

Present: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton;
Clerk Walker

1. Call to Order: Mayor Woodard calls the meeting to order at 7:02 p.m.

2. Oath of Office: The following officials who were elected on March 18, 2025, affirmed their Oath of Office; Trustees: Kent Hubbell, Rich Robinson, and Peter Salton.

3. Employee Statement: Mayor Woodard requests that the statement submitted by Village Clerk Walker be entered into the official record.

To: Village of Cayuga Heights Board of Trustees and Community members

From: Jeffrey D. Walker
Village Clerk

Date of Incident: 3/18/2025

At approximately 5:12 p.m. I was exiting P&C Fresh Grocery store located at 315 Pine Tree Rd. when I heard my name "Jeff" called out. As I turned around while exiting the building I saw and recognized Peter Salton (who is a Board of Trustees Member for the Village of Cayuga Heights where I am the Village Clerk) . I continued to walk and then stopped for traffic at the pedestrian crossing. Peter Salton caught up with me and we exchanged a few words about what we bought. As we moved across the pedestrian crossing, we stopped between cars within the handicap parking slots. He then stated to me that "we have a tree problem in the Village of Cayuga Heights". I stated that "I think that there is a tree problem throughout the County, especially with Pines". This conversation was due to the storm and storm damage we experienced on Sunday March 16th, 2025.

I then stated to Peter Salton that I had just stopped at the First Congregational Church,(the Village polling location for the Village Election as Peter Salton is one of the three Trustees up for re-election). I informed him that we have had 39 cast ballots so far.

At this point he became very irate and started yelling. His exact words were: " What you did was dirty and fucking ridiculous. If you ever try to do that again I will fucking kill you. When I began to say, this was a committee decision, he stopped me and stated "I don't fucking care, do it again and I will fucking kill you.

I then put my hand over my forehead because the sun was in my eyes, looked up at him and stated, " Do you know what you just said to me"? Two times I stated that with no response. After a short pause he responded with "I didn't say anything to you". I then told him I am leaving and do not speak to me again.

As I walked to my truck I looked back and heard him say "can't you take sarcasm Jeff" At that point I got into my truck and called the Mayor of the Village of Cayuga Heights to alert her to this situation.

Resolution # 9754

BE IT RESOLVED THAT: The Board of Trustees authorizes and approves accepting Village Clerk Walker's statement of events from March 18, 2025 be entered into the official record.

Motion: Trustee Hubbell

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, and Rennekamp

Nays: none


Abstentions: Robinson

Recuse: Trustee Salton

Motion Carried

•Mayor Woodard requests that a letter of apology submitted by Trustee Salton on April 1, 2025 be entered into the official record.

MEMORANDUM

TO: Village of Cayuga Heights Mayor, Board and Clerk
FR: Peter Salton 
RE: Response to Proposed Resolution
DT: April 1, 2025

To begin with, I am very, very, sorry that the words contained in the Clerk's memorandum came out of my mouth. I own them and agree that I should not have spoken in this manner. I especially apologize to Clerk Walker for the upset and turmoil caused by my words. I am hopeful that in time he can forgive me and we can return to our collegial interactions. I ignored Clerk Walker's own lived experiences, although I've known him for over seven years and we've talked informally about hunting and fishing in the past and had some laughs.

I am writing to clarify and express my side of this unfortunate story which I have brought onto myself and the above-captioned recipients of this Memorandum.

To put some of my passion in context: I am a first generation-born American. My father, a Holocaust survivor, came to this country in 1947 with \$300.00 in his pocket and a lot of emotional baggage, some of it which has fallen onto me. There is a term for people like me: Second Generation Holocaust Survivors. I tend towards an emotional response and have a strong sense of justice for issues involving our rights as Americans and World Citizens. Additionally, as many of you know, I am self-employed and in my legal practice represent people in distress and battle to ensure their rights. I say this only to give a brief glimpse of my lived experience. This is stated not as an excuse, but to reflect on my sometimes overzealous expression of my passion for equity.

I also want to note that I have been told that due to my deep and booming voice when I speak from emotion, people think I am yelling at them when I am not. While I see now that the words were inappropriate, in my mind I was saying them in a sarcastic manner. I do understand that the words were heard and interpreted in a way not how they were intended, and again, I deeply apologize for this.

It is against this backdrop I found myself in the parking lot of a local grocery store in conversation with Clerk Walker. I was deeply concerned at the decision to not have the polling site at Kendal open for the March 18, 2025 election in which I was on the ballot. The fact that a decision was made to not open the Kendal polling place is omitted in Clerk Walker's statement. This fact is central to understanding the situation.

Having only one voting location, and not including the Kendal site severely limits voter access to the polls. Many residents at Kendal have limited mobility. The decision to not open this site is one of equity. In this day and age, with all we see in the national news, we need to guarantee and

protect voting for all our citizens, particularly our most vulnerable such as the Seniors at Kendal. As has been documented, the Kendal residents, by history are very involved in the democratic process when they have access to a polling location at Kendal. Having grown up in Ithaca, I know many Kendal residents, either as former teachers, professors and current friends of my parents, so for me it is especially personal.

I do want to reiterate to the Board and the Mayor the concern about this election not being accessible to Kendal residents and the lack of open dialogue leading to the decision to use the less-frequented polling place to hold the 2025 Cayuga Heights Election. As a candidate who ran this time, I had no say and no prior notice.

It is well-documented that in past elections, one-half to two thirds of the vote are the Seniors who live at Kendal and are unable to conveniently leave the facility to vote elsewhere. Having two sites open – or at least the most visited site open – for the 2025 election is essential. I am hopeful this polling location will be open in future elections ensuring all are able to exercise their right to vote.

Again, I am sorry for the disruption this event has caused to the democratic process and business of serving the needs of our constituents. I am only asking for your understanding.

Resolution # 9755

BE IT RESOLVED THAT: The Board of Trustees authorizes and approves accepting Trustee Salton’s letter of response to proposed resolution of censure into the official record.

Motion: Trustee Biloski

Second: Trustee Rennekamp

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp and Salton

Nays: none

Abstentions: Robinson

•Trustee Robinson states that he abstained from voting on these resolutions because he felt they should not be part of the public record.

Motion Carried

2. Resolution of Censure: Mayor Woodard reads a drafted resolution of censure.

Resolution # 9756

WHEREAS, the Village of Cayuga Heights Board of Trustees holds itself and its members to the highest standards of ethical and professional conduct, and affirms the importance of maintaining a safe, respectful, and inclusive environment for all staff and officials serving the Village; and

WHEREAS, it has come to the attention of the Village of Cayuga Heights Board of Trustees that Trustee Peter Salton has engaged in conduct that constitutes verbal harassment which included a threat of violence directed at a Village staff member, in violation of the standards of civility and mutual respect expected of all public officials; and

WHEREAS, such conduct is unacceptable, inappropriate, and inconsistent with the duties of a Trustee and the values of The Village of Cayuga Heights Board, and community; and

WHEREAS, the Village of Cayuga Heights Board of Trustees finds it necessary to formally condemn this behavior in order to preserve the integrity of the Cayuga Heights Village government and to reaffirm its commitment to a workplace free of violence, intimidation, and harassment.

NOW, THEREFORE, BE IT RESOLVED, that the Village of Cayuga Heights Board of Trustees hereby formally censures Trustee Peter Salton for conduct inappropriate of an elected official, specifically for engaging in the threat of physical violence classified as verbal harassment of a Village staff member; and

BE IT FURTHER RESOLVED, that the Village of Cayuga Heights Board of Trustees directs Trustee Peter Salton to cease all harassing behavior immediately and to conduct himself in a professional and respectful manner in all future dealings with Village staff and fellow officials; and

BE IT FURTHER RESOLVED, that the Board of Trustees requires that Trustee Peter Salton participate in appropriate training on professional conduct, workplace civility, workplace violence, including harassment prevention within the next ninety days.

BE IT FINALLY RESOLVED, that this censure shall be entered into the official minutes of the Board of Trustees and made part of the public record.

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

4. Proposed Annual Budget FYE 2025-2026:

- Mayor Woodard states that there has been some discussion about changes to the proposed budget.
- Trustee Conway states that he has voiced his concerns about the long term, going forward we should be careful about spending increases in the future years.
- Mayor Woodard states another area of concern that Fire Superintendent Tamborelle brought to her attention was the rent increase for the Village house located at 825 Hanshaw Rd.
- Trustee Robinson states that the Village subsidizes the utilities and raising the rent to \$950 is reasonable.
- Trustee Rennekamp states that at the next Village Finance Committee Meeting we should debrief the budget process and reevaluate how we do things going forward.
- Trustee Rennekamp states that it was bothersome to find out that Fire Superintendent Tamborelle did not attend any of his committee meetings to discuss his budget proposals. She assumed that there was communication on the kitchen renovations within the committee and there was not.
- Trustee Rennekamp states that she wants to make sure we contain the costs and be sensitive to the community survey responses that how expensive it is to live in this Village.
- Mayor Woodard states that we are the best fire department with the best bunker program available.
- Mayor Woodard states that with all the tariffs it might be more expensive to wait, we could see ten to twenty-five percent increases in costs.

- Mayor Woodard states that Fire superintendent Tamborelle really doesn't ask for much.
- Trustee Conway states that he supports the point Trustee Rennekamp is making.
- Both Trustee Rennekamp and Conway state that they are very supportive of the fire department but want to make sure there is checks and balances in place for expenditure.
- Mayor Woodard states that when you ask residents what services they are willing to pay for, the number one answer is police and fire protection with a response time of less than three minutes.
- Trustee Robinson states that he would like to see budget projections going forward. The department heads would like to know at the end of the fiscal year just how close they were to meeting the budget.
- Mayor Woodard states that she will speak to Treasurer Dolch about this idea.
- Trustee Rennekamp states that part of the conversation we will be having at the next finance meeting will be about taking the historical budget data and freezing that information, so we have it going forward.
- Mayor Woodard opens the Public Hearing at 7:28 p.m.
- Mayor Woodard closes the Public Hearing at 7:28 p.m.

Resolution # 9757

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves the adoption of Proposed FYE 2025-2026 Annual "A" fund Budget and directs Village Treasurer Dolch to certify this budget with the New York State Comptroller's Office.

Motion: Trustee Biloski

Second: Trustee Rennekamp

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

5. Appointments and Approvals

Mayor Woodard appoints Trustee Richard Robinson as Deputy Mayor for the 2025-2026 Official Year.

Mayor Woodard makes the following appointments with a motion of approval by the Board of Trustees:

Mayor Woodard appoints Jeffrey D. Walker as Clerk for one official year. (4/2026)

Resolution # 9758

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Jeffrey D. Walker as Clerk for one official year. (4/2026)

Motion: Trustee Conway

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Kiersten Perkins as Deputy Clerk for one official year. (4/2026)

Resolution # 9759

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Kiersten Perkins as a Deputy Clerk for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Laura Dolch as Treasurer for one official year. (4/2026)

Resolution # 9760

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Laura Dolch, Treasurer, for one official year. (4/2026)

Motion: Trustee Rennekamp

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions:

Motion Carried

Mayor Woodard appoints Kristi Rennekamp as Deputy Treasurer for one official year. (4/2026)

Resolution # 9761

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Kristi Rennekamp as Deputy Treasurer for one official year. (4/2026)

Motion: Trustee Conway

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Robinson, and Salton

Nays: none

Abstentions: Trustee Rennekamp

Motion Carried

Mayor Woodard appoints Jeffrey D. Walker as Records Management Officer for one official year. (4/2026)

Resolution # 9762

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Jeffrey D. Walker as Records Management Officer for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Brent Cross as Building Commissioner for one official year. (4/2026)

Resolution # 9763

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross as Building Commissioner for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Brent Cross as Stormwater Management Officer for one official year. (4/2026)

Resolution # 9764

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross as Stormwater Management Officer for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Brent Cross as Engineer for one official year. (4/2026)

Resolution # 9765

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross as Engineer for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Brent Cross as Zoning Officer and Code Enforcement Officer for one official year. (4/2026)

Resolution # 9766

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross as Zoning Officer for one official year. (4/2026)

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Allan VanDeMark of Williamson, Clune and Stevens as the Village Municipal Law Attorney for one official year. (4/2026)

Resolution # 9767

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Allan VanDeMark of Williamson, Clune and Stevens as the Village Municipal Law Attorney for one official year. (4/2026)

Motion: Trustee Hubbell

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Attorney Thomas Kramer as the Village Prosecutor for one official year. (4/2026)

Resolution # 9768

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Attorney Thomas Kramer as the Village Prosecutor for one official year. (4/2026)

Motion: Trustee Robinson

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Beatrice Szekely as Village Historian for one official year. (4/2026)

Resolution # 9769

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Beatrice Szekely as Village Historian for one official year. (4/2026)

Motion: Trustee Hubbell

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Fred Cowett as Village Forester for one official year. (4/2026)

Resolution # 9770

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Fred Cowett as Village Forester for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints George Tamborelle as the Village of Cayuga Heights Fire Superintendent for one official year. (4/2026)

Resolution # 9771

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of George Tamborelle as the Village of Cayuga Heights Fire Superintendent for one official year. (4/2026)

Motion: Trustee Rennekamp

Second: Trustee Conway

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Roy Staley to the Board of Directors of the Bolton Point Water Commission for one official year. (4/2026)

Resolution # 9772

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Roy Staley to the Board of Directors of the Bolton Point Water Commission for one official year. (4/2026)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints herself to the Board of Directors of the Bolton Point Water Commission for one official year. (4/2026)

Resolution # 9773

BE IT RESOLVED THAT: The Board of Trustees approves the appointment Mayor Linda Woodard to the Board of Directors of the Bolton Point Water Commission for one official year. (4/2026)

Motion: Trustee Hubbell

Second: Trustee Robinson

Ayes: Trustees: Biloski, Conway, Hubbell, Marshall, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints herself to the Board of Directors of the Tompkins County Council of Governments (TCCOG) for one official year. (4/2026)

Resolution # 9774

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Board of Directors of Tompkins County Council of Governments (TCCOG) for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson as an Alternate to the Board of Directors of the Tompkins County Council of Governments (TCCOG) for one official year. (4/2026)

Resolution # 9775

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Rich Robinson as Alternate to the Board of Directors of Tompkins County Council of Governments (TCCOG) for one official year. (4/2026)

Motion: Trustee Hubbell

Second: Trustee Rennekamp

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Salton

Nays: none

Abstentions: Trustee Robinson

Motion Carried

Mayor Woodard appoints Alice Wagenknecht-Wiesner to the Tompkins County Council of Governments (TCCOG) Community Choice Aggregation Subcommittee for one official year. (4/2026)

Resolution # 9776

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Alice Wagenknecht-Wiesner to the Tompkins County Council of Governments (TCCOG) Community Choice aggregation Subcommittee for one official year. (2026)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Clerk Jeffrey Walker to the Greater Tompkins County Municipal Health Insurance Consortium Design Committee for one official year. (4/2026)

Resolution # 9777

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Clerk Jeffrey D. Walker to the Greater Tompkins County Municipal Health Insurance Consortium Design Committee for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Trustee Salton to the Board of Directors for the Greater Tompkins County Municipal Health Insurance Consortium for one official year. (4/2026)

Resolution # 9778

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Salton to the Board of Directors for the Greater Tompkins County Municipal Health Insurance Consortium for one official year. (4/2026)

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Robinson

Nays: none

Abstentions: Trustee Salton

Motion Carried

Mayor Woodard appoints herself as an Alternate on the Board of Directors for the Greater Tompkins County Municipal Health Insurance Consortium for one official year. (4/2026)

Resolution # 9779

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard as Alternate on the Board of Directors for the Greater Tompkins County Municipal Health Insurance Consortium for one official year. (4/2026)

Motion: Trustee Hubbell

Second: Trustee Robinson

Ayes: Trustees: Bilsoki, Conway, Hubbell, Marshall, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Kristi Rennekamp to the Administration Committee for one official year. (4/2026)

Resolution # 9780

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kristi Rennekamp to the Administration Committee for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Robinson, and Salton

Nays: none

Abstentions: Trustee Rennekamp

Motion Carried

Mayor Woodard appoints Trustee Jennifer Biloski as Chair of the Administration Committee for one official year.(4/2026)

Resolution # 9781

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Jennifer Biloski as Chair to the Administration Committee for one official year. (4/2026)

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Biloski

Motion Carried

Mayor Woodard appoints herself to the Administration Committee for one official year. (4/2026)

Resolution # 9782

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Administration Committee for one official year. (4/2026)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Sam Conway to the Public Safety Committee for one official year. (4/2026)

Resolution # 9783

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Sam Conway to the Public Safety Committee for one official year. (4/2026)

Motion: Trustee Rennekamp

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Conway

Motion Carried

Mayor Woodard appoints Trustee Jennifer Biloski as chair to the Public Safety Committee for one official year. (4/2026)

Resolution # 9784

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Jennifer Biloski as chair of the Public Safety Committee for one official year. (4/2026)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Hubbell, Conway, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Biloski

Motion Carried

Mayor Woodard appoints Trustee Kent Hubbell to the Public Works Committee for one official year. (4/2026)

Resolution # 9785

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kent Hubbell to the Public Works Committee for one official year. (4/2026)

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Hubbell

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson as Chair to the Public Works Committee for one official year. (4/2026)

Resolution # 9786

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Richard Robinson as Chair to the Public Works Committee for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Salton

Nays: none

Abstentions: Trustee Robinson

Motion Carried

Mayor Woodard appoints herself to the Public Works Committee for one official year. (4/2026)

Resolution # 9787

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Public Works Committee for one official year. (4/2026)

Motion: Trustee Hubbell

Second: Trustee Robinson

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Kent Hubbell to the Wastewater Committee for one official year. (4/2026)

Resolution # 9788

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kent Hubbell to the Wastewater Committee for one official year. (4/2026)

Motion: Trustee Robinson

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson and Salton

Nays: none

Abstentions: Trustee

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson as Chair to the Wastewater Committee for one official year. (4/2026)

Resolution # 9789

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Richard Robinson as Chair to the Wastewater Committee for one official year. (4/2026)

Motion: Trustee Rennekamp

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Salton

Nays: none

Abstentions: Trustee Robinson

Motion Carried

Mayor Woodard appoints herself to the Wastewater Committee for one official year. (4/2026)

Resolution # 9790

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Wastewater Committee for one official year. (4/2026)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Kristi Rennekamp as Chair to the Finance Committee for one official year.(4/2026)

Resolution # 9791

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kristi Rennekamp as Chair to the Finance Committee for one official year. (4/2026)

Motion: Trustee Conway

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Robinson, and Salton

Nays: none

Abstentions: Trustee Rennekamp

Motion Carried

Mayor Woodard appoints Trustee Sam Conway to the Finance Committee for one official year. (4/2026)

Resolution # 9792

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Sam Conway to the Finance Committee for one official year. (4/2026)

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Conway

Motion Carried

Mayor Woodard appoints herself to the Finance Committee for one official year. (4/2026)

Resolution # 9793

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Finance Committee for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson as Chair to the Information Technology Committee for one official year. (4/2026)

Resolution # 9794

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Richard Robinson as Chair to the Information Technology Committee for one official year. (4/2026)

Motion: Trustee Hubbell

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Salton

Nays: none

Abstentions: Trustee Robinson

Motion Carried

Mayor Woodard appoints Trustee Conway to the Information Technology Committee for one official year. (4/2026)

Resolution # 9795

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Conway to the Information Technology Committee for one official year. (4/2026)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Conway

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson to the Human Resource Committee for one official year. (4/2026)

Resolution # 9796

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Richard Robinson to the Human Resource Committee for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Conway

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, and Salton

Nays: none

Abstentions: Trustee Robinson

Motion Carried

Mayor Woodard appoints Trustee Jennifer Biloski as Chair of the Human Resource Committee for one official year. (4/2026)

Resolution # 9797

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Jennifer Biloski to the Human Resource Committee for one official year. (4/2026)

Motion: Trustee Hubbell

Second: Trustee Conway

Ayes: Mayor Woodard, Trustees: Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Biloski

Motion Carried

Mayor Woodard appoints herself to the Human Resource Committee for one official year. (4/2026)

Resolution # 9798

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Human Resource Committee for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Trustees: Biloski, Conway, Hubbell, Robinson, Rennekamp, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Kent Hubbell to the Climate Smart Taskforce Committee for one official year. (4/2026)

Resolution # 9799

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kent Hubbell to the Climate Smart Taskforce Committee for one official year. (4/2026)

Motion: Trustee Robinson

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Hubbell

Motion Carried

Mayor Woodard appoints Village resident Alice Wagenknecht-Wiesner as chair to the Climate Smart Taskforce Committee for one official year. (4/2026)

Resolution # 9800

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Alice Wagenknecht-Wiesner to the Climate Smart Taskforce Committee for one official year. (4/2026)

Motion: Trustee Hubbell

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Village Clerk Jeffrey D. Walker to the Climate Smart Community Task Force for one official year. (4/2026)

Resolution # 9801

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Village Clerk Jeffrey D. Walker to the Climate Smart Community Task Force for one official year. (4/2026)

Motion: Trustee Hubbell

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Brent Cross to the Ithaca Tompkins County Transportation Counsel and the Planning Committee of the Ithaca Tompkins County Transportation Counsel or one official year. (4/2026)

Resolution # 9802

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross to the Ithaca Tompkins County Transportation Counsel and Planning Committee of the Ithaca Tompkins County Transportation Counsel for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Trustee Jennifer Biloski to the Ithaca Tompkins County Transportation Counsel and the Policy Committee for the Ithaca Tompkins County Transportation Counsel for one official year. (4/2026)

Resolution # 9803

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Jennifer Biloski to the Ithaca Tompkins County Transportation Counsel and the Policy Committee for the Ithaca Tompkins County Transportation Counsel for one official year. (4/2026)

Motion: Trustee Hubbell

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Biloski

Motion Carried

Mayor Woodard appoints Brent Cross as an alternate to the Policy Committee of the Ithaca Tompkins County Transportation Counsel for one official year. (4/2026)

Resolution # 9804

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross as an alternate to the Policy Committee of the Ithaca Tompkins County Transportation Counsel for one official year. (4/2026)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Village resident Fred Cowett as Chair to the Village Planning Board for a five-year term. (4/2030)

Resolution # 9805

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Village resident Fred Cowett as Chair of the Village Planning Board for a five-year term. (4/2030)

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Village resident Matt Johnston to the Village Planning Board for a five-year term. (4/2030)

Resolution # 9806

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Village resident Matt Johnston to the Village Planning Board for a five-year term. (4/2030)

Motion: Trustee Biloski

Second: Trustee Rennekamp

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Village resident Elaine Quaroni as an alternate to the Village Planning Board for a five-year term. (4/2030)

Resolution # 9807

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Village resident Elaine Quaroni as an alternate to the Village Planning Board for a five-year term. (4/2030)

Motion: Trustee Hubbell

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints herself as the liaison to the Village Planning Board for a one-year term. (4/2026)

Resolution # 9808

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard as the liaison to the Village Planning Board for a one-year term. (4/2026)

Motion: Trustee Biloski

Second: Trustee Conway

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Lucy Staley as Chair of the Village Zoning Board of Appeals for a five-year term. (4/2030)

Resolution # 9809

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Lucy Staley as chair of the Village Zoning Board of Appeals for a five-year term. (4/2030)

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Danny Szpiro as a member of the Village Zoning Board of Appeals for a five-year term. (4/2030)

Resolution # 9810

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Danny Szpiro as a member of the Village Zoning Board of Appeals for a five year term. (4/2030)

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Susan Barnett as a member of the Village Zoning Board of Appeals for a five-year term. (4/2030)

Resolution # 9811

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Susan Barnett as a member of the Village Zoning Board of Appeals for a five year term. (4/2030)

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Maryann Friend as an alternate member of the Village Zoning Board of Appeals for a five-year term. (4/2030)

Resolution # 9812

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Maryann Friend as an alternate member of the Village Zoning Board of Appeals for a five year term. (4/2030)

Motion: Trustee Robinson

Second: Trustee Hubbell

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints herself as the Village Zoning Board of Appeals liaison for one official year. (2026)

Resolution # 9813

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linds Woodard as the liaison to the Village Zoning Board of Appeals for one official year. (4/2026)

Motion: Trustee Biloski

Second: Trustee Hubbell

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Bea Szekely to the Village Historical Preservation Committee for one official year. (2026)

Resolution # 9814

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Bea Szekely to the Village Historical Preservations Committee for one official year. (2026)

Motion: Trustee Hubbell

Second: Trustee Robinson

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Kent Hubbell to the Shade Tree Advisory Committee for one official year. (4/2026)

Resolution # 9815

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kent Hubbell to the Shade Tree Advisory Committee for one official year. (4/2026)

Motion: Trustee Robinson

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Trustee Hubbell

Motion Carried

Mayor Woodard appoints Fred Cowett to the Shade Tree Advisory Committee for one official year. (4/2026)

Resolution # 9816

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Fred Cowett as chair to the Shade Tree Advisory Committee for one official year. (4/2026)

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints herself to the Shade Tree Advisory Committee for one official year. (4/2026)

Resolution # 9817

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Shade Tree Advisory Committee for one official year. (4/2026)

Motion: Trustee Robinson

Second: Trustee Biloski

Ayes: Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Scott Howard to the Shade Tree Advisory Committee for one official year. (4/2026)

Resolution # 9818

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Scott Howard to the Shade Tree Advisory Committee for one official year. (4/2026)

Motion: Trustee Hubbell

Second: Trustee Robinson

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Mayor Woodard appoints Village resident Hazel Gunn to the Shade Tree Advisory Committee for one official year. (4/2026)

Resolution # 9819

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Village resident Hazel Gunn to the Shade Tree Advisory Committee for one official year. (4/2026)

Motion: Trustee Robinson

Second: Trustee Biloski

Ayes: Mayor Woodard, Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

6. Annual Resolutions:

Resolution # 9820

A. DESIGNATION OF THE VILLAGE'S OFFICIAL NEWSPAPER

WHEREAS: The Ithaca Journal has general circulation within the Village; and

WHEREAS: The Ithaca Journal is not published in the village, but the Board of Trustees determines that it is broadly distributed within the Village; and

WHEREAS: Designation of an official newspaper is generally effective for one year.

THEREFORE, BE IT RESOLVED THAT: the Ithaca Journal is designated the official newspaper of record for the Village of Cayuga Heights Official Year.

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Resolution # 9821

B. RULES OF PROCEDURE:

WHEREAS: New York State law does not establish meeting procedures for village boards of trustees; and

WHEREAS: Village Law § 4-412 provides that the Board of Trustees may determine its own rules of procedure.

THEREFORE, BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees establishes the following Meeting Rules of Procedure:

- I. **REGULAR MEETINGS:** The date, location, and time for regular meetings of the Board of Trustees is established as the 3rd Wednesday of each month at Marcham Hall starting at 7:00 p.m. as follows: : Apr. 16th, May 21st, June 18th, July 16th, Aug.20th, Sept. 17th, Oct. 15th, Nov. 19th, Dec. 17th, Jan. 21st 2026, Feb. 18th, March 18th
- II. **SPECIAL MEETINGS:** Special meetings of the Board of Trustees are all Board meetings other than Regular Meetings. A Special Meeting may be called by the Mayor or any Trustee member of the Board of Trustees by telephone, inperson, or email at least 24 hours in advance of the meeting unless an emergency requires the meeting to be held on less than 24 hours' notice.
- III. **QUORUM:** A quorum of the Board of Trustees must be physically present to conduct business. A quorum is a majority of the total legally authorized membership of the body,

regardless of vacancies or absences. Although a quorum is required to conduct a meeting, a majority vote of the total legally authorized membership of the body is still required to pass most measures.

- IV. EXECUTIVE SESSIONS: Executive sessions must be held in accordance with NYS Public Officers Law § 105. All executive sessions must be entered by a motion made from a properly noticed and conducted open meeting.
- V. AGENDAS: The agenda is to be prepared by the Clerk at the direction of the Mayor. The Mayor or any Trustee may have an item placed on the agenda. When possible, items for the agenda must be provided to the Clerk in writing or via email at least 48 hours before the meeting's start time. The agenda must be prepared by noon on the day of the meeting. However, items may be placed on the agenda at any time. If necessary, a supplemental agenda may be distributed at the beginning of the meeting.
- VI. VOTING: Pursuant to the New York State Village Law and General Construction Law, each member of the Board has one vote. The Mayor may vote on any matter but must vote in case of a tie. A majority of the totally authorized voting power is necessary to pass a matter unless otherwise specified by State law. A vote upon any question must be taken by ayes and nays, and the names of the members present, and their votes must be entered in the minutes.
- VII. GENERAL RULES:
 - a. The Mayor presides at the meeting. In the Mayor's absence, the Deputy Mayor presides at meetings of the Board. The presiding officer may debate, move, and take any action that may be taken by other members of the Board. Board members are not required to rise but must be recognized by the presiding officer before making motions and speaking.
 - b. Every motion must be seconded before being put to a vote: all motions must be recorded in their entirety in the Board's minutes.
 - c. Once recognized, a member may not be interrupted when speaking unless it is to call him/her to order. If a member is called to order, they must stop speaking until the question of order is determined, and, if in order, they must be permitted to proceed. There is no limit to the number of times a member may speak on a question. Motions to close or limit debate may be entertained and require a two-third vote to pass.
 - d. Videoconferencing:

In compliance with Public Officers Law (POL) § 103-a(2)(a), the Board of Trustees/Planning Board/Zoning Board of Appeals (the "Board"), following a public hearing, authorized by resolution on [insert date] the use of videoconferencing as described in POL § 103-a.

The following procedures are hereby established to satisfy the requirement of POL § 103-a(2)(b) that any public body which in its discretion wishes to permit its members to participate in meetings by videoconferencing from private locations – under extraordinary circumstances – must establish written procedures governing member and public attendance.

1. Board members shall be physically present at any meeting of the Board unless such a member is unable to be physically present at one of the designated public meeting locations due to extraordinary circumstances.
2. For purposes of these procedures, the term "extraordinary circumstances" includes disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting.

3. If a member is unable to be physically present at one of the designated public meeting locations and wishes to participate by videoconferencing from a private location due to extraordinary circumstances, the member must notify the Mayor/Chairperson of the Planning Board/Chairperson of the Zoning Board of Appeals no later than four business days prior to the scheduled meeting in order for proper notice to the public to be given.

4. If there is a quorum of members participating at a physical location(s) open to the public, the Board may properly convene a meeting. A member who is participating from a remote location that is not open to in-person physical attendance by the public *shall not* count toward a quorum of the Board but may participate and vote if there is a quorum of members at a physical location(s) open to the public.

5. Except in the case of executive sessions conducted pursuant to POL § 105, the Board shall ensure that its members can be heard, seen, and identified while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon. This requirement shall include the use of first and last name placards physically placed in front of the members or, for members participating by videoconferencing from private locations due to extraordinary circumstances, such members must ensure that their full first and last name appears on their videoconferencing screen.

6. The minutes of the meetings involving videoconferencing based on extraordinary circumstances pursuant to POL § 103-a shall include which, if any, members participated by videoconferencing from a private location due to such extraordinary circumstances.

7. The public notice for the meeting shall inform the public: (i) that extraordinary circumstances videoconferencing will (or may) be used, (ii) where the public can view and/or participate in such meeting, (iii) where required documents and records will be posted or available, and (iv) the physical location(s) for the meeting where the public can attend.

8. The Board shall provide that each open portion of any meeting conducted using extraordinary circumstances, videoconferencing shall be recorded and such recordings posted or linked on the Board's website (<https://cayugaheights.gov>) within five business days following the meeting and shall remain so available for a minimum of five years thereafter. Such recordings shall be transcribed upon request.

9. If members of the Board are authorized to participate by videoconferencing from a private location due to extraordinary circumstances, the Board shall provide the opportunity for members of the public to view such meetings by video, and to participate in proceedings by videoconference in real time where public comment or participation is authorized. The Board shall ensure that where extraordinary circumstances videoconferencing is used, it authorizes the same public participation or testimony as in person participation or testimony.

10. Open meetings of the Board conducted using extraordinary circumstances videoconferencing pursuant to the provisions of POL § 103-a shall be broadcast pursuant to the requirements of POL § 103(f) and shall utilize technology to permit access by members of the public with disabilities consistent with the 1990 Americans with Disabilities Act (ADA), as amended, and corresponding guidelines. For the purposes of this guideline, "disability" shall have the meaning defined in Executive Law § 292.

11. The in-person participation requirements of POL § 103-a(2)(c) shall not apply during a state disaster emergency declared by the governor pursuant to Executive Law § 28 if the Board determines that the circumstances necessitating the emergency declaration would affect or impair the ability of the Board to hold an in-person meeting.

12. These procedures shall be conspicuously posted on the Board's website (cayugaheights.gov).

VIII GUIDELINES FOR PUBLIC COMMENT: Privilege of the Floor guidelines are as established January 9, 2012 Board of Trustee meeting as follows.

Meetings of the Board of Trustees of the Village of Cayuga Heights take place in accordance with New York State law, for the purpose of Village governance. Meetings are convened by the Mayor or by an appointed deputy.

Discussion takes place among the members of the Board with the Village professional staff. Minutes are recorded by the Clerk. As provided in the New York State Open Meetings Law, all Board meetings are open to the public, and members of the public are welcome to attend.

Although not required by law, the Mayor and the Trustees of Cayuga Heights offer Privilege of the Floor in order to provide individuals in the audience with the opportunity to voice their opinion on Village affairs.

In the interest of expediting the flow of Village business during its lengthy meetings, Privilege of the Floor is open for 30 minutes only, ordinarily following any scheduled Public Hearings.

Fifteen (15) minutes prior to the commencement of any regularly scheduled Board of Trustee's meeting, a sign-in sheet will be placed on a table inside the meeting room. Upon arrival, all attendees are requested to sign in, indicating if they wish to speak. The speakers may give their name and address if they choose. If a speaker does not want to provide their name, they must sign in as "Anonymous Speaker" and then they are responsible for remembering the number associated with their place on the list.

Attendees will be called to speak in the order shown on the sign-in sheet on a first come, first-to-speak basis.

Speakers are asked to stand unless prevented by a disability, to give their name and address if they so choose and must limit their remarks to two minutes of time. Please note that a speaker's time may not be yielded to other speakers.

Speakers are requested to observe standards of courtesy and good taste and may be asked to terminate remarks at any time by the Mayor or another presiding officer. Audience members are asked not to engage with the speaker, or with each other.

The Village Clerk keeps time and gives notice when 30 seconds are remaining. Occasionally, Board members may ask a speaker for clarification.

Speakers are very welcome to submit their comments to the Board in writing for consideration and attachment to the meeting minutes. The minutes will include all the speakers' names, if provided by the speaker, with a brief statement of their positions.

Although the public is only invited to speak during Privilege of the Floor, the Board may, at its discretion, allow the public to speak at other times. Speakers must be recognized by the Mayor or by another presiding officer.

Anyone with an interest in any facet of Village government is encouraged to contact the Mayor, the Board of Trustees and the Village staff through email addresses found on the Village of Cayuga Heights web site (www.CayugaHeights.gov).

Adopted by the Board of Trustees, Village of Cayuga Heights, December 12th, 2011

IX MINUTES:

- a. The Clerk is responsible for taking the minutes of the board. Minutes must consist of a record or summary of all motions, proposals, resolution and any other matter formally voted upon and the vote thereon. Minutes must be taken for an executive session of any action that is taken by formal vote. Executive session minutes must consist of a record or summary of the final determination of such action, and the date and vote thereon; provided, however, that such summary need not include any matter which is not required to be made public by the NYS Freedom of Information Law (FOIL).
- b. Minutes must also include the following:
 - i. Name of the Board.
 - ii. Date, place, and time of the meeting.
 - iii. Notation of the presence or absence of Board members and time of arrival or departure if different from time of call to order and adjournment.
 - iv. Name and title of other village officials and employees present and the approximate number of attendees.
 - v. Record of communications presented to the Board.
 - vi. Record of reports made by Board or other village personnel; and
 - vii. Time of adjournment; and signature of Clerk or person who took the minutes if not the Clerk.
- c. Minutes may contain a summary of the discussion leading to action taken but should not include verbatim comments unless a majority of the Board resolves to have the Clerk do so.
- d. The Clerk is responsible for creating a draft of the minutes within the timeframe provided for under the New York State Open Meetings Law. The Board of Trustees approves the minutes at the next board meeting. Amendments to the Clerk's minutes require approval of the Board of Trustees by a majority vote.

X ORDER OF BUSINESS OF THE BOARD OF TRUSTEES:

- a. Call to order.
- b. Approval of minutes of previous meeting(s).
- c. Public comment period.
- d. Report on officers and committees (Fire, Treasurer, Mayor, Engineer, Trustees, Police, Public Works, Clerk);
- e. Report of the Attorney.
- f. Adjournment

XI GUIDELINES FOR THE USE OF RECORDING EQUIPMENT: All members of the public and all public officials are allowed to tape or record video public meetings. Recording is not allowed during executive sessions. Recording should be done in a manner which does not interfere with the meeting. The mayor may determine whether the recording is being done in an intrusive manner, taking into consideration, but not limited to, the brightness of lights, distance from the deliberations of the village board, size of the equipment, and the ability of the public to participate in the meeting. If the recording is determined to be intrusive and interferes with the meeting, the mayor may direct that the recording be stopped or undertaken in a different manner or location.

XII ADJORNMENT: Meeting may be adjourned by motion.

XIII AMENDMENTS TO THE RULES OF PROCEDURE: The forgoing procedure may be amended from time to time by a majority vote of the Board.

Motion: Trustee Robinson

Second: Trustee Biloski

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Resolution # 9822

C. DESIGNATING DEPOSITORY:

WHEREAS: the Board of Trustees has determined that Village Law § 4-412 (3)(2) requires the designation of banks or trust companies for the deposit of all village monies,

THEREFORE, BE IT RESOLVED THAT:

Section 1. That the Board of Trustees designates the Tompkins Community Bank, Ithaca, NY & Community Bank, Ithaca, NY as official depositories for all Village funds received by the Village Clerk, receiver of taxes for the Fiscal Year June 1, 2025 – May 31, 2026.

Sections 2. That the Clerk is authorized to notify Tompkins Community Bank and Community Bank of Ithaca of the following names to be honored on checks for the Fiscal Year June 1, 2025 – May 31, 2026 with two signatures required for each check.

Mayor Linda Woodard, Deputy Treasurer Rennekamp, Clerk Jeffrey D. Walker, Treasurer Laura Dolch
Section 3. That this resolution is effective immediately.

Motion: Trustee Salton

Second: Trustee Robinson

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

D. DESIGNATING MEETING DATES:

Resolution # 9823

BE IT RESOLVED THAT: The date, location, and time for next regular Board of Trustees meeting is April 16th 2025 at Marcham Hall, 7:00 p.m.

Motion: Trustee Salton

Second: Trustee Conway

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Resolution # 9824

BE IT RESOLVED THAT: The date, location, and time for regular meetings of the Planning Board is established as the 4th Monday of the month at Marcham Hall starting at 7:00 p.m.

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

Resolution # 9825

BE IT RESOLVED THAT: The date and time for regular meetings of the Zoning Board of Appeals is scheduled on an as needed basis (historically held the 1st Monday of the month at 7:00 p.m.).

Motion: Trustee Rennekamp

Second: Trustee Robinson

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

F. ADVANCE APPROVAL OF CLAIMS:

Resolution # 9826

WHEREAS: The Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges; and

WHEREAS: all such claims must be presented at the next regular meeting for audit; and

WHEREAS: this resolution is consistent with the Village of Cayuga Heights Procurement Policy; and

WHEREAS: the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount of Board of Trustees disallows.

THEREFORE, BE IT RESOLVED THAT:

Section 1. That the Board of Trustees authorized payment in advance of audit of claims for public utility services, postage, freight and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount of Board of Trustees disallows.

Section 2. That this resolution is effective immediately.

Motion: Trustee Hubbell

Second: Trustee Biloski

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

7. VCHFD Slate of Officers:

Resolution # 9827

BE IT RESOLVED THAT: The Village of Cayuga Heights Fire Department held their elections on March 23, 2025 and The Village Board of Trustees approves the Slate of Officers.

Asst. Chief Joe Price

Asst. Chief Mikael Garrett

Asst. Chief Sophie Janowsky

Lt. Macey Chasman

Lt. Titus Pierce

Lt. Gaelan Walsh

Lt. Jane Reagan

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

8. Refuse Capital Improvements Reserve Fund.

Resolution # 9828

RESOLVED, that pursuant to Section 6-c [6-g for fire districts] of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the “Refuse Capital Improvements Reserve Fund” (hereinafter “Reserve Fund”). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of a type of capital improvement, and or equipment. The type of capital improvement, and equipment to be financed from the Reserve Fund is the construction, reconstruction, and or acquisition of fire apparatuses.

RESOVLED, that the chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The chief fiscal officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Village of Cayuga Heights. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund.

RESOLVED, that The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

THEREFORE BE IT RESOLVED, that except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of the Village Board of Trustees and such additional actions or proceedings as may be required by Section 6-c [6-g] of the General Municipal Law and any other law.

Motion: Trustee Robinson

Second: Trustee Rennekamp

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

9. Schedule a Public Hearing for Proposed Local Law C of the year 2025- Tax Cap

- Mayor Woodard states that the next item on the agenda is to set a Public Hearing for Proposed Local Law C of the year 2025- to override the tax levy limit established in general municipal law.
- Trustee Rennekamp states that she did not meet with Treasurer Dolch to go over these numbers but it directed from New York State.
- Mayor Woodard states that it is also a matter of home rule. We have passed this local law every year.
- Clerk Walker states that we will need to pass this local law this year since we do exceed the allowed increase in the growth factor.
- Mayor Woodard states that despite the reduction in our tax rate, it will still be over because of the huge increase in the assessments.

Resolution # 9829

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees does hereby schedule a Public Hearing on Proposed Local Law C of the year 2025- to override the tax levy limit for fiscal year 2025-2026.

PROPOSED LOCAL LAW C OF 2025

DRAFT

**A LOCAL LAW TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL
MUNICIPAL LAW §3-C**

Be it enacted by the Board of Trustees of the Village of Cayuga Heights as follows:

Section 1 Legislative Intent: It is the intent of this local law to allow the Village of Cayuga Heights to adopt a budget for the fiscal year commencing in 2025 that requires a real property tax levy in excess of the tax levy limit as defined by General Municipal Law §3-c.

Section 2 Authority: This local law is adopted pursuant to subdivision 5 of General Municipal Law §3-c which expressly authorizes a local governing body to override the property tax cap for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60%) of said governing body.

Section 3 Tax Levy Limit Override: The Board of Trustees of the Village of Cayuga Heights, County of Tompkins, is hereby authorized to adopt a budget for the fiscal year commencing in 2025 that requires a real property tax levy over the amount otherwise prescribed in General Municipal Law §3-c.

Section 4 Severability: If a court determines that any clause sentence paragraph subdivision or part of this local law or the application thereof to any person firm or corporation or circumstance is invalid or unconstitutional the court order or judgment shall not affect impair or invalidate the remainder of this local law but shall be confined in its operation to the clause sentence paragraph subdivision or part of this Local Law or in its application to the person individual firm or corporation or circumstance directly involved in the controversy in which such judgment or order shall be rendered.

Section 5 Effective Date: This Local Law shall take effect immediately upon filing with the Secretary of State.

Motion: Trustee Hubbard

Second: Trustee Robinson

Ayes: Trustees: Mayor Woodard: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton

Nays: none

Abstentions: none

Motion Carried

10. Adjournment: Mayor Woodard adjourns the meeting at 8:05 p.m.