

**TOWN BOARD
REGULAR MEETING**

MONDAY

January 12, 2026

Supervisor Reger opened the meeting at 7:30 p.m. with four Councilors present. Councilor Golub was excused.

Pledge of Allegiance.

Correspondence: *There was no unshared correspondence.*

Motion by Councilor Fallon, seconded by Councilor Johnson to accept the minutes from the December 8, 2025 regular meeting. The motion was unanimously approved.

Motion by Councilor Race, seconded by Councilor Fallon to accept the minutes from the December 15, 2025 special meeting.

Roll call:

Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Abstain
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger asked if anyone cared to speak to the Town Board regarding any subject on this meeting's agenda.

Public comment #1: *There were no comments.*

Resolution No. 1 presented by Councilor Race, seconded by Councilor Johnson

RE-AFFIRM THE ANNUAL OFFICE MEETING SCHEDULE

2026 TOWN OF CAZENOVIA BOARD MEETINGS

All meetings will be held at the Town Offices
(Gothic Cottage, 7 Albany Street, Cazenovia) unless specified otherwise

TOWN BOARD MEETINGS

7:30 PM

2ND Monday of each month

(October & November meetings - 1ST Monday of the month)

TOWN BOARD WORK SESSIONS

6:00 PM

Wednesday preceding the 2ND Monday of each month
(October & November work sessions -
Wednesday preceding 1ST Monday of the month)

PLANNING BOARD MEETINGS

7:30 PM

1ST Thursday of each month
(January meeting - 1ST Tuesday of the month
April & July meetings - 1ST Wednesday of the month)

PLANNING BOARD WORK SESSIONS

7:30 PM

Thursday preceding the 1ST Thursday of each month
(May, November, & December work sessions - last Wednesday of the month)

ZONING BOARD OF APPEALS MEETINGS

7:30 PM

4TH Monday of each month
(January meeting - 3RD Wednesday of the month
May, September, & December meetings - 3RD Monday of the month)

ZONING BOARD OF APPEALS WORK SESSIONS

7:30 PM

Tuesday preceding the 4TH Monday of each month
(January & May work sessions - 2ND Tuesday of the month
September & December work sessions - 3RD Tuesday of the month)

TOWN COURT - 90 ALBANY STREET

1ST and 3RD Wednesdays of each month

4:30 PM

2ND and 4TH Wednesdays of each month

5:00 PM

Roll call:

Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger declared Resolution No. 1 adopted.

Resolution No. 2 presented by Councilor Race, seconded by Councilor Fallon to re-affirm the following “Rules of Procedure,” pursuant to Town Law 63:

1. All meetings of the Town Board will be conducted according to NYS Town Law, Article 4 - TOWN BOARDS, §63:
 - § 63.Presiding officer and rules of procedure.

The Supervisor, when present, shall preside at the meetings of the Town Board. In the absence of the Supervisor, the other members shall designate one of their members to act as temporary chairman. A majority of the Board shall constitute a quorum for the transaction of business, but a lesser number may adjourn. The vote upon every question shall be taken by ayes and nays, and the names of the members present and their votes shall be entered in the minutes. Every act, motion or resolution shall require for its adoption the affirmative vote of a majority of all the members of the Town Board. The Board may determine the rules of its procedure, and the Supervisor may, from time to time, appoint one or more committees, consisting of members of the Board, to aid and assist the Board in the performance of its duties.
2. All written correspondence addressed to the Town Supervisor, Town Board, Highway Superintendent or Town Clerk must contain the printed name of the correspondent and if sent in a representative capacity similarly with the legal name of the entity as well to warrant being considered business of the Board.
- 3a. Any matter of new business, not considered part of the Board’s usual agenda, that will require a vote at the Board’s regular monthly meeting, must be submitted in writing to the Town Clerk by 12 o’clock noon on the Friday preceding the scheduled board meeting. Receipt of new business by 12 o’clock noon on the Friday preceding the scheduled board meeting in no way implies that the Town Board will address the matter. The decision to consider or deny new business will remain solely at the discretion of the Town Board.
- 3b. Any invoices to be paid at the monthly Town Board meeting must be submitted by the close of business on the day of their work session, Wednesdays preceding the monthly meeting.
- 4a. Two public comment periods will be offered during Town Board meetings. The intent of the public comment period is for residents to express an opinion or bring information to the attention of the Town Board. The first comment period will be held prior to consideration of resolutions; comments received during this period are limited to matters on the agenda for consideration. The second public comment period will be held prior to adjournment and is not limited to matters on the meeting agenda; however, topics must be relevant to the conduct and authority of the Town Board.
- 4b. Each commenter should provide their address, if possible, and at a minimum the municipality in which they reside. Comments made by speakers that do not comply with this requirement may not be considered by the Town Board.

- 4c. Comments will be limited to three minutes and must be addressed to the Town Board. Written material of any length may be submitted. The Supervisor or presiding officer may adjust the time limit at his or her sole discretion.
- 4d. Repetitive or redundant statements are discouraged.
- 4e. No member of the audience (or the Town Board) shall engage in any demonstration, vocal or otherwise, including “booing” or applause or any other actions that will disrupt the orderly conduct of the Town Board meeting.
- 4f. Audience members in violation of these rules of conduct will be asked to refrain from disruptive behavior or leave the meeting.

Roll call:

Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger declared Resolution No. 2 adopted.

Resolution No. 3 presented by Councilor Fallon, seconded by Councilor Johnson

RE-AFFIRM ANNUAL OFFICE PROCEDURES

- a. to designate *The Cazenovia Republican, Oneida Daily Dispatch and The Post-Standard (syracuse.com)* as the Town’s Official Newspapers.
- b. to designate the Town’s official bank as Community Bank, N.A.
- c. to establish a \$100.00 Petty Cash Fund for the Town Clerk’s use.
- d. to authorize the issuance of payroll on a bi-weekly basis only.
- e. to authorize town business mileage reimbursement to be in accordance with the current federal reimbursement rate. (*January 2026 - .725¢ for business miles driven*)
- f. to authorize renewal with Digital Towpath for website hosting for 2026, pursuant to Resolution No. 52-2006, dated 6/12/06.
- g. to authorize the imposition of a \$20.00 fee on each check tendered as payment and subsequently returned for insufficient funds and like reasons.
- h. to authorize payment in advance for public utility services, postage. Bills that are "paid in advance" will appear on the next available abstract and will be designated as prepaid.

Roll call:

Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger declared Resolution No. 3 adopted.

Supervisor Reger appointed Councilor Race as Deputy Town Supervisor.

Supervisor Reger made the following appointments of Town Board members as liaisons for areas of oversight and interest, monthly reports will be presented, as needed:

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

Resolution No. 4 presented by Councilor Fallon, seconded by Councilor Johnson to make the following appointments and re-appointments:

- Bryan Smith..... Highway Superintendent
- Connie Sunderman Town Clerk, Records Management Officer, FOIL Officer
- Susan Wightman Planning/Zoning Clerk, Planning Board Secretary, Zoning Board of Appeals Secretary
- Kandice Fuchs..... Clerk, Part-time
- Charles Ladd, II Zoning & Codes Enforcement Officer, Flood Plain Administrator
- Elizabeth Merrill **Director of Finance** (Bookkeeper, FT Civil Service Title), Sewer Accountant
- Erin King..... **Account Clerk, Part-time**, Water Districts Collector
- Irene "Shea" Palmer Justice Clerk
- Kerry Bishal..... Justice Clerk
- Jason Driscoll..... Dog Control Officer
- New Woodstock Regional Historical Society..... Town Historian
- Kyle Reger Fair Housing Officer, Labor Standards Compliance Officer/Coordinator, Safety Officer

Roll call:

Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger declared Resolution No. 4 adopted.

Connie Sunderman, Town Clerk re-affirmed the appointment of Susan P. Wightman as First Deputy Town Clerk for 2026.

Bryan Smith, Highway Superintendent, re-affirmed the appointment of Evan Spaulding as Deputy Highway Superintendent for 2026.

Resolution No. 5 presented by Councilor Race, seconded by Councilor Fallon

APPOINTMENT OF ATTORNEY FOR THE TOWN

To appoint John R. Langey of Costello, Cooney & Fearon, PLLC as Attorney for the Town for the year 2026, at a rate not to exceed \$ 80,000 annually, to be invoiced monthly for general legal services, and further for non-general legal services, to authorize the rate of \$ 225.00 per hour for additional legal services, which includes but is not limited to litigation, municipal bond work, major non-routine projects and environmental matters, etc.

Roll call:

Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger will declare Resolution No. 5 adopted.

Resolution No. 6 presented by Councilor Race, seconded by Councilor Johnson

RE-APPOINTMENT OF THE CHAIRS FOR THE VARIOUS BOARDS OF THE TOWN OF CAZENOVIA

Pursuant to Resolution No. 18 of 2004, “the Town Board shall, at the annual organizational meeting, appoint the Chairmen of the CACC, Zoning Board of Appeals, and the Planning Board, each to one calendar year terms. Said chairmen shall serve at the pleasure of the Town Board.”

To re-appoint **Paul Curtin as Chair of the CACC,**
Thomas Pratt as Chair of the Zoning Board of Appeals,
and Robert Ridler as Chair of the Planning Board for the year 2026.

Roll call:

Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger declared Resolution No. 6 adopted.

Resolution No. 7 presented by Councilor Fallon, seconded by Councilor Johnson to make the following Board appointments and re-appointments:

<u>Board Member</u>	<u>Term Length</u>	<u>Term Expiration</u>
Chuck Amos, BAR Member	5 years	12/31/2030
Josh Stack, CACC Member	2 years	12/31/2027
Bart Feinberg, CACC Member	2 years	12/31/2027
Thomas Clarke, Planning Board Member	7 years	12/31/2032
Thomas Schepp, Planning Board Alternate Member	1 year	12/31/2026
Gary Mason, ZBA Member	5 years	12/31/2030
Michael Palmer, ZBA Alternate Member	1 year	12/31/2026
Joseph Juskiewicz, ZBA Alternate Member	1 year	12/31/2026

Roll call:

Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger declared Resolution No. 7 adopted.

Resolution No. 8 presented by Councilor Race, seconded by Councilor Johnson

**AUTHORIZE TRAINING CREDITS TO MEMBERS OF THE
PLANNING BOARD AND ZONING BOARD OF APPEALS
OF THE TOWN OF CAZENOVIA**

To authorize training credit hours for the 2026 Municipal Bootcamp Program Series Offered by MRB Group and Hancock Estabrook. Credit hours will be recorded in accordance with the length of each session. Any Planning Board or Zoning Board of Appeals Member that wishes to take these classes will have the hours applied to their annual training activity credits.

Roll call:	
Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger declared Resolution No. 8 adopted.

Resolution No. 9 presented by Councilor Fallon, seconded by Councilor Johnson

**APPOINTMENT OF THE TOWN OF CAZENOVIA
SEWER ADVISORY COMMITTEE MEMBERS**

WHEREAS, as a result of the transfer of ownership of the Madison County Sewer District treatment plant and corresponding sewerage system to the Town of Cazenovia in 2018, an intermunicipal agreement was executed between the Town of Cazenovia, Town of Cazenovia Consolidated Sanitary Sewer District, Village of Cazenovia, Town of Nelson and County of Madison, and

WHEREAS, pursuant to said intermunicipal agreement, the Town of Cazenovia Town Board is authorized to annually appoint five (5) members to a Sewer Advisory Committee; and

WHEREAS, the Town of Cazenovia, Town of Nelson and Village of Cazenovia must each be represented by at least one (1) member on the Committee who reside in each respective municipality; and

WHEREAS, the Committee is advisory in nature only and final decisions relative to the operation and management of the Town of Cazenovia Water Pollution Control Facility, sewer system and appurtenances thereto shall reside with the Town of Cazenovia Town Board; and

NOW, THEREFORE, BE IT RESOLVED that the following individuals are hereby appointed to the Town of Cazenovia Sewer Advisory Board for a one (1) year term commencing on January 12, 2026:

- Kyle Reger*
- Patrick Race*
- David Vredenburg*
- James Cunningham*
- Joseph Lewis*
- Katherine Hahn*
- William Carr*

Roll call:	
Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger declared Resolution No. 9 adopted.

Resolution No. 10 presented by Councilor Johnson, seconded by Councilor Fallon to adopt the following holiday schedule for 2026:

Holiday	Date
Martin Luther King Day	January 19 th
President's Day	February 16 th
Memorial Day	May 25 th
Juneteenth	June 19 th
Independence Day	July 3 rd (<i>observed</i>)
Labor Day	September 7 th
Veteran's Day	November 11 th
Thanksgiving	November 26 th
Thanksgiving (<i>Day after</i>)	November 27 th
Christmas	December 25 th
Floating Holidays (2)	Discretion of Employee
New Year's Day	January 1 st (2027)

Annually, a total of thirteen (13) days are offered to employees of the Town.

Roll call:

- Councilor Race** **Yes**
- Councilor Golub** **Excused**
- Councilor Johnson** **Yes**
- Councilor Fallon** **Yes**
- Supervisor Reger** **Yes**

Supervisor Reger declared Resolution No. 10 adopted.

Resolution No. 11 presented by Councilor Race, seconded by Councilor Fallon

PROCUREMENT OF A BLANKET UNDERTAKING

To approve the procurement of a blanket undertaking from a duly authorized corporate surety covering the officers, clerks, board members, and employees of the Town. Pursuant to Town Law § Oaths of Office and Undertaking, the Official Undertaking shall be filed with the Madison County Clerk.

Roll call:

- Councilor Race** **Yes**
- Councilor Golub** **Excused**
- Councilor Johnson** **Yes**
- Councilor Fallon** **Yes**
- Supervisor Reger** **Yes**

Supervisor Reger declared Resolution No. 11 adopted.

Resolution No. 12 presented by Councilor Race, seconded by Councilor Johnson to approve the following Fee Schedule, which will remain in effect until altered by the Town Board:

FEE SCHEDULE

DEVELOPER & PROJECT DEPOSIT FEES

Relative to Local Law No. 3 – 2006 (adopted 9/11/06)

DEPOSIT FEES

Site Plan Review Deposit Fee.....all zones, all kinds, each lot	\$ 350.00
Area Variance Deposit Feeall zones, all kinds, each	\$ 350.00
Use Variance Deposit Fee.....all zones, all kinds, each	\$ 650.00
Appeal of Zoning/Code Enforcement Officer Determination	\$ 350.00
Interpretation of Code Provisions	\$ 350.00
MINOR Special Use Permit Deposit Feeall zones, all kinds, each	\$ 350.00
MAJOR Special Use Permit Deposit Fee.....all zones, all kinds, each	\$ 3,500.00

Subdivision Deposit Fee:

Minor Subdivisions (1 – 4 lots)	\$ 350.00 each application
Major Subdivisions (5 – 10 lots)	\$ 350.00 each application
11 – more lots	\$ 2,500.00 each application
Line Eliminations & Any Line Adjustments.....	\$ 350.00 each application

CELL TOWER - (initial sitting)

Cell Tower NON-REFUNDABLE Deposit Fee (each).....	\$ 3,500.00
plus Cell Tower REFUNDABLE Deposit Fee (each)	\$ 3,500.00
CELL TOWER - CO-LOCATION (on existing tower)	
Cell Tower NON-REFUNDABLE Co-location Fee (each)	\$ 750.00
plus Cell Tower REFUNDABLE Co-location Fee (each).....	\$ 750.00

Windmills Develop & Project Deposit Fee (includes co-locations).....	\$ 300.00
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APPLICATION FEES

Site Plan Review Application Feeall zones, all kinds, each	\$ 150.00
Special Use Permit Application Feeall zones, all kinds, each	\$ 150.00
Variance Application Feeall zones, all kinds, each	\$ 150.00
Windmills Application Fee(includes co-locations).....	\$ 150.00
Small Cell Wireless Fees	See Chapter 134, §3-B
Commercial Solar Farm.....	\$..4,000.00

Line Change Application Fee:

Rural A	per line	\$ 150.00
Rural B	per line	\$ 100.00
Lake, Commercial & Industrial.....	per line	\$ 150.00

Subdivision Application Fee:

Rural A	per lot	\$ 350.00
Rural B	per lot	\$ 350.00
Lake, Commercial & Industrial.....	per lot	\$ 350.00

Building Permit \$ 30.00 plus \$ 7.50 per 100 sq. ft. plus \$ 45.00 per inspection,
plus any or all of the following:

Building Permit Renewal	repeat original fee	
Certificate of Occupancy		\$ 50.00
Temporary Certificate of Occupancy (each).....		\$ 100.00
Fence Permit.....		\$ 50.00
Solar Panel Installation Permit		\$ 75.00
Electrical Service Upgrade		\$ 75.00
Stand-by Generator.....		\$ 75.00
Swimming Pool Permit (above-ground).....		\$ 60.00
Swimming Pool Permit (in-ground)		\$ 120.00
Wood Burning Device Permit		\$ 75.00
Wood Burning Device Inspection		\$ 75.00
Water Meter - <i>same as purchase price for Town</i>		\$ 119.00

MISCELLANEOUS PERMITS

Operating Permit.....		\$ 50.00
Home Occupation Permit.....		\$ 50.00
Bed & Breakfast Special Use Permit		\$ 350.00
Bed & Breakfast Special Use Permit Renewal	(annual)	\$ 350.00
Short-Term Rental Special Use Permit.....		\$ 350.00
Short-Term Rental Special Use Permit Renewal.....	(biennial)	\$ 700.00
Demolition Permit		\$ 50.00
Land Disturbance Permit (per permit)	per lot	\$ 50.00

MISCELLANEOUS ZONING FEES

Well Flow Inspection.....	per well.....	\$ 60.00
Zoning & Codes Violation.....	per incident	\$ 750.00

SEPTIC

Septic System Permit		\$ 75.00
Septic Tank Replacement		\$ 75.00
Septic Tank Inspection.....	per inspection	\$ 100.00
Septic Tank Reinspection Fee.....		\$ 45.00
Alternative Septic System Fee - Madison County Approved.....		\$ 60.00
Deep Hole Test	per hole.....	\$ 50.00
Septic System Dye Test	per test.....	\$ 60.00

STORM WATER MANAGEMENT

Permit Inspection Fee	each inspection.....	\$ 35.00
Application Fee.....	each application	\$ 100.00
Stormwater, Erosion, & Sediment Control CD		\$ 5.00
Culvert Pipe and Associated Equipment.....		At Cost

MOTOR VEHICLE

Permit for On-Site Sale of Motor Vehicle.....each	\$ 15.00
Permit for On-Site Restoration of Motor Vehicle...each	\$ 15.00

DOG FEES

Unneutered & Unspayed dog.....annual/each dog	\$ 25.00
<small>(includes \$3.00 Population Control fee to NYS.)</small>	
<small>(Unneutered & unspayed Guide Dogs & Police Work Dogs are exempt from the \$ 22.00 license fee portion only)</small>	
Neutered & Spayed dog.....annual/each dog	\$ 18.00
<small>(which includes \$1.00 Population Control fee to NYS.)</small>	
<small>Neutered & Spayed Guide Dogs & Police Work Dogs are exempt from the \$ 17.00 license fee portion only)</small>	
Replacement Identification Tag.....annual /each dog	\$ 5.00
<small>(replacement of lost or stolen tag)</small>	
Dog Impoundment Fee (redemption fee).....	1st impoundment\$ 40.00
	2nd impoundment (<i>within 1 year period</i>).....\$ 50.00
	+ \$3/day boarding fee after 24 hours
	3rd impoundment (<i>within 1 year period</i>)\$ 100.00
	+ \$3/day boarding fee after 24 hours
	subsequent impoundments (<i>within 1 year</i>) \$ 100.00
	+ \$3/day boarding fee after 24 hours

SOUTH CEMETERY

Per lot, for single grave.....	\$ 250.00
Per lot, for two or more graves	\$ 200.00
Casket interment (each)	\$ 225.00
Ash interment (each).....	\$ 75.00
Friday/Saturday funeral (additional fee).....	\$ 150.00

MISCELLANEOUS FEES

Copy Machine Copies (<i>all sizes, black & white/color</i>) (each)	\$ 0.25
Return Check Charge	\$ 20.00
Fireworks Permit Application Fee	\$ 100.00
Circus Application Fee	\$ 25.00
Gypsy Bay Park Key Deposit.....each	\$ 25.00
Junk Yard License.....	\$ 50.00
Mass Public Assemblies	application fee.....\$ 100.00
	security deposit per 15 acres of assemblage area.....\$ 500.00
Peddling & Solicitation (LL 2-2011)	\$ 100.00

WATER RENT, FEE AND CHARGE SCHEDULE

Cazenovia Consolidated Water District (New Woodstock/Wellington Users)
New Woodstock (*March & September Billing*)

Non-profits (<i>March only</i>).....	\$ 25.00
Hydrant (<i>March only</i>)	\$ 97.50
Single-Family Residential (<i>Bi-annually</i>)	\$ 50.00
Two-Family Residential (<i>Bi-annually</i>).....	\$ 100.00

Three-Family Residential (<i>Bi-annually</i>)	\$	150.00
Four-Family Residential (<i>Bi-annually</i>).....	\$	200.00
Commercial (<i>1-Comm., Bi-annually</i>)	\$	125.00
Commercial (<i>2-Comm., Bi-annually</i>)	\$	250.00
Mixed Use (<i>Bi-annually, 2102 Main Street</i>).....	\$	225.00
Mixed Use (<i>March, 2607 School Street</i>)	\$	150.00
Mixed Use (<i>September, 2607 School Street</i>)	\$	125.00

Wellington (*March & September Billing*)

Current Rate003¢/gallon

Mt. Pleasant (*March & September Billing*)

Single-Family Residential (<i>Bi-annually</i>)	\$	150.00
Water Meter Opt-Out Charge (all districts)	\$	450.00

SEWER DISTRICT

Special Improvement Districtfiling fee \$ 150.00

SEWER CONNECTION INSPECTIONS ARE TO BE PERFORMED BY THE TOWN’S ENGINEER AND PAID BY THE APPLICANT – AT NO COST TO THE TOWN

SEWER RENT, FEE AND CHARGE SCHEDULE

Sewer Rents (based upon metered water consumption) **Bi-Annual Billing** (*effective April 1, 2020*)

- For meters reading in gallons: A base rate of \$175.00, with an additional charge of \$5.00 per 748 gallons when usage exceeds 23,562 gallons
- For meters reading in cubic feet: A base rate of \$175.00 with an additional charge of \$5.00 per 100 cubic feet when usage exceeds 3,150 cubic feet
- Exceptions: For parcels serviced by individual water supply wells (non-metered parcels), a bi-annual base rate charge of \$175.00 shall apply
- For Hotel Operations, the following charges will apply:
 - Based on per room usage of 50 gallons/day
 - Assumed Room Occupancy of 50%
 - Utilize standard rate of \$5.00
 - Annual gallons less base gallons multiplied by \$5.00 rate to establish charges

Operation and Maintenance Charge for Town/Outside of Village Users - \$25.00

Final Bills: (for the period of time outside the regular biannual billing cycle);
 Calculated on a pro-rated basis (\$175.00 base charge/182.5 days) = \$0.96 daily rate
 Additional Charge of \$5.00 per 748 gallons when usage exceeds 23,562

Penalties and Late Charges: All charges shall be paid within 30 days of invoicing. A 10% penalty shall be due for late payments.

**Note: 100 Cubic Feet of water is equal to 748 gallons 6300 ft³ = 47,124 gallons*

Appeals/Grievances: Any property owner who wishes to appeal or grieve a charge associated with sewer rents and fees may contact the Town Office to schedule consideration of an appeal by the Town Board. If a grievance has been filed by a property owner, the penalty period is waived for 30 days from the submission of a grievance application.

Sub-Meter Rental Deposit Fee.....	\$	300.00
Sewer Lateral Permit Fee.....	\$	200.00
Inspection Fees.....	\$	100.00
As-Built Drawing Deposit Fee.....	\$	250.00
Connection/Hook-Up Fee	\$	150.00
Wastehauler License Fee	\$	300.00
Wastehauler Dumping Fee (per 3,000 gallons)	\$	350.00
Wastewater/Industrial Discharge Permit Fee.....	\$	2,500.00
Abnormal Sewage Surcharge (per pound of BOD)	\$	0.30

Roll call:

Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger declared Resolution No. 12 adopted.

Resolution No. 13 presented by Councilor Fallon, seconded by Councilor Johnson

DESIGNATION OF POLLING PLACES

Pursuant to New York State Election Law 4-104 (*Registration and Polling Places; designation of*), “Every Board of Elections shall, in consultation with each city, town and village, designate the polling places in each election district in which the meetings for the registration of voters, and for any election may be held.”

The Town Board of the Town of Cazenovia hereby designates and authorizes the Town Clerk to certify the following polling places for the Town of Cazenovia for the 2026 Election year:

- District 1 – New Woodstock Free Library, 2106 Main Street, New Woodstock
- District 2 – American Legion Post 88, 26 Chenango Street, Cazenovia (*downstairs*)
- District 3 – American Legion Post 88, 26 Chenango Street, Cazenovia (*downstairs*)
- District 4 – Cazenovia Public Library, 100 Albany Street, Cazenovia
- District 5 – Cazenovia Public Library, 100 Albany Street, Cazenovia
- District 6 – American Legion Post 88, 26 Chenango Street, Cazenovia (*downstairs*)

Roll call:

Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger declared Resolution No. 13 adopted.

Resolution No. 14 presented by Councilor Race, seconded by Councilor Johnson

AUTHORIZE THE TOWN SUPERVISOR TO EXECUTE THE LETTER OF ENGAGEMENT WITH BONADIO & CO., LLP

WHEREAS, the Town of Cazenovia requested a proposal from Bonadio & Co., LLP for their services in relation to the accounting and reporting of the GASB (General Accounting Standards Board) 87 *Leases* and GASB 96 *Subscription Based Information Technology Arrangements* for Fiscal Year 2025; and

WHEREAS, previously the Town of Cazenovia Town Board authorized the services of Bonadio & Co., LLP for the implementation of the aforementioned accounting standards; and

WHEREAS, Bonadio & Co., LLP provided a Letter of Engagement dated December 15, 2025 in relation to assisting with the GASB 87 & 96 standards;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Cazenovia Town Board hereby authorizes the Town Supervisor to execute the Letter of Engagement from Bonadio & Co., LLP for their services in relation to these GASB-reporting standards, pending review by the Attorney for the Town.

Roll call:

Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger declared Resolution No. 14 adopted.

Resolution No. 15 presented by Councilor Fallon, seconded by Councilor Johnson

AUTHORIZE REPAIRS AND UPGRADES TO THE FIRE ALARM SYSTEM AT THE TOWN OF CAZENOVIA “JEPHSON CAMPUS”

WHEREAS, the Town of Cazenovia purchased and recently closed on the property located at 10 Albany Street, Cazenovia, NY (“Jephson Campus”) on December 18, 2025 which consists of two buildings; and

WHEREAS, the Town Supervisor immediately wanted the fire alarm system examined at the newly acquired property which sat vacant for over two years; and

WHEREAS, previously the Town Board reviewed proposals and approved the services of CP Alarms of Pennellville, New York for the installation of a fire alarm system for the current Town Hall located at 7 Albany Street, Cazenovia; and

WHEREAS, the Town of Cazenovia has maintained a continuous professional services relationship with CP Alarms who inspects the alarm system at the Town Hall on an annual basis; and

WHEREAS, as a result, the Town Supervisor contacted CP Alarms to have the fire alarm system examined at the Jephson Campus to insure said equipment was operational and monitoring the buildings; and

WHEREAS, CP Alarms reviewed the system and found necessary repairs to be addressed and the installation of cellular radios to monitor the properties successfully.

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Cazenovia approves the estimate dated January 12, 2026 submitted by CP Alarms of Pennellville, New York in the amount of Two Thousand Two Hundred Twenty and 00/100 (\$ 2,220.00.)

Roll call:

Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger declared Resolution No. 15 adopted.

Resolution No. 16 presented by Councilor Fallon, seconded by Councilor Race

AUTHORIZE THE TOWN SUPERVISOR TO EXECUTE AN ALARM MONITORING SERVICE AGREEMENT FOR THE TOWN OF CAZENOVIA “JEPHSON CAMPUS”

WHEREAS, the Town of Cazenovia Town Board authorized the installation cellular radios at the “Jephson Campus” for the fire alarm system from CP Alarms of Pennellville, New York; and

WHEREAS, the fire alarm system has the capability of being remotely monitored by Security Central of Statesville, NC; and

WHEREAS, the Town Board of the Town of Cazenovia desires to engage the services of Security Central to monitor the system for any warning signals that may be detected by the fire alarm system at the Jephson Campus; and

WHEREAS, CP Alarms, a dealer for Security Central, has presented the Town of Cazenovia with such monitoring contract at a current annual fee of One Thousand Two Hundred Forty-Eight and 00/100 Dollars (\$ 1,248.00)

NOW, THEREFORE BE IT RESOLVED that the Town of Cazenovia Town Board hereby authorizes the Town Supervisor to execute the Alarm Monitoring Service Agreement.

Roll call:
Councilor Race **Yes**
Councilor Golub **Excused**
Councilor Johnson **Yes**
Councilor Fallon **Yes**
Supervisor Reger **Yes**

Supervisor Reger declared Resolution No. 16 adopted.

Resolution No. 17 presented by Councilor Johnson seconded by Councilor Race

**STANDARD WORK DAY AND REPORTING RESOLUTION
 FOR ELECTED AND APPOINTED OFFICIALS**

BE IT RESOLVED, that the Town of Cazenovia hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs. Max 8 hrs.	Name (First and Last)	Current Term Begin & End Dates	Record of Activities Result	Pay Frequency
Appointed Officials					
Sole Assessor	6	Brian M. Fitts	10/01/2025-09/30/2031	6.73	Bi-Weekly

Roll call:
Councilor Race **Yes**
Councilor Golub **Excused**
Councilor Johnson **Yes**
Councilor Fallon **Yes**
Supervisor Reger **Yes**

Supervisor Reger declared Resolution No. 17 adopted.

Resolution No. 18 presented by Councilor Johnson, seconded by Councilor Fallon

2026 CHILLY CHILI RUN

To approve the use of Ridge Road, Ten Eyck Avenue, Lincklaen Road and Syosset Drive for the “21st Annual Chilly Chili Run 5K Run/Walk” scheduled for Sunday, January 25, 2026 commencing at 11:30 a.m. It is understood that the Cazenovia Village Police will be utilized for traffic control and that CAVAC will be on-site. An endorsed Certificate of Liability Insurance, naming the Town of Cazenovia as an additional insured with coverage in the amount of One Million Dollars must be filed with the Town Clerk no later than one week prior to the event. It is understood coverage must be maintained throughout the date of the event.

2026 Budget Transfers

General Fund B

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

Present Year Budget:

B 510 Estimated Revenues	\$324,949.00
Plus B 599 Appropriated Fund Balance	<u>000,000.00</u>
Actual Subtotal	\$324,949.00

Present Year Actual:

B 980 Actual Revenues to Date	\$0.00
Plus Other Revenues Expected by year end	324,949.00
Plus B 909 Fund Balance at beginning of year	<u>1,261,074.91</u>
Actual Subtotal	\$1,586,023.91

Actual Subtotal less Budgeted Subtotal = Amount Available ***\$1,261,074.91***

To create budget using available fund balance as follows:

To: B 1420.4.000 Attorney CE	\$200,000.00
To: B 1440.4.000 Engineer CE	20,000.00
To: B 1990.4.000 Contingency Account	20,000.00
To: B 3120.4.000 Police & Constable CE	6,500.00
From: B 599 Appropriated Fund Balance	(246,500.00)

Roll call:

Councilor Race	Yes
Councilor Golub	Excused
Councilor Johnson	Yes
Councilor Fallon	Yes
Supervisor Reger	Yes

Supervisor Reger declared Resolution No. 19 adopted.

Attorney's Report: *John Langey, Esq. thanked the Board for his re-appointment. He recollected that he started with the Town of Cazenovia, over 20 years ago, in 2004. He reported over the last month, he's revisited the impervious surface coverage draft law that was put together, probably a year ago. He commented that he circulated the wind regulations for the members to take a look at. There is a lot of information in the proposed law, so encouraged feedback and then the Committee will look at the suggestions. He said his Office has helped the Town with numerous real estate matters and other similar matters. He reported the Town received notification from the State and they want the town to review its local laws for compliance with State Code. The State's intent is to see if the Town has created a regulation that's more rigorous than what they would provide for under Code. Lastly, he reported planning and zoning are still active with plenty of applications.*

Councilor Race (Highway Department, South Cemetery, Water Pollution Control Facility, Water Districts): *Reported it's been winter-the snow has been on and off. As a whole, everything is going well. The Town took delivery of a new truck recently. The water districts are fine, everything is working well at Mt. Pleasant, in particular.*

Councilor Johnson (CACDA, Senior Recreation & Joint Youth Recreation, Parks, New Woodstock Fire Department, Future of the Town Office, Anti-racism Coalition, Community Outreach): *Reported on CACDA and said there is another round of micro enterprise grants that are available through a partnership with Madison County and PCD (Partnership for Community Development). These grants can be up to \$35,000 for businesses with five or fewer employees. The deadline is March 2nd and anyone interested can get in touch with Lauren Lines from CACDA for more details. Sometime in February, CACDA will know whether the Village Downtown Revitalization Initiative proposal was funded. The Mill Street Dam Removal Project is underway which is a \$1.3 million grant awarded to the Village with possible completion anticipated for 2028-it's a big project. Lastly, she reported on another Village grant, but the Town served as the sponsor for the B.G. Buda's grant application. She said the Town should receive official notification about the award anytime. She mentioned they are still waiting on a response from the DEC grant for the Water Pollution Control Facility. The Town did receive the Gothic Cottage Stabilization and Revitalization Grant-the third time was the charm. She thanked Anne Ferguson and everybody that helped put that together because it was a large undertaking. She said it is exciting to think about what we can do here next and how this space can be reinvented. On the senior and joint youth recreation front, she recently met with John Langey, Esq. and Village Trustee Fellows regarding the Inter-municipal Agreement which is getting updated. She said there's been conversations with different community groups that do recreation, in general, so the Town can be moving in the direction of an inter-generational, robust program for everyone in the community, especially given our new facility. She said there was meeting about the pool (former Cazenovia College Pool) and there is a group from Fayetteville who is seriously interested in making or managing pool time use. She commented the Town wouldn't be the ones managing it, but should be thinking about what the town can do in terms of programming, such as open swim, swimming lessons, and other aquatic activities. For community outreach, she reported at the work session about some apps that are available for getting information out to people quickly which is still being researched. Lastly, she reported on behalf of Councilor Golub, the official Town Board U-CAN representative. Helen Beale provided some correspondence on two legislative bills. UCAN is seeking the Board's support for two bills that are currently before the New York State Legislature. The Packaging Reduction Recycling Infrastructure Act and the Bigger Better Bottle Bill. She said she will forward to everybody electronically. Basically, the Bigger Better Bottle Bill would increase the New York bottle deposit from 5 to 10 cents, expand the number of eligible containers, and increase the handling fee that redemption centers earn from 3.5 to 6.5 cents over three years. She anticipates Mrs. Beale will speak to that during the public comment period, as well.*

Councilor Fallon (Planning & Zoning, CACC, Shared Services, Renewable Energy, New York State Police): *She reported planning and zoning are going very smoothly with some interesting applications. She mentioned the Demolition Review Subcommittee had their first meeting to study the possibility of a demolition law. She had a good conversation with Paul Curtin about the CACC and reinvigorating that group to be more involved and helpful, which they want to be.*

Supervisor's Report: *Supervisor Reger began his report by recognizing and congratulating 9Fresh on the successful acquisition of the former Casanovia College campus. This milestone represents the culmination of years of effort and collaboration which marks an important step forward in our community. We appreciate their investment, their patience, their willingness to work with the town as the campus enters its next chapter. As part of that transition, the town has assumed ownership of the Jephson Campus, a property with deep historical roots and long-*

standing significance to our community. The main building on the Jephson campus was originally constructed in the 1890s as Willow Hall, serving as the second home of the Cazenovia Club after an earlier wooden clubhouse was lost to fire. Built of stone to ensure permanence, the building stood as a symbol of resilience and civic life, later becoming a central part of Cazenovia College and a gathering place for generations of residents. This long history of adaptation and reinvention reflects the consistent theme in Cazenovia’s story, preserving what matters while meeting the evolving needs of the community. Tom Pratt is an architect and will be serving as the Project Manager for the Jephson Campus. Tom has been actively developing preliminary renovation concepts with the input of the Town Board and our staff. He will continue to coordinate each step of the process as we refine the plans, evaluate the costs and move towards implementation. In parallel, we’ve also begun exploring potential future uses of the campus, as Kelli had mentioned, with a variety of community groups and partners, with a focus on creating programming opportunities for the arts, vocational training, recreation and community gatherings. These conversations are intended to ensure the Jephson Campus once again becomes an active, accessible and productive space that serves the public. In addition, the town, as Kelli had also mentioned, was awarded the New York State Regional Economic Development Council grant in the amount of approximately \$960,000, which is a matching grant to restore the Gothic Cottage. This funding represents a major investment in preserving one of our most historic municipal buildings. Once the grant contract is finalized with the state, the town will establish a subcommittee to help guide and coordinate the restoration process. Tom Pratt will also serve as the Project manager for the Gothic Cottage restoration as the coordination of both municipal building projects is critical given the scope, timing of long-term planning considerations involved. But together, the Jephson Campus Planning and Gothic Cottage restoration reflect a balanced approach to stewardship, honoring our history while responsibly preparing for the future. These efforts are about preserving our heritage, creating functional and flexible municipal and community space, and ensuring that these important buildings continue to serve the people of Cazenovia for generations to come. We’ll give an update each month with our progress, but the Madison County Historian, Matt Urtz has given us some great information with all the Republican clippings going back to the 1800s on the history of that building. So we’ll have those printed and available here in the Town Office. He also thanked Clerk Sunderman and her entire team because there’s a lot that goes into the organizational meeting. He appreciated all the efforts to make that happen and especially during the busiest time of your year with tax collection season in progress. He said with all these reappointments, we don’t take time to go through each individual, but we are so fortunate to have the people that volunteer in our community to do incredible work and serve all of our residents. He thanked all of those that serve our community.

(Office Hours): Sunday, February 1, 2026, 11:00 a.m. to 2 p.m.

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

Public comment #2:

Helen Beale of 3 Audubon Drive stated she was present on behalf of the United Climate Action Network, (UCAN), as it's commonly known. She was asked by the Board of UCAN and its advocacy committee to seek the endorsement for a resolution from the Town Board in support of

two bills that are currently before the New York State Legislature. She said they are specifically asking for the town endorsement because her organization believes that would add special weight to push these bills through the legislature. They believe these bills are not only for the common good, but there is a specific impact on our community in Cazenovia. It is a common fact that taxes continue to increase, through nobody's fault, mainly because costs increase and they have to be paid for, and one of those costs is getting rid of our trash. She said the County deals with that, but residents have to pay their portion. One of the more difficult waste products is plastic. In this bill, the Package Reduction and Recycling Infrastructure Act, requires the manufacturers of these products to pay the cost of getting rid of them and to work on minimizing and reducing that waste over time. The organization believes that would be a cost savings to all town residents. The other bill is the Bigger Bottle Bill which UCAN has been working on for several years to try to get that through the legislature. She explained there are corporations, in particular, the Pepsi Company, that pushes mightily against it. This bill would improve the revenues that the County gets from recycled materials, as more deposits are added to those bottles. This would also reduce the waste and litter that we see on the roadside and that many of the members of UCAN and other organizations pick up. One of the good things about the deposits is a lot of our not-for-profits like the Boy Scouts collect these deposits in order to fund their activities. Additionally, they use our local recycling outfit, the redemption center, CazCans, a lot of times to collect that money. She said the Town is in danger, serious danger, of losing CazCans. She's talked to Jessica Amidon, the owner, and she's expressed she's hanging on by a thread and probably won't make it through the year, unless this bill passes. She said redemption centers have been closing all over the state, the one in Chittenango closed. The one in Camillus closed. This is a convenience to all people in Cazenovia rather than have to stand in front of those machines and push one bottle in at time. Additionally, it is an employer in Cazenovia. UCAN really believes that if more municipalities get behind this bill, it will have a much better chance of passing than fighting against these corporate interests that only have their own profit margin to be concerned about. She stated she has given Councilor Johnson the formal request in writing from UCAN. She has also provided Kelli a copy of the statement that the Redemption Center Coalition has put forward in support of these changes because, as part of the Bottle Bill, the handling fee would be increased. In closing, she asked for the Town Board's serious and heartfelt consideration of this proposed legislation.

Anne Ferguson was present to discuss the recently-awarded grant about the Gothic Cottage. She said the first requirement of the grant is coming up in February which is the issuance of an RFP for the firm to develop the specifications for the actual preservation work. The RFP is to go out in February and the selection made in March. She wondered if that was already being worked on or is this something that the Board is looking to have Cazenovia Heritage work with the Board to develop. She said she is happy to take that request back to the organization. She added once the firm is selected, the specifications would be developed from basically April through December, which is a long time. Additionally, there is outreach required to SHPO. She said she would like to get a template for this RFP from them if that hasn't already been obtained. She wondered what the Board was thinking and if anyone is working on these key date requirements and provided the Board with a handout specifying the timeline.

Debbie Holmes of 6 Willow Place was present in regards to the changes in the zoning on the Jephson Campus and as a long-time resident, “Jephson” means the hill we slid down on Ridge Road. She provided handouts for the Board of the original zoning for 10 Albany Street (Jephson Campus) and what she would like to discuss. She said the permits were initially issued with just a couple of restrictions on the College. One of the restrictions was no special permission to reside there which she would like to see that restriction continue. Page six of the handout references window treatments to reduce the glare originating from the interior light sources. She said these are in place and working now. Next, she referenced page seven and pointed out there is no overnight parking. The College had some vehicles which they parked there originally at the end on the south part of the campus. This was not an issue with any of the neighbors. Lighting is an issue with every neighbor and it's been an issue since the College put up all the lights. She said the neighbors spoke with the College when this happened. The College was not very nice to any neighbors and the letters that were received were not positive. She said the neighborhood understood the need for safety, especially when the building had young people utilizing the space. She thought now was an excellent time to improve the lighting. The present lighting doesn't comply with dark sky societies. She knows it is a necessity to have lights there and that's not an issue with anybody. However, there are flood lights present that are on all night long. Additionally, the current lighting shines into private residential properties which eliminates nighttime darkness and sky visibility. She said she used to be able to see the stars in the backyard, but can't anymore. It also disrupts birds and pollinators and all the wildlife. They used to have a lot of birds nesting in their yards, plus it's a waste of taxpayer money. There's a lot of lights on there and nobody's opposed to anything reasonable. She asked if they could be turned off a little. She provided some nighttime photos showing it illuminated from Albany Street. She noted there are four street lamps on big, tall posts. She commented there are fewer street lights on their street than there are on that campus. She also provided a picture of the Gothic Cottage, at night, which showed hardly any lights present. In closing, she asked for the town to work with the neighborhood directly impacted by the Jephson Campus.

Roger DeMuth of 59 Chenango Street stated he is still concerned about the art building which he understands is a done deal and there is nothing that can be done about it, at this point. He presented three images that showed a very high cell tower that might go in and doesn't look very good, in his opinion. One image shows a 100' long fence that may be 6, 8 or 10' high. He mentioned this is all conjecture and admitted he was unaware if this was going to happen, but it looks like it could. He opined he thinks the village and town would be better served by building a new building for the Sheriff's. He said the tower will be visible from all over the village.

Laura Reeder of 4477 Ridge Road stated she was present to represent Cazenovia Voices Coalition which is still approximately 140 local residents who have persistently wanted to have communication, updates and advocacy against the residency of Madison County owning Reisman and Sigety properties. The primary reason is because county and municipal leadership and/or ownership of that property will forever take local control of the property out of our hands. Her organization urged the Town Board and Supervisor Reger to consistently support viable zoning processes and urge Madison County not to overstep, but go through the zoning process with the Village because that does allow for community members to offer input as to the land use. She hoped the leaders would influence their peer supervisors and the Board of Supervisors, at large, to follow through on the zoning process because it is their option not to, but they hope they will do so. Additionally, she hoped the leaders would represent their concerns continually, not only

about County use of the facility, but about the Sheriff's Office and their presence and the emergency vehicles. She said they understand that while folks don't believe that ICE is coming to town, in fact our Sheriff has remained involved with the 287(g) Agreement, which authorizes support and to train deputies and the Sheriff to participate. She said citizens have witnessed some pretty dangerous operations and recognized it won't be like that locally, but it'll be a different sort of quiet, silent harm that's already being done on local farms and industries.

The Town Clerk presented 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 Race, seconded by Councilor Johnson to approve payment of the bills in the amount of \$ 247,969.35. The motion was unanimously approved.

Motion by Councilor Fallon, seconded by Councilor Race to adjourn this meeting. The motion was unanimously approved.

At 8:22 p.m., Supervisor Reger declared this meeting adjourned.

Signed: *Connie J. Sunderman*
Connie J. Sunderman, Town Clerk