TOWN BOARD AGENDA
REGULAR MEETING

MONDAY **August 10, 2026**

Meeting Location – New Woodstock Firehouse – 2632 Mill Street

Supervisor Reger will open the meeting at 7:30 p.m. with _____ Councilors present.

Pledge of Allegiance.

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Next Work Session: Wednesday, September 9, 2026 @ 6:00 p.m. – Gothic Cottage
Next Meeting: Monday, September 14, 2026 @ 7:30 p.m. –Gothic Cottage

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Correspondence:

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Motion by Councilor _____, seconded by Councilor _____ to accept the minutes from the July 13, 2026 regular meeting.

Roll call:	
Councilor Race	**_____**
Councilor Golub	**_____**
Councilor Johnson	**Abstain**
Councilor Fallon	**_____**
Supervisor Reger	**_____**

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Supervisor Reger will ask if anyone cares to speak to the Town Board regarding any subject on this meeting's agenda.

Public comment #1:
****

Motion by Councilor _____, seconded by Councilor _____ to open the public hearing relative to Local Law C – 2026 "A Local Law to Amend Chapter 132 (Short-term Rentals) of the Code of the Town of Cazenovia"

Public comment:

Motion by Councilor _____, seconded by Councilor _____ to close the public hearing.
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Resolution No. 108 presented by Councilor _____, seconded by Councilor _____

LOCAL LAW NO. C OF 2026

("A Local Law to Amend Chapter 132 (Short-Term Rentals)

WHEREAS, pursuant to the provisions of the New York State Constitution and the New York State Municipal Home Rule Law, Local Law No. C-2026, titled "A Local Law to Amend Chapter 132 (Short-Term Rentals) of the Code of the Town of Cazenovia," was presented and introduced at a regular meeting of the Town Board of the Town of Cazenovia held on July 13, 2026; and

WHEREAS, a public hearing was held on such proposed local law on the 10th day of August, 2026, by the Town Board of the Town of Cazenovia and proof of publication of notice of such public hearing, as required by law, having been submitted and filed, and all persons desiring to be heard in connection with said proposed local law having been heard, and said proposed local law having been in the possession of the members of the Town Board of the Town of Cazenovia in its final form in the manner required by Section 20 of the Municipal Home Rule of the State of New York; and

WHEREAS, on July 13, 2026, the Town Board pursuant to Volume 6 N.Y.C.R.R., Section 617 of the Regulations relating to Article 8 of the New York State Environmental Conservation Law (SEQRA) declared that adoption of Local Law No. C-2026 was an Unlisted Action, that the Town Board would act as lead agency for purposes of SEQRA and made a determination that the aforementioned law would not result in any adverse environmental impacts and therefore issued a Negative Declaration; and

WHEREAS, the Town Board of the Town of Cazenovia has now determined that it is in the public interest to enact said proposed Local Law No. C-2026.

NOW, THEREFORE, it is

RESOLVED that the Town Board of the Town of Cazenovia, Madison County, New York, does hereby enact proposed Local Law No. C-2026 as Local Law No. 3-2026 as follows:

"TOWN OF CAZENOVIA
LOCAL LAW NO. 3 OF 2026

A LOCAL LAW TO AMEND CHAPTER 132 (SHORT-TERM RENTALS) OF THE CODE OF THE TOWN OF CAZENOVIA

Be it enacted by the Town Board of the Town of Cazenovia as follows:

SECTION 1. AUTHORITY.

This Local Law is enacted pursuant to the New York State Constitution and New York Municipal Home Rule Law §10.

SECTION 2. PURPOSE & INTENT.

The Town Board of the Town of Cazenovia had previously adopted a comprehensive short-term rental law (October 6, 2025) designed to address the potential impacts of short-term, transient, rentals within the Town. After additional consideration and study of the recently enacted Chapter 132 (Short-Term Rentals) of the Code of the Town of Cazenovia, the Town Board has determined that further clarification and procedures related to the issuance of approvals for the operation of short-term rentals will be beneficial.

SECTION 3. AMENDING CHAPTER 132 (SHORT-TERM RENTALS) OF THE CODE OF THE TOWN OF.

Chapter 132 of the Code of the Town of Cazenovia, titled "Short-Term Rentals," is hereby amended by deleting Chapter 132 in its entirety and replacing said Chapter 132 with the following:

"**CHAPTER 132**
SHORT-TERM RENTALS

§132-1 **Definitions.**

SHORT-TERM RENTAL

Residential real property rented for compensation in exchange for on-site lodging for a period of 31 consecutive days or less in a permanent residential structure. For the purpose of this Chapter, the term "short-term rental" shall not include a bed-and-breakfast, boarding/lodging house, hotel, motel, or ongoing month-to-month tenancies to the extent that such uses are permitted elsewhere in this Code. A short-term rental use shall be considered the primary use of a property during its rental. Only one (1) short-term rental use shall be allowed on any parcel. No other primary uses shall be allowed without a use variance, unless otherwise authorized.

SHORT-TERM RENTAL PERMIT

The permit issued by the Town of Cazenovia Code Enforcement Officer upon the issuance of a (1) Special Use Permit for a short-term rental by the Town of Cazenovia Zoning Board of Appeals and (2) compliance with this Chapter.

§132-2 **Presumption of dwelling unit as short-term rental property.**

A. The presence of the following shall create a presumption that all or a part of the property is being used as a short-term rental:

(1) where the property is offered for lease on a short-term rental website, including but not limited to Airbnb, Home Away and VRBO, for a rental period of 31 days or less; and/or

(2) where the property is offered for lease for a period of 31 days or less through any form of advertising.

B. The foregoing presumptions may be rebutted by evidence presented to the Town of Cazenovia Code Enforcement Officer ("Code Enforcement Officer") that the premises is not operated as a short-term rental.

§132-3 **Required short-term rental permit.**

A. Short-term rentals are a specially permitted use as granted by the Zoning Board of Appeals (a Special Use Permit) in all areas and districts of the Town, unless expressly limited, subject to the issuance of a Short-Term Rental Permit by the Code Enforcement Officer and as set forth in and in compliance with the terms of this Chapter.

B. Owners shall not use their property as a short-term rental without first being registered with Madison County for purposes of occupancy tax registration (subject to applicable New York State law) and obtaining a Short-Term Rental Permit from the Town of Cazenovia.

C. A Short-Term Rental Permit shall be valid for two (2) years and must be renewed 60 days prior to expiration of the current Short-Term Rental Permit if the premises are to continue to operate as a short-term rental.

D. The Short-Term Rental Permit is not transferable to a new owner. The new owner of the premises subject to a Short-Term Rental Permit must file a new Short-Term Rental Permit application and be issued a Short-Term Rental Permit.

E. Notwithstanding the foregoing, those properties with short-term rental commitments existing on the date this Section takes effect shall be permitted to honor such existing commitments and continue to make commitments for short-term rentals but must apply for a Special Use Permit from the Zoning Board of Appeals and a Short-Term Rental Permit from the Code Enforcement Officer within 60 days of this law's effective date for all future short-term rental commitments. In the event such an application is denied, all commitments shall be cancelled.

§132-4 **Short-term rental permit application requirements.**

A. Applications for a Special Use Permit from the Zoning Board of Appeals and a Short-Term Rental Permit from the Code Enforcement Officer may be obtained from the Town of Cazenovia Code Enforcement Office. Special Use Permit applications associated with a short-term rental shall be submitted to the Code Enforcement Officer, accompanied by payment of a nonrefundable permit fee to be determined from time to time by resolution of the Town Board. The application shall include the following:

(1) A list of each property owner and the name of any manager or management agency managing the property, including names, addresses, telephone numbers (24 hours a day, 7 days a week) and email addresses of each.

(2) The signatures of all owners or their designated agents.

(3) A statement authorizing the Code Enforcement Officer to inspect the property to ensure compliance with all requirements and standards contained within this Chapter.

(4) An acknowledgement of present and ongoing compliance with the short-term rental standards as defined in this Chapter, including, but not limited to, the demonstration of adequate off-road parking spaces for the proposed short-term rental.

(5) The name, address, telephone number and email address of a contact person, who shall be responsible and authorized to act on the owners' behalf to promptly remedy any violation of the standards outlined in this Section. The contact person may be an owner, or an agent within 30 minutes driving time from the short-term rental designated by the owner(s) to serve as a contact person and shall respond to any correspondence or concern (written or verbal) from the Code Enforcement Officer within 24 hours. Serious concerns shall be addressed immediately.

(6) An accurate suitable floor plan for each level of the dwelling that can be occupied measuring at least 8.5 inch by 11 inch, drawn to scale and certified by the applicant. The floor plan does not need to be prepared by a licensed professional, but must include the following:

(a) The location of buildings and required and proposed parking on a recent survey to scale.

(b) Basement: location of house utilities and all rooms including bedrooms, windows, exits and any heating/cooling units.

(c) First floor: all rooms including bedrooms, windows, exits and any heating/cooling units.

(d) Second floor: all rooms including bedrooms, windows, exits and any heating/cooling units.

(e) Attic (if present): all rooms including bedrooms, windows, exits and any heating/cooling units.

(f) Additional items that are deemed necessary by the Issuing Officer/Board.

(7) A statement that none of the owners of the subject properly have had a Short-Term Rental Permit revoked within the previous year for any rental properties owned individually or together with others at any location.

B. All completed applications are subject to a floor plan review and approval by the Code Enforcement Officer.

C. Owners wishing to apply for a variance relating to sleeping capacity, parking capacity, or other standards stated below must separately petition to the Zoning Board of Appeals. Variance applications will be reviewed by the Zoning Board of Appeals in accordance with the Town Code, Town's Zoning Code and Town Law §276-a, subject to the requirements of the NYS Uniform Fire Prevention and Building Code.

§132-5 **Short-term rental standards.**[1]

A. Property requirements.

(1) Property must comply and meet all current NYS Uniform Fire Prevention and Building Code provisions, as amended.

(2) There shall be one (1) working smoke detector in each sleeping room and one (1) additional smoke detector on each floor. Carbon monoxide detectors shall be installed as required by the current NYS Uniform Fire Prevention and Building Code.

(3) Evacuation map and procedures must be posted in each sleeping room to be followed in the event of a fire or smoke condition or upon activation of a fire or smoke-detecting or other alarm device.

[1] In addition to the issuance of a Special Use Permit -- per §165-114.

(4) There shall be an ABC fire extinguisher installed per code on each floor and in the kitchen. Fire extinguishers shall be inspected prior to a renter occupying the property and no less than monthly by the Short-Term Rental Permit holder(s) to ensure each contains a full charge. A record of the date inspected, as initialed by the Short-Term Rental Permit holder, shall be maintained and made available to the Code Enforcement Officer upon request.

(5) The house number shall be located both at the road and on the dwelling unit so that the house number is clearly visible from both the road and the driveway in the size required by the NYS Uniform Fire Prevention and Building Code and 911.

(6) Exterior doors shall be operational and all passageways to exterior doors shall be clear and unobstructed.

(7) Electrical systems shall be in good operating condition, labeled, unobstructed and shall be visible for the Code Enforcement Officer during the permitting process and subsequent inspections. Any defects found shall be corrected prior to Short-Term Rental Permit issuance. Provide the up-to-date inspection sticker on the panel in the last five (5) years.

(8) All fireplaces shall comply with all applicable laws and regulations.

(9) The property must have a minimum of one (1) off-road parking space for every bedroom shown on the floor plan included with the application. Renters shall utilize off road, on-site parking during their stay. A parking plan shall be approved by the Code Enforcement Officer at the time of a permit being issued. There shall be no on-street parking associated with such use. All proposed parking spots shall be cleared with the Code Enforcement Officer. All parking shall be plowed and cleared in the winter.

(10) Maximum occupancy for each short-term rental unit shall not exceed two (2) people per bedroom shown on the floor plan included with the application. The maximum occupancy of any short-term rental unit shall not exceed 12 people, including permanent residents and renters.

(11) The waste removal/septic system at the property shall meet all state requirements.

(12) In the event that the property has a private septic system, the maximum occupancy shall be defined and limited by the capabilities of the septic system, but in no event shall overnight occupancy for any short-term rental unit exceed 12 people total.

(13) If a private septic system, in addition to the criteria set forth in this Chapter, any application for a short-term rental shall not be granted until the owners provide evidence and proof of a satisfactory inspection of the existing septic system on the site, including proof that any existing tank shall have been recently (within the prior 12 months) pumped and inspected by an approved, qualified septic disposal firm as designated by the Town of Cazenovia. Proof of inspection and pumping, as well as adequate capacity shall be

submitted/provided to the Code Enforcement Officer as part of the application process. Once a Short-Term Rental Permit is issued, the septic system shall be pumped at least once every two (2) years and any renewal of a Short-Term Rental Permit shall include an updated proof of acceptability of the septic and updated inspection.

(14) The water supply to the property shall meet all state requirements.

(15) No signage shall be permitted on the premises.

B. Insurance standards. All applicants and Short-Term Rental Permit holders must provide "evidence of property insurance" and a "certificate of liability insurance" indicating the premises is rated as a short-term rental and maintain such insurance throughout the term of the Short-Term Rental Permit.

C. Provisions shall be made for weekly garbage removal during rental periods. Garbage containers shall always be secured with tight-fitting covers to prevent leakage, spilling or odors, and placed where they are not clearly visible from the road except at approximate pick-up time.

D. Rental contract. All applicants and Short-Term Rental Permit holders shall have a rental contract, which includes the following:

(1) Maximum property occupancy.

(2) Maximum on-site parking provided; and acknowledgement on-street parking is prohibited.

(3) Good neighbor statement providing:

(a) The short-term rental is in a residential area in the Town of Cazenovia and renters must be considerate of the residents in neighboring homes.

(b) Guests are required to observe quiet hours from 9:30 p.m. through 7:30 a.m. No events shall be allowed.

(c) All renters will be subject to New York Penal Law §240.20 or any successor statute regarding disorderly conduct.

(d) Littering is illegal and failure to dispose of pet waste properly (if applicable) is prohibited.

(e) Recreational campfires must be attended and not disturbing the neighbors from size or smoke. Bonfires are not permitted. All campfires shall have a maximum flame height of three (3) feet from the base of the fire's origin. Appropriate fire extinguishment means and apparatus shall be on hand during the fire and all fires must be attended. Fires shall be fully extinguished before leaving.

§132-6 **Procedure upon filing application.**

A. Upon the granting of a Special Use Permit by the Zoning Board of Appeals for a short-term rental, the applicant shall submit a Short-Term Rental Permit application to the Code Enforcement Officer with all supporting documentation and the nonrefundable permit fee. Only completed applications will be accepted by the Code Enforcement Officer. The Code Enforcement Officer may decline to accept an application for consideration for any of the following reasons:

(1) Failure to include or demonstrate proof of registration with Madison County (if required by applicable law) for occupancy tax purposes. Evidence of a completed application for such purposes intended for submission to Madison County may suffice but no Short-Term Rental Permit may be issued until registration has been confirmed.

(2) The application documentation required by this Section was not included or the full permit fee was not paid.

(3) A previously issued Short-Term Rental Permit was revoked within the past year and defects and/or violations have not been corrected and inspected by the Code Enforcement Officer.

B. Upon the Code Enforcement Officer's notification of the approval of a Short-Term Rental Permit application, all documents and information required by this Section and the permit fee, the Code Enforcement Officer shall have 30 days to conduct a property inspection to verify that all short-term rental requirements and conditions have been met. Advertisement and marketing of the rental units shall not occur until the application is fully approved.

C. Upon approval of the Short-Term Rental Permit application by the Zoning Board of Appeals and inspection of the subject premises by the Code Enforcement Officer, a Short-Term Rental Permit may be issued. Short-Term Rental Permits issued pursuant to this Section shall state the following:

(1) The names, addresses and phone numbers of each person or entity that has an ownership interest in the short-term rental property.

(2) The name, address and phone number of a primary contact person who shall be available during the entire time the short-term rental property is being rented.

(3) The maximum occupancy and vehicle limits for the short-term rental property.

(4) Identification of the number of and location of parking spaces available.

(5) Any conditions imposed by the Zoning Board of Appeals and/or Code Enforcement Officer.

§132-7 **Conformity and display of short-term rental permit.**

Short-Term Rental Permits are subject to continued compliance with the requirements of these regulations.

A. If the Code Enforcement Officer has probable cause to believe that the owner is not in compliance with the provisions of this Chapter, the Code Enforcement Officer may request permission from an owner of the Short-Term Rental Permit to enter the premises and to conduct an inspection with the property owner (or their agent) of the short-term rental property for purposes of ensuring compliance with this Section. If the property owner refuses to permit the Code Enforcement Officer to inspect the property, the Short-Term Rental Permit will be revoked. If an inspection authorized herein is conducted, the Code Enforcement Officer shall use the results of such inspection in determining whether to revoke the Short-Term Rental Permit.

B. The Short-Term Rental Permit, maximum occupancy limit, maximum parking, contact form with emergency numbers and emergency contact, and standards shall be prominently displayed inside and at the front entrance of the short-term rental.

C. The Short-Term Rental Permit holder shall ensure that current and accurate information is provided to the Code Enforcement Officer and that they notify the Code Enforcement Officer immediately of any change in the information displayed on the Short-Term Rental Permit. If, based on such changes, the Code Enforcement Officer issues an amended Short-Term Rental Permit; the owners must immediately post the amended Short-Term Rental Permit inside and near the front entrance of the short-term rental.

D. The Short-Term Rental Permit holder must conspicuously display the Short-Term Rental Permit number in all advertisements for the applicable short-term rental.

§132-8 **Compliance.**

A. Violations of this Section or of any Short-Term Rental Permit issued pursuant to this Section shall be subject to enforcement and penalties prescribed in this Chapter and other applicable provisions of the Code of the Town of Cazenovia, including the penalty provisions of Chapter 135.

B. If the Code Enforcement Officer either witnesses or receives a written complaint of an alleged violation of this Chapter or of any Short-Term Rental Permit issued pursuant to this Chapter, the Code Enforcement Officer shall promptly record such complaint and immediately investigate the report thereon. If the Code Enforcement Officer determines there is a violation of this Chapter, the owners and/or contact agent shall be notified in writing by First-Class Mail and Certified Mail/Return Receipt of said violations and the Code Enforcement Officer may take any or all the following actions:

(1) Attach conditions to the existing Short-Term Rental Permit.

(2) Suspend the Short-Term Rental Permit. The notice of suspension shall be provided to the property owner and a copy filed with the Town Clerk.

(3) Require corrective action that remedies the violation(s). The corrective action must be completed and approved within 30 days of notice from the Code Enforcement Officer or the owner risks revocation of the Short-Term Rental Permit by the Code Enforcement Officer.

(4) Issue a court appearance ticket for violation of this Chapter.

(5) Revoke the Short-Term Rental Permit. Should a Short-Term Rental Permit be revoked, all owners of the short-term rental are prohibited from obtaining a Short-Term Rental Permit on the property for one (1) year after the date of revocation. The Code Enforcement Officer shall send notices of revocation to the property owners, to Madison County and shall file a copy with the Town Clerk.

§132-9 **Application for renewal of short-term rental permit.**

Renewal permits will be granted for an additional two (2) year term if the following conditions are met:

A. Application for renewal of the Short-Term Rental Permit shall be made at least 60 days prior to expiration of current Short-Term Rental Permit and requires payment of renewal fee.

B. At the time of application for renewal, the owner or designated agent shall present the previous Short-Term Rental Permit along with any proposed changes highlighted.

C. The property shall have undergone an inspection performed by the Code Enforcement Officer and the Zoning Board of Appeals has renewed the Short-Term Rental Permit.

D. Any violations shall be remedied prior to renewal of a Short-Term Rental Permit.

§132-10 **Grounds for suspension or revocation of short-term rental permit.**

The Code Enforcement Officer may immediately suspend or revoke a Short-Term Rental Permit based on any of the following grounds:

A. Applicant has falsified or failed to provide information in the application for a Short-Term Rental Permit or the application for Short-Term Rental Permit renewal.

B. Applicant has failed to meet or comply with any of the requirements of this Chapter.

C. The owner is in violation of any provision of the Code of the Town of Cazenovia related to the premises.

D. The owner has violated any provision of the Penal Code of the State of New York, which violation occurred at, or related to the occupancy of the short-term rental.

E. Any conduct on the premises, which disturbs the health, safety, peace, or comfort of the neighborhood or which otherwise creates a public nuisance.

F. Removal or disrepair of any safety devices such as, but not limited to, smoke and carbon monoxide detectors, fire extinguishers and egresses.

§132-11 **Appeals and hearings.**

The property owner is entitled to appeal the Code Enforcement Officer's determination to the Zoning Board of Appeals when a property owner's application for a Short-Term Rental Permit is revoked. A notice of appeal must be filed with the Town Clerk and the Zoning Board of Appeals within 60 days of the Code Enforcement Officer's filing of the revocation with the Town Clerk. A hearing shall be held by the Zoning Board of Appeals not more than 45 days after the filing of the notice of appeal. Until such approval has been determined, the property owner may not use the short-term rental property as a short-term rental.

§132-12 **Enforcement, fines and penalties.**

A. This Chapter may be enforced by the Code Enforcement Officer or any other officer, employee or agent appointed by resolution of the Town Board. For purposes of this Chapter, all such persons are considered a "Code Enforcement Officer." All such Code Enforcement Officers are authorized to issue violation notices and appearance tickets.

B. Whenever the Town determines that there is a violation of any provision of this Chapter, any rule or regulation adopted pursuant to this Chapter or the NYS Uniform Fire Prevention and Building Code, or determines that there has been a failure to comply with any provision or requirement related to the registration, reporting, collection, accounting, disclosure or payment of County bed/occupancy taxes, the Town may serve upon the owner an order, in writing, directing the owner to remedy and correct the violation within the time specified in the order.

C. If, after the expiration of 14 business days, the violation has not been remedied and corrected, the Code Enforcement Officer may serve an appearance ticket upon the owner requiring the owner to appear before the Town Justice of the Town of Cazenovia at a time to be specified in such notice.

D. Whenever the Town finds that an emergency condition exists, which condition requires immediate attention in order to protect the health or safety of the public or of any owner or occupant, the Town may issue an order by service of notice in a manner set forth above and reciting the existence of such emergency condition requiring that remedial action be taken immediately. Any person to whom such an order is directed shall comply therewith immediately.

E. Failure to comply with an order when notice has been provided in accordance with this Chapter shall constitute a separate and distinct violation of this Chapter.

F. Each calendar day a violation occurs or continues shall constitute and be deemed a separate and distinct violation.

G. In addition to and not in lieu of any other remedies, any person who violates any provision of this Chapter, any rule or regulation adopted pursuant to this Chapter or the NYS Uniform Fire Prevention and Building Code, or who violates or fails to comply with any lawful order promulgated hereunder, shall be guilty of a violation and, for a first conviction thereof, shall be subject to a fine in an amount not less than $200 nor more than $250; for conviction of a second violation committed within 12 months of the first violation, such person shall be subject to a fine in an amount not less than $350 and not more than $500; for conviction of a third violation committed within 12 months of the first violation, such person shall be subject to a fine in an amount not less than $750 and not more than $1,250; for conviction of a fourth violation and for each subsequent violation committed within 12 months of any prior violation, such person shall be subject to a fine in an amount not less than $2,000 and not more than $3,000.

H. A renewal Short-Term Rental Permit shall not be issued and no Short-Term Rental Permit shall be issued to any other person for the subject premises until all violations for which the owner has been convicted are remedied and corrected.

I. Civil penalties and injunction. In addition to and not in lieu of any other remedies, the Town Board may also maintain an action or proceeding in the name of the Town in a court of competent jurisdiction to obtain civil monetary penalties and compel compliance with or to restrain, by injunction, the violation of this Chapter or any order promulgated hereunder. The civil monetary penalties shall be in accordance with and not exceed the monetary penalties set forth above.

J. Service of Notice of Violation/Order to Remedy or an Appearance Ticket may be served personally on the owner or it may be sent by First-Class Mail and by Certified Mail/Return Receipt Requested to the owner's tax bill address for the subject property. Service shall be deemed complete upon personal delivery to the owner or if sent by mail, seven (7) business days after the Order to Remedy or Appearance Ticket is mailed to Owner."

SECTION 4. AMENDMENT OF ARTICLE IV ("RURAL A (RA) DISTRICT") OF CHAPTER 165 ("ZONING") OF THE CODE OF THE TOWN OF CAZENOVIA.

Article IV ("Rural A (RA) District") of Chapter 165 ("Zoning") of the Code of the Town of Cazenovia is hereby amended by at Section 165-9 ("Permitted uses by special use permit") by including the following additional subsection:

"§165-9 Permitted uses by special use permit.

O. Short-Term Rentals (upon issuance of and compliance with a Short-Term Rental Permit under Chapter 132 of the Code)"

SECTION 5. AMENDMENT OF ARTICLE V ("RURAL B (RB) DISTRICT") OF CHAPTER 165 ("ZONING") OF THE CODE OF THE TOWN OF CAZENOVIA.

Article V ("Rural B (RB) District") of Chapter 165 ("Zoning") of the Code of the Town of Cazenovia is hereby amended by at Section 165-13 ("Permitted uses by special use permit") by including the following additional subsection:

"§165-13 Permitted uses by special use permit.

Z. Short-Term Rentals (upon issuance of and compliance with a Short-Term Rental Permit under Chapter 132 of the Code)"

SECTION 6. AMENDMENT OF ARTICLE VIII ("AGRICULTURE OVERLAY (AO) DISTRICT") OF CHAPTER 165 ("ZONING") OF THE CODE OF THE TOWN OF CAZENOVIA.

Article VIII ("Agriculture Overlay (AO) District") of Chapter 165 ("Zoning") of the Code of the Town of Cazenovia is hereby amended by at Section 165-25 ("Permitted uses by special use permit") by including the following additional subsection:

"§165-25 Permitted uses by special use permit.

(17) Short-Term Rentals (upon issuance of and compliance with a Short-Term Rental Permit under Chapter 132 of the Code)"

SECTION 7. AMENDMENT OF ARTICLE IX ("NEW WOODSTOCK HAMLET OVERLAY (NWHO) DISTRICT") OF CHAPTER 165 ("ZONING") OF THE CODE OF THE TOWN OF CAZENOVIA.

Article IX ("New Woodstock Hamlet Overlay (NWHO) District") of Chapter 165 ("Zoning") of the Code of the Town of Cazenovia is hereby amended by at Section 165-29 ("Permitted uses by special use permit") by including the following additional subsection:

"§165-29 Permitted uses by special use permit.

H. Short-Term Rentals (upon issuance of and compliance with a Short-Term Rental Permit under Chapter 132 of the Code)"

SECTION 8. AMENDMENT OF SECTION 165-69 ("BED-AND-BREAKFAST ESTABLISHMENTS/OWNER-OCCUPIED TRANSIENT OCCUPANCY LODGING") OF THE CODE OF THE TOWN OF CAZENOVIA.

Section 165-69 ("Bed-and-breakfast establishments/owner-occupied transient occupancy lodging") of the Code of the Town of Cazenovia is hereby amended to eliminate the terms "owner-occupied transient occupancy lodging" so that said Section shall now read in its entirety as follows:

"§165-69 **Bed-and-breakfast establishments.**

Bed-and-breakfast establishments (hereinafter "bed-and-breakfasts"), shall be allowed as elsewhere provided in this chapter, but in all instances shall only be allowed upon the issuance of a special use permit by the Zoning Board of Appeals and shall be subject to the following additional requirements:

A. The title owner shall live on the premises of the bed-and-breakfast establishment and shall be physically present on the premises during the nighttime hours (7:30 p.m. to 7:30 a.m.) of said transient occupancy.

B. No alteration to either the exterior or the interior of any principal or accessory structure shall be made which changes the character or appearance of the residential premises.

C. One attached or detached sign of not more than two square feet in area shall be permitted, subject to the regulations of this chapter.

D. The maximum number of overnight guests shall not exceed two per bedroom. In no case shall more than a total of six overnight guests be permitted at any bed-and-breakfast establishment.

E. Breakfast only shall be offered and only to overnight guests, subject to appropriate Health Code and Fire Code regulations.

F. No events, meetings or other activities for people who are not overnight guests shall be permitted.

G. Any special use permit granted pursuant to this Section shall be issued on an annual basis with a renewal required for the continued approved use. Applicant(s) shall submit a renewal request at least 60 days prior to the expiration of the current special use permit.

H. Applicant(s) must demonstrate appropriate available on-premises parking for the proposed bed-and-breakfast use. Parking shall demonstrate one space for each vehicle used by the owner occupant(s) of the premises plus a minimum of one space for each proposed transient occupant. Additional spaces may be required by the Zoning Board of Appeals based upon site characteristics and maximum number of persons permitted to occupy the dwelling unit per the terms of the special use permit issues to the applicant. Parking shall not be permitted on lawns. On-street parking is prohibited.

I. No recreational vehicles, campers, trailers or motor vehicles larger than a one-ton pick-up truck associated with the bed-and-breakfast use may be parked upon the premises during any bed-and-breakfast occupancy. The number of automobiles and/or light-duty pick-up trucks that may be parked on-site in association with any bed-and-breakfast lodging shall be limited to the number of off-street parking spaces designated on the site plan approved by the Zoning Board of Appeals. The Zoning Board of Appeals shall review all applications in relation to the physical limitations of the subject premises, as well as proximity to adjoining uses in the surrounding neighborhoods in order to determine appropriate parking requirements and occupancy limits.

J. No bed-and-breakfast lodging facility shall be located above the second floor of any building unless such floor has a fire sprinkler system or has otherwise been constructed in accordance with the requirements of the applicable New York State Code requirements for residential occupancy of such floors.

K. The operator of the bed-and-breakfast facility shall maintain a register of all guests staying at the facility, their permanent addresses and the date(s) of their stay. This register shall be immediately made available to the Code Enforcement Officer as part of any investigation of any complaints regarding guest's behavior and/or to determine compliance with the requirements of any special use permit issued.

L. No person may be the owner operator of more than one bed-and-breakfast facility within the Town of Cazenovia at any one time.

M. The operator of the bed-and-breakfast facility must at all times be current in the payment of all real property taxes and special assessments and shall be responsible for compliance with all other applicable legal and regulatory requirements, including but not necessarily limited to compliance with New York State Building, Property Maintenance and Safety Codes and registration and collection of state and local sales taxes and county occupancy taxes. When available, applicant(s) shall register to have applicable taxes and fees collected or remitted by any associated internet host platform.

N. The operator of the bed-and-breakfast facility shall provide to the Town proof of general liability insurance against claims for personal injury, death or property damage occurring on, in or about the subject premises in an amount not less than $1,000,000 in respect to personal injury or death, and in an amount of not less than $100,000 in response to property damage.

O. All proposed bed-and-breakfast facilities shall be physically inspected for appropriate physical condition and Code compliance prior to the issuance of a final certificate for the proposed use by the Code Enforcement Office. Such certificate shall be issued on an annual basis.

A special use permit issued pursuant to these regulations may be revoked by the Zoning Board of Appeals upon instances where it has been demonstrated that the operator of said bed-and-breakfast facility has failed to comply with these regulations and/or any conditions set by the Town of Cazenovia Zoning Board of Appeals in its approval of the proposed bed-and-breakfast facility."

SECTION 9. AMENDMENT OF SECTION 165-61 ("DEFINITIONS") OF THE CODE OF THE TOWN OF CAZENOVIA.

Section 165-61 ("Definitions") of the Code of the Town of Cazenovia is hereby amended to eliminate the defined term of "Owner-Occupied Transient Occupancy Lodging" in its entirety and to amend the defined term "Bed-and-Breakfast" to now read in its entirety as follows:

"**BED-AND-BREAKFAST**

A specially permitted use occurring in an existing one-family dwelling operated by the permanent resident(s) of the dwelling who are also on-site, present and sleeping overnight within the residence while providing short-term overnight lodging to transient guests, with no meal other than breakfast meals offered to such guests. Such presence by the owner shall be continuous during the nighttime hours (7:30 p.m. to 7:30 a.m.) to ensure appropriate oversight of the bed-and-breakfast establishment and guests. A bed-and-breakfast must be the primary residence of the owner(s)/proprietor(s) and comply with the requirements of §165-69. It is the intent of the use of a bed-and-breakfast to maintain the residential character of the primary use of the premises as a dwelling by the titled owner and to limit deleterious impacts such as noise, traffic, excessive parking and other impacts."

SECTION 10. AMORTIZATION OF EXISTING USE SHORT-TERM RENTALS.

The Town Board of the Town of Cazenovia has determined that it is reasonable to allow established legal short-term rentals to be provided with sufficient time to comply with this Chapter. Therefore, a period of 120 days from adoption of this Chapter is hereby established for any existing short-term rental to obtain the Short-Term Rental Permit to continue as a short-term rental property. No portion of this Section shall be deemed to provide for a right to establish or re-establish a short-term rental on site nor to continue short-term rentals which have not either been previously approved or were lawfully existing. Further, the Town Board has determined that utilization of any property in the Town of Cazenovia prior to the adoption of this Law does not establish a pre-existing legal non-conforming use or business under the Town's Zoning Law or the Code of the Town of Cazenovia.

SECTION 11. CONFLICT WITH STATE LAWS (SUPERSESSION).

To the extent that any provisions of this Chapter are inconsistent with any New York State law or provision, including but not limited to the New York State Town Law, Executive Law or similar provisions relating to short-term rentals, the Town Board of the Town of Cazenovia hereby declares its intent to supersede those sections of the Town Law pursuant to its home rule powers under New York Municipal Home Rule Law Article 2, §10 et seq.

SECTION 12. VALIDITY AND SEVERABILITY.

If any clause, sentence, paragraph, subdivision or part of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not impair or invalidate the remainder thereof but shall be limited in its operation to the clause, sentence, paragraph, subdivision, section or part thereof directly involved in the proceeding in which such judgment is rendered.

SECTION 13 EFFECTIVE DATE.

This Local Law shall take effect upon filing with the Secretary of State."

Roll call:
Councilor Race _____
Councilor Golub _____
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 108 adopted.

****

Resolution No. 109

TOWN OF CAZENOVIA LOCAL LAW E OF 2026

("A Local Law Overriding the Tax Levy Limit Established in General Municipal Law §3-C in the Town of Cazenovia")

Councilor _____ introduced proposed Local Law No. E-2026, relating to the ability of the Town of Cazenovia to override the limit on the amount of real property taxes that may be levied by the Town of Cazenovia pursuant to General Municipal Law §3-c, and to allow the Town of Cazenovia to adopt a Town budget for the fiscal year 2027 in excess of the "tax levy limit," and made the following motion, which was seconded by Councilor _____:

WHEREAS, Volume 6 N.Y.C.R.R., Section 617 of the Regulations relating to Article 8 of the New York State Environmental Conservation Law, requires that as early as possible an involved agency shall make a determination whether a given action is subject to the aforementioned law; and

WHEREAS, no other agency has the legal authority or jurisdiction to approve or directly undertake the enactment of a local law in the Town of Cazenovia, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQRA) with respect to the proposed enactment of said Local Law, with the result that the Town Board shall act as lead agency in this matter; and

WHEREAS, the adoption of said Local Law is an unlisted action for purposes of environmental review under SEQRA; and

WHEREAS, the Town Board has determined that a short environmental assessment form (EAF) shall be required in connection with this matter; and

WHEREAS, the said EAF has been prepared and has been reviewed by the Town Board; and

WHEREAS, the Town Board has considered the adoption of said Local Law, has considered the criteria contained in 6 N.Y.C.R.R. Part 617.7 and has compared the impacts which may be reasonably expected to result from the adoption of said Local Law against said criteria.

NOW, THEREFORE, RESOLVED AND DETERMINED the Town Board has determined this action shall have no significant adverse impact on the environment; that, accordingly, an environmental impact statement (EIS) shall not be required; and that this resolution shall constitute a negative declaration under SEQRA; and it is further;

RESOLVED AND DETERMINED that the Town Board conduct a public hearing as to the enactment of proposed Local Law No. E-2026 at the Town of Cazenovia Town Offices located at 7 Albany Street, Cazenovia, New York on September 14, 2026 at 7:30 p.m., or as soon thereafter as the matter can be heard at which time all persons interested in the subject shall be heard.

Roll call:
Councilor Race _____
Councilor Golub _____
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 109 adopted.

****

Resolution No. 110 presented by Councilor _____, seconded by Councilor _____

AUTHORIZING THE SUBMISSION OF A DOWNTOWN REVITALIZATION INITIATIVE (DRI) APPLICATION FOR THE JEPHSON CAMPUS PROJECT AND AUTHORIZING THE TOWN SUPERVISOR TO EXECUTE REQUIRED DOCUMENTS

WHEREAS, the Town of Cazenovia has undertaken the acquisition and redevelopment of the Jephson Campus to preserve an important historic community asset and create a vibrant civic destination that will serve current and future generations; and

WHEREAS, the Town envisions the Jephson Campus as a community asset that integrates municipal services, arts and culture, recreation, education, workforce development, entrepreneurship, and public gathering spaces; and

WHEREAS, the Town Board recognizes that successful redevelopment of the Jephson Campus will be strengthened through collaboration with community organizations possessing expertise in cultural programming, public engagement, education, philanthropy, and community activation; and

WHEREAS, Stone Quarry Hill Art Park, Inc. is a longstanding nonprofit cultural institution serving the Cazenovia community and is uniquely positioned to assist with community engagement, creative placemaking, educational programming, and the pursuit of philanthropic and grant opportunities that compliment municipal resources; and

WHEREAS, the Town and Stone Quarry Hill Art Park have developed a proposed non-binding Memorandum of Understanding expressing their mutual intent to collaborate in pursuing redevelopment opportunities for the Jephson Campus, while recognizing that any future financial commitments, operating agreements, or project-specific responsibilities shall require separate approval by the respective governing bodies; and

WHEREAS, the Town of Cazenovia Comprehensive Plan identifies the adaptive reuse of the former Cazenovia College campus, the preservation of historic community assets, the expansion of arts and cultural opportunities, economic development, recreation, workforce development, and collaborative partnerships as important objectives for strengthening the Town's quality of life, enhancing community character, and supporting long-term vitality; and

WHEREAS, the New York State Downtown Revitalization Initiative provides an opportunity to secure funding to advance the rehabilitation and activation of the Jephson Campus in a manner consistent with the Town's Comprehensive Plan and long-term vision for the community; and

WHEREAS, the Town Board recognizes that the Jephson Campus presents a unique opportunity to preserve an important community landmark while creating a civic, cultural, and educational destination that will enrich the quality of life for residents, strengthen the local

economy, and serve the Cazenovia community for generations to come; and

WHEREAS, the Town Board finds that submitting an application for Downtown Revitalization Initiative funding is in the best interests of the residents of the Town of Cazenovia and will further the Town's goals of historic preservation, adaptive reuse, economic development, recreation, arts and culture, community engagement, and enhanced public services.

WHEREAS, Echo Architects presented various designs to the Town Board; and

WHEREAS, the Town Board reviewed the various designs and collectively liked the design known as "Scheme A.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Cazenovia hereby authorizes the submission of an application to the New York State Downtown Revitalization Initiative for funding to support the redevelopment and activation of the Jephson Campus, particularly the design known as "Scheme A;" and

BE IT FURTHER RESOLVED, that the Town Board recognizes that partnerships with nonprofit organizations, educational institutions, businesses, and community organizations will be essential to maximizing the public benefit of the Jephson Campus and encourages such collaborations in furtherance of the goals and recommendations of the Town of Cazenovia Comprehensive Plan; and

BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized to finalize, execute, and submit the Downtown Revitalization Initiative application, together with all certifications, supporting documentation, letters of support, and related materials necessary for submission, and to execute any additional documents required in connection with the application, provided that the application remains substantially consistent with the project presented to and discussed by the Town Board; and

BE IT FURTHER RESOLVED, that the Town Board affirms its intent to continue working collaboratively with Stone Quarry Hill Art Park and other community partners to advance a shared vision for the Jephson Campus that expands civic, cultural, educational, recreational, and economic opportunities for the benefit of the Cazenovia community, while recognizing that any future implementation agreements, operating agreements, or acceptance of grant funds shall be subject to future review and approval by the Town Board; and

BE IT FURTHER RESOLVED, that should funding be awarded through the Downtown Revitalization Initiative, the Town of Cazenovia shall serve as the municipal applicant and shall administer and manage all grant funds awarded for Town projects in accordance with all applicable federal and New York State laws, grant requirements, municipal procurement policies, and Town Board authorization, unless otherwise approved by resolution of the Town Board; and

BE IT FURTHER RESOLVED, that the Town Supervisor and such other Town officials as may be necessary are hereby authorized to undertake all actions reasonably necessary to carry out the intent of this Resolution.

Roll call:
Councilor Race _____
Councilor Golub _____
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 110 adopted.

****

Resolution No. 111 presented by Councilor _____, seconded by Councilor _____

AUTHORIZE THE PROCUREMENT OF INSPECTION SERVICES FROM DAVIS-ULMER FIRE PROTECTION FOR "BUILDING A" OF THE JEPHSON CAMPUS

WHEREAS, previously the Town of Cazenovia Town Board engaged the services of Davis-Ulmer Fire Protection to assess the sprinkler system located in Building A of the Jephson Campus located at 10 Albany Street, Cazenovia; and

WHEREAS, Davis-Ulmer Fire Protection presented the Town of Cazenovia with an Inspection Agreement to quarterly inspect and test the wet pipe fire sprinkler system and annually inspect and test the backflow prevention device; and

WHEREAS, the cost of each inspection is Five Hundred and 00/100 Dollars ($ 500.00).

NOW, THEREFORE, BE IT RESOLVED AND DETERMINED, the Town Board authorizes the Town Supervisor to execute the Davis-Ulmer Fire Protection Inspection Agreement for a total contract amount of Two Thousand and 00/100 Dollars ($ 2,000.00). Said agreement has been reviewed by the Attorney for the Town and has been deemed acceptable.

Roll call:

Councilor Race	_____
Councilor Golub	_____
Councilor Johnson	_____
Councilor Fallon	_____
Supervisor Reger	_____

Supervisor Reger will declare Resolution No. 111 adopted.

****

Resolution No. 112 presented by Councilor _____, seconded by Councilor _____

RE-AUTHORIZE THE TOWN OF CAZENOVIA SUPERVISOR TO EXECUTE THE APPLICATION DOCUMENTS AND GRANT MATERIALS IN SUPPORT OF THE IMPROVEMENTS TO THE TOWN OF CAZENOVIA WATER POLLUTION CONTROL FACILITY AND TO UNDERTAKE SAID IMPROVEMENTS

WHEREAS, the Town of Cazenovia has previously determined to construct improvements to the Town of Cazenovia Water Pollution Control Facility ("Town of Cazenovia WPCF") located at 4500 Route 13 North in the Town of Cazenovia by utilizing financing from various sources, including the Water Infrastructure Improvement Act (WIIA) Grant Program and Water Quality Improvement Project (WQIP) Program through the New York State Department of Environmental Conservation ("NYSDEC"), the Clean Water State Revolving Fund (CWSRF) through the New York State Environmental Facilities Corporation ("NYSEFC"), the Water and Waste Disposal Loan & Grant through the United States Department of Agriculture Rural Development ("USDA RD"), the Pro-Housing Capital Grant from NYS Empire State Development ("ESD"), as well as funds previously authorized by bonding and any other identified funding sources; and

WHEREAS, the Town of Cazenovia Town Board previously authorized the engagement of MRB Group to provide assistance to the Town to study and recommend improvements to the Town of Cazenovia WPCF as consulting engineers; and

WHEREAS, the improvements to the Town of Cazenovia WPCF shall consist of rehabilitation of the systems' existing final settling tanks, the addition of one (1) new final settling tank, addition of UV disinfection improvements, along with other necessary appurtenances; and

WHEREAS, the current identified sources of financing for the proposed $9,00,000 project include grant monies of approximately $3,000,000 from the above-referenced granting authorities (NYSDEC, NYSEFC and USDA RD), $1,000,000 from the North Border Regional Commission, $1,000,000 from Congressionally Directed Spending, $3,000,000 from the Pro-Housing Communities Capital Grant, as well as amounts previously authorized by Bond Resolution; and

WHEREAS, MRB Group has prepared and is preparing the documents necessary to re-submit applications to the various funding sources.

NOW THEREFORE, **BE IT RESOLVED** that the Town of Cazenovia Town Board hereby authorizes Town Supervisor Kyle Reger to execute the application forms and other necessary documents for consideration of funding opportunities to the NYSDEC, NYSEFC, USDA RD and ESD, as well as any other applicable sources, and such supporting information as is necessary without further resolution; and it is further

RESOLVED that the Town of Cazenovia Town Board authorizes the submission of the application and ancillary documentation to all identified funding sources; and it is further

RESOLVED that the Town of Cazenovia Town Board hereby authorizes the proposed improvements, as described in this resolution, subject to the above financing and additional procedures as identified by the Town's legal counsel.

Roll call:
Councilor Race _____
Councilor Golub _____
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 112 adopted.

****

Resolution No. 113 presented by Councilor _____, seconded by Councilor _____

AUTHORIZE CHANGE ORDER No. 1 FOR THE NEW WOODSTOCK SOFTBALL FIELD DEMOLITION, CONSTRUCTION AND IMPROVEMENTS

To authorize the Supervisor to execute Change Order No. 1 in the amount of **$ 48,500.00** for the addition of approximately 250 linear feet of 4' high black vinyl chain link fence to serve as an outfield boundary. The Change Order also includes drainage and fill work inside the new fence location. Disturbed areas will include restoration and seeding.

Original Contract Price – Adhan Piping Co., Inc.	$ 188,200.00
Change Order No. 1– Adhan Piping Co., Inc.	$ 48,500.00
Revised contract amount after this approval	$ 236,700.00

Further, the Town Board authorizes the Town Supervisor to execute Change Order No. 1 in relation to the AIA Document A107-1997 Abbreviated Standard Form of Agreement Between the Town of Cazenovia and Adhan Piping Co., Inc. for a total contract amount of Two Hundred Thirty-six Thousand Seven Hundred and 00/100 Dollars ($ 236,700.00).

Roll call:
Councilor Race _____
Councilor Golub _____
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 113 adopted.

****

Resolution No. 114 presented by Councilor _____, seconded by Councilor _____

AUTHORIZE THE PROCUREMENT OF A WOODEN HEIRLOOM SCOREBOARD FOR THE NEW WOODSTOCK SOFTBALL FIELD

WHEREAS, the Town of Cazenovia previously authorized improvements to the New Woodstock Ball Field which consisted of demolition of the existing softball field, construction of a redesigned softball field, improvements to the drainage facilities and other associated improvements.; and

WHEREAS, three quotes have been obtained for the procurement of a scoreboard for the New Woodstock Ball Field as required in the Town's Procurement Policy; and

WHEREAS, Stone Quarry Art Park provided a proposal dated June 3, 2026 (revised 8/7/2026) for a scoreboard which consists of an heirloom custom wood sign with hand-painted letters and graphics, hooks/hardware for hanging numbers, number tiles to be made from a waterproof material, and a wood storage box for the number tiles including delivery to the Ball Field in an amount not to exceed Six Thousand Five and 00/100 Dollars ($ 6,050.00).

NOW, THEREFORE, BE IT RESOLVED that the Town of Cazenovia Town Board authorizes the procurement of a custom wooden scoreboard from Stone Quarry Art Park in the amount of Six Thousand Five and 00/100 Dollars ($ 6,050.00).

Roll call:
Councilor Race _____
Councilor Golub _____
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 114 adopted.

****

Resolution No. 115 presented by Councilor _____, seconded by Councilor _____

AUTHORIZE THE PROCUREMENT OF A HANDI QUILTER AMARA 20" LONGARM SEWING MACHINE W/ 12' HQ STUDIO3 FRAME FOR USE IN RELATION TO THE JOINT CULTURAL AND RECREATION PROGRAM

WHEREAS, the Town of Cazenovia was awarded a grant from the Office of Children and Family Services (OCFS) in the amount of Thirty-five Thousand and 00/100 Dollars ($ 35,000.00); and

WHEREAS, the Town received this funding to do a study to assess community-wide recreation opportunities and gaps with an overall goal to support health, equity and well-being for all residents; and

WHEREAS, the study was completed by a consulting service and upon the payment of the invoices in relation to the study it was determined residual grant funds remained; and

WHEREAS, as part of the Town's acquisition of the Jephson Campus a number of sewing machines were purchased that were previously owned by Cazenovia College; and

WHEREAS, it's been previously determined the sewing machines will be utilized as part of the expanding cultural and recreation program offered by the Town of Cazenovia; and

WHEREAS, as the sewing equipment was examined it was determined a long arm quilting machine and various accessories would be a great addition for any future fabric programming classes; and

WHEREAS, OCFS approved the purchase of this equipment; and

WHEREAS, as part of the Town of Cazenovia Procurement Policy, three quotes were obtained in order to purchase a Handi Quilter Amara 20" Longarm Sewing Machine with 12' HQ Studio3 Frame and accessories; and

WHEREAS, a quote was received from Calico Gals, Inc. located at 3906 New Court Avenue, Syracuse, New York (Quote #: RR050826) dated July 21, 2026 in the amount of Twelve Thousand Eight Hundred Thirty-nine and 00/100 ($ 12,839.00); and

WHEREAS, said quote was the lowest and its close proximity for necessary repairs and training is an added benefit under the Town's best value purchasing.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Cazenovia Town Board authorizes the procurement of a Handi Quilter Amara 20" Longarm Sewing Machine with 12' HQ Studio3 Frame and accessories from Calico Gals, Inc. located at 3906 New Court Avenue, Syracuse, New York in the amount of Twelve Thousand Eight Hundred Thirty-nine and 00/100 ($ 12,839.00).

Roll call:
Councilor Race _____
Councilor Golub _____
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 115 adopted.

****

Resolution No. 116 presented by Councilor _____, seconded by Councilor _____

AUTHORIZATION FOR THE APPOINTMENT OF THREE TEMPORARY LABORERS IN RELATION TO THE CONTINUATION OF THE TREATMENT OF CAZENOVIA LAKE FOR THE ERADICATION OF THE INVASIVE SPECIES EUROPEAN FROG-BIT (*HYDROCHARIS MORSUS-RANAE*)

WHEREAS, previously the Town of Cazenovia has determined that the protection and restoration of water quality, aesthetic conditions, recreational usage and the aquatic habitat of Cazenovia Lake and its surrounding area is in the best interest of the entire community with respect to environmental stewardship, cultural heritage and economic interest; and

WHEREAS, the Town of Cazenovia in previous years has authorized the treatment of the Lake and its surrounding areas to address the identified presence of the invasive species European Frog-bit (*Hydrocharis morsus-ranae*) which have presently been identified to be located in various portions of Cazenovia Lake and its surrounding shorelines; and

WHEREAS, the Town of Cazenovia has previously noted that this species is highly invasive and poses a threat to the Lake and to its uses; and

WHEREAS, the Town of Cazenovia has determined that the eradication of European Frog-bit (*Hydrocharis morsus-ranae*) can be accomplished through a combination of specially trained hired temporary workers and volunteers who will hand-pull plants from Cazenovia Lake; and

WHEREAS, the Town of Cazenovia Town Board previously authorized the creation of three temporary positions at a specified rate to assist in the hand-pulling of this invasive species; and

NOW, THEREFORE, it is

RESOLVED that the Town Board of the Town of Cazenovia hereby authorizes the appointment of Kaylie Kendrick and Sarah West at an hourly rate of Seventeen and 60/100 Dollars ($17.60) per hour for a maximum of 20 hours each for the project services relating to the eradication of the invasive species European Frog-bit (*Hydrocharis morsus-ranae*).

BE IT FURTHER RESOLVED that Town Board of the Town of Cazenovia hereby authorizes the appointment of William Snyder at an hourly rate of Twenty-seven and 07/100 Dollars ($27.07) per hour for oversight of the project relating to the eradication of the invasive species European Frog-bit (*Hydrocharis morsus-ranae*).

Roll call:
Councilor Race _____
Councilor Golub _____
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 116 adopted.

****

Resolution No. 117 presented by Councilor _____, seconded by Councilor _____

HIGHWAY DEPARTMENT NEW EMPLOYEE

To approve the following Highway Department employee appointment and hourly rate:
Austin Holmes Contract Laborer Start Date: 08/03/2026

$ 27.07/hour (Full Rate)
Probationary period per the Town of Cazenovia Employee Manual

Roll call:
Councilor Race _____
Councilor Golub _____
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 117 adopted.

****

Resolution No. 118 presented by Councilor _____, seconded by Councilor _____

COURT CLERK PALMER'S ATTENDANCE AT THE 2026 NYSAMCC ANNUAL CONFERENCE

To approve Shea Palmer's attendance at the NYS Association of Magistrate's and Court Clerk's Conference at the Crowne Plaza Albany the Desmond Hotel in Albany, New York on September 27 – 30, 2026 with registration and hotel lodging fees paid and mileage expenses reimbursed.

Roll call:
Councilor Race _____
Councilor Golub _____
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 118 adopted.

*****

Resolution No. 121 presented by Councilor _____, seconded by Councilor _____

AUTHORIZE A REFUND TO A REGISTRANT OF THE YOUTH RECREATION SUMMER PROGRAM

To authorize the Director of Finance to issue a refund as a courtesy for the amount shown to Cassandra Nadeau, of Cazenovia, NY for registration fees paid in relation to the Youth Recreation Summer Program:

- Child A – 2 Sessions (Weeks 1 & 2) - $ 110.00/week (Early Bird pricing) Paid: $ 220.00
- Child B – 1 Session (Week 1) - $ 110.00/week (Early Bird pricing) Paid: $ 110.00*

Total Reimbursement Due: $ 330.00

*Child B completed Week 2 of the Program.

Roll call:
Councilor Race _____
Councilor Golub _____
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 121 adopted.

****

Resolution No. 122 presented by Councilor _____, seconded by Councilor _____ to approve the following **2026** budget transfers:

2026 Budget Transfers

(Authority NYS Town Law section 112 "The town board, during a fiscal year, by resolution, may make additional appropriations or increase existing appropriations and shall provide for the financing thereof. Moneys therefor may be provided from the unexpended balance of an appropriation, from the appropriation for contingencies, from unappropriated unreserved fund balance or unanticipated revenues within a fund or by borrowing pursuant to the local finance law.").

General Fund A

To appropriate Fund Balance we must make a calculation that Fund Balance is available in General Fund A by running the following calculation to prove that Fund Balance is available:

Present Year Budget:	
A 510 Estimated Revenues	$1,390,081.00
Plus A 599 Appropriated Fund Balance	320,200.00
Actual Subtotal	$1,710,281.00
Present Year Actual:	
A 980 Actual Revenues to Date	$1,100,247.69
Plus Other Revenues Expected by year end	96,036.00
Plus A 909 Fund Balance at beginning of year	578,310.86
Actual Subtotal	$1,774,594.55
Actual Subtotal less Budgeted Subtotal = Amount Available	***$64,313.55***

To transfer budget and appropriate fund balance for Town Board CE to accommodate legal and architectural fees, legal notices etc. above budgeted $50K, projecting additional budget to year end.

To: A 1010.4.000 Town Board CE	$42,290.00
From: A 1990.4.000 Contingency	(2,290.00)
From: A 9999.599 Appropriated Fund Balance (revenue)	(40,000.00)

To transfer budget for Parks EQ to accommodate Adhan Piping change order and architectural fees for NW Ballfield and Benches for NW Heritage Park.

To: A 7110.2.000 Parks EQ	$60,000.00
From: A 8740.4.000 Watershed Protection CE(40,000.00)	
From: A 1620.4.013 Maintenance & Repairs Building CE	(20,000.00)

Highway Fund DB

To appropriate Fund Balance we must make a calculation that Fund Balance is available in Highway Fund DB by running the following calculation to prove that Fund Balance is available:

Present Year Budget:	
DB 510 Estimated Revenues	$1,762,174.00
Plus DB 599 Appropriated Fund Balance	502,000.00
Actual Subtotal	$2,264,174.00
Present Year Actual:	
DB 980 Actual Revenues to Date	$1,470,621.70
Plus Other Revenues Expected by year end	276,000.00
Plus DB 909 Fund Balance at beginning of year	1,047,705.74
Actual Subtotal	$2,794,327.44
Actual Subtotal less Budgeted Subtotal = Amount Available	***$530,153.44***

Transfer budget to accommodate tree removal for professional arborists noted concerns.

To: DB 5110.4.034 Dust Control & Trees General Repairs CE	$40,000.00
From: DB 9999.599 Appropriated Fund Balance (revenue)	(40,000.00)

Roll call:
Councilor Race _____
Councilor Golub _____
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 122 adopted.

****

Attorney's Report:

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Councilor Race (Highway Department, South Cemetery, Water Pollution Control Facility, Water Districts):

Councilor Golub (Cazenovia Lake Association, Cazenovia Lake Watershed Council, Renewable Energy, United Climate Action Network (UCAN), Future of the Town Office, Anti-racism Coalition):

Councilor Johnson (CACDA, Senior Recreation & Joint Youth Recreation, Parks, New Woodstock Fire Department, Future of the Town Office, Anti-racism Coalition, Community Outreach):

Councilor Fallon (Planning & Zoning, CACC, Shared Services, Renewable Energy, New York State Police):

Supervisor's Report:
(Office Hours)
****

Supervisor Reger will ask if any member of the public cares to use the second comment period to speak to the board regarding any area of Town Board oversight.

Public comment #2:
****

NOTE FOR THE RECORD

The Town of Cazenovia will be switching their cellular phone service provider, effective August 23, 2026 (tentatively). Verizon Wireless will be referenced on all future billing, until further notice.

****

The Town Clerk will present the monthly bills list.
The Town Board's method-of-choice for review of the monthly bills:
The Town Board's first review takes place when detailed lists of the monthly bills are emailed to them on the weekend preceding the meeting. As a second review, the Town Clerk reads aloud the monthly bills list as the Town Board followed along with hard copies. The invoices are present at the meeting and the Town Board visually inspects them and discusses them at their discretion.

Motion by Councilor _____, seconded by Councilor _____ to approve payment of the bills in the amount of $ 416,672.79
****

Motion by Councilor _____, seconded by Councilor _____ to adjourn this meeting.

At _____ p.m., Supervisor Reger will declare this meeting adjourned.

****