

A regular monthly and organizational meeting of the Ledyard Town Board, County of Cayuga, State of New York was held on the 12th day of January 2026 at the Ledyard Town Hall, 1099 Poplar Ridge Road, Aurora, NY 13026 at 7:30 pm.

Present: Mark Jordan, Supervisor
Anne Reynolds, Councilperson
Mike Britt, Councilperson
Therese Shook, Councilperson
Jason Burroughs, Councilperson

Others: Deborah Ross, Town Clerk; Steve Arnold, Highway Superintendent; Shirley Egan, Historian

PLEDGE-REMEMBER TROOPS

Supervisor Jordan called the meeting to order with the Pledge of Allegiance and a moment of silence for our troops at 7:30 pm.

RESOLUTION 2026-1 Approve the December 8, 2025 Town Board meeting minutes including a spelling correction of posts on pg 2.

Motion by Britt, seconded by Burroughs was:

ADOPTED Aye 5 Shook, Reynolds, Burroughs, Britt, Jordan
Nay 0

RESOLUTION 2026-2 Approve the supervisor’s monthly report for December 2025

Motion by Burroughs, seconded by Reynolds was:

ADOPTED Aye 5 Shook, Reynolds, Burroughs, Britt, Jordan
Nay 0

RESOLUTION 2026-3 Approve the clerk, ceo and dog control monthly reports for December 2025

Motion by Burroughs, seconded by Reynolds was:

ADOPTED Aye 5 Shook, Reynolds, Burroughs, Britt, Jordan
Nay 0

LAWYER thought he would have a January date for the Kramer case to go back to the town court but hadn’t heard anything. He resent the town’s letter to Wikstrom’s lawyer but hadn’t heard anything.

HIGHWAY

- Whole building generator is running.
- Another radiator went on the 2-year-old International truck which will be the third replacement. Company trying to solve the problem.
- Nothing on new plow truck.
- Superintendent said they could use a second vehicle. Discussion followed but no quotes were provided.

TRANSFER Station

Clerk Ross distributed a spreadsheet showing costs for recyclables (cardboard and mixed) and trash plus number of trash tags sold monthly for 2025. Spreadsheet also showed total cost/income for 2024. The new compactor, which compacts recyclables, appears to be decreasing the cost. Town needs to order more trash tags. Discussion followed on price and whether to have price printed on tags. Also discussed Long Point passes as they are printed by same vendor as trash tags.

RESOLUTION 2026-4 Authorize clerk to purchase 10,000 trash tags without price listed on tags and 100 Long Point passes

Motion by Reynolds, seconded by Britt was:

ADOPTED Aye 5 Shook, Reynolds, Burroughs, Britt, Jordan
Nay 0

RESOLUTION 2026-5 Budget transfers through end of year on bookkeeper's 1/4/2026 sheet (see attached)
Motion by Shook, seconded by Reynolds was:
ADOPTED Aye 5 Shook, Reynolds, Burroughs, Britt, Jordan
Nay 0

CNY Regional Emergency Medical Services Council

Supervisor Jordan received a letter from this council stating an application has been submitted to them by the City of Auburn Ambulance for the expansion of their service area to include The Towns of Aurelius, Owasco and Springport, including Village of Union Springs. A public hearing will be held on January 20, 2026 to review testimony regarding this application.

RESOLUTION 2026-6 Approve the following Organizational Items for 2026

- Adopt Vacation policy for 2026
 - 7 paid holidays- includes either Martin Luther King or Juneteenth
- Adopt Procurement (104-B) Policy for 2026
- Adopt rules of order for town board meetings for 2026
- Adopt town board meeting times for 2026
 - 2nd Monday of the month at 7:00 pm November - March
 - 2nd Monday of the month at 7:30 pm April - October
- Citizen* as designated newspaper for 2026
- Cayuga Lake National Bank as town bank for 2026
- Mark Jordan as chief fiscal officer for the town for 2026
- Public office hours for Ledyard Town Hall for 2026
 - Tuesday, Thursday and Saturday, 9 am to noon
- Records Management

Motion by Britt, seconded by Burroughs was:
ADOPTED Aye 5 Shook, Reynolds, Burroughs, Britt, Jordan
Nay 0

RESOLUTION 2026-7 Approve the following Appointments for 2026

- Deputy Supervisor – Jason Burroughs
- Deputy Clerk - Melissa Jordan
- Deputy Highway Superintendent – Tyler Smith
- Historian – Shirley Egan
- Court Clerk – Eron Klipple
- Code Enforcement Officer – Brian Hicks
- Bookkeeper – Dudley Hand
- Registrar of Vital Statistics – Deborah Ross
- Deputy Registrar – Ann Balloni
- Assessor Clerk – appointed by Heather Garner
- Planning Board member – Theon Parseghian
- Town Rep to Cayuga County Planning Board – Deborah Ross, \$200 per year
- ZBA member – Virgil Farlow
- Board of Assessment Review Member – Amy Torea
- Office Sanitation – Carolyn (Kay) Harrison
- Dog Warden - Count Acres Animal Shelter, Suzie Tracy

Motion by Reynolds, seconded by Burroughs was:
ADOPTED Aye 5 Shook, Reynolds, Burroughs, Britt, Jordan
Nay 0

Short-term rentals (STRs)

Regarding STR's, Planning Board Chair Ross asked the Town Board what it wants to regulate and to what extent?

The Village of Aurora regulates the number of STRs to increase the number of full-time residents. The Town of Aurelius allows STRs by special permit in any district that allows a dwelling unit. The Village of Union Springs requires owners of residential property who permits property to be used for STR to register it with Village Clerk annually

Discussion followed: Ross asked if it was to ensure the town received the occupancy tax? How much work was it going to add to CEO's workload if the STRs required annual inspections?

Planning Board will meet on Wednesday, 1/14/2026 to discuss and draft zoning for STRs to bring back to Town Board

HISTORIAN

Wrote and submitted an article to the Association of Towns about Ledyard and ways of approaching the 250th anniversary of Independence of our nation on a local level. Town will host reading of the Declaration and printing of it again.

Now displaying the newly acquired gift of the 1819 edition of *Travels* by David Thomas in case in main room at town hall. Built an archival book cradle for it.

Received a "thank you" from Janet Murphy's three Social Studies classes.

Charging Station

Mark received comments saying a charging station should be located either at a brewery or winery so people have something to do while waiting for vehicles to charge instead of town hall.

Sewer

The Cayuga Water & Sewer Authority has been awarded a \$16.5 million state grant for "Cayuga Lake Protection Plan" a \$33 million project that would extend sewer service from the Village of Aurora to the Tompkins County line.

Town's Website Domain

Currently, the town has an outlook.com domain; however, since our town population is greater than 1500, NYS requires town to have a .gov domain. Clerk Ross will work on it.

REVIEW OF 2026 ABSTRACT 1

RESOLUTION 2026-8 Authorize payment of bills contained in 2026 Abstract 1 in the following amounts

Abstract	2026-01	
Vouchers	001-027	
Fund A	\$ 9,928.06	General fund Vouchers 001-011, 023-027
Fund B	\$	
Fund DB	\$ 5,615.66	Highway Vouchers 012-022
Total Amount	\$15,543.72	

Motion by Reynolds, seconded by Shook was:

ADOPTED	Aye	5	Shook, Reynolds, Burroughs, Britt, Jordan
	Nay	0	

ADJOURN

With no further business, on the motion by Burroughs, seconded by Britt, the meeting was adjourned at 9:20pm. Carried unanimously.

Respectfully submitted,

Deborah A Ross, Town Clerk