

**REVISED Agenda
REGULAR MEETING OF THE ELLICOTTVILLE TOWN BOARD
Wednesday, April 8, 2026
at 6:00pm at the TOWN HALL**

Call to Order and Pledge to Flag

Privilege of the Floor

Approve Minutes

- Regular Meeting – March 18, 2026

Audit of Claims

- Pay Town bills on Distribution Report #03--2026

Supervisor's Reports

- Accept Supervisor's Financial Report
- Water Service Rules and Regulations Meeting

Present Written Department Reports for Approval

- Clerk's, Justice, Building Inspector, Police, Engineers and Planners Reports

Department Heads

Don Auge – Jim Bouchard – absent – email update

Scot Brumagin – Highway Department

Kelly Fredrickson – Code Enforcement Department

Greg Keyser – Planning Department

Ben Gross – Engineering Department

- Award Mowing Bids

Executive Session

- Public Utility Issues – Water
- STR Law

New Business

- 43 Jefferson, 23 Adams – Frozen Water Line Claims
- STR Cap
- Southern Tier Trail Project Design

Old Business

- Credit Card Policy
- EVGV Trail
- Alarm Law
- Fire Hall

Correspondence

Attorney/Client Privilege

DRAFT MINUTES OF THE
REGULAR MEETING OF THE TOWN BOARD
OF THE TOWN OF ELLICOTTVILLE, March 18, 2026
at 6:00 pm HELD AT THE TOWN HALL

<u>Present:</u>	Matthew McAndrew	Supervisor
	John Zerfas	Councilman
	Steve Crowley	Councilman
	Robyn George	Town Clerk
	Ben Gross	Engineer
	Jim Bouchard	Officer in Charge
	Seth Pullen	Attorney for the Town
	Greg Keyser	Town Planner
	Kelly Frederickson	Building Inspector
	Greg Fitzpatrick	Councilman
	Ken Hinman	Councilman
	Scot Brumagin	Highway Superintendent

Others present: Dre Hollamby, press, Julie Bachan, Sara Shatzel, Cathleen Pritchard, Jeff Perks, Steve Frank, Sam Nelson, Rachel Northrup McGee, Scotty McGee, Julie Bachan, Terry Falsone, Jennifer Courtney, Charles Carr, Charlene Carr, Pam Matthews, Kathleen Tompkins, Gail Scheeler, Mark O'Connor, Randy Clark

Call meeting to order:

Supervisor McAndrew called the meeting to order and led the Pledge to the Flag.

Privilege of the Floor

- Short Term Rental Application Discussion

A couple of property owners that missed the deadline to submit STR applications questioned whether or not they would be able to get a permit. One missed because they weren't aware of the new rules, the other because he didn't close on the purchase of the property in time. Although the law governing short term rentals was adopted over a year ago, and every attempt was made to make the public aware of the law, the Board does have some discretion in setting the Cap and will try to make some decisions before the next Board meeting. In the meantime, it was suggested that those wanting a STR permit, apply as soon as possible to be in line for the next available one.

A Real Estate agent wanted to know why an empty lot can not apply for a permit. It was explained that the permit is contingent on an inspection of the dwelling and when there is no dwelling, that is not possible.

- Maples Road Speed Limit

Numerous residents were present supporting a lower speed limit on Maples Road and wanted to know what they could do to help facilitate such an outcome. The Town Engineer will be setting up a meeting with all concerned with a representative from the NYS DOT, the agency that would make such a decision. In the meantime, the Town will look into restriping crosswalks and creating a new one at Northwood Drive. Signage may also be added that may help to slow traffic.

- Frozen Pipes

A couple of property owners suffered from frozen pipes at their properties and accrued expenses while correcting the problem. They believe that the Town should reimburse them for that expense because the pipes were frozen on the other side of their shut-off main. Discussion followed on the interpretation of the "Rules and Regulations Governing Water Service" in regards to who's responsible for such expenses. The Board will look at clarifying the rules and suggested the property owners submit a written request for reimbursement and include a report from the contractor and financial claim. The Town will remind property owners to leave their water running a bit when the weather is exceptionally cold.

Approve Minutes

- Town Board Meeting – February 18, 2026

On motion by Mr. Crowley and second by Mr. Zerfas the minutes of the February 18, 2026 meeting were:

Accepted Ayes 5 – McAndrew, Crowley, Hinman, Fitzpatrick & Zerfas
Nays 0

Audit of Claims

- Pay Town bills on Distribution Report #03-2026

On motion by Mr. Crowley and second by Mr. Zerfas the following resolution was

Accepted Ayes 5 – McAndrew, Crowley, Hinman, Fitzpatrick & Zerfas
Nays 0

Resolved that the Town bills be paid on General Ledger Distribution Report 03-26 as follows:

001 - General Fund A:	\$33,239.10		
002 - General Fund B:	\$ 15,377.96		
		General Fund Total:	\$ 48,617.06
004 - Highway DB:	\$104,273.36		
		Highway Fund Total:	\$104,273.36
006 - Water	\$ 77,064.46		
		<u>006 - Water Fund Total</u>	<u>\$ 77,064.46</u>
		Grand Total:	\$229,954.88

Supervisor's Report

- Accept Supervisor's Financial Report

On motion by Mr. Crowley and second by Mr. Fitzpatrick the following resolution was:

Accepted Ayes 5 - McAndrew, Zervas, Fitzpatrick, Hinman & Crowley
 Nays 0

Resolved that the Board accept the Supervisor's report.

- Supervisor's Meeting – Feb. 26th

Representatives from the DMV, Economic Development, NYS Comptroller's office and Governor Hockel's office spoke at the meeting. The topics discussed were auditing, fraud investigation, grant applications, NYS Retirement System, NYS budget and funding. Officers were elected.

- Reschedule April Meeting

Several Board members will be unavailable to attend the regularly scheduled meeting in April.

On motion by Mr. Zervas and second by Mr. Hinman the following resolution was:

Accepted Ayes 5 - McAndrew, Zervas, Fitzpatrick, Hinman & Crowley
 Nays 0

Resolved that the monthly regular meeting of the Town Board be rescheduled for Wednesday, April 8th at 6pm.

Present Written Department Reports for Approval

- Clerk's, Police, Planners, Justice, Engineers and Building Inspector's Reports

On **motion** by Mr. Zervas and second by Mr. Hinman the Clerk's, Police, Planning, Justice, Engineer and Building Inspector's reports were:

Accepted Ayes 5 – McAndrew, Crowley, Hinman, Fitzpatrick & Zervas
Nays 0

Department Heads

Jim Bouchard – Police Department

OIC Bouchard would like to hire Hareigh Lavery to fill the vacant full-time police position effective April 1st. He has been working for the Franklinville Police Department for the last few years and Bouchard thinks he'd be a good fit. He also has someone in mind for a part-time position and would like to have the Town sponsor intern Alexandria Stoddard for the Police Academy if needed.

On motion by Mr. Crowley and second by Mr. Hinman the following resolution was:

Accepted Ayes 5 - McAndrew, Zervas, Fitzpatrick, Hinman & Crowley
Nays 0

Resolved that the Town support OIC's decision to hire Hareigh Lavery. He also has the Board's support for hiring a part-time officer and sponsoring intern, Alexandria Stoddard, for the Police Academy if requested.

Scot Brumagin – Highway Department

Mr. Brumagin said the new hotbox works great and will allow the Highway Department to fix potholes more efficiently. This will be a priority this spring.

He would like to set up something with BOCES to show the younger generation what a career with a highway department looks like. Mr. Crowley will help to facilitate such a program.

Mr. Brumagin is looking into applying for a grant that would save up to 80% on snowblades.

Adam Gassman's probationary period is up. Mr. Brumagin is asking to raise his rate of pay to the top rate. He praised his work and attitude.

On motion by Mr. Zervas and second by Mr. Hinman the following resolution was:

Accepted Ayes 5 - McAndrew, Zervas, Fitzpatrick, Hinman & Crowley
 Nays 0

Resolved that Adam Gassman receive a pay increase to the top rate, effective March 16, 2026.

Kelly Fredrickson – CEO Building Inspector

Mr. Frederickson reviewed the status of short-term rental applications and permits. The criteria for establishing a cap on permits was discussed. The way to handle multiple licenses for a single property was also discussed.

Greg Keyser – Town Planner

AIS has been on-site assessing the Town and Village's IT (server) needs. The assessment should be done by the end of the month.

Darrin Weichman resigned from the Town Planning Board.

On motion by Mr. Crowley and second by Mr. Hinman the following resolution was:

Accepted Ayes 5 - McAndrew, Zervas, Fitzpatrick, Hinman & Crowley
 Nays 0

Resolved that the Town Board accept the resignation of Darrin Weichman from the Town Planning Board.

The Town will advertise for a replacement.

Ben Gross – Engineering Department

- Frozen Water Lines

There have been 9 frozen water lines. More discussion followed as to whose responsibility it is to fix them. The general consensus was that if the freeze is between the curb box and the house it is the homeowner's responsibility, beyond that, it becomes the Town's responsibility. A specific procedure to determine responsibility will be considered.

- Kruse Road Resolution

On motion by Mr. Fitzpatrick and second by Mr. Hinman the following resolution was:

Accepted Ayes 5 - McAndrew, Zerfas, Fitzpatrick, Hinman & Crowley
 Nays 0

TOWN OF ELLICOTTVILLE
Replacement of Kruse Road over Beaver Meadows Creek
(Bridge NY Project – Locally Administered)

Resolution authorizing the implementation and funding of costs of a transportation project, of which may be eligible for federal-aid and/or state-aid, or reimbursed from Bridge NY Funds.

WHEREAS, a project for the replacement of Kruse Road Bridge over Beaver Meadows Creek, P.I.N. 5764.96 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, 23CFR as amended and PUB. L. 117-58 also known as the "Bipartisan Infrastructure Law" (BIL); and

WHEREAS, the Town of Ellicottville will design, let, and construct the Project.

WHEREAS, the Town of Ellicottville desires to advance the Project by making a commitment of 100% of the costs for the Bridge NY Bridge Replacement of Kruse Road over Beaver Meadows Creek.

NOW, THEREFORE, The Town of Ellicottville Town Board, duly convened does hereby

RESOLVE, that the Town of Ellicottville Town Board hereby approves the above-subject Project; and it is hereby further

RESOLVED, that the Town of Ellicottville Town Board hereby authorizes the Town of Ellicottville to pay 100% of the cost of the replacement of Kruse Road Bridge over Beaver Meadows Creek work for the project or portions thereof, with the understanding that qualified costs may be eligible for federal-aid, state-aid, or reimbursement from Bridge NY funds; and it is further

RESOLVED, that the Town of Ellicottville Town Board hereby agrees that the Town of Ellicottville shall be responsible for all costs of the Project which exceed the amount of federal-aid, state-aid, or NY Bridge funding awarded to the Town of Ellicottville; and it is further

RESOLVED, that in the event the Project costs not covered by federal-aid, state-aid, or NY Bridge funding exceed the amount appropriated above, the Town of Ellicottville Town Board shall convene as soon as possible to appropriate said excess amount immediately upon notification by the NYSDOT thereof, and it is further

RESOLVED, that the Town of Ellicottville Town Board hereby agrees that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months; and it is further.

RESOLVED, that the Town Supervisor of the Town of Ellicottville be and is hereby authorized to execute on behalf of the Town of Ellicottville all necessary agreements, certifications or reimbursement requests for federal-aid and/or state-aid with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the Town of Ellicottville's funding of the Project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

RESOLVED, this Resolution shall take effect immediately.

New Business

- Boot Drive

Priscilla Snider is requesting to hold a boot drive, Saturday, May 23rd, 8am-noon. The boot drive benefits Roswell Park Alliance Foundation. Monies raised go toward research and patient programs.

On motion by Mr. Crowley and second by Mr. Hinman the following resolution was:

Accepted Ayes 5 - McAndrew, Zervas, Fitzpatrick, Hinman & Crowley
 Nays 0

Resolved that the Town approve Priscilla Snider's request for the boot drive. OIC Bouchard will coordinate with her for police assistance.

- Occupancy Tax

There was no support from the Board to implement an occupancy tax at this time.

- Credit Card Policy

Mr. Pullen will draw up a policy that reflects the needs of the Town of Ellicottville.

Old Business

- Electric Rates Resolution

RESOLUTION OF THE TOWN BOARD OF THE TOWN OF ELLICOTTVILLE,
NEW YORK
URGING IMMEDIATE REVIEW OF ELECTRIC DELIVERY CHARGES,
DEMANDING IMPROVED COST CONTROLS AND TRANSPARENCY, AND
AUTHORIZING FORMAL COMPLAINTS TO THE NEW YORK STATE PUBLIC
SERVICE COMMISSION REGARDING THE ESCALATING COST OF
ELECTRICITY.

*At a Regular Meeting of the Town Board of the Town of Ellicottville, New York
held on March 18, 2026 at the Town Hall:*

WHEREAS, residents, and small businesses in the Town of Ellicottville are experiencing unsustainable, repeated, and compounding increases in electric bills that are placing a growing financial strain on households and the local economy; and

WHEREAS, a substantial portion of these increases is attributable not to increased energy consumption, but to escalating delivery charges, fees, and approved rate adjustments imposed by the local electric utility NATIONAL GRID with the consent of the New York State Public Service Commission; and

WHEREAS, electric delivery charges and rate structures are regulated and approved by the New York State Public Service Commission, which is statutorily charged with ensuring that utility rates are just, reasonable, and affordable for ratepayers; and

WHEREAS, the Town Board is aware that many residents, including senior citizens, are struggling to afford basic electric service and there are serious concerns regarding the frequency, magnitude, and lack of transparency surrounding recent and ongoing rate increases; and

WHEREAS, rural and low-density communities such as the Town of Ellicottville are disproportionately impacted by delivery charge increases and cost-recovery

mechanisms that fail to adequately account for affordability, equity, and the cumulative burden placed on ratepayers; and

WHEREAS, the Town Board finds that continued rate increases without stronger cost controls, greater transparency, and meaningful affordability protections is unacceptable and contrary to the public interest;

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Ellicottville formally and strongly urges the New York State Public Service Commission to conduct a thorough and immediate review of electric delivery charges, rate increases, and cost-recovery practices applicable to NATIONAL GRID customers; and

BE IT FURTHER RESOLVED, the Town Board calls upon the Public Service Commission to prioritize ratepayer affordability, demand greater transparency from NATIONAL GRID, and require demonstrable cost-containment and operational efficiency measures before approving any future rate increases; and

BE IT FURTHER RESOLVED, the Town Board expressly opposes continued or automatic rate increases that shift rising operational, infrastructure, and administrative costs onto ratepayers without clear justification or adequate protection for rural communities; and

BE IT FURTHER RESOLVED, the Town Supervisor and Town Attorney are hereby authorized to submit formal complaints, written comments, and supporting documentation to the New York State Public Service Commission on behalf of the Town and its residents, objecting to excessive electric costs and requesting regulatory intervention; and

BE IT FURTHER RESOLVED, the Town Clerk is directed to transmit copies of this resolution to the New York State Public Service Commission, NATIONAL GRID, the Governor of the State of New York, local representatives on the New York State Legislature, and neighboring municipalities served by NATIONAL GRID, and to encourage coordinated action among affected municipalities; and

BE IT FURTHER RESOLVED, this resolution shall take effect immediately upon adoption.

On motion of Councilman John Zerfas
seconded by Councilman Ken Hinman
the following resolution was voted

Ayes 5

Nays 0

ADOPTED

- EVGV Trail

Regional Trail option – meeting on the 27th. A 5k fundraiser will be held at Holiday Valley on May 3rd.

- Alarm Law – under review
- Fire Hall

The Town Attorney is working with the attorney for the Fire Department to cede the Fire Hall and necessary property to the Fire Department. The title search and abstract should be available soon.

Correspondence

- Alley Katz

The Alley Katz sent the Board a note thanking them for their continued support.

Adjournment

Motion by Mr. Zerfas seconded by Mr. Hinman to adjourn the meeting at 8pm. All Ayes. Carried.

I, Robyn A. George, Clerk of the Town of Ellicottville, County of Cattaraugus, State of NY, do hereby certify that the foregoing constitutes the complete minutes of the Town Board Meeting held on the 18th day of March, 2026 approved by said Board on the 8th day of April, 2026.

Robyn A. George – Town Clerk

- i. Bodily injury each person \$1,000,000 each occurrence \$1,000,000
 - ii. Property damage - each occurrence \$1,000,000
- 5. All insurance policies must provide for thirty (30) business days' notice to the Town and Village before cancellation.

SECTION 8 – SERVICE CONNECTIONS

A. GENERAL:

The Town and Village reserve the right to defer the installation of service connections during inclement weather until such times as, in the judgment of the Town, conditions are suitable for an expeditious and economical installation.

The Town and Village reserve the right to determine the size and the kind of the service line connection.

All service lines between the curb box and the meter shall be owned and maintained by the property owner without expense to the Town and Village for repairs, renewals or replacements. Any leaks in such service lines must be repaired immediately by the owner or occupant of the premises. The Town and Village reserves the right to discontinue service to any owner who fails to make any repairs required for a continuous period of five days after notice of an obligation to make such repairs is served on the owner by first class mail or posted at the address of the owner provided to the Town and Village. Provided that, if the Town and Village, in its discretion, determines that an emergency situation exists the customer's service will be suspended until repairs are completed by the owner.

When meter boxes are located at the curb, the riser pipes and connections therein will be installed by and at the expense of the customer, and no customer or workman shall alter, change or in any way tamper with the meter box, meter, or piping and connections therein without authorization from the Town or Village. In cases where services are frozen, the thawing out of the service pipe shall be done by the customer at his own expense. To avoid a recurrence of freezing, the Town and Village will make an examination of customer's service pipe and, if the same is not at a depth of five feet as required, the Town and Village shall have the right to require it to be relocated before service is resumed.

The service line extension, and all required appurtenances, shall be installed by the customer at his/her expense. The installation shall be in accordance with the latest engineering standards adopted by the Ellicottville Engineering Department and posted to the Department website at www.evlengineering.com.

The installation shall include a connection of the service line to the curb stop extension of the service line from the curb stop to a point within the building wall or facilities housing the meter, the installation of a stop cock or compression valve, without waste, the same size as the service line on the street side and immediately before the meter, a stop and waste cock on the outlet side of the meter, an approved backflow preventer if applicable, and all facilities inside the building to be located so as to be readily accessible, protected from freezing and to provide proper drainage for the piping in the building, the installation to include also such facilities as are hereinafter set forth. The installation shall be made by skilled and qualified workmen. The Contractor for the customer shall provide the Town and Village sufficient time in advance, not less than

Clerk's Report - Mar. 26

Dog License	\$130.00
Marriage License	\$ -
Decals	\$5.00
Tax Receipts	\$ -
Fireworks Permits	\$0.00
Cert. copies	\$50.00
bank interest	\$ 0.16
Total Received	\$0.00
	\$185.16
Total Town Revenue to Supervisor	\$167.44
NYS DOH Marriage Licenses	\$0.00
DECALS	\$4.72
NYS DAM - dog license	\$13.00
Total Dispersed	\$185.16

Ellicottville Town Police Department

Activity Report

March 2026



	Town	Village
Vehicle Unlocks	1	1
Hazard	6	6
Harassment	1	0
Loud Noise	1	1
Check the Welfare/9.41/911	1	0
Warrant	4	2
Animal Complaint	2	2
Alarm	5	4
Trespass	0	1
Unwanted	0	3
Assist Other	18	3
OOP Violation	0	1
Larceny	1	1
MVA	6	0
DWI	2	1
Assist Motorist	2	0
Follow up	18	4
Public Relations	0	1
Criminal Mischief	1	0
Background Check	1	0
Traffic Detail	1	1
Traffic Complaint	0	3
Erratic	5	0
Lost/Found/Returned	1	1
SOR	1	0
Suspicious	6	2
Unattended	1	0
Parking Tickets	0	11
Assist Citizen	3	1
Misc.	10	2
TOTAL CALLS	98	52
Tickets Issued	48	19
Warnings Issued	119	45

Arrests		
Grand Larceny	0	1
Endangering the Welfare of a Child	0	1
CPSP	1	0
AUO	4	0
DWI	1	1
Assault	0	1
TOTAL ARRESTS	6	4

MONTHLY PLANNING REPORT

April 1, 2026

A. Zoning Applications

#	Address	Description	Current Status
TZ-25-051	5679 Beaver Meadow	New single-family dwelling	Under ZBA review.
TZ-25-064	7734 US Rte. 219	Change of Use – Multi-family	Approved by PB on 3/23.
TZ-26-005	6869 US Rte. 219	New Garage / Shed	Under Zoning review.
TZ-26-007	8146B US Rte. 219	New Pole Barn / Garage	Approved by Zoning Official on 3/17.

B. Zoning Violations

#	Address	Description	Status
VZ-26-001	6394 NYS Rte. 242	Unfinished Work	Written notice sent.

C. Planning & Zoning Boards

Planning Board

- Meeting was held on 3/23/26. 1 application approved.

Zoning Board of Appeals

- Meeting was held on 4/2/26. 1 application under review.
- 1 vacancy on the Board.

D. Projects and Programs

Comprehensive Plan Update

- Committee formation pending.

Shared Network Server

- NYSDOS LGE grant application for a feasibility study submitted on 2/4/26.
- IT Assessment by Advanced Information Systems (AIS) in progress.

Zoning Map Amendment

- Drafting an amendment to remove the Conservation Overlay District from designated areas.

Pro-Housing Certification

- Annual re-certification is due by 3/31/26 – Waiting for further direction by the State.

EVGV Trail

- Reviewing potential alignment options for the STT.

E. Professional Development

Training

- STRPDB Webinar – Website Editing and Management – Attended for 3/25/26.
- Advanced In-Service Code Training (online) – Scheduled for 4/14 thru 4/16.
- NYS Floodplain Managers Conference (Utica) – Scheduled for 4/27 thru 4/30.



Matthew McAndrew <evl.town.supervisor@gmail.com>

April Board Meeting Police

1 message

jbouchard.ellicottvillegov.com <jbouchard@ellicottvillegov.com>
To: "Matt McAndrew (evl.town.supervisor@gmail.com)" <evl.town.supervisor@gmail.com>

Tue, Mar 31, 2026 at 1:32 PM

Matt,

I am unfortunately unable to attend the meeting due to a pre-planned vacation but would like to provide the board some insight for this month. ~For the past month the guys have seen a decline in population and motorist etc. There have been a few arrests and one notable one that was in conjunction with the Cattaraugus County Sheriff Office and the Southern Tier Regional Drug Task Force.

~ Ellicottville Police Departments activity that night was directly related to the grant that Tracy obtained and funded by the Grant. The detail resulted in the arrest of William Hebdon and Larry Kent for Felony Possession amounts of narcotics.

~ Harliegh Lavery is the new full-time officer and began training on 04/01/26. I will bring him in to meet the board once I am back from vacation.

Otherwise, this time of year is typically slow for us and things will start to progress once May arrives. I have received correspondence from Priscilla Snider for the boot drive she performs for Roswell. It will be May 23, 2026 8am-noon. I will have some officers to provide traffic control as we have in the past.

Other than that things have been going really well and we are starting to get back to full staffing levels.

Respectfully,

James Bouchard

ENGINEERING

Water Division

- List of water projects to be entered into a capital plan.
- Leak detection equipment has found three leaks in total so far.
- Holimont Replacement water project plans are submitted to Cattaraugus County DOH so project will be ready for bid after approval.
- Lead Service Line Inventory
 - Customer notification letters have been updated.
 - Sent out next for 2026 submissions are still being received.

Sewer Division

- Capital
 - Square Engineering (Matt Zarbo) has begun working on Preliminary Engineering Report due by May 29th.
 - Continuing sample collection/lab hours every Friday.

Public Works

- Elk St. Restoration of topsoil and seeding to be completed in Spring of 2026.

Highway Department

- Culverts are going to be entered into a structures plan so we can begin budgeting for them as required.
- Crane Road Culvert Replacement
 - Project schedule
 - Preliminary Design Resubmitted. (accepted)
 - Final Design Approval – Anticipated by Fall 2025 (behind schedule)
 - Bidding – Anticipated to advertised by early 2026
 - Construction – Anticipated to begin early/mid 2026.
- Kruse Road Bridge Replacement
 - Project schedule
 - Preliminary Design – Resubmitted. (accepted)
 - Final Design Approval – Anticipated by Fall 2025 (behind schedule).
 - Bidding – Anticipated to advertised by early 2026
 - Construction – Anticipated to begin early/mid 2026.

Town

- Town Hall Door Project
 - Complete, awaiting final pay application from Steve to close out project.
- Route 219 Sidewalk Extension
 - On hold currently

Village

- Updating of existing sidewalk map/inventory
 - Inventory will assist in replacement schedule.
 - Washington Street the shoulder between Elizabeth Street and Park Square no update from State.
 - Maintenance log for fall records and issues to be addressed in coming years.

Other Activities

BOARD ACTION ITEMS

Town – Award landscape maintenance contract for cemeteries and Nannen Arboretum.

Village

Frozen Water Service Line List of Events

23 Adams Street -

Jeff Perks called Jesse on Saturday February 7th informing him of frozen service line. Jesse came into home and took meter off and tried running thawing machine out from the inside. There was a 90-degree elbow between the curb box and meter, the machine cannot bend around fittings. Jesse informed Jeff that he was not able to thaw the service line from the inside, Jeff can have a contractor attempt another method or dig up the service on his side of the curb box and Jesse would come back out with the machine and attempt again from the exterior.

Jeff then waited until the 10th to call Jesse and inform him he had a contractor come out with a buzz box and attempted to thaw the line from inside the house to the curb box with no success. A buzz box is designed to send current down a metal service line which requires a completed circuit to do this. The contractor made the circuit from inside the house to the curb box. From the curb box to the main was not part of this attempted thaw. The contractor that attempted the thaw asked the Jeff to dig up the service line so he could ensure the circuit is complete by connecting directly to the copper service line.

Jeff then on the 11th had another contractor (Northrup Construction) dig his side of the service line and allowed the buzz box to attempt again. After no success, Jesse was then called to come and use the Town machine to thaw the line. Jesse thawed from curb box to watermain and ran through Jeffs service line to the house while there for reassurance. The contractor reconnected the service line and backfilled the curb box.

43 Jefferson Street –

Steve Frank called Jesse and informed him of the frozen service line on Saturday the 7th of February. Jesse told Steve that weekend calls are overtime rates for the Town employees and depending on where they discover the frozen line to be it could costs him extra. Steve then chose to leave the line frozen until Monday the 9th to avoid extra cost.

On Monday the 9th Jesse attempted to thaw from inside the house, he estimates he made it 50' before the machine would not go any further. Approximately 10-15' before the curb box. At this point they kept recycling water through the system until it was scalding to touch upon return. Jesse told Steve he would need to contact a contractor to dig on Steve's side of the curb box and disconnect it so he could attempt to thaw from the outside.

On Wednesday the 11th the contractor (Northrup Construction) was called in to dig on Steve's side of the curb box and disconnected the service line so Jesse could come and run his machine through the remaining section of the service line. Once the service line was thawed the contractor reconnected it and backfilled.

Southern Tier Trail Project



Memo – Design Process Authorization

To: Cattaraugus County
Department of Economic
Development, Planning &
Tourism

From: STT Design Team (Colliers,
Verity, GObike)

Submission Date: 3/31/2026

Requested
Response Date: 4/15/2026

Segment Information

Municipality: Ellicottville, Great Valley
Roadway: Route 219

Segment Length: 3.82 miles
Segment Limits: Rt 219 (north of Rt 242) and 

County Review

**Note, this is authorization for the design team to proceed with ROW assessment, survey, wetland delineation, etc. Cattaraugus County will have the opportunity to comment on proposed facilities.*

Response		Notes / Comments
Yes	Hold	
☐	☐	

Scoring Definitions

Jurisdiction, property, and maintenance: scores 1–5

*** The score represents where each segment is in the process of approval.

- 1) Process has begun, nothing has been submitted
- 2) There has been a preliminary submittal
- 3) Under review and discussion
- 4) Preliminary approval, still under discussion
- 5) Final approval

Engineering Consideration: scores low, medium, and high risk

*** Risk factors include variables that have potential impacts on cost, schedule, approvals.

Low – No significant risk factors anticipated

Medium – Some risk factors may affect cost and/or schedule and should be taken into consideration

High – Significant risk factors are present and may result in substantial delays or increased costs



Jurisdictional authority authorization

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☒

Notes Municipalities have confirmed these as preferred routes and NYSDOT has provided feedback with no significant issues on this portion of Route 219.

Maintenance agreement discussions/potential agreements

1 ☐ 2 ☐ 3 ☐ 4 ☒ 5 ☐

Notes Ellicottville (Town and Village) have provided verbal commitment to maintaining the trail, bridges and other new infrastructure.

Property owner authorization

1 ☐ 2 ☐ 3 ☒ 4 ☐ 5 ☐

Notes The only private properties are in Ellicottville. All have provided at least a preliminary approval of an easement or acquisition. Outstanding issues include the railroad and Tops Plaza cut-through. The railroad has been non-responsive regarding the <1000' feet requested along their ROW. The Town has been supportive of an eminent domain procedure in the future.

Environmental considerations

Low ☐ Medium ☒ High ☐

The majority of this segment is off road. The EVGV alignment has been desktop screened for environmental considerations and no major risks have been identified. Three new bridges will be needed for this alignment. It is assumed that the bridges will have to span the flood way and flood plain and that there will be no impacts to the flood plain. It is assumed that no work will happen in the water, bed, or banks of the streams. Tree clearing activities may trigger additional coordination with US Fish and Wildlife Service. Archaeological survey and coordination may be required for undisturbed areas.

Environmental considerations should be noted as a potential source of cost increases and schedule delays.



Structural considerations

Low ☐ Medium ☒ High ☐

Notes Three new bridges are required for this alignment and modification of one existing bridge. The first new bridge will share a driveway accessing the Meade property, the second crosses Great Valley Creek parallel to an existing rail bridge and the third at the Wildflower subdivision crosses a branch of Great Valley Creek. The fourth (existing) bridge will require modifications to the existing Mill Street bridge over Great Valley Creek to carry the trail. The design requirements for all four bridges needs to be confirmed with EMS and will impact cost. Geotechnical analysis will also impact cost and design at bridge locations.

Additional structural considerations apply to the segment along Elk Creek between Elizabeth Street and Tops. Within this segment, a structural system will be required to accommodate the shared use trail adjacent to Elk Creek, where an existing retaining wall currently forms the creek bank. Coordination with the adjacent property owner will also be necessary for any work within this area. If the retaining wall along Elk Creek needs to be replaced it will incur additional cost, environmental permitting, and can impact schedule.

Additionally, small diameter pipe culverts exist throughout the segment that will require replacement and/or lengthening.

Traffic/access considerations

Low ☐ Medium ☒ High ☐

Notes The majority of this trail segment is located in off-road locations and will not interact with vehicular traffic. However, there are crossings of public roadways at uncontrolled midblock locations that will require careful consideration of signage, pavement markings, and beacons/RRFB/lighting to maximize the safety of the crossings.



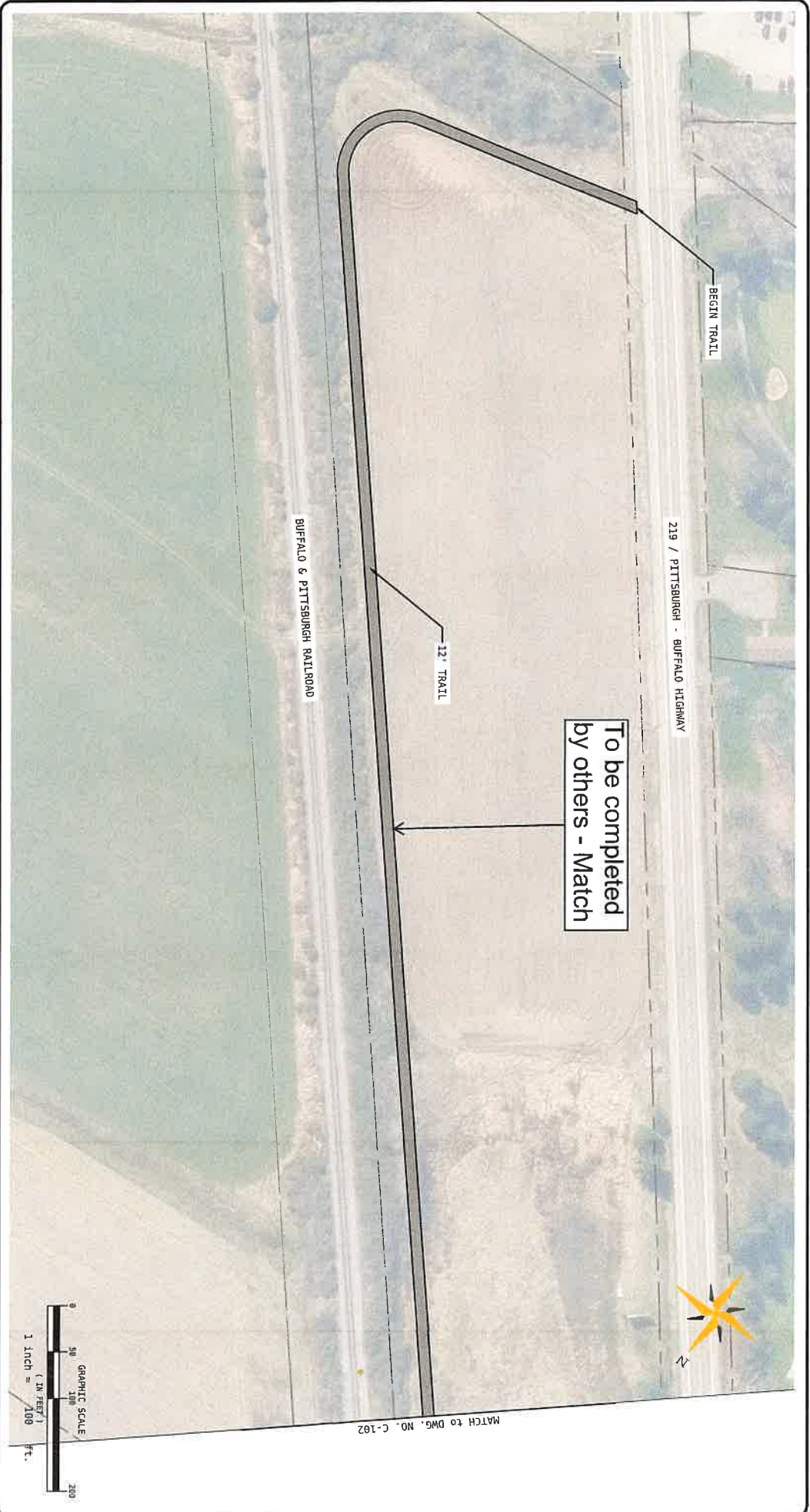
Logical termini and endpoints

Begin Rt 219 (1000' north of Rt 242)

End Intersection of Rt 219/Snowpine Village Rd 

Approver's Signature

This document authorizes the preferred alternative to be progressed through the design phase. Significant changes to this alignment that result in rework will be considered an additional service.



EVGV TRAIL
CONCEPTUAL LAYOUT

DESIGNED BY:	SEJ
DRAWN BY:	SEJ
CHECKED BY:	SEJ
APPROVED BY:	SEJ
SCALE:	AS SHOWN
DATE:	1/13/2025
LAYOUT #1	
C-101	
1 of 12	



EVGV TRAIL
CONCEPTUAL LAYOUT



EVGV TRAIL
CONCEPTUAL LAYOUT



EVGV TRAIL
CONCEPTUAL LAYOUT



Verity Engineering, P.C.
1709, New York 12181
verityeng.com | 518.383.7208

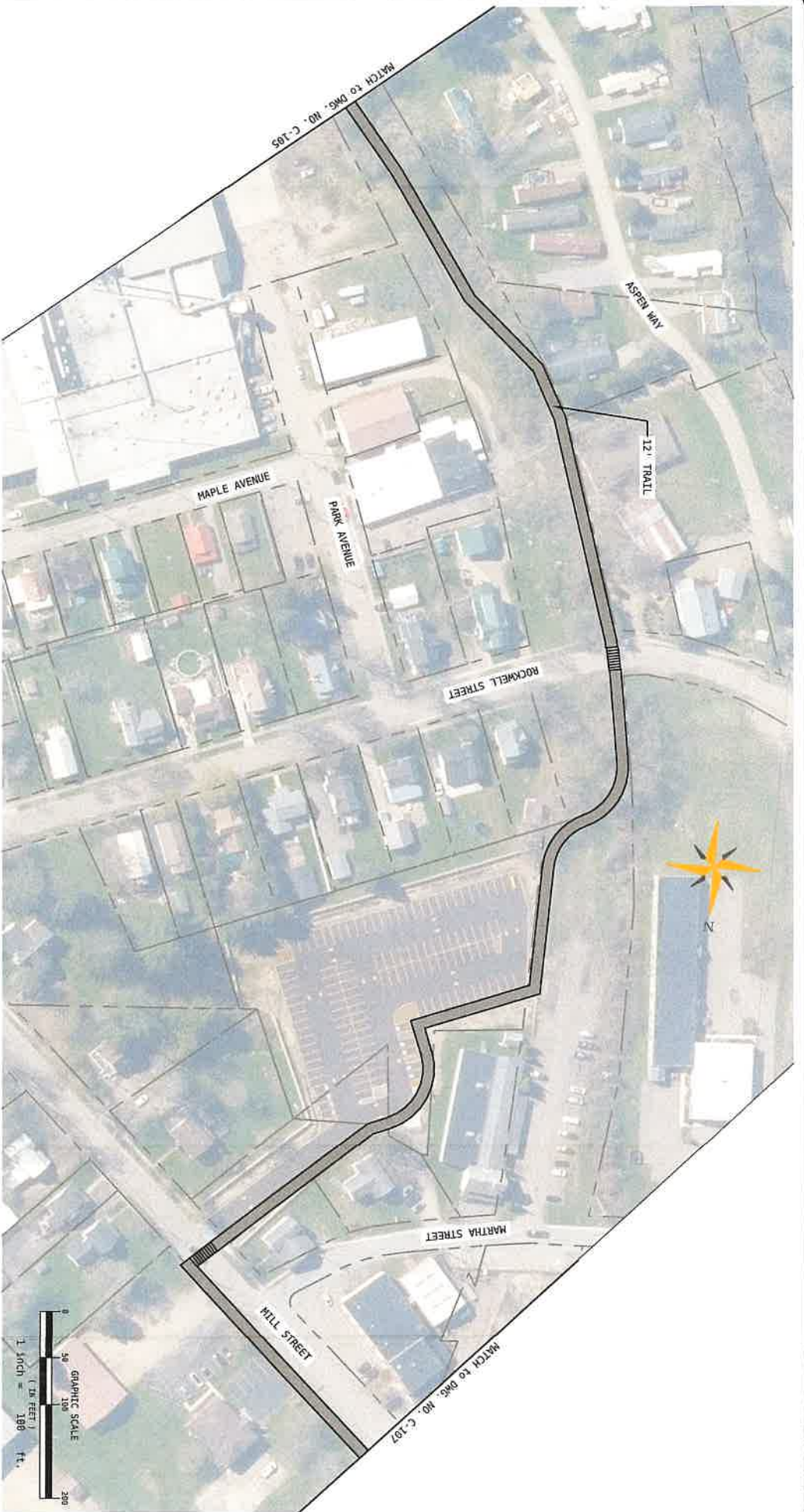
EVGV TRAIL CONCEPTUAL LAYOUT



DESIGNED BY:	REV:
DRAWN BY:	CHKD BY:
APPROVED BY:	DATE:
SCALE:	AS SHOWN
DATE:	1/13/2024
LAYOUT #5	
C-105	
5 of 12	

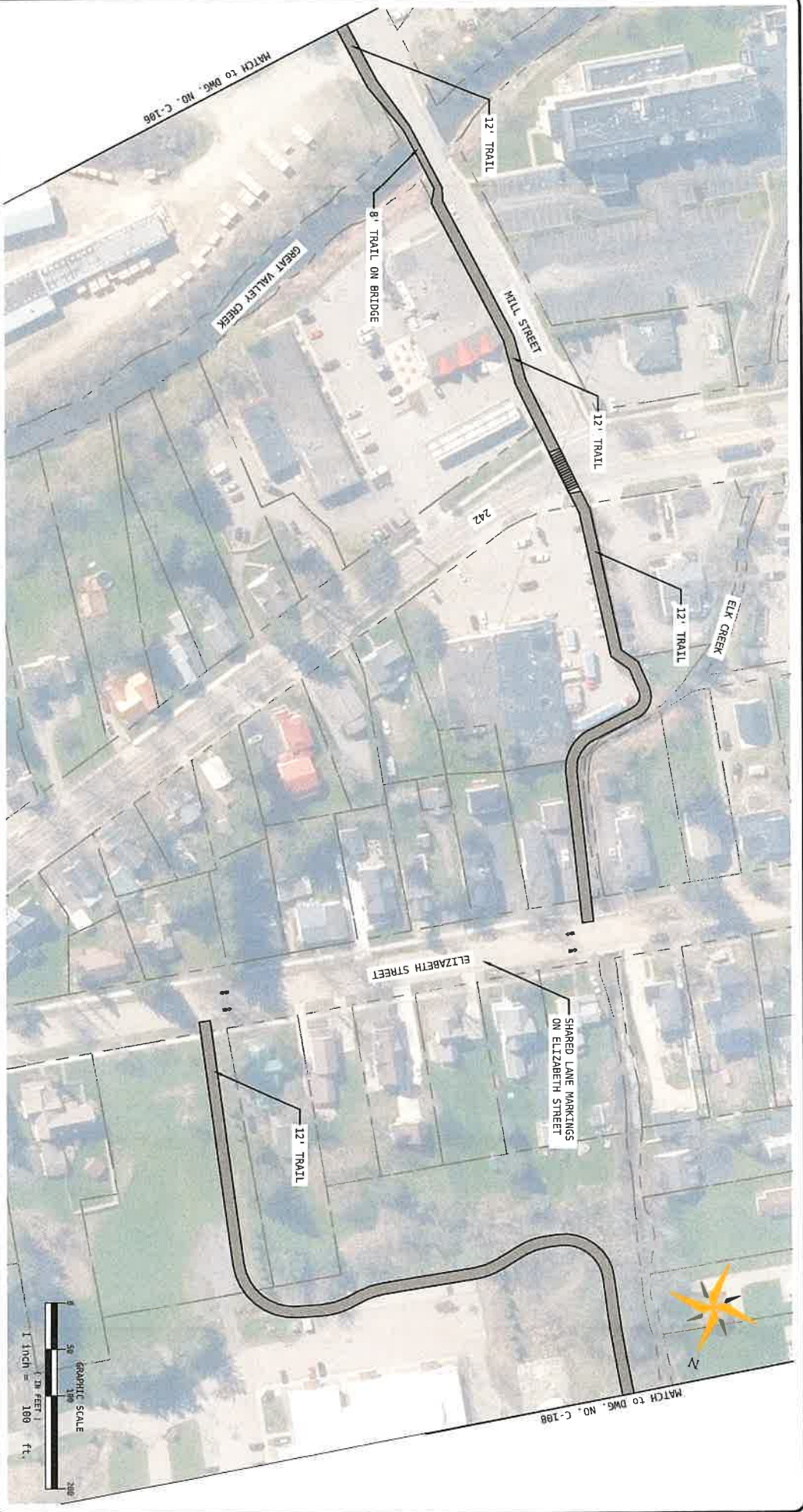
EVGV TRAIL CONCEPTUAL LAYOUT

DESIGNED BY: _____
 DRAWN BY: _____
 CHECKED BY: _____
 APPROVED BY: _____
 SCALE: _____
 DATE: 1/17/2018
 LAYOUT #6
 C-106
 6 of 12



EVGV TRAIL CONCEPTUAL LAYOUT

DESIGNED BY:	EEJ
DRAWN BY:	EEJ
CHECKED BY:	EEJ
APPROVED BY:	EEJ
DATE:	3/13/2024
LAYOUT #7	
C-107	
T of 12	



EVGV TRAIL CONCEPTUAL LAYOUT

DESIGNED BY: _____
DRAWN BY: _____
CHECKED BY: _____
APPROVED BY: _____
SCALE: AS SHOWN
DATE: 7/17/2014
LAYOUT #8
C-108
8 of 12



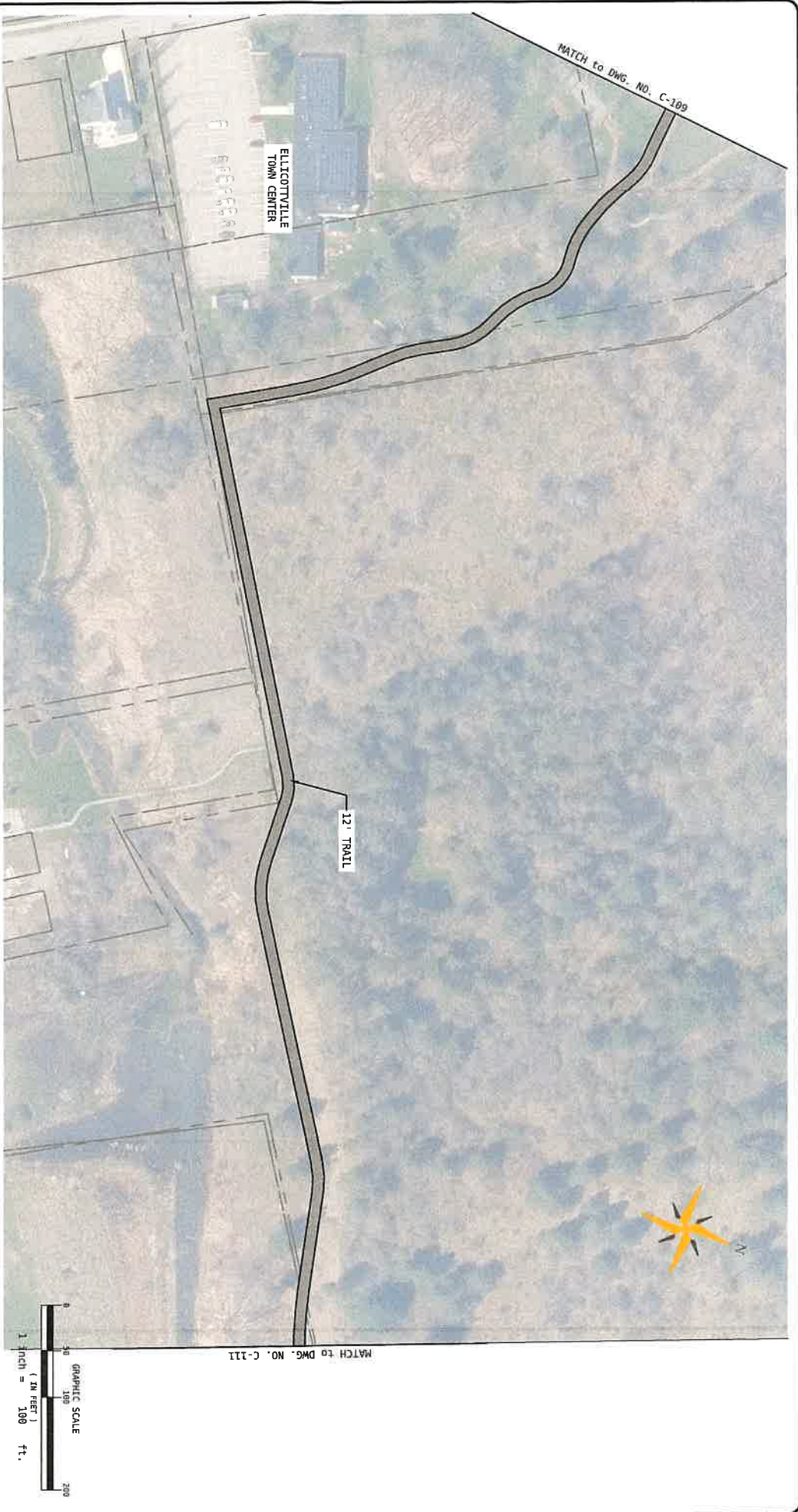
EVGV TRAIL CONCEPTUAL LAYOUT

DESIGNED BY:	ESJ
DRAWN BY:	ESJ
CHECKED BY:	SL
APPROVED BY:	AS
DATE:	1/22/2024
LAYOUT #9	
C-109	
9 of 12	



EVGV TRAIL CONCEPTUAL LAYOUT

DESIGNED BY: _____
DRAWN BY: _____
CHECKED BY: _____
APPROVED BY: _____
SCALE: AS SHOWN
DATE: 1/13/2016
LAYOUT #10
C-110
18 OF 12



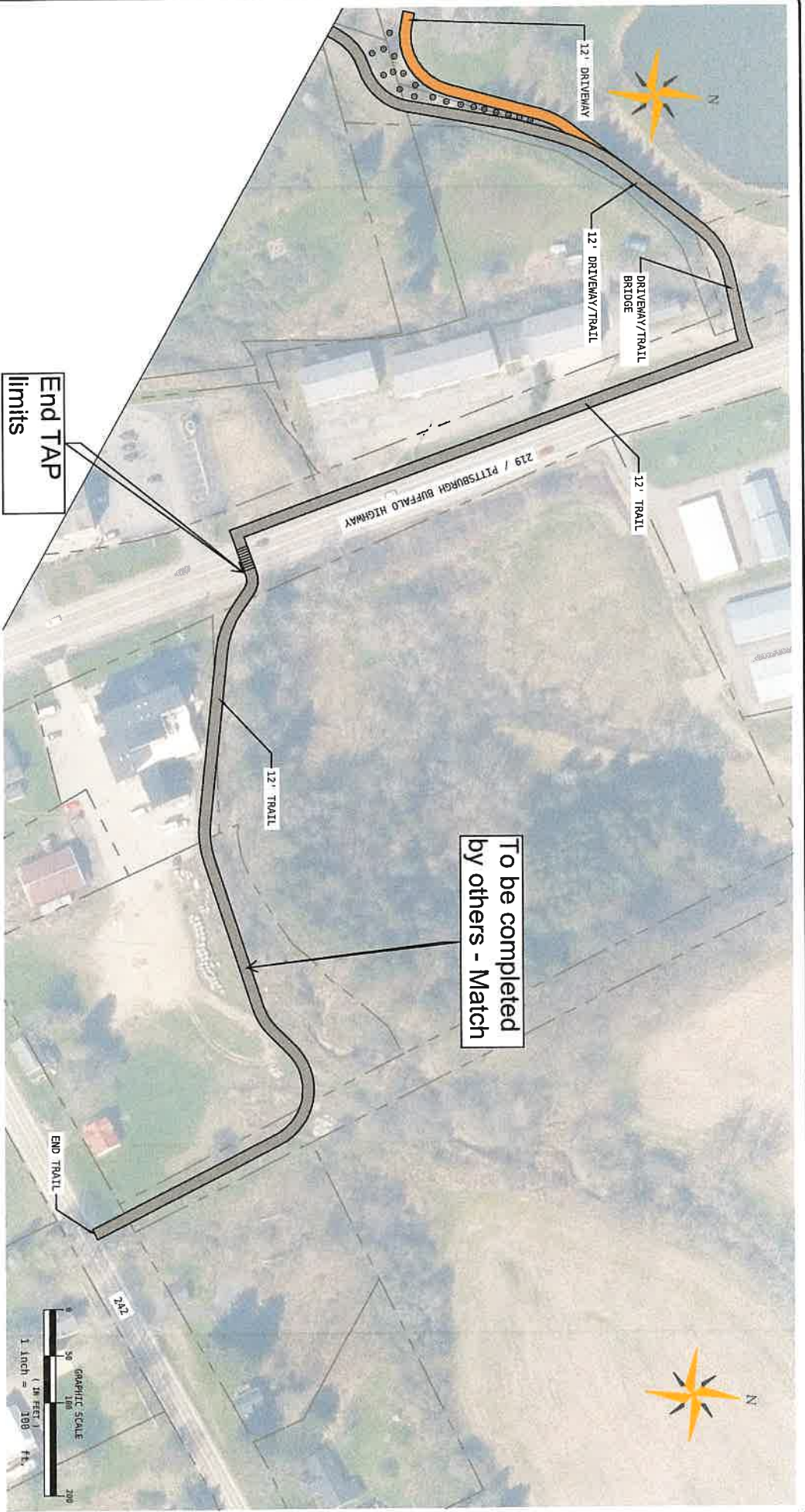
EVGV TRAIL CONCEPTUAL LAYOUT

DESIGNED BY: _____
 DRAWN BY: _____
 CHECKED BY: _____
 APPROVED BY: _____
 TITLE: AS SHOWN
 DATE: 3/13/2014

LAYOUT #11

C-111
11 of 12





EVGV TRAIL CONCEPTUAL LAYOUT

DESIGNED BY:	WEL
CHECKED BY:	WEL
APPROVED BY:	WEL
SCALE:	AS SHOWN
DATE:	2/23/2016

LAYOUT #12

C-112

12 of 12