

**TOWN BOARD
REGULAR MEETING**

MONDAY

January 12, 2026

Supervisor Reger will open the meeting at 7:30 p.m. with _____ Councilors present. Councilor Golub will not be in attendance.

Pledge of Allegiance.

Correspondence:

Motion by Councilor _____, seconded by Councilor _____ to accept the minutes from the December 8, 2025 regular meeting.

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

Roll call:

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

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

Public comment #1:

Resolution No. 1 presented by Councilor _____, seconded by Councilor _____

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	_____
Councilor Golub	Excused
Councilor Johnson	_____
Councilor Fallon	_____
Supervisor Reger	_____

Supervisor Reger will declare Resolution No. 1 adopted.

Resolution No. 2 presented by Councilor _____, seconded by Councilor _____ 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 _____
Councilor Golub **Excused**
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 2 adopted.

Resolution No. 3 presented by Councilor _____, seconded by Councilor _____

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 _____
Councilor Golub **Excused**
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 3 adopted.

Supervisor Reger will appoint Councilor Race as Deputy Town Supervisor.

Supervisor Reger will make 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 _____, seconded by Councilor _____ 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	_____
Councilor Golub	Excused
Councilor Johnson	_____
Councilor Fallon	_____
Supervisor Reger	_____

Supervisor Reger will declare Resolution No. 4 adopted.

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

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

Resolution No. 5 presented by Councilor _____, seconded by Councilor _____

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	_____
Councilor Golub	Excused
Councilor Johnson	_____
Councilor Fallon	_____
Supervisor Reger	_____

Supervisor Reger will declare Resolution No. 5 adopted.

Resolution No. 6 presented by Councilor _____, seconded by Councilor _____

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 _____
Councilor Golub **Excused**
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 6 adopted.

Resolution No. 7 presented by Councilor _____, seconded by Councilor _____ 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 _____
Councilor Golub **Excused**
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 7 adopted.

Resolution No. 8 presented by Councilor _____, seconded by Councilor _____

**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 _____
Councilor Golub **Excused**
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 8 adopted.

Resolution No. 9 presented by Councilor _____, seconded by Councilor _____

**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 Vredenburgh*
- James Cunningham*
- Joseph Lewis*
- Katherine Hahn*
- William Carr*

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

Supervisor Reger will declare Resolution No. 9 adopted.

Resolution No. 10 presented by Councilor _____, seconded by Councilor _____ 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 _____
Councilor Golub **Excused**
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 10 adopted.

Resolution No. 11 presented by Councilor _____, seconded by Councilor _____

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 _____
Councilor Golub **Excused**
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 11 adopted.

Resolution No. 12 presented by Councilor _____, seconded by Councilor _____ 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 Fee	\$	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 Fee	\$	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 siting)

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



APPLICATION FEES

Site Plan Review Application Fee	\$	150.00
Special Use Permit Application Fee	\$	150.00
Variance Application Fee	\$	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	_____
Councilor Golub	Excused
Councilor Johnson	_____
Councilor Fallon	_____
Supervisor Reger	_____

Supervisor Reger will declare Resolution No. 12 adopted.

Resolution No. 13 presented by Councilor _____, seconded by Councilor _____

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	_____
Councilor Golub	Excused
Councilor Johnson	_____
Councilor Fallon	_____
Supervisor Reger	_____

Supervisor Reger will declare Resolution No. 13 adopted.

Resolution No. 14 presented by Councilor _____, seconded by Councilor _____

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	_____
Councilor Golub	Excused
Councilor Johnson	_____
Councilor Fallon	_____
Supervisor Reger	_____

Supervisor Reger will declare Resolution No. 14 adopted.

Resolution No. 15 presented by Councilor _____, seconded by Councilor _____

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	_____
Councilor Golub	Excused
Councilor Johnson	_____
Councilor Fallon	_____
Supervisor Reger	_____

Supervisor Reger will declare Resolution No. 15 adopted.

Resolution No. 16 presented by Councilor _____, seconded by Councilor _____

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 of a cellular

radio 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 _____
Councilor Golub **Excused**
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 16 adopted.

Resolution No. 17 presented by Councilor _____, seconded by Councilor

**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 _____
Councilor Golub **Excused**
Councilor Johnson _____
Councilor Fallon _____
Supervisor Reger _____

Supervisor Reger will declare Resolution No. 17 adopted.

Resolution No. 18 presented by Councilor _____, seconded by Councilor _____

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.

Roll call:

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

Supervisor Reger will declare Resolution No. 18 adopted.

Resolution No. 19 presented by Councilor _____, seconded by Councilor _____

_____ to approve the following **2025 and 2026** budget transfers and adjustment:

(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.”).

2025 Budget Transfers

General Fund A

Transfer budget to accommodate Town Clerk longevity pay not included in original 2025 budget.

To: A 1410.1.000 Town Clerk PS	\$400.00
From: A 1410.4.000 Town Clerk CE	(400.00)

Transfer budget to accommodate actual purchases for garage supplies and utilities for 2025.

To: A 5132.4.014 Supplies Garage CE	4,200.00
To: A 5132.4.015 Utilities Garage CE	2,800.00
From: A 1620.2.000 Buildings EQ	(7,000.00)

General Fund B

Transfer budget to accommodate 2025 building expenses for New Woodstock Police Barracks including utilities, maintenance and repairs.

To: B 3120.4.000 Police & Constable CE	\$465.00
From: B 1990.4.000 Contingency	(465.00)

Highway Fund DA

Transfer budget to accommodate actual 2025 snow removal labor.

To: DA 5142.1.000 Snow Removal PS	\$13,700.00
To: DA 9030.8.000 Social Security (Town’s Portion)700.00	
From: DA 9785.6.000 Principal on Installment Purchase Debt	(14,400.00)

Jephson Campus Capital Reserve H6

Budget Adjustment (budget adjustments increase budgets for both revenue and appropriations, therefore no “from” line)

Appropriate H6 revenue for purchase of 10 Albany Street f.k.a. Cazenovia College Jephson Campus. (Capital Project initial budget established 8/11/2025 Town Board Resolution #120-2025.)

To: H6 2401-005 Jephson Capital Project Interest (revenue)	\$9,385.22
To: H6 5031.000 Interfund Transfer Capital Project (revenue)	24,943.27
To: H6 1620.2.000 Buildings EQ Jephson Capital Project	24,943.27
To: H6 1620.2.005 Buildings EQ Jephson Capital Project (reserve portion)	9,385.22

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	_____
Councilor Golub	Excused
Councilor Johnson	_____
Councilor Fallon	_____
Supervisor Reger	_____

Supervisor Reger will declare Resolution No. 19 adopted.

Attorney's Report:

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

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:

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 \$ 247,969.35.

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

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