

TOWN OF NICHOLS  
TOWN BOARD MEETING MINUTES

June 23,2026

## CALL TO ORDER

The meeting was called to order by Supervisor Cushman at 6 p.m.

## ROLL CALL:

### **Present:**

Supervisor Cushman, Councilperson R. Cole, Councilperson L. Tinney, Councilperson B. Fay-Pelotte.

Councilmember Ladd arrived at 6:10 p.m.

## APPROVAL OF MEETING MINUTES

A motion was made by Councilperson L. Tinney and seconded by Councilperson B. Fay-Pelotte approve the meeting minutes as presented.

**Vote:** B. Cushman -Aye; Councilperson R. Cole- Aye; Councilperson L. Tinney-Aye; Councilperson B. Fay-Pelotte – Aye; Councilperson J. Ladd Yost-Absent.

## FINANCIALS – MAY 2026

A motion was made by Councilperson R. Cole and seconded by Councilperson B. Fay-Pelotte to approve the May 2026 financials.

**Vote:** B. Cushman -Aye; Councilperson R. Cole- Aye; Councilperson L. Tinney-Aye; Councilperson B. Fay-Pelotte – Aye; Councilperson J. Ladd Yost-Absent.

## PUBLIC COMMENT

**Karen Herrala, Nichols, NY**, addressed the Board regarding activity at the Lounsberry United Methodist Church property. Ms. Herrala reported that there had been equipment, an RV, and garbage and debris in the parking lot.

The Board discussed the situation and explained that the heavy equipment had been used to remove garbage and debris from the property. At this time, there is no work being performed that requires a building permit. The property has reportedly been sold and is in the final stages of transfer.

The Board further discussed that the RV is being used temporarily while work is being performed and that the property remains owned by the United Methodist Church until the transfer is completed. The Board explained that there are currently no code violations and that the Town does not have jurisdiction over matters between the buyer and seller.

Ms. Herrala thanked the Board for the clarification.

## DEPARTMENT REPORTS

### *HIGHWAY DEPARTMENT*

The guiderail has been installed on Sunnyside Drive.

Oil and stone work is anticipated to begin Monday or Tuesday of the following week and is expected to be a two-day project.

Dalrymple has completed paving on Cole Hill. Upper Briggs Hill and Briggs Hill will be patched this year, with more extensive paving to be considered next year. The Town is also planning to begin paving Moore Hill next year. The paving work is anticipated to be a three-year process.

The dirt roads have been performing well. The Board discussed the use of calcium chloride on the dirt roads and reviewed a quote from Suit-Kote.

*A motion was made by Councilperson L. Tinney and seconded by Councilperson R. Cole to approve the Suit-Kote quote in the amount of \$15,631.00 for calcium chloride treatment on all nine roads, with a **not-to-exceed amount of \$17,000.00.***

**Vote:** B. Cushman -Aye; Councilperson R. Cole- Aye; Councilperson L. Tinney-Aye; Councilperson B. Fay-Pelotte – Aye; Councilperson J. Ladd Yost-Aye.

**Motion carried.**

*The Board discussed the Dalrymple contract and the previously approved **not-to-exceed amount of \$298,900.00.** The final invoice included an asphalt adjustment, resulting in an additional amount of **\$12,988.69.***

*A motion was made by Councilperson J. Ladd Yost and seconded by Councilperson B. Fay-Pelotte to approve the increase to the Dalrymple not-to-exceed amount in the amount of \$12,988.69.*

**Vote:** B. Cushman -Aye; Councilperson R. Cole- Aye; Councilperson L. Tinney-Aye; Councilperson B. Fay-Pelotte – Aye; Councilperson J. Ladd Yost-Aye

**Motion carried.**

#### **BUILDING/GROUNDS -**

##### **CARRIAGE HOUSE**

Ryan Vergason Contracting has completed the demolition work at the Carriage House. RVC will return to review the next phase of the project, which will include cleaning up the area and bracing the ceiling with beams and posts.

The Board discussed removing and repositioning lighting fixtures and relocating light switches. The proposed beam work will require work through the floor. Martin's will be asked to review the cooling units to determine whether they can be repositioned. The heating units will remain in place until Martin's has reviewed them.

An additional quote from Ryan Vergason Contracting for the next phase of work is anticipated.

The Board discussed the locks at the Carriage House and determined that changing the locks will not be pursued this year.

##### **TOWN HALL MAINTENANCE**

*A maintenance quote was received from PJ for one year of Town Hall maintenance in the amount of **\$7,900.00.***

*A motion was made by Councilperson J. Ladd Yost and seconded by Councilperson R. Cole to approve the one-year Town Hall maintenance contract in the amount of \$7,900.00.*

**Vote:** *B. Cushman -Aye; Councilperson R. Cole- Aye; Councilperson L. Tinney-Aye; Councilperson B. Fay-Pelotte – Aye; Councilperson J. Ladd Yost-Aye*

***Motion carried.***

***SEWER/WATER –***

The Board discussed the status of current Sewer/Water projects. It was reported that progress is finally moving forward.

***CODE ENFORCEMENT –***

The IworQ system is up and running.

The Code Enforcement Officer will continue to meet with Town residents as needed regarding property and code-related issues. Ongoing training is also continuing.

***LIBRARY***

Erica provided a report to the Board.

Beginning June 30, Tanglewood will utilize Room 2 at the Carriage House.

The Summer Reading kickoff is scheduled for Saturday.

The Library has received grant funding.

The Board thanked the Library for its work and thanked everyone involved for the work being completed at the Carriage House.

**OLD BUSINESS**

***LABELLA STUDY***

The Board discussed a recent meeting with LaBella regarding questions that arose during the study.

Several options for relocating mechanical systems were discussed, including:

- Moving the mechanical equipment to a vacant room;
- Utilizing the existing garage; and
- Creating mechanical closets within individual rooms.

The bathrooms in the individual rooms are being reviewed as possible locations for mechanical closets. Room 8 would be an exception, as the sink would remain in place and the closet in that room would be utilized.

The Board also discussed relocating the Tioga Downs office to the Code Enforcement office so that the office would no longer be located between the mechanical room and boiler room.

The Court bathrooms were also discussed. The current configuration and needs of the Justices will need to be considered. Judge Grinage has indicated that the women's bathroom should remain available for his use. The supply closet and men's bathroom were also discussed as part of the overall review.

LaBella is continuing to complete the study.

***SIX-MONTH FINANCIAL REVIEW***

Councilperson's L. Tinney and B. Fay-Pelotte discussed conducting a six-month review of the Town's finances. The information is currently being compiled.

## *FIVE-YEAR PLAN*

The Board discussed updating the Town's five-year plan with assistance.

## *LIBRARY AND CARRIAGE HOUSE PROJECT*

An RFP will be issued for the Library and Carriage House Project.

## *VETERANS EXEMPTION*

Discussion of the Veterans Exemption was tabled until the July meeting.

## NEW BUSINESS

### RESOLUTION #8 – PRO-HOUSING / GRANT FUNDING

The Board discussed Resolution #8 in connection with potential grant funding and the Town's efforts to pursue funding for a Comprehensive Plan.

Questions were raised regarding the housing definitions and the implications of the resolution. The Board discussed lot sizes, variances, new construction, multi-family housing, infrastructure limitations, and the need for developers to determine whether proposed development can be supported by existing infrastructure.

It was clarified that the Pro-Housing resolution does not require the Town to approve specific housing projects. Rather, the resolution indicates that the Town is open to considering the program as part of efforts to qualify for grant funding.

The Board discussed that the program had previously been reviewed in 2024 and that concerns had previously been raised regarding potential low-income housing. It was clarified that the resolution itself does not mandate the construction of low-income housing.

The Board is pursuing potential funding opportunities, including a Comprehensive Plan grant through the CFA process. The Board discussed the grant scoring system and the importance of developing a plan to assist in the future development of the community.

The Board also discussed the Town's infrastructure limitations and the relationship between lot sizes and available sewer and water infrastructure.

Following continued discussion, the Board thanked Leeann for her expertise and assistance with the discussion.

A motion was made to approve Resolution #8.

**Vote:** B. Cushman -Aye; Councilperson R. Cole- Aye; Councilperson L. Tinney-Aye;  
Councilperson B. Fay-Pelotte – Aye; Councilperson J. Ladd Yost-Aye

**Motion carried.**

### APPROVAL OF VOUCHERS

A motion was made by Councilperson R. Cole and seconded by Councilperson J. Ladd Yost to approve the vouchers:

**Motion carried.**

## ADJOURNMENT

A motion was made by Councilperson L. Tinney and seconded by Councilperson R. Cole to adjourn the meeting.

**Motion carried.**

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Marcy Hill  
Town Clerk