

Zoom ID # 4118425407

VILLAGE OF CAYUGA HEIGHT
BOARD OF TRUSTEES
MONTHLY MEETING

November 19th 2025
7:00 p.m.

Present: Mayor Woodard; Trustees: Biloski, Conway, Hubbell, Rennekamp, Robinson, and Salton; Fire Superintendent Tamborelle, Police Chief Wright, Superintendent of Public Works Cross, Assistant Superintendent of Public Works Cowder; Village Attorney Shah; Village Clerk Walker.

1. Call to Order: Mayor Woodard calls the meeting to order at 7:01 p.m.

2a. Approval of the October 15, 2025 Board Meeting Minutes (Exhibit 2026-085)

Resolution: 9912

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves the October 15, 2025, Board Meeting Minutes as presented.

Motion: Trustee Hubbell

Second: Trustee Biloski

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

Nays: none

Abstentions: none

Motion Carried

3. Report of Fire Superintendent Tamborelle: Submitted Report (Exhibit 2026-086)

- Fire Superintendent Tamborelle states that recruit training went really well. We started with ten, and by the second day, we were down to nine.
- Fire Superintendent Tamborelle states that the station is going through a fire station clean out with the “duty crew” program, which is aimed at members to commit to an overnight at the station with some responsibilities.
- Fire Superintendent Tamborelle states that he has finished a portion of New York State Code training.
- Trustee Biloski asks, when you complete your training in January, will you still be required to have someone sign off on your fire inspections?
- Assistant Superintendent of Public Works Cowder states that, technically, the way Village law is worded, he would still have to have the Superintendent of Public Works sign off. We are covered under New York State law, but it's just the way our law is written.

3. Privilege of the Floor: No members of the Public wish to speak.

4. Report of Treasurer Dolch: Submitted Report (Exhibit 2026-060)

•Treasurer Dolch states that the October bank-to-book reconciliations are complete and have been signed off by Trustee Rennekamp.

•Treasurer Dolch states that the Village Audit by INSERO is almost complete.

•Treasurer Dolch states that she has some budget adjustments to account for the increase in fire personnel. She is asking to move \$25,386 from Contingency to portions of accounts A1991.400, A3410.100, A3620.100, A9015.800, A9060.800F, A9060.800N, A9060.811F, and A9060.811.

Resolution: 9913

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves moving \$25,386 from Contingency to accounts A1991.400, A3410.100, A3620.100, A9015.800, A9060.800F, A9060.800N, A9060.811F, and A9060.811.

Motion: Trustee Biloski

Second: Trustee Robinson

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

Nays: none

Abstentions: none

•Mayor Woodard states that some of this shortfall is because we did not budget for the fire inspector, which would have represented \$17,000 for this fiscal year.

Motion Carried

Approval of Abstract 6:

Resolution: 9914

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves Abstract # 3 for FYE 2026, consisting of TA vouchers 40-47 in the amount of \$16,646.08 and Consolidated Fund vouchers 354-430 in the amount of \$819,302.63, and the Treasurer is instructed to make payments thereon.

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 states that she would like Treasurer Dolch to add the solar panel energy savings to her monthly report.

•Mayor Woodard states that it is her understanding that NYSEG will be giving the Village a monthly report and

payment.

- Clerk Walker states he has not seen any payments but will look into the accounts next week.

5. Report of Mayor Woodard:

a. Public Hearing on Proposed Local Law E of the year 2025:

Mayor Woodard opens the Public Hearing at 7:14 p.m

Mayor Woodard closes the Public Hearing at 7:14 p.m.

- Village Forester Cowett states the only change from last month on the proposed local law was to allow for two calendar weeks of removal versus one calendar week as previously proposed.

Resolution: 9915

VILLAGE OF CAYUGA HEIGHTS PROPOSED LOCAL LAW E OF THE YEAR 2025

A LOCAL LAW TO AMEND THE VILLAGE OF CAYUGA HEIGHTS CODE CHAPTER 248, “STREET TREES AND SHRUBS,” SECTION 248-12, “UTILITIES” PROVISIONS

Be it enacted by the Board of Trustees of the Village of Cayuga Heights (the “Village”) as follows:

SECTION I : PURPOSE AND INTENT

The Village's Board of Trustees has found that in cases where a utility company and/or its contractors leave behind wood after cutting, pruning, and removing trees and shrubs in the Village's public street right-of-way and on private properties, the Village Code is silent as to whose responsibility it is to remove said wood pursuant to Chapter 248 thereof. Further, the Village Board has determined that Section 248-12 should be amended to provide utility companies and any contractors employed thereunder with clear directives to remove the aforementioned wood in such cases. The purpose of this Local Law is to modify the text of Village Code Chapter 248, Section 248-12 as stated below.

SECTION II AUTHORITY

This Local Law is enacted pursuant to the grant of powers to local governments provided in Section 10 of the Municipal Home Rule Law to adopt and amend local laws not inconsistent with the provision of the New York State Constitution and not inconsistent with any general law relating to its property, affairs, government or other subjects provided for in said Section 10 of the Municipal Home Rule Law.

SECTION III AMENDMENT OF VILLAGE CODE CHAPTER 248, “STREET TREES AND SHRUBS,” SECTION 248-12, “UTILITIES”

Section 248-12 of Chapter 248, “Street Trees and Shrubs,” of the Village Code, is hereby amended by adding a new paragraph (B) to read as follows:

(A) If trees or shrubs are interfering with utilities, including, but not limited to, overhead utility wires, it is the responsibility of the appropriate utility company to correct the situation. Prior to commencing any action pursuant to this § 248-12, the appropriate utility company shall give the Village Forester written notice of at least 10 business days.

(B) If a utility removes all or part of any tree or shrub interfering with the utilities, whether said tree or shrub is located within the Village’s public street right-of-way or on private property, the utility shall remove and dispose of all wood or, if a contractor is employed by the utility to remove all or part of any tree or shrub, the contractor shall remove and dispose of all wood within one (1) calendar week of removal, unless (a) the Village or property owner on whose property the tree or shrub is located requests that the wood be left behind or (b) it is arranged to be left behind pursuant to prior agreement between the utility and the Village or property owner.

SECTION IV SUPERSEDING EFFECT

All Local Laws, Articles, resolutions, rules, regulations, and other enactments of the Village of Cayuga Heights in conflict with the provisions of this Local Law are hereby superseded to the extent necessary to give this Local Law full force and effect. Without limiting the foregoing, to any extent that the terms of Chapter 248 of the Village Code are deemed to be in conflict with the requirements of this Local Law, the terms of this Local Law shall govern and control.

SECTION V PARTIAL INVALIDITY

In the event that any portion of this Local Law is declared invalid by a court of competent jurisdiction, the validity of the remaining portions shall not be affected by such declaration of invalidity.

SECTION VI EFFECTIVE DATE

This Local Law shall be effective immediately upon filing in the office of the New York State Secretary of State, except that it shall be effective from the date of its service as against a person served with a copy thereof, certified by the Village Clerk, and showing the date of its passage and entry in the Minutes of the Village Board of Trustees.

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees adopts Proposed Local Law E of the year 2025 as Local Law 5 of the year 2025.

Motion: Trustee Salton

Second: Trustee Robinson

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

Nays: none

Abstentions: none

Motion Carried

b. Schedule a Public Hearing on Proposed Local Law F of the year 2025:

- Mayor Woodard states that this proposed local law will modify the text of the Village code to include hobbies as an allowed use.

- Trustees Rennekamp and Salton ask if there was a reason for making this change.

•Mayor Woodard states that the way our laws read, if a use is not mentioned, then the action or use is prohibited. We now recognize that people can have a hobby at home, and it needs to be named as an allowed use.

VILLAGE OF CAYUGA HEIGHTS
DRAFT
PROPOSED LOCAL LAW F OF THE YEAR 2025

A LOCAL LAW TO AMEND
THE VILLAGE OF CAYUGA HEIGHTS CODE CHAPTER 305, “ZONING,”
ARTICLE III, “TERMINOLOGY,” SECTION 305-5, “DEFINITIONS” AND
ARTICLE V, “RESIDENCE ZONE,” SECTION 305-16(H), “PERMITTED PRINCIPAL USES”
PROVISIONS

Be it enacted by the Board of Trustees of the Village of Cayuga Heights (the “Village”) as follows:

SECTION I **PURPOSE AND INTENT**

The Village's Board of Trustees has found that the Village Code, as currently drafted, prohibits many lawful, non-commercial activities or "hobbies" of Village residents/occupants due to their not being enumerated as a permitted principal use within residence zones. Further, the Village Board has determined that Section 305-5 and Section 305-16(H) should be amended to resolve the apparent conflict between the current Zoning Law and the aforesaid hobbies. The purpose of this Local Law is to modify the text of Village Code Chapter 305, Article III, Section 305-5 and Article V, Section 305-16(H) as stated below.

SECTION II **AUTHORITY**

This Local Law is enacted pursuant to the grant of powers to local governments provided in Section 10 of the Municipal Home Rule Law to adopt and amend local laws not inconsistent with the provision of the New York State Constitution and not inconsistent with any general law relating to its property, affairs, government or other subjects provided for in said Section 10 of the Municipal Home Rule Law.

SECTION III **AMENDMENT OF VILLAGE CODE CHAPTER 305, “ZONING,” ARTICLE III, “TERMINOLOGY,” SECTION 305-5, “DEFINITIONS”**

Section 305-5 of Chapter 305 of Article III, “Terminology,” of the Zoning Law of the Village Code is hereby amended to add the following definition:

HOBBY — A pursuit or activity engaged in one’s leisure time for personal pleasure, not as second employment or as a commercial enterprise.

SECTION IV **AMENDMENT OF VILLAGE CODE CHAPTER 305, “ZONING,” ARTICLE V, “RESIDENCE ZONE,” SECTION 305-16(H), “PRINCIPAL PERMITTED USES”**

Section 305-16(H) of Chapter 305 of Article V, “Residence Zone,” of the Zoning Law of the Village Code, is hereby deleted in its entirety and replaced with the following:

(H) Activities of an occupant/resident engaging in a hobby, including but not limited to home gardening, woodworking, etc., such that the products of that hobby are primarily for use by that occupant/resident and his or her family or occupants of the dwelling and not for commercial purposes;

SECTION V SUPERSEDING EFFECT

All Local Laws, Articles, resolutions, rules, regulations, and other enactments of the Village of Cayuga Heights in conflict with the provisions of this Local Law are hereby superseded to the extent necessary to give this Local Law full force and effect. Without limiting the foregoing, to any extent that the terms of the Zoning Law are deemed to be in conflict with the requirements of this Local Law, the terms of this Local Law shall govern and control.

SECTION VI PARTIAL INVALIDITY

In the event that any portion of this Local Law is declared invalid by a court of competent jurisdiction, the validity of the remaining portions shall not be affected by such declaration of invalidity.

SECTION VII EFFECTIVE DATE

This Local Law shall be effective immediately upon filing in the office of the New York State Secretary of State, except that it shall be effective from the date of its service as against a person served with a copy thereof, certified by the Village Clerk, and showing the date of its passage and entry in the Minutes of the Village Board of Trustees.

Resolution: 9916

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees does hereby schedule a Public Hearing on Proposed Local Law F of the year 2025 – Hobbies as allowed use on December 17, 2025, at 7:10 p.m.

Motion: Trustee Robinson

Second: Trustee Salton

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

Nays: none

Abstentions: none

c. Upland Heights Planned Development Zone Public Hearing:

•Mayor Woodard states that last month's joint meeting was beneficial, and she would like to schedule another meeting as a Public Hearing and discuss the New York State Environmental Quality Review Act (SEQRA).

Resolution: 9917

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees does hereby schedule a Joint Meeting with the Village Planning Board and a Public Hearing on the Upland Heights PDZ and SEQRA on December 9, 2025, at 7:00 p.m.

Motion: Trustee Biloski

Second: Trustee Robinson

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

Nays: none

Abstentions: none

Motion Carried

d. Group of Six Update:

- Mayor Woodard states that we continue to discuss capacity at the Village Wastewater Treatment Plant. We also discussed the recent NYSDEC response letter to the Ithaca Area Wastewater Treatment Facility (IAWWTF) and ammonia levels.

- Mayor Woodard states that we continue to monitor our levels monthly, and we do not have any issues with ammonia.

- Mayor Woodard states that Joe Slater from the IAWWTF made the comments that, at some point, we should consider becoming a regional facility where all municipalities would bear the burden of operations and financial costs.

- Mayor Woodard states that we have no interest in moving forward with that idea.

- Trustee Robinson states that one of the reasons our plant levels are so low is the fact that gravity helps move sewage down to the plant easily. The IAWWTF does not have that luxury; there are a lot of pump stations, and ammonia settles in the lines.

e. T.G. Miller Water Infrastructure Report and Presentation. [Link](#)

- Mayor Woodard states that D. Herrick and D. Harner are here via Zoom to provide information to the Board on the proposed Village Water Infrastructure capital project, which, as proposed, would cost seven million dollars.

- T.G. Miller's D. Herrick states that they have put together an in-depth proposal to address either water limitation for fire protection, water line breaks, and the aging water infrastructure in general.

- T.G. Miller's D. Herrick states that this report has been submitted on the Village's behalf to NYS Environmental Facilities Corporation for inclusion in their intended use plan, which makes it eligible for bonding or grants.

- T.G. Miller's D. Harner states that this proposal shows several options or phases that should be focused on first. One key component would be the Villages pressure reduction valve stations (PRVS).

- Assistant Superintendent of Public Works Cowder states that it might be good to mention to the Board some of your findings on the age of our water system.

- T.G. Miller's D. Harner states that there is approximately one hundred thousand linear feet of water lines in the

Village. About sixty-four percent of that is sixty-five years or older.

- Trustee Conway states that he needs some clarification on the total number of feet as mentioned in the Village Engineer's Cross email that went out today.
- Village Engineer Cross states that those numbers represent the number of feet of pipe replacement associated with the initial scope of services cost from T. G. Miller.
- Trustee Salton asks for clarification on the modeling used to create the report that is being presented tonight.
- T.G. Miller's D. Harner states that this information was based on the extensive fire flow analysis that was done for the Village several years ago.
- T.G. Miller's D. Herrick adds that some of this data and recommendations are due to concerns of the PRV's location, and confined space issues that are below grade. Metering might be a benefit to the whole service.
- Trustee Salton states that the maintenance and repair of those PRVs and RVs are included in the overall cost that you provided.
- T.G. Miller's D. Herrick states that they are not in the cost model because the Village has not finalized financial assistance from Bolton Point for this work.
- Trustee Hubbell states that he would like to know what the priority would be: replace the pipe or the PRV stations.
- T.G. Miller's D. Herrick states that it really has to be a decision for the Board. There could be a tradeoff depending on what the Village feels is a priority.
- Trustee Robinson states that at the joint meeting with Bolton Point, it was a request from Bolton Point to address the PRV stations. We do not see any issues with them now, so he would favor spending more time on pipe replacement.
- Assistant Superintendent of Public Works Cowder states that inside the PRV station, there are two pipes; the smaller pipes have been replaced, and it is the larger ones that are older and harder to replace, given the location of the PRV below grade.
- Village Engineer Cross states that the Board will need to approve a proposal for T.G. Miller to move forward with one of the phases presented, which is roughly two million dollars.
- T.G. Miller's D. Herrick states we can work with the Village on any of the three proposed phases. Financing the construction will determine how much money this will cost.
- Trustee Conway asks what kind of timeline we are considering.
- T.G. Miller's D. Herrick states we will need at least nineteen weeks to provide an updated cost estimate. At that point, the Village could approach the financing aspect of construction. The construction period would run between twelve and eighteen months.

- Fire Superintendent Tamborelle states that some of the hydrant flows are very low. The 2006 study helped us identify and fix those areas in the lower Village; now the upper Village is in the same situation. From a fire protection standpoint, as much of the project in the worst areas could get underway, the better for us all.
- T.G. Miller's D. Herrick states there was a high priority for getting this information in front of the Board. The maps reflect those problem areas where hydrant flows are concerned.
- Trustee Robinson states that if we do make these changes before working on the PRV stations, will that cause more issues, or are they unrelated?
- T.G. Miller's D. Herrick states that the short answer is no, there would not be any cause for concern.
- Trustee Salton states that you have analyzed the fire hydrants and flows in the Village, and do you think there are any parts of this analysis that you did not have or are missing with regard to fire protection flows?
- T.G. Miller's D. Herrick states that age is the underlying factor. They may not have flow issues, but because of age, they will become an increased liability for breaks.
- Assistant Superintendent of Public Works Cowder states that there were multiple factors, like pipe size, age, length, and distance from hydrants.
- Mayor Woodard states that we will need to pass a resolution to accept this report and sign the contract for the scope of services for the Village Water Infrastructure Capital Improvement Project.

Resolution: 9918

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign the T.G. Miller Village Water Infrastructure Capital Improvement Project phase one, as presented and with the final approval from the Village Attorney.

Motion: Trustee Hubbell

Second: Trustee Conway

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

Nays: none

Abstentions: none

Motion Carried

- Mayor Woodard states that we will also need to pass a resolution for the scope of services for phase one of the Village Water Infrastructure Capital Improvement Project.

Resolution: 9919

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves phase one, which will consist of pipe replacement only for the Village Water Infrastructure Capital Improvement Project as presented by T.G. Miller.

Motion: Trustee Robinson

Second: Trustee Hubbell

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

Nays: none

Abstentions: none

Motion Carried

f. SEQR for Cayuga Heights Road Sidewalk:

- Village Engineer Cross states that the sidewalk project is currently being reviewed by NYSDOT. As part of this process, the Village Board is to accept itself as the lead agency and conduct an SEQR review.
- Village Engineer Cross states that there is no impact for the Village submitting GML239 to the County for review.
- Village Engineer Cross states that the Board will review the part one and part two assessment form and supply resolutions supporting their findings as no significant environmental impacts.
- Trustee Salton states that the form states that lake sturgeons are listed as a species affected by this project.
- Village Engineer Cross states that it has been on every NYSDEC SEQR form we have seen.
- Trustee Rennekamp states that lake sturgeon spawn in the streams and creeks. Therefore, listing lake sturgeons is correct.
- The Village Board reviews all of part one questions:

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

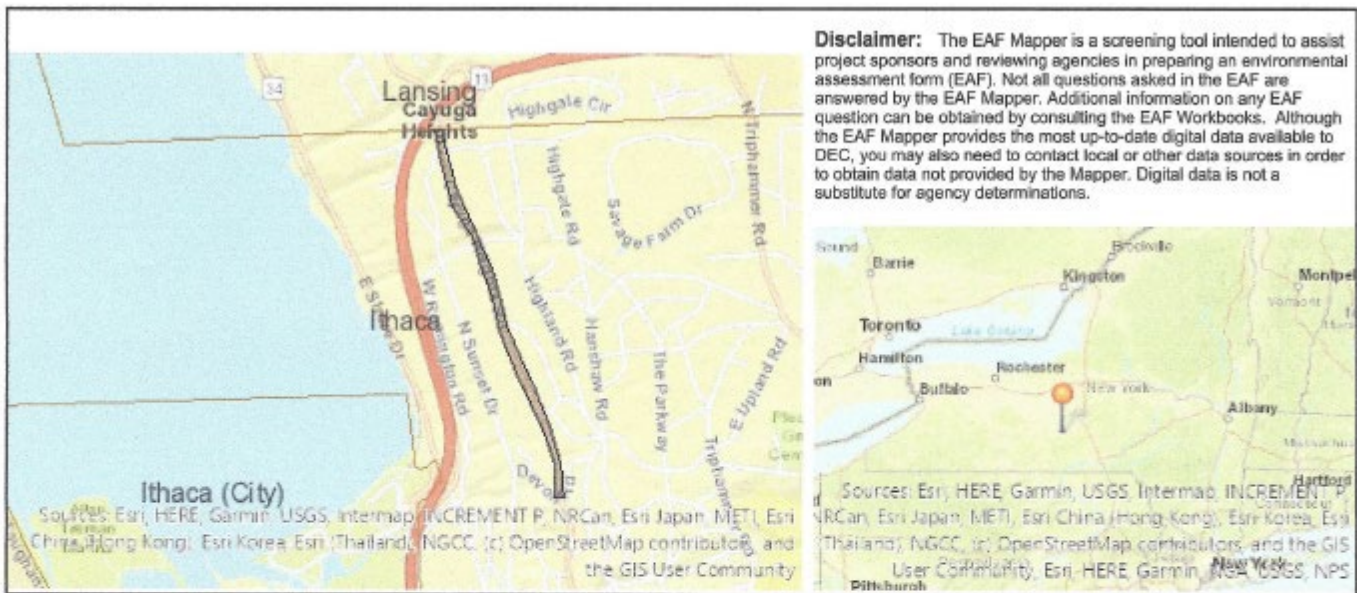
Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information				
Name of Action or Project: Cayuga Heights Road Sidewalk Project				
Project Location (describe, and attach a location map): Cayuga Heights Road between Devon Road and the north boundary of the village (at end of NYS Route on/off ramp)				
Brief Description of Proposed Action: The project is a federally funded project that will include the placement of a sidewalk along the east side of Cayuga Heights Road. The project will involve clearing/grubbing, grading, drainage, curbs, sidewalks, and restoration. All work will be designed to AASHTO specifications and the NYS DOT standard specifications.				
Name of Applicant or Sponsor: Village of Cayuga Heights		Telephone: (607)257-1238 E-Mail: lwoodard@cayuga-heights.ny.us		
Address: Marcham Hall 836 Hanshaw Road				
City/PO: Ithaca		State: NY	Zip Code: 14850	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: NYS DOT Design Approval, NYSDEC SPDES Permit, WQC			NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		1.5 acres		
b. Total acreage to be physically disturbed?		1.5 acres		
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		1.5 acres		
4. Check all land uses that occur on, are adjoining or near the proposed action:				
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)				
<input checked="" type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input checked="" type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):				
<input type="checkbox"/> Parkland				

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?		<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?		<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____	N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____	N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____	N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?		<input checked="" type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?		<input checked="" type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____			
Four unnamed NYSDEC Classified Tributaries exist within the project limits.			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:		
<input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
Lake Sturgeon	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources?	NO	YES
If Yes,	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)?	NO	YES
If Yes, explain the purpose and size of the impoundment: _____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?	NO	YES
If Yes, describe: _____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?	NO	YES
If Yes, describe: _____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: <u>Bryan Bancroft</u> Date: <u>2/12/2025</u>		
Signature: <u><i>B. BSA</i></u> Title: <u>Lu Engineers (Consultant/Agent)</u>		



Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.

Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Lake Sturgeon
Part 1 / Question 16 [100 Year Flood Plain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	No

Agency Use Only [If applicable]

Project:

Date:

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)? <i>(NONE)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Short Environmental Assessment Form
Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

N/A

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input checked="" type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
<hr/>	
VILLAGE OF CAYUGA HEIGHTS BOARD OF TRUSTEES	11/19/25
Name of Lead Agency	Date
LINDA WOODARD	MAYOR
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
<hr/>	
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)
	SPW

Resolution: 9920

**RESOLUTION WITH REFERENCE TO THE PROPOSED
VILLAGE OF CAYUGA HEIGHTS, TOMPKINS COUNTY, NY
CAYUGA HEIGHTS ROAD SIDEWALK CONNECTIONS
STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA)
LEAD AGENCY ESTABLISHMENT**

WHEREAS, the Village of Cayuga Heights (hereinafter the “Village”) proposes to undertake the construction of a sidewalk on Cayuga Heights Road (collectively, the “Project”); and

WHEREAS, the existing roadway shoulder is narrow to safely accommodate pedestrians; and

WHEREAS, the proposed improvements consist of the installation of a new sidewalk; and

WHEREAS, various regulatory, funding, and public approvals will be needed in the planning and development of the proposed improvement project:

NOW, THEREFORE, LET IT BE RESOLVED THAT:

1. The Village Board of the Village of Cayuga Heights determines pursuant to Article 8 of the Environmental Conservation Law and the regulations contained in 6 NYCRR Part 617, hereafter called SEQRA, that the proposed project is an Unlisted Action under SEQRA Section 617.4 and 617.5, and therefore a Short Environmental Assessment Form (SEAF) must be prepared.
2. The Village Board declares its intent to establish itself as Lead Agency in the coordinated review of this action.
3. The Village Mayor or agent of the Village shall notify all Involved Agencies of the Village’s intention to designate itself Lead Agency.
4. A coordinated review will be performed.
5. This resolution shall take effect immediately.

Motion: Trustee Salton

Second: Trustee Robinson

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

Nays: none

Abstentions: none

Motion Carried

Resolution: 9921

**STATE ENVIRONMENTAL QUALITY REVIEW ACT
RESOLUTION REGARDING
VILLAGE OF CAYUGA HEIGHTS
CAYUGA HEIGHTS ROAD SIDEWALK CONNECTIONS**

WHEREAS, the Village of Cayuga Heights (hereinafter the “Village”) maintains the local roads and associated structures; and

WHEREAS, the Village is proposing to install a new sidewalk on Cayuga Heights Road (collectively, the “Project”); and

WHEREAS, the Village is obligated under SEQRA and corresponding regulations to review the Project, and if necessary, undertake a review of the potential environmental impacts associated with the Project before undertaking the same; and

WHEREAS, the Village is the appropriate agency to be the Lead Agency to undertake the project review under SEQRA; and

WHEREAS, based upon an examination of 6 NYCRR § 617.4 and § 617.5, the Village classified the Project as an Unlisted Action. A Short Environmental Assessment Form was prepared for the Project, and pursuant to 6 NYCRR § 617.6(b), a coordinated review was undertaken by the Village, and no objections were received regarding the Village serving as Lead Agency.

NOW, THEREFORE, BE IT:

RESOLVED, that the Village Board hereby makes the following findings: The Project consists of the installation of new concrete curb and sidewalk along Cayuga Heights Road, from Devon Road to Berkshire Road, that will meet current design requirements.

IT IS FURTHER RESOLVED, that: The Village Board hereby designated itself Lead Agency pursuant to 6 NYCRR § 617.6(b)(2) and § 617.6(b)(3) with respect to the Project.

IT IS FURTHER RESOLVED, that: Based upon an examination of the components of the Project, the Short Environmental Assessment Form, and the criteria contained in 6 NYCRR § 617.7(c), and based upon its knowledge of the areas including and surrounding the Project site, and discussions with professionals retained by the Village, the Village Board, as Lead Agency, hereby makes the following determinations with respect to the Project pursuant to SEQRA:

A. The Project constitutes an “Unlisted Action.”

B. Based upon review by the Village Board of the Short Environmental Assessment Form, any input provided by other involved agencies, and other necessary criteria set forth in SEQRA, the Village Board hereby finds and determines that the Project will result in no significant impacts and, therefore, (a) the action is not one which "may include the potential for at least one significant adverse environmental impact," (b) "there will be no significant adverse environmental impacts," and (c) no "environmental impact statement" need be prepared, as such quoted terms are defined in SEQRA. This determination constitutes a Negative Declaration for purposes of SEQRA, and

it has been prepared in accordance with Article 8 of the Environmental Conservation Law.

C. A copy of this resolution, together with notice of Negative Declaration, shall be placed on file in the office of the Village Clerk where the same shall be available for public inspection during business hours and such notice of Negative Declaration shall be filed in such offices, posted in such places and published in such manner as shall be necessary to conform to the requirements of SEQRA.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

Motion: Trustee Biloski

Second: Trustee Rennekamp

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

Nays: none

Abstentions: none

Motion Carried

6. Report of the Trustees:

a. Village Public Works Committee Update:

- Trustee Robinson states that we are still waiting for the New York State Department of Transportation (NYSDOT) to approve the engineering plans.
- Trustee Robinson states that the federal shutdown has delayed things at the state level.
- Trustee Robinson states that the Renwick Brook Culvert Pipe project bid documents will be ready by January 2026.

b. Village Wastewater Committee Update:

- Trustee Robinson states that we are still waiting for the New York State Department of Environmental Conservation (NYSDEC) State Pollutant Discharge Elimination System SPDES Permit.
- Trustee Robinson states that there will be an open house tour tomorrow.
- Trustee Robinson states that the last phase of the plant upgrades is almost complete.

c. Administrative Village Committee Update:

- Trustee Rennekamp states that everyone should have received the annual newsletter in the mail by now.
- Trustee Rennekamp states that we talked about Cornell's Design Connect Program, in connection with different urban planning. We used some of the survey responses from the Village Comprehensive Plan Survey related to the shopping center at Community Corners.

d. Village Finance Committee Update:

- Trustee Rennekamp states that we discussed keeping an eye on the funding opportunities related to water infrastructure that we just talked about.
- Trustee Rennekamp states that we reviewed year-to-date numbers, including sales tax. We briefly talked about the upcoming budget process and changes to that as we get closer.

e. Village Human Resources Committee Update:

- Trustee Biloski states that the Superintendent of Public Works position has been posted with several agencies. We will be moving forward with a national civil engineering employment recruitment for three months as well.
- Trustee Biloski states that annual performance reviews are underway.

f. Village Public Safety Committee Update:

- Trustee Conway states that G. Tamborelle was absent since he is attending code classes. On the police side of this committee, we talked about the new officer and how things will move forward. Budget implications were discussed with this change and the savings moving forward.
- Trustee Biloski asks if the grant champs will be offering free services for the Village Fire Department.
- Police Chief Wright states that he can check with them on the specifics related to the fire department.

g. Greater Tompkins County Municipal Health Insurance Consortium:

- Trustee Salton states that the health consortium is finding more and more municipalities moving to the high-deductible plans, which results in an income loss of around six million dollars in premiums. This has a direct effect on premium collections, and budgets are built on this model.
- Trustee Salton states the Consortium is also looking into a hybrid gold and silver plan.
- Village Clerk Walker states that the design committee was presented with an overview of these new plans. Excellus will have to accept the plan first before anything can be offered. Look for this in 2027.

h. Cayuga Lanke Watershed Intermunicipal Organization Committee:

- Trustee Hubbell states that the committee is working on the moratorium on the former Millican Station and the future uses.

7. Report of Superintendent of Public Works Cross:

- Superintendent of Public Works Cross states that he has begun to reach out to the property owners that we will need an easement for this project. Collecting signatures will be the next thing he will be working on.

8. Report of Police Chief Wright: Submitted Report (Exhibit 2026-092)

- Chief Wright states that for the first time in four years, he was able to put together a staffing schedule that didn't put any strain on the part-time officers. In fact, he only had to put out five total shifts for the part-time officers.
- Chief Wright states that we were also able to double up shifts, which will allow for special requests for time off.
- Chief Wright states that the department completed more commercial vehicle traffic stops, which continues to be productive.
- Mayor Woodard states that she noticed that there were two accidents involving deer. Did anyone get hurt?
- Chief Wright states that, in general, five accidents for the month is a little high.

9. Report of Assistant Superintendent of Public Works Cowder: Submitted Report (Exhibit 2026-093)

- Assistant Superintendent of Public Works Cowder states that he will be taking next year's code classes ahead of time since there will be some changes.
- Assistant Superintendent of Public Works Cowder states that the surplus from the 2015 GU532 Mack dump truck and plows sold at auction for more than anticipated, in the amount of \$47,200.
- Mayor Woodard asks if anyone has complained about the noise the new leaf blower makes.
- Assistant Superintendent of Public Works Cowder states that this unit is actually quieter than the old machine. They have not received any complaints.

10. Report of Clerk Walker:

- Clerk Walker states that tonight he needs the Board to move the resolution to relevy all outstanding property tax bills to the county.

Resolution: 9922

I, Jeffrey D. Walker, the duly appointed and qualified Village Clerk of the Village of Cayuga Heights, New York, do hereby certify that the following Resolution # was adopted at the November 19, 2025 Board Meeting and is incorporated in the original minutes of said meeting and is on file and of record, and that said resolution has not been altered, amended or revoked and is in full force and effect.

Resolution:

WHEREAS, Diligent efforts to collect unpaid taxes by the Village of Cayuga Heights of the Town of Ithaca in the County of Tompkins have been made; and

WHEREAS, the Collector of Taxes has certified a list consisting of the taxes remaining unpaid upon the Village Tax Roll; and

WHEREAS, Pursuant to the Real Property Tax Law of the State of New York, Section 1442, an alternative method for the collection of delinquent village taxes exists.

NOW, THEREFORE, BE IT RESOLVED THAT: The Board of Trustees requests the collection of delinquent Village of Cayuga Heights real property tax in the amount of \$34,427.42 on (13) properties with \$2,754.20 in penalties, totaling \$37,181.62 to be submitted to Tompkins County.

Motion: Trustee Biloski

Second: Trustee Conway

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

Nays: none

Abstentions: none

Motion Carried

- Mayor Woodard states the last page has an update on our newly installed solar panels at the Village Wastewater Treatment Plant.

- Mayor Woodard states that we installed a separate meter that tracks the solar energy that is sent directly back to the grid.

11. Report of Attorney O. Shah:

- Village Attorney Shah states that he would request the Board go into Executive Session for pending legal matters.

12. Executive Session:

Resolution: 9923

WHEREAS: The NYS Open Meeting Law §105 prescribes matters for which a public body may conduct an executive session; and,

WHEREAS: Upon a majority vote of its total membership, taken in an open meeting under a motion identifying the general area or areas of the subject or subjects to be considered; and,

WHEREAS: The conduct of an executive session for these enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public money:

THEREFORE, BE IT RESOLVED THAT An Executive Session of the Village of Cayuga Heights Board of Trustees is conducted for subsection (D) discussions regarding proposed, pending, or current litigation.

Motion: Trustee Salton

Second: Trustee Hubbell

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

Nays: none

Abstentions: none

Motion Carried

Resolution: 9924

BE IT RESOLVED THAT the Village Board of Trustees exit an Executive Session and return to an open meeting.

Motion: Trustee Robinson

Second: Trustee Salton

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

Nays: none

Abstentions: none

Motion Carried

14. Adjournment: Mayor Woodard adjourns the meeting at 10:01 p.m.