

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

**March 20, 2024, 7:00 P.M.**

**Present:** Pat Appelbe; Russell Boehner; Tom Carlson; Scott Cummings, Chairman; Jessica Emhardt; Tim Hull; Dan Roush; Mary Schiller; Sharon Smead; Mark Smith, Co-Chairman

**Excused Absent Members:** Sorena Gillkinson; Julie Lescynski; Rick Syper

**Absent Members:** Zach Stahlsmith

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

1. Approved Minutes

Tom Carlson made a motion to approve the minutes for the meeting held on January 17<sup>th</sup> and the Committee interview session held on January 23<sup>rd</sup>; seconded by Pat Appelbe. All voting aye, motion carried.

2. Update of Contracts and Agreement

Scott informed the committee that the Town Board has approved the agreement with Pashek to assist with the development of the Joint Comprehensive Plan. The contract was signed and has been submitted to New York State Department of State. Now quarterly reports are due to NYSDOS and Scott will see that this is done. The current report deadline will be March 31, 2024.

3. Kick-Off Meeting Plan

The next step is to hold a Kick-Off meeting with Pashek staff, members of the Steering Committee, and members of the Town and Village Boards. This will be held on Wednesday, April 17<sup>th</sup> at 5:00 p.m. in the Town Conference Room, instead of a regular meeting.

Pashek staff members will arrive in Mayville at 1:00 p.m. on the 17<sup>th</sup> to meet with available members of the Steering Committee to drive around the Town and Village including Chautauqua Institution. Scott will guide this tour along with any other available members of the Steering Committee.

In the meantime, all information pertaining to the Town and Village that would be helpful for Pashek staff to review will be forwarded to them. This will include the links to the Town and

Village websites, some County Planning Department reports, and Russ Boehner will attempt to obtain planning information from Chautauqua Institution to forward.

The Kick-Off meeting for the public will be held in June which will allow time for planning and hopefully at that point in time, seasonal residents will be available to attend.

Due to the large Amish community within the Town, Pat Appelbe has offered to contact Jack and Diane Voelker. They have lived in an area heavily populated by the Amish for several decades, have a positive relationship with them, and may be able to encourage the Amish to participate in the development of the Comprehensive Plan.

#### 4. Local Projects Update

There was some discussion and sharing of knowledge regarding the following current projects within the community.

- Fire Department Consolidation
- Tree Program
- Habitat for Humanity
- Tim Hortons
- Potential purchase of the Webb Condo Property

With the Webb Condo Property surrounded by the Lakeside Park and Water Street, some of the Committee members spoke up regarding the desire for the Village to obtain this parcel and add it to the park. Although the current asking price of \$995,000 is above and beyond the assessed and appraised value of the land, it is felt that the Village and Town Boards along with interested members of the community should pursue this to avoid a missed opportunity of adding this last parcel to the park for the future of the community. Sharon Smead offered to work on a letter from the Steering Committee to encourage the Village and Town Boards to move towards this goal; Pat Appelbe will help with the letter.

#### 5. Adjourn

Prior to adjourning, it was mentioned to the Committee that although we have now held 13 meetings including the interview session, two of the members have missed seven of those events. Scott will contact them and ask if they are still interested in serving on the Committee. If not, we will search for others who will be willing to dedicate their time and knowledge to working on the Comprehensive Plan.

Tom Carlson made a motion to adjourn the meeting at 8:05 p.m.; seconded by Tim Hull. All voting aye, motion carried.

Respectfully submitted,  
Sharon M. Smead

