

REGULAR MEETING OF THE COMMON COUNCIL
SEPTEMBER 9, 2026
7:00 PM

PRESENT: Mayor Sandra Magiera
Council Members: John Hill, Kylee Johnson, Barry Smith
Michael Reed, Paul Myers,
City Clerk: Tracy Chamberlain
City Administrator: Jay Bartoszek
City Attorney: Nicholas Jacobson

Mayor Magiera called the meeting to order at 7:01 PM. After the Pledge of Allegiance, Mayor Magiera asked for a moment of silence in memory of September 11th.

Moved by Hill and seconded by Myers:

RESOLVED: That we hereby approve and dispense with the reading of the minutes of the last regular meeting of August 12, 2026.

Adopted Ayes: Hill, Johnson, Smith, Reed, Myers
Nays: None

Moved by Hill and seconded by Johnson:

RESOLVED: That we hereby confirm the appointment of Dylan Timblin, Salamanca, NY as Full-time Department of Public Works, Class B Driver, effective June 6, 2026 at his current hourly wage, according the current DPW Union contract, with fifty-two weeks of probation.

Adopted Ayes: Hill, Johnson, Smith, Reed, Myers
Nays: None

Moved by Hill and seconded by Smith:

RESOLVED: That we hereby accept the resignations of Gavin Elliott and Brendon Ghani as Part-time Department of Public Works Seasonal Laborers effective August 21, 2026.

Adopted Ayes: Hill, Johnson, Smith, Reed, Myers
Nays: None

Moved by Reed and seconded by Myers:

RESOLVED: That we hereby confirm the installation of a street light fixture on the utility pole #2 on Ambuske Street.

Council Member Reed explained this is a dark area where kids play and the light is needed for traffic safety.

Adopted Ayes: Hill, Johnson, Smith, Reed, Myers
Nays: None

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Moved by Myers and seconded by Reed:

RESOLVED: That we hereby approve the City of Salamanca to submit a NYS Law Enforcement Technology (LETECH) Grant application for Police Department equipment and further authorizing the Mayor to sign such application and related documents.

Adopted Ayes: Hill, Johnson, Smith, Reed, Myers

Nays: None

Moved by Johnson and seconded by Myers:

RESOLVED: That we hereby approve the proposal of Barton & Loguidice, Rochester, NY for professional services on the State Park Avenue Development Project in the amount of \$248,150.00.

It was noted this is to be paid with Economic Development funds. Such proposal is attached and made part of these minutes.

Adopted Ayes: Hill, Johnson, Smith, Reed, Myers

Nays: None

Moved by Reed and seconded by Johnson:

RESOLVED: That we hereby authorize the closing of certain streets for the Falling Leaves Festival from October 2 through October 4, 2026. A copy of the list is attached to these minutes.

It was noted these are the same street closures that have been done in the past and this year there will be carnival rides in the Sycamore Avenue parking lot.

Adopted Ayes: Hill, Johnson, Smith, Reed, Myers

Nays: None

The Mayor made the following appointment:

BOARD OF EXAMINING PLUMBERS

Appointment of William Smith, Salamanca Code Enforcement Officer to fill the unexpired term of William Porter, who resigned, beginning on September 10, 2026 and ending December 31, 2028.

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Moved by Hill and seconded by Johnson:

RESOLVED: That the following appointments by the Mayor are hereby approved:

BOARD OF ASSESSMENT REVIEW

Reappointment of William T. Hunt, Salamanca, NY, for a five-year term beginning on October 1, 2026 and ending September 30, 2031.

JOINT LEASING COMMISSION

Reappointment of William T. Hunt, Salamanca, NY, to a six-year term beginning on September 10, 2026 and ending September 5, 2032.

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

Moved by Reed and seconded by Myers:

RESOLVED: That we hereby waive the agenda rule to consider other items.

Adopted Ayes: Hill, Johnson, Smith, Reed, Myers
Nays: None

Moved by Myers and seconded by Smith:

RESOLVED: That we hereby confirm the amendment to the Police Union Contract retroactive to April 1, 2025 through March 31, 2028.

Adopted Ayes: Johnson, Smith, Reed, Myers
Nays: Hill

Moved by Hill and seconded by Reed:

RESOLVED: That we hereby approve a Supplemental Agreement between the City of Salamanca and the NYS Department of Transportation for the Lump Sum Municipal Snow and Ice Removal on the bridge portion of Route 353 (Center Street) for 2025-2026, and

BE IT FURTHER RESOLVED: That the Mayor is authorized to sign such agreement.

Adopted Ayes: Hill, Johnson, Smith, Myers, Myers
Nays: None

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Moved by Johnson and seconded by Smith:

RESOLVED: That the bills be paid as warranted and recommended by the appropriate Commissions and/or Department Heads, the City Comptroller and City Clerk and that the reports of the Police Chief and Dog Control Officer for the month of July 2026 and City Comptroller, City Clerk, and City Judge for the month of August 2026 are hereby accepted and filed.

Vendor Number	Vendor Name	Payment Date	Payment Amount	Number
0012	ALLIED ALARM SERVICES INC	08/14/2026	3,574.69	6669
1774	FOOTHILLS OF OGH	08/14/2026	365.84	6670
1775	RANSOM FELT	08/14/2026	46.75	6671
1568	ALLEGANY COUNTY TREASURER'S OFFICE	08/21/2026	15,000.00	6672
1777	CHARLES BURKE	08/21/2026	150.00	6673
1414	CYNTHIA SMITH	08/21/2026	85.12	6674
0122	ELAN FINANCIAL SERVICES	08/21/2026	3,073.74	6675
1478	HANNAH POLING	08/21/2026	45.60	6676
1209	HARLEY KETTLE	08/21/2026	525.00	6677
1330	HOME DEPOT CREDIT CARD SERVICES	08/21/2026	28.48	6678
0277	JAMESTOWN MACADAM, INC	08/21/2026	7,142.03	6679
1713	LINDA D GIMBRONE	08/21/2026	105.00	6680
1775	RANSOM FELT	08/21/2026	62.36	6681
1069	TIM HAYNOSKI	08/21/2026	100.85	6682
1583	UTILITY ASSOCIATES INC.	08/21/2026	3,663.75	6683
1392	ARMSTONG BUSINESS SOLUTIONS	08/26/2026	150.45	6684
1097	BREEZELINE	08/26/2026	158.12	6685
0186	CASELLA WASTE SYSTEMS, INC.	08/26/2026	108.38	6686
1012	CATTARAUGUS COUNTY DPW	08/26/2026	1,072.28	6687
0349	CATT. CO. OFFICE OF EMERGENCY SERVICES	08/26/2026	6,199.54	6688
0167	FERGUSON PRINTING, INC	08/26/2026	348.00	6689
0831	METROPOLITAN TELECOMMUNICATIONS	08/26/2026	2,416.51	6690
1526	PITNEY BOWES INC	08/26/2026	152.67	6691
1134	PROFESSIONAL AMBULANCE BILLING LLC	08/26/2026	4,803.35	6692
0638	RANDOLPH VETERINARY CLINIC	08/26/2026	615.00	6693
0240	SCHUBERT ENTERPRISES, LLC	08/26/2026	680.26	6694
0570	SCOTT J COLLINS	08/26/2026	1,459.00	6695
1654	TOSHIBA AMERICA BUSINESS SOLUTIONS, INC	08/26/2026	69.00	6696
1779	WANDA GEBAUER	08/26/2026	25.00	6697
8012	BUTLER'S HEATING & PLUMBING SUPPLIES	08/26/2026	2,652.45	6698
1012	CATTARAUGUS COUNTY DPW	08/26/2026	17.25	6699
0697	EMERLING CHRYSLER DODGE JEEP RAM	08/26/2026	46.50	6700
0560	EMERLING FORD, INC	08/26/2026	103.68	6701

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0237	FASTENAL COMPANY	08/26/2026	37.57	6702
0191	GERNATT ASPHALT PRODUCTS INC	08/26/2026	1,800.50	6703
1363	INTEGRATED FIRE PROTECTION LLC	08/26/2026	241.00	6704
0277	JAMESTOWN MACADAM, INC	08/26/2026	3,970.00	6705
1405	KISS MY GRASS LAWN CARE LLC	08/26/2026	7,500.00	6706
0568	NEW ENTERPRISE STONE & LIME CO., INC	08/26/2026	1,000.46	6707
0515	NOCO ENERGY CORP.	08/26/2026	44,525.32	6708
1748	OLEAN- BRADFORD-WELLNOW URGENT CARE	08/26/2026	81.00	6709
0311	SCHAEFER PLUMBING SUPPLY CO INC	08/26/2026	182.68	6710
0937	SOUTHWORTH-MILTON, INC	08/26/2026	78.95	6711
1489	VALPRO SANITARY PRODUCTS INC.	08/26/2026	707.24	6712
1029	10-75 EMERGENCY LIGHTING, LLC	08/26/2026	996.24	6713
0099	BARMORE SELLSTROM INC.	08/26/2026	4,968.00	6714
0099	BARMORE SELLSTROM INC.	08/26/2026	-4,968.00	6714
1669	CHEYNE JIMERSON	08/26/2026	80.43	6715
0122	ELAN FINANCIAL SERVICES	08/26/2026	30.00	6716
1055	IDEMIA IDENTITY & SECURITY USA LLC	08/26/2026	3,439.00	6717
0776	RICOH USA, INC. (PO BOX 827577)	08/26/2026	59.70	6718
0765	SEWING TECHNOLOGY UNIFORM INC	08/26/2026	586.49	6719
0774	URBAN AUTO CENTER	08/26/2026	10.00	6720
0581	BOUND TREE MEDICAL, INC.	08/26/2026	356.85	6721
1592	PENN CARE, INC.	08/26/2026	1,935.00	6722
1023	RANDOLPH AUTO SUPPLY, INC.	08/26/2026	153.81	6723
0314	SYMBOLARTS	08/26/2026	167.50	6724
0098	WORTH W SMITH	08/26/2026	123.08	6725
0099	BARMORE SELLSTROM INC.	08/28/2026	4,428.24	6726
1419	BLAIR TECHNOLOGY SOLUTIONS LLC	09/04/2026	6,960.32	6727
1782	LISA TAYLOR	09/04/2026	25.00	6728
1748	OLEAN-BRADFORD-WELLNOW URGENT CARE	09/04/2026	1,325.00	6729
1780	SHANNON ROTUNDA	09/04/2026	25.00	6730
1781	WENDY DONAHUE	09/04/2026	25.00	6731
0415	ADAMS SERVICES, LLC	09/09/2026	135.00	6732
1357	BRI PARENT INC	09/09/2026	125.00	6733
0218	CITY OF SALAMANCA BPU	09/09/2026	13,411.65	6734
0194	CITY OF SALAMANCA-COMPTROLLER	09/09/2026	0.78	6735
1558	HIGHMARK BCBSWNY (SAP 281263A)	09/09/2026	102.00	6736
0709	HODGSON RUSS, LLP	09/09/2026	4,349.00	6737
1045	LAWLEY, LLC	09/09/2026	1,591.35	6738
0248	NATIONAL FUEL	09/09/2026	25.43	6739
1059	STAPLES	09/09/2026	3,004.64	6740
1670	UBEO, LLC (POBOX 791790)	09/09/2026	152.90	6741
0367	VERIZON WIRELESS	09/09/2026	2,834.27	6742
0915	BLUE COLLAR WORKWEAR	09/09/2026	297.00	6743

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0237	FASTENAL COMPANY	09/09/2026	18.02	6744
0191	GERNATT ASPHALT PRODUCTS INC	09/09/2026	1,181.19	6745
0637	HENDERSON PRODUCTS INC	09/09/2026	21,150.00	6746
0277	JAMESTOWN MACADAM, INC	09/09/2026	1,105.00	6747
0574	JAMESTOWN ROOFING, INC	09/09/2026	2,691.92	6748
0476	MAC TOOLS - PETER BOLDT	09/09/2026	259.98	6749
0248	NATIONAL FUEL	09/09/2026	289.49	6750
0017	ACME BUSINESS	09/08/2026	74.46	6751
1748	OLEAN-BRADFORD-WELLSNOW URGENT CARE	09/08/2026	12,165.00	6752
1023	RANDOLPH AUTO SUPPLY, INC.	09/08/2026	591.81	6753
1261	TARGETSOLUTIONS LEARNING, LLC	09/08/2026	4,739.85	6754
1035	ULINE, INC	09/08/2026	289.45	6755
0807	ZOLL MEDICAL CORPORATION	09/08/2026	513.97	6756

CAPITAL PROJECT FUND

----	VOID	08/26/2026	0.00	1071
0255	URBAN ENGINEERS OF NEW YORK, D.P.C.	08/26/2026	52,362.53	1072
9017	AMHERST PAVING INC	08/26/2026	16,585.35	1073
1783	DIDONATO ASSOCIATES	09/09/2026	7,500.00	1074
0191	GERNATT ASPHALT PRODUCTS INC	09/09/2026	159.88	1075
9014	HUNT ENGINEERS ARCHITECTS, PC	09/09/2026	3,500.00	1076
0479	LAKE SHORE PAVING INC.	09/09/2026	1,120,170.16	1077
0255	URBAN ENGINEERS OF NEW YORK, D.P.C.	09/09/2026	28,069.28	1078
1596	RAIMONDO & SUNDQUIST, LLP	07/22/2026	1,858.79	1068

Adopted Ayes: Hill, Johnson, Smith, Reed, Myers

Nays: None

Public Discussion:

- Resident Nichole Small suggested shutting of the comments on the City's social media post, due to possible harassment. She also noted there should be posts regarding the Ordinance prohibiting fireworks in the City.
- Resident Carol Fluent asked for information on the State Park Avenue development project for housing. City Administrator Bartoszek stated there are phases for this project and multiple studies will be done prior to any development work. City Attorney Jacobson noted the annexation of parcels from Town of Salamanca to the City would be for the City owned property only. Mayor Magiera also noted a large portion of the land is undevelopable.

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Moved by Johnson and seconded by Myers:

RESOLVED: That the Mayor and Council enter into executive session for the purpose of discussing the employment history of a particular person and collective bargaining, under the provisions of the State's Open Meetings Law.

Adopted Ayes: Hill, Johnson, Smith, Reed, Myers
Nays: None

Moved by Hill and seconded by Reed:

RESOLVED: That the Mayor and Council reconvene after approximately fifty minutes in executive session.

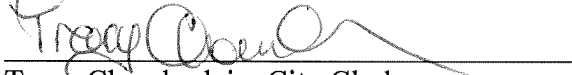
Adopted Ayes: Hill, Johnson, Smith, Reed, Myers
Nays: None

No formal action was taken.

Moved by Reed and seconded by Hill:

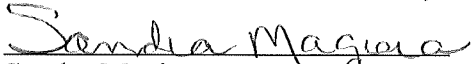
RESOLVED: That we hereby adjourn – 8:22 PM.

Carried.


Tracy Chamberlain, City Clerk

Dated: September 14, 2026

THE ABOVE RESOLUTIONS, AS ADOPTED BY THE COMMON COUNCIL, ARE
HEREBY APPROVED.


Sandra Magiera, Mayor

Dated: September 18, 2026

**PROFESSIONAL SERVICES
STATEMENT OF WORK**

**CITY OF SALAMANCA – STATE PARK AVENUE PRE-DEVELOPMENT ENVIRONMENTAL SITE
ASSESSMENTS, INFRASTRUCTURE EVALUATION, AND GRANT READINESS SERVICES**

Reference is made to the existing Agreement for Professional Services between the City of Salamanca (the "City") and Barton & Loguidice, D.P.C. ("Contractor"). This document is the "Statement of Work" or "SOW" referred to in the Agreement and will be governed by the Agreement. All capitalized terms herein will have the same meaning as specified in the Agreement unless otherwise specified below. In accordance with the Agreement, the parties hereby agree as follows:

BACKGROUND:

The City of Salamanca is progressing planning and implementation efforts associated with approximately 196 acres of City-owned property located on both sides of State Park Avenue south of the I-86 overpass (the "Project Site"). The City previously completed a Site Profile and Development Feasibility Assessment and a Highest and Best Use (HBU) Study for the Project Site in coordination with Barton & Loguidice, D.P.C. and 4ward Planning.

The HBU Study identified phased residential and mixed-use development as the preferred development strategy for the Project Site. The conceptual development program includes approximately ninety-two (92) residential units implemented over three phases, supported by new roadway, water distribution, sanitary sewer, stormwater management, and related infrastructure improvements.

The City is interested in advancing the Project Site toward "shovel readiness" through environmental due diligence investigations, preliminary engineering evaluations, infrastructure refinement, stakeholder coordination, and grant readiness activities necessary to support future funding applications, developer solicitation efforts, and environmental review processes.

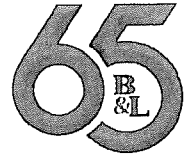
Contractor will assist the City with environmental, planning, engineering, infrastructure, and pre-development services necessary to further position the Project Site for redevelopment and implementation.

PROJECT OBJECTIVES & SCOPE OF SERVICE:

Assist the City with environmental investigations, infrastructure evaluation, conceptual planning support, stakeholder coordination, and grant readiness services for the State Park Avenue redevelopment initiative. Initial services will include, but are not necessarily limited to, the following tasks.

Task 1 – Boundary and Topographic Survey

Contractor will retain the subcontracted services of a qualified New York State licensed land surveyor to complete boundary and topographic survey services for the portions of the Project



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Site identified by the City for future development evaluation, infrastructure planning, environmental review, and conceptual design refinement. Survey services may include a combination of LIDAR-based drone survey, GPS survey, and traditional ground survey techniques, as necessary to adequately document existing conditions and support future planning and engineering efforts.

Survey information may include, but not necessarily be limited to:

- Property boundaries and tax parcel limits
- Existing easements and rights-of-way of record
- Existing utilities and utility structures observable above grade
- Existing roadway features and drainage infrastructure
- Topographic contours and spot elevations
- Wooded edges and major vegetation transitions
- Wetlands, streams, drainageways, and other environmental features identified during field investigations
- Existing access drives, trails, and disturbed areas
- Existing surface features necessary to support conceptual development and infrastructure planning

Survey mapping will be prepared for incorporation into GIS, CAD, conceptual site planning, infrastructure evaluation, and environmental review tasks included within this Statement of Work.

Task 1 Deliverables:

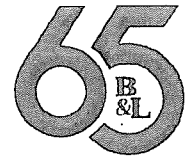
- Electronic CAD base mapping
- Electronic PDF survey mapping
- GIS-compatible survey data, if applicable
- Hard copies upon request

Task 1 Assumptions:

- Survey extent will be coordinated with the City prior to field mobilization.
- Survey fieldwork is anticipated to occur during suitable seasonal and weather conditions.
- Full ALTA survey services are not included in this scope.
- Additional property research, title review, or legal description preparation beyond standard boundary survey services are not included unless specifically requested.

Task 2 – Wetland Delineation and Surface Water Resource Review

Contractor will complete field investigations to identify and delineate wetlands, surface waters, drainage features, and other regulated environmental resources within the approximately 31-acre developable area identified for Phase 1 through Phase 3 residential development, including associated roadway, utility, and stormwater infrastructure improvements.



Wetland delineation activities will be conducted in accordance with applicable U.S. Army Corps of Engineers (USACE) methodologies and New York State Freshwater Wetlands Delineation Manual.

Wetland boundary locations will be recorded utilizing sub-meter GPS equipment and incorporated into GIS and/or CAD mapping.

Contractor will prepare a Wetland Delineation Report summarizing field findings, mapped resources, representative photographs, and delineation methodology.

Task 2 Deliverables:

- GIS shapefile and/or CAD mapping of delineated wetlands and surface waters
- Wetland Delineation Report

Task 2 Assumptions:

- Field investigations are anticipated to occur during suitable seasonal and weather conditions.
- Snow cover, frozen ground conditions, or prolonged wet weather may delay field investigations.
- Access to the Project Site will be provided by the City.

Task 3 – Federal and State Wetland Jurisdictional Coordination

After completion of Task 2 activities, Contractor will coordinate with the U.S. Army Corps of Engineers (USACE) and, as appropriate, the New York State Department of Environmental Conservation (NYSDEC) regarding potential wetland jurisdictional determinations associated with future development areas and infrastructure improvements.

Contractor will prepare and submit supporting mapping and technical documentation required for agency review and natural resource jurisdictional determinations.

Task 3 Deliverables:

- Federal Approved Jurisdictional Determination package to USACE
- Jurisdictional coordination correspondence and mapping to DEC, as necessary
- Draft and final agency coordination materials

Task 3 Assumptions:

- Formal permit applications are not included in this scope.
- Natural resource mitigation is not included in this scope.
- Additional agency-required supplemental studies are not included

Task 4 – Threatened and Endangered Species Review

Contractor will complete desktop reviews of available federal and state databases to identify records of threatened, endangered, or special concern species potentially associated with the Project Site.



Desktop review resources may include, but are not necessarily limited to:

- USFWS Information for Planning and Consultation (IPaC)
- NYSDEC Environmental Resource Mapper
- NY Natural Heritage Program databases

Field observations related to habitat presence, condition, and suitability will be documented during environmental field investigations (Task 2, above).

Contractor will prepare a Threatened and Endangered Species Memorandum summarizing records, habitat findings, potential implications for future development, and effect determinations for listed species, as applicable.

Task 4 Deliverables:

- Threatened and Endangered Species Memorandum
- Correspondence and database records

Task 4 Assumptions:

- Species-specific presence/absence surveys are not included in this scope.
- Additional seasonal investigations, if required by agencies, would be completed under supplemental authorization.

Task 5 – Historic, Cultural, and Archaeological Resources Review

Contractor will initiate consultation with the New York State Historic Preservation Office (SHPO) through the Cultural Resource Information System (CRIS) to identify known historic, archaeological, or cultural resources associated with the Project Site.

Contractor will coordinate subcontracted services of a qualified cultural resource specialist, if required, to complete a Phase 1A Cultural Resource Survey.

Task 5 Deliverables:

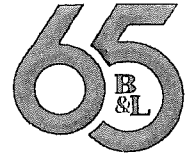
- SHPO coordination materials
- Phase 1A Cultural Resource Survey Report, if required

Task 5 Assumptions:

- Phase 1B Archaeological Investigations (shovel testing) are not included.
- Subsurface archaeological investigations, if required, would be completed under supplemental authorization.
- A No Effect or No Adverse Effect determination will be issued by the SHPO.

Task 6 – Subsurface Investigations and Geotechnical Reconnaissance

Using subcontracted geotechnical services, Contractor will coordinate limited subsurface investigations within the proposed developable area within Phase 1 through 3 to evaluate subsurface conditions associated with future roadway, utility, stormwater management, and residential development improvements.



Subsurface investigations will include:

- Four (4) infiltration test locations within the proposed stormwater management areas to evaluate infiltration capacity and suitability for stormwater practices.
- Four (4) geotechnical soil borings along the proposed roadway alignments to evaluate subsurface conditions for future roadway and utility construction.
- Preparation of a geotechnical memorandum summarizing soil conditions, groundwater observations, infiltration testing results, and preliminary recommendations related to roadway, utility, and stormwater infrastructure design.

Task 6 Deliverables:

- Geotechnical Conditions Memorandum
- Soil boring logs and supporting documentation

Task 6 Assumptions:

- Boring locations will be coordinated with environmental constraints and site accessibility.
- Full geotechnical design services are not included.
- Additional testing or laboratory analysis beyond preliminary reconnaissance is not included unless specifically requested.

Task 7 – Phase I Environmental Site Assessment (ESA)

Contractor will conduct a Phase I Environmental Site Assessment (ESA) for the Project Site in general accordance with ASTM Standard E1527-21. The Project Site is understood to be approximately 196 acres in size, with few or no permanent structures, hilly and partially forested. The City of Salamanca is the current owner of the real property parcels comprising of the Project Site.

The Phase I ESA will include:

- Environmental records review
- Historical records review
- Site reconnaissance
- Interviews with persons knowledgeable of site history and conditions
- Identification of Recognized Environmental Conditions (RECs), if any

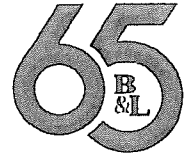
Contractor will prepare a Phase I ESA Report summarizing findings and recommendations.

Task 7 Deliverables:

- Phase I ESA Report

Task 7 Assumptions:

- Full access to the Project Site will be provided
- Environmental lien searches are not included in the Phase I ESA process.
- Phase II environmental sampling and laboratory testing are not included unless warranted and separately authorized.



Task 8 – Transportation and Access Evaluation

Contractor will review existing transportation conditions associated with State Park Avenue and conceptual internal roadway alignments associated with the proposed phased infrastructure improvements.

Services may include:

- Review of prior State Park Avenue reconstruction plans
- Evaluation of roadway access and circulation concepts
- Review of available traffic count data
- Preliminary trip generation estimates
- Review of intersection and roadway considerations associated with projected residential development

Contractor will prepare a Transportation and Access Memorandum summarizing findings and recommendations.

Task 8 Deliverables:

- Transportation and Access Memorandum

Task 8 Assumptions:

- Detailed traffic simulation modeling is not included.
- Crash analysis and warrant studies are not included.

Task 9 – Concept-Level Infrastructure Refinement

Contractor will further refine conceptual infrastructure exhibits (up to three exhibits) and opinions of probable construction costs associated with proposed phased infrastructure improvements.

Infrastructure evaluation may include:

- Roadway alignment refinement
- Water distribution system extensions
- Sanitary sewer collection system extensions
- Stormwater management concepts
- Utility coordination
- Updated opinion of probable construction costs

Contractor will coordinate with City staff regarding available utility capacity, City design standards, operational considerations, and infrastructure phasing strategies.

Task 9 Deliverables:

- Updated conceptual infrastructure exhibits
- Preliminary infrastructure cost opinion memorandum

Task 9 Assumptions:

- Services are conceptual planning-level only.
- Final engineering design and construction documents are not included.

Task 10 – Grant Readiness, Funding Strategy, and Stakeholder Coordination

Contractor will assist the City with advancing the Project Site toward grant readiness and future developer outreach.

Services may include:

- Coordination meetings with City representatives
- Assistance preparing stakeholder presentation materials
- Coordination with Cattaraugus County, CCIDA, WNY REDC, ESD, HCR, and related agencies
- Assistance with Pro-Housing Community coordination efforts
- Review and prioritization of potential state and federal funding opportunities
- Assistance refining project narratives and implementation strategy materials
- Technical support for future developer RFQ/RFP preparation

Task 10 Deliverables:

- Meeting materials and presentation graphics
- Funding strategy memoranda
- Technical support documentation for grant readiness and developer outreach

Task 10 Assumptions:

- Preparation of grant applications, SEQR documentation, and environmental permitting are not included in this scope.
- Developer procurement services are not included unless separately authorized.

Task 11 – Project Management, Meetings, and General Technical Support Services

Contractor project management staff and subject matter experts will provide overall project coordination, internal technical meetings, stakeholder coordination, progress reporting, invoicing, and related support services throughout the duration of the project. This task assumes:

- One (1) project kickoff meeting
- Up to three (3) progress meetings with the City
- Up to three (3) stakeholder coordination meetings
- One (1) final project review meeting

Task 11 Deliverables:

- Meeting agendas and notes
- Progress updates
- Invoices and project coordination correspondence



FEE PROPOSAL:

Consultant proposes to complete the Scope of Services described herein for the lump sum (LS) and time plus expense (T+E) fees summarized in Table 2, inclusive of anticipated subconsultant services and direct project expenses. Invoicing will be monthly in proportion to the scope of services and deliverables completed as of the date of invoicing for lump sum tasks, and for actual time spent on each T+E Task billed at the hourly rates in effect at the time of service. A copy of our 2026 Rate Schedule is attached to this Agreement. Subcontracted services will be invoiced at cost plus 15% mark-up.

Additional services requested by the City or required by regulatory agencies beyond those identified in this Scope of Service will be completed under a separate scope amendment.

Table 2 – Fee Summary by Task					
Task	Description	B&L Fee	Subconsultant Allowance	Total	Billing Method
1	Boundary & Topographic Survey	\$7,500	\$40,250 (Survey)	\$47,750	T+E
2	Wetland Delineation & Surface Water Resource Review	\$19,000	–	\$19,000	LS
3	Federal & State Wetland Jurisdictional Coordination	\$8,000	–	\$8,000	LS
4	Threatened & Endangered Species Review	\$6,500	–	\$6,500	LS
5	Historic, Cultural & Archaeological Resources Review	\$5,000	\$4,100 (Archaeological)	\$9,100	T+E
6	Subsurface Investigations & Geotechnical Reconnaissance	\$11,500	\$25,300 (Geotechnical)	\$36,800	T+E
7	Phase I Environmental Site Assessment	\$10,500	–	\$10,500	LS
8	Transportation & Access Evaluation	\$19,000	–	\$19,000	LS
9	Concept-Level Infrastructure Refinement	\$30,000	–	\$30,000	LS
10	Grant Readiness, Funding Strategy & Stakeholder Coordination	\$28,000	–	\$28,000	T+E
11	Project Management, Meetings & General Technical Support	\$33,500	–	\$33,500	T+E
	TOTAL	\$178,500	\$69,650	\$248,150	

Here are the roads that we need closed for the Salamanca-Seneca Falling Leaves Festival **2026**:

Friday, October 2nd – Sunday, October 4th - the following roads will need to be closed all day and night:

Jefferson Street from South Main Street to Park Avenue

The left side of Park Avenue - the right side will remain open for Emergency Vehicles only.

Sunday, October 4th - The parade will begin at 1:00 PM. The streets will need to be closed at 11:30 AM until after the parade has ended to allow for pedestrian safety.

Main Street from Rochester Street to Broad Street

Atlantic Street from Main Street to Chestnut Street

Church Street from Main Street

Broad Street from Main Street to High Street