

**Steering Committee Meeting
Joint Comprehensive Plan for Town of Chautauqua and Village of Mayville
Carlson Community Center
Lakeside Park
Mayville, N.Y.**

July 19, 2023, 7:00 P.M.

Present: Russell Boehner; Tom Carlson; Scott Cummings, Chairman; Sorena Gillkinson; Tim Hull; Julie Lescynski; Mary Schiller; Sharon Smead; Mark Smith, Co-Chairman; Zach Stahlsmith; Rick Syper

Excused Absent Members: Jessica Emhardt; Dan Roush

Absent Members: Hank Navarro

Scott Cummings called the meeting to order at 7:00 p.m.

1. Approve Previous Meeting Minutes

Tom Carlson made a motion to approve the minutes from the Steering Committee meeting held on June 21st; seconded by Mary Schiller.
All voting aye, motion carried.

2. Update on Contract/Grant with Department of State

Scott Cummings reported that all required documentation has been submitted to NYSDOS and has been received. Currently the information is being reviewed and hopefully all will be approved by the end of August.

3. Update on RFP Specs for Consulting Services

Don McCord, Small Town Planning Services, has received the information for the RFP. He anticipates he will have time to work on this within the next couple of weeks.

4. Mayville Lakeside Park Improvement Plan

Rick Syper gave an update on the status of the Lakeside Park Plan. The Village Board voted to contract with Barton & Loguidice for design and engineering services the first three projects within the park: a kayak launch, extension of the pedestrian trail through the park with new signage, and improvements to the boat launch area including the parking lot and Chautauqua Belle site.

5. Commercial Solar Projects within the Town and Village

The Town is currently addressing a proposal for a solar farm and is struggling due to a lack of updated zoning and the requirements of New York State. This issue needs to be addressed in the Comprehensive Plan for future solar projects and their battery storage.

At this point during the meeting, Rick Syper excused himself.

6. Meeting Attendance

At the January 31, 2023, meeting of the Steering Committee, members agreed to the following membership condition: *“The Committee decided that any member who misses two consecutive meetings or five cumulative meetings within a year without an excuse will no longer be a member.”* As of this meeting, Hank Navarro has missed four out of the five meetings held, unexcused.

Tom Carlson made a motion to remove Hank from the Committee; seconded by Tim Hull. All voting aye, motion carried.

Tom Carlson made a motion to appoint Pat Appelbe to fill the position on the committee that has been vacated by Hank Navarro; seconded by Julie Lescynski. All voting aye, motion carried.

The appointment of members of this Steering Committee are approved by the Village and Town Boards. Scott will contact them regarding these resolutions and request that they agree to these membership changes at their next regular meetings.

7. Report of Committee Members

Sorena Gillkinson informed the committee that some of the properties within the Village and Town that are owned by Van McConnon have been sold and that his properties on the west side of South Erie Street in the business district are being considered for sale. She will try to obtain contact information for Mr. McConnon’s son who is apparently now handling the properties.

8. Public Input

Karen Engstrom suggested that Mark Smith, Fire Chief of the Ripley Fire Department, be contacted regarding the issue of battery storage for solar farms. She has found that he has extensive knowledge on this subject that would be a valuable source for this committee.

9. Next Meeting Date and Time

The next meeting will be held at the Town of Chautauqua Municipal Building on August 16th at 7:00 p.m.

10. Tom Carlson made a motion to adjourn the meeting at 8:12 p.m.; seconded by Tim Hull.
All voting aye, motion carried.

Respectfully submitted,
Sharon M. Smead