Minutes **VILLAGE OF CAYUGA HEIGHTS** **April 1st, 2026**
Marcham Hall **BOARD OF TRUSTEES** **7:00 p.m**
ANNUAL ORGANIZATIONAL MEETING

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

1. Oath of Office: The following officials, who were elected on March 18, 2026, affirmed their Oath of Office; Mayor Woodard, Trustees Jennifer Biloski, and Michael Fleming.

2. Public Hearing on Proposed Annual Budget FYE 2026-2027:

•Mayor Woodard opens the Public Hearing at 7:04 p.m.

•Mayor Woodard closes the Public Hearing at 7:04 p.m.

Resolution # 9978

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes and approves the adoption of the Proposed FYE 2026-2027 Annual Budget and directs Village Treasurer Dolch to certify this budget with the New York State Comptroller's Office.

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

3. Public Hearing on Proposed Local Law B of the year 2026 – Tax Cap

•Mayor Woodard opens the Public Hearing at 7:05 p.m.

•Mayor Woodard closes the Public Hearing at 7:05 p.m.

PROPOSED LOCAL LAW B OF 2026
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 2026 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 2026 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.

Resolution # 9979

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees adopts Proposed Local Law B of the year 2026 as Local Law 2 of the year 2026.

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

4. Appointments and Approvals

Mayor Woodard appoints Trustee Jennifer Biloski as Deputy Mayor for the 2026-2027 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. (4/2027)

Resolution # 9980

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Jeffrey D. Walker as Clerk for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Kiersten Perkins as Deputy Clerk for one official year. (4/2027)

Resolution # 9981

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Kiersten Perkins as a Deputy Clerk for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Laura Dolch as Treasurer for one official year. (4/2027)

Resolution # 9982

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Laura Dolch, Treasurer, for one official year. (4/2027)

Motion: Trustee Conway
Second: Trustee Hubbell
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Sam Conway as Deputy Treasurer for one official year. (4/2027)

Resolution # 9983

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Sam Conway as Deputy Treasurer for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard, Trustees: Biloski, Fleming, and Hubbell
Nays: none
Abstentions: Conway

Motion Carried

Mayor Woodard appoints Jeffrey D. Walker as Records Management Officer for one official year. (4/2027)

Resolution # 9984

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Jeffrey D. Walker as Records Management Officer for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Craig Southard as Building Commissioner for one official year. (4/2027)

Resolution # 9985

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Craig Southard as Building Commissioner for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Craig Southard as Stormwater Management Officer for one official year. (4/2027)

Resolution # 9986

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Craig Southard as Stormwater Management Officer for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Brent Cross as Engineer for one official year. (4/2027)

Resolution # 9987

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross as Engineer for one official year. (4/2027)

Motion: Trustee Hubbell

Second: Trustee Biloski
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Brent Cross as Zoning Officer and Code Enforcement Officer for one official year. (4/2027)

Resolution # 9988

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross as Zoning Officer for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Attorney Thomas Kramer as the Village Prosecutor for one official year. (4/2027)

Resolution # 9989

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Attorney Thomas Kramer as the Village Prosecutor for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Beatrice Szekely as Village Historian for one official year. (4/2027)

Resolution # 9989

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Beatrice Szekely as Village Historian for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Fred Cowett as Village Forester for one official year. (4/2027)

Resolution # 9990

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Fred Cowett as Village Forester for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints George Tamborelle as the Village of Cayuga Heights Fire Superintendent for one official year. (4/2027)

Resolution # 9991

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. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
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. (4/2027)

Resolution # 9992

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. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
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. (4/2027)

Resolution # 9993

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. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Trustees: Biloski, Conway, Fleming, and Hubbell
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. (4/2027)

Resolution # 9994

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. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Trustees: Biloski, Conway, Flemming, and Hubbell
Nays: none
Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Michael Fleming as an Alternate to the Board of Directors of the Tompkins County Council of Governments (TCCOG) for one official year. (4/2027)

Resolution # 9995

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Michael Fleming as Alternate to the Board of Directors of Tompkins County Council of Governments (TCCOG) for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard, Biloski, Conway, and Hubbell
Nays: none
Abstentions: Trustee Fleming

Motion Carried

Mayor Woodard appoints Alice Wagenknecht-Wiesner to the Tompkins County Council of Governments (TCCOG) Community Choice Aggregation Subcommittee for one official year. (4/2027)

Resolution # 9996

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 Hubbell
Ayes: Mayor Woodard, Biloski, Conway, Flemming, and Hubbell
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. (4/2027)

Resolution # 9997

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. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard, Biloski, Conway, Flemming, and Hubbell
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. (4/2027)

Resolution # 9998

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. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard, Biloski, Conway, Flemming, and Hubbell
Nays: none
Abstentions: none

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. (4/2027)

Resolution # 9999

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. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Trustees: Biloski, Conway, Flemming, and Hubbell
Nays: none
Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Kent Hubbel as Chair of the Public Safety Committee for one official year. (4/2027)

Resolution # 10000

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kent Hubbell as Chair of the Public Safety Committee for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Conway
Ayes: Mayor Woodard, Biloski, Conway, and Flemming
Nays: none
Abstentions: Hubbell

Motion Carried

Mayor Woodard appoints Trustee Peter Salton to the Public Safety Committee for one official year. (4/2027)

Resolution # 10001

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Peter Salton to the Public Safety Committee for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard, Biloski, Conway, Flemming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Trustee Michael Fleming to the Public Safety Committee for one official year. (4/2027)

Resolution # 10002

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Michael Fleming to the Public Safety Committee for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard, Trustees: Biloski, Conway, and Hubbell
Nays: none
Abstentions: Trustee Fleming

Motion Carried

Mayor Woodard appoints Trustee Kent Hubbell to the Public Works Committee for one official year. (4/2027)

Resolution # 10003

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kent Hubbell to the Public Works Committee for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Conway
Ayes: Mayor Woodard, Trustees: Biloski, Conway, and Fleming
Nays: none
Abstentions: Trustee Hubbell

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson as Chair of the Public Works Committee for one official year. (4/2027)

Resolution # 10004

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. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints herself to the Public Works Committee for one official year. (4/2027)

Resolution # 10005

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Public Works Committee for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Kent Hubbell to the Wastewater Committee for one official year. (4/2027)

Resolution # 10006

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Kent Hubbell to the Wastewater Committee for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Conway
Ayes: Mayor Woodard, Trustees: Biloski, Conway, and Fleming
Nays: none
Abstentions: Trustee Hubbell

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson as Chair to the Wastewater Committee for one official year. (4/2027)

Resolution # 10007

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Richard Robinson as Chair to the Wastewater Committee for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard, Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints herself to the Wastewater Committee for one official year. (4/2027)

Resolution # 10008

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Wastewater Committee for one official year. (4/2027)

Motion: Trustee Biloski

Second: Trustee Hubbell
Ayes: Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Sam Conway as Chair to the Finance Committee for one official year.(4/2027)

Resolution # 10009

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Sam Conway as Chair to the Finance Committee for one official year. (4/2027)

Motion: Trustee Bilsoki
Second: Trustee Hubbell
Ayes: Mayor Woodard; Trustees: Biloski, Fleming, and Hubbell
Nays: none
Abstentions: Trustee Conway

Motion Carried

Mayor Woodard appoints Trustee Jennifer Biloski to the Finance Committee for one official year. (4/2027)

Resolution # 10010

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Jennifer Biloski to the Finance Committee for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Conway
Ayes: Mayor Woodard: Trustees; Conway, Fleming, and Hubbell
Nays: none
Abstentions: Biloski

Motion Carried

Mayor Woodard appoints herself to the Finance Committee for one official year. (4/2027)

Resolution # 10011

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Finance Committee for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson as Chair to the Information Technology Committee for one official year. (4/2027)

Resolution # 10012

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. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Trustee Sam Conway to the Information Technology Committee for one official year. (4/2027)

Resolution # 10013

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Sam Conway to the Information Technology Committee for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Bilsoki
Ayes: Mayor Woodard; Trustees: Biloski, Fleming, and Hubbell
Nays: none
Abstentions: Trustee Conway

Motion Carried

Mayor Woodard appoints Trustee Michael Fleming to the Administration Committee for one official year. (4/2027)

Resolution # 10014

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Michael Fleming to the Administration Committee for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard; Trustees; Biloski, Conway, and Hubbell
Nays: none
Abstentions: Trustee Fleming

Motion Carried

Mayor Woodard appoints Trustee Jennifer Biloski as Chair of the Administration Committee for one official year.(4/2027)

Resolution # 10015

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. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Conway
Ayes: Mayor Woodard; Trustees: Conway, Fleming, and Hubbell
Nays: none
Abstentions: Biloski

Motion Carried

Mayor Woodard appoints herself to the Administration Committee for one official year. (4/2027)

Resolution # 10016

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Administration Committee for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Richard Robinson to the Human Resource Committee for one official year. (4/2027)

Resolution # 10017

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Richard Robinson to the Human Resource Committee for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard; Trustee: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Trustee Jennifer Biloski as Chair of the Human Resource Committee for one official year. (4/2027)

Resolution # 10018

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Jennifer Biloski as Chair to the Human Resource Committee for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Conway
Ayes: Mayor Woodard; Trustees: Conway, Fleming, and Hubbell
Nays: none
Abstentions: Biloski

Motion Carried

Mayor Woodard appoints herself to the Human Resource Committee for one official year. (4/2027)

Resolution # 10019

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard to the Human Resource Committee for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Trustee; Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Trustee Kent Hubbell to the Climate Smart Taskforce Committee for one official year. (4/2027)

Resolution # 10020

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. (4/2027)

Motion: Trustee Biloski
Second: Trustee Conway
Ayes: Mayor Woodard; Trustees: Biloski, Conway, and Fleming

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. (4/2027)

Resolution # 10021

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. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Craig Southard to the Ithaca Tompkins County Transportation Council and Planning Committee of the Ithaca Tompkins County Transportation Council for one official year. (4/2027)

Resolution # 10022

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Craig Southard to the Ithaca Tompkins County Transportation Council Planning Committee of the Ithaca Tompkins County Transportation Council for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard; Trustees; Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Trustee Jennifer Biloski to the Ithaca Tompkins County Transportation Council and the Policy Committee for the Ithaca Tompkins County Transportation Council for one official year. (4/2027)

Resolution # 10023

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Trustee Jennifer Biloski to the Ithaca Tompkins County Transportation Council and the Policy Committee for the Ithaca Tompkins County Transportation Council for one official year. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Fleming
Ayes: Mayor Woodard; Trustees: Conway, Fleming, and Hubbell
Nays: none
Abstentions: Biloski

Motion Carried

Mayor Woodard appoints Village resident Geri Tierney to the Village Planning Board as an alternate for one official year. (4/2027)

Resolution #10024

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Village resident Geri Tierney as an alternate for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Village resident Matt Johnston to the Village Planning Board for a five-year term. (4/2031)

Resolution # 10025

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. (4/2031)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints herself as the liaison to the Village Planning Board for a one-year term. (4/2027)

Resolution # 10026

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. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Village resident Steve Wilson to the Village Zoning Board of Appeals for a five-year term. (4/2030)

Resolution # 10027

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Village resident Steve Wilson to the Village Zoning Board of Appeals for a five-year term. (4/2030)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints herself as the Village Zoning Board of Appeals liaison for one official year. (4/2027)

Resolution # 10028

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Linda Woodard as the liaison to the Village Zoning Board of Appeals for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Bea Szekely to the Village Historical Preservation Committee for one official year. (4/2027)

Resolution # 10029

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Bea Szekely to the Village Historical Preservation Committee for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Kent Hubbell to the Shade Tree Advisory Committee for one official year. (4/2027)

Resolution # 10030

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. (4/2027)

Motion: Trustee Biloski
Second: Trustee Conway
Ayes: Mayor Woodard; Trustees: Biloski, Conway, and Fleming

Nays: none
Abstentions: Trustee Hubbell

Motion Carried

Mayor Woodard appoints Fred Cowett as Chair to the Shade Tree Advisory Committee for one official year. (4/2027)

Resolution # 10031

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. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints herself to the Shade Tree Advisory Committee for one official year. (4/2027)

Resolution # 10032

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. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: Mayor Woodard

Motion Carried

Mayor Woodard appoints Scott Howard to the Shade Tree Advisory Committee for one official year. (4/2027)

Resolution # 10033

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Scott Howard to the Shade Tree Advisory Committee for one official year. (4/2027)

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, and Hubbell
Nays: none
Abstentions: none

Motion Carried

Mayor Woodard appoints Village resident Hazel Gunn to the Shade Tree Advisory Committee for one official year. (4/2027)

***Trustee Salton arrives at 7:25 p.m.**

Resolution # 10034

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. (4/2027)

Motion: Trustee Hubbell
Second: Trustee Biloski
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, Hubbell, and Salton
Nays: none
Abstentions: none

Motion Carried

5. Annual Resolutions:

Resolution # 10035

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 Hubbell
Second: Trustee Salton
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, Hubbell, and Salton
Nays: none
Abstentions: none

Motion Carried

Resolution # 10036

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. 15th , May 20th , June 17th , July 15th, Aug.19th, Sept. 16th, Oct. 21st,Nov. 18th, Dec. 16th, Jan. 20th 2027, Feb. 17th , March 17th

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, in person, 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 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 the 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 the email addresses found on the
Village of Cayuga Heights website (www.CayugaHeights.gov).
Adopted by the Board of Trustees, Village of Cayuga Heights.

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, resolutions, 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 (Treasurer, Engineer, Public Works, Police, Fire, Clerk, Mayor, and Trustees.

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 Biloski
Second: Trustee Salton
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, Hubbell, and Salton
Nays: none
Abstentions: none

Motion Carried

Resolution # 10037

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 Community Bank, Ithaca, NY, as an official depository for all Village funds received by the Village Clerk, receiver of taxes for the Fiscal Year June 1, 2026 – May 31, 2027.

Sections 2. That the Clerk is authorized to notify Community Bank of Ithaca of the following names to be honored on checks for the Fiscal Year June 1, 2026 – May 31, 2027 with two signatures required for each check.

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

Motion: Trustee Biloski
Second: Trustee Salton
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, Hubbell, and Salton
Nays: none
Abstentions: none

Motion Carried

D. DESIGNATING MEETING DATES:

Resolution # 10038

BE IT RESOLVED THAT: The date, location, and time for the next regular Board of Trustees meeting is April 15th, 2026, at Marcham Hall, 7:00 p.m.

Motion: Trustee Hubbell
Second: Trustee Salton
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, Hubbell, and Salton
Nays: none
Abstentions: none

Motion Carried

Resolution # 10039

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 Fleming
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, Hubbell, and Salton
Nays: none
Abstentions: none

Motion Carried

Resolution # 10040

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 Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, Hubbell, and Salton
Nays: none
Abstentions: none

Motion Carried

E. CODE OF ETHICS:

Resolution # 10041

BE IT RESOLVED THAT: The Mayor must ensure that a copy of the Code of Ethics is distributed to each officer and employee of the village. In addition, the Village Mayor must ensure that a copy of General Municipal Law §§ 800-809 is posted in each public building under the Village's jurisdiction. Failure to either distribute or receive a copy of the local Code of Ethics does not affect an

officer's/employee's duty to comply with the code, nor does it affect the enforcement of provisions of the code.

Motion: Trustee Biloski
Second: Trustee Fleming
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, Hubbell, and Salton
Nays: none
Abstentions: none

Motion Carried

F. ADVANCE APPROVAL OF CLAIMS:

Resolution # 10042

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 Salton
Second: Trustee Biloski
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, Hubbell, and Salton
Nays: none
Abstentions: none

Motion Carried

6. VCHFD Slate of Officers:

Resolution # 10043

BE IT RESOLVED THAT: The Village of Cayuga Heights Fire Department held its elections on March 22, 2026, and the Village Board of Trustees approves the following Slate of Officers.

Asst. Chief Joe Price

Asst. Chief Mikael Garrett

Asst. Chief Sophie Janowsky

Lt. Gaelan Walsh

Lt. Jane Reagan

Lt. David Cameron

Lt. Luca Lit

Motion: Trustee Biloski
Second: Trustee Hubbell
Ayes: Mayor Woodard; Trustees: Biloski, Conway, Fleming, Hubbell, and Salton
Nays: none
Abstentions: none

Motion Carried

7. Adjournment: Mayor Woodard adjourns the meeting at 7:51 p.m.