



AGENDA
VILLAGE OF GOWANDA
BOARD MEETING

October 13, 2026

6:00 PM

5 :30 Work Session – Review the Annual Financial Report for Period 5/31/2026

1. Call to Order

2. Pledge to the flag

3. Agenda Approval

4. Meeting Minutes

5. Public Participation

6. Correspondence

- Assemblymen Patrick Burke-Letter to encourage local Regulations on E-bikes
- Rural Transit Request for 2027-2028 CDBG Grant Support
- Gowanda Hollywood Theater Request for 2027-2028 CDBG Grant Support

7. Board Round Table

8. Official Business

a. Mayor/Board of Trustees

- Trick or Treating Hours 6 PM-8PM
- CDBG 2027-2028 Public Hearing November 10, 2026 at 6:05- *action*
- DOT Road Construction Project Design 2027
- DOT Betterment Agreement - DRAFT

b. Code Enforcement

- 91 Buffalo Street Condemnation Status

c. ZBA

d. Public Works

Highway – Adam Reid

Sewer – Sam Lauer

- 13 Caroline Road Recommendation- *action*
- Declare 1996 Chevy Suburban as surplus-*action*
- Wendel Ferric Tank Design Construction & Phase II Engineering and Bidding Services pending identified Phase II funding- *action*

Water – Sam Lauer

d. Clerk – *Danielle Wagner*

e. Police – *Ross Olszewski*

- Police Wage Schedule– *action*
- Police Clerk Job Description– *action*
- Appoint Hailey Fort at a Part Time Patrol Officer– *action*

f. Disaster Coordinator– *Nick Crassi*

g. Fire –*Carol Sheibley/Paul Zimmermann*

h. Environmental–*Phil Palen*

i. Joint Activity/Recreation – *Carol Sheibley*

- Learn to Ski Program Sign-ups Monday, October 26th 6:00- 7:30 Village Board Room
- Approve Molly Bettker, Chase Bolen, and Dave Bolen as Roller Skating Attendants Starting November 30th at \$30/night stipend –*action*

j. Legal – *Deb Chadsey*

k. Treasurer – *Traci Hopkins*

- Annual Financial Report for Period Ending 5/31/2026– *action*
- Accept the Proposal from RA Mercer to Prepare the Required Single Audit for Period Ending 5/31/2026 – *action*
- Municipal Bond Certification for the Issuance of the Water (15yr) and Fire (5 yr) Bond– *action*
- Accept the Small Project Fund Project Administration Consultant –*action*
- C&S Companies Change Order #1 – EPA PhII Site Assessment Industrial Place @ \$2,472.45–*action*
- Storm Damage Repairs & Insurance Estimates
- AMD Environmental Exterior Asbestos Visual Clearance Inspection– *action*
- Splash Pad Update
- Budget Amendment #2 Fire Equipment – General Fund - *action*
- Budget Amendment #3 Insurance Proceeds- General Fund - *action*
- Finance Report September 30, 2026
- Abstract Bills to Pay to October 7, 2026 – *action*
-

9. Next Meeting Announcement – November 10, 2026

10. Adjournment

Village of Gowanda
Board Meeting Minutes
September 8, 2026

The Village of Gowanda Board of Trustees meeting was called to order by Mayor Nephew at 6:00 PM.

Present: Mayor Mark Nephew, Trustee Peter Sisti, Trustee Paul Zimmermann, Trustee Wanda Koch, Trustee Carol Sheibley

Employees: Clerk Danielle Wagner, Treasurer Traci Hopkins, WWTP Supervisor Sam Lauer, Highway Supervisor Adam Reid, Water Supervisor Kirk Trumpore, Code George Poff, OIC Ross Olzweski

Absent: Attorney Deb Chadsey, Code Jason Pickering

Public Present: Sandra Farley, Jack Broyles, Gene Majeurzak, Brad Mohawk

Agenda and Minutes

Motion 9-61-Motion by Trustee Zimmermann, seconded by Trustee Sisti to approve the agenda for the September 8, 2026 Meeting. Motion carried.

Motion-9-62-Motion by Trustee Sheibley, seconded by Trustee Koch to approve the minutes from August 11, 2026 and the special meeting August 24, 2026. Motion carried.

Public Participation

Sandra Farley-someone is throwing garbage into the abandoned property at 91 Buffalo St. The house is falling down.

Jack Broyles-Palmer St brush pile-what are the hours.

Brad Mohawk-Panther Prowl 5K on September 20, 2026.

Correspondence

- Letter from Barbara Heitzenrater regarding Caroline Rd sewer issue.
- ZBA Minutes from 8/27/26

Official Business

Code Enforcement-George Poff

Building permits 25, Inspections 5, Complaints filed 3, Violation notice sent 3, pending court cases 1.

91 Buffalo St is an abandoned vacant house that is falling apart. Someone has been throwing their garbage into the house. The Village has started the condemnation process. An owner has been located but is now

married so the process has to start over which is lengthy. The Village will try and get the garbage cleaned up in the meantime.

ZBA

A public hearing has been set for the variance request at 100 N Chapel St. for rezoning on 9/27/26 \$ 4pm in the Village Hall Board room.

Public Works

Highway-Adam Reid

The Palmer St brush pile area has become a big problem for the Village with contractors using it for excessive dumping as well as the garbage. The brush pile is meant for Village residents use only and for small yard waste. The Village is exploring the idea of putting a gated fence, cameras and having set hours it will be open. Right now, the fence will get installed with the hours TBD.

Motion 9-63-Motion by Trustee Sisti, seconded by Trustee Koch to approve the Highway Dept to purchase and install a gate and fence. Motion carried.

Sewer-Sam Lauer

Motion 9-64-Motion by Trustee Koch, seconded by Trustee Sheibley to approve the recommendation to hire Benjamin Latimore as a Waster Water Laborer effective September 14, 2026. Motion carried. Trustee Zimmermann recused himself from voting due to conflict.

Water-Kirk Trumpore

Motion 9-65-Motion with regrets by Trustee Sisti, seconded Trustee Koch to accept the retirement letter of resignation from Kirk Trumpore effective 9/30/26. Motion carried.

Motion 9-66-Motion by Trustee Sheibley, seconded by Trustee Koch to appoint Sam Lauer as Chief Water Operator and supervisor effective October 1, 2026. Motion carried.

Motion 9-67-Motion by Trustee Sisti, seconded by Trustee Koch approve the meter reading download stipend to Danielle Wagner per quarter at \$250 starting September from the Water Fund. Motion carried.

Clerk-Danielle Wagner

Motion 9-68-Motion by Trustee Sisti, seconded by Trustee Koch to approve the Neighborhood Watch event application Halloween Haunted Park at Creekside Park on 10/31/26 6pm-9pm. Motion carried.

Legal

Motion 9-69-Motion by Trustee Sheibley, seconded by Trustee Zimmermann to approve Petere Cooper EPA Regulatory fees invoice October 1, 2021-June30, 224 at \$14,007.04. Motion carried.

Treasurer-Traci Hopkins

Motion 9-70-Motion by Trustee Zimmermann, seconded by Trustee Sisti for water system improvement debt issued in December of 2016 transferred to 15-year bond. Motion carried.

Motion 9-71-Motion by Trustee Sisti, seconded by Trustee Zimmermann for fire truck equipment debt issued in July of 2022 transferred to 5-year bond. Motion carried.

A bid for the basketball court resurfacing project will go out with the hopes it will be completed in Spring.

Motion 9-72-Motion by Trustee Koch, seconded by Trustee Zimmermann to approve the bid advertisement for St Johns basketball court resurfacing. Motion carried.

Motion 9-73-Motion by Trustee Sheibley, seconded by Trustee Sisti to approve the abstract bills to pay for General Fund \$38,880.52, Water Fund \$10,069.17, Sewer Fund \$9,034.99, Capital Projects \$12,602.96 and Community Development Special Projects \$16,603.09. Motion carried.

Next Meeting

Next meeting will be October 13, 2026 at 6:00 PM.

Executive Session

Motion 9-74-Motion by Trustee Koch, seconded by Trustee Sisti to adjourn into executive session at 7:08 PM for the purpose of employment agreement. Motion carried.

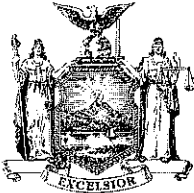
Executive Session was adjourned at 7:23 PM.

Motion 9-75-Motion by Trustee Sisti, seconded by Trustee Koch to approve the employment agreement for Sam Lauer as Chief Water Operator and Sewer Operator and Supervisor effective 10/1/26 pending licensing. Motion carried.

Adjourn

Motion 9-76-Motion by Trustee Sisti, seconded by Trustee Zimmermann to adjourn the meeting at 7:25 PM. Motion carried.

Respectfully Submitted
Danielle Wagner
Clerk



PATRICK B. BURKE
Assemblyman 142nd District
Erie County

THE ASSEMBLY STATE
OF NEW YORK ALBANY

CHAIR
Committee on Cities
Great Lakes Watershed Task Force

COMMITTEES
Banks Governmental Employees
Science & Technology
Tourism, Parks, Arts
& Sports Development

September 28, 2026

Dear Mayor,

When my wife and I bought an e-bike for our 15-year-old son last Christmas, we had no idea that it would lead to such a painful outcome. The truth is that I didn't begin to focus on state and local e-bike laws until my son was involved in a crash so serious that he had to spend four days in Golisano Children's Hospital of Buffalo. Fortunately, he has now made a full recovery—but the shock our family suffered makes me want to do everything I can to inform and protect other families.

E-bike-related pediatric injuries have skyrocketed this year. According to Chief Medical Officer Dr. Dori Marshall, GCH Buffalo treated only 10 such injuries in all of 2024. Last year, the number more than quadrupled to 45. **By the start of September 2026—with months left to go in the year—the count of e-bike-related visits to GCH Buffalo was already 114.** This public health emergency is not limited to young people, however. Of the 12 deaths since 2024 involving e-bikes and e-scooters identified by the Erie County Medical Examiner's Office, only one crash killed a child under 19; the rest took the lives of adults aged 30 to 69. Causing injuries more common with motorcycles than bicycles, these fatal accidents occurred in rural, suburban, and urban areas.

In the New York State Assembly, we acknowledge that there are positive aspects to more affordable modes of transportation, especially with soaring gas prices. My colleagues and I are advancing numerous bills to try to make e-bike and e-scooter use safer for everybody—and to address what is rapidly becoming a serious public safety concern. I'm hopeful that in the upcoming legislative session, lawmakers will pass robust, comprehensive statewide safety standards and enforcement measures. But as we all know, state lawmaking is a frustratingly slow remedy for urgent problems.

I'm writing today for two reasons: First, I want to make sure that every village, town, and city in Erie County is familiar with current NYS law related to e-bikes and e-scooters. Second, I want to applaud the work that some Erie County communities have already done, and encourage every municipality to consider commonsense regulations that can be adopted right now.

CURRENT NEW YORK STATE LAW

- **No one under 16 may operate an e-bike.** §1242(2)
- **No one under 16 may operate (or ride as a passenger on) an e-scooter.** §1282(4)
- **No e-scooter may be operated faster than 15 mph.** §1282(6)
- **E-bikes may not provide motor assistance above 20 mph anywhere in Western New York.** §1242(9)
- **All e-bikes sold or leased must have a manufacturer's label identifying their class, maximum motor-assisted speed, and motor wattage. All e-bikes operated on public roads must have that label.** §1242(11)

- **E-scooter riders ages 16 and 17 must wear a properly fitted and secured helmet. For riders 18+, NYS law does not require a helmet—but wearing one is strongly recommended.** §1286
- **Local laws may impose additional restrictions.** §1242(3), §1281(2)

All citations above refer to New York State Vehicle & Traffic Law that is already in effect. I asked my staff to simplify the legal language so that it still accurately reflects state law, while being more readily understandable for residents. (I didn't know the law a year ago when I made the awful mistake of purchasing an e-bike for my underage son. In dozens of conversations since then, I have learned that many people *still* don't know the law!)

MODEL LOCAL REGULATIONS

A number of Erie County towns and villages have already stepped up to adopt local regulations. I urge every municipality that has not already done so to consider as a starting point the following regulations, based on laws that have already taken effect in Alden, Clarence, East Aurora, Grand Island, Orchard Park, and Williamsville:

- A helmet is required for every operator of an e-bike or e-scooter during use.
- No e-bikes or e-scooters are permitted on public sidewalks.
- E-bikes or e-scooters operated after sunset must have appropriate lighting/reflective equipment.
- Police have the authority to seize an e-bike or e-scooter used in violation and hold it pending the investigation and/or prosecution.

I'm including at the end of this letter sample language from the Town of Orchard Park as a starting point for your consideration.

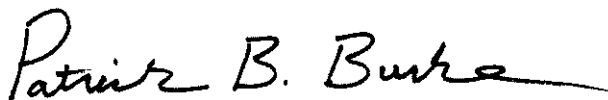
OTHER SUGGESTIONS

With any public health challenge, laws and rules are only part of the solution.

- Discuss what steps your community is currently taking to educate your residents—children, parents, motorists, and pedestrians—about these increasingly popular vehicles that may look like bicycles but that can accelerate (and crash) like motorcycles.
- Urge parents to check the label before they buy an e-bike. Not everything calling itself an “e-bike” is legal in New York State, and some e-bikes that are legal in New York City are not legal anywhere else in the state. Only “Class 1” or “Class 2” e-bikes are legal in Western New York.
- When shopping for a helmet, look for the NTA-8776 rating. These helmets are designed for higher impact speeds than standard bicycle helmets.

Thank you for your attention to this important issue. We're in this together. You are welcome to contact my office at any time for further support.

Respectfully,



Patrick B. Burke
Member of Assembly

LOCAL REGULATIONS

After my son's accident, I began to follow discussions of local lawmaking much more carefully. I'm sharing sample language from Orchard Park not only because I happen to live there, but also because their e-bike and e-scooter regulations address a range of issues affecting communities across Erie County.

SUMMARY OF SAMPLE REGULATIONS

- A helmet is required for *every* operator of an e-bike or e-scooter during use. [§179-4.1.A]
- No e-bikes or e-scooters are permitted on public sidewalks. [§179-4.1.C]
- E-bikes or e-scooters may not be operated in traffic in a negligent or careless manner. [§179-4.1.D]
- E-bikes or e-scooters may not exceed 15 mph within the Village of Orchard Park. [§179-4.1.E]
- E-bikes or e-scooters operated after sunset must have appropriate lighting/reflective equipment. [§179-4.1.F]
- Operators must yield to pedestrians. [§179-4.1.I]
- Operators must ride single file on public streets. [§179-4.1.J]
- E-scooters are restricted to roads with posted speed limits of 30 mph or less. [§179-4.2.C]
- Violations carry escalating fines: \$50 for the first offense, up to \$100 for the second, up to \$250 for subsequent offenses. [§179-6]
- If the violator is under 18, the summons goes to the parent/guardian. [§179-6]
- Police have authority to seize an e-bike or e-scooter used in violation and hold it pending the investigation/prosecution. [§179-6]

SAMPLE REGULATIONS

The selections below are drawn from municipal code for the Village of Orchard Park via ecode360.com.

§179-1. Purpose. The purpose of this chapter is to protect the public health, safety and welfare because of the hazards to the public and the users of skateboards, electric scooters, motorized scooters, and electric bicycles. The Board of Trustees finds that the regulations hereafter enacted are such that are reasonably necessary to accomplish these objectives.

§179-2. Definitions. As used in this chapter, the following terms will have the meanings indicated:

ELECTRIC BICYCLE. Any bicycle as defined under New York State Vehicle and Traffic Law §102-c, and more specifically, a bicycle which is not more than 36 inches wide; has an electric motor that is less than 750 watts; is equipped with operable pedals; and complies with the Consumer Product Safety Commission under 16 CFR 1512.1 et seq.

ELECTRIC SCOOTER. Any scooter as defined under New York State Vehicle and Traffic Law §114-e as a device weighing less than 100 pounds; has handlebars; has a floorboard of a seat that the operator can stand or sit upon; has an electric motor; can be powered by the electric motor and/or human power; and has a maximum speed of 20 mph on a paved surface when powered solely by the electric motor.

HIGHWAY. Any public way as defined by New York State Vehicle and Traffic Law §118.

LANE OF TRAFFIC. That portion of the paved surfaces of a highway or street normally and customarily used for vehicular traffic, but excluding any marked bike path.

MOTORIZED SCOOTER. A skateboard or like device with two or more wheels and an upright steering mechanism attached to the front wheel or wheels, upon which a person or persons may ride propelled by other than muscular power, except that it shall not include an electrically driven mobility assistance device or wheelchair as those devices are defined in New York State Vehicle and Traffic Law §130-a, nor shall it include any low-speed vehicle as defined by New York State Vehicle and Traffic Law §121-f.

ONE-WHEEL SCOOTER. Any one-wheel device having any of the characteristics defined in "electric bicycle" or "electric scooter" or "motorized scooter."

SIDEWALK. Those areas defined by New York State Vehicle and Traffic Law §144.

STREET. Those areas defined by New York State Vehicle and Traffic Law §148.

§179-2.1. Electric bicycles. Electric bicycles that meet the above requirements are further classified as follows:

- A. "Class one bicycle with electric assist." A bicycle with electric assist having an electric motor that provides assistance only when the person operating the bicycle is pedaling, and that ceases to provide assistance when such bicycle reaches a speed of 20 mph.
- B. "Class two bicycle with electric assist." A bicycle with electric assist having an electric motor that may be used exclusively to propel the bicycle, and that is not capable of providing assistance when such bicycle reaches a speed of [20] mph.

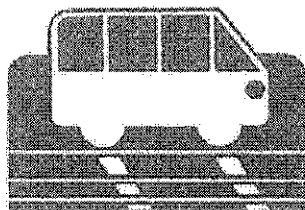
§179-4.1. General rules.

- A. Operators of electric scooters, motorized scooters, and electric bicycles must wear protective headgear and/or helmets at all times while operating such devices. [...]
- C. Electric scooters, motorized scooters and electric bicycles are not permitted at any time on any public sidewalk in the Village of Orchard Park.
- D. Electric scooters, motorized scooters, and electric bicycles are not permitted at any time in the lane of traffic in the Village of Orchard Park when operated in a negligent or careless manner.
- E. Electric scooters, motorized scooters, and electric bicycles are prohibited from exceeding 15 mph while operating in the Village.
- F. If operating after sunset, operators of electric scooters, motorized scooters, and electric bicycles must have lamps, lights and/or other reflective materials permanently affixed to the device which must be in full working order while the device is in operation. [...]
- I. Electric scooters, motorized scooters, and electric bicycles must yield the right-of-way to pedestrians at all times.
- J. Electric scooters, motorized scooters, and electric bicycles may only ride single file when on public streets and highways.

§179-4.2. Motorized and electric scooters. Motorized and electric scooter operators, in addition to the provisions above:

- A. May not carry more than one person at a time;
- B. May not carry any package, bundle or article which prevents the operator from keeping at least one hand upon the handle bars or which obstructs his or her vision in any direction;
- C. May only operate on highways with a posted speed limit of 30 mph or less, including non-interstate public highways, private roads open to motor vehicle traffic, and designated bicycle or in-line skate lanes, except otherwise provided;
- D. May not operate an electric scooter in excess of 20 mph;
- E. Motorized and electric scooter operators may not attach their scooter, or himself or herself, to any vehicle being operated upon a roadway. Moreover, vehicle operators may not permit any person to attach any motorized or electric scooter, or himself or herself, to such operator's vehicle in violation of this section.

§179-6. Penalties for offenses. Violations of this chapter shall be subject to a \$50 fine for the first violation, up to \$100 for a second violation, and up to \$250 for each subsequent violation. In the event that the violator is less than 18 years old, a summons shall be issued to the parent and/or guardian. The Police Department of Orchard Park shall be responsible for the enforcement of this chapter and shall have the authority to seize any skateboard, electric scooter, motorized scooter, and electric bicycle used in violation of this chapter. The Chief of Police shall determine the period of time that the skateboard, electric scooter, motorized scooter and electric bicycle shall be held pending completion of the investigation and prosecution of any violators of this chapter until otherwise directed by order of a court of competent jurisdiction.



Rural Transit Service, Inc.

1000 Brant Farnham Road

P.O. Box 212

Brant, NY 14027

www.RuralTransitService.org

Suni Stachura

Executive Director

Dispatch Sites:

Brant

549-5098

Clarence

741-9709

Orchard Park

662-8378

TO ALL TOWN AND VILLAGE OFFICIALS

For all communities that will be continuing the Rural Transit Service program, the following is needed:

1. A copy of the resolution authoring you to sign onto the van program for the 2027-2028 CDBG year.
2. A letter from you by October 23, 2026 with your support indicated and a ranking of the van program. Please rank RTS #1 if you are not proposing another community project and at the bottom if you are.

Please mail the following to:

Rural Transit Service, Inc.

PO Box 212

Brant, NY 14027

If you are unable to have the materials ready by this date due to the timing of your Town/Village meetings please send an email to suni@ruraltransitservice.org with the date it can be expected.

Thank you for your interest in Rural Transit Service. If you have any questions, please do not hesitate to call (716) 472-6065.

Sincerely,

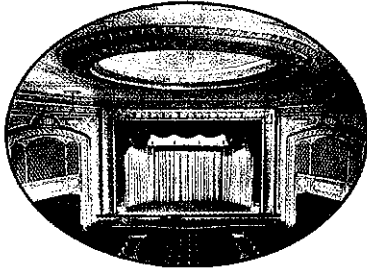
Suni Stachura

Executive Director

This program is funded in part through the Erie County Community Development Block Grant Consortium

In cooperation with the TOWNS of:

AURORA, BOSTON, BRANT, CLARENCE, COLDEN, COLLINS, CONCORD, EDEN, ELMA, EVANS, GOWANDA, HOLLAND, MARILLA, NEWSTEAD, NORTH COLLINS, ORCHARD PARK, SARDINIA and WALES



Gowanda's Historic Hollywood Theater, Ltd.

P.O. Box 164, Gowanda, New York 14070
Phone: 716-532-6103

October 6, 2026

Honorable Mayor and Village Board,

Gowanda's Historic Hollywood Theater respectfully requests support from The Village of Gowanda for our 2027-2028 CDBG Grant application. Our request for CDBG funds will move us forward as we endeavor to bring our 1926 stage area up to current building and safety codes.

We would appreciate being the #1 project on the application with Rural Transit as #2.

We appreciate your consideration in this matter.

Regards,

Mark C. Burr
President

On the Web: • www.gowandahollywoodtheater.com
E-mail: dharrisathollywoodtheater@gmail.com

NOTICE OF PUBLIC HEARING

Notice to the Citizens of the Village of Gowanda

A Public Hearing will be held on November 10, 2026 at 6:05 in the Village Board Room regarding the use of Federal Community Development funds in the Village of Gowanda.

The Village of Gowanda is eligible for a Federal Community Development Grant under Title I of Housing and Community Development Act of 1974, as amended.

The purpose of the Hearing is to provide an opportunity for citizens to express community development and housing needs and to discuss possible eligible projects which would benefit low- and moderate-income persons in the Village of Gowanda.

Citizens are urged to attend this meeting to make known their views and/or written proposals on the Village of Gowanda's selection of potential projects to be submitted for possible funding by the Federal Community Development Grant Program.

The Hearing will also present a review of prior Community Development projects and expenditures and a discussion of eligible activities. The meeting room is wheelchair accessible. Those needing special arrangements should call the Village at (716) 532-3353 by November 6th, 2026.

NEW YORK STATE DEPARTMENT OF TRANSPORTATION
BETTERMENT REQUEST
(Betterment Worksheet, Design Deposit Estimate)

Date: 09/4/2026

US 62/NY 39 Resurfacing and Other Improvements
Town of Collins and Persia, Village of Gowanda
Erie and Cattaraugus Counties
PIN 5105.43
Stakeholder Workorder No:

The purpose of this document is to verify the betterment work and Initial Betterment Payment amount agreed to by the Village of Gowanda and the New York State Department of Transportation.

Stakeholder: Village of Gowanda

Stakeholder Contact Information:

Traci Hopkins, Treasurer
27 East Main Street
Gowanda, NY 14070
716-532-3353
gowandavillageth@gmail.com

If a refund is due, this person will also provide the information needed to convey the refund back to the stakeholder. Main Office, X, will process the refund,

Stakeholder is a ☒ municipality, ☐ for-profit

Stakeholder's Federal Tax ID number: 16-6002472

NYSDOT Design Job Manager: Mohammad A Haque, P.E.

Type of NYSDOT Project: Roadway resurfacing project.

Brief description of the NYSDOT capital project: The purpose of this project is to restore the existing pavement to like-new condition, prevent further deterioration, repair drainage structures, and install or replace curbs and gutters. Missing sidewalks and curb ramps will be installed, and existing non-ADA-compliant curb ramps and sidewalks will be upgraded as needed.

Brief description of the betterment work to be included in this project:
The Village of Gowanda received a grant to upgrade their village street lighting system. The work will encompass replacing old street lighting with new and repairing any

NEW YORK STATE DEPARTMENT OF TRANSPORTATION
BETTERMENT REQUEST
(Betterment Worksheet, Design Deposit Estimate)

damaged foundations with new foundations, conduit, conductor wire and light fixture. The Village will not supply any material for the project.

The reason for the betterment request:

NYSDOT and the Village of Gowanda agree it is in the best interest of both parties to have NYSDOT design, prepare plans, quantify, estimate, and construct the project by NYSDOT contractor.

The Village of Gowanda, in the interest of the best use of their resources, has agreed to a betterment to NYSDOT to let and award a contract for a lighting betterment contract for the Village.

The work limits (stations) and length of the betterment are:

The responsibilities of the various stakeholders:

NYDOT may provide, upon request from the stakeholder, design for only municipal water, sanitary, and drainage facilities, but not for other municipal facilities. NYSDOT will never provide designs to for-profit owners. NYSDOT will not hire consultants to provide designs for facilities the NYSDOT normally does not design.

The betterment design work is to be done by: The Village chose the fixtures, NYSDOT has prepared the design plans, quantities, and estimate.

The standards being used are: 680

The items (materials) are being supplied by: NYSDOT Contractor

The betterment construction work is to be done by: NYSDOT Contractor

The inspection will be done by: NYSDOT

NEW YORK STATE DEPARTMENT OF TRANSPORTATION
BETTERMENT REQUEST
 (Betterment Worksheet, Design Deposit Estimate)

The betterment is to be processed as: ☒ Items and Labor in the contract
☐ Fixed Price Lump Sum

Design Betterment Deposit Estimate

1. Engineer's Item and Labor Cost Estimate Includes ☒ 619.01 - WZTC, ☐ 697.03 - Field Change Payment.	*	\$795,090.00
2. Engineer's Labor Cost Estimate for Adjustment of Items (materials) Provided by the Stakeholder. NYSDOT costs: ☒ Actual ☐ 10% of Item 1 Note:	*	\$0.00
3. See Item and Labor Cost Estimate by NYSDOT below. Total of Lines 1 and 2		\$795,090.00
4. Work Zone Traffic Control Cost, Item 619.01 ☒ \$0.00, included in Line 3 or ☐ \$0.00, the State's contractor's WZTC does not need to be modified to accomplish the betterment work.	*	\$0.00
5. Field Change Payment, Item 697.03. ☐ Actual ☒ 5% of Line 3 ☐ \$0.00, Included in Line 3.	*	\$39,754.50
6. Total of Lines 3 to 5		\$834,844.50
7. ☒ NYSDOT Design Engineering Services Cost: ☐ Actual ☒ 0% of Line 6 ☐ \$0.00, Stakeholder provided the design. Note:		\$0.00
8. NYSDOT Construction Supervision (12% of Line 6)		\$100,181.34
9. Mobilization, Item 699.040001 (4% of Line 6)	*	\$33,393.78
10. Total of Lines 6 to 8		\$968,419.62
11. Less amount paid	-	\$0.00
Initial Betterment Payment Due		\$968,419.62

* Include these costs in the betterment share in the Estimator.

NEW YORK STATE DEPARTMENT OF TRANSPORTATION
BETTERMENT REQUEST
 (Betterment Worksheet, Design Deposit Estimate)

Item and Labor Cost Estimate Provided by NYSDOT

Item	Unit	Item Description	Quantity	Unit Price	Total
Item 206.03060005	LF	CONDUIT EXCAVATION AND BACKFILL (IN EXISTING ROADWAY)	140.0	\$65.00	\$9,100.00
Item 206.05	EA	TEST PIT EXCAVATION	7.0	\$2,000.00	\$14,000.00
Item 608.0101	CY	CONCRETE SIDEWALKS AND DRIVEWAYS	3.0	\$1,500.00	\$4,500.00
Item 608.10080008	SF	RESETTING BRICK, BLOCK OR FLAGSTONE SIDEWALK OR DRIVEWAYS	500.0	\$50.00	\$25,000.00
Item 619.01	LS	Work Zone Traffic Control	1.0	\$10,000.00	\$10,000.00
Item 662.60000108	DC	FURNISHING ELECTRICAL SERVICES	1.0	\$1,500.00	\$1,500.00
Item 670.0106	EA	FOUNDATION FOR LIGHT STANDARDS, 6 FEET LONG	7.0	\$3,000.00	\$21,000.00
Item 670.3001	EA	PULLBOXES LESS THAN 5 CUBIC FEET, INSIDE VOLUME(LIGHTING)	14.0	\$2,100.00	\$29,400.00
Item 670.03020007	EA	REMOVE AND STORE LAMPPPOST ASSEMBLY	6.0	\$4,000.00	\$24,000.00
Item 670.10010005	EA	LIGHT STANDARD, SPECIAL (LIGHT POLE FULL ASSEMBLY)	29.0	\$20,000.00	\$580,000.00
Item 670.10020005	EA	LIGHT STANDARD, SPECIAL (LUMINAIRE)	6.0	\$2,000.00	\$12,000.00
Item 670.60	EA	PHOTOELECTRIC CONTROLS	35.0	\$125.00	\$4,375.00
Item 670.7007	LF	SINGLE CONDUCTOR CABLE, NUMBER 12 GAGE	2,020.0	\$6.50	\$13,150.00
Item 680.78020005	EA	ALTER CONDUIT GROUP FOR PULLBOX	7.0	\$1,000.00	\$7,000.00
Item 680.78030005	EA	CUT AND PREPARE EXISTING CONDUIT GROUP	7.0	\$1,000.00	\$7,000.00
Item 670.81	EA	REMOVE AND DISPOSE OF LAMPPPOST ASSEMBLY	29.0	\$1,000.00	\$29,000.00
Item 670.82	EA	REMOVE LAMPPPOST FOUNDATION	7.0	\$125.00	\$875.00
Item 680.9403	LF	GROUND WIRE	1,070.0	\$3.00	\$3,210.00

** Materials supplied by others.

Stakeholder, Please Complete

NEW YORK STATE DEPARTMENT OF TRANSPORTATION
BETTERMENT REQUEST
 (Betterment Worksheet, Design Deposit Estimate)

Betterment Resolution dated _____, Resolution # _____

The betterment work and payment information provided by the New York State Department of Transportation in this document has been verified by the Village of Gowanda.

The Village of Gowanda requests the New York State Department of Transportation include this betterment in their capital project.

The Village of Gowanda understands the following: --

Expenses for the requested betterment work included in the State's contract and performed by the State's contractor are the sole responsibility of stakeholder who requested the betterment.

Full payment for the Design Betterment Share Estimate must be received by the Office of the State Comptroller no later than ten (10) business days before letting. If the payment is not received by this date, the betterment work may be removed from the project. The payment can be sent to the Regional Utility Unit any time after the Betterment Request is approved. All received monies will be deposited into an escrow account and accrue interest.

If the contract bid price for the cost of the betterment work exceeds the initial payment, the difference must be paid to the comptroller. Written notice of the need for additional payment will be given. If the contract bid price for the cost of the betterment work is less than the deposit, the difference will remain in escrow. Any remaining monies will be returned to the stakeholder, with interest, upon close out of the project.

If the betterment share runs out of money during construction, work will stop until additional payment is made by the stakeholder to cover the additional costs of the work.

 (Print/Type Name) Owner or Agent

 Title

Sign Here →

 (Signature)

 Date

NEW YORK STATE DEPARTMENT OF TRANSPORTATION
BETTERMENT REQUEST
(Betterment Worksheet, Design Deposit Estimate)

Record of Monetary Activity

Checks(s) sent to the Office of the State Comptroller:

Date	Check Number	Total	Remarks

Attach a copy of the check(s) after this page.

Betterment Share Bid Price

Copy the results of the share's bid here.

October 13, 2026

Barbara A. Heitzenrater
13 Caroline Road
Gowanda, NY 14070

Dear Mrs. Heitzenrater,

On September 29th I met with Sewer and Highway department heads to review and further discuss your letter dated August 26th requesting support for the sewer line and road repairs at 13 Caroline Road.

The Village is not responsible for repairs to residential sewer lines from the lateral to the main sewer line. However, upon discussion and review we recommended to the board on October 13, 2026 to authorize payment to support a portion of the backfill material needed for the trench and the blacktop required to repair the road as the sewer line extends to the opposite side of the road.

Please feel free to reach out to me through the Village Clerk at (716) 532-3353 if you would like to have further discussion.

Thank you,

Mark D. Nephew, Mayor
Village of Gowanda

Village of Gowanda

Office of Code Enforcement

Monthly Report for September 2026

Building Permits

Applications:	26
Permits Issued:	22
Fees Collected:	\$1,228
Inspections:	8

Business Permits

Applications:	0
Permits Issued:	0
Fees Collected:	0

Property Maintenance

Complaints Filed:	5 (3 from same person for same property)
Violations on Patrol:	3
Violation Notices Sent:	3
Compliance Notices Issued:	0
Inspection Request:	2
Inspections:	1

Legal Action

Pending Court Cases:	1
New Court Summons Issued:	0
Gowanda P.D. Assistance:	0

NEW INFORMATION

- We continue to work diligently with property owners and contractors to review, and issue building permits, and certificates of completion.
- Please notify us of the completion of any project so we can inspect and issue a completion letter.
- Registered for the annual training.
- Contracted the clean up of 92 buffalo street as the property is in the condemnation process in order to demolish it.
- Inspected 19 Buffalo Street – will be issuing an emergency demolishing due to the danger it presents to the surrounding buildings and the general public.

OLD INFORMATION

- Complaint forms need to be completed and submitted when bringing concerns to our attention. They are imperative if the issue rises to the level of legal and/or court action.

Highway Department

Monthly Report

Weekly Duties-Summer

Road maintenance and repair- pot hole repair, general road resurfacing and complete road milling/paving

Repair/improve damaged or sunken storm drains

Crosswalk stripping- 26 crosswalks

Biweekly garbage pickup- 39 garbage receptacles in the village

Set up and weekly maintenance of 27 flower pots throughout the village

Weekly mowing, weed trimming and clean up of 12 parks/parking lots and village guardrails

Tree trimming, planting and tree removal

Removal of sediment under South Chapel bridge

Street sweeping- all village streets and parking lots

Maintenance and cleaning of 2 amphitheaters

Move brush from Palmer dump site to cemetery hill site

September 8th-October 13th

1. Drainage repair, blacktop repair and skid pave the bad areas on Cemetery Hill. 85 ton/ blacktop
2. Removed old concrete pad, basketball hoops and telephone pole at St. John's for new splash pad installation.
3. Prepared drainage for new splash pad.
4. Fixed plugged up storm drain on E Hill St.
5. Fixed storm drain on Crestwood
6. Removed large damaged tree at Chang Hu Park.
7. Patched potholes in the Hollywood Theater parking lot between W Main and Jamestown St

Sewer Department

Board Meeting Report

October 2026

Treated 17.895 million gallons of sewage

Received 138,025 gallons of septage

Daily Operations Performed:

- Twice daily sampling and visual inspections
- Sludge pumping operations

Ongoing Responsibilities:

- Weekly permit compliance sampling
- Scheduled maintenance tasks and repairs performed on process equipment
- Grounds maintenance and upkeep
- Tank cleaning
- Sewer maintenance and flushing
- Attended training sessions for licensure requirements

This month additionally we have:

- Completed Monthly DMR for NYSDEC
- Marked dig notices
- Jamie Wilson completed water class
- Ben Latimore started 9/14/2026. He has been learning both sewer and water department daily operations as well as training on the vac truck
- Assisted water department with repairs to the water leak on Caroline St and others in the Town of Collins
- Assisted Town of Collins highway department with culvert pipe flushing.
- Located and verified splashpad drain is open and flowing to the sanitary sewer on Aldrich St.

- Assisted Kirk Trumpore with water department Nissan van, completed
- Assisted Gowanda Ambulance with their sewer pump can cleanout
- Completed Cybersecurity awareness training by NYMIR
- Rebuilt 1 pump
- Removed trash from recycling dumpsters, involved Gowanda PD
- New septage receiving hopper in service, training drivers how to use it



September 2, 2026

Village of Gowanda
Mayor Mark Nephew
27 East Main Street
Gowanda, New York 14070

**SUBJECT: VILLAGE OF GOWANDA WASTEWATER TREATMENT PLANT
IMPROVEMENTS PROJECT PHASE 2
PROFESSIONAL ENGINEERING SERVICES PROPOSAL
ADDITIONAL DESIGN, BIDDING AND SERVICES DURING
CONSTRUCTION**

Dear Mayor Nephew:

Wendel WD Architecture, Engineering, Surveying & Landscape Architecture P.C. (Wendel) is pleased to submit this proposal for professional services for the Wastewater Treatment Plant Improvements Projects – Phase 2. Work included is comprised of ferric tank and Aldrich PS engineering support (design, engineering during construction and resident observation) and Phase 2 engineering support (bidding, grant support (to be completed going forward), engineering during construction, and resident observation services). The ferric tank and Aldrich PS upgrades are being completed as a change order to Phase 1 and Phase 2 capital improvements are included in the WIIA grant project scope that the Village has grant (WIIA and BIL) and CWSRF loan funding for. The Phase 2 project has received approval from NYSDEC and NYSEFC and is ready to be bid. The schedule submitted to NYSEFC calls for the project to be bid in December of 2026. The projected project cost in the engineers report that was submitted to DEC for approval was \$4,192,150.

Phase 2 Project Scope

Primary Clarifier Upgrades (1 and 2)
Lighting and Electrical Upgrades
Secondary Clarifier Upgrades
Trickling Filter Upgrades (1 and 2)
Anaerobic Digester Upgrades and Safety Equipment

It should be noted that this project has multiple funding sources and grant programs that are relied on to offset project costs that require services to be provided beyond a typical construction project, We propose to perform the scope of work below.

A. SCOPE OF WORK

The following scope of work is included in this proposal for professional services.

Task 1 – Ferric Tank Design and Engineering During Construction

- 1) Perform design of ferric tank replacement and Aldrich Street Pump Station additional upgrades
- 2) Prepare documents for NYSEFC and NYSDEC approval
- 3) Prepare quotation document for proceeding with work as a change order to Phase 1 contract
- 4) Prepare change order for additional work incorporated into Phase 1
- 5) Issue Notice to Proceed letters.
- 6) Conduct pre-construction meeting.
- 7) Complete shop drawing review and coordinate with Village personnel.
- 8) Review Contractor schedule.
- 9) Review and respond to Requests for Information (RFI) from the Contractors.
- 10) Review and process pay requests.
- 11) Support construction coordination between the Village and Contractors.
- 12) Project management of construction observation personnel.
- 13) Make visits to the site at intervals appropriate to the various phases of construction.
- 14) Prepare Change Orders as required.
- 15) Coordinate contract close-out between the Village and Contractors.
- 16) Issue to the Village recommendation letters of Final Payment.
- 17) Incorporate the construction observer's and Contractors' field recorded details of construction changes into AutoCAD for a set of record drawings.
- 18) Provide hardcopies and electronic copies of the record drawings to the Village

Task 2 - Resident Observation Services

- 1) Take digital pre-construction photos for reference purposes.
- 2) Conduct field progress meetings between the Village and Contractors.
- 3) Provide Construction Observer personnel for part time inspection during construction activities for an assumed twelve (12) weeks. (156 hours of regular time included in Time & Expense budget). The 156 hours is based on the Village staff supplementing Wendel Observation when activities are limited in activity and scope where it is acceptable to both parties.
- 4) Review and observe on-site construction activities on a part time basis.
- 5) Monitor Contractor construction schedules.
- 6) Check critical grades, elevations and location of all facilities being constructed by the Contractor.
- 7) Complete a punch list and final walk through of the project.

Task 3 - Bidding Services

- 1) Verification of SEQR and SHPO status of project per requests of Bond Council.
- 2) Coordinate with Avalon for making Contract Documents available to bidders.

- 3) Answer Contractor questions during bidding.
- 4) Issue addendums.
- 5) Attend bid opening and prepare bid tab.
- 6) Evaluate bids and conduct a pre-award meeting with the apparent low bidders.
- 7) Prepare a recommendation of award to the Village Board.
- 8) Issue a Notice of Award to the successful Contractors.

Task 4 - Engineering During Construction

- 19) Coordinate with the Village Attorney to review the Contractor's Bonds & Insurance.
- 20) Prepare four (4) conformed Contracts for each Contractor.
- 21) Issue Notice to Proceed letters.
- 22) Conduct pre-construction meeting.
- 23) Complete shop drawing review and coordinate with Village personnel.
- 24) Review Contractor schedule.
- 25) Review and respond to Requests for Information (RFI) from the Contractors.
- 26) Review and process pay requests.
- 27) Support construction coordination between the Village and Contractors.
- 28) Project management of construction observation personnel.
- 29) Make visits to the site at intervals appropriate to the various phases of construction.
- 30) Prepare Change Orders as required.
- 31) Coordinate contract close-out between the Village and Contractors.
- 32) Issue to the Village recommendation letters of Final Payment.
- 33) Incorporate the construction observer's and Contractors' field recorded details of construction changes into AutoCAD for a set of record drawings.
- 34) Provide hardcopies and electronic copies of the record drawings to the Village.

Task 5 - Resident Observation Services

- 8) Take digital pre-construction photos for reference purposes.
- 9) Conduct field progress meetings between the Village and Contractors.
- 10) Provide Construction Observer personnel for full time and part time inspection during construction activities for an assumed fifty-two (52) weeks. (1,600 hours of regular time included in Time & Expense budget). The 1,600 hours is based on the Village staff supplementing Wendel Observation when activities are limited in activity and scope where it is acceptable to both parties.
- 11) Review and observe on-site construction activities.
- 12) Monitor Contractor construction schedules.
- 13) Check critical grades, elevations and location of all facilities being constructed by the Contractor.
- 14) Complete a punch list and final walk through of the project.

Task 6 - Engineering Support with DOCCS, EFC, DEC and Congressional Office (Ongoing)

- 1) Coordinate with NYSDEC and NYSEFC related to bidding process.
- 2) Coordinate with NYSEFC on BIL funding.

- 3) Update document per NYSEFC requirements for grant funding including newly obtained BIL funding.
- 4) Coordinate with Congressional Office on compliance for Congressional Directed Spending grant.
- 5) Review potential phasing and grant opportunities to investigate maximizing grant funding.
- 6) Prepare additional NYSEFC submittals for project signage.
- 7) Prepare NYSEFC forms for impact of operation and maintenance costs and EDU cost impact.
- 8) Coordination with Village and DOCCS on funding to date.
- 9) Coordination with Village, DOCCS, and Municipal Solutions on DOCCS payment for Phase 2 upgrades.
- 10) Attendance at meetings and conference calls with Village, DOCCS, Municipal Solutions, related to Phase 2 and cost negotiations for Phase 2.
- 11) Coordinate with Village and Village grant consultant on documentation required for NYSDEC and Federal Government related to WIIA and Congressional Directed Spending grants.
- 12) Support on any updated bond resolutions needed going forward (if any)
- 13) Coordination and meetings with Village and Municipal Solutions to evaluate phases to incorporate various cost share and grant funding amounts.

B. EXCLUSIONS

The following services are excluded from this proposal:

- 1) Any and all work not specifically included in the above "scope of work" is excluded.
- 2) Commissioning and construction testing are not included in this proposal. If it is determined that these services are required on the project, the services can be furnished upon a supplemental agreement.

C. ASSUMPTIONS

- 1) We have assumed twelve (12) months or fifty-two (52) weeks of construction time.

D. PROPOSAL FEE:

We trust the above scope of work meets the Village of Gowanda's requirements. We are proposing to perform the scope of work presented in this proposal for the following fees:

Task 1: Ferric Tank Design Services and EDC Services (Lump Sum)	\$30,675
Task 2: Resident Observation Services (Time and Expense)	\$39,000
Task 3: Bidding Services (Lump Sum)	\$15,000
Task 4: Engineering During Construction (Lump Sum)	\$140,000
Task 5: Resident Observation Services (Time and Expense)	\$225,000
Task 6: <i>Engineering and Grant Support with DOCCS, EFC, and CDS (T&E)</i>	\$15,000
TOTAL AUTHORIZATION	\$464,675

Fee Notes:

- 1) Expenses such as plotting/printing costs, postage, local mileage, and telephone charges are included in the fee.
- 2) Should Wendel be required to perform additional services beyond those outlined above, Wendel shall be compensated on an hourly or fixed sum basis for a mutually agreed scope of services.
- 3) Our fee and schedule proposal is valid for 60 days. If we do not receive a signed notice to proceed before that date, we reserve the right to re-evaluate our proposal.

E. TERMS:

This proposal, the attached "Appendix A" (Professional Services Terms and Conditions), and the attached NYSEFC Terms and Conditions for Non-Construction Projects are intended to represent the entire contractual relationship.

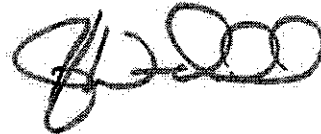
Please contact me if you have any questions. If this proposal is acceptable to you, please indicate your acceptance by signing both originals and return one (1) executed original to our office.

Respectfully Submitted,

Wendel



Brian M. Sibiga, PE
Director of Wastewater Energy Services
 Principal



Jesse F. Wendell, PE
Vice President, Engineering

Enc.

Should Wendel's proposal be accepted, Wendel WD Architecture, Engineering, Surveying & Landscape Architecture P.C., a New York State licensed architecture and engineering firm that is part of a consolidated group of Wendel Companies, will contract to undertake the work. Our letterhead and plans will still prominently say "Wendel" and we will refer to ourselves as Wendel throughout the project.

ACCEPTANCE / AUTHORIZATION:

Accepted this _____ day of _____, 20____

Print Name: _____

Signature: _____

Title: _____

RETURN TO:

Wendel

Attn: Brian M. Sibiga, P.E.

375 Essjay Road, Suite 200

Williamsville, NY 14221

Gowanda Water Department

MONTHLY BOARD REPORT

Gowanda- Processed 9,074,000 gallons for the month of September for a daily average of 302,500 gallons. 18 Ufpo. Processed 2 work orders. Read meters. Posted a shutoff notice on Erie Ave. Picked up fluoride at Amrex Chemical in Buffalo as none was available at the usual supplier, Slack Chemicals. Leak found on Jamestown Street with the help of the postal carrier. Property owner notified it was on their side of the curb box. NY Rural Water helped pinpoint water leak on Dawson Drive as well as Caroline Rd. Water leak repaired on Caroline that was approximately 50gpm and causing issues in the Valu parking lot. Followed up with the manager at Valu about the water issues in the parking lot caused by the leak on Caroline. Cleared out debris above the spring at Point Peter Reservoir. Sam completed on-site assessment and obtained license. Kirk Smuda and Jamie Wilson completed the IIA/B course at SUNY Fredonia.

Collins 1- Processed 2,411,000 gallons for a daily average of 80,400 gallons. 17 Ufpo. Read meters. Landscaped 2 old leak repair locations. Lagoon and Highway Department samples taken. POC (Principal Organic Chemicals) samples taken. Water valve at the well repaired. Chlorine injector replaced at the well. Leaking valve repaired in front of the LK Painter Center.

Collins 3- Processed 664,383 gallons for a daily average of 21,432 gallons. Lead and Copper sample results given to residents at the sample locations. SOC (Synthetic Organic Chemicals) samples taken. Cleaned up area on N. Division Rd. from the location of the old water leak.

Police Wage Review 10/13/2026

(21) Total Shifts (17) Shifts to Fill

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7:00am-3:00pm							WKEND
3:00pm -11:00pm						WKEND	WKEND
11:00pm- 7:00am						WKEND	WKEND

Police Officer In Charge (OIC) \$30,000

Salary @ \$30,000

PT Certified Police Patrol @\$30/hr \$212,160

17 Shifts x 8 = 136 x 52 wk/yr = 7072 hrs

7072 hrs x \$30 = \$212,160

Police Clerk @ \$25/hr \$22,750

35hrs/pay period x 26 = 910 hrs

910 hrs x \$25 = \$22,750

Extra Duties +\$2/hr \$2,080

40hrs/pay period x 26 = 1040 hrs

1040 hrs x \$2 = \$2,080

Weekend Differential +\$2.50/hr \$5,200

Friday 3:00pm to Sunday 7:00am

40hrs/wk x 2 = 80 hrs x 26pp = 2080 hrs

2080 hrs x \$2.50 = \$5,200

Holiday Pay + \$5/hr (\$35/hr) \$200

40 hrs x \$5 = \$200

Easter Sunday

July 4th

Thanksgiving Day

Christmas Day

New Years Day

\$272,390

Note: Trainee's are not included in these rates. Ross is reviewing Trainee requirements for future discussion

Current 2026-2027 Police Patrol Budget is \$230,338

An additional \$30,000 is allocated to Police Equip reserve from personnel as a reflection of reduced coverage.

If shift coverage increases, we can use the \$30,000 vs. reserve. \$8,000 was allocated to building improvements to support a new storage garage/police station improve if needed. Pending.

\$230,338/26 payrolls = \$8,859/funded payroll average

\$5,042 is current Police payroll average (9 payrolls)

\$6,165 high/ \$2,040 low

Represents if we fill all (17) shifts each week.

Shift coverage will be monitored for (1) officer per shift unless requested for special events or other needs for multiple patrol during a shift as requested by the OIC.

Annual budget will be monitored as shift coverage increases and necessary coverage will be adjusted if needed.

Fringe Benefits- Not included in Direct Police Budget

Included

Current Potential

FICA @ .0765

\$17,621 \$20,838 FICA up to \$230,338 of wage is included in current budget

Retirement @ 31.9%

\$49,000 \$86,892 Retirement as estimated by NYS is included at \$49,000 This number could increase dramatically with filling of shifts and will need additional allocation for future budgets

Workers Comp @ 2%

\$4,848 \$5,448 Included in current budget @ \$4,848

\$71,469 \$113,178

Fuel

\$8,000

Currently included at \$8,000 annual in budget- if more shifts are covered this will need to be adjusted to cover additional road patrol

Village of Gowanda Current Wage

Police Patrol Officer (1-5 Years)	\$24.00/hour	1-5 years certified police patrol experience up to 40 hours per pay period (1040 hours/year as required by Civil Service)
Police Patrol Officer (6-10 Years)	\$25.00/hour	6-10 years certified police patrol experience up to 40 hours per pay period (1040 hours/year as required by Civil Service)
Police Patrol Officer (11-15 Years)	\$26.00/hour	11-15 years certified police patrol experience up to 40 hours per pay period (1040 hours/year as required by Civil Service)
Police Patrol Officer (16+ Years)	\$27.00/hour	16+ years certified police patrol experience up to 40 hours per pay period (1040 hours/year as required by Civil Service)

Wage Review - Ross

Franklinville:	\$25.00 to start / \$28.00 after probationary period
Springville:	\$33.00
Lakewood:	\$30.00
Cattaraugus County:	\$31.00
Chautauqua County:	\$27.50

**Village of Gowanda Police Department
Wage Schedule- Effective October 13, 2026 (pending review)**

TITLE	WAGE	REQUIREMENTS
Officer In Charge (OIC)	\$30,000 Salary	up to 40 hours per pay period
Police Officer w/ Collateral Duties	\$+2.00/hour	Certified police patrol with other administrative duties as assigned by the OIC
Police Patrol Clerk	\$25.00/hour	up to 35 hours per pay period
Police Patrol Officer- Certified	\$30.00/hour	Certified police officers as documented with certification up to 40 hours per pay period (1040 hours max/year as required by Civil Service)
Weekend Differential	+\$2.50/hour	Certified police patrol who work weekend shifts from Friday at 3:00 pm to Sunday at 7:00 am
Holiday Pay for Police Patrol Officers	\$+ 5.00/hour	Easter Sunday; July 4th; Thanksgiving; Christmas Day; New Year's Day.

**Police Wage Schedule
Authorized by the Village of Gowanda Board of Trustees
Updated: October 13, 2026**

Mark Nephew, Village Mayor

Danielle Wagner, Village Clerk

VILLAGE OF GOWANDA

Police Clerk

Job Description *(10/13/2026)*

The Police Clerk is directed by the Officer in Charge to prepare and file all reports, maintain licenses, and update documents and orders of the Police Department as required by various agencies.

Job Duties

- Warrant validation
- CJIS audits
- Seal orders from local and county courts
- Background checks
- Local checks for local organizations license
- Unified crime report entries for Ejusticeny
- Monitor Police reports for UCR errors
- Domestic incident report entries and notifications for DCJS
- Sex offender update in DCJS including change of address and photo updates
- RIC admin
- TRacs admin
- Monitor and provide police blotter for audit purposes
- Ejusticeny monitor daily per compliance with NYS DCJS
- Provide discovery request for DA offices in Erie and Cattaraugus county
- Foil request monitor and response
- Assist with firearms recertifications for the department.
- Monitor g-mail account for the department

Hailey Fort

SKILLS

Conflict Resolution/De-escalation, Multitasking Abilities, Report Writing, Dependable, Firstaid/CPR, Firearms Training, Patrol Procedures, Defensive Tactics, SRO School

EXPERIENCE

Cattaraugus County Sheriff's Office, Little Valley NY - Deputy/SRO

02/2026 - Current

- Performed basic road patrol operations
- Understands NYS VTL and NYS Penal Law
- Able to complete arrest procedures

Jamestown Police Department, Jamestown NY - GIVE Internship

07/2023 - 07/2024

- Created overtime opportunities with specific addresses for officers to complete
- Developed monthly powerpoints based on data from overtime details
- Attended monthly meetings comparing and discussing GIVE details with other departments

Gowanda Police Department, Gowanda NY - Internship

09/2021 - 06/2022

- Learned basic police knowledge
- Gathered a feel of a typical day-to-day police work

EDUCATION

Chautauqua County Sheriff's Academy, Jamestown NY - Basic Police Academy

Graduated - 05/2026

Jamestown Community College, Jamestown NY - Associate of Applied Science - Criminal Justice

Graduated with Honors - 05/2024

Village of Gowanda, New York

Proposal

**Auditing Services for
the Year Ending May 31, 2026**

**Date of Proposal:
September 15, 2026**

Presented by:

R.A. MERCER & CO., P.C.
Certified Public Accountants
290 Center Road
West Seneca, New York 14224
Contact: Christopher M. Zera, CPA – Partner
Telephone: 716-675-4270

**Village of Gowanda
Audit Proposal from R.A. Mercer & Co., P.C.**

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Kenneth S. Frank, CPA
Roger J. Lis, Jr. CPA
Christopher M. Zera, CPA

R. A. MERCER & CO., P.C.
Certified Public Accountants
290 Center Road
West Seneca, New York 14224
Phone 716-675-4270 Fax 716-675-4272
www.ramercer CPA.com

Raymond A. Mercer, CPA 1931-1983
Kathryn A. Larracuenta, CPA

September 15, 2026

Traci Hopkins
Treasurer
Village of Gowanda

Dear Ms. Hopkins:

In response to your request for proposals for auditing services, we submit the following proposal for the year ending May 31, 2026.

NATURE OF SERVICES AND STANDARDS TO BE FOLLOWED

We understand that you are seeking auditing services and the rendering of an opinion on the Village of Gowanda, New York's (the "Village") basic financial statements in accordance with 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards. The audit is to be performed in accordance with generally accepted auditing standards as set forth for financial audits in the General Accounting Office's (GAO) *Government Auditing Standards*.

COMMITMENT TO PERFORM WORK WITHIN SPECIFIED TIME PERIOD

If selected for this engagement, we will deliver final reports to the Village by the required due date as stated in the Request for Proposals.

FIRM QUALIFICATIONS

Our Size

R.A. Mercer & Co., P.C. is a local, multi-office CPA firm with offices in West Seneca and Springville. Our staff includes three partners, two managers, three staff accountants (a total of five Certified Public Accountants) and three support staff members. The firm performs engagements for over forty not-for-profit and governmental organizations in New York State and we have developed a great deal of expertise on these engagements. One of our partners is a qualified peer reviewers and perform reviews of firms similar to our own.

Our Values

- **Quality, dedication and integrity:**
R.A. Mercer & Co., P.C. grew based on the highest standards and ethics of the accounting and auditing profession. The core values of our firm enable us to provide our clients with the highest quality product. We are dedicated to a standard of excellence in all that we do.
- **Exceptional service and caring attention to every client:**
Our partners and staff are easily accessible to answer any questions that you may have throughout the engagement process and are available year-round when questions arise.



- Talented, responsible, efficient people:
Our partners and staff bring a high level of expertise and dedication to each engagement. They always perform their work efficiently and continually strive to improve their technical skills.

We would be available throughout the year for any additional accounting or consulting services at your request. We are a full-service firm able to assist with a wide variety of tasks. These services would be billed at our normal hourly rates. Rates for accounting and consulting services vary according to the degree of experience of personnel assigned.

Firm personnel have been involved in working with governmental and not-for-profit organizations for over 50 years. We understand and are concerned about the financial problems and issues affecting our clients each year and are committed to providing the highest quality service at a reasonable cost.

This proposal is a firm and irrevocable offer.

We look forward to continuing our relationship with the Village and stand ready to answer any questions you may have regarding our proposal.

Very truly yours,

Christopher M. Zera, CPA

Christopher M. Zera, CPA
R.A. Mercer & Co., P.C.

(1) Description of Firm, Location, and Experience with Municipal Audits

Firm Qualifications and Experience

R.A. Mercer & Co., P.C. is a local, multi-office CPA firm with offices in West Seneca and Springville. Our staff includes three partners, two managers, three staff accountants (a total of five Certified Public Accountants) and three support staff members. The firm performs engagements for over forty not-for-profit and governmental organizations in New York State and we have developed a great deal of expertise on these engagements.

We propose to perform these auditing services utilizing a full-time audit team from our West Seneca office which will consist of one partner, and one staff accountant.

A copy of our firm's latest peer review letter for the year ending June 30, 2023 is enclosed (see Appendix A). The AICPA requires, under their Peer Review Program, a triennial review of firms to monitor and comply with requirements to have a system of quality control meeting both AICPA and GAO standards. Through our participation in the AICPA Peer Review Program, we received a Pass report on the triennial review of our firm's quality control procedures. This report included the review of several governmental engagements. We received an unqualified opinion on our quality control system. This type of report is the highest level of report received by the CPA firms reviewed. Our next Peer review is scheduled for November 2026.

Our firm has had no federal or state desk reviews or field reviews of our audits during the past three years. Additionally, our firm has had no disciplinary action taken (nor is any currently pending) against our firm during the past three years with state regulatory bodies or professional organizations.

Independence

We specifically confirm that R.A. Mercer & Co., P.C. is independent with regard to the Village of Gowanda, New York as defined by AICPA and Governmental Accountability Office (GAO) standards.

License to Practice in New York State

We specifically confirm that R.A. Mercer & Co., P.C. is a duly registered certified public accounting firm in New York State. We further specifically confirm that all key professional staff employed by R.A. Mercer & Co., P.C. are properly licensed to practice in New York State.

Village of Gowanda
Audit Proposal
For the Year Ended May 31, 2026
Presented by: R.A. Mercer & Co., P.C.

(2) Description of the Proposed Audit Team Including Experience and Qualifications for Municipal Audits

The principal supervisory and management staff who will be assigned to this engagement are expected to be as follow:

<u>Partner:</u>	Christopher M. Zera, CPA New York certificate number: 094615 Over twenty years of public accounting experience
<u>Staff:</u>	Joseph Strzalka Approximately six years of public accounting experience

All supervisory and management personnel at R.A. Mercer & Co., P.C. are properly registered and licensed to practice in New York State. All such personnel must meet the minimum standards established for auditors who audit governmental entities. R.A. Mercer & Co., P.C. performs numerous audits of municipalities and, therefore, all professional staff receive extensive training in governmental auditing, including Single Audits subject to the Uniform Guidance, each year.

Village of Gowanda
Audit Proposal
For the Year Ended May 31, 2026
Presented by: R.A. Mercer & Co., P.C.

(3) Description of QuickBooks Experience of the Proposed Audit Team

All members of the audit team have experience with QuickBooks. Our Firm has a number of clients that use QuickBooks as their accounting software and we are frequently requested to provide assistance with input, assistance with running reports, and assistance with correcting errors that have been made.

(4) Description of the Process and Scope of Services Provided to Meet the Single Audit Requirements

The following is a brief outline of our proposed audit management:

Prior to the beginning of the assignment there will be a pre-audit consultation in preparation for designing an audit approach through an understanding of the accounting systems and a discussion of any problem areas. Prior to the start of the audit fieldwork, we will schedule a kickoff meeting with Village personnel and our staff members scheduled to perform the audit engagement. The agenda of this meeting will include coordination and scheduling of interaction with Village staff, confirmation procedures, and discussion of other requirements. In planning fieldwork, we will document the Village's systems of internal control and gather permanent file information. Performance of audit procedures and tests to assess the likelihood of errors in the financial statements would be performed in connection with the documentation of the internal control system. The performance of substantive tests and other procedures as deemed necessary will be undertaken to form our opinion and issue our report on the financial statements.

Auditors in the field are instructed to make firm partners aware of any potential recommendations arising during their work. These matters will be reviewed with management by a partner for a determination of the proper disposition. Partner review and supervision in the field assures that these matters and other questions raised during the audit are appropriately communicated for resolution. Through this process, meaningful recommendations can be made and matters of lesser importance may be resolved with the appropriate parties during the audit fieldwork.

Field audit and office review of reports and working papers will be in accordance with generally accepted and governmental (Yellow Book) auditing standards. The standards state:

- Work is to be adequately planned.
- Assistants are to be properly supervised.
- An evaluation is to be made of the system of internal control to obtain an understanding for planning the audit and determining the nature, timing, and extent of tests to be performed.
- Sufficient, competent, and relevant evidence is to be obtained to afford a reasonable basis for the auditor's opinions, judgments, conclusions, and recommendations.

Sampling is an integral part of any audit engagement. With this in mind, we use sampling extensively in testing transactions and account balances for all our audits. We tailor our sampling to the specific population being tested. Our sample sizes generally range in size from twenty-five

Village of Gowanda
Audit Proposal
For the Year Ended May 31, 2026
Presented by: R.A. Mercer & Co., P.C.

to sixty items, depending on the size of the balance, or the number of transactions in the population, being sampled.

In addition, we use analytical procedures during our audit engagements to audit many revenue and expense accounts. We will perform preliminary analytical procedures at the beginning of the audit, which will assist us in assessing risk and in highlighting any anomalies that may exist which would lead us to perform more extensive auditing procedures during fieldwork. We may also use analytical procedures in other substantive testing throughout the audit. We will also perform analytical procedures at the end of fieldwork which will assist us in wrapping up the financial statements and ensuring that the overall balances are accurately stated.

We believe that if the package of client-prepared schedules customarily provided to the auditors is available prior to our fieldwork commencement, timely completion within established deadlines will be achieved. We would work closely with Village staff to complete the audit procedures in an efficient and effective manner.

The key to an effective professional relationship is the ability to establish proper and continuous communication channels in order to:

- Ensure the appropriateness of planned procedures;
- Deal with recommendations in a constructive and timely manner; and
- Be aware of changing conditions and circumstances and adapt as required.

Within this context, it is our responsibility to keep our clients informed of significant accounting issues. We believe this attitude is a no-surprise approach to client service, and allows us to focus on what is relevant and important.

Our communications will highlight emerging issues and will provide forums in which we can discuss and resolve any matters that deserve special attention. Furthermore, we will place particular emphasis on periodic meetings between management and the R. A. Mercer engagement team. Such meetings will give the Village a means of understanding our approach and plans, and will enable them to give us feedback on how we can provide the best possible services.

All matters involved in the review of audit working papers, drafting of the audit report, and resolutions of the technical aspects of the final report are supervised, reviewed, and approved by a partner. If appropriate, the partner also conducts an exit conference and the review of report drafts, including management letter recommendations.

Village of Gowanda
Audit Proposal
For the Year Ended May 31, 2026
Presented by: R.A. Mercer & Co., P.C.

In presenting the results of our audit, we will communicate with the Board in accordance with AICPA Statement of Auditing Standards (SAS) No. 114 which encompasses the significant accounting policies, judgments, and estimates included in the financial statements, audit adjustments, and an affirmation that there were, or were not, disagreements with management, major issues arising during the audit, or difficulties encountered in performing the audit. A SAS 114 letter will be presented with financial statements, accountants' report, and management letter.

Identification of Anticipated Potential Audit Problems

Should any major problems be encountered during the performance of the audit, we will discuss them with the appropriate Village personnel to arrive at appropriate plans and strategies to address them.

Village of Gowanda
Audit Proposal
For the Year Ended May 31, 2026
Presented by: R.A. Mercer & Co., P.C.

(5) Projected Start Date, Time to Complete the Audit, and Projected Completion Date

We will work with management of the Village to determine a start date for the audit that is best for all parties involved. Ideally, we believe that a start date in October or November would be best. We would like to schedule a full week of fieldwork where we work with management on-site. We would then anticipate requiring another week or two to prepare the audit report, finalize our quality control documentation, and issue the report.

We are cognizant of the February 28, 2027 due date and we fully anticipate being able to finalize the audit and the Single Audit submission well in advance of that date.

Village of Gowanda
Audit Proposal
For the Year Ended May 31, 2026
Presented by: R.A. Mercer & Co., P.C.

(6) A detailed Explanation of Cost, Hourly Rates, and Fees

Based on the information provided, we estimate that the cost of our auditing services for the year ended May 31, 2026 will be **\$17,500**.

Any additional services will be charged at our normal billing rates during the year of service, which are as follows:

Partner	\$180 per hour
Manager	\$110 per hour
Staff	\$100 per hour

Village of Gowanda
Audit Proposal
For the Year Ended May 31, 2026
Presented by: R.A. Mercer & Co., P.C.

(7) List of Municipal Clients and Contact Information

R.A. Mercer & Co., P.C. has extensive experience with governmental audit engagements. Our governmental audit client base includes, but is not limited to, the following engagements:

Governmental Entity	Scope of Work	Date	Engagment Partner(s)	Total Hours	Name of Contact	Telephone Number of Contact
Forestville Central School District 12 Water Street Forestville, New York 14062	Yellow Book audit and Single Audit	6/30/2025	Christopher M. Zera, CPA	90	Kerrie Ann Pelletter Business Manager	716-386-2375
Clymer Central School District 8672 E. Main Street Clymer, New York 14724	Yellow Book audit and Single Audit	6/30/2025	Christopher M. Zera, CPA	100	Jarrett Wiggers Business Manager	716-355-4444
Town of Randolph 72 Main Street Randolph, New York 14772	Yellow Book audit and Single Audit	12/31/2023	Christopher M. Zera, CPA	80	Gretchen Hind Town Clerk	716-358-9701
Town of Orchard Park 4295 South Buffalo Street Orchard Park, New York 14127	Yellow Book Audit	12/31/2025	Christopher M. Zera, CPA	160	Tricia Jurek Account Clerk	716-662-6400

VILLAGE OF GOWANDA, CATTARAUGUS AND ERIE COUNTIES, NEW YORK

\$740,000 PUBLIC IMPROVEMENT SERIAL BONDS – 2026

CERTIFICATION OF MUNICIPAL OFFICIAL

I hereby certify that:

- I am a responsible officer / duly authorized representative of the above referenced municipality, and have the authority to participate in the issuance of debt offerings of such municipality;
- Our municipality has engaged the services of Municipal Solutions, Inc. (MSI) to assist with the preparation of the sale documents pertinent to the offering of the above referenced issue including (but not limited to) the Notice of Sale, the Official Statement, the Summary of Financial Information and/or any other relevant statements or documents that may be created in connection with the debt issuance. As part of our engagement with MSI, we have provided MSI with all information necessary for them to prepare such documents in a complete and accurate manner. MSI has gathered, assembled, and compiled the information supplied by our municipality and is not responsible for the accuracy or materiality of the information provided to them to prepare the offering documents;
- MSI has provided me with the draft sale documents with sufficient time to review them, and the opportunity to provide comments on them, prior to mailing finalized versions to potential purchasers;
- I have read the documents provided to me by MSI in their entirety;
- I understand the information provided within the documents and agree, to the best of my knowledge, that it is accurate, true, and does not contain any misstatements nor omit any information that an investor would find material in their decision to purchase the above referenced debt issue;
- I further understand and acknowledge that if any of the information contained within the sale documents changes in a material manner, including the financial position of our municipality, I will promptly notify MSI.

(Name of Municipal Official)

(Title)

(Date)

Sent: 09-29-2026

File: SB / Water & Fire Truck

\$605,000 Serial Bond - 15 years

Level Debt

Prepared For: Village of Gowanda
 Prepared By: Municipal Solutions, Inc.
 Project: Water

Amount Borrowed: \$1,061,075
 Less BAN Payments: (\$456,075)
 Amount to Bond: \$605,000

Fiscal Year Ending May 31:	Principal Payment November 1	Interest Rates	Interest November 1	Interest May 1	Total Interest	Total Debt Service	Outstanding Bonds
2028	\$15,000	5.000%	\$31,512.50	\$15,381.25	\$46,893.75	\$61,893.75	\$590,000
2029	30,000	5.000%	15,381.25	14,631.25	30,012.50	60,012.50	560,000
2030	30,000	5.000%	14,631.25	13,881.25	28,512.50	58,512.50	530,000
2031	35,000	5.000%	13,881.25	13,006.25	26,887.50	61,887.50	495,000
2032	35,000	5.000%	13,006.25	12,131.25	25,137.50	60,137.50	460,000
2033	35,000	5.000%	12,131.25	11,256.25	23,387.50	58,387.50	425,000
2034	40,000	5.250%	11,256.25	10,206.25	21,462.50	61,462.50	385,000
2035	40,000	5.250%	10,206.25	9,156.25	19,362.50	59,362.50	345,000
2036	45,000	5.250%	9,156.25	7,975.00	17,131.25	62,131.25	300,000
2037	45,000	5.250%	7,975.00	6,793.75	14,768.75	59,768.75	255,000
2038	45,000	5.250%	6,793.75	5,612.50	12,406.25	57,406.25	210,000
2039	50,000	5.250%	5,612.50	4,300.00	9,912.50	59,912.50	160,000
2040	50,000	5.375%	4,300.00	2,956.25	7,256.25	57,256.25	110,000
2041	55,000	5.375%	2,956.25	1,478.13	4,434.38	59,434.38	55,000
2042	55,000	5.375%	1,478.13	0.00	1,478.13	56,478.13	0
TOTALS	<u>\$605,000</u>		<u>\$160,278.13</u>	<u>\$128,765.63</u>	<u>\$289,043.75</u>	<u>\$894,043.75</u>	

Assumes: \$605,000 serial bond issued November 3, 2026

Bond Principal Due November 1, 2027 / 2041

Bond Interest Due November 1, 2027, and semiannually thereafter on May 1 and November 1

\$135,000 Serial Bond - 5 years

Level Debt

Prepared For: Village of Gowanda
Prepared By: Municipal Solutions, Inc.
Project: Fire Truck

Amount Borrowed: \$224,000
Less BAN Payments: (\$89,000)
Amount to Bond: \$135,000

Fiscal Year Ending May 31:	Principal Payment November 1	Interest Rates	Interest November 1	Interest May 1	Total Interest	Total Debt Service	Outstanding Bonds
2028	\$20,000	5.000%	\$6,750.00	\$2,875.00	\$9,625.00	\$29,625.00	\$115,000
2029	25,000	5.000%	2,875.00	2,250.00	5,125.00	30,125.00	90,000
2030	30,000	5.000%	2,250.00	1,500.00	3,750.00	33,750.00	60,000
2031	30,000	5.000%	1,500.00	750.00	2,250.00	32,250.00	30,000
2032	30,000	5.000%	750.00	0.00	750.00	30,750.00	0
TOTALS	<u>\$135,000</u>		<u>\$14,125.00</u>	<u>\$7,375.00</u>	<u>\$21,500.00</u>	<u>\$156,500.00</u>	

Assumes: \$135,000 serial bond issued November 3, 2026

Bond Principal Due November 1, 2027 / 2031

Bond Interest Due November 1, 2027, and semiannually thereafter on May 1 and November 1

Bid Tab Sheet- Small Project Fund Project Management & Admin Consultant Services
Bid Issued 7-24-2026 Bids Due 8-26-2026

RECEIVED	PROPOSED COST	MWBE
Noreast Consultant Group Inc. PO Box 303 Altamont, NY 12009 716-860-2391 Thad Leugemors Thad.leugemors@noreastconsultinggroup.com	\$65,500	Certified WBE
AR Consulting Hinsdale, NY 716-581-1878 April Ramadham Arconsulting716@gmail.com	\$40,000	Certified MWBE
LaBella Associates 300 Pearl Street, Suite 130 Buffalo, NY 14202 716-422-2825 Christina Paradowski cparadowski@labellapc.com	\$65,500	Not identified
Heritage Resources LLC 403 Main Street, Suite 506 Buffalo, NY 14203 716-830-6076 Alma O/Connell-Brown hrrllcab@gmail.com	\$65,500	Certified WBE



HERITAGE RESOURCES, LLC

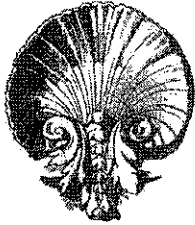
**Proposal & Qualifications
NY Forward Grant Small Project Fund
Consultant Services for Project
Management & Administration**



To: Village of Gowanda
Traci Hopkins, Village Treasurer
27 East Main Street, Gowanda, NY 14070

From: Heritage Resources LLC
Alma O'Connell-Brown, President
A NYS Certified WBE Firm #73187

Date: August 26, 2026



HERITAGE RESOURCES, LLC

August 26, 2026

Ms. Traci Hopkins, Village Treasurer
27 East Main Street
Gowanda, NY 14070

Re: **Village of Gowanda NY Forward Small Project Fund
Consultant Services for Project Management & Administration
HRLLC P26-028**

Dear Ms. Hopkins:

Congratulations to the Village of Gowanda upon receiving the award of a New York Forward grant. Heritage Resources LLC is very interested in working with the Village to provide the required Project Management & Administration Consultant Services for your New York Forward – Small Project Fund Grant.

As a state-wide leader in NYS Housing & Community Renewal managed NY Forward, NY Main Street, Buffalo Main Street & Downtown Revitalization Initiatives grant projects, HRLLC's staff is especially interested in bringing the requisite Management & Availability, Capability, Experience, Qualifications & References to serve you well within the grant funded budget & schedule.

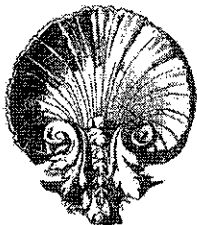
Because the funded amount for these services are set by the grant, we believe the Village of Gowanda will make a Qualifications-Based Selection for the firm that is best suited and qualified to provide the services for your Small Business Grant Program required for compliance with NYS HCR guidelines.

Heritage Resources LLC is a New York State certified Woman Owned Business Enterprise – WBE. We are submitting this proposal to the Village as the leader of our full service Project Team.

We propose to work closely with you and the Village Project Team from beginning to end, complementing your in-house expertise and experience in getting the project done well, while freeing you up to fulfill your many other responsibilities to the Village.

HERITAGE RESOURCES, LLC / 403 MAIN STREET, SUITE 506 / BUFFALO, NY 14203
T: 716-830-6076 / HRLLCAB@GMAIL.COM

WE ARE A NYS CERTIFIED WBE - WOMAN BUSINESS ENTERPRISE



HERITAGE RESOURCES, LLC

In conclusion, as a highly-qualified Grant Project Management & Administration Consultant and state-certified Women-owned Business Enterprise, we thank you for this opportunity to submit our proposal to be considered for the Village of Gowanda's important NY Forward Small Project Fund Grant project. We look forward to reviewing our qualifications with you.

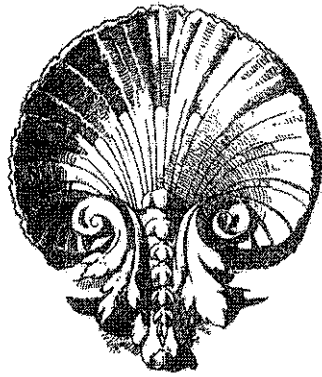
Please contact me at any time if you have any questions or wish to discuss our proposal. We are here to help!

Regards,

Alma O'Connell-Brown
President & Owner

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T: 716-830-6076 / HIRLLCAB@GMAIL.COM

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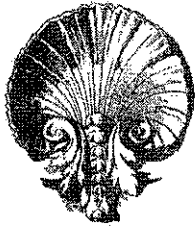


HERITAGE RESOURCES, LLC

PROPOSAL FOR
PROJECT MANAGEMENT & ADMINISTRATION
CONSULTANT SERVICES

PRESENTED TO: VILLAGE OF GOWANDA

AUGUST 26, 2026



HERITAGE RESOURCES, LLC

Following the RFP Submission Requirements, we respectfully submit:

Section 1: Contact information

Heritage Resources LLC – A NYS WBE Certified Firm - #73187

Located in the historic Brisbane Building in Downtown Buffalo
403 Main Street, Suite 506, Buffalo, NY 14203
Alma O'Connell-Brown, President & Owner is your Primary Contact
Tel: 716-830-6076 Email: hrllcab@gmail.com

Section 2: Services Capability

Please find a list of our experience in providing Grant Administrative, Architectural & Environmental Services for municipalities and community development agencies across New York. We have the staff capacity, capability and experience to complete the grant required services with cooperation from building owners. We have a full service project team to help you with your project!

Staff & Sub Consultant Project Team

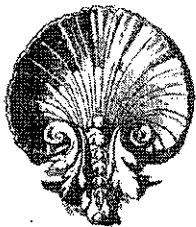
HRLLC President & Grant Services Manager Alma O'Connell Brown will work directly with you, leading the HRLLC team who provide support for the Grant Administrative Services. We regularly engage trusted and effective sub-consultants with years of successful experience in this work.

Sub Consultant Stohl Environmental LLC: HRLLC understands the HCR requirements for the Environmental Programmatic and Site-Specific checklists. We have worked throughout NYS with Stohl Environmental LLC to provide the environmental professional review, reporting and testing that is required for NY Forward projects.

We will engage and work with Stohl for this project, providing their expertise as needed based on the scope of work for each project. Because they will be a part of our project team, Village of Gowanda will not be required to solicit an additional RFP for Environmental Services.

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T: 716-830-6076 / HRLLCAB@GMAIL.COM

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Stohl's services are an additional cost, but not for you. Their services are typically paid by the Owners via a \$350-\$375 commitment fee that is reimbursed with grant funds upon their completed project being certified.

Sub Consultant CBCA: Design Concept Services - CBCA has worked on many of HCR'S NY Forward, Downtown Revitalization Initiative, NY Main Street, Buffalo Main Street grant projects and on many Empire State Development East Side (Buffalo) façade improvement grant projects. CBCA led a team of architects providing design services for dozens of small commercial corridor building façades for the Erie County Commercial Center Improvement program.

CBCA also provided design concept services and implementation several years ago in the Village of Gowanda with the Erie County Commercial Center Improvement Program grant, completing façade projects at Gabel Bros., Hager's Florist, Radio Shack, Gowanda Pharmacy to name a few. A significant improvement was made in the Village's commercial district with this Erie County grant.

HCR's downtown revitalization programs have their roots in the work of Clinton Brown with the Preservation League of NYS. They conducted workshops titled *"Enhancing Main Street: Making Upper Floors Work Again"* across the state that focused on rehabilitating underutilized upper floors of historic commercial buildings, particularly for residential reuse. These workshops provided expertise on navigating building codes and development hurdles.

The cost of design services for owners who request design services can be included for reimbursement in their grant award from the soft costs budget upon completion of their project. HRLLC would coordinate with CBCA or the Owner's design professional to provide design concepts.

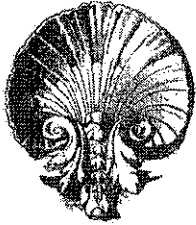
Added Value & Service for Owners: Some of the Village's commercial properties may be eligible for National Register listing. HRLLC would be able to assist with NYS Historic Tax Credit applications for interested property owners

Section 3: Timeline

We understand the desire to kick off the program in early Fall 2026 and be completed within the grant period which ends in 2028. The majority of the tasks will be completed within the first 6 – 8 months with marketing, application process, selection committee, awards and project set up with SHPO 14.09 reviews and Site-Specific

HERITAGE RESOURCES, LLC / 403 MAIN STREET, SUITE 506 / BUFFALO, NY 14203
T: 716-830-6076 / HRLLCAB@GMAIL.COM

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HERITAGE RESOURCES, LLC

Environmental checklist submittals. The next step after that is reviewing owner's bids and estimates for their projects to ensure appropriate materials and methods. Then review during the construction process. Each building and project are unique and their schedule determines the number of hours required each month.

Section 4: Written Description of Work:

We will provide the Administrative / Architectural & Environmental services assistance as outlined in the RFP and have noted typical services we provide for these types of grant funded projects. As noted previously, each Owner, their building and their scope of work are unique, and we have found from experience that some may be simple and proceed smoothly while others may require more time and our assistance.

We proposed to provide the Services as described in the RFP and in detail below:

Administrative Services:

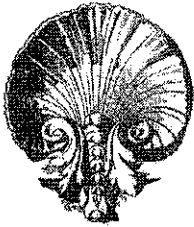
HRLLC'S Project Team has a strong understanding of the NY Forward program rules and requirements by our years of experience and maintaining a good working relationship with the NYS HCR grant staff, communicating nearly every day with them.

We will provide administrative assistance and coordination of the Village of Gowanda, NY Forward Small Project Fund, **including** but not limited to:

- Participation in development and coordination of the marketing, application, and project selection process; ** Note: from experience, we find success in mailing, social media, zoom and in person presentations to Owners. We find that having both in person meetings and zoom and YouTube videos helps reach a wider audience of business owners when the time best suits their busy schedule.*
- Review program guidelines with selected participants;
- Review of and submission of funding commitment and disbursement paperwork;
- Coordination of construction monitoring and site inspections;
- Communication with property owners; and
- Collaborate with the Village of Gowanda and HTFC staff for project activities
- Coordinate Architectural and Environmental Services

HERITAGE RESOURCES, LLC / 403 MAIN STREET, SUITE 506 / BUFFALO, NY 14203
T: 716-830-6076 / HRLLCAB@GMAIL.COM

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HERITAGE RESOURCES, LLC

Architectural and Environmental Services:

- Assist building owners in development of written project scopes of work that are consistent with local and state codes and design guidelines
- Prepare design documents as applicable
- Prepare Environmental Review documents including forms, documentation, maps, relevant records and findings.
 - Submit final scopes/designs for approval through the State Historic Preservation Office's Cultural Resource Information System (CRIS).
 - Coordinate environmental assessment of project site(s) to determine the level of investigation required to complete the site contamination review, following program requirements and using ASTM guidelines. This would include assistance with identifying qualified environmental firms, or completion of the reviews if consultant has capacity in house. Requirements are available online, beginning

Written Cost Estimate – (Our Compensation)

We understand that the Grant Administrative Services funds allocated are \$65,500. We propose an hourly, not to exceed budget of Sixty-Five Thousand, Five Hundred Dollars (\$65,500) to provide the Project Management & Administration Consultant Services we have described for your project.

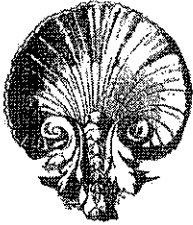
We understand that the Village of Gowanda could think it will save money by selecting the lowest proposal cost submitted. However, state law allows Qualifications-Based Selection rather than low cost alone because these are specialized professional services and not a commodity. And the 10% consultant fee allowed by the state is all needed to serve you well. It would be in the best interest of Village of Gowanda to engage a consultant for these Project Management & Administration Services who will best serve you and the property owners, which will require using all the funds the state allows.

Section 5: Experience & Capacity

Our HRLLC Project Team is familiar with the rules, regulations and requirements of the NY Forward and will follow the Program Guidelines. We work closely with the NYS HCR staff who will oversee the NY Forward Small Business Grant program from start to closeout along with our hands on approach in assisting property owners and small business owners through the process. Our team has experience in all activities

HERITAGE RESOURCES, LLC / 403 MAIN STREET, SUITE 506 / BUFFALO, NY 14203
T: 716-830-6076 / HRLLCAB@GMAIL.COM

WE ARE A NYS CERTIFIED WBE - WOMAN BUSINESS ENTERPRISE



HERITAGE RESOURCES, LLC

associated with the HCR programs, from scope of work write ups, design concepts and legal Owner / LPA forms and the disbursement process. We participate in the NYS HCR online seminars to keep up to date on the grant programs. HRLLC has the experience and staff / project team capacity for your grant funded project.

Section 6: Organization Information

History: Alma O'Connell-Brown founded **Heritage Resources LLC** in 2020 to provide high quality professional grant administration and historic preservation services. She has provided Grant Services across New York for over 28 years for over 200 municipal, community & private clients as a key leader of Clinton Brown Company Architecture pc. During COVID, she founded Heritage Resources LLC, now a NYS WBE Certified Firm, to specialize in these services for clients like you.

Similar Experience

We are providing a list of our experience of providing Grant Administrative / Design Concepts / Architectural & Environmental Services for municipalities and community development agencies throughout NYS. We have the staff capacity, capability and experience to complete the grant required services. Our project team has completed many grant funded facade and building renovation projects in urban, suburban and rural communities across NY State.

HRLLC's Qualifications demonstrate that we can help you achieve a smoothly running project completed on time. Our long-term experience with the grant funding agencies, small business owners, building types, contractors and stakeholders over many years has benefited clients like the Village of Gowanda. In addition, we bring a full service project team to provide the Project Management & Administration Consultant Services to help you maintain compliance with your grant program contract.

MWBE CERTIFICATION

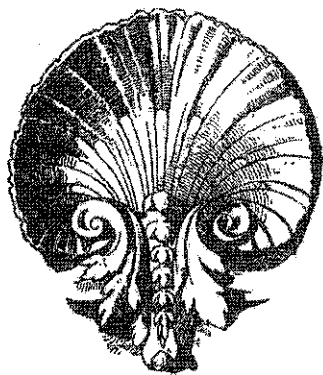
Heritage Resources LLC is a **NYS WBE Certified Firm** - 73187. Your contracting with HRLLC will assist the Village in meeting the MWBE goals of your NY Forward – SPF grant program.

Hourly Rates:	HRLLC 2026 Rates are attached
References:	We are providing a list of our client references for your use.
Insurance:	Our Insurance Certificate is provided

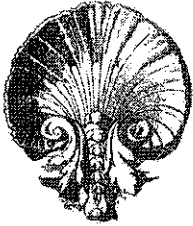
End.

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WE ARE A NYS CERTIFIED WBE - WOMAN BUSINESS ENTERPRISE



HERITAGE RESOURCES, LLC



HERITAGE RESOURCES, LLC

INTRODUCTION

Alma O'Connell-Brown founded **Heritage Resources LLC** in 2020 to provide high quality professional grant and historic preservation services. She has provided Historic Preservation Project Management and Grant Writing and Administration services across New York for over 28 years for over 160 municipal, community & private clients as a key leader of Clinton Brown Company Architecture pc. (CBCA)

Heritage Resources LLC is her NYS Certified Woman-Owned Business – **WBE** - to help projects meet **WBE** goals with integrity. Alma is a graduate of the UB Center for Entrepreneurial Leadership *Allstate Minority and Women Emerging Entrepreneurs Program* & a Grant Professionals Association member. Offering a full spectrum of grant writing to grant administration & close-out, she has assisted clients in raising over \$43 million for historic preservation & façade improvement projects and provided grant administration for most of those grants. Examples of client projects include:

- **Grant Administrator:** NY Main Street projects in the Towns of Eden, Port Henry-Moriah & Burns; the Hamlet of Forestville, Villages of Angola, Springville, LeRoy, Sherman, Lakewood and Cuba; University District & a NY Main Street Anchor Grant for Utica's Uptown Theater for Creative Arts.
- **DRI Project** – Kirkland Art Center, Clinton, NY – \$2.6 Million
- **Small Project Funds** in Villages of Haverstraw, Endicott; the Cities of Norwich and Geneva; Staten Island & BXEDC's 161st St BID in the Bronx.
- **NY Forward Grants** – Kirkland Art Center, Villages of Cape Vincent, Moravia & Montour Falls
- **Buffalo Main Street Initiative** programs in the Broadway-Pratt, Black Rock, Allentown, Lovejoy & Kaisertown neighborhoods.
- **Project Administration & Design Consultant Services** for Empire State Development's Buffalo Billion-funded **East Side Commercial District Program**.
- **Project Manager** -2003-2025 for the CDBG funded **Erie County Commercial Center Improvement Program** façade grants for over 150 small businesses.
- **Grant Writing** - Save America's Treasures; NYS Parks EPF & NY Main Street via the State CFA portal; Member Initiative grants for the African American Cultural Center; Preservation League's Preserve NY program; Landmark Society of WNY and many private as well as NYSCA grants for our arts & cultural clients.

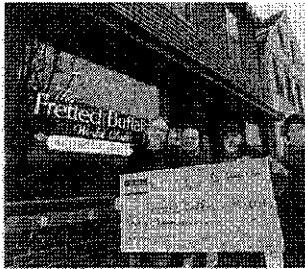
Heritage Resources LLC's mission is to support our clients in creating successful projects. We strive to do this with a team of professionals who are knowledgeable and experienced in grants and historic preservation projects.



HERITAGE RESOURCES, LLC



Alma O'Connell- Brown
President



Grant Amherst BMSI



Grant Amherst BMSI –
Showplace Theater



Kaisertown BMSI
Clinton Mini Mart

Alma provides Grant Services and has assisted clients in raising more than \$43 million for their building renovation & historic preservation projects. Her Grant Administration Services assist clients in implementing and completing their grant-funded projects. She works closely with the NYS HCR agency staff, often on a daily basis to keep grantees in compliance.

Alma leads the team to provide Grant Administration & Design Consulting for NYS HCR-funded NY Main Street (NYMS), NY Forward (NYFWD) Buffalo Main Street Initiative (BMSI) and Downtown Revitalization Initiative (DRI) projects in Villages, Towns and Cities across NYS. She has led more than 500 Façade Improvement Projects. Partnering with MWBE firm - Developments by JEM, they completed the \$1 Million East Side Commercial District Program on Bailey & Jefferson Avenues in Buffalo, a Buffalo Billion façade project, providing grant administration / LPA training / design concept documents and project management.

Alma served as Project Manager 2003-2025 for the Erie County Commercial Center Improvement Program's over 130 small business and property owners in the Villages of Alden, Angola, Lancaster, North Collins, Springville, Town of Eden and City of Tonawanda.

HRLLC's team works with the HCR grant staff from start to closeout along with assisting property owners and small business owners through the process. Alma has experience in all activities associated with the HCR program, from work write ups, design concepts and paperwork requirements and we participate in the HCR online seminars to keep up to date on the program. Alma submits grant-required Environmental Review Checklist forms including the 14.09 review by the SHPO office to obtain the "No Adverse Effect" letter for each project's scope of work, making sure the materials and methods of the scope comply with SHPO standards and using quality materials.

Alma was Project Coordinator for the City of Buffalo's Interpretive Signage for Black Rock Ferry's Network to Freedom Site at Broderick Park and Project Manager for the African American Cultural Center's Expansion Project which received an Empire State Development grant.

Heritage Resources LLC is a NYS Certified Woman Business Enterprise
WBE#73187



HERITAGE RESOURCES, LLC

Professional grant services including grant writing, grant administration, and grant compliance.

We specialize in Façade and Building Improvement Grant projects for municipalities throughout NYS, as well as historic preservation project consulting.

HRLLC manages the grant process from application and compliance paperwork to project completion and reimbursement, helping you get to the "big check" pictures.

Recent success stories:

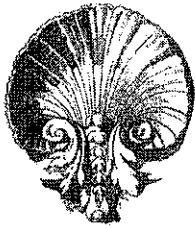


Alma O'Connell-Brown is the founder of Heritage Resources LLC. She has over 28 years of experience and has helped raise over \$43 million in matching grant funding for her clients across New York State.

Contact Info:

hrlcab@gmail.com (716) 830-6076
403 Main Street, Suite 506, Buffalo, NY 14203

HRLLC is a NYS Certified WBE #73187



HERITAGE RESOURCES, LLC

We are proud to be an Officially NYS Certified Woman Business Enterprise (WBE)

SELECTED GRANT ADMINISTRATION EXPERIENCE /HRLLC & CBCA

DOWNTOWN REVITALIZATION (DRI) - GRANT ADMINISTRATION

Kirkland Art Center DRI – 2025-\$2.6 Million grant to expand Art Center- HRLLC

Village of Endicott DRI – 2024 - HRLLC

Village of Haverstraw DRI – 2024 – CBCA

City of Norwich DRI - 2023 – CBCA

Bronx 161st St BID DRI – 2023 CBCA

NY FORWARD GRANT (NYFWD) - GRANT ADMINISTRATION

- West Falls Center for the Arts \$1.2 Million – 2025 - HRLLC

- Village of Montour Falls – 2025 – HRLLC

- Village of Cape Vincent – 2024 – HRLLC

- Village of Moravia / Cayuga County – NY FORWARD – 2025 Sub to CBCA

NY MAIN STREET - GRANT ADMINISTRATION (NYMS)

Hamlet of Forestville – 2025 – Chautauqua County, HRLLC

Village of Angola – 2025, Erie County, HRLLC

Village of Sherman – 2022, Chautauqua County - HRLLC

Village of Springville (2015, 2017 & 2022) Erie County – HRLLC

Town of Eden (2018 & 2022) Erie County - HRLLC

Village of LeRoy, (2021-2023) Genesee County - CBCA

Village of Lakewood, (2018-2020) Chautauqua County - CBCA

Village of Cuba, (2019 – 2021) Allegany County - CBCA

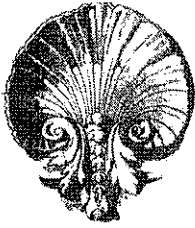
Village of Medina 2016 Orleans County – CBCA

NY MAIN STREET ANCHOR PROJECT – GRANT ADMINISTRATION

Uptown Theater for Creative Arts, Utica NY – 2024 - \$1M grant project to reopen longtime vacant historic theater.

NYS COUNCIL ON THE ARTS –

Niagara History Center – Erie Canal Discovery Center – 2026



HERITAGE RESOURCES, LLC

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BUFFALO MAIN STREET INITIATIVE (BMSI) GRANT ADMINISTRATION

Kaisertown - Clinton Street 2017 & 2022 - HRLLC

Lovejoy Village Association – 2022 - HRLLC

Black Rock Revival – Amherst Street – 2018 & 2022 - HRLLC

Allentown Association – Allen Street 2018 – CBCA

Broadway – Pratt Gateway Neighborhood Alliance 2020 - CBCA

NY MAIN STREET TECHNICAL ASSISTANCE GRANT – DESIGN SERVICES

City of Troy – 2024 – Downtown Feasibility Report & Design Concepts

Village of Angola – 2024 - Downtown Feasibility Report & Design Concepts

Village of Sherman – 2022 – Downtown Feasibility Report & Design Concepts

City of Canandaigua – 2022 – Downtown Feasibility Report & Design Concepts

Village of North Collins – 2018 – Design Concepts

University District Community Assoc. – 2017 – Design Concepts & Guidelines

Port Henry / Town of Moriah / Essex County – 2017 Design Concepts

Town of Eden – 2016 - Design Concepts and Design Guidelines

Village of Bath / Steuben County – Design Concepts and Design Guidelines

ERIE COUNTY STOREFRONT REVITALIZATION PROGRAM – 2022-2023

\$10M grant fund from Erie County for storefront projects to businesses hurt by COVID.

73 projects provided with design concepts, bidding and construction administration

NYS PARKS – ENVIRONMENTAL PROTECTION FUND

HISTORIC PRESERVATION GRANTS:

Citizens Advocating Memorial Preservation (CAMP) - 2026

Oneida Community Mansion House, Oneida NY – 2022

Waterman Center for the Arts, Bath NY - 2019

Shea's Buffalo Theater, Buffalo NY – 2018

NYS COUNCIL ON THE ARTS –

Niagara History Center – Erie Canal Discovery Center – 2026

Niagara Arts & Cultural Center - 2018



PROJECT NAME: Thatcher Brook Diversion Phase II ESA	C&S PROJECT NUMBER: Q02002018
CLIENT NAME: Village of Gowanda	CLIENT CONTACT(S): Traci Hopkins

Drilling Subcontractor	\$ 19,750.00
Laboratory Subcontractor	\$ 38,200.00
Data Usability Report	\$ 6,500.00
C&S Expenses & Equipment	\$ 2,800.00
C&S Labor	\$ 26,900.00
Total Contract Amount	\$ 94,150.00

- The advancement of a fourth groundwater monitoring well at the site to investigate the discovered petroleum impacts.
- Laboratory testing and analysis of the additional groundwater sample.
- Miscellaneous project management and coordination with New York State Department of Environmental Conservation.

Net Total of all Change Requests	\$ 2,472.45
Active Budget Amount	\$ 94,150.00
Revised Active Budget Amount	\$ 96,622.45

Change Request 1



ACCEPTED THIS _____ DAY OF _____, 2026

By: Village of Gowanda

AUTHORIZED REPRESENTATIVE'S SIGNATURE

AUTHORIZED REPRESENTATIVE'S TITLE

Please let us know if you have any questions.

Sincerely,

C&S ENGINEERS, INC.

A handwritten signature in black ink, appearing to read 'D. Riker'.

Daniel Riker, PG
Environmental Services Manager

A handwritten signature in black ink, appearing to read 'Jesse Alt-Winzig'.

Jesse Alt-Winzig, EIT
Project Environmental Engineer

Village of Gowanda General Fund 2026-2027

Budget Amendment #2 General Fund Request 10/13/2026

A budget amendment is requested to accept funds from the Gowanda Volunteer Fire Company Corporation to support the Swiftwater Rescue gear and equipment needed. Proceeds will off-set the equipment purchase of \$5,749.16 (3,799.16 from Fire Turnout Gear Budget)

CODE	LINE ITEM	AMOUNT	NOTES
GENERAL REVENUE:			
	2026-2027 Budgeted Revenue	\$ 2,097,529.00	
	Appropriated Fund Balance	\$ 300,000.00	
	Appropriated Use of Reserves	\$ 80,000.00	(Equipment Reserve- Plow Truck Purchase)
	Total Budgeted Anticipated Revenue	\$ 2,477,529.00	
GENERAL REVENUE AMENDMENT:			
A2770	Other Revenue	\$ 1,950.00	To accept support from Fire Corporation to support the swiftwater rescue equipment needed.
	Total Amendment (+)	\$ 1,950.00	
TOTAL AMENDED REVENUE:			
		\$ 2,479,479.00	
GENERAL ALLOCATIONS:			
	2026-2027 Budgeted Expense Allocation	\$ 2,477,529.00	
	Total Budgeted Allocations	\$ 2,477,529.00	
GENERAL AMENDMENT:			
A3410.2	Fire- Turnout Gear	\$ 1,950.00	To support NRS purchase of swiftwater rescue equipment
	Total Amendment (-)	\$ 1,950.00	
TOTAL AMENDED ALLOCATIONS:			
		\$ 2,479,479.00	



AMD
ENVIRONMENTAL

AMD Environmental Consultants, Inc.
72 E. Niagara St. Suite 100
Tonawanda, NY 14150
Office: 716-833-0043 Fax: 716-241-8689
www.amdenvironmental.com

October 7th, 2026

Attn: Traci Hopkins, Treasurer
Village of Gowanda
27 East Main Street
Gowanda, NY 14070
(716) 532-3353
C/O: Jillian C. Augustyn of Wendel Associates
jaugustyn@wendelcompanies.com / 716.430.6272

Mrs. Hopkins:

AMD Environmental is pleased to provide you with the following work proposal for asbestos services.

- **Project Location: 27 East Main Street, Gowanda NY 14070 – Gowanda Village Hall Roof Abatement Asbestos Visual Clearance Inspections per NYS ICR-56 for Roof Abatement work**
- **Scope of Work:** AMD will perform Exterior Asbestos Visual Clearance Inspections for Asbestos Roof Abatement in conjunction with Paramount Roofing for Asbestos Built up roofing – Applied directly to wood roof deck beneath roof membrane and polyisocyanurate insulation board per Stohl Environmental's 6/3/26 Hazardous Materials Inspection Report. There is approximately 3,052 sq. ft. of asbestos roofing located on Upper roof system and approximately 1,730 sq. ft. of asbestos roofing on the Lower roof system.
- AMD Environmental, Inc. (NYS DOL # 56177) will conduct asbestos inspections in accordance with guidelines and techniques identified in NY Code Rule 56. PCM Air sample analysis will be conducted at AMD Environmental Consultants' laboratory; a NYS ELAP approved facility in Buffalo, New York (ID: 11108) if applicable to project. A final close-out report will be issued upon project completion containing all sample analysis, chains of custody, sample location maps, and visual inspection forms pertaining to the project.

Fee Schedule: Asbestos Handling License No.: 56177 / AMD Laboratory ELAP No.: 11108

Exterior Asbestos Visual Clearance Inspections for Asbestos Roof Abatement:	\$ 3,500.00
NYS / EPA Licensed Asbestos Inspector: \$350.00 per site visit for included up to ten site visits per Paramount's 10/07/26 estimated duration	
Asbestos Project Manager Rate: \$75.00/ Hour for estimated 6 hours for project coordination, oversight and compliance	\$ 450.00
Final Close Out Report / NYS Dept. of Labor Compliance & Document Submissions:	\$ 300.00
ESTIMATED TOTAL COST:	\$ 4,250.00
CARD PAYMENT CONVENIENCE FEE: A fee of 3% will be added to all card payments. To keep our prices fair, we are passing this cost onto card-paying customers. This fee can be avoided by paying with cash or check.	

Note: If total days on-site exceeds the estimated days, the total cost will reflect the additional days at the Standard Day Rate. Over-time is not included in this quote and associated fee may be negotiated if deemed necessary for job completion.

Please sign and return- via email, fax or traditional mail.

Date:	PO #:	Name/Title:

Client Signature: _____

Regards,

Jonathan Wolf | Vice President | AMD Environmental Consultants, Inc.



AMD
ENVIRONMENTAL

AMD Environmental Consultants, Inc.
72 E Niagara St Suite 100
Tonawanda, NY 14150
Office: 716-833-0043 Fax: 716-241-8689
www.amdenvironmental.com

TERMS AND CONDITIONS

CARD PAYMENT CONVENIENCE FEE. A fee of 3% will be added to all card payments. To keep our prices fair, we are passing this cost onto card-paying customers. This fee can be avoided by paying with cash or check.

DISPUTE RESOLUTION. Any claims or disputes between AMD and Client arising out of the services to be provided by AMD or arising out of this Agreement, and/or any claims or disputes between AMD and any other party, entity or individual arising out of the services to be provided by AMD under this Agreement, shall be submitted to non-binding arbitration or mediation in Niagara Falls, New York. If mediation fails to resolve the dispute, any legal action or proceeding arising out of the services to be provided by AMD or arising out of this Agreement between AMD and Client, and/or AMD and any other party, entity or individual, shall have a venue exclusively in Supreme Court of the State of New York held in and for the County of Niagara or United States District Court for the Western District of New York.

DAMAGES. Any damages for which AMD may be liable to Client and/or any other party, entity or individual shall not, in any event, exceed the cash price of this Agreement.

DISCLAIMER. All services and procedures performed by AMD under this Agreement are performed in accordance with recognized methodologies. AMD is not liable for data interpretation by individuals or entities who are not AMD's employees or agents.

SEVERABILITY. In the event one or more of the provisions of this Agreement or any application thereof shall be held invalid, unenforceable or illegal, the validity, enforceability and legality of the remaining provisions and any other application shall not in any way be impaired thereby.

RESERVATION OF RIGHTS OF DISPUTE. In the event that AMD is required to, or deems it appropriate, to proceed with and complete any work which is the subject of a dispute or claim between AMD and Client, and/or AMD and any other party, entity or individual arising out of the services to be provided by AMD under this Agreement, AMD may, if it deems appropriate, but is not required to, proceed with such work, and thereafter or contemporaneously, file for arbitration or mediation without waiving any rights, claims or defenses it may have.

ATTORNEYS FEES. In the event arbitration, mediation or a legal action or proceeding is instituted for the enforcement of any term or condition of this Agreement, and/or in the event that a claim or dispute arises out of the services to be provided by AMD or arising out of this Agreement, the prevailing party shall be entitled to an award of reasonable attorney fees in said action or arbitration, in addition to costs and reasonable expenses in the prosecution or defense of said action or arbitration.

PAYMENT TERMS. The Client hereby agrees to pay AMD for all services performed and all costs incurred. Invoices for AMD services shall be submitted to Client, at AMD's option, either upon completion of the services or on a monthly basis. Invoices shall be payable upon receipt.

FAILURE TO MAKE PAYMENT. Should any invoice not be paid within ten (10) business days after receipt, AMD at its option may, without waiving any claim or right against Client, and without liability whatsoever to Client, treat said lateness as a material breach of this Agreement and justifiably suspend performance of services or refuse to complete the balance of this Agreement. Accounts unpaid thirty (30) days after the invoice date may be subject to a monthly services charge of one and a half percent (1.5%) on the unpaid balance. In the event any portion of an account remains unpaid sixty (60) days after billing, AMD may institute collection actions or proceedings and Client shall pay all costs of collection, including reasonable attorneys' fees.

RETENTION OF PAYMENT. Client is authorized only to withhold retention from AMD to the extent that funds are withheld from Client for the work performed by AMD. In no event shall Client withhold more than ten percent (10%) of payments due AMD. All retentions must be paid to AMD within thirty (30) days of the date AMD substantially completes all its work.

RETENTION OF WORK PRODUCT. Should any invoice not be paid within ten (10) business days after receipt, AMD at its option may, without waiving any claim or right against Client, and without liability whatsoever to Client, treat said lateness as a material breach of this Agreement and justifiably withhold any and all work product arising out of the services to be provided by AMD or arising out of this Agreement including, but not limited to, assessment and/or consulting reporting, analysis and/or recommendations.

ITEMS NOT RESPONSIBILITY. Unless specifically included in this Agreement, AMD shall not be held responsible for any existing violations of applicable regulations, ordinances, laws or statutes, whether cited by the appropriate authority or not. AMD is not responsible for any abnormal or unusual preexisting conditions.

FORCE MAJEURE. Neither party shall be considered in default in the performance of any obligation hereunder to the extent that performance of such obligation is prevented or delayed by events, occurrences and/or conditions that could not be reasonably foreseen by AMD or that are out of the reasonable control of AMD, which include but are not limited to, fire, flood, explosion, strike, labor disputes, lockouts, war, insurrection, embargo, government requirement and/or act of god.

EXTRA SERVICES. AMD shall provide only those services specified in this Agreement at the specified project sites. Additional services not included in this Agreement will require either revision of this Agreement or a separate agreement between AMD and Client. Any services to be performed at project sites other than those listed in this Agreement will require either revision of this Agreement or a separate agreement between AMD and Client.

MODIFICATION. Any alteration or modification of any terms of this Agreement, or replacement of this Agreement, shall not be valid unless in writing and signed by both the parties.

ASSIGNMENT AND SUBCONTRACTING. AMD shall be allowed to assign any work or services under this Agreement, or any portion of it, without the written consent of Client.

PROTECTION OF WORK. To allow AMD to protect its own work, Client shall provide to AMD adequate storage space and security on site. Once AMD's work is completed, Client shall be responsible for the protection of the work, as well as the entire project. If AMD's work is damaged or destroyed through the carelessness, negligence or recklessness of persons other than AMD, AMD shall re-perform or repair the damaged work, but will do so only upon being compensated for same.



AMD
ENVIRONMENTAL

AMD Environmental Consultants, Inc.
72 E Niagara St Suite 100
Tonawanda, NY 14150
Office: 716-833-0043 Fax: 716-241-8689
www.amdenvironmental.com

INSURANCE. AMD represents that it, together with its employees and agents, is protected by, and has all necessary insurance policies. Certificates for any such policies of insurance will be provided to Client upon written request. Client recognizes that AMD insurance policies may contain certain exclusions. Client agrees to defend, indemnify and hold AMD and its employees or agents harmless for and against all claims, causes of action, suits, proceedings, damages, losses and expenses, including but not limited to, third party claims or actions arising out of the services to be provided by AMD or arising out of this Agreement that fall within the scope of any exclusion from AMD's insurance policies.

INDEMNIFICATION. Client shall, to the fullest extent permitted by law, indemnify and hold harmless AMD, its officers, directors, employees, agents, subcontractors and sub-consultants from and against all damage, liability and cost, including reasonable attorney fees and defense costs, arising out of the services to be provided by AMD or arising out of this Agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of AMD.

RESERVATION OF RIGHTS. Any delay or failure by AMD to enforce any of its rights or remedies afforded to it under this Agreement and/or by law shall not prejudice or operate to waive that right or remedy, including but not limited to, any remedy for breach of contract.

WAIVER. Client hereby agrees, to the fullest extent permitted by law, to waive any claims or causes of action against AMD arising out of the services to be provided by AMD or arising out of this Agreement, except for those claims or causes of action attributable to the sole negligence or willful misconduct of AMD.

FEE AND COST FLUCTUATIONS. Client hereby understands that all fees and costs for payment to AMD for services to be provided by AMD under this Agreement are estimated, and are provided to Client only for Client's convenience. Accordingly, Client agrees that to the extent that fees and costs increase for services to be provided by AMD or arising out of this Agreement, Client shall compensate AMD proportionately to such increases of fees and costs.

ACCESS TO SITE. Client shall provide AMD with access the project site for activities necessary for the performance of the services that are the subject of this Agreement. Client authorizes AMD and its employees or agents to enter on to and examine the subject project site property and to extract samples for subsequent laboratory analysis, within all areas of the project site in accordance with the Scope of Services paragraph in this Agreement. AMD shall not be responsible in manner for restoration of any resulting damage and will not be responsible for such costs.

STANDARD OF CARE. Services provided by AMD under this Agreement will be performed in accordance with such documents as plans, specifications and instructions provided by Client, and in a manner consistent with the level of care and skill ordinarily exercised by members of the industry under similar conditions using recognized methodologies. In acceptance of reports of observations, tests and opinions provided to Client pursuant to this Agreement, Client acknowledges that the extent of AMD's obligation with respect thereto is limited to the furnishing of such data, which shall not be solely relied upon by others as acceptance of any construction work, nor shall it relieve a contractor in any manner from his contractual obligations and responsibilities to conduct the work in conformance with the project's plans and specifications. AMD will be responsible only for the data furnished by it, but shall not be responsible for the interpretation and/or misinterpretation of the information by other individuals or entities. Client agrees to indemnify and hold harmless AMD and its employees and agents from and against all claims, damages, losses and expenses arising from the interpretation and/or misinterpretation by others of the information and data provided by AMD.

HIDDEN CONDITIONS. A condition is hidden if it is concealed by existing finishes or is not capable of investigation by reasonable visual observation. If AMD has reason to believe that such a condition may exist, Client shall authorize and pay all costs associated with the investigation of such a condition. If Client fails to authorize such investigation after due notification, or if AMD has no reason to believe that such condition exists, AMD shall not be responsible for the hidden condition, or any and all resulting damages to persons or property.

HAZARDOUS WASTES. Client shall advise AMD of any hazardous wastes, substances or conditions existing at and/or near the project site. If AMD discovers such hazardous wastes, substances or conditions after it commences work or services under this Agreement, or if AMD discovers the nature or extent of the hazardous wastes, substances or conditions differ materially from what Client advised AMD, Client agrees that the Scope of Services, schedule, and fees shall be adjusted as needed to complete the work or services. The ownership of, and responsibility for, all contaminated materials and/or hazardous wastes, substances or conditions generated, released, uncovered, transported and/or collected during the work tasks under this Agreement shall remain with Client.

INFORMATION FOR THE SOLE USE AND BENEFIT OF CLIENT. All opinions, conclusions and recommendations provided by AMD, whether written or oral, and any plans, specifications or other documents and services provided by AMD are for the sole use and benefit of Client in furtherance of its performance under the Prime Contract and are not to be provided to any other individual or entity without the prior written consent of AMD. Nothing in this Agreement shall create a contractual relationship with or cause of action in favor of any third party against AMD.

OWNERSHIP OF DOCUMENTS. All documents produced by AMD under this Agreement are instruments of AMD's professional service and shall remain property of AMD, and may not be used by Client for any other purpose without prior written consent of AMD.

CERTIFICATIONS, GUARANTEES AND WARRANTIES. AMD shall not be required to execute any document that would result in AMD certifying, guaranteeing or warranting the existence, or lack of, any condition.

TERMINATION OF SERVICES. This Agreement may be terminated by either party, at any time, upon (10) days written notice to the other party. In the event of termination, Client shall pay AMD for all services rendered to the date of termination, and all reimbursable expenses incurred prior to termination and reasonable termination expenses incurred as a result of termination.

ENTIRE AGREEMENT. This Agreement contains the full and complete understanding and agreement of the parties with respect to the subject matter hereof, and supersedes all prior understandings and agreements, if any, whether oral or written, concerning the subject matter hereof.

Village of Gowanda General Fund 2026-2027

Budget Amendment #3 General Fund Request 10/13/2026

A budget amendment is requested to accept insurance proceeds from hail damage to support Wendel Engineering Services and Roof replacement. Proceeds will off-set building improvements.

CODE	LINE ITEM	AMOUNT	NOTES
GENERAL REVENUE:			
	2026-2027 Budgeted Revenue	\$ 2,097,529.00	
	Appropriated Fund Balance	\$ 300,000.00	
	Appropriated Use of Reserves	\$ 80,000.00	(Equipment Reserve- Plow Truck Purchase)
	Total Budgeted Anticipated Revenue	\$ 2,477,529.00	
GENERAL REVENUE AMENDMENT:			
A2680	Insurance Recoveries	\$ 254,125.00	To accept insurance proceeds for Wendel Engineering Support (\$29,700) and Roof replacement due to Hail damage (\$224,425).
	Total Amendment (+)	\$ 254,125.00	
	TOTAL AMENDED REVENUE:	\$ 2,731,654.00	
GENERAL ALLOCATIONS:			
	2026-2027 Budgeted Expense Allocation	\$ 2,477,529.00	
	Total Budgeted Allocations	\$ 2,477,529.00	
GENERAL AMENDMENT:			
A1620.203	Building Improvements	\$ 254,125.00	To support repairs to building as a result of hail storm
	Total Amendment (-)	\$ 254,125.00	
	TOTAL AMENDED ALLOCATIONS:	\$ 2,731,654.00	

October 13, 2026 Board Meeting Financial Report

	General Fund	Water Fund	Sewer Fund	Capital Proj	Comm. Dev/ Spec. Proj Fund
REVENUE (9/1/26- 9/30/26)	\$ 72,823.38	\$ 20,837.26	\$ 163,831.23	\$ 1,237.19	\$ 16,715.31
<i>(cash collected and invoiced)</i>				Interest	\$16,594.35 EPA for C&S Interest \$120.96
PRE PAYS (9/1/26 - 9/30/26):					
Pre Pay Exp. Operating	\$ 12,080.21	\$ 12,081.47	\$ 11,503.91		
Pre Pay Exp. Payroll Employee Deduction:	\$ 12,667.92			\$ -	
Payroll Expense (9/4 & 9/18)	\$ 46,103.35	\$ 20,031.67	\$ 17,912.16	\$ -	
TOTAL Pre Pays	\$ 70,851.48	\$ 32,113.14	\$ 29,416.07	\$ -	\$ -
CASH FLOW BALANCE (9/30/26):					
Operating Checking Balance	\$ 43,664.34	\$ 43,917.90	\$ 83,872.38	\$ -	
Savings MM Balance Comm Bank	\$2,405,379.71	\$ 430,273.54	\$ 983,117.38		
Comm Bank BAN Account #9064				\$ 56,837.85	FEMA BAN
Comm Bank Cap Project				\$ 959.38	
Special Project/Comm Development					\$ 392,151.20
Payroll Account	\$ 54,305.52				
Local Fiscal Recovery Funds	<i>Account closed</i>				\$ -
PROJECT/GRANT ACCOUNTS					
Peter Cooper Trust Funds (multiple acnts)	<i>(for OM&M at Peter Cooper until 2040- includes CD and Trust Transfer Acct Est)</i>				\$ 284,929.15
BOA Project Account					\$ 45,005.18
WWTP Capital Project Account				\$ 367,762.22	
TOTAL Cash Flow Available	\$ 2,503,349.57	\$ 474,191.44	\$ 1,066,989.76	\$ 425,559.45	\$ 722,085.53
ABSTRACT BILLS TO PAY:					
Operating Expenses 2026-2027	\$ 42,131.23	\$ 17,190.57	\$ 48,520.68	\$ 9,450.00	\$ 40,609.81
TOTAL Abstract Bills to Pay	\$ 42,131.23	\$ 17,190.57	\$ 48,520.68	\$ 9,450.00	\$ 40,609.81
ENDING CASH FLOW BALANCE:	\$ 2,461,218.34	\$ 457,000.87	\$ 1,018,469.08	\$ 416,109.45	\$ 681,475.72

RESERVE ACCOUNTS 9/30/26

GENERAL FUND	BALANCE
General Fund Reserve for Fire Equipment:	\$ 20,403.72
General Fund Reserve for Highway Equipment	\$ 11,254.03
General Fund Reserve for Police Equipment	\$ 20,643.90
General Fund Reserve for Repair	\$ 117,539.89
General Fund Reserve for Tree Emergency	\$ 24,795.58
TOTAL GEN FUND RESERVES	\$ 194,637.12
WATER FUND	BALANCE
Water System Reserve	\$ 112,703.60
Water Equipment Reserve	\$ 55,014.49
TOTAL WATER FUND RESERVES	\$ 167,718.09
SEWER FUND	BALANCE
Sewer System Reserve	\$ 200,235.67
Sewer Equipment Reserve	\$ 149,266.43
TOTAL SEWER FUND RESERVES	\$ 349,502.10

Village of Gowanda General Fund Unpaid Bills Detail

	All Transactions	
	Memo	Open Balance
Airgas USA, LLC		
	55268774422 Bottle Rental Oxy, Acetylene, Argon 8/31/26	38.00
	5527460137 Bottle Rental Oxy, Acetylene, Argon 9/30/26	36.75
Total Airgas USA, LLC		74.75
AI Conklin		
	CDL License Renewal- Reimb	108.00
Total AI Conklin		108.00
Casella Waste Systems Inc.		
	2172833 Weekly Trash August 2026 - Split	97.51
Total Casella Waste Systems Inc.		97.51
Cattaraugus County Treasurer		
	Random Drug & Alcohol Testing 8/18/26	130.00
Total Cattaraugus County Treasurer		130.00
Crowells		
	#5710 Highway Supplies 9/16 - 9/17/26	52.67
Total Crowells		52.67
Disaster Relief		
	91 Buffalo Street Debris/Garbage Removal 10/1	991.25
Total Disaster Relief		991.25
Gernatt Asphalt products		
	Inv 27052 Skidpave Palmer 8/26/26	1,692.72
	Inv 26985 Quikcrete Storm Drain Repair- Safety Vest S. Hahn	57.79
	Inv 26762 Skid Pave Palmer 8/4/26- 8/12/26	2,820.88
Total Gernatt Asphalt products		4,571.39
Gorman Enterprises		
	GO41842-IN Gowanda Tanker-5 Inspection/Repairs Yr 2022 Miles 4,101	707.00
Total Gorman Enterprises		707.00
Gowanda Fire Company		
	Reimbursement Spectrum Internet Acct 231907401 9/1 - 9/30/26	89.95
	Reimb for Fire - String for Search & Rescue - Grid Search	63.98
Total Gowanda Fire Company		153.93
Gowanda Highway Department		
	Diesel Usage Fire Sept 2026	41.78
Total Gowanda Highway Department		41.78
Gowanda Library		
	2026-2027 Budget Allocation Request	6,000.00
Total Gowanda Library		6,000.00
Gowanda Sewer Department		
	Fuel Usage Police Sept 2026	250.53
	Fuel Usage Highway Sept 2026	342.31
	Fuel Usage Fire Sept 2026	70.84
Total Gowanda Sewer Department		663.68
Johnson, Mackowiak and Associate		
	Prof Services Annual Financial Report P/E 5/31/2026	5,862.50
Total Johnson, Mackowiak and Associate		5,862.50

Village of Gowanda General Fund

Unpaid Bills Detail

All Transactions

	Memo	Open Balance
Kavinoky Cook LLP		
	Bill 46468 August 2026 & Bill Retainer	2,000.00
	Bill 46469 Legal Services Condemnation Proceedings thru 8/31/26	6,000.00
Total Kavinoky Cook LLP		8,000.00
Kravitz Tree Service		
	Trees Removed at Chang Hu Park - split during storm	2,300.00
Total Kravitz Tree Service		2,300.00
Landpro Equipment LLC		
	3708188 Bar & Chains for Chainsaw to Cut Tree on Johnson St.	352.94
Total Landpro Equipment LLC		352.94
Mark Benton		
	Reimbursement for Softball Program 9/20/26	37.90
	Reimbursement for Softball Program 10/4/26	37.90
Total Mark Benton		75.80
Mark Burr		
	Engineering June - Sept Street Scape/Hail Storm (split)	1,500.00
Total Mark Burr		1,500.00
McCormacks Hardware		
	1626B Highway Supplies 8/27- 9/15/26	173.63
Total McCormacks Hardware		173.63
Natures Pride		
	27064 Sprayed weeds on sidewalks along Main St 6/8/2026	750.00
Total Natures Pride		750.00
NFBOA Education Committee		
	Code Training for Pickering/Poff Jan 25-2027 Annual Dues	800.00
Total NFBOA Education Committee		800.00
Nick Crassi		
	Disaster Coordinator 2nd Qrt 2026-2027 Sept 2026-Nov 2026	500.00
Total Nick Crassi		500.00
Norco		
	LD00038375 Cylinder Tank Rental August 2026	9.30
	LD00038479 Cylinder Tank Rental August 2026	9.00
Total Norco		18.30
NRS		
	1714029 (4) Dry Suits 1713659 Swiftwater Resc Gear	3,799.16
Total NRS		3,799.16
NYS Society of Muni Fin Off		
	Membership Dues through 9/30/2027	50.00
Total NYS Society of Muni Fin Off		50.00
Pitney Bowes		
	Inv#1030218019 Meter Rental 7/27/26- 10/26/26	90.00
Total Pitney Bowes		90.00
Prizm Document & Technology Solutions		
	04700 Software & Computer Monitor (3) Police (5) Office - Oct 2026	407.00
	02827 Dell Pro Desktop Computer- Treasurer	950.00

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Village of Gowanda General Fund
Unpaid Bills Detail
All Transactions

	Memo	Open Balance
	04280 Software & Computer Monitor (3) Police (5) Office - Sept 2026	407.00
Total Prizm Document & Technology Solutions		1,764.00
Quill		
	Toner & Desk Chair	146.23
Total Quill		146.23
Traci Hopkins		
	Travel 9/30/26 To Buffalo - Army Corp Meeting	73.41
Total Traci Hopkins		73.41
Unifirst		
	1140450740 Mat, Paper Service Invoice 9/18/2026	77.45
Total Unifirst		77.45
Wendel Centerpointe Corporate PA		
	394024-4 Emergency Damage Scope - Ins Claim thru 8/30/26	2,205.85
Total Wendel Centerpointe Corporate PA		2,205.85
		42,131.23

Village of Gowanda - Water Fund

Unpaid Bills Detail

All Transactions

	Memo	Open Balance
AMREX Chemical Co. Inc.		
	271627 Flouride for Filter Plant - odered 9/4/26	398.00
Total AMREX Chemical Co. Inc.		398.00
Auto Wrench Connection		
	51794 2022 Ford F250 Inspection	21.00
Total Auto Wrench Connection		21.00
CASELLA		
	2172833 Weekly Trash August 2026 (split)	97.51
Total CASELLA		97.51
Cattaraugus County Health Dept		
	Multiple Samples August 2026	90.00
	Multiple Samples Sept 2026	90.00
Total Cattaraugus County Health Dept		180.00
Cintas		
	428706139 Mat Paper Serv Inv 9/17/26 (wat/sew split)	25.91
Total Cintas		25.91
Crowells		
	Acct 5712 Nissan Van Motor Replacment Parts 8/28- 9/18/26	398.70
Total Crowells		398.70
Gowanda Sewer		
	Fuel Usage Sept 2026	234.11
Total Gowanda Sewer		234.11
Jamie Wilson		
	Mileage Reimb for Water Training 9/21-10/2/26	403.08
Total Jamie Wilson		403.08
Kirkland Smuda		
	Mileage Reimb for Water Training 9/21-10/2/26	435.55
Total Kirkland Smuda		435.55
MARK BURR, P.E.		
	Engineering June- Sept 2026 Water Engineering Scope	1,500.00
Total MARK BURR, P.E.		1,500.00
McCormacks Hardware		
	1626J Tank Weld	9.99
Total McCormacks Hardware		9.99
Prizm Document & Technology Solutions		
	04280 Computer Monitoring Sept 2026	44.00
	04700 Computer Monitoring Oct 2026	44.00
Total Prizm Document & Technology Solutions		88.00
Shop-N-Save		
	04-1879281 Distilled Water	5.97
Total Shop-N-Save		5.97
The Observer		
	80221 Water Employment Ad	764.00
Total The Observer		764.00
Udig NY Inc.		

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Village of Gowanda - Water Fund
Unpaid Bills Detail
All Transactions

	Memo	Open Balance
	26090933 July-Sept 2026 Locates	5.00
Total Udig NY Inc.		5.00
USA Blue Book		
	Inv01168872 Sampling Supplies	495.00
Total USA Blue Book		495.00
Village of Gowanda		
	Water Billing Admin Support Sept - Nov 2026	11,208.75
Total Village of Gowanda		11,208.75
Village of Gowanda SF		
	A1446. 9/30/26 (Quarterly Bill 7/1/26- 9/30/26)	920.00
Total Village of Gowanda SF		920.00
		17,190.57

Village of Gowanda - Sewer Fund Unpaid Bills Detail

	All Transactions		
	Date	Memo	Open Balance
Bobcat of Olean			
	10/06/2026	WO08330 Diagnostic of Electrical Issues and Repairs- Skidsteer	1,500.00
Total Bobcat of Olean			1,500.00
Casella Waste Services			
	10/06/2026	2172833 Weekly Trash August 2026 - Split	97.51
Total Casella Waste Services			97.51
Cattaraugus County Risk Mgt			
	10/07/2026	DOT Random Drug Screen 8/16/26	165.00
Total Cattaraugus County Risk Mgt			165.00
Cintas			
	10/06/2026	428706139 Mat & Paper Service Inv 9/17/26	25.91
Total Cintas			25.91
Cold Spring Environmental			
	10/07/2026	2838 Service Gas Detection Calibration 9-28-2026	945.00
Total Cold Spring Environmental			945.00
Crowells			
	10/06/2026	Acct 5711 Repair Supplies 8/29- 9/16/26	36.26
Total Crowells			36.26
Dukes Root Control			
	10/06/2026	Job#5225 Perry, Foundry, Park, Erie 3017ft	6,385.44
Total Dukes Root Control			6,385.44
Dunkirk Electric			
	10/06/2026	1908 Overload Relay and Sump Pump Repair	246.38
Total Dunkirk Electric			246.38
EJ USA Inc			
	10/06/2026	110260072884 Manhole Broadway/Palmer Covers/Frames Beec	2,061.20
Total EJ USA Inc			2,061.20
Gernatt Asphalt Products			
	10/07/2026	Inv28022 Safety Vest, Gloves	19.56
Total Gernatt Asphalt Products			19.56
Gowanda Highway Department			
	10/06/2026	Diesel Fuel Usage Sept 2026	159.16
Total Gowanda Highway Department			159.16
Kimball Midwest			
	10/06/2026	104814824 Tap & Dye Set Thread Repairs on Pump	498.57
Total Kimball Midwest			498.57
McCormacks Hardware			
	10/06/2026	1626H Supplies 8/26 -9/24/26	805.67
Total McCormacks Hardware			805.67
Microbac Laboratories			
	10/06/2026	Multiple Samples 8/31- 10/2/26	2,002.50
Total Microbac Laboratories			2,002.50
Prizm Document & Technology Solutions			
	10/06/2026	#04280 Comp Monitoring Tech Support Sept 2026	88.00
	10/07/2026	#04700 Comp Monitoring Tech Support Oct 2026	88.00

Village of Gowanda - Sewer Fund
Unpaid Bills Detail
All Transactions

	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
Total Prizm Document & Technology Solutions			176.00
PVS Nolwood Chemicals Inc.			
	10/06/2026	Inv0651545-IN Ferric Chloride Tote 9/15/26	9,063.00
Total PVS Nolwood Chemicals Inc.			9,063.00
Quill			
	10/07/2026	Office Supplies	104.51
Total Quill			104.51
Rock City Chrysler Jeep Dodge			
	10/06/2026	2023 RAM 2500 Install Trailer Brake Control	356.00
Total Rock City Chrysler Jeep Dodge			356.00
Upstate Equipment			
	10/06/2026	04-323528 Skidsteer Sweeper	179.39
Total Upstate Equipment			179.39
USA Blue Book			
	10/06/2026	INV01168872 Sampling Supplies	385.30
Total USA Blue Book			385.30
VARCO Supply			
	10/06/2026	647094A Fittings and Suction Hose for Hopper	293.21
Total VARCO Supply			293.21
Village of Gowanda - General			
	10/06/2026	Sewer Billing Admin Support Sept 26- Oct 2026 Yr 2026-2027	11,208.75
Total Village of Gowanda - General			11,208.75
Village of Gowanda - Water			
	10/06/2026	Meter Reading to Water Sept 2026- Nov 2026	3,537.88
	10/06/2026	A1440 & A0527 3rd Qrt 2026	858.48
Total Village of Gowanda - Water			4,396.36
Weldall Inc.			
	10/06/2026	3544 Fabricate Septage Receiving Station	7,410.00
Total Weldall Inc.			7,410.00
			48,520.68

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Gowanda Comm Development Fund
Unpaid Bills Detail

All Transactions		Open Balance
Date	Memo	
C&S Engineers Inc.		
09/10/2026	EPA 1147670 TBrook Site Testing through 8/28/2026	16,594.35
Total C&S Engineers Inc.		16,594.35
Vortex USA Inc.		
09/10/2026	Splash Pad- St Johns Park Balance of Equip Delivered 9/8/26	24,015.46
Total Vortex USA Inc.		24,015.46
		40,609.81

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Village of Gowanda - Capital Projects Unpaid Bills Detail

All Transactions		Open Balance
Date	Memo	
Wendel		
09/10/2026	Inv 394021-47 Prof Services thru 7-31-2026	6,300.00
09/16/2026	Inv 394021-48 Prof Services thru 8-30-2026	3,150.00
Total Wendel		9,450.00
		<u>9,450.00</u>

Village of Gowanda General Fund
Pre-Pay Payroll Deductions
September 2026

	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
AFLAC				
	09/24/2026	4012	AFLAC Acct:NCK62 Sept 2026 Invoice #906822	-912.78
Highmark BCBSWNY				
	09/24/2026	4013	Client# 315619 Inv#260918019560 Oct 2026	-3,663.52
NOVA Healthcare Administrators Inc				
	09/02/2026	HRA Sept	HRA Trumpore	-22.66
	09/03/2026	HRA Sept	HRA Reid	-1.24
	09/04/2026	HRA Sept	HRA Conklin	-155.09
	09/05/2026	HRA Sept	HRA Malek	-48.56
	09/05/2026	HRA Sept	HRA Lauer	-122.34
	09/09/2026	HRA Sept	HRA Conklin	-15.00
	09/09/2026	HRA Sept	HRA Malek	-121.76
	09/09/2026	HRA Sept	HRA Lauer	-99.62
	09/14/2026	HRA Sept	HRA Lauer	-24.99
	09/15/2026	HRA Sept	HRA Conklin	-15.00
	09/17/2026	HRA Sept	HRA Malek	-534.08
	09/19/2026	HRA Sept	HRA Trumpore	-10.15
	09/19/2026	HRA Sept	HRA Lauer	-80.29
	09/21/2026	HRA Sept	HRA Conklin	-7.18
	09/23/2026	HRA Sept	HRA Wagner	-30.00
	09/23/2026	HRA Sept	HRA Lauer	-65.00
	09/24/2026	HRA Sept	HRA Lauer	-20.56
	09/28/2026	HRA Sept	HRA Lauer	-626.02
	09/30/2026	HRA Sept	HRA Reid	-70.00
NYS Deferred Compensation				
	09/08/2026	4007	Plan# 0045420001 Pay Center# 206064 9-4-2026	-1,667.46
	09/18/2026	4009	VOID: Plan# 0045420001 Pay Center# 206064 9-18-2026	0.00
	09/21/2026	4011	Plan# 0045420001 Pay Center# 206064 9-18-2026	-1,426.82
NYS Employees Retirement				
	09/30/2026	Sept 2026	Sept 2026 Employees Retirement- Enhanced Reporting	-2,489.46
NYS Police Retirement System				
	09/30/2026	Sept2026	Sept 2026 Police Retirement Reporting 020- Enhanced	-153.18
SEIU200 United				
	09/08/2026	4008	Union Dues PR 9-8-2026	-155.86
	09/18/2026	4010	Union Dues PR 9-18-2026	-129.30
				-12,667.92

Village of Gowanda General Fund

PrePay Report

September 2026

	Date	Num	Memo	Amount
Charter Communications				
	09/24/2026	13446	Acct #18087 Inv# 91526 Muni Bldg/Police Internet 9/15- 10/1	-140.00
Eagle Systems of Jamestown				
	09/01/2026	13400	AR137765 Police Copier Lease Sept 2026	-54.40
First Bankcard				
	09/16/2026	13429	Card Ending 0811 7/25- 8/25/26 Supplies	-626.19
Gowanda CSD Tax Collector				
	09/24/2026	13447	16.028-2-24.2 School Tax on Vacant Property- East Hill Street	-61.55
Highmark BCBSWNY				
	09/24/2026	13448	Client# 315619 Inv#260918019560 Oct 2026	-4,160.03
Hover Networks, Inc				
	09/07/2026	13402	488025 Phone Services Sept 2026	-271.47
National Fuel				
	09/16/2026	13430	6687624 09 Municipal Building 8/6- 9/4/26	-26.16
	09/24/2026	13449	3165685 04 Hidi Fire 8/13- 9/11/26	-29.23
	09/24/2026	13451	903803505 I Industrial Highway 8/13- 9/14/26	-25.60
NOVA Healthcare Administrators Inc				
	09/16/2026	13431	HRA Admin 078876 Sept 2026 (3 way split)	-25.00
NYSEG				
	09/16/2026	13432	1001-8686-492 St Johns Park 7/28- 8/26/26	-35.55
	09/16/2026	13433	1003-1703-415 Ind Place Storage 8/6- 9/3 (split)	-20.54
	09/16/2026	13434	1003-3457-754 Gateway Park 8/6- 9/3/26	-348.87
	09/16/2026	13435	1001-0114-618 27 West Main St Ltg 8/6- 9/2/26	-22.22
	09/16/2026	13436	1009-0190-322 1 Industrial Highway 8/6- 9/3/26	-151.63
	09/16/2026	13437	1001-8687-037 Chang Hu Park 7/28- 8/26/26	-31.48
	09/16/2026	13438	1004-0266-610 S Water St Ltg 8/1- 8/31/26	-27.22
	09/16/2026	13439	1001-2714-621 St Ltg Persia TN R3 8/1- 8/31/26	-2,036.26
	09/16/2026	13440	1001-2714-639 St Ltg Collins R3 8/1- 8/31/26	-1,555.62
	09/16/2026	13441	1001-2714-829 St Ltg R2 Gowanda 8/1- 8/31/26	-700.20
	09/16/2026	13442	1001-2714-837 St Ltg R2 Gowanda 8/1- 8/31/26	-22.91
	09/16/2026	13443	1003-1744-559 Aldrich Fire 8/6- 9/6/26	-404.88
	09/16/2026	13445	1001-1211-132 Hidi Fire 7/28- 8/26/26	-45.04
	09/24/2026	13450	1001-1169-728 27 E Main St 7/28- 8/26/26	-1,032.88
Spectrotel				
	09/11/2026	13428	Acct #313300 Inv#14020906 9/8 - 10/7/26 Phone Bill	-0.06
Verizon				
	09/16/2026	13444	Acct:651-760-995-0001-98 Ald Fire Ph/Fax/Alarm 9/4- 10/3/2	-81.66
Verizon Wireless				
	09/01/2026	13401	Acc# 680187014 Inv#6151822172 7/24 - 8/23/2026	-143.56
				-12,080.21

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10/07/26

Village of Gowanda - Water Fund
Pre Pay Report
September 2026

	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
Charter Communications				
	09/07/2026	5319	Accnt#22979 Inv#90126 Crestwood Int/Phone 9/1 - 9/30/26	-110.00
Chautauqua Metal Finishing Supply				
	09/09/2026	5322	334127 Calcium Hypochlorite Granular (3) drums	-1,194.00
First Bank Card				
	09/16/2026	5335	Card 0811 Water Class Smuda/Wilson & Nissan Van Motor	-4,139.00
Highmark BCBSWNY				
	09/24/2026	5340	Client# 315619 Inv#260918019560 Oct 2026	-3,107.36
National Fuel				
	09/24/2026	5341	3050769 03 21 East Hill 7/15- 8/13/26	-25.99
NOVA Healthcare Administrators Inc.				
	09/16/2026	5336	HRA Admin 078876 Sept 2026 (3 way split)	-25.00
NYSEG				
	09/14/2026	5334	Multiple Invoices 7/25- 8/25/26	-2,966.82
	09/16/2026	5337	1001-4468-721 W Hill Pump Station 8/7- 9/8/26	-90.10
	09/16/2026	5338	1003-1703-415 Ind Place Storage 8/9- 9/3/26 (split)	-20.53
	09/24/2026	5342	1001-1843-538 Sandhill Road 8/18- 9/15/26	-22.22
Postmaster				
	09/24/2026	5339	Water/Sewer Billing, 3rd Qrt 2026 1,021 Bills (7/1/26 - 9/30/26)	-346.76
Verizon Wireless				
	09/02/2026	5318	Acc# 680187014 Inv#6151822172 7/24 - 8/23/2026	-33.69
				-12,081.47

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Village of Gowanda - Sewer Fund Transaction List by Vendor

September 2026				
	Date	Num	Memo	Amount
Charter Communications Spectrum Enterpris				
	09/24/2026	5908	142184301 Aldrich Internet 9/15- 10/14/26	-109.99
First Bank				
	09/16/2026	5901	Card End #0811 J Controls Pmnt No Rec'd & Repair Part	-1,082.12
Highmark BCBSWNY				
	09/24/2026	5909	Client# 315619 Inv#260918019560 Oct 2026	-3,552.72
Hover Networks Inc.				
	09/07/2026	5885	488025 Phone Services Sept 2026	-87.94
NOVA Healthcare Administrators Inc				
	09/16/2026	5902	HRA Admin 078876 Sept 2026 (3 way split)	-25.00
NYSEG				
	09/16/2026	5903	1003-1703-415 Ind Place Storage 8/6- 9/3/26 (split)	-20.53
	09/16/2026	5904	1001-0114-741 WWTP 8/6- 9/3/26	-5,664.54
	09/16/2026	5905	1001-0114-766 Pump Station 8/4- 9/2/26	-481.71
	09/16/2026	5906	1001-8685-239.N Water Pump St 7/28- 8/26/26	-26.75
Postmaster				
	09/24/2026	5907	Water/Sewer Billing, 3rd Qrt 2026 1,021 Bills (7/1/26 - 9/3/26)	-346.75
Verizon Wireless				
	09/02/2026	5884	Acc# 680187014 Inv#6151822172 7/24 - 8/23/2026	-105.86
				-11,503.91