

Town of Nichols  
Town Board Meeting Minutes  
February 24, 2026



Call to Order, Pledge, and Roll Call

Meeting called to order at 6:00 PM by Supervisor B. Cushman  
Pledge of Allegiance was recited.

Roll Call: Present: Supervisor B. Cushman, Councilpersons R. Cole, J. Ladd Yost, B. Fay-Pelotte, L. Tinney

- Absent: None
- Others Present: Bob Nugent, Jeff Blow, Ray Thetga Jr., Tammy Godfrey, Jaiden Godfrey, Bill Carrigg, Meagan DePue, Cathy Westfall, Harold Hall, Melody Kenyon, Matt Freeze, Ryan Middleton, Mike Shotwell and Marcy Hill, Town Clerk

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Approval of Minutes

Minutes: January 13, 2026

A motion by Supervisor B. Cushman, seconded by Councilperson R. Cole to approve the January 13, 2026, minutes as presented.

Vote: 5 Ayes, 0 Nay, 0- Abstain, 0 Absent

(Cole-Aye; Tinney-Aye; Cushman-Aye; Yost-Aye; Fay-Pelotte-Aye)

Motion carried

Minutes: February 10, 2026

A motion by Supervisor B. Cushman, seconded by Councilperson R. Cole to approve February 10, 2026 minutes as presented.

Vote: 5 Ayes, 0 Nay, 0 Abstain, 0 Absent

(Cole-Aye; Tinney-Aye; Cushman-Aye; Yost-Aye; Fay-Pelotte-Aye)

Motion carried

Acceptance of Financial Reports

A motion to accept the January 2026 financial reports by Councilperson R. Cole, seconded by Councilperson L. Tinney

Vote: 4 Ayes, 0 No, 1 Abstain, 0 Absent

(Cole-Aye; Tinney-Aye; Cushman-Aye; Yost-Abstain; Fay-Pelotte-Aye)

Motion carried.

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Public Comments –

**Bill Carrigg – Town of Owego**

- Met with supervisor at 7AM regarding dog control officer (DCO) issues.
- Investigation: Dog Control Officer had remedied the situation but did not speak to homeowner.
- Mr. Carrigg stated that prior to noon, became Mr. Fleming's supervisor. Rash email sent without full investigation.
- Working to bring DCO program to 2026 standards. Dog kennels must meet Ag & Markets standards.
- Town of Owego has been working on standards for 6 months.
- Policies & procedures in place; requested board consider resolution of ongoing situation.
- As a Nichols citizen, Mr. Carrigg will follow up if situation continues.

**Tammy Godfrey – Nichols Resident / Dog Control Officer Town of Tioga**

- Stated she is a resident of Nichols and is currently the Town of Tioga DCO
  - Highlighted ongoing DCO issues.
  - Stated that the Town of Owego has failed inspections for months.
  - Requested board consideration that the Town on Nichols look into having their own DCO due to the long-standing DCO issues with the current contract.
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## **New Business**

### **Class A Cleaning Contract**

A motion by Councilperson JL Yost, seconded by Councilperson R. Cole to approve the Class A Cleaning Contract as presented.

Vote: 5 Ayes, 0 Nay, 0 Abstain, 0 Absent

(Cole-Aye; Tinney-Aye; Cushman-Aye; Yost-Aye; Fay-Pelotte-Aye)

Motion carried

### **Cornell Cooperative Extension Funding Request**

Cornell Cooperative Extension presented their annual letter to the Town of Nichols requesting support for ongoing core groups events. After discussion the town council proposed keeping the funding at \$1000.00 as in the past.

A motion by Councilperson R. Cole, seconded by Councilperson B. Fay-Pelotte to approve a \$1000.00 donation to Cornell Cooperative Extension.

Vote: 5 Ayes, 0 Nay, 0 Abstain, 0 Absent

(Cole-Aye; Tinney-Aye; Cushman-Aye; Yost-Aye; Fay-Pelotte-Aye)

Motion carried

### **4H Dog Club**

- Erica reported Mrs. Clark visited space; everything is covered. The group will be using the carriage house.
- Board in favor of having the 4-H dog program.

### **Town Logo**

A motion by Supervisor B. Cushman, seconded by Councilperson B. Fay-Pelotte to approve the new town logo.

Vote: 5 Ayes, 0 Nay, 0 Abstain, 0 Absent

(Cole-Aye; Tinney-Aye; Cushman-Aye; Yost-Aye; Fay-Pelotte-Aye)

Motion carried

### **Rescission of Resignation – Code Officer (Doug Chrzanowski)**

A motion by Supervisor B. Cushman to rescind the resignation of Doug Chrzanowski, Code Enforcement Officer, seconded by Councilperson B. Fay-Pelotte

Discussion: Doug has agreed to stay on longer (September 2026 timeframe) to train with the incoming CEO.

Vote: 5 Ayes, 0 Nay, 0 Abstain, 0 Absent

(Cole-Aye; Tinney-Aye; Cushman-Aye; Yost-Aye; Fay-Pelotte-Aye)

Motion carried

### **Appointment of Code Officer – Mike Shotwell**

A motion by Supervisor B. Cushman to appoint Mike Shotwell, as Trainee Code Enforcement Officer, seconded by Councilperson J. Ladd Yost

Discussion: Salary during training period issue has been resolved.

Vote: 5 Ayes, 0 Nay, 0 Abstain, 0 Absent

(Cole-Aye; Tinney-Aye; Cushman-Aye; Yost-Aye; Fay-Pelotte-Aye)

Motion carried

### **Deputy Clerk Funding – AA.1440.100 up to \$5,085.75**

A motion by Councilperson R. Cole to approve additional funding for the Deputy Town Clerk of up to \$5085.75, seconded by Supervisor B. Cushman.

Discussion: This is due to the additional hours for deputy clerk.

Vote: 5 Ayes, 0 Nay, 0 Abstain, 0 Absent  
(Cole-Aye; Tinney-Aye; Cushman-Aye; Yost-Aye; Fay-Pelotte-Aye)  
Motion carried

**RFP Draft – Town Hall Mechanical/Electrical Improvements**

Councilperson L. Tinney thanked team for input on getting this put together.  
A motion by Councilperson R. Cole to approve the RFP-Town Hall Mechanical/Electrical Improvement; seconded by Supervisor B. Cushman  
Vote: 5 Ayes, 0 Nay, 0 Abstain, 0 Absent  
(Cole-Aye; Tinney-Aye; Cushman-Aye; Yost-Aye; Fay-Pelotte-Aye)  
Motion carried

Discussion: Legal notice will be sent and posted on website. RFP packets will be send out.

**Resolution #3-2026 – Traffic Study (W. River Road)**

Resolution & petition will be sent to Gary Hammond, Public Works Commissioner, then he will forward to NYS DOT.

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**Town of Nichols - Resolution No. 3-2026**

**\*\*CERTIFIED COPY OF ADOPTED RESOLUTION\*\***

ADOPTED: 2/24/2026

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**RESOLUTION #3-2026**

**RESOLUTION TO SUPPORT A SPEED REDUCTION ON WEST RIVER ROAD FROM THE TIOGA DOWNS ENTRANCE TO THE PENNSYLVANIA LINE**

WHEREAS: The Town of Nichols Board is interested in establishing a lower maximum speed at which vehicles may proceed on West River Road, a County Road between the Tioga Downs entrance and the Pennsylvania line; and

WHEREAS: The Town Board has received a petition from Town residents supporting said change; and

WHEREAS: The New York State Department of Transportation (NYSDOT) must review and approve said change; therefore, be it

RESOLVED: The Town of Nichols Board hereby formally requests that NYSDOT conduct a speed study and supports a speed reduction on West River Road from the Tioga Downs entrance to the Pennsylvania line.

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**ADOPTION**

**Motion by:** Councilperson R. Cole

**Second by:** Supervisor B. Cushman

**Roll Call Vote:**

Roseann Cole - AYE

Ladd Yost - AYE

LeAnn Tinney - AYE

Brenda Fay-Pelotte - AYE

Barbara Cushman - AYE

**Resolution declared:** Adopted

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A motion by Councilperson L. Tinney to purchase radar signs for East & West River Road(NTE \$11,000) seconded by Supervisor B. Cushman.

Vote: 5 Ayes, 0 Nay, 0 Abstain, 0 Absent

(Cole-Aye; Tinney-Aye; Cushman-Aye; Yost-Aye; Fay-Pelotte-Aye)

Motion carried

## **Horton Road – R. Middleton**

The Middleton family owns property on Horton Road that has historically been used as a turnaround for Town and emergency vehicles. The Middleton family has asked the Town to consider purchasing this portion of the property. Ownership would allow the Town to maintain the road and provide an official turnaround location for highway and emergency vehicles.

Discussion was held regarding the need for a plow turnaround and the possible purchase of approximately 300–400 feet of the road segment.

Any acquisition would be at fair market value. A survey would be required to determine the exact boundaries of the property.

The matter was tabled for further discussion at the next meeting.

## **NYSEG Energy Issue**

- Discussion of municipal resolutions & PSC reporting.
- Tabled pending further information.

## **DCO Issues**

- Discussed emails from residents & ongoing contract renewal.
- Consider appointing own DCO; costs to be compared with Owego contract.
- Tabled.

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## **Old Business**

### **Grants – Carriage House/Library, Comprehensive Plan**

- RFQ ready; preliminary review underway. Work hoped to start this summer.

### **FEMA Properties**

- On hold due to federal shutdown. Signed letter to allow TC Soil & Water tree planting.

### **Renovations to Room 2 – Town Hall**

- Contractor issue with NYS registry; new contractor search in progress.

### **Design Connect Fishing Access – Waterfront Revitalization Plan**

- Held until April meeting.

### **Annual Evaluations**

- Job descriptions established; evaluation process to be implemented. Councilperson L. Tinney will provide sample evaluation forms.

### **Building Security – Keys**

- Exploring keypads; companies to visit for assessment.

### **Emergency Management Plan**

- Nearly completed; to be presented at next work session.

### **Confidential Secretary Position**

- Part-time position.
- Discussing hiring bookkeeper (10 hrs./week, \$30/hr.).
- Continues discussion regarding payroll & accounting responsibilities.
- Tabled for continued discussion

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## **Department Reports (Full report on file in Clerk's office)**

### **Highway – Jeff Blow**

- Headway on projects such as brush cutting.
- Dealing with 1-inch snowfalls.

### **Buildings & Grounds – Ray Thetga Jr.**

- Ongoing projects; requesting 30 chairs for Carriage House.
- Room 4 completion expected next week.

### **Sewer & Water – Bob Nugent**

- Reservoir monitors working.
- System issue ongoing; change order for monitor approved. TurnKey contract approved \$31,220; Supervisor Cushman authorized to sign.
- Sampler quotes reviewed.

A motion by Councilperson R. Cole to approve the purchase of a new HACH Sampler for the Sewer & Water Department (NTE \$5142.0); seconded by Councilperson B. Fay-Pelotte

Vote: 5 Ayes, 0 Nay, 0 Abstain, 0 Absent

(Cole-Aye; Tinney-Aye; Cushman-Aye; Yost-Aye; Fay-Pelotte-Aye)

Motion carried

#### **Library – E. Deretz**

- Thanked Ray for new bookcases; new furniture via Friends grant.
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#### **G. Committee Reports**

- Supervisor Cushman reported on Council of Governments meeting; discussion on NYSEG noted.
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#### **H. Approval of Vouchers**

- **Funds:** General, Highway, Sewer & Water \$672,846.96
  - **General \$583,808.80**
  - **HIGHWAY \$69,979.87**
  - **S/W \$19,058.29**

A motion by Councilperson R. Cole to approve vouchers; seconded by Councilperson J. Ladd Yost

Vote: 4 Ayes, 0 Nay, 1 Abstain, 0 Absent

(Cole-Aye; Tinney-Aye; Cushman-Abstained; Yost-Aye; Fay-Pelotte-Aye)

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#### **I. Public Comments:**

- **Kathryn Westfall – NYSEG:** Bill doubled; concerned about high energy costs while trying to retire.
- **Meagan Dupue:** Urged board support in community-wide NYSEG response much like with the Town of Cincinnatus has done.

#### **J. Adjournment**

A motion by Supervisor B. Cushman to adjourn; seconded by Councilperson L. Tinney

Vote: 5 Ayes, 0 Nay, 0 Abstain, 0 Absent

(Cole-Aye; Tinney-Aye; Cushman-Aye; Yost-Aye; Fay-Pelotte-Aye)

Motion carried

Meeting adjourned at 8:45PM