

Village of Chittenango - NY Forward Local Planning Committee (LPC) Meeting #6

Meeting Notes

Date/Time: October 29, 2025 / 3:00-5:00pm

Place: Chittenango Landing Canal Boat Museum, 717 Lakeport Road

LPC Attendees: **Louis Cianfrocco**, Village of Chittenango Mayor, Co-Chair
Kipp Hicks, Madison County IDA, Co-Chair
John Bonura
Scott Baldwin
Dana Kent
Allison Lehr
Carrie Montroy
Jackie Mowers
Ashton Nelson (via Zoom)
Ross Relyea
Deb Rose
Melissa Stanek
Jacob Tanner (via Zoom)
John VanDeusen

LPC Not in Attendance: **Ryan Powell**

State/Consultant Team: **Lissa D'Aquanni**, New York State (NYS) Department of State (DOS)
Zach Becker, Empire State Development (ESD)
Melissa Davis, Empire State Development (ESD)
Phil Schaeffing, Stantec
Steve Kearney, Stantec

The Village of Chittenango's sixth NY Forward Local Planning Committee (LPC) meeting took place on Wednesday, October 29, 2025, at the Chittenango Landing Canal Boat Museum. The meeting's primary purpose was to share project updates, finalize discussion on the proposed projects, and vote on the final project slate. Phil Schaeffing from the consultant team presented the attached slideshow. Five members of the public observed the committee's working meeting. The Village Administrator and two Madison County planning staff members also observed the meeting.

Proposed Projects & Updates

- Phil presented the latest information on the proposed projects. The sixteen projects submitted now total \$11.47 million in total projects costs and \$7 million of NYF funds requested. Several project updates have impacted these numbers since the LPC5 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
 - No major updates
 - Sponsor had asked a question about the funding claw back provision which was answered by ESD

- Improve 227 Genesee Street for Energy Efficiency
 - Sponsor increased the project scope to improve the commercial space interiors. Total project cost increased by \$20,000
- Create New Apartments at 254 Genesee Street –*Same sponsor as 236 Genesee St*
 - No major updates
- Modernize Commercial and Housing Units at 236 Genesee Street – *Same sponsor as 254 Genesee St*
 - No major updates
- Beautify 216 Genesee Street – *same sponsor for 210 Genesee Street*
 - Scope has been reduced to only include exterior work. Originally the project scope included both interior and exterior work. Reduced NYF request will likely move the project to the small project fund.
- Renovate 210 Genesee Street to Add Additional Apartments – *same sponsor for 216 Genesee Street*
 - Slight increase in the project's total cost
- Expand Sorbello's Gift and Garden for Community Programming
 - Sponsor clarified that the amphitheater could fit 100-150 people and that they anticipate hosting one event per week
 - Project's building additions would create new jobs
- Create Outdoor Educational & Recreational Center at Canal Boat Museum
 - Revised project scope is now phase one of a larger effort. Sponsor decided not to include the outdoor public bathrooms in phase one but they will be a part of a future phase
- Modernize QuickServe Market
 - Sponsor is open to including exterior façade renovation. Project team is waiting to receive details.
- Construct New Multi-family Housing on McDonnell Street
 - Sponsor was unable to secure site control so cannot be included on the final project slate.
 - Project can be included as a Roadmap project in the Strategic Investment Plan.
- Improve the Visitor Experience at the All Things Oz Museum
 - No new updates
- Enhance Darlene's Kitchen for Improved Customer Experience
 - Project team has not been able to get in touch with the sponsor
 - At the last LPC meeting, members had discussed moving this to the small project fund
- Create New Upper Story Housing at 211 Genesee Street
 - No new updates
- Public Projects
 - Expand and Improve Dr. West Park for Community Use
 - Slight increase in total project cost
 - Comments:
 - Positive comments supporting the public bathroom

- Implement Village Public Realm and Connectivity Improvements
 - Slight increase in total project cost
- Create Chittenango Recreation Center
 - Slight increase in total project cost
 - A potential NY BRICKS grant is not included in the project funding sources.
 - Village Administrator said he is currently working on securing other grants to also support the project
 - Comments:
 - Lissa mentioned that work pursuing other grants should be emphasized in the Project Profile
 - Village Administrator said he also has been approached by a couple business owners who may be interested in supporting the project
- Small Project Fund
 - No significant updates
 - Comments:
 - LPC discussed an appropriate funding level and recommended increasing the small project fund to \$500,000 from \$400,000 which had been discussed at last meeting. Demand seems strong, especially if some of the stand-alone projects are removed from the recommended project slate.

Project Slate

- LPC discussed and confirmed removing three projects from the project slate that were mentioned at last meeting: 227 Genesee, 216 Genesee, and Darlene's Kitchen. Each project could apply for the small project fund if one is awarded by State.
- The project team confirmed that the McDonnell Street housing project cannot be included in the slate due to lack of site control, a key criteria required by the State.
- LPC agreed on slate of recommended projects with nine private or non-profit projects, three public projects, and a small project fund at \$500,000. Projects are requesting \$6.4 million in NY Forward funding. This slate falls within the \$6-8 million range required by the State. See *last page for list*.
- LPC members voted at the meeting. Electronic ballots were emailed to the two members on Zoom. The slate received unanimous support from the LPC.

Community Roadmap

- Phil provided an overview of the Community Roadmap component of the final NYF Strategic Investment Plan.
 - The Roadmap supports continued work towards downtown revitalization after the NYF planning process ends and project implementation is ongoing.
 - It identifies actions, projects, and programs to continue downtown revitalization.
 - It includes near-term recommendations (3-5 years) that will build on the momentum of NYF.

- LPC discussed potential roadmap projects and expressed support for the following suggestions:
 - Add new multifamily housing and/or commercial space on vacant parcels along Genesee Street.
 - LPC supports encouraging new housing on vacant sites and suggested adding focus on West Genesee Street as well.
 - Create a downtown business association to promote downtown, coordinate hours and specials, and raise profile.
 - Village staff mentioned that many local businesses had an Oz theme years ago but that has changed.
 - Explore potential for small boutique hotel to extend visitors' stays.
 - LPC members expressed interest in reconvening the LPC or a subset during implementation phase.

Next Steps

- The team will continue working with sponsors to finalize project details, funding sources and create project rendering, etc.
- Project team will write Strategic Investment Plan which will be submitted to the State in December 2025.
- State will announce final project selection for the Village's \$4.5 million award in the first half of 2026.
- Project implementation will begin in the second half of 2026; once projects are complete, sponsors will be reimbursed for their NYF award amount.

Public Comment

There was a public comment period at the end of the LPC meeting. A question was about whether the LPC's project slate will be posted on the Village's NYF website page. The slate will be posted within a few days. Another question was asked about how the State gets to \$4.5 million in NYF awards. Lissa explained that the State will award the full amount requested for all but the last project chosen. The State then reaches out to that sponsor to see if their project would work with a smaller award. The full \$4.5 million stays in Chittenango.

The meeting adjourned at 4:15 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.

LPC SLATE OF PROJECTS

The following project slate is recommended by the Local Planning Committee for NY Forward funding consideration by New York State. State agencies will select projects from this list for the Village's \$4.5 million award. Not all projects will be selected for funding.

Project Name	NYF Request
Expand Sweet Tooth Bakery	\$520,000
Create New Apartments at 254 Genesee Street	\$336,000
Modernize Commercial and Housing Units at 236 Genesee Street	\$516,000
Expand Sorbello's Garden Center for Community Programming	\$435,000
Renovate 210 Genesee Street to Add Additional Apartments	\$292,500
Create New Upper Story Housing at 211 Genesee Street	\$465,000
Create Outdoor Gathering and Event Space at Chittenango Landing Canal Boat Museum	\$223,000
Modernize Quick Serve Market	\$156,000
Improve the Visitor Experience at the All Things Oz Museum	\$482,000
Expand and Improve Dr West Park for Community Use	\$825,000
Implement Village Public Realm and Connectivity Improvements	\$472,000
Create Chittenango Recreation Center	\$1,170,000
Create a Small Project Fund	\$500,000
	\$6,392,500