

## **Village of Chittenango - NY Forward Local Planning Committee (LPC) Meeting #5**

### **Meeting Notes**

Date/Time	October 15, 2025 / 3:00-5:00pm
Place:	Chittenango Landing Canal Boat Museum, 717 Lakeport Road
LPC Attendees:	<b>Louis Cianfrocco</b> , Village of Chittenango Mayor, Co-Chair <b>Kipp Hicks</b> , Madison County IDA, Co-Chair <b>John Bonura</b> <b>Scott Baldwin</b> <b>Dana Kent</b> <b>Allison Lehr</b> <b>Ashton Nelson</b> <b>Ross Relyea</b> <b>Melissa Stanek</b> <b>Jacob Tanner</b>
LPC Not in Attendance:	<b>Carrie Montroy</b> <b>Jackie Mowers</b> <b>Ryan Powell</b> <b>Deb Rose</b> <b>John VanDeusen</b>
State/Consultant Team:	<b>Lissa D'Aquanni</b> , New York State (NYS) Department of State (DOS) <b>Zach Becker</b> , Empire State Development (ESD) <b>Phil Schaeffing</b> , Stantec <b>Steve Kearney</b> , Stantec

The Village of Chittenango's fifth NY Forward Local Planning Committee (LPC) meeting took place on Wednesday, October 15, 2025, at the Chittenango Landing Canal Boat Museum. The meeting's primary purpose was to share updates on the public engagement process, share project updates, and continue discussion on the proposed projects submitted through the Open Call. Steve Kearney and Phil Schaeffing from the consultant team presented the attached slideshow. Five members of the public observed the committee's working meeting. The Village Administrator (via Zoom) and two Madison County planning staff members also observed the meeting.

### **Planning Updates**

- Steve Kearney shared an update on the second public meeting which took place on September 23 at Chittenango High School. The event was well attended with around 80 attendees. The team provided an overview of the NYF planning process to date and the projects submitted during Open Call. Participants reviewed a poster gallery of the potential projects and provided feedback to help the project team gauge overall level of support.
- A public survey was administered following the public meeting to allow for additional public input. It included the same questions asked at the public meeting and ran from September 23 to October 9. It received 347 responses.

## Proposed Projects

- Phil reviewed the NYF project evaluation criteria.
- He then provided an overview of where the LPC is in the NYF process, what the LPC is working towards, and what will take place at the sixth LPC meeting.
- Phil presented the latest information on the proposed projects. The sixteen projects submitted now total \$11 million in total projects costs and \$6.5 million of NYF funds requested. Several project updates have impacted these numbers since the LPC4 meeting. Eleven small project letters of interest were submitted totaling \$742,000 in total project costs and \$513,000 in NYF funds requested.
- Private Projects
  - Expand Sweet Tooth Bakery
    - Public meeting, public survey, and LPC feedback indicate community members were concerned about whether the community needs another bakery and whether it would take business from Serendipity Cafe.
    - Comments:
      - No comments
  - Improve 227 Genesee Street for Energy Efficiency
    - Project received mixed support from LPC and public
    - Property was purchased 5 years ago. If it includes more significant improvements, it might not be considered deferred maintenance.
    - Comments:
      - Discussion about not being able to add a second floor
  - Create New Apartments at 254 Genesee Street – *Same sponsor as 236 Genesee St*
    - Project received mixed support from LPC and public
    - Project team is talking with the project sponsor about combining this and 236 Genesee Street since the buildings function as one
    - Comments:
      - No comments
  - Modernize Commercial and Housing Units at 236 Genesee Street – *Same sponsor as 254 Genesee St*
    - Project received mixed support from LPC and public
    - The current residents would be allowed to stay, either through attrition or creatively. The sponsor confirmed they will not change rent levels
    - Project would be required to meet State decarbonization goals. The original windows would be replaced with energy-efficient ones, and more energy efficient systems would be installed
    - Comments:
      - One LPC member asked what is the guarantee that the rents actually will not be raised. Zach (ESD) said there could be some rules put in place through ESD for existing tenants (for a specific time period)

- Could we get an email commitment? We could include this in the project's profile
- Beautify 216 Genesee Street – *same sponsor for 210 Genesee Street*
  - Medium support from LPC and public
  - Scope and the budget have increased based on new cost estimates, but not significantly
  - Comments:
    - No comments
- Renovate 210 Genesee Street to Add Additional Apartments – *same sponsor for 216 Genesee Street*
  - Medium support from LPC and public
  - Scope and the budget have increased based on new cost estimates, but not significantly
  - Comments:
    - No comments
- Expand Sorbello's Gift and Garden for Community Programming
  - Public support is split in thirds, LPC has lower support
  - Public comments highlighted the fact that Sorbello's really does bring people to the community. They have great events.
  - Sponsor provided new conceptual drawing of addition
  - Comments
    - Can the project team send the LPC better quality versions of the graphics? Yes.
    - One LPC member wasn't here for last meeting. Steve Kearney read the comments. There is general agreement that this is an important project and future benefit to the community.
    - One LPC member asked a question about permitting. Phil explained the permitting process for NYF projects is part of the project profiles. He emphasized that there would be time to initiate full permitting after being notified of the NYF award. Steve also shared that the project team considers required permitting and timelines as a part of the project vetting process.
    - A question was asked about how fast projects have actually started in the past. There was concern about overwhelming the local permit office/r. Lissa explained the State's process and indicated that has not been an issue in previous DRI and NYF communities.
- Create Outdoor Educational & Recreational Center at Canal Boat Museum
  - Project has a different scope and approach from what was initially submitted in open call
  - Now a smaller overall project with lower ask: \$232.5K NYF request and \$303K Total Project cost (77% ask)
  - The new scope will be the first phase of a larger multi-phase project
  - Comments:

- Lissa mentioned that the total cost will go up when the numbers for the bathroom are included
  - A question was asked about whether the museum has paid staff. It was confirmed that it has one full-time staff member and three part-time. It is planning on making two of its part-time staff full-time staff
- Modernize QuickServe Market
  - Medium to low support from LPC. Mixed support from the public (divided into thirds)
  - No major project updates
  - Comments:
    - Kipp asked about the responsiveness of the owner. He mentioned it could be much better with exterior façade improvements and space for seating outdoors. Kip offered to talk/sit down with the project sponsor if he was interested
- Construct New Multi-family Housing on McDonnell Street
  - Phil noted project change and new name (title above reflects the update).
  - Project team and sponsor are actively working to update the project numbers, but don't expect them to change too significantly
  - Sponsor submitted an updated rendering of the new project concept
  - Sponsor does not have site control yet. Phil explained that this may force the project to drop off the final project slate
  - Project will need to meet State decarbonization requirements
  - Higher support from LPC. Mixed from the public (divided into thirds)
  - Comments
    - No comments
- Improve the Visitor Experience at the All Things Oz Museum
  - Latest update just came in this morning and the sponsor is no longer doing the second floor addition. This would cut the project budget roughly in half.
  - Comments:
    - A question was asked about why the second floor addition was taken out. Response was that the sponsor doesn't think the building is structurally capable of adding second floor space. Maybe the addition could be a second phase.
    - Why would we put money into this building if we are concerned about the structure? The museum's Director confirmed the building is sound for what it is.
- Enhance Darlene's Kitchen for Improved Customer Experience
  - No new updates since last meeting
  - Project received a higher level of support from the public than LPC
  - Comments:
    - One LPC member asked why we should be paying for new equipment and whether the sponsor can expand their project.
- Create New Upper Story Housing at 211 Genesee Street
  - Sponsor provided an updated rendering

- Medium level support from LPC. Mixed support from public
- Comments:
  - A question was asked about whether improvements will be made to the inside first floor. Phil confirmed that the project would only include façade changes on first floor.
- Public Projects
  - Expand and Improve Dr. West Park for Community Use
    - No significant updates. Shared a new example of what the public restrooms could be.
    - Received high support from LPC and public
    - Comments:
      - One LPC member commented about Tuesdays in the Park and the bathrooms. Public restrooms come up in discussions every week. The current porta potties are a reason why some people will not come downtown. They advocated for whole project.
  - Implement Village Public Realm and Connectivity Improvements
    - No significant updates
    - High support from LPC and public
    - Comments: None
  - Create Chittenango Recreation Center
    - Project location will be Stooks Park
    - Project has potential to grow beyond this through a NY BRICKS (Building Recreational Infrastructure for Communities, Kids and Seniors) grant application planned in 2026
    - Total project costs may still change
    - High support from LPC and public. Lots of interest from the public at the September public meeting.
    - Comments:
      - One LPC member noted that the three public projects in total are less than \$2 million. That still leaves \$2+ million for private/non-profit projects. “I think these public projects are absolutely needed. Only my opinion.”
- Small Project Fund
  - No significant updates
  - Comments:
    - One LPC member did some calculations, and if the LPC moves some of the smaller stand-alone projects to the small project fund, it would be closer to \$900,000
    - Unanimous support expressed for the small project fund
    - Steve discussed that it is a simpler process to work with the Small Project Fund administrator than with direct NYF funding.

- Phil gave an overview of the Small Project Fund process
  - Zach and Lissa explained that Village will be working with HCR if the small project fund gets selected
- Overall Comments:
  - Some concerns expressed about the McDonnell townhouses project
  - Some concerns expressed about Darlene's Kitchen
  - Some concerns expressed about Sweet Tooth Bakery
  - Comment on how the QuickServe Market project could really be better
  - Comment made about how the 227 Genesee St project could be better

### **Community Roadmap**

- Phil provided an overview of the Community Roadmap component of the final NYF Strategic Investment Plan
  - Supports continued work towards downtown revitalization after the NYF planning and project implementation process ends
  - Identifies actions, projects, and programs to continue downtown revitalization
  - Includes near-term (3-5 years) recommendations that will build on the momentum of NYF
- Some ideas that could be included in Chittenango's Community Roadmap:
  - Projects not recommended for funding but still considered important
  - Continue to convene LPC after NYF to steward future implementation
  - Relevant implementation items from other Village planning initiatives
  - Other needs or opportunities identified through NYF public engagement process

### **Next Steps**

- The team will continue working with sponsors to finalize project details, explore funding sources, confirm cost and request amount, create project rendering, etc.
- At LPC #6 final project updates will be shared and the LPC will vote on the final project slate to be submitted to State. Roadmap projects will also be discussed.

### **Public Comment**

There was a public comment period at the end of the LPC meeting. One comment was made in support of the Chittenango Landing Canal Boat Museum project. The museum received 18,000 visitors so far this year, its financials are in a solid place. The Erie Canal museum in Syracuse has 35,000 annual visitors with a staff of 16. The individual also expressed concern about outside developers and invited everyone to walk the museum's grounds.

The meeting adjourned at 5:10 pm.

Please send corrections, questions, or comments regarding the meeting notes to Phil Schaeffing, project manager for the State's consultant team ([philip.schaeffing\(at\)stantec.com](mailto:philip.schaeffing@stantec.com)).

**Stantec Consulting Services Inc.**