

**VILLAGE OF LANCASTER  
BOARD MEETING**

**A G E N D A**

- X 1. PLEDGE TO THE FLAG
- X 2. ROLL CALL
- X 3. MINUTES OF MEETINGS DATED: February 23 (regular meeting)
- X 4. ABSTRACT OF AUDITED VOUCHERS
- X 5. LISTED CORRESPONDENCE
- X 6. RESOLUTIONS
- X 7. AUDIENCE PARTICIPATION
- X 8. COMMITTEE REPORTS – FOLLOW UP
- X 9. DEPARTMENT HEAD REPORTS
- 10. HEARINGS
- X 11. MISCELLANEOUS
- X 12. ADJOURNMENT

**NEXT SCHEDULED REGULAR MEETING**

**MONDAY, MARCH 23, 2026**

The regular meeting of the Village of Lancaster Board of Trustees was held in the Municipal Building Council Chambers, 5423 Broadway, Lancaster NY, on Monday, February 23, 2026, at 7:00 P.M.

**MEETINGS TO DATE**           **24**  
**NO. OF REGULARS**           **20**  
**NO. OF SPECIALS**           **4**

Attendance:		<u>Attended / Absent</u>
<b>William C. Schroeder</b>	<b>Mayor</b>	23 / 1
<b>Tammie E. Malone Schaefer</b>	<b>Trustee/ Deputy Mayor</b>	22 / 2
<b>John Mikoley</b>	<b>Trustee</b>	22 / 2
<b>Deirdre A. Miller</b>	<b>Trustee</b>	22 / 2
<b>Gavin J. O'Brien</b>	<b>Trustee</b>	24 / 0

Also Present:

<b>Mark S. Aquino</b>	<b>Deputy Village Attorney</b>
<b>Michael E. Stegmeier</b>	<b>Clerk-Treasurer</b>
<b>Wayne Cisco</b>	<b>Superintendent of Public Works</b>
<b>Nancy Stonebraker</b>	<b>Historic Preservation Commission</b>
<b>Matthew Fischione</b>	<b>Town Code Enforcement Officer</b>
<b>Captain Jeff Smith</b>	<b>Town of Lancaster Police Department</b>

**Mayor Schroeder led the pledge to the flag.**

**ACCEPTANCE OF MINUTES**

Motion by **Trustee Mikoley** and seconded by **Trustee Miller** to accept the minutes of the February 9, 2026 regular meeting.

Adopted Resolution:   **384**                   Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

**ABSTRACT OF AUDITED VOUCHERS**

Motion by **Trustee Miller** and seconded by **Trustee O'Brien** that the Treasurer be authorized to pay, from the vouchers, all the claims against the GENERAL, SEWER, TRUST, CAPITAL, EQUIPMENT RESERVE, COMMUNITY DEVELOPMENT and SPECIAL REPAIR RESERVE FUNDS for the period from 2/10/2026 to 2/23/2026.

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, a total of 59 claims were approved, and that all claims were paid against the:

<b>GENERAL FUND</b> -----in the amount of	\$	509,763.35
<b>SEWER FUND</b> -----in the amount of	\$	9,751.21
<b>TRUST FUND</b> -----in the amount of	\$	450.12
<b>CAPITAL FUND</b> -----in the amount of	\$	80,192.75
<b>EQUIPMENT RESERVE</b> -----in the amount of	\$	--
<b>COMMUNITY DEVELOPMENT</b> -----in the amount of	\$	--
<b>SPECIAL REPAIR RESERVE FUND</b> ----in the amount of	\$	--
For the period from	<u>1/27/2026</u>	To <u>2/9/2026</u>

Claims that were processed and paid are identified by the following check numbers:

General Fund checks # 93935 through # 93977  
Sewer Fund checks # 12369 through # 12375  
Trust Fund check # 2629  
Capital Fund check # 1967

Adopted Resolution: **385**                      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley,  
Miller, and O'Brien

**CORRESPONDENCE:**

- 1) Correspondence from the Town of Lancaster Building Department providing a report of building permit applications, open complaints, inspections, and expired permits that were filed for properties within the Village of Lancaster from January 29, 2026 – February 12, 2026.

Motion by **Trustee O'Brien** and seconded by **Trustee Mikoley** to receive and file this correspondence.

Adopted Resolution: **386**                      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley,  
Miller, and O'Brien

- 2) Correspondence from William Skubis, Skoob's Village Grille, providing a Special Events Application for Skoob's 7<sup>th</sup> Annual St. Patrick's Day Parade event to be held on Saturday, March 14<sup>th</sup> starting at 3:00 p.m.

Motion by **Trustee Malone Schaefer** and seconded by **Trustee Miller** to approve this event application as presented.

Adopted Resolution: **387**                      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley,  
Miller, and O'Brien

- 3) Correspondence from Lancaster Village Merchants Association providing a Special Events Application for its Lancaster Live Concert Series events to be held on the 4<sup>th</sup> Saturday of each month from May through August on West Main Street.

Motion by **Trustee Malone Schaefer** and seconded by **Trustee O'Brien** to place this event application into the Community Events Committee for further review.

Adopted Resolution: **388**                      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley,  
Miller, and O'Brien

- 4) Correspondence from Zack Crowell of Kushmart providing notification of renewal of its adult-use retail dispensary license with the NYS Office of Cannabis Management for its business located at 5211 Broadway in the Village of Lancaster.

Motion by **Trustee Mikoley** and seconded by **Trustee O'Brien** to receive and file this correspondence.

Adopted Resolution: **389**                      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley,  
Miller, and O'Brien

- 5) Correspondence from Frances M. Stern, State CLG Coordinator, providing information regarding a request for materials to undertake a performance evaluation of the Village of Lancaster's status as a Certified Local Government (CLG) member that is required by the NYS Historic Preservation Office as part of the CLG program.

Motion by **Trustee O'Brien** and seconded by **Trustee Malone Schaefer** to receive and file this correspondence.

Note - This correspondence has been forwarded to HPC Secretary and Chairperson to gather information and respond to this request.

Adopted Resolution: **390**                      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

**RESOLUTIONS:**

Motion by **Trustee O'Brien** and seconded by **Trustee Miller** to authorize Sustainability Coordinator Amy Stypa to attend the New York State Climate Connection Summit being hosted by NYSDEC in Utica, NY from June 10 – 11, 2026 with related expenses to be covered in the 2026-2027 budget.

Adopted Resolution: **391**                      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by **Trustee Mikoley** and seconded by **Trustee Miller** authorizing Mayor Schroeder to sign and approve a proposal from Watts Architects & Engineers for professional engineering services to perform Mini-System 5 Storm Sewer Investigations at a cost of \$32,800.00 to be covered with funds available in the Sewer Fund.

Adopted Resolution: **392**                      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by **Trustee O'Brien** and seconded by **Trustee Malone Schaefer** to authorize the issuance of a Request for Qualifications (RFQ) for professional engineering services for Wastewater Infrastructure Engineering Planning Services focused on Mini-Systems 2, 3, and 6 as awarded through the NYS Environmental Facilities Corporation Engineering Planning Grant program with responses due by Friday, March 20, 2026.

Adopted Resolution: **393**                      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by **Trustee Mikoley** and seconded by **Trustee O'Brien** authorizing Superintendent Wayne Cisco to sign and authorize the Floodplain Certificate of Compliance for Lancaster Village Center – Phase 2 located at 20 West Main Street in the Village of Lancaster.

Adopted Resolution: **394**                      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by **Trustee O'Brien** and seconded by **Trustee Mikoley** authorizing Mayor Schroeder to sign and execute the Downtown Revitalization Initiative Program Participant Grant Agreement with Esther Eicheldinger and Eyrica Ward, owners of property located at 5470 Broadway, related to the completion of improvements to their property using funds to be provided through the New York Forward Initiative - Small Project Fund grant program being administered by the Village of Lancaster.

Adopted Resolution: **395**

Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by **Trustee Mikoley** and seconded by **Trustee Miller** to approve the purchase of a Generac SG Series 40kW 120/240V 3-phase Natural Gas Generator and Generac TX Series 200A Auto Transfer Switch for installation at the North End Fire Hall from Better Power, Inc. at a total cost of \$33,436.44 through a NYS HIRES Contract #PC69013 per the recommendation of the Department of Public Works.

Adopted Resolution: **396**

Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

**AUDIENCE PARTICIPATION:**

-none-

**COMMITTEE REPORTS & FOLLOW UPS:**

➤ **FINANCE & CLAIMS** – Trustees Miller & O'Brien

Trustee O'Brien will be reaching out to the engineering firms that responded to the RFQ to let them know that the Village will be continuing with Wm Schutt & Associates for consultant engineering services.

➤ **PUBLIC WORKS** – Trustee Mikoley

No report.

Mayor Schroeder noted that 50 new chairs were purchased for the Municipal Building auditorium. He sent a memo to all departments advising that the chairs are not to be removed from the building for any reason.

➤ **PUBLIC SAFETY** – Mayor Schroeder

No report.

➤ **BUILDING, LIGHTS & CODES** – Trustee Mikoley

The North End Fire Hall was used as an emergency shelter following an event which occurred last night. This shows the importance of having that fire station available in the north end of the Village.

➤ **HUMAN RESOURCES** – Trustee Malone Schaefer

No report.

➤ **COMMUNITY EVENTS** – Trustee Malone Schaefer

She reviewed the upcoming season of special events in the Village.

Hammerl Entertainment has committed to the Village of Lancaster for July 2<sup>nd</sup> through July 4<sup>th</sup>.

Due to a conflict with another group, the Car Show has been moved to Sunday, June 14<sup>th</sup>.

➤ **ECONOMIC DEVELOPMENT** – Mayor Schroeder

No report.

➤ **SEWER** – Trustee Mikoley

Shawn Marshall from Watts Architects & Engineers attended the work session prior to the meeting to provide an update on various projects. A written report was submitted.

Services from Watts for a new storm sewer investigation in Mini System 5 was approved earlier this evening. Trustee Mikoley reviewed the area that is covered by this work and the scope of work to be performed as part of the investigation. We will need to wait until the summer months to begin this work when the ground is dry.

➤ **GRANTS** – Trustee O'Brien

Plum Bottom Creek Culvert Project

The project is ongoing. There was significant snow melt and rain last week which caused some delays, but that was anticipated. We are still on schedule with the timeline for completion.

ZEV Grant – EV Charging Station

There is a pre-construction meeting scheduled for tomorrow to meet with the contractor.

NY Forward – LMB Pocket Park

The project was reviewed by both the Planning Commission and Historic Preservation Commission (HPC). A certificate of appropriateness was approved and issued by the HPC. The Planning Commission also recommended approval. The next step will be creating the bid package and going out to bid, ideally next month.

Motion by **Trustee O'Brien** and seconded by **Trustee Mikoley** to approve the site plan for the LMB Pocket Park project per the recommendation of the Planning Commission following review at its meeting on February 19, 2026.

Adopted Resolution:   **397**                      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

TAP – Central Ave Streetscape Broadway to Walden

The public information meeting for this project is this Thursday (2/26) from 5:30 p.m. until 7:00 p.m.

CEC Grant / Electric Equipment & Building Energy Upgrades

Double glazed windows are being installed at the North End Fire Hall, which is the final piece of this project.

Assistance to Firefighters Grant

This item can be removed from committee. The items from this grant application are being pursued through other grant programs and funding opportunities.

V-FIRE Grant Application

This application was submitted last week for gear washers & dryers for both fire stations.

Cayuga Park Upgrades / Terraced Area

He discussed the design provided by Bill Schutt including concept designs from architect Dan Sundell. There is a meeting this week to review future potential grant opportunities with our grant writer. We will include this project in those discussions.

➤ **TECHNOLOGY & MARKETING** – Trustee Miller

She spoke with the GIS contact at Wendel regarding pricing for the Village to gather data and maintain its own system. The initial cost in the first year would be \$30,000 to gather all of the data. There would then be a recurring cost of \$3,500 every year after that for maintenance of the system.

➤ **CLIMATE SMART** – Trustee O'Brien

He noted that there is a slight change to the Forestry Advisory Board (FAB) and Climate Smart Task Force (CSTF) meeting times. The FAB meeting will be extended by 15 minutes and will meet from 6:00 p.m. to 6:45 p.m. The CSTF will be reduced by 15 minutes and will now meet from 6:45 p.m. to 7:30 p.m.

The Dare to Repair Café event is taking place on March 7<sup>th</sup>. Residents can check out the Village website and social media for more information.

**DEPARTMENT HEAD REPORTS & FOLLOW UPS:**

➤ **SUPERINTENDENT OF PUBLIC WORKS** – Wayne Cisco

The work to install the new North End Fire Hall generator will begin in 4 to 6 weeks. There will be a cost for electrical work and plumbing for the washer and dryer that are being relocated. He will review the plans with Matt Fischione.

He provided an update on road salt supply. They should be okay for the rest of the season.

The bumpers in the parking lot adjacent to the Municipal Building will be installed within the next 2 weeks.

➤ **CLERK – TREASURER** – Michael E. Stegmeier

Budget requests are due this week from departments. The tentative budget must be filed in the Clerk's office by March 20<sup>th</sup>.

The newsletter is being finalized this week to be sent to the printer in preparation for mailing with sewer bills in March.

He is working with the Erie County Board of Elections to prepare for the LOSAP vote on March 18<sup>th</sup>.

➤ **HISTORIC PRESERVATION COMMISSION** – Nancy Stonebraker

No report.

➤ **TOWN BUILDING DEPARTMENT** – Matt Fischione

He questioned if Kidney Architects would be providing design plans for the work being done at the North End Fire Hall as part of their scope. The Codes office only reviews the plans and gives inspections of the work, but they do not provide plans or design services. Someone else will need to prepare the plans to provide for his office to review.

He provided a copy of the compliance letter for the battery energy storage facility that he signed in accordance with their request. There is no need for any further action. They are meeting the intent of the local law.

He commented on a repeat complaint in the area of Grant Street and Irwinwood Road. The owner needs to tie their sump pump into the public storm sewer system to divert water away from a neighboring yard.

➤ **TOWN POLICE DEPARTMENT** – Captain Jeff Smith

No report.

➤ **DEPUTY VILLAGE ATTORNEY** – Mark S. Aquino

No report.

**MISCELLANEOUS:**

-none-

**ADJOURNMENT:**

Motion by **Trustee Mikoley** and seconded by **Trustee O'Brien** to adjourn the meeting at 7:19 p.m.

Adopted Resolution:   **398**                      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley,  
Miller, and O'Brien

Respectfully submitted,

Michael E. Stegmeier  
Clerk-Treasurer

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Treasurer be authorized to pay, from the vouchers, all the claims against the GENERAL, SEWER, TRUST, CAPITAL, EQUIPMENT RESERVE, COMMUNITY DEVELOPMENT, and SPECIAL REPAIR RESERVE FUNDS for the period from

February 24, 2026 to March 09, 2026

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, and that all claims were paid against the:

<b>GENERAL FUND -----in the amount of</b>	<b>\$ 157,625.02</b>
<b>SEWER FUND -----in the amount of</b>	<b>\$ 6,318.54</b>
<b>TRUST FUND -----in the amount of</b>	<b>\$ 450.12</b>
<b>CAPITAL FUND -----in the amount of</b>	<b>\$ 6999.80</b>
<b>EQUIPMENT RESERVE -----in the amount of</b>	<b>\$</b>
<b>COMMUNITY DEVELOPMENT -----in the amount of</b>	<b>\$</b>
<b>SPECIAL REPAIR RESERVE FUND ----in the amount of</b>	<b>\$</b>

**TOTAL 171,393.48**

**For the period from February 10, 2026 to February 23, 2026**

**MAYOR’S CERTIFICATION:**

I certify that the vouchers above were audited by the Village Treasurer and the Finance and Claims Committee in the amounts above. You are hereby authorized and directed to pay each of the claimants the amount opposite name.

<b>Total Claims.....</b>	<b>74</b>
<b>General Fund Ck#.....</b>	<b>93978-94030</b>
<b>Sewer Fund Ck#.....</b>	<b>12376-12377</b>
<b>Trust Fund Ck#.....</b>	<b>2630</b>
<b>Capital Fund Ck#.....</b>	<b>1968-1969</b>
<b>Community Development Fund Ck#</b>	

\_\_\_\_\_  
Mayor William Schroeder

# Abstract Summary of Funds

Board Meeting Date: February 9, 2026

	<u>General Fund (A)</u>	<u>Sewer Fund (G)</u>	<u>Trust Fund (T)</u>	<u>Capital Fund (H)</u>
Vouchers Paid by Check 2025-2026 Budget	\$ 52,319.49	\$ 754.27	\$ 450.12	\$ 6,999.80
Prepays	\$ 1,239.19	\$ 37.99		
Payroll Voucher 2/13/2026	\$ 96,568.54	\$ 5,133.56		
Fica Voucher 2/13/2026	\$ 7,497.80	\$ 392.72		
<b>TOTALS</b>	<b>\$ 157,625.02</b>	<b>\$ 6,318.54</b>	<b>\$ 450.12</b>	<b>\$ 6,999.80</b>

**TOTAL ALL FUNDS \$ 171,393.48**

**Ranges**      **Item Status**      **Purchase Types**      **Misc**

Range: First to Last  
Rcvd Batch Id Range: First to Last  
Encumbrance Date Range: First to 05/31/26

Open: N  
Void: N  
Paid: N  
Held: N  
Aprv: N  
Rcvd: Y

Bid: Y  
State: Y  
Other: Y  
Exempt: Y

P.O. Type: All  
Format: Detail without Line Item Notes  
Include Non-Budgeted: Y  
Prior Year Only: N  
\* Means Prior Year Line:  
Vendors: All

PO #	PO Date	Vendor	Contract	PO Type	Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
26-01145	02/19/26	ADAMC005	CORY ADAMCZAK											
1				E	PLANNING 2/19/2026 ALTERNATE	\$100.00	A -8020-434-000	E	PLANNING-PROF SERVICES PC ME R	R	02/19/26	02/19/26	2/19/2026	
26-01146	02/20/26	ADPIN005	ADP, INC.											
1				E	2025/Q4/YE TAX REPORTING/W2'S	\$437.85	A -1325-435-300	E	FINANCE TREASURER - PAYROLL S R	R	02/20/26	02/20/26	713877276	
26-01147	02/19/26	ALLEI005	JAMES ALLEIN											
1				E	PLANNING - 2/19/26 MEMBER	\$100.00	A -8020-434-000	E	PLANNING-PROF SERVICES PC ME R	R	02/19/26	02/19/26	2/19/2026	
26-01148	02/18/26	AMAZO010	AMAZON CAPITAL SERVICES											
1				E	BATTERIES FOR SCBA TANKS	\$163.30	A -3411-260-350	E	FIRE DEPT-BATTERIES	R	02/18/26	02/18/26	1CF9-MD13-CTNR	
2				E	CLOCKS FOR STATIONS	\$43.99	A -3411-200-000	E	EQUIPMENT	R	02/18/26	02/18/26	13WK-RY1F-7CRQ	
						<b>\$207.29</b>								
26-01149	02/20/26	AMAZO010	AMAZON CAPITAL SERVICES											
1				E	FUSE HOLDERS FOR MECHANICS	\$17.44	A -5110-452-000	E	STREETS MAINT-REPAIRS/MAINT:TI R	R	02/20/26	02/20/26	1TCW-4PGR-TLFP	
2				E	LFD GARAGE DOOR OPENER RESTOCK	\$111.96	A -3411-456-000	E	FIRE DEPT-REPAIRS & MAINT BY DI R	R	02/20/26	02/20/26	1L9N-R11W-7NFG	
3				E	WINDOW FRAME KIT MAYORS OFFICE	\$64.60	A -1620-450-000	E	SHARED SERVICES - BUILDING & G R	R	02/20/26	02/20/26	1DH7-HD4J-KLRV	
4				E	AMERICAN STANDARD BATTERIES	\$161.52	A -1640-450-000	E	DEPT PUBLIC WORKS GRGE-BUILD R	R	02/20/26	02/20/26	16W4-6PNT-7T1W	
5				E	DOOR OPENERS DPW GARAGE	\$174.00	A -1640-200-000	E	DEPT PUBLIC WORKS-EQUIPMENT R	R	02/20/26	02/20/26	11JP-PV9D-GXYW	
						<b>\$529.52</b>								
26-01150	02/20/26	AMERIO10	AMERICAN ROCK SALT CO LLC											
1				E	BULK ICE CONTROL SALT	\$2,322.76	A -5132-415-000	E	SNOW REMOVAL-CHEMICALS-ROA R	R	02/20/26	02/20/26	0825051	

LANCASTER VILLAGE  
Purchase Order Listing By P.O. Number

02/24/2026

10:02 AM

PO # PO Date Vendor

Contract PO Type

Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
26-01151 02/19/26 ASPOS005 ASPOSTO, CONNOR									
1 PLANNING - MEMBER 2/19/26	\$100.00	A-8020-434-000	E	PLANNING-PROF SERVICES PC ME R		02/19/26	02/19/26		2/19/2026
26-01152 02/20/26 ERIEC035 ERIE COUNTY GOVERNMENTS									
1 SCHROEDER & MILLER FEB 2026	\$65.00	A-1210-470-000	E	EXECUTIVE MAYOR - EXPENSES & R		02/20/26	02/20/26		FEB 2026
2 SCHROEDER & MILLER FEB 2026	\$65.00	A-1010-470-000	E	BOARD OF TRUSTEES - EXPENSE / R		02/20/26	02/20/26		FEB 2026
	<b>\$130.00</b>								
26-01153 02/10/26 BIELA005 PAULA BIELAT									
1 COURT STENO SVCS 2/10/2026	\$250.00	A-1110-435-000	E	VILLAGE JUSTICE - CONTRACTUAL R		02/10/26	02/10/26		2/10/2026
26-01154 02/20/26 BRUTE005 BRUTE SPRING & EQUIPMENT INC.									
1 REPAIR PARTS TRUCK 39	\$701.00	A-5132-452-000	E	SNOW REMOVAL-REPAIRS/MAINT. / R		02/20/26	02/20/26		60754
26-01155 02/11/26 BUDZI010 BUDZINSKI, JEFFREY									
1 HPC MEETING -VILLAGE HISTORIAN	\$100.00	A-7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET R		02/11/26	02/11/26		2/11/2026
26-01156 02/19/26 BUSZC005 BUSZKA, ALEXANDER									
1 PLANNING - 2/19/26 ALTERNATE	\$100.00	A-8020-434-000	E	PLANNING-PROF SERVICES PC ME R		02/19/26	02/19/26		2/19/2026
26-01157 02/11/26 CAMPB010 SHERRY CAMPBELL									
1 HPC MEETING - MEMBER	\$100.00	A-7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET R		02/11/26	02/11/26		2/11/2026
26-01158 02/19/26 CARRI005 CARRICK, RYAN									
1 PLANNING - 2/19/26 MEMBER	\$100.00	A-8020-434-000	E	PLANNING-PROF SERVICES PC ME R		02/19/26	02/19/26		2/19/2026
26-01159 02/20/26 COCCA005 COCCA, JONATHAN									
1 REFUND HISTORIC APPLICATION FEE	\$25.00	A-2089-099-000	R	CULTURE & RECREATION - OTHER R		02/20/26	02/20/26		2/11/26
26-01160 02/20/26 COPIE005 COPIER FAX BUSINESS TECHNOLOGI									
1 EXCESS BLK COLOR COPIER CHGS	\$0.20	A-8090-435-000	E	ENVIRONMENTAL - CONTRACTUAL R		02/20/26	02/20/26		880097
2 EXCESS BLK COLOR COPIER CHGS	\$2.77	A-1110-473-000	E	VILLAGE JUSTICE - COPIER MAINTI R		02/20/26	02/20/26		880097

PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Rcvd Date	Chk/Void Date	Invoice
26-01160	02/20/26	COPIE005				COPIER FAX BUSINESS TECHNOLOGI		Account Continued				
3		EXCESS BLK COLOR COPIER CHGS			\$5.51	A -1325-434-000	E	INANCE TREASURER - PROFESSIO R	R	02/20/26	02/20/26	880097
					<b>\$8.48</b>							
26-01161	02/20/26	DELAG005				DELAGE LANDEN FINANCIAL SVC						
1		DOCUWEAR SOFTWARE MARCH 2026			\$710.00	A -1325-435-200	E	FINANCE TREASURER - SVC MAINT R	R	02/20/26	02/20/26	595893304
26-01162	02/18/26	DIVAL005				DIVAL SAFETY EQUIP. INC.						
1		HYDRO TESTING SCBA TANKS			\$611.76	A -3411-260-260	E	FIRE DEPT-SCBA BOTTLES R	R	02/18/26	02/18/26	802001629-1
26-01163	02/20/26	EATON005				EATON OFFICE SUPPLY						
1		HANGING FILE FOLDERS			\$18.49	A -1110-401-000	E	VILLAGE JUSTICE - OFFICE SUPPLI R	R	02/20/26	02/20/26	PINV1326981
26-01164	02/20/26	EATON005				EATON OFFICE SUPPLY						
1		FOLDER LTR 1/3 FOLDER FILES/3			\$34.81	A -1110-401-000	E	VILLAGE JUSTICE - OFFICE SUPPLI R	R	02/20/26	02/20/26	PINV1326014
26-01165	02/20/26	EATON005				EATON OFFICE SUPPLY						
1		STAPLER FOR CTO OFFICE			\$8.82	A -1325-401-000	E	FINANCE TREASURER - OFFICE SU R	R	02/20/26	02/20/26	PINV1324558
26-01166	02/09/26	EATON005				EATON OFFICE SUPPLY						
1		COPY PAPER AND DISPLAY FRAMES			\$44.99	A -8090-401-000	E	ENVIRONMENTAL - OFFICE SUPPLI R	R	02/09/26	02/09/26	PINV1325010
2		COPY PAPER AND DISPLAY FRAMES			\$49.56	A -8090-435-000	E	ENVIRONMENTAL - CONTRACTUAL R	R	02/09/26	02/09/26	PINV1325011
					<b>\$94.55</b>							
26-01167	02/20/26	EBERL005				EBERL IRON WORKS INC						
1		SIGN SHOP RESTOCK POSTS/BASES			\$647.20	A -5110-412-000	E	STREETS MAINT-SIGNS R	R	02/20/26	02/20/26	548736
26-01168	02/11/26	ECKER005				EMMA ECKERT						
1		SECRETARY + MEMBER DUTIES			\$295.00	A -7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET R	R	02/11/26	02/11/26	2/11/2026
26-01169	02/20/26	ERIEC045				ERIE COUNTY WATER AUTHORITY						
1		DPW ACCT - 60649378-8			\$18.00	A -1640-441-000	E	DEPT PUBLIC WORKS GARAGE-WA R	R	02/20/26	02/20/26	12/31-1/31 2026
26-01170	02/17/26	FRANK010				FRANKLIN BRONZE PLAQUES						

LANCASTER VILLAGE  
Purchase Order Listing By P.O. Number

02/24/2026

10:02 AM

PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
26-01170	02/17/26	FRANK010						FRANKLIN BRONZE PLAQUES					
		1 MARY G & JOSEPH ADAMEC PLAQUE		E	\$355.00	A-8560-440-000		SHADE TREES-MEMORIAL TREE PL R		02/17/26	02/17/26		37898
26-01171	02/20/26	INDEP005						INDEPENDENT HEALTH					
		1 EMP HEALTH INSURANCE MARCH 26		E	\$757.88	A-9060-800-000		EMPLOYEE BENEFITS-HOSPITAL & R		02/20/26	02/20/26		MARCH 2026
26-01172	02/20/26	JOEBA005						JOE BASIL CHEVROLET INC.					
		1 REPAIR PART TRUCK 3		E	\$266.61	A-5110-452-000		STREETS MAINT-REPAIRS/MAINT:TI R		02/20/26	02/20/26		686917
26-01173	02/11/26	KACAL005						KACALA, JEANINE					
		1 HPC MEETING - MEMBER		E	\$100.00	A-7520-434-000		HIST DIST-PROF SVC-HPC SECRET. R		02/11/26	02/11/26		2/11/2026
26-01174	02/11/26	JOSEP005						JOSEPH KEEFE, ESQ					
		1 HPC MEETING - MEMBER		E	\$100.00	A-7520-434-000		HIST DIST-PROF SVC-HPC SECRET R		02/11/26	02/11/26		2/11/2026
26-01175	02/20/26	KENWO005						KENWORTH NORTHEAST GROUP INC					
		1 TEMPERATURE SENSOR TK 41		E	\$31.61	A-5132-452-000		SNOW REMOVAL-REPAIRS/MAINT: T R		02/20/26	02/20/26		BI513808
26-01176	02/20/26	LABEL005						LABELLA ASSOCIATES					
		1 LANCASTER POCKET PK PROF SVCS		E	\$6,538.35	H-0522-400-118		EXPENSES - LMB POCKET PARK (N R		02/20/26	02/20/26		295266
26-01177	02/20/26	LABEL005						LABELLA ASSOCIATES					
		1 NY FORWARD SMALL PROJECT FUND		E	\$1,442.57	A-8989-435-000		ECONOMIC DEV-CONTRACTUAL SE R		02/20/26	02/20/26		294447
26-01178	02/11/26	MEYER005						MICHAEL MEYER					
		1 HPC MEETING - CHAIRPERSON		E	\$125.00	A-7520-434-000		HIST DIST-PROF SVC-HPC SECRET R		02/11/26	02/11/26		2/11/2026
26-01179	02/20/26	NATIO015						NATIONAL FUEL					
		1 NEFH 3277332 03		E	\$1,261.22	A-1621-440-000		NORTH END FIRE HALL - GAS R		02/20/26	02/20/26		1/9-2/10 2026
26-01180	02/23/26	NATIO015						NATIONAL FUEL					
		1 DPW ACCT 3277341 02		E	\$6,726.70	A-1640-440-000		DEPT PUBLIC WORKS GARAGE-GA R		02/23/26	02/23/26		1/8-2/6 2026
26-01181	02/17/26	NYSAC010						NYSACC					



PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
26-01192	02/20/26	N0000015						Account Continued					
1		CENTRAL/WMAIN 1001-7804-799			\$34.57	A -7550-400-000	E	CELEBRATIONS-CONTRACTUAL EX R		02/20/26	02/20/26	01/06-02/03 26	
26-01193	02/20/26	N0000015											
1		CENTRAL/PL 1009-3028-648			\$385.20	A -5182-438-000	E	STREET LIGHTING-HWY LIGHTING- R		02/20/26	02/20/26	1/6-2/3 2026	
26-01194	02/20/26	NOCOE005						NOCO ENERGY CORP- FUELS					
1		DIESEL FUEL			\$990.63	A -5110-416-000	E	STREETS MAINT-GASOLINE & OIL R		02/20/26	02/20/26		SP132339930
2		DIESEL FUEL			\$1,911.36	A -5132-416-000	E	SNOW REMOVAL-GASOLINE & OIL R		02/20/26	02/20/26		SP132339930
					<b>\$2,901.99</b>								
26-01195	02/20/26	NOCOE005						NOCO ENERGY CORP- FUELS					
1		UNLEADED FUEL			\$332.66	A -5110-416-000	E	STREETS MAINT-GASOLINE & OIL R		02/20/26	02/20/26		SP13233706
2		UNLEADED FUEL			\$506.63	A -5132-416-000	E	SNOW REMOVAL-GASOLINE & OIL R		02/20/26	02/20/26		SP13233706
3		UNLEADED FUEL			\$106.99	A -3411-416-000	E	FIRE DEPT-GASOLINE & OIL R		02/20/26	02/20/26		SP13233706
4		UNLEADED FUEL			\$161.14	G -8120-416-000	E	SANITARY SEWERS-FUEL & LUBE R		02/20/26	02/20/26		SP13233706
					<b>\$1,107.42</b>								
26-01196	02/20/26	NOCOE005						NOCO ENERGY CORP- FUELS					
1		DIESEL FUEL			\$1,109.23	A -5110-416-000	E	STREETS MAINT-GASOLINE & OIL R		02/20/26	02/20/26		SP132228688
2		DIESEL FUEL			\$1,807.70	A -5132-416-000	E	SNOW REMOVAL-GASOLINE & OIL R		02/20/26	02/20/26		SP132228688
					<b>\$2,916.93</b>								
26-01197	02/18/26	OCCUS005						OCCUSTAR INC					
1		PHYSICALS FOR 5 FIREFIGHTERS			\$1,444.00	A -3411-471-000	E	FIRE DEPT-PHYSICALS R		02/18/26	02/18/26	15536	
26-01198	02/20/26	PITNE025						PITNEY BOWES RESERVE ACCOUNT					
1		REFILL POSTAGE METER			\$3,000.00	A -1325-436-000	E	FINANCE TREASURER - POSTAGE R		02/20/26	02/20/26	2/20/2026	
26-01199	02/20/26	PRIMO005						PRIMO BRANDS					
1		ACCT 8740027495			\$247.83	A -1640-435-000	E	DEPT PUBLIC WORKS-CONTRACTL R		02/20/26	02/20/26		\$247.83
2		ACCT 8740027495			\$73.95	A -1325-401-000	E	FINANCE TREASURER - OFFICE SU R		02/20/26	02/20/26		\$247.83
3		ACCT 8740027495			\$14.99	A -1620-435-000	E	SHARED SERVICES - CONTRACTU/ R		02/20/26	02/20/26		\$247.83
					<b>\$336.77</b>								
26-01200	02/20/26	QUEEN005						QUEEN CITY VACUUM CLEANER CENT					



PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
26-01211	02/20/26	WMSCH005	WM SCHUTT & ASSOCIATES, PC					Account Continued					
1	PROF SVCS 1/31/26		\$4,762.25	A -1010-435-900	E		BOARD OF TRUSTEES - ENGINEER R			02/20/26	02/20/26		2/13/2026
26-01212	02/23/26	CSEAE005	C S E A EMPLOYEE BENEFIT FUND										
1	DENTAL/VISION MARCH 2026		\$450.12	T -020-000	G		MEDICAL INSURANCE R			02/23/26	02/23/26		MARCH 2026
2	DENTAL/VISION MARCH 2026		\$593.13	G -9060-800-000	E		EMPLOYEE BENEFIT-HOSPITAL & M R			02/23/26	02/23/26		MARCH 2026
3	DENTAL/VISION MARCH 2026		\$4,206.61	A -9060-800-000	E		EMPLOYEE BENEFITS-HOSPITAL & R			02/23/26	02/23/26		MARCH 2026
			<b>\$5,249.86</b>										
26-01213	02/23/26	TOWN005	TOWN OF LANCASTER										
1	DENTAL/VISION RET. POLICE OFF.		\$1,564.82	A -9060-800-000	E		EMPLOYEE BENEFITS-HOSPITAL & R			02/23/26	02/23/26		FEBRUARY 2026

**Total Purchase Orders: 69    Total P.O. Line Items: 87    Total List Amount: \$60,523.68    Total Void Amount: \$0.00**

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	6-A	\$52,294.49	\$25.00	\$0.00	\$52,319.49
	6-G	\$754.27	\$0.00	\$0.00	\$754.27
	6-H	\$6,999.80	\$0.00	\$0.00	\$6,999.80
	6-T	\$0.00	\$0.00	\$450.12	\$450.12
<b>Total Of All Funds:</b>		<b>\$60,048.56</b>	<b>\$25.00</b>	<b>\$450.12</b>	<b>\$60,523.68</b>

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	A	\$52,294.49	\$25.00	\$0.00	\$52,319.49
	G	\$754.27	\$0.00	\$0.00	\$754.27
	H	\$6,999.80	\$0.00	\$0.00	\$6,999.80
	T	\$0.00	\$0.00	\$450.12	\$450.12
<b>Total Of All Funds:</b>		<b>\$60,048.56</b>	<b>\$25.00</b>	<b>\$450.12</b>	<b>\$60,523.68</b>

LANCASTER VILLAGE  
 Breakdown of Expenditure Account Current/Prior Received/Prior Open

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
	6-A	\$52,294.49	\$0.00	\$0.00	\$0.00	\$52,294.49
	6-G	\$754.27	\$0.00	\$0.00	\$0.00	\$754.27
	6-H	\$6,999.80	\$0.00	\$0.00	\$0.00	\$6,999.80
	<b>Total Of All Funds:</b>	<b>\$60,048.56</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$60,048.56</b>

**LANCASTER VILLAGE**  
Purchase Order Listing By P.O. Number

02/18/2026

09:05 AM

Item Status	Purchase Types	Misc							
<b>Open:</b> N <b>Void:</b> N <b>Paid:</b> N <b>Held:</b> N <b>Apvr:</b> N <b>Rcvd:</b> Y	<b>Bid:</b> Y <b>State:</b> Y <b>Other:</b> Y <b>Exempt:</b> Y	<b>P.O. Type:</b> All Format: Detail without Line Item Notes Include Non-Budgeted: Y Prior Year Only: N * Means Prior Year Line: Vendors: All							
Contract PO Type									
PO #	PO Date	Vendor							
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
26-01142	02/18/26	VERIZ010	VERIZON WIRELESS						
1			PHONES - JANUARY 2026	\$65.61	A -1010-485-000	E			
2			PHONES - JANUARY 2026	\$31.25	A -1325-485-000	E			
3			PHONES - JANUARY 2026	\$31.25	A -1640-485-000	E			
4			PHONES - JANUARY 2026	\$69.24	A -3990-476-000	E			
5			PHONES - JANUARY 2026	\$303.92	A -3411-485-000	E			
6			PHONES - JANUARY 2026	\$40.00	A -8560-475-000	E			
7			PHONES - JANUARY 2026	\$37.99	G -8115-485-000	E			
				<b>\$579.26</b>					
26-01143	02/18/26	SELECO05	SELECTIVE INSURANCE						
1			PACKAGE S 1825053	\$500.00	A -1910-400-000	E			
26-01144	02/18/26	CHART005	CHARTER COMMUNICATIONS						
1			PHONES ALL LOCATIONS	\$109.95	A -1620-439-000	E			
2			PHONES ALL LOCATIONS	\$21.99	A -1621-439-000	E			
3			PHONES ALL LOCATIONS	\$65.97	A -1640-431-000	E			
				<b>\$197.91</b>					

**Total Purchase Orders: 3 Total P.O. Line Items: 11 Total List Amount: \$1,277.17 Total Void Amount: \$0.00**

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	6-A	\$1,239.18	\$0.00	\$0.00	\$1,239.18
	6-G	\$37.99	\$0.00	\$0.00	\$37.99
<b>Total Of All Funds:</b>		<b>\$1,277.17</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,277.17</b>

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	A	\$1,239.18	\$0.00	\$0.00	\$1,239.18
	G	\$37.99	\$0.00	\$0.00	\$37.99
<b>Total Of All Funds:</b>		<b>\$1,277.17</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,277.17</b>

Batch Id: PAYROLL Batch Date: 02/13/26 Batch Type: Recurring

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -1010-100-000 BOARD OF TRUSTEES - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	1,553.82		1
A -1110-100-000 VILLAGE JUSTICE - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	978.07		2
A -1210-100-000 EXECUTIVE MAYOR - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	575.43		3
A -1325-100-000 FINANCE TREASURER - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	5,550.07		4
A -1420-100-000 LAW - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	2,065.77		5
A -1620-100-000 SHARED SERVICES - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	5,352.50		6
A -1621-100-000 NORTH END FIRE HALL - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	534.60		7
A -1640-100-000 DEPT PUBLIC WORKS -PERSONAL SERVICE Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	7,860.69		8
A -3411-100-000 FIRE DEPARTMENT - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	923.08		10
A -3620-100-000 SAFETY INSPECTION-PERSONAL SERVICES Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		11
A -3989-100-000 BUILDING INSP-PERSONAL SVCS-CODE ENFCMT Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		12
A -3990-100-000 DISASTER PREPAREDNESS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	144.23		13
A -4020-100-000 REGISTRAR VITAL STATS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	184.60		14

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -5010-100-000 STREETS ADMINISTRATION-PERSONAL SVCS Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	8,078.43		15
A -5110-100-000 STREETS MAINT-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	8,023.84		16
A -5132-100-000 SNOW REMOVAL-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	48,772.13		17
A -7110-100-000 PARKS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	141.52		18
A -7550-100-000 CELEBRATIONS-PERSONAL SERVICES Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		19
A -7550-102-000 DPW - Overtime Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		20
A -7550-103-000 DPW - Regular Time Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		21
A -8020-100-000 PLANNING-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	90.00		22
A -8160-100-000 REFUSE & GARBAGE-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	1,041.07		23
A -8170-100-000 STREET CLEANING-PERSONAL SERVICES Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		24
A -8540-100-000 DRAINAGE-PERSONAL SERVICES Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		25
A -8560-100-000 SHADE TREES-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	541.70		26
A -8989-100-000 ECONOMIC DEV-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	96.13		27

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -9060-800-000 EMPLOYEE BENEFITS-HOSPITAL & MEDICAL INS Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	1,187.73-		28
A -5010-405-000 STREETS ADMINISTRATION-MEAL ALLOWANCE Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		29
A -5132-405-000 SNOW REMOVAL-MEAL ALLOWANCES Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		30
G -8115-100-000 ADMINISTRATION-PERSONAL SERVICES Db: G -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: G -200-000 CASH	3,028.45		31
G -8120-100-000 SANITARY SEWERS-PERSONAL SERVICES Db: G -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: G -200-000 CASH	2,105.11		32
G -8115-405-000 ADMINISTRATION-MEAL ALLOWANCE Db: G -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: G -522-000 EXPENDITURE CONTROL	0.00		33
A -3120-100-000 POLICE-PERSONAL SVCS-CROSSING GUARDS Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	2,601.00		35
A -1640-403-000 DEPT PUBLIC WORKS - UNIFORMS Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		36
A -9030-800-000 EMPLOYEE BENEFITS-SOCIAL SECURITY Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	21.05		37
A -9030-800-000 EMPLOYEE BENEFITS-SOCIAL SECURITY Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		38
A -1640-100-000 DEPT PUBLIC WORKS -PERSONAL SERVICE Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		39
A -1640-100-000 DEPT PUBLIC WORKS -PERSONAL SERVICE Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		40
A -8090-100-000 ENVIRONMENTAL - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 2/13/2026 Cr: A -200-000 CASH	2,626.54		41

WARNING: This account would have a negative balance: A -1620-100-000. Balance would be: 15,321.00-.

LANCASTER VILLAGE  
Expenditure Entry Verification Listing

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	A	96,568.54	0.00	0.00	0.00	0.00	0.00
	G	5,133.56	0.00	0.00	0.00	0.00	0.00
Total of All Funds:		101,702.10	0.00	0.00	0.00	0.00	0.00

	Entries	Amount
Expenditures:	39	101,702.10
Reimbursements:	0	0.00
Transfer In:	0	0.00
Transfer Out:	0	0.00
Cancel:	0	0.00
Encumbrance:	0	0.00
YTD 1099:	0	0.00
Total:	39	

There are warnings in this listing, but can proceed with update.

Please note that batch lines with zero amounts will not be updated.

---

Batch Id: FICA      Batch Date: 02/13/26      Batch Type: Recurring

---

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -9030-800-000 EMPLOYEE BENEFITS-SOCIAL SECURITY	Expenditure	Accrued FICA paydate 2/13/2026	7,497.80		1
Db: A -522-000 EXPENDITURE CONTROL		Cr: A -200-000 CASH			
G -9030-800-000 EMPLOYEE BENEFIT-SOCIAL SECURITY	Expenditure	Accrued FICA paydate 2/13/2026	392.72		2
Db: G -522-000 EXPENDITURE CONTROL		Cr: G -200-000 CASH			

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	A	7,497.80	0.00	0.00	0.00	0.00	0.00
	G	392.72	0.00	0.00	0.00	0.00	0.00
Total of All Funds:		7,890.52	0.00	0.00	0.00	0.00	0.00

	Entries	Amount
Expenditures:	2	7,890.52
Reimbursements:	0	0.00
Transfer In:	0	0.00
Transfer Out:	0	0.00
Cancel:	0	0.00
Encumbrance:	0	0.00
YTD 1099:	0	0.00
Total:	2	

There are NO errors in this listing.

# LISTED CORRESPONDENCE

March 9, 2026

	1 <sup>st</sup> Motion	2 <sup>nd</sup> Motion	
1.	_____	_____	Correspondence from the Town of Lancaster Building Department providing a report of building permit applications, open complaints, inspections, and expired permits that were filed for properties within the Village of Lancaster from February 12, 2026 – February 26, 2026.
	<i>ACTION -</i>	<i>Rec/File Refer to:</i>	
2.	_____	_____	Correspondence from NYS Department of Transportation requesting assistance with communication to NYSDOT for early coordination to complete the local SEQR process, site plan reviews, zoning reviews, and other similar processes when work is being performed within the State right of way.
	<i>ACTION -</i>	<i>Rec/File Refer to:</i>	
3.	_____	_____	Correspondence from Julie Curtis / Lancaster Beautification providing a Special Events Application for its Beautification Spring Clean Up, Weeding, & Spring Planting event to be on various dates in April and May 2026.
	<i>ACTION -</i>	<i>Rec/File Refer to:</i>	
4.	_____	_____	Correspondence from Julie Curtis / Lancaster Beautification providing a Special Events Application for its Beautification Fall Clean Up event to be held on October 29 – 31, 2026.
	<i>ACTION -</i>	<i>Rec/File Refer to:</i>	
5.	_____	_____	
	<i>ACTION -</i>	<i>Rec/File Refer to:</i>	
6.	_____	_____	
	<i>ACTION -</i>	<i>Rec/File Refer to:</i>	
7.	_____	_____	
	<i>ACTION -</i>	<i>Rec/File Refer to:</i>	
8.	_____	_____	
	<i>ACTION -</i>	<i>Rec/File Refer to:</i>	
9.	_____	_____	
	<i>ACTION -</i>	<i>Rec/File Refer to:</i>	
10.	_____	_____	
	<i>ACTION -</i>	<i>Rec/File Refer to:</i>	
11.	_____	_____	
	<i>ACTION -</i>	<i>Rec/File</i>	

LISTED # 1  
CORRESPONDENCE  
MEETING DATE 3/9/2026

## VILLAGE COVER SHEET

MARCH 2, 2026 BOARD MEETING

PERMITS ISSUED 7

**VILLAGE PERMIT TOTAL**

DEMOLITION OF INTERIOR OFFICE	1
<b>TOTAL PERMITS FOR THE VILLAGE</b>	<b>1</b>

**Wayland Brewing Co.**

**11 W. Main St.**

**Demolition of Interior Office**

# Expired Permits Report

02/12/2026 - 02/28/2026

<b>Permit #</b>	<b>Location</b>	<b>Description of Work</b>	<b>Permit Date</b>	<b>Exp. Date</b>
P-2025-37722	3531 Walden Ave	Residential Alteration as shown on scope of work in response to Complaint #2025-0089.	02/13/2025	02/13/2026
P-2025-38169	Ste 500 20 W Main St	Retail build out for ROAM Clothing as shown on construction drawings and Change in Use Approval.	06/05/2025	06/05/2026

**Total Expired Permits:** 2

## Complaint By Date

Complaint #	Location	Identifier	Complaint Type	Status	Owner	Complainant
<i>Open Date: 02/12/26</i>						
2026-0096	45 Grant St	115.07-4-2	Exterior Property Maint	Open	Dale Horn	
2026-0101	36 School St	104.75-6-12	Exterior Property Maint	Closed	R2M2, LLC	
				<b>Open Date: 02/12/26 Total #: 2</b>		
<i>Open Date: 02/17/26</i>						
2026-0103	62 Camner Ave	115.11-17-1	Exterior Property Maint	Open	Robert Allen	
2026-0104	59 Caswell St	104.15-15-7	Trash/Rubbish	Open	Rachel Mays	
				<b>Open Date: 02/17/26 Total #: 2</b>		
<i>Open Date: 02/18/26</i>						
2026-0109	26 Elm Pl	104.83-3-6	Work w/out Permit	Open	Daniel McDowell	
				<b>Open Date: 02/18/26 Total #: 1</b>		
<i>Open Date: 02/19/26</i>						
2026-0111	Todd DeWald, 88 Church St	115.27-4-26	Misc	Open	Todd Dewald	
2026-0113	10 Garfield St	115.25-3-18	Interior Property Maint	Open	David Bascom	
2026-0115	5565 Broadway St	115.28-6-3	Misc	Open	Ronald Olson	
2026-0116	65 Lake Ave	115.27-1-22.21	Exterior Property Maint	Open	65 Lake Avenue LLC	
				<b>Open Date: 02/19/26 Total #: 4</b>		
<i>Open Date: 02/22/26</i>						
2026-0118	21 E Drullard Ave	104.50-5-6	Fire Call Out	Open	Kathryn Koster	
				<b>Open Date: 02/22/26 Total #: 1</b>		
<i>Open Date: 02/23/26</i>						
2026-0120	9 Grant St	115.07-2-2	Drainage	Open	Jessica Sharman-Jones	
2026-0122	27 Lombardy St	115.27-4-10	Trash/Rubbish	Open	R2M2, LLC	
2026-0125	71 Sawyer Ave	104.11-9-11	Fire Call Out	Open	Peter Todenhagen	
				<b>Open Date: 02/23/26 Total #: 3</b>		
<i>Open Date: 02/25/26</i>						
2026-0130	77 Aurora St	104.81-3-14	Trash/Rubbish	Open	Aurora Hartwell, LLC	
2026-0131	12 E Garfield St	115.26-1-1	Fire Call Out	Open	TNT Storage LLC	
				<b>Open Date: 02/25/26 Total #: 2</b>		
<i>Open Date: 02/26/26</i>						
2026-0132	62 Camner Ave	115.11-17-1	Trash/Rubbish	Open	Robert Allen	
				<b>Open Date: 02/26/26 Total #: 1</b>		
<i>Open Date: 10/22/01</i>						
2017-00719	12 Cayuga Ave	115.26-3-15	Work w/out Permit	Closed	Heinl Robert & W Mika	

## Complaint By Date

Complaint #	Location	Identifier	Complaint Type	Status	Owner	Complainant
				Open Date: 10/22/01		Total #: 1
				Grand Total: 17		

Town of Lancaster

# Inspections Report

Start Date: 02/12/2026 End Date: 02/26/2026

Inspectors: Ronald Capozzi, William T. Revelas, Bryan Pokorski, Rob Rendon, Matt Fischione

Identifier	Address	Primary Contact	Date	Type	Inspector	Result
104.08-6-34	3725 Walden Ave (Suite 2)	Allstate Insurance	02/13/2026	Business - 3 yr	Ronald Capozzi	Pass

**Total Inspections:** 1



## Department of Transportation

LISTED # 2  
CORRESPONDENCE  
MEETING DATE 3/9/2026

**KATHY HOCHUL**  
Governor

**MARIE THERESE DOMINGUEZ**  
Commissioner

**ERIC MEKA, P.E.**  
Regional Director

February 20, 2026

To our municipal partners:

I'm writing today to ask for your assistance in early coordination with the New York State Department of Transportation (NYSDOT) to complete the local State Environmental Quality Review (SEQR) process, site plan reviews, zoning reviews, and other similar processes.

When entities outside of the NYSDOT or its contractors perform work within the state right of way, NYS Highway Law requires our involvement by way of the highway work permitting process and depending on the proposed work, as an interested party in the SEQR process. Unfortunately, there are occasions that we learn of proposed work either late in the planning process or when ground is broken.

Early communication with NYSDOT staff will help identify potential issues related to traffic operations, access management, and public safety before they become problems. This proactive approach will help to mitigate risks, streamline the state permit approval process, and avoid costly delays or major modifications.

Allowing NYSDOT to partner with you early and to collaborate with you to support responsible development and ensure the safety of our highways will better serve those looking to develop within your community. To include NYSDOT in these reviews, please send review material (digital copies preferred) to the NYSDOT Region 5 SEQR Coordination Unit at [dot.sm.r05.SEQR@dot.ny.gov](mailto:dot.sm.r05.SEQR@dot.ny.gov) or the address provided below:

SEQR Coordination Unit  
Planning and Program Management Group  
New York State Department of Transportation Region 5  
100 Seneca Street, Buffalo, NY 14203

The NYS DEC has the regulations and additional supporting information about SEQR at:  
<https://www.dec.ny.gov/permits/357.html>.

For projects that may require a Highway Work Permit, please notify NYSDOT before any work begins. Permit information and guidance can be found at: <https://www.dot.ny.gov/permits>.

If you have any questions or need additional information, please feel free to contact me at (716) 847-3241.

Sincerely,

Nickolas J Kinderman, P.E.  
Regional Planning and Program Manager

3  
RESPONSE  
MEETING DATE 3/9/2026

## Village of Lancaster, New York

# Village Code Chapter 285 Special Events Application

Municipal Building • 5423 Broadway • Lancaster, NY 14086 • (716) 683-2105

Pursuant to §285-2 of the Village Code, a special event is an event 1) proposed to be held on public property or on private property, but affecting public property, 2) requiring Village support services, or 3) for which a waiver of one or more mobile food vending regulations set forth at §209-8 of Chapter 209, Mobile Food Vending, will be requested.

If additional space is required, please note in the appropriate box and attach extra sheet(s)

<b>Event Name:</b> <i>Beautification Spring Clean Up + Weeding and Spring Planting</i>	
<b>Type of Event (Race/Walk, Festival, Concert, Neighborhood Celebration, Parade/Motorcade, Other, etc.):</b> <i>Community Clean up + Planting</i>	
<b>Event Date(s):</b> <i>4/23 5pm-7pm, 4/24 10am-2pm, 5/14 6pm-8pm, 5/15 10am-2pm + 6pm-8pm, 4/25 10am-2pm, 5/16 10am-2pm</i>	
<b>Applicant Name:</b> <i>Julie Curtis/Lancaster Beautification</i>	<b>Event Location:</b> <i>Central business district</i>
<b>Individual/Group/Corporation Name Holding Event:</b> <i>Lancaster Beautification</i>	<b>Village Property Affected (if Applicable):</b> <i>Central business district</i>
<b>Applicant Address, City, State, Zip:</b> <i>732 Aurora St. Lane 14086</i>	<b>Support Services Requested of the Village (if Applicable):</b> <i>DPW</i>
<b>Applicant Email:</b> <i>dhcurtis732@roadrunner.com</i>	<b>Applicant Phone:</b> <i>716.572.6124</i>

Pursuant to Village Code §285-3(B)(2)(c), there must be an identified "in charge person" on premise during all hours of the event.

"In charge person":	Contact cell and email:	Date & Time(s) On-Premise at Event:
<i>Julie Curtis</i>	<i>716.572.6124 dhcurtis732@roadrunner.com</i>	<i>all of the above</i>
<i>Peg Riexinger</i>	<i>716-901-2401</i>	<i>all of the above</i>

<b>Anticipated Peak Attendance Number:</b> <i>50</i>	<b>Anticipated Age Range of those in Attendance:</b> <i>adolescents + adults</i>
<b>Will Alcohol be consumed? Applicant must comply with Village Code Section 85-3 "Alcoholic Beverages"</b> <i>n/a</i>	<b>Will there be Amplified Sound or Music? If so, provide particulars including hours:</b> <i>Maybe through the speaker system + the DPW</i>

Will Animals be part of the event? If so provide particulars.

n/a

Will Food Trucks be part of the event? If so and an exception to any regulation set forth in §209-8 of Village Code Chapter 209 "Mobile Food Vending" (see: <https://lancastrvillageny.gov>) will be requested of the Village Code Enforcement Officer, identify by section number each regulation for which an exception will be requested.

n/a

If the event is what is commonly referred to as a block party: 1) Identify by names and addresses block neighbors who have been advised of the proposed block party, 2) state either that no block neighbors have expressed opposition to the proposed block party or 3) separately identify by names and addresses block neighbors who have expressed opposition to the proposed block party.

n/a

If applicable respond to (a) through (h) below and attach a map or sketch depiction:

(a) Location of Parking Facilities indicating number of parking spaces being provided for:

in village lots

(b) Please explain Additional Traffic Control measures that will be undertaken to deal with traffic over/above the Parking Facilities explained in (a) above:

n/a

(c) Location of Trash Facilities:

street waste containers + black garbage bags for debris

(d) Location of Water Facilities:

—

(e) Location of Electrical Facilities:

—

(f) Location of Toilet Facilities including location of Porta-Toilets:

— business restaurants

(g) Location of Entrances where public is to enter and exit site:

—

(h) Location of Vendor Facilities including booths and food service:

—

(If Applicable) Organization providing Security:

n/a

(If Applicable) Number of Security Personnel:

—

Signature of Applicant:

Julie Curtis

Date:

2-27-26

Post review disposition:  Village Board approved.  
 Village Board not approved.  
 Applicant advised of Village Board determination: \_\_\_\_\_, \_\_\_\_\_, 202\_\_\_\_\_.  
 Village Board approved with attached statement of conditions imposed.

LISTED # 4  
CORRESPONDENCE  
MEETING DATE 3/9/2026

## Village of Lancaster, New York Village Code Chapter 285 Special Events Application

Municipal Building • 5423 Broadway • Lancaster, NY 14086 • (716) 683-2105

Pursuant to §285-2 of the Village Code, a special event is an event 1) proposed to be held on public property or on private property, but affecting public property, 2) requiring Village support services, or 3) for which a waiver of one or more mobile food vending regulations set forth at §209-8 of Chapter 209, Mobile Food Vending, will be requested.

If additional space is required, please note in the appropriate box and attach extra sheet(s)

<b>Event Name:</b> <i>Beautifcation Fall Clean Up</i>	
<b>Type of Event (Race/Walk, Festival, Concert, Neighborhood Celebration, Parade/Motorcade, Other, etc.):</b> <i>Community Clean Up</i>	
<b>Event Date(s):</b> <i>10.29.26 5pm-7pm</i> <i>10.30.26 10-2pm</i> <i>10.31.26 10-2pm</i>	<b>Event Time(s):</b>
<b>Applicant Name:</b> <i>Julie Curtis</i>	<b>Event Location:</b> <i>Central Business district</i>
<b>Individual/Group/Corporation Name Holding Event:</b> <i>Lancaster Beautifcation</i>	<b>Village Property Affected (If Applicable)</b> <i>Central business district</i>
<b>Applicant Address, City, State, Zip:</b> <i>732 Aurora St.</i> <i>Lane. 14086</i>	<b>Support Services Requested of the Village (If Applicable)</b> <i>DPW</i>
<b>Applicant Email:</b> <i>dhcurtis732@roadrunner.com</i>	<b>Applicant Phone</b> <i>716.572.6124</i>

Pursuant to Village Code §285-3(B)(2)(c), there must be an identified "In charge person" on premise during all hours of the event.

"In charge person":	Contact cell and email:	Date & Time(s) On-Premise at Event:
<i>Julie Curtis</i>	<i>716.572.6124</i> <i>dhcurtis732@roadrunner.com</i>	<i>all of the above</i>
<i>Peg Riesinger</i>	<i>716.901.2401</i>	<i>"</i>

<b>Anticipated Peak Attendance Number:</b> <i>50</i>	<b>Anticipated Age Range of those In Attendance:</b> <i>adolescents + adults</i>
<b>Will Alcohol be consumed? Applicant must comply with Village Code Section 85-3 "Alcoholic Beverages"</b> <i>n/a</i>	<b>Will there be Amplified Sound or Music? If so, provide particulars including hours:</b>

Will Animals be part of the event? If so provide particulars.

n/a

Will Food Trucks be part of the event? If so and an exception to any regulation set forth in §209-8 of Village Code Chapter 209 "Mobile Food Vending" (see: <https://lancastervillage.ny.gov>) will be requested of the Village Code Enforcement Officer, identify by section number each regulation for which an exception will be requested.

n/a

If the event is what is commonly referred to as a block party: 1) Identify by names and addresses block neighbors who have been advised of the proposed block party, 2) state either that no block neighbors have expressed opposition to the proposed block party or 3) separately identify by names and addresses block neighbors who have expressed opposition to the proposed block party.

n/a

If applicable respond to (a) through (h) below and attach a map or sketch depiction:

(a) Location of Parking Facilities indicating number of parking spaces being provided for:

in village lots

(b) Please explain Additional Traffic Control measures that will be undertaken to deal with traffic over/above the Parking Facilities explained in (a) above:

n/a

(c) Location of Trash Facilities:

black garbage bags

(d) Location of Water Facilities:

-

(e) Location of Electrical Facilities:

-

(f) Location of Toilet Facilities including location of Porta-Toilets:

business restaurants

(g) Location of Entrances where public is to enter and exit site:

-

(h) Location of Vendor Facilities including booths and food service:

-

(If Applicable) Organization providing Security:

n/a

(If Applicable) Number of Security Personnel:

-

Signature of Applicant:

Julie Curtis

Date:

2.27.26

- Post review disposition:  Village Board approved.  
 Village Board not approved.  
 Applicant advised of Village Board determination: \_\_\_\_\_, \_\_\_\_\_, 202\_\_\_\_\_.  
 Village Board approved with attached statement of conditions imposed.

# RESOLUTIONS

March 9, 2026

	1 <sup>st</sup> Motion	2 <sup>nd</sup> Motion	
1.	_____	_____	Resolution to schedule a special meeting on Thursday, March 19, 2026 at _____ to canvass the results of the LOSAP referendum vote being held on March 18, 2026.
	<i>ACTION -</i>	<i>Approved Denied Refer to:</i>	
2.	_____	_____	Resolution in support of increased aid to municipalities and strengthening New York's State-Local Partnership. (full resolution in packet)
	<i>ACTION -</i>	<i>Approved Denied Refer to:</i>	
3.	_____	_____	Resolution authorizing Mayor Schroeder to sign and approve a lease agreement with Copier Fax Business Technologies for a Konica Minolta C3351i color copier for the upstairs conference room for use by the Historic Preservation Commission and other municipal boards at a cost of \$88.05 per month for a term of 60 months.
	<i>ACTION -</i>	<i>Approved Denied Refer to:</i>	
4.	_____	_____	Resolution authorizing Mayor Schroeder to sign and execute the Downtown Revitalization Initiative Program Participant Grant Agreements related to the completion of improvements to properties using funds to be provided through the New York Forward Initiative - Small Project Fund grant program being administered by the Village of Lancaster for the following properties:  <ul style="list-style-type: none"> <li>- 5497 Broadway for owner 5497 Village Place LLC</li> <li>- 5500 <u>Broadway</u> for owner David Del Carlo</li> </ul>
	<i>ACTION -</i>	<i>Approved Denied Refer to:</i>	
5.	_____	_____	
	<i>ACTION -</i>	<i>Approved Denied Refer to:</i>	
6.	_____	_____	
	<i>ACTION -</i>	<i>Approved Denied Refer to:</i>	
7.	_____	_____	
	<i>ACTION -</i>	<i>Approved Denied Refer to:</i>	
8.	_____	_____	
	<i>ACTION -</i>	<i>Approved Denied Refer to:</i>	

**RESOLUTION SUPPORTING INCREASED AID TO MUNICIPALITIES AND  
STRENGTHENING NEW YORK'S STATE-LOCAL PARTNERSHIP**

WHEREAS, Governor Kathy Hochul released her 30-day amendments to the Executive Budget, which include an additional \$100 million in Temporary Municipal Assistance (TMA) to be allocated in the same manner as in the past two years; and

WHEREAS, these additional investments reflect a recognition that New York's strength begins in its cities, villages, and towns, and that a strong state-local partnership is essential to delivering the services, infrastructure, public safety, and quality of life that residents expect and deserve; and

WHEREAS, local governments across New York continue to face mounting fiscal pressures driven by inflation, increased service demands, infrastructure needs, and rising operational costs, while striving to provide relief to taxpayers amid a rising cost of living; and

WHEREAS, NYCOM Executive Director Barbara Van Epps, along with mayors from across the State, testified at the Local Government Joint Budget Hearing in Albany, advocating for increased unrestricted aid and a strengthened state-local partnership; and

WHEREAS, the additional \$100 million in TMA will offer meaningful assistance to many municipalities statewide, helping to address fiscal challenges and maintain essential services for residents;

NOW, THEREFORE, BE IT RESOLVED, that the [City/Village of \_\_\_\_\_] applauds Governor Hochul for recognizing the importance of investing in local governments and for reaffirming her commitment to strengthening New York's cities and villages; and

BE IT FURTHER RESOLVED, that the [City/Village of \_\_\_\_\_] urges the New York State Legislature to include, at a minimum, this additional \$100 million in Temporary Municipal Assistance in the adopted state budget; and

BE IT FURTHER RESOLVED, that the [City/Village of \_\_\_\_\_] calls upon the Governor and the State Legislature to develop a more permanent and predictable solution for unrestricted municipal aid to ensure long-term fiscal stability for New York's local governments; and

BE IT FURTHER RESOLVED, that copies of this resolution be transmitted to the Governor, the Temporary President of the Senate, the Speaker of the Assembly, and the members of the State Legislature representing the [City/Village of \_\_\_\_\_].

Please use the "Make a Copy" function under the "File" drop-down menu to personalize this AIM resolution. Thank you!

## Mike Stegmeier

---

**From:** Brian Coffin <brian@nycom.org>  
**Sent:** Monday, March 2, 2026 9:10 AM  
**To:** norma@nycom.org  
**Subject:** Re: ACT NOW! Join the UPDATED AIM Sign-On Letter & Pass the AIM Resolution



External (brian@nycom.org)

[Graymail](#) [Spam](#) [Phish](#) [More...](#) [FAQ](#)

IN CASE YOU MISSED IT LAST WEEK, PLEASE CONSIDER SIGNING THE UPDATED AIM BUDGET INCREASE LETTER TO THE GOVERNOR AND STATE LEGISLATURE!!

On Wed, Feb 25, 2026 at 12:32 PM Barbara Van Epps <barbara@nycom.org> wrote:

Dear Mayors, Managers and Administrators,

As you know, Governor Hochul has released her 30-day amendments to the 2026-27 Executive Budget, and we are pleased to report that they include an additional **\$100 million in Temporary Municipal Assistance (TMA)** to be allocated in the same manner as in the past two years.

This increased investment builds upon the progress made in the last two State Budgets and reflects a continued recognition that New York's strength begins in its cities and villages. While not every community receives significant funding through this program, the inclusion – and now expansion – of TMA sends a powerful message about the importance of a strong state-local partnership.

At the same time, this proposal is not yet final. As budget negotiations continue with key members of the Senate and Assembly, it is critical that local officials make their voices heard to ensure:

- At least **\$150 million in TMA** is included in the final adopted State Budget; and
- The Governor and State Legislature develop a more permanent and predictable solution for unrestricted municipal aid.

### What We Are Asking You To Do:

1. **Sign on to our UPDATED support letter** to the Governor and legislative leaders by completing the very brief survey below; and
2. **Adopt this draft resolution** at your next board meeting to formally express your municipality's support for this investment and for long-term AIM stability.

With unified support from New York's cities and villages, we can reinforce that this funding is essential to maintaining services, addressing inflationary pressures, investing in infrastructure, protecting public safety, and easing the property tax burden on residents.

Your voice matters – especially now. **Please complete the sign-on letter survey by Monday, March 2nd** and consider passing the draft resolution as soon as possible.

Together, we can ensure this increased investment remains in the final budget and continue advancing a stronger, more predictable partnership between the State and local governments.

Thank you for your leadership and advocacy.

Sincerely,

Barbara Van Epps  
NYCOM Executive Director

--

Sincerely,

**Brian Coffin**

*Legislative Director*  
*New York State Conference of Mayors*  
*119 Washington Avenue*  
*Albany, NY 12210*  
*518-463-1185*  
**[www.nycom.org](http://www.nycom.org)**

**Follow us on Twitter [@NYMayors](https://twitter.com/NYMayors) and like us on Facebook  
at [www.facebook.com/NYMayors/](https://www.facebook.com/NYMayors/) for all the latest information from NYCOM**

# Konica Minolta C3351i



**COLOR, SPEED: 35  
PAGES PER MIN**

## MACHINE CONFIGURATION

BIZHUB SECURE PLATINUM SMALL MFP  
Printer Connectivity

## LOCATION:

Upstairs Conference Room For Emma

## NOTABLE FEATURES

- Up to 35 Page per minute printing / copying
- 90 impressions per minute auto-duplex scanning
- First Copy Out Time - 5.6/6.3 sec (mono/color)
- 10.1" touch screen with 90 degree tilt for ADA access
- SSD memory chips instead of hard disk drive
- Printable paper size: 3½" x 8.8" – 8½" x 14" & custom
- Banner printing on 11½" x 48" size paper
- Max Paper capacity - 1,600 sheets
- 60 - 210 g/m<sup>2</sup> printable paper weight
- Auto-rotate, deskew and despeckle
- Mobile print (AirPrint (iOS), Mopria (Android))
- Blank page removal (copying and scanning)
- Secure Print

# FINANCIAL RECOMMENDATIONS



## PAYMENT OPTIONS

Term	Payment
60	\$88.05

*Does not include sales tax.*

## SERVICE

<b>Black/White</b>	1,000
<b>Color</b>	250

Mono copies. Additional copies billed at **\$0.01** per Mono copy.  
Color copies. Additional copies billed at **\$0.069** per Color copy.

\* Service includes all parts, labor, toner, and service calls excluding paper and staples.



ORDER NO.  
**609553**  
 SALESPERSON  
**Jessie Needham**

APPLICATION NO.

AGREEMENT NO.

**LEASE AGREEMENT**

The words **Lessee, you** and **your** refer to **Customer**. The words **Lessor, we, us** and **our** refer to **Copier Fax Business Technologies, Inc.**

**CUSTOMER INFORMATION**

FULL LEGAL NAME Village Of Lancaster			STREET ADDRESS 5423 Broadway	
CITY Lancaster	STATE NY	ZIP 14086	PHONE 716-683-2105	FAX 716-684-4830
BILLING NAME (IF DIFFERENT FROM ABOVE)			BILLING STREET ADDRESS 5423 Broadway	
CITY Lancaster	STATE NY	ZIP 14086	E-MAIL mstegmeier@lancastervillageny.gov	
EQUIPMENT LOCATION (IF DIFFERENT FROM ABOVE) 5423 Broadway Lancaster NY 14086				

**EQUIPMENT DESCRIPTION**

See the attached Schedule "A"       See the attached Billing Schedule

**TERM AND PAYMENT SCHEDULE**

The lease contract payment ("Payment") period is monthly unless otherwise indicated \* plus applicable taxes

Term **60** months      **60** Payments\* of \$ **88.05**  
 Payment includes **1,000** B&W clicks per month      Excess Click charge billed **monthly** at \$ **0.010000** per B&W click\*  
 Payment includes **250** Color clicks per month      Excess Click charge billed **monthly** at \$ **0.069000** per Color click\*

Service Included       Service Not Included

**END OF LEASE OPTIONS**

You will have the following option at the end of the original term, provided that no event of default under the Agreement has occurred and is continuing. To the extent that any purchase option indicates that the purchase price will be the "Fair Market Value" (or "FMV"), such term means the current market value of the Equipment. 1) Purchase all but not less than all the Equipment for the Fair Market Value per paragraph 1, 2) Renew the Agreement per paragraph 1, or 3) Return the Equipment per paragraph 6.

**THIS IS A NONCANCELABLE / NONREFUNDABLE / IRREVOCABLE AGREEMENT; THIS AGREEMENT CANNOT BE CANCELED OR TERMINATED.**

**LESSOR ACCEPTANCE**

**Copier Fax Business Technologies, Inc.**

LESSOR      SIGNATURE      TITLE      DATED

**CUSTOMER ACCEPTANCE**

By signing below, you certify that you have reviewed and do agree to all terms and conditions of this Agreement on this page and on page 2 attached hereto. Upon signing below, your promises here in will be irrevocable and unconditional in all respects.

**Village Of Lancaster**

**X**

FULL LEGAL NAME OF CUSTOMER (as referenced above)

SIGNATURE

DATED

**16-6002481**

**William Schroeder**

**Mayor**

FEDERAL TAX I.D. #

PRINT NAME

TITLE

**CONTINUING GUARANTEE**

You unconditionally and absolutely, jointly and severally, guarantee that Customer will fully and promptly pay and perform all obligations under the Agreement and any addendums and supplements thereto. This is a continuing Guaranty and shall not be revoked by your death, bankruptcy, incompetency or insolvency. You may not terminate or revoke this Guaranty without written notice to us, and this Guaranty shall continue in full force and effect with regard to all of Customer's obligation arising prior to the date of such notice. We may make changes, including compromise or settlement, with the Customer, and you waive any abatement, setoff, defense or counterclaim for any reason and all notice of any changes or default. It is not necessary for us to proceed first against the Customer before enforcing this Guaranty. You certify that the financial information you have given us is true, complete, and accurate in all material respects. You authorize us to obtain credit bureau reports for credit and collection purposes and to share them with our affiliates and agents. Without our prior written consent, you will not transfer your obligations under this Guaranty or all or substantially all your assets to anyone. This Guaranty will be binding your estate, heirs, successors and assigns. We may assign this Guaranty without notice. The undersigned, as to this Guaranty, agree(s) to the designated forum and consent(s) to personal jurisdiction, venue, and choice of law as stated in the Agreement, agree(s) to pay all costs and expenses, including attorney fees, incurred by Owner or Owner's assignee related to this Guaranty and the Agreement. YOU AND WE IRREVOCABLY WAIVE ALL RIGHTS TO A TRIAL BY JURY IN ANY LITIGATION RELATED HERETO.

GUARANTOR      SIGNATURE (AS AN INDIVIDUAL)      HOME PHONE      DATED

**ACCEPTANCE OF DELIVERY**

The Customer hereby certifies that all the Equipment: 1) has been received, installed, and inspected, and 2) is fully operational and unconditionally accepted.

**Village Of Lancaster**

CUSTOMER (as referenced above)

SIGNATURE

TITLE

DATE OF DELIVERY

**1. AGREEMENT:** You agree to rent from us the personal property set forth on the face of this Print Management Agreement ("Agreement") and as modified by supplements to this Agreement from time to time signed by you and us (such property and any upgrades, replacements, repairs and additions referred to as "Equipment") for business purposes only. You agree to all of the terms and conditions contained in this agreement and any supplement, which together are a complete statement of our agreement regarding the Equipment and supersede any purchase order or outstanding invoice. This Agreement may be modified only by written agreement and not by course of performance. This Agreement becomes valid upon execution by us and will begin on the rent commencement date which will be the date of delivery, installation, and acceptance of Equipment by you and will continue for the number of consecutive months shown. The term will be extended automatically for successive 12-month terms unless you send us written notice you do not want it renewed at least ninety (90) days but not more than one hundred twenty (120) days before the end of any term. If any provision of this Agreement is declared unenforceable in any jurisdiction, the other provisions herein shall remain in full force and effect in that jurisdiction and all others. You agree that a facsimile copy of this Agreement with facsimile signatures may be treated as an original and will be admissible as evidence of this Agreement.

**2. RENT:** Rent will be payable in installments, each in the amount of the Payments, plus copy charges for additional metered copies in excess of the agreed monthly minimum number of Impressions plus any applicable sales tax, use tax, plus 1/12th of the amount estimated by us to be personal property tax on the Equipment for each year of this Agreement. You will pay the security deposit on the date you sign this Agreement. Subsequent installments will be payable on the first day of each Payment period shown beginning after the first Payment period. We will have the right to apply all sums, received from you, to any amounts due and owed to us under the terms of this Agreement. In the event this Agreement is not fully completed, the security deposit will be retained by us to compensate us for our documentation, processing and other expenses. If for any reason, your check is returned for nonpayment, a \$20.00 bad check charge will be assessed.

**3. MAINTENANCE AND SUPPLIES:** The charges established by this Agreement include payment for the use of the designated Equipment and accessories, maintenance (during normal business hours), inspection, adjustment, parts replacement, drums and cleaning material required for the proper operation, as well as toner and developer. Paper and staples must be separately purchased by customer. The per impression charge and average per impression charge are based upon an 8 1/2"x11" letter size impression with an average 5 % image fill, or its equivalent. If we determine that you have used 20% more consumable supplies than normal (as determined by the manufacturer's specifications) to produce copies, you agree to pay us an amount from time to time which may be necessary to offset such increased usage. You agree to pay at published rates for support required for printer applications or network service, repairs outside of normal business hours, or service required because of your negligence or improper operation of Equipment.

**4. OWNERSHIP OF EQUIPMENT:** Except for Agreements with a \$1.00 purchase option, we are the owner of the Equipment and have sole title to the Equipment (excluding software). You agree to keep the Equipment free and clear of all liens and claims.

**5. WARRANTY DISCLAIMER: WE MAKE NO WARRANTY EXPRESS OR IMPLIED, INCLUDING THAT THE EQUIPMENT IS FIT FOR A PARTICULAR PURPOSE OR THAT THE EQUIPMENT IS MERCHANTABILITY. YOU AGREE THAT YOU HAVE SELECTED EACH ITEM OF EQUIPMENT BASED UPON YOUR OWN JUDGMENT AND DISCLAIM ANY RELIANCE UPON ANY STATEMENTS OR REPRESENTATIONS MADE BY US. The supplier and its representatives are not our agents and are not authorized to modify the terms of this agreement. You are aware of the name of the manufacturer of each item of equipment and you will contact each manufacturer for a description of your warranty rights.**

**6. LOCATION OF EQUIPMENT:** You will keep and use the Equipment only at your address shown above and you agree not to move it unless we agree to it. At the end of the Agreement's term, you will return the Equipment to a location we specify at your expense, in retail resalable condition, full working order, and in complete repair. We have the right to inspect the Equipment at any time during normal business hours.

**7. LOSS OR DAMAGE:** You are responsible for the risk of loss or for any destruction of or damage to the Equipment. No such loss or damage relieves you from the payment obligations under this Agreement. You agree to promptly notify us in writing of any loss or damage. In the event of total loss or damage beyond repair you will then pay to us the present value of the total of all unpaid Payments for the full term plus the estimated fair market value of the Equipment at the end of the originally scheduled term, all discounted at three percent (3%) per year. Any proceeds of insurance will be paid to us and credited, at our option, against any loss or damage.

**8. COLLATERAL PROTECTION AND INSURANCE:** You agree to keep the Equipment fully insured against loss with us as sole loss payee in an amount not less than replacement cost until this Agreement is terminated. You also agree to obtain a general public liability insurance policy from anyone who is acceptable to us and to include us as an insured on the policy. You agree to provide us certificates or other evidence of insurance acceptable to us before this Agreement begins. If you do not provide such insurance, you agree that we have the right but not the obligation to obtain such insurance and add an insurance fee to the amount due from you, on which we may make a profit. NOTHING IN THIS PARAGRAPH WILL RELIEVE YOU OF YOUR RESPONSIBILITY FOR LIABILITY INSURANCE COVERAGE ON THIS EQUIPMENT.

**9. INDEMNITY:** We are not responsible for any loss or injuries caused by the installation or use of the Equipment. You agree to hold us harmless and reimburse us for loss and to defend us against any claim for losses or injury caused by the Equipment. This indemnification obligation will continue after the termination of this Agreement.

**10. TAXES AND FEES:** You agree to pay when due all taxes (including personal property tax, fines and penalties) relating to this Agreement or the Equipment. If we pay any of the above for you, you agree to reimburse us and to pay us a processing fee for each payment we make on your behalf. You also agree to pay us any filing fees prescribed by the Uniform Commercial Code or other law and reimburse us for all costs involved in completing this transaction. Your further agree to pay us a document fee of \$75.00 on the date the first Payment is due. If the total sum of the payments exceeds \$75,000, the origination fee will be \$79.50. You shall pay Vendor a supply delivery charge on a monthly basis not to exceed \$3.00 per machine, plus applicable taxes. You will indemnify us on an after-tax basis against the loss of any tax benefits anticipated at the Commencement Date, which loss arises from your acts or omissions.

**11. ASSIGNMENT:** YOU HAVE NO RIGHT TO SELL, TRANSFER, ASSIGN OR SUBLEASE THE EQUIPMENT OR THIS AGREEMENT. We may sell, assign, or transfer this Agreement without notice. You agree that if we sell, assign, or transfer this Agreement, the new Lessor will have the same rights and benefits that we have now and will not have to perform any of our obligations. You agree that the rights of the new Lessor will not be subject to any claims, defenses, or set offs that you may have against us.

**12. DEFAULT AND REMEDIES:** If you do not pay any Payment or other sum due to us or other parties when due or if you break any of your promises in the Agreement or any other Agreement with us, you will be in default. If any part of a payment is late, you agree to pay a late charge of 15% of the payment which is late or if less, the maximum charge allowed by law. If you are ever in default, we may retain your security deposit and at our option, we can terminate or cancel this Agreement and require that you pay (1) the monthly payments due and to become due through the remainder of the term (discounted at 3%); (2) the estimated average Fair Market Value of similar Equipment of like age; (3) and return the Equipment to us to a location designated by us. We may recover interest on any unpaid balance at the rate of 18% per annum. We may also use any of the remedies available to us

principal place of business or any other law. If we refer this Agreement to an attorney for collection, you agree to pay our reasonable attorney's fees and actual court costs. If we have to take possession of the Equipment, you agree to pay the cost of repossession. The net proceeds of the sale of any repossessed Equipment will be credited against what you owe us under this Agreement. YOU AGREE THAT WE WILL NOT BE RESPONSIBLE TO PAY YOU ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES FOR ANY DEFAULT BY US UNDER THIS AGREEMENT. You agree that any delay or failure to enforce our rights under this Agreement does not prevent us from enforcing any rights at a later time. It is further agreed that your rights and remedies are governed exclusively by this Agreement and you waive customer's rights under Article 2A (508-522) of the UCC.

**13. UCC FILINGS:** You grant us a security interest in the Equipment if this Agreement is deemed a secured transaction and you authorize us to record a UCC-1 financing statement or similar instrument, and appoint us your attorney-in-fact to execute and delivery such instrument, in order to show our interest in the Equipment.

**14. SECURITY DEPOSIT:** The security deposit is non-interest bearing and is to secure your performance under this Agreement. Any security deposit made may be applied by us to satisfy any amount owed by you, in which event you will promptly restore the security deposit to its full amount as set forth above. If all conditions herein are fully complied with and provided you have not ever been in default of this Agreement per paragraph 12, the security deposit will be refunded to you after the return of the Equipment in accordance with paragraph 6.

**15. CONSENT TO LAW, JURISDICTION, AND VENUE:** This Agreement shall be deemed fully executed and performed in the state of Lessor or its assignee's principal place of business and shall be governed by and construed in accordance with its laws. If the Lessor or its Assignee shall bring any judicial proceeding in relation to any matter arising under the Agreement, you irrevocably agree that any such matter may be adjudged or determined in any court or courts in the state of Lessor or its Assignee's principal place of business, or in any court or courts in your state of residence, or in any other court having jurisdiction over you or your assets, all at the sole election of the Lessor. You hereby irrevocably submit generally and unconditionally to the jurisdiction of any such court so elected by Lessor in relation to such matters. You waive trial by jury in any action between us.

**16. OVERAGES AND COST ADJUSTMENTS:** You agree to comply with any billing procedures designated by us, including notifying us of the meter reading at the end of each month. You may not take any reduction, recoupment, defense or set off against impression charges or other amounts due for any reason whatsoever. Lessor has the right to increase the impression charge on an annual basis.

**17. UPGRADE/DOWNGRADE PROVISION:** AFTER INCEPTION OF THE AGREEMENT AND UPON YOUR REQUEST, WE MAY REVIEW YOUR IMPRESSION VOLUME AND PROPOSE OPTIONS FOR UPGRADING OR DOWNGRADING TO ACCOMMODATE YOUR NEEDS.

**18. TRANSITION BILLING:** In order to facilitate an orderly transition, including installation and training, and to provide a uniform billing cycle, the "Effective Date" of this Agreement will be at our discretion any date within thirty (30) days following Installation. Customer agrees to pay a prorated amount for the period between the Commencement Date (delivery, installation and acceptance date) and the Effective Date. This payment for the transition period will be based on the base minimum usage payment prorated on a 30 day calendar month and will be added to the Customer's first Invoice.

**19. METER/ ELECTRIC SERVICES:** You agree to provide adequate space without charge at the equipment location for the Equipment, adequate electricity (including, if necessary, a dedicated 110 or 220 volt line), an electrical surge suppressor with a UL-1449 rating or better, and reasonable storage for supplies to be used with the Equipment. Most Equipment will be connected to an automatic meter reading device which will report the number of impressions made on the Equipment each month and upon which monthly invoices will be based. If an automatic meter reading device is not installed and otherwise upon request, you will provide us, by telephone with the actual meter reading on the 20th day of each calendar month, provided that we may estimate the number of impressions used if such meter reading is not received by us within 7 days. The estimated charge for excess impressions shall be adjusted upon receipt of actual meter readings.

**20. Lessee Guaranty:** You agree to submit the original documents with security deposit to the Lessor via overnight courier the same day of the facsimile transmission of the documents. Should we fail to receive these originals, you agree to bound faxed copy of this Agreement with appropriate signatures on both sides of the document. Lessee waives the right to challenge in court the authenticity of a faxed copy of this Agreement and the faxed copy shall be considered the original and shall be the binding Agreement for the purposes of any enforcement action under paragraph 12.

FOR MUNICIPALITIES ONLY

**21-A. CUSTOMER COVENANTS:** The Customer covenants and warrants that (1) it has, in accordance with the requirements of law, fully budgeted and appropriated sufficient funds for the current budget year to make the payments scheduled to come due and to meet its other obligations under the Agreement and such funds have not been expended for other purposes; and

(2) that there is no action, suit, proceeding or investigation pending, or threatened in any court or other tribunal or competent jurisdiction, state or federal, or before any public board or body, which in any way would (a) restrain or enjoin the delivery of the Agreement or the ability of the Customer to make its Base Payments (as set out above); (b) contest or affect the authority for the execution or delivery of, or the validity of, the Agreement; or (c) contest the existence and powers of the Customer; nor is there any basis for any such action, suit, proceeding or investigation; and

(3) That the Equipment will be operated and controlled by the Customer and will be used for essential government purposes and will be essential for the term of the Agreement.

(4) Customer has not previously terminated an agreement for non-appropriation, except as specifically described in a letter appended hereto.

**21-B SIGNATURES:** Each signor (two if monthly payment exceeds \$1,200) warrants that he/she is fully conversant with the governing relevant legal and regulatory provisions and has full power and authorization to bind Customer. Signor(s) for Customer further warrant(s) its governing body has taken the necessary steps; including any legal bid requirements, under applicable law to arrange for acquisition of the Equipment; the approval and execution has been in accordance with all applicable open meeting laws; and that a resolution of the governing body of Customer authorizing execution of the Agreement has been duly adopted and remains in full force and effect.

**21-C NON APPROPRIATION:** In the event Customer is in default under the Agreement because:

1. Funds are not appropriated for a fiscal period subsequent to the one in which the Agreement was entered into which are sufficient to satisfy all of Customer's obligations under the Agreement during said fiscal period;

2. Such non-appropriation did not result from any act or failure to act of customer;

3. Customer has exhausted all funds legally available for all payment due under the Agreement;

and

4. There is no other legal procedure by which payment can be made to Lessor.

Then, provided that (a) Customer has given Lessor written notice of the occurrence of paragraph 1 above thirty (30) days prior to such occurrence; (b) Lessor has received a written opinion from Customer's counsel verifying the same within ten (10) days thereafter; and (c) the Customer does not directly or indirectly purchase or in any way acquire any services or equipment supplied or provided for hereunder; upon receipt of the equipment delivered to a location designated by Lessor, at Customer's expense, Lessor's remedies for such default shall be to terminate the Agreement at the end of the fiscal period during which notice is given; retain the advance payments, if any; and/or sell, dispose of, hold, use or rent the equipment as Lessor in its sole discretion may desire, without any duty to account to Customer.

Initials



APPLICATION NO.

AGREEMENT NO.

LEASE AGREEMENT

SCHEDULE A

This Schedule "A" is to be attached to and become part of the Equipment Description for the Agreement dated \_\_\_\_\_ by and between the undersigned and Copier Fax Business Technologies, Inc..

EQUIPMENT DESCRIPTION

MAKE / MODEL / ACCESSORIES	EQUIPMENT LOCATION	SERIAL NO.	STARTING METER
Konica Minolta / A93E017 / BIZHUB C3351i	5423 Broadway Lancaster NY 14086		

CUSTOMER ACCEPTANCE

This Schedule "A" is hereby verified as correct by the undersigned Customer, who acknowledges receipt of a copy.

Village Of Lancaster

X

Mayor

CUSTOMER

SIGNATURE

TITLE

DATED



Customer No.  
**C001850**

Tax ID  
**16-6002481**

**MAINTENANCE AGREEMENT**

**CUSTOMER INFORMATION**

LEGAL COMPANY NAME Village Of Lancaster			STREET ADDRESS 5423 Broadway	
CITY Lancaster	STATE NY	ZIP 14086	PHONE NUMBER 716-683-2105	FAX NUMBER 716-684-4830
BILLING NAME (IF DIFFERENT FROM ABOVE)			BILLING STREET ADDRESS 5423 Broadway	
CITY Lancaster	STATE NY	ZIP 14086	E-MAIL mstegmeier@lancastervillageny.gov	
EQUIPMENT LOCATION (IF DIFFERENT FROM ABOVE)				

**Coverage includes all toner, parts, drums/photo-receptors; excludes paper and staples.**

**CONTRACT ALLOWANCES, FREQUENCIES AND AMOUNTS**

Equipment Description or Group	Meter Code	Allowance	Base Freq		Ovg Freq	Overage Rate
BIZHUB C3351i	BLK	1,000	M		M	0.010000
BIZHUB C3351i	CLR	250	M		M	0.069000

Comments: Machine for Upstairs Conference Room-main user-Emma

Customer declines benefits of maintenance programs \_\_\_\_\_ (Initial)       New Contract     Renewal    Term: 60 months

The additional terms and conditions on the reverse side hereof are incorporated in and made part of this agreement. No change, alteration or amendments of the terms or conditions of this agreement are authorized or effective unless they have been agreed to in writing by an officer of Copier Fax Business Technologies, Inc..

Customer Acceptance \_\_\_\_\_

Date \_\_\_\_\_

Copier Fax Business Technologies, Inc.  
Representative \_\_\_\_\_

Sales Manager Approval \_\_\_\_\_

Corporate Approval \_\_\_\_\_

Rep # \_\_\_\_\_

## TERMS AND CONDITIONS

Customer hereby agrees to the following terms and conditions.

1. This Agreement shall become binding once approved and accepted by CFBT.
2. This Agreement may not be cancelled or altered after acceptance without CFBT's consent.
3. CFBT shall not be liable for failure to deliver or for delays due to causes beyond our control, including without limitation, strikes, non-delivery, or delays by shippers, carriers or others, accidents, or government acts.
4. This is a binding Agreement, and not a sale on approval or trial basis. Provisions of this Agreement, once accepted by CFBT, constitute the entire Agreement between Customer and CFBT and supersede all other written or oral communication between the parties. CFBT is specifically not bound by any oral or written representations made by its employees or salespersons to Customer which do not appear herein in writing.
5. All rights, title or interest to the equipment or supplies described herein shall remain the property of CFBT (or its leasing Agent) until paid in full.
6. Customer shall pay all Federal, state and local sales, use, property, excise or other taxes imposed on or with respect to the equipment.
7. All invoices are due and payable within fifteen (15) days from the date of invoice and Customer agrees to pay interest at a rate of 11/2% per month on any amounts not paid within those fifteen (15) days.
8. Customer shall pay all of CFBT's costs in the collection of any amount due hereunder, in the recovery of any property pursuant hereto or in the enforcement of its rights against Customer, including attorney's fees whether or not suit be brought.
9. Customer shall not assign this Agreement or any interest herein without the proper written permission of CFBT.
10. Equipment Environment: Customer shall provide proper electrical service to the Equipment, and shall provide an environment that is reasonably free of dust, humidity, hazardous chemicals or erratic temperature changes. Failure to provide a proper Equipment Environment may negate the terms of this Agreement.
11. Customer hereby jointly and severally releases, acquits, forgives and discharges CFBT from any actions, claims, demands, suits, agreements, judgments, liabilities, and proceedings, whether arising in equity or in law, as relates to this Agreement, and in particular arising from the pick-up and disposal of Trade-In equipment. This release shall remain binding upon all successors in interest and personal representatives of the contracting parties, to the extent permitted by law.
12. CFBT makes no warranty, expressed or implied, of fitness for a particular use or merchantability.
13. The Service Agreement is non-refundable and automatically renewed at the end of the contract period unless notification in writing is received within thirty (30) days prior to renewal date. CFBT may increase the rate at each renewal period based upon increase costs; but in no event shall the increase be greater than 15% above the previous term rate. If payment is not received by CFBT in accordance with payment terms, CFBT, at its option, may require a physical inspection of the equipment prior to acceptance of a new Service Agreement, with all costs incurred billed to the Customer.
14. The ConnectPro Agreement covers MFP/Printer network connectivity support for print, scan and network fax issues external to devices supplied and/or connected by CFBT. ConnectPro includes unlimited help desk support. ConnectPro Agreement renews annually and is billed with the Service Agreement. On-site support for non-ConnectPro customers will be billed at CFBT's prevailing software labor rates.
15. CFBT agrees to provide service availability Monday through Friday, excluding holidays, from 8:00 A.M. to 5:00 P.M., and to keep the equipment in good working order while operated in accordance with published specifications while the equipment is located within CFBT's area of responsibility. Service rendered under the Service Agreement excludes any:
  - (a) service or parts required by damage caused by accident, neglect, misuse, altering the equipment, unfavorable environmental conditions, electric current fluctuations, work performed by other than a representative of CFBT, or any force of nature,
  - (b) service required due to the use of supplies not approved by CFBT,
  - (c) service connected with the unauthorized relocation of equipment. In the event that the equipment is moved from the location set forth in this Agreement then, at CFBT's option, this Agreement may be terminated and/or additional service charge may be made. CFBT agrees to provide toner in sufficient quantity as it relates to the Customer's usage, and the manufacturer's published yields which are based on the industry standards of 8% coverage black and white and 20% coverage full color. In the event that the Customer's actual yield varies from the manufacturer's published yields by more than 20%, CFBT reserves the right to remedy this variance by either adjusting the amount of toner provided or adjusting the rate(s) of this Agreement or invoicing Customer for excess toner used. In the event CFBT cannot offer a regular Service Agreement or ConnectPro Agreement because normal maintenance and parts replacement can no longer keep the equipment in satisfactory operating condition, a Conditional Service Agreement may be offered. If CFBT cannot repair your equipment, your account will be credited with the unused portion of your Conditional Service Agreement. Maintenance agreement covers all the labor and mileage charges necessary to maintain said equipment in good working order, all replacement parts which have been worn or broken through normal use including drum. Consumables are included. Always excluded are paper, staples and shipping charges.
16. CFBT shall have full and free access to the equipment to provide service thereon.
17. CFBT reserves the right to hold service in the event Customer's account balance is delinquent based on the CFBT payment terms in effect at that time.
18. Customer agrees that CFBT shall not incur any liability to Customer for any loss of business, loss of products, loss of data, expenses, or any other damage, direct, indirect or consequential, arising out of or in connection with the use or performance of this equipment as pertains to this Agreement.
19. This Service Agreement is not assignable or transferable by Customer to a third party, nor is any portion refundable. However, the Service Agreement is transferable to new equipment purchased from CFBT.
20. CFBT service personnel do not carry, deliver or install consumable supplies. It is the customer's responsibility to order and have the necessary supplies available. Any costs related to shipping will be the sole responsibility of the customer.

## Account Contact Form

	<i>Name</i>	<i>Email</i>	<i>Phone</i>
<b>Main Contact</b>	Michael Stegmeier	mstegmeier@lancastervillageny.gov	
<b>Accounts Payable</b>			
<b>Key Operator</b>	Emma		
<b>Delivery Coordinator</b>	Michael Stegmeier	mstegmeier@lancastervillageny.gov	
<b>I.T.</b>	Joe Ligammare	jligammare@technetmsp.com	

I, William Schroeder, confirm that the contacts listed above are correct as of 03/03/26. I understand that it is my responsibility as a customer to update these contacts with Copier Fax Business Technologies, Inc. when any changes occur.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*



# ConnectPro

4 Pequet Parkway  
 Tonawanda, NY 14150  
 Phone: 716.853.5000 Fax 716.853.5866  
 www.copierfaxbt.com

<b>Date:</b>
<b>Contract Number:</b>

<b>Customer Name:</b>	<b>Village Of Lancaster</b>
<b>Contact Name:</b>	<b>William Schroeder</b>
<b>E-Mail:</b>	
<b>Phone/Fax:</b>	

**With SUPPORT Fee**  
 Help Desk Support - INCLUDED  
 Ongoing Training - INCLUDED  
 Copier Network Troubleshooting - INCLUDED  
 Scanning Issues - INCLUDED  
 Fax Issues - INCLUDED  
 Print Driver Updates - INCLUDED  
 On-Site Copier Network Support - INCLUDED

**Without SUPPORT Fee**  
 Help Desk Support -- \$97.50 an hour with one hour minimum  
 On-Site Copier Network Support -- \$195.00 per hour  
 Initial Training included - \$195.00 per hour for additional on-site training

Total MFP	Rate	Billed	ID#	ID#	ID#	ID#
	x 9.99 per Device	monthly				

ConnectPro: (Coverage is for All Equipment Currently Under Maintenance Contract)  
 ConnectPro: (Follows the terms & conditions of your lease and/or maintenance contract)

Accept       Decline

I acknowledge that by declining ConnectPro, fees for items listed above will be incurred.

**Customer Acceptance**

<b>Authorized Signature:</b>	<b>Date</b>

<b>Print Name:</b>	<b>Title</b>
William Schroeder	Mayor

**CFBT Representative**

**Authorized CFBT Signature Date:** \_\_\_\_\_

CFBT in Office only \_\_\_\_\_

**Contract Processed by:** \_\_\_\_\_

To Start Your ConnectPro Coverage Today, Please Check The ACCEPT Box and Sign This Document.  
 Return Original Document To: CFBT, 4 Pequet Parkway, Tonawanda, NY 14150

## Addendum to Lease Agreement

This Addendum is made part of the Lease Agreement ("Lease") by and between Village Of Lancaster ("Lessee") and Copier Fax Business Technologies, Inc. ("Lessor") dated 02/23/26, Capitalized terms used but not defined will have the same meaning given to them in the Lease.

The parties agree to the following changes to the Terms & Conditions of the Lease:

This lease may be executed in counterparts and any facsimile, photographic and/or electronic transmission and/or electronic signing of this lease by you when manually countersigned by us or attached to our original signature counterpart and/or in our possession shall constitute the sole original chattel paper as defined in the UCC for all purposes and will be admissible as legal evidence thereof.

Except as expressly provided herein, no other term, condition, provision, covenant or agreement of the Lease is changed, modified, amended or altered, nor are any of Owner's or its assigns' rights or remedies under the Lease, at law or equity, modified, waived, discharged or forgiven. YOU and WE agree that a facsimile copy of this Addendum with facsimile signatures may be treated as an original and will be admissible as evidence in a court of law. In the event of any conflict between the Lease and this Addendum, the Addendum shall supersede.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be duly executed by their authorized representatives as of the date first above written.

Agreed and Accepted:

### Village Of Lancaster

### Copier Fax Business Technologies, Inc.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

William Schroeder

DAVID SCIBETTA

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

Mayor

EVP/CIO

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

**DOWNTOWN REVITALIZATION INITIATIVE PROGRAM**  
**PARTICIPANT GRANT AGREEMENT**

This Agreement is made effective as of the 15<sup>th</sup> day of February 2026, by and between *Village of Lancaster* ("Village"), with an office at 5423 Broadway, Lancaster, NY, and 5497 Village Place LLC ("Owner"), residing at or having a principal place of business at 5497 Broadway. FGT

**WITNESSETH:**

WHEREAS, *the Village* has entered into an Agreement with the New York State Housing Trust Fund Corporation ("HTFC") to distribute and administer funds for projects under the Downtown Revitalization Initiative Program ("Program") to eligible properties selected in accordance with Program guidelines; and

WHEREAS, *the Village* must administer the distribution of grant funds to the Owner, for the project in accordance with all the terms and conditions of their Grant Agreement with the HTFC and the regulations promulgated thereunder, and the HTFC's applicable rules, regulations, policies and procedures, as amended from time to time.

WHEREAS, the Owner intends to complete improvements of the property located at 5497 BROADWAY using funds to be provided through the Program being administered by *the Village*; and

NOW, THEREFORE, *the Village* and the Owner agree as follows:

1. **Term.**

The period of performance for all activities assisted pursuant to this Agreement shall be nine (9) months, commencing on the effective date of this Agreement and ending on August 2026 ("Term"), unless sooner terminated as provided for herein. The Owner is required to engage a contractor and begin construction within thirty (30) calendar days of *Village* approval.

2. **Owner's Representations.**

The Owner hereby expressly represents that:

- (a) They are the owner of the premises designated herein for improvement and rehabilitation and that, as the Owner, they have all lawful authority required to execute this Grant Agreement, which shall be binding upon the Owner and/or its successors and assigns.
- (b) The premises will be insured for the full (100%) replacement value, fire insurance and other appropriate insurance depending on makeup of building will be obtained, and to obtain flood insurance coverage if the premises is in a special flood hazard area.

3. **Project Costs.**

- a) At least two bids must be obtained for each separate construction project or professional service to establish the reasonableness of project costs. All bidders must have equal access to relevant information, including information on the property itself. The process shall be free of collusion or intimidation. All quotes shall be received directly by the *Village*. The *VILLAGE OF LANCASTER* will advise the Owner of acceptability of bids/proposed cost. If the Owner chooses other than the lowest bidder, re-imburement will be based on the amount of the lowest bid.

- b) Eligible contractors shall be those selected from any list maintained by the Village, or otherwise approved. To be eligible, a contractor must provide references and proof of adequate and proper insurance coverage.
- c) Proof of insurance must include general liability coverage in a minimum amount of one million dollars and workers' compensation coverage. The Village, State of New York, and the Housing Trust Fund Corporation must be listed as additional insured.
- d) Owners and/or family members shall not be involved in the bidding process.
- e) The Village agrees to reimburse the Owner for a percentage of project costs described in the agreed upon Scope of Work attached as Attachment A. Any modification, amendment or rescission of project costs must be requested in writing, and approved in writing by the Village.
- f) The maximum amount of Program funds to be provided to the Owner is \$100,000.

4. **Reimbursement.**

- a) The Program operates fully as a reimbursement program and the Owner is responsible for paying for all agreed upon repairs, and payment of grant funds will be made only upon satisfactory completion of building projects and payment of renovation expenses.
- b) No reimbursement shall be paid to the Owner pursuant to this agreement until a final inspection of the work has been completed by the Village, its representative(s) or agent(s). All completed work shall comply with all applicable building codes and standards.
- c) To substantiate work costs, Owners must provide written contracts, bank documents, copies of invoices for materials and labor, cancelled checks, lien releases, and any other documents deemed necessary by the Village to maintain effective internal controls. Cash payments will not be reimbursed.
- d) The payment of any amount(s) due and payable by the HTFC through the Village to the Owner, as a reimbursement pursuant to this Grant Agreement for work completed shall be payable within forty five (45) calendar days after all work is satisfactorily completed and sufficient supporting documentation is provided to the HTFC.

5. **Inspection of Work: Unsatisfactory Work.**

The Owner agrees that the Village shall at all times have access to the job site and premises for the purpose of inspecting and reviewing the renovation work. In the event that the Owner or the Village shall determine at any time that there exists unsatisfactory work, the Owner shall notify the contractor in writing of the existence of such (sending copies to the Village and any other interested parties), and the contractor shall correct such work within twenty (20) calendar days after receipt of said notice. In the event that the contractor fails or refuses to complete such corrections in the work within said period of time the Village shall have the right to cancel this Grant Agreement and, upon such cancellation, shall have no obligation to provide any reimbursement for the work completed.

6. **Regulatory Period.**

The Owner, for a period of five (5) years from project completion ("Regulatory Period"), shall take all necessary steps to ensure that the property improved under the Program is maintained in good condition. Residential units improved under the Program that become vacant during the Regulatory Period must be marketed, and made affordable, to persons of low income, which is defined as persons and families whose incomes do not exceed ninety percent (90%) of the median income for the metropolitan statistical area in which the properties are located. This requirement is met through a rent limit imposed on the assisted units during the Regulatory

Period. Annual Rent Limit tables are prepared by NYS Homes and Community Renewal ("HCR").

It is essential that Owners ensure that their properties remain free of lead hazards after compliance has been documented. The Owner agrees to maintain paint in all residential spaces using lead-safe work practices for the five year Regulatory Period. The Owner or a representative should visually assess the property on a routine basis, and whenever the occupant reports loose, peeling or damaged paint. The property owner may elect to hire a lead inspector to perform this assessment.

The Owner of a property improved under the Program ("Assisted Property") will be required to execute a Declaration, in the form attached as Attachment D, which shall be filed in the County Clerk's Office for the county in which the Assisted Property is located. The Owner agrees to maintain the Assisted Property in compliance with the terms of this Grant Agreement, throughout the Regulatory Period. The Owner shall further declare that in the event of any non-compliance or sale of the property, the amount of grant funds distributed shall be subject to repayment, the amount of which shall be calculated and determined in accordance with an annual declining balance method based upon the five (5) year enforcement period, as shown on the Declaration. The Owner further acknowledges and agrees that the LPA shall have the right, pursuant to its agreement with the HTFC, to inspect the Assisted Property to monitor the Owner's compliance with this requirement.

7. **Reports and Access to Records.**

During the Term and the Regulatory Period, the Village will require an annual inspection and confirmation of rent limits for assisted residential units. The Owner further agrees to provide the Village with reports or records in such form, content and frequency as required by the Village and the HTFC.

8. **Termination.**

In the event the Program or the Village shall for any reason cease to exist or terminate prior to the completion of the work to be performed as specified in this Agreement, or in the event the Owner shall die, or the ownership of the building changes prior to the completion of such work, the Village may terminate its obligation(s) hereunder to the Owner by reimbursing the Owner (or its heirs or successors) for the work satisfactorily completed prior to the date of any such termination, death, or change in ownership. Upon such payment to the Owner, the Village shall be released and discharged from any further claim on behalf of the Owner pursuant to this Grant Agreement. Any remaining funds of the Owner held by the Village shall be released and discharged from any further claim on behalf of the Owner, and returned to the HTFC.

9. **Compliance with Local Laws and Codes.**

Any contract or agreement to be executed relative to the work contemplated by this Grant Agreement shall require that the Owner give all notices required by, and comply with, all applicable laws, ordinances, regulations and codes of the City/Town/Village of Lancaster, the State of New York, and the United States, and shall at its own expense, secure and pay the fees or charges for all permits required for the performance of the work.

10. **Notice of Investigation or Default.**

The Owner shall notify the *Village* within five (5) calendar days after obtaining knowledge of: (i) the commencement of any investigation or audit of his/her activities by any governmental agency; or (ii) the alleged default by the Owner under any mortgage, deed of trust, security agreement, loan agreement or credit instrument executed in connection with the project; or (iii) allegation of ineligible or prohibited activities. Upon receipt of such notification, the *Village* and the HTFC may, in its discretion, withhold or suspend payment of Program funds for a reasonable period of time while a review of activities and expenditures is conducted.

**11. Default.**

- (a) If an Event of Default as defined below shall occur, all obligations on the part of the LPA to make any further payment of Program funds shall, if the LPA so elects, terminate and the LPA may, in its discretion, exercise any of the remedies set forth herein; provided, however, that the LPA may make any payments after the happening of an Event of Default without thereby waiving the right to exercise such remedies, and without becoming liable to make any further payment.
- (b) The following shall constitute an Event of Default hereunder:
  - (i) if the Owner fails, in the opinion of the LPA, to comply with or perform any provision, condition or covenant contained in this Agreement, any applicable State or federal law or regulation, or the Program policies and procedures established by the HTFC or the LPA;
  - (ii) if at any time any representation or warranty made by the Owner shall be incorrect or materially misleading;
  - (iii) if the Owner has failed to commence the improvements as specified in Attachment A- Scope of Work in a timely fashion or has failed to complete such improvements within the Term.
- (c) Upon the happening of an Event of Default, the LPA may, in its discretion, exercise any one or more of the following remedies, either concurrently or consecutively, and the pursuit of any one of such remedies shall not preclude the LPA from pursuing any other remedies contained herein or otherwise provided at law or in equity:
  - (i) Terminate this Agreement, provided that the Owner is given at least ten (10) business days prior written notice.
  - (ii) Withhold or suspend payment of Program funds.
  - (iii) Recapture any Program funds disbursed to the Owner on a pro rata basis over the Regulatory Period. The amount to be recaptured shall be determined by reducing the original amount of Program funds disbursed to the Owner by one fifth (1/5th) for each year of the Regulatory Period the Owner was in compliance with this Agreement.
  - (iv) Exercise any corrective or remedial action, to include, but not be limited to, advising the Owner to suspend, discontinue or refrain from incurring costs for any activities in question or requiring the Owner to reimburse the LPA and the HTFC for the amount of Program funds expended or used in an unauthorized manner or for an unauthorized purpose.
- (d) In the event this Agreement is terminated by the LPA for any reason, or upon the closeout of the Program, the LPA shall have no further liability or obligation under this Agreement; provided, however, that nothing herein is intended to relieve the LPA of its obligation to pay for services properly performed by the Owner prior to such termination. Notwithstanding any such termination or closeout, the Owner shall remain liable to the LPA for any unspent Program funds, the expenditure or use of Program funds in a manner or for a purpose not authorized by this Agreement, or damages as a result of any breach of this Agreement by the Owner. The LPA shall have the right, at any time prior or subsequent to any such termination or closeout, to pursue any and all available remedies.

including seeking injunctive or other equitable relief, to enforce the provisions of this Agreement and to recover Program funds which are unspent, expended or used in an unauthorized manner or for an unauthorized purpose.

12. **Indemnification.**

Any contract or agreement to be executed in furtherance of this Grant Agreement shall require the contractor to defend, indemnify and hold harmless the Owner, the Village, the Village of Lancaster, and the HTFC from liability for any claim for injury or damages to persons including the contractor and his/her employees, subcontractors and agents, or property, resulting from any work performed under this Agreement.

13. **Assignment.**

The Owner shall not assign this Grant Agreement without the prior written consent of the Village and any such request for assignment of said Grant Agreement must be addressed to the Village, 5423 Broadway.

14. **Waiver of Liability.**

Nothing in this Agreement nor any act of the Village, HCR or the HTFC, including but not limited to, an inspection of work, approvals given, permits issued or payments made, shall be construed as a warranty for the work performed under this Grant Agreement, and the Owner hereby expressly waives any such claim.

15. **Photograph Release.**

The Owner agrees to complete a written consent, in the form attached as Attachment E to permit the Village and the HTFC to publish photographs of assisted properties for promotional or public relations purposes.

16. **Modification and Amendment.**

This Agreement shall be construed under the laws of the State of New York, and may be modified or amended only by a written instrument executed by both the Owner and the Village.

17. **Attachments:**

The following attachments are hereby incorporated into this agreement and the Owner shall adhere to the provisions contained therein.

Attachment A – Scope of Work

Attachment B – Copy of Owner's Application for DRI Assistance

Attachment C – Program Rules and Design Guidelines

Attachment D – Draft DRI Property Maintenance Declaration

Attachment E – Photograph Release Form

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year set forth above.

LPA

Signature → \_\_\_\_\_

Printed Name: ~~Michael Stegmeier~~  
William C. Schroeder

Title: ~~Clerk-Treasurer~~  
Mayor

Date:

Owner

Signature → Frank Todaro

Printed Name: Frank Todaro

Title: Owner, 5497 Village Place LLC

Date: 02/15/2026

**DOWNTOWN REVITALIZATION INITIATIVE PROGRAM**  
**PARTICIPANT GRANT AGREEMENT**

This Agreement is made effective as of the \_\_\_\_ day of \_\_\_\_, 2026, by and between VILLAGE OF LANCASTER ("*Village*"), with an office at 5423 Broadway, Lancaster, NY, and David DeI Carlo ("Owner"), residing at or having a principal place of business at 5500 Broadway, Lancaster, NY.

**WITNESSETH:**

**WHEREAS**, *the Village* has entered into an Agreement with the New York State Housing Trust Fund Corporation ("HTFC") to distribute and administer funds for projects under the Downtown Revitalization Initiative Program ("Program") to eligible properties selected in accordance with Program guidelines; and

**WHEREAS**, *the Village* must administer the distribution of grant funds to the Owner, for the project in accordance with all the terms and conditions of their Grant Agreement with the HTFC and the regulations promulgated thereunder, and the HTFC's applicable rules, regulations, policies and procedures, as amended from time to time.

**WHEREAS**, the Owner intends to complete improvements of the property located at 5500 BROADWAY using funds to be provided through the Program being administered by *the Village*; and

**NOW, THEREFORE**, *the Village* and the Owner agree as follows:

**1. Term.**

The period of performance for all activities assisted pursuant to this Agreement shall be nine (9) months, commencing on the effective date of this Agreement and ending on \_\_\_\_ ("Term"), unless sooner terminated as provided for herein. The Owner is required to engage a contractor and begin construction within thirty (30) calendar days of *Village* approval.

**2. Owner's Representations.**

The Owner hereby expressly represents that:

- (a) They are the owner of the premises designated herein for improvement and rehabilitation and that, as the Owner, they have all lawful authority required to execute this Grant Agreement, which shall be binding upon the Owner and/or its successors and assigns.
- (b) The premises will be insured for the full (100%) replacement value, fire insurance and other appropriate insurance depending on makeup of building will be obtained, and to obtain flood insurance coverage if the premises is in a special flood hazard area.

**3. Project Costs.**

- a) At least two bids must be obtained for each separate construction project or professional service to establish the reasonableness of project costs. All bidders must have equal access to relevant information, including information on the property itself. The process shall be free of collusion or intimidation. All quotes shall be received directly by the *Village*. The VILLAGE OF LANCASTER will advise the Owner of acceptability of bids/proposed cost.

If the Owner chooses other than the lowest bidder, re-imbusement will be based on the amount of the lowest bid.

- b) Eligible contractors shall be those selected from any list maintained by the Village, or otherwise approved. To be eligible, a contractor must provide references and proof of adequate and proper insurance coverage.
- c) Proof of insurance must include general liability coverage in a minimum amount of one million dollars and workers' compensation coverage. The Village, State of New York, and the Housing Trust Fund Corporation must be listed as additional insured.
- d) Owners and/or family members shall not be involved in the bidding process.
- e) The Village agrees to reimburse the Owner for a percentage of project costs described in the agreed upon Scope of Work attached as Attachment A. Any modification, amendment or rescission of project costs must be requested in writing, and approved in writing by the Village.
- f) The maximum amount of Program funds to be provided to the Owner is \$50,000.

4. **Reimbursement.**

- a) The Program operates fully as a reimbursement program and the Owner is responsible for paying for all agreed upon repairs, and payment of grant funds will be made only upon satisfactory completion of building projects and payment of renovation expenses.
- b) No reimbursement shall be paid to the Owner pursuant to this agreement until a final inspection of the work has been completed by the Village, its representative(s) or agent(s). All completed work shall comply with all applicable building codes and standards.
- c) To substantiate work costs, Owners must provide written contracts, bank documents, copies of invoices for materials and labor, cancelled checks, lien releases, and any other documents deemed necessary by the Village to maintain effective internal controls. Cash payments will not be reimbursed.
- d) The payment of any amount(s) due and payable by the HTFC through the Village to the Owner, as a reimbursement pursuant to this Grant Agreement for work completed shall be payable within forty five (45) calendar days after all work is satisfactorily completed and sufficient supporting documentation is provided to the HTFC.

5. **Inspection of Work: Unsatisfactory Work.**

The Owner agrees that the Village shall at all times have access to the job site and premises for the purpose of inspecting and reviewing the renovation work. In the event that the Owner or the Village shall determine at any time that there exists unsatisfactory work, the Owner shall notify the contractor in writing of the existence of such (sending copies to the Village and any other interested parties), and the contractor shall correct such work within twenty (20) calendar days after receipt of said notice. In the event that the contractor fails or refuses to complete such corrections in the work within said period of time the Village shall have the right to cancel this Grant Agreement and, upon such cancellation, shall have no obligation to provide any reimbursement for the work completed.

6. **Regulatory Period.**

The Owner, for a period of five (5) years from project completion ("Regulatory Period"), shall take all necessary steps to ensure that the property improved under the Program is maintained in good condition. Residential units improved under the Program that become vacant during the Regulatory Period must be marketed, and made affordable, to persons of low income, which is defined as persons and families whose incomes do not exceed ninety percent (90%) of the

median income for the metropolitan statistical area in which the properties are located. This requirement is met through a rent limit imposed on the assisted units during the Regulatory Period. Annual Rent Limit tables are prepared by NYS Homes and Community Renewal ("HCR").

It is essential that Owners ensure that their properties remain free of lead hazards after compliance has been documented. The Owner agrees to maintain paint in all residential spaces using lead-safe work practices for the five year Regulatory Period. The Owner or a representative should visually assess the property on a routine basis, and whenever the occupant reports loose, peeling or damaged paint. The property owner may elect to hire a lead inspector to perform this assessment.

The Owner of a property improved under the Program ("Assisted Property") will be required to execute a Declaration, in the form attached as Attachment D, which shall be filed in the County Clerk's Office for the county in which the Assisted Property is located. The Owner agrees to maintain the Assisted Property in compliance with the terms of this Grant Agreement, throughout the Regulatory Period. The Owner shall further declare that in the event of any non-compliance or sale of the property, the amount of grant funds distributed shall be subject to repayment, the amount of which shall be calculated and determined in accordance with an annual declining balance method based upon the five (5) year enforcement period, as shown on the Declaration. The Owner further acknowledges and agrees that the LPA shall have the right, pursuant to its agreement with the HTFC, to inspect the Assisted Property to monitor the Owner's compliance with this requirement.

**7. Reports and Access to Records.**

During the Term and the Regulatory Period, the *Village* will require an annual inspection and confirmation of rent limits for assisted residential units. The Owner further agrees to provide the *Village* with reports or records in such form, content and frequency as required by the *Village* and the HTFC.

**8. Termination.**

In the event the Program or the *Village* shall for any reason cease to exist or terminate prior to the completion of the work to be performed as specified in this Agreement, or in the event the Owner shall die, or the ownership of the building changes prior to the completion of such work, the *Village* may terminate its obligation(s) hereunder to the Owner by reimbursing the Owner (or its heirs or successors) for the work satisfactorily completed prior to the date of any such termination, death, or change in ownership. Upon such payment to the Owner, the *Village* shall be released and discharged from any further claim on behalf of the Owner pursuant to this Grant Agreement. Any remaining funds of the Owner held by the *Village* shall be released and discharged from any further claim on behalf of the Owner, and returned to the HTFC.

**9. Compliance with Local Laws and Codes.**

Any contract or agreement to be executed relative to the work contemplated by this Grant Agreement shall require that the Owner give all notices required by, and comply with, all applicable laws, ordinances, regulations and codes of the City/Town/Village of \_\_\_\_\_, the State of New York, and the United States, and shall at its own expense, secure and pay the fees or charges for all permits required for the performance of the work.

**10. Notice of Investigation or Default.**

The Owner shall notify the Village within five (5) calendar days after obtaining knowledge of: (i) the commencement of any investigation or audit of his/her activities by any governmental agency; or (ii) the alleged default by the Owner under any mortgage, deed of trust, security agreement, loan agreement or credit instrument executed in connection with the project; or (iii) allegation of ineligible or prohibited activities. Upon receipt of such notification, the Village and the HTFC may, in its discretion, withhold or suspend payment of Program funds for a reasonable period of time while a review of activities and expenditures is conducted.

**11. Default.**

- (a) If an Event of Default as defined below shall occur, all obligations on the part of the LPA to make any further payment of Program funds shall, if the LPA so elects, terminate and the LPA may, in its discretion, exercise any of the remedies set forth herein; provided, however, that the LPA may make any payments after the happening of an Event of Default without thereby waiving the right to exercise such remedies, and without becoming liable to make any further payment.
- (b) The following shall constitute an Event of Default hereunder:
  - (i) if the Owner fails, in the opinion of the LPA, to comply with or perform any provision, condition or covenant contained in this Agreement, any applicable State or federal law or regulation, or the Program policies and procedures established by the HTFC or the LPA;
  - (ii) if at any time any representation or warranty made by the Owner shall be incorrect or materially misleading;
  - (iii) if the Owner has failed to commence the improvements as specified in Attachment A- Scope of Work in a timely fashion or has failed to complete such improvements within the Term.
- (c) Upon the happening of an Event of Default, the LPA may, in its discretion, exercise any one or more of the following remedies, either concurrently or consecutively, and the pursuit of any one of such remedies shall not preclude the LPA from pursuing any other remedies contained herein or otherwise provided at law or in equity:
  - (i) Terminate this Agreement, provided that the Owner is given at least ten (10) business days prior written notice.
  - (ii) Withhold or suspend payment of Program funds.
  - (iii) Recapture any Program funds disbursed to the Owner on a pro rata basis over the Regulatory Period. The amount to be recaptured shall be determined by reducing the original amount of Program funds disbursed to the Owner by one fifth (1/5th) for each year of the Regulatory Period the Owner was in compliance with this Agreement.
  - (iv) Exercise any corrective or remedial action, to include, but not be limited to, advising the Owner to suspend, discontinue or refrain from incurring costs for any activities in question or requiring the Owner to reimburse the LPA and the HTFC for the amount of Program funds expended or used in an unauthorized manner or for an unauthorized purpose.
- (d) In the event this Agreement is terminated by the LPA for any reason, or upon the closeout of the Program, the LPA shall have no further liability or obligation under this Agreement; provided, however, that nothing herein is intended to relieve the LPA of its obligation to pay for services properly performed by the Owner prior to such termination. Notwithstanding any such termination or closeout, the Owner shall remain liable to the LPA for any unspent Program funds, the expenditure or use of Program funds in a manner or for a purpose not authorized by this Agreement, or damages as a result of any breach of this Agreement by the Owner. The LPA shall have the right, at any time prior or

subsequent to any such termination or closeout, to pursue any and all available remedies, including seeking injunctive or other equitable relief, to enforce the provisions of this Agreement and to recover Program funds which are unspent, expended or used in an unauthorized manner or for an unauthorized purpose.

12. **Indemnification.**

Any contract or agreement to be executed in furtherance of this Grant Agreement shall require the contractor to defend, indemnify and hold harmless the Owner, the Village, the Village of Lancaster, and the HTFC from liability for any claim for injury or damages to persons including the contractor and his/her employees, subcontractors and agents, or property, resulting from any work performed under this Agreement.

13. **Assignment.**

The Owner shall not assign this Grant Agreement without the prior written consent of the Village and any such request for assignment of said Grant Agreement must be addressed to the Village, 5423 Broadway, Lancaster, NY 14086.

14. **Waiver of Liability.**

Nothing in this Agreement nor any act of the Village, HCR or the HTFC, including but not limited to, an inspection of work, approvals given, permits issued or payments made, shall be construed as a warranty for the work performed under this Grant Agreement, and the Owner hereby expressly waives any such claim.

15. **Photograph Release.**

The Owner agrees to complete a written consent, in the form attached as Attachment E to permit the Village and the HTFC to publish photographs of assisted properties for promotional or public relations purposes.

16. **Modification and Amendment.**

This Agreement shall be construed under the laws of the State of New York, and may be modified or amended only by a written instrument executed by both the Owner and the Village.

17. **Attachments:**

The following attachments are hereby incorporated into this agreement and the Owner shall adhere to the provisions contained therein.

Attachment A – Scope of Work

Attachment B – Copy of Owner’s Application for DRI Assistance

Attachment C – Program Rules and Design Guidelines

Attachment D – Draft DRI Property Maintenance Declaration

Attachment E – Photograph Release Form

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year set forth above.

**LPA**

Signature → \_\_\_\_\_

Owner

Signature → \_\_\_\_\_



**Printed Name: William Schroeder**

**Title: Mayor**

**Date:**

**Printed Name: David Del Carlo**

**Title: Owner**

**Date: 3/4/26**