherty recommends locking the beach on Halloween in the future, Trustee Astry may add a deadbolt to the bathrooms as well**

2. **WATER PROJECT**
   - **Clerk McChesney reported that she has already opened the bank account and ordered checks, she did catch an error on the check proof, it had the general fund bank account listed instead, she corrected. She has done all of the paperwork needed for the wire deposits to be made and is still waiting to hear back from Environmental Facilities Corporation to give final approval on the 1st draw, hopefully this will all be ready so that the village can pay the engineer at the next meeting**

3. **CASSADAGA LAKES ASSOCIATION (CLA) UPDATES**
   - **Nancy Wickmark reported that the sandbar removal is complete, beaver trapping can and will still happen this year, they still have around 3-4,000.00 left over in funds that they will put towards beaver damn removal in the spring, they don't anticipate receiving the permit for the damn removals at this point in the year**

4. **LIST OF ALL VILLAGE EQUIPMENT W/ AGE & CONDITION**
   - **Biancca Riggle compiled a list of DPW Equipment for the board, it still needs to have some dates and numbers added to it but it's a good start. As previously noted, Clerk McChesney also printed and assett inventory list from 2012, this has a pretty complete listing of all of the village assets, but it also needs to be updated and revised**

5. **NY FORWARD/GRANT COMMITTEE UDATES**
   - **Nancy Wickmark reported that the committee met and discussed proceeding with the Main Street Master Plan, the county will host a community introductory meeting, Chris Cooke and Joe Rollman the architects and Rebecca Wurst with the county would be presenting and also looking for further input, date to be announced. She also reported the committee has**

**been working on a couple of smaller Ralph C Wilson grant applications, they attended a seminar to go over the application process, it was very helpful. The 1st grant is geared towards Youth Sports Programs, Jake Landean, owner of 3 Lakes Café is working on the team, the grant is for $25,000, and they are apllying to build a Disc Golf Course and also add electricity to the ballparks, she asked that the village take lead agency on this grant, discussion was had on having the youth sports leader take charge of that, but it was decided that the village would be best as lead as its part of a larger scale project moving towards the main goal of getting the NY Forward grant awarded. They are also working on another grant geared towards design & access to paths and trails, the committee is looking at adding sidewalks on the west side of Route 60, the east side has so many driveways and obstacles it didn't seam feasible, ot would be from the village line all the way to the Cassadaga Nature Park, this would also include an on demand traffic light for a crossing at Shurfine and also help slow traffic down coming into town, This grant is for $50,000 and would be used towards pre-planning engineering and design, should questioned if the Town of Pomfret should be lead on this one, the board concurred since the project is in the Town of Pomfret that would make sense, Nancy asked the Mayor Dorman to send a formal request to Town of Pomfret Supervisor that they take the lead**

6. **ZONING REWRITE REVIEW**
   - **Attorney Joe Calimeri sent his suggested revisions to the board to review, the village needs to complete a SEQR and appoint itself as lead agency, Trustee Flaherty made a motion to do this, however it was deternined that the Local Law needs to be introduced at the same time in its Final Draft form, this will need to take place at the next meeting. Trustee Flaherty suggested making Deputy Clerk Astry the coordinator, Trustee Astry agreed with that or Chairmen Ryan Burlingame, Trustee Flaherty will contact them to see what's next, Nancy Wickmark asked if the planning board needed to review the Zoning, but the board felt with the minor changes it was not neccessary**

7. **72 Lakeview Avenue – No Update**

**NEW BUSINESS**

1. **NYSDOT ANNUAL WORK PERMIT RESOLUTION**

**RESOLUTION # 168**
**APPROVE NYSDOT ANNUAL WORK PERMIT RESOLUTION**
**A motion was made by Trustee Cruver to approve the resolution as read in below, seconded by Trustee Astry VOTE: 5 AYES, 0 NAYS**

PERM 1 (2/12)

# UNDERTAKING

For the benefit of

**The New York State Department of Transportation**

In connection with work affecting state highways

(For use by New York municipalities and federal agencies

WHEREAS, the undersigned VILLAGE OF CASSADAGA ( Municipality, County, Town, City or Village, or any agency of the federal government, hereinafter referred to as "Permittee") from time to time receives permits from the New York State Department of Transportation (hereinafter referred to as the "NYSDOT") and otherwise conducts activities and operations upon highways and/or within right-of-way controlled by the State of New York for such purposes as the obstruction, installation, construction, maintenance and/or operation of facilities; and

WHEREAS, Permittee's access and operation upon state right-of-way is conditioned upon compliance with Highway Law Sections 52, 103, 203 and/or 234, including the conditions that Permittee assume all responsibility for (a) the temporary control of all modes of traffic (including motorized and non-motorized travel) affected by Permittee's operations, (b) complete restoration of state facilities to their condition prior to permitted use or activity, and (c) all claims, damages, losses and expenses,

NOW, THEREFORE, in relation to all operations and/or actions undertaken within state right-of-way, Permittee hereby agrees to the following terms and conditions:

1. **Permit Applications.** Excepting only activities undertaken to protect public safety because of emergency conditions or incidents, Permittee shall provide timely written notice to NYSDOT of operations or activities affecting state right-of-way. Under normal circumstances, a minimum of five business days notice shall be provided. Notification of emergency activities shall be provided to NYSDOT as soon as practicable after the activity. The Permittee shall apply for project-specific permits for activities not allowed under any existing annual permit. Such application shall identify proposed project locations, desired dates/hours, proposed work/activities, traffic control, and site restoration

2. **Applicable Rules, Regulations & Conditions**. Permittee shall comply with all of the laws, rules and regulations applicable to construction, maintenance activities and operations and shall further comply with such terms and conditions that may be imposed by NYSDOT in connection with permitted activity or operations. Temporary Traffic Control, highway safety appurtenances, and restoration of state facilities shall be completed in accordance with NYSDOT regulations and standards.

3. **Site Restoration.** Permittee shall, at its own expense, promptly complete the work allowed under each permit and, within a reasonable time, restore State property damaged by its work/activities to substantially the same or equivalent condition as existed before such work was begun as determined by the Commissioner or his/her designee. In the event that the Permittee fails to so restore damaged State property within what the Commissioner deems to be a reasonable time, the Commissioner, after giving written notice to the Permittee, may restore the property to substantially the same or equivalent condition as existed before the Permittee's work/activities, in which case, Permittee agrees to reimburse the reasonable expenses in connection therewith.

PERM 1 (2/12)

**4. Payment & Release of Liens.** Permittee shall be responsible for the payment of all costs and materials relating to its work in the public right-of-way, and agrees to defend and save harmless NYSDOT against any and all lien claims made by persons supplying services or materials to Permittee in connection with Permittee's work.

**5. Indemnity.** In addition to the protection afforded to NYSDOT under any available insurance, NYSDOT shall not be liable for any damage or injury to the Permittee, its agents, employees, or to any other person, or to any property, occurring on the site or in any way associated with Permittee's activities or operations, whether undertaken by Permittee's own forces or by contractors or other agents working on Permittee's behalf. To the fullest extent permitted by law, the Permittee agrees to defend, indemnify and hold harmless the State of New York, NYSDOT, and their agents from and against all claims, damages, losses and expenses, including but not limited to, claims for personal injuries, property damage, wrongful death, and/or environmental claims and attorney fees arising out of any such claim, that are in any way associated with the Permittee's, activities or operations under any and all permits issued using this Undertaking.

FURTHERMORE, Permittee hereby warrants that the obligations of this Undertaking are backed by the full faith and credit of Permittee. Permittee may insure or bond any of the obligations set forth herein, or may rely upon self-insurance, budgeted funds, or funds for general operations.

This Undertaking shall be applicable to all permitted activities and operations undertaken after the date of execution and work initiated while this Undertaking is in effect. This Undertaking may be revoked by the Permittee or rejected by NYSDOT upon thirty days written notice but will continue to apply to all permitted activities/operations that were permitted by virtue of this Undertaking. Unless terminated for the purpose of future activities/operations, this Undertaking shall have a term of twenty (20) years and shall be kept on file to facilitate the issuance of future permits to which it will apply.

IN WITNESS WHEREOF, VILLAGE OF CASSADAGA (Municipality-County, Town, City, Village or federal agency) agrees to the terms of this Undertaking, and has caused its execution by the authorized officer or employee (attach Resolution of Approval).

William M. Dorman
Authorized Agent

NOVEMBER 12, 2025
Date

WILLIAM M. DORMAN / MAYOR
Print Name/Title

22 Mill Street
Address

(716) 595-3007
Phone number

Cassadaga, NY 14718
Address

villcass@netsyne.net
e-mail

## 2. CHERRY CREEK SNOGOERS COMMUNITY ROOM RENTAL FEE

- **Clerk McChesney received a call from Nick with the Cherry Creek Snogoers, they would like to use the community room to have their groomer training class, however they don't have a member of the firehall or village resident to rent the room at no charge at this time, he requested she ask the board if they would be willing to waive the fee**

**RESOLUTION # 169**
**APPROVAL TO WAIVE FEE FOR CHERRY CREEK SNOGOERS**
**A motion was made by Trustee Astry to waive the community room rental fee for the Cherry Creek Snogoers Groomer Training Class for a period of 10 years, seconded by Trustee DuBois. VOTE: 5 AYES, 0 NAYS**

3. **2nd MEETING OF THE MONTH RESCHEDULE OR APPROVE PAYING BILLS**

**RESOLUTION # 170**
**APPROVE RESCHEDULE NEXT MEETING**
**A motion was made by Trustee Astry to move the next regular village board meeting to Tuesday, November 25th from the normal scheduled day of Wednesday the 26th, seconded by Trustee Flaherty. VOTE: 5 AYES, 0 NAYS**

**SUPT. OF PUBLIC WORKS: SAM ALAIMO REPORT – Given by Trustee Astry**

- **He reported that Sam and Biancca were asked to assist the Lakes Association with cleaning up the sand that was removed from below maple Avenue bridge, because they do not have the proper equipment, the sand was removed by the DPW and Storer's Container Service took care of the debris**

**TRUSTEE ASTRY REPORT**

- **He reported that there is a used Ventrac on Auctions International with a snowblower attachment, it's a 2010 Diesel Turbo with only 1000 hours, the municipality stated it's in good shape, it was used by the Town of Walworth. Sam Alaimo would like permission to bid up to $12,000.00 on it, bidding closes on October 21st @ 7pm. Trustee Cruver also brought in a quote from LandPro for a new Erskine snowblower that would fit the current John Deere the village uses to plow sidewalks for $10,595, she would like Sam to review this as well. Trustee Cruver inquired if there was buyer protection on this site, there is not, she also reqeusted that Sam contact the municipality and do his due diligence to make sure the equipment is in good shape before he condsiders bidding on it. Trustee DuBois also voiced concerns on spening $10-12,000.00 on 15 year old used equipment that could end up needing repairs**

**RESOLUTION # 171**
**APPROVE BIDDING ON VENTRAC EQUIPMENT DESCRIBED ABOVE**
**A motion was made by Trustee Astry to allow Sam Alaimo to bid up to $12,000.00 on the Ventrac on Auctions International, seconded by Trustee Flaherty. VOTE: 3 AYES, 0 NAYS, Trustee Cruver and DuBois abstained**

**TRUSTEE FLAHERTY'S REPORT**

- **She reported the Citizens for a Better Cassadaga received a $15,000.00 grant from Northern Chautauqua Community Foundation to restore the gazebo at the beach, they are getting quotes and have one year to complete, she thanked Trustee Astry for all of his help and also Sam and Biancca for removing the docks and placeing them away from the gazebo so it can be accessible to the contractor**
- **She would like to have a buzzer or some type of door lock installed on the Clerks' office door, discussion was had on costs of the added safety measures,**

**there could be a ring camera installed and then the door could be unlocked, cameras could be added like the firehall has, the options should be looked into. This stems from concerns Clerk McChesney had voiced when there was a male wandering around town who appeared to be heading straight towards her office doors, he had been agresssive towards some residents so she just shut and locked her inner office door, he did not enter the building but he easily could have**

- **She also wanted to point out that the DPW has been getting flack for not getting some things done but she noted they have had additional duties added to their typical work load like putting up snowflakes and picking up leaves and brush etc, she thinks it should seriously be considered during next years budget discussions to hire another employee. Trustee DuBois noted that there has not been both employees here on a regular full time basis for most of the year**
- **Upcoming Events:**
  - **Citizens for a Better Cassadaga Meeting 11/14 @ 7PM Cassadaga Library**
  - **Untouchables 11/21, 6:30-9:30PM Cassadaga American Legion**

**TRUSTEE CRUVER'S REPORT**

- **She already submitted the quote she received from LandPro for the snowblower**
- **She also wanted to know if there was a plan to finish picking up the leaves and sticks that have been out since October 6th and still have not been picked up, she has heard a lot of frustration voiced on this from residents, this really needs to get taken care of and better communicated**

**TRUSTEE DUBOIS' REPORT**

- **She also commented on the lack of stick pickup, she has a neighbor who has had his out since October 6th, they are cut and stacked exactly as specified yet they have not been picked up, she understand why residents would be upset, the stick pickup policy was redone to a 5 page document yet nowhere in there does it state they will communicate with the residents if they don't pick up their piles on the scheduled dates when they will be back**
- **She gave some updates on the fire department equipment as follows: The ambulance was out of service for a week for a sensor that had to be replaced this is a completely different issue from the prior ones, Engine 102 the charging port they installed failed again, it has to remain plugged in, Fransen will be coming out to take a look, Engine 101 springs have been ordered and will be replaced once they come in**
- **The October report for the fire department call log was not ready yet**
- **She was very glad to hear that the CHIPS reimbursement went in ahead of time**
- **She also asked if water readings were still taking place, Clerk McChesney confirmed that she has not received the water reading books back yet**
- **She wanted to know if the boom truck had beed scheduled to be borrowed through shared services so the snowflakes could be put up, Trustee Astry confirmed that it is available**

**RESOLUTION # 172**
**APPROVAL OF FINANCIAL STATEMENTS**
**A motion was made by Trustee Astry to approve the financial reports for October 31, 2025, and November 12, 2025, seconded by Trustee DuBois. VOTE: 5 AYES, 0 NAYS.**

| | | |
|---|---|---|
| **GENERAL FUND 10/31/2025** | **$** | **240,800.31** |
| **WATER FUND 10/31/2025** | **$** | **93,272.32** |
| **GENERAL FUND 11/12/2025** | **$** | **285,013.07** |
| **WATER FUND 11/12/2025** | **$** | **91,639.29** |
| **RESERVE CVFD EQ.** | **$** | **38,747.16** |
| **RESERVE DPW EQ.** | **$** | **22,528.83** |
| **RESERVE WATER REPAIRS** | **$** | **50,436.99** |
| **RESERVE FOR DEBT SERVICE** | **$** | **362,989.23** |

**RESOLUTION # 173**
**APPROVAL OF BILLS AND PAYROLL**
**Clerk McChesney explained that the check numbers will not be in order as there was one blank check in the stack so she had to void 11 checks and reprint, she has never had this happen but she will be more careful and check each one in the future**

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

| | | | |
|---|---|---|---|
| **PAYROLL General Fund, 11/4/2025** | **cks: 6257-6259** | **$** | **3,515.74** |
| **PAYROLL Water Fund, 11/4/2025** | **cks: 6257-6259** | **$** | **2,173.41** |
| **ABSTRACT Nov. 12, 2025, General** | **Cks: 10523-10527 10539-10549** | **$** | **10,321.49** |
| **ABSTRACT Nov. 12, 2025, Water** | **Cks: 10523-10527 10539-10549** | **$** | **3,655.43** |

**RESOLUTION # 174**
**Being no further business, Trustee Astry moved to adjourn, seconded by Trustee DuBois at 8:32 PM. VOTE: 5 AYES, 0 NAYS**

**Respectfully Submitted,**

**Annette McChesney, Clerk Treasurer**