

2017 ORGANIZATIONAL/ REGULAR MEETING
January 18, 2017

An Organizational/Regular Meeting of the Town Board of Lansing was held at the Town Hall Board Room, 29 Auburn Road, Lansing, NY on the above date at 6:34 p.m. The meeting was called to order by the Supervisor Edward LaVigne, and opened with the Pledge of Allegiance to the flag. Roll call by Deborah Munson, Town Clerk, showed the following to be

PRESENT:

Edward LaVigne, Supervisor
Robert Cree, Councilperson

Katrina Binkewicz, Councilperson
Doug Dake, Councilperson

ABSENT: Andra Benson, Councilperson

ALSO PRESENT: Guy Krogh, Town Counsel, Charlie “Cricket” Purcell, Highway Superintendent, Dan Veaner, Lansing Star, John O’Neill, Village of Lansing, Mike Sigler, Tompkins County Legislator, Michael Long, Town Planning Consultant, Cassandra Negley, Lansing Ledger, Ted Laux, Connie Wilcox, Chris Williams, Melanie Towner, Andy Sciarabba, and a few other attendees.

2017 TOWN BOARD ORGANIZATIONAL RESOLUTIONS:

The following Resolutions were duly presented for consideration by the Town Board:

RESOLUTION 17-01

RESOLVED, that the Supervisor is authorized and directed to have all Town financial records and Justice Court records and dockets audited in accord with law; and it is further

RESOLVED, that the Supervisor make a report thereof to the Town Board, file his findings and reports with the Town Clerk, and file an official certified report in accord with law, all as referenced or required by or under General Municipal Law § 30 and Town Law §§ 29 and 123; and it is further

RESOLVED, that the Supervisor be authorized and permitted, in lieu of preparing his financial report under Town Law Section 29(10), to submit to the Town Clerk, by March 1, 2017 a copy of the report to the State Comptroller required by Section 30 of the General Municipal Law.

RESOLUTION 17-02

RESOLVED, that the bonds of Public Officials be approved as to the amounts and company: to wit, NYMIR and \$30,000.00 for Court Clerks, \$30,000.00 for Bookkeeper and assistant, \$1,165,000.00 for the Lansing Receiver of Taxes and Deputy Receiver of Taxes.

RESOLUTION 17-03

RESOLVED, that the Supervisor appoints the Fire Chief and Company Captains of the Town as Superintendent of Fires, and Alternate Superintendent of Fires

RESOLUTION 17-04

RESOLVED, that Harris Beach LLP be approved as Bond Counsel for the Town, and that they be consulted on an as needed basis.

RESOLUTION 17-05

RESOLVED, that the Tompkins Trust Company, HSBC, M&T Bank, Troy Commercial Bank, JPMorgan Chase Bank, and Tioga State Bank be designated as the depositories for the Town of Lansing.

RESOLUTION 17-06

RESOLVED, that the Supervisor, and Councilperson Robert Cree, are authorized to sign checks drawn on all accounts except the Justice Accounts, Town Clerk's, and the Lansing Receiver of Taxes and that the Town Clerk, be authorized to sign checks on the Town Clerk's checking account and the Lansing Receiver of Taxes checking account and the Supervisor be authorized to sign checks on the Lansing Sewer District account and that Town Justices, be authorized to sign checks on the Town Justice accounts at the Tompkins Trust Company; and it is further.

RESOLVED, that the Supervisor, Co-Budget Officer, Bookkeeper, and Information Aide be authorized to make transfers on all Town accounts and wire transfers that are necessary throughout the year except the Lansing Receiver of Taxes checking account, the Town Clerk's checking account and the Town Justice accounts; and it is further.

RESOLVED, that the Supervisor, Co-Budget Officer, Bookkeeper, and Information Aide, are hereby authorized to use the services provided by the Tompkins Trust Company entitled "Anytime Access and Internet Banking" on all Town accounts except the Town Clerk's checking account, Lansing Receiver of Taxes checking account and Town Justice accounts; and it is further

RESOLVED, that the Town Clerk and Deputy Town Clerk are authorized to make inquiries on the Lansing Water and Sewer District accounts and the Court Clerks are authorized to make inquiries on the Town Justice accounts.

RESOLUTION 17-07

RESOLVED, that the Robert's Rules of Order (for deliberative assemblies, 11th Edition) are followed, however: (i) requested, voting be in alphabetical order with the Supervisor voting last; and (ii) the technical formalities of the parliamentary process may be dispensed of unless formal request is made for formal procedure by a majority of the Town Board.

RESOLUTION 17-08

RESOLVED, that the Town of Lansing Board will hold the Regular Town Board Meeting on the third Wednesday of each month at 6:30 PM. Work Session meetings as needed will follow the Regular Town Board meeting. Meetings will be held at the Town Hall Board Room, 29 Auburn Road, Lansing, New York, with additional Special Meetings to be held as needed.

RESOLUTION 17-09

RESOLVED, that the Town Officers, Authorized Personnel, and Highway Superintendent are hereby allowed the allowable rate by the IRS for the use of their private personal automobiles in the performance of their official duties.

RESOLUTION 17-10

RESOLVED, that the Highway Superintendent be authorized to purchase equipment, tools and implements not to exceed the amount of \$2,500.00 without prior notice or approval.

RESOLUTION 17-11

RESOLVED, that the vouchers for claims for the General Fund, Highway Fund, Bone Plain Water Tank Project, Drainage Districts, Lansing Lighting, Lansing Sewer Districts, and Lansing Water Districts be presented and audited in accordance with the Town Law

Article 8, and any related provisions, rules or regulations of the State Comptroller, said presentation and audit to take place by the Town Board at each Regular Town Board meeting.

BE IT FURTHER RESOLVED, that in accord with the certification and other requirements of Town Law §118, the Supervisor be and hereby is authorized to make payment upon utility bills, postage, freight and expense charges, prior to the audit of vouchers conducted pursuant to Town Law §118 (2)

RESOLUTION 17-12

RESOLVED, that Supervisor, Edward LaVigne be named Budget Officer and that Bookkeeper, Charmagne Rungay be named Co-Budget Officer for the year 2017 to serve at the pleasure of the Town Board.

RESOLUTION 17-13

RESOLVED, that the annual salaries for Town Officers as compiled in the General Town Budget for 2017 be as follows:

Supervisor	Edward LaVigne	\$30,306.00
Councilperson	Doug Dake	\$ 9,741.00
Councilperson	Andra Benson	\$ 9,741.00
Councilperson	Katrina Binkewicz	\$ 9,741.00
Councilperson	Robert Cree	\$ 9,741.00
Highway Superintendent	Charlie Purcell	\$73,605.00
Town Justice	John Howell	\$18,374.00
Town Justice	W. David Banfield	\$18,374.00
Town Clerk	Deborah K. Munson	\$43,779.00

and it is further

RESOLVED, that the Supervisor be authorized to pay the above salaries.

RESOLUTION 17-14

RESOLVED, that the Town Board hereby establishes the following standard hours per month, as required for determination of retirement benefits for

Town Officials:

Court Clerk, Senior Court Clerk, 7.3 hrs/day 36.5 hrs/week
 Bookkeeper, Secretary to Highway Superintendent, Code Enforcement, Planning & Zoning Clerk, Deputy Town Clerk, Information Aide

Town Clerk, Recreation Supervisor, 8 hrs/day 40 hrs/week
 Director Parks & Recreation, Zoning, Code, Fire Enforcement Officer, Highway Superintendent, Motor Equipment Operator, Mechanic, Laborer

Town Justice *based on a 6 hr/day 33 hrs/month
 Councilperson *based on a 6 hr/day 41.04 hrs/month
 Supervisor *based on a 6/hr day 80 hrs/month

* Part-Time & Seasonal Employees are based on a 6 hour work day as established by the Town Board Resolution dated August 1, 1990.

RESOLUTION 17-15

RESOLVED, that the Supervisor may direct the investment of general funds, special district funds, and highway money not obligated or required for immediate expenditure or distribution, in United States Treasury Bills, savings accounts, time deposit or time certificates of deposit through the Town’s official depository banks, with said deposits or investments to be payable or redeemable at the option of the Supervisor within such times

as the proceeds may be needed to meet expenditures for which the monies were provided, all pursuant to the provisions of the Investment Policy of the Town.

RESOLUTION 17-16

RESOLVED, that the Town Clerk and Deputy Town Clerk are authorized to issue Accessible Parking Permits.

RESOLUTION 17-17

RESOLVED, that the Ithaca Journal be designated as the official newspaper for the Town of Lansing.

RESOLUTION 17-18

RESOLVED, that the following appointments made by the Supervisor be accepted:

2017 TOWN LIAISON OFFICERS

- Connie Wilcox --- Liaison Officer to the Lansing Fire Department
- Connie Wilcox – Liaison Officer to the Town of Lansing Housing Authority
- Doug Dake --- Liaison Officer to the Planning Board
- Guy Krogh --- Liaison Officer to the Arts Council
- Robert Cree --- Liaison Officer to the Zoning Board of Appeals
- Ed LaVigne & Tom Jones --- Liaison Officers to Bolton Point
- Ed LaVigne & Andra Benson -- Liaison Officers to Local Advisory Board of Assessment Review
- Katrina Binkewicz --- Liaison Officer to the Cayuga Lake Watershed Management Plan Intermunicipal Organization
- Robert Cree --- Liaison Officer to the Cayuga Medical Center
- Robert Cree--- Liaison Officer to TCCOG
- Ed LaVigne --- Alternate Liaison Officer to TCCOG
- Andra Benson --- Liaison Officer to Youth Services
- Steve Colt --- Liaison Representative on the Tompkins County Youth Board
- Andra Benson --- Liaison Officer to Lansing Library
- Doug Dake --- Liaison Officer to the Water and Sewer Advisory Board

RESOLUTION 17-19

RESOLVED, that Bookkeeper/Co-Budget Officer, Charmagne Rungay be appointed voting member for the Greater Tompkins County Municipal Health Insurance Consortium’s Board of Directors, and Supervisor, Edward LaVigne be appointed as alternate, while Councilperson Robert Cree shall serve as delegate to Joint Benefits Committee for the year 2017.

RESOLUTION 17-20

RESOLVED, that the Town Board appoints, Charlie “Cricket” Purcell, Steve Colt, Charmagne Rungay, Deborah Munson, W. David Banfield, Katrina Binkewicz, and Ed LaVigne to the Workplace Violence Threat Assessment Team and direct them to complete the annually required workplace audit by October 1, 2017.

RESOLUTION 17-21

RESOLVED, that the Attorney for the Town is Guy K. Krogh, and that he, and his firm, Thaler and Thaler be consulted on an as needed basis and the Town Supervisor be authorized to execute the 2017 counsel engagement letter.

RESOLUTION 17-22

RESOLVED, that the Town Board of the Town of Lansing does hereby appoint Insero & Co. (formerly known as Ciaschi, Dietershagen, Little, Mickelson & Company LLP) as

the Town Accountant(s) for the year 2017, with the Town to obtain services on an as needed and upon request basis.

RESOLUTION 17-23

RESOLVED, that the Town Engineer for the Town of Lansing be David A Herrick, P.E., of T.G. Miller, PC, and he and his firm be consulted on an as needed basis.

RESOLUTION 17-24

RESOLVED, that Supervisor, Edward LaVigne be the officer and member of the Association of Towns of the State of New York and that Councilperson Robert Cree, to be the alternate.

RESOLUTION 17-25

RESOLVED, as follows:

1. Country Acres Pet Services is the Dog Control Officer for the Town of Lansing;
2. The shelter maintained by Country Acres Pet Services is the Town of Lansing Dog Shelter;
3. The 2017 Dog Control and Shelter Agreement between the Town of Lansing and Country Acres Pet Services is for a term commencing January 1, 2017 and ending December 31, 2017;
4. The Town Supervisor of the Town of Lansing is hereby authorized to sign said agreement.

RESOLUTION 17-26

**AUTHORIZATION TO PARTICIPATE IN COOPERATIVE
PURCHASING OF HIGHWAY SERVICES WITH
TOMPKINS COUNTY**

WHEREAS, the Office of the State Comptroller has ruled that counties may no longer extend their bids for public work (services) to political subdivisions, and

WHEREAS, General Municipal Law Section 119 provides that municipalities may enter into cooperative purchasing agreements to jointly bid needed services, and

WHEREAS, General Municipal Law Article 5-G, Section 119 states that “any agreement entered into hereunder shall be approved by each participating Municipal Corporation or district by a majority vote of its governing body”

NOW THEREFORE, BE IT RESOLVED, that the Town of Lansing is hereby authorized to participate in the County bid for purchasing highway materials and services as required for the operation of the Town Highway Department.

BE IT FURTHER RESOLVED, that the Town reserves the right to participate in the State bid if the State bid is lower.

RESOLUTION 17-27

RESOLVED, that the following year 2017 – Agreement to Spend Highway Funds be approved.

RESOLUTION 17-28

RESOLVED, that the Town Clerk’s Office be the official depositories for all Town Accounts except the Town Justice Accounts.

RESOLUTION 17-29

WHEREAS, the Town Clerk saw a need in 2016 to accept payments by credit card or e-check, and

WHEREAS, the Town Clerk's Office set up in 2016 to accept payments by credit card or e-check for most services, and thus be it so

RESOLVED, as follows:

1. The Town Clerk's Office will accept payments by cash, check, or credit card for all services in the Town Clerk's Office. In addition, payments for water and taxes may be made by credit card or e-check on the Town of Lansing's website.
2. The Parks and Recreation Department and the Lansing Court accept payments by credit card.
3. The Town Clerk's Office and the Lansing Court have a separate processing fee for paying by credit card or e-check which said fee is paid by the person using the credit card or e-check.
4. The banking agreement is approved and each year the service cost will be examined to determine whether the service should be bid or shopped.

RESOLUTION 17-30

RESOLVED, that the charge for a check returned for insufficient funds, to the Town Clerk's Office, is \$20.00.

RESOLUTION 17-31

RESOLVED, that the Town Clerk/Receiver of Taxes is appointed the keeper and auditor of the three (3) Petty Cash Funds in the Town Clerk Office, one (1) for Water and Sewer, one (1) for Town Clerk and one (1) for Receiver of Taxes.

RESOLVED, that the Park Superintendent and Recreation Director is appointed the keeper and auditor of the Petty Cash Fund in the Parks and Recreation Department.

RESOLVED, that the Bookkeeper is appointed the keeper and auditor of the Petty Cash Fund in the Supervisor's Office.

RESOLUTION 17-32

RESOLVED, that the stipends for the public officers that are members of the Town of Lansing Planning Board are paid annually upon the December abstract for the Town and are set as follows: Planning Board Member - \$600 per year; Planning Board Chairperson - \$1,200 per year.

RESOLUTION 17-33

RESOLVED, that the stipends for the public officers that are members of the Town of Lansing Zoning Board of Appeals are paid annually upon the December abstract for the Town.

RESOLUTION 17-34

RESOLVED, that the following residents are members of the Town of Lansing Planning Board and the Chairman is Thomas Ellis and the Vice Chairman is Norman (Lin) Davidson.

Thomas Ellis, Norman (Lin) Davidson, Gerald Caward, Jr., Larry Sharpsteen, Sandra Dennis Conlon, Al Fiorille, and Deborah Trumbull.

RESOLUTION 17-35

RESOLVED, that the following residents are members of the Town of Lansing Zoning Board of Appeals and the Chairman is Hurf Sheldon.

Hurf Sheldon, Daniel Konowalow, Linda Hirvonen, Judith Drake, and Maureen Cowen.

RESOLUTION 17-36

RESOLVED, that the following residents are members of the Town of Lansing Housing Authority.

George Gesselein, David Stoyell, Connie Wilcox, Joyce Rendano, Charla Hayes, and Rick Hayes.

RESOLUTION 17-37

RESOLVED, that the following people are members of the Town of Lansing Water and Sewer Advisory Board.

Doug Dake, Charlie Purcell, Guy Krogh, David Herrick, Lynn Day, Steve Riddle, and John Gutenberger.

RESOLUTION 17-38

RESOLVED, that the following people are members of the Town of Lansing Ethics Board.

Tom Jones, Edward LaVigne, Henry Sheldon, Jay Franklin, and Kevin Wyszowski.

RESOLUTION 17-39

RESOLVED, that in reference to the Town's Procurement Policy, Department Heads will attend a mandatory training session on purchasing and bidding. The training will focus upon the current requirements of law.

RESOLUTION 17-40

RESOLVED, that, in addition to any Enforcement Officers identified in such law or ordinance, the persons filling the following positions be and are hereby confirmed and appointed as Enforcement Officers for the following Local Laws and Ordinances:

Local Law #2 of 2004 (Highway Excavation & Construction): The Town Highway Superintendent, or his or her designees; the Deputy Highway Superintendent, or his or her designees; and any Town Code Enforcement Officer.

Local Law #5 of 2004 (Unsafe Buildings): Any Town Code Enforcement Officer; and any Town Building Inspector.

Local Law #7 of 2004 (Business Inventory Storage): Any Town Code Enforcement Officer; and any Town Building Inspector.

Local Law #3 of 2006 (Mass Gatherings): Any Town Code Enforcement Officer; any Town Building Inspector; any Town Constable (whether an employee or contractor); and the Director of Parks & Recreation.

Local Law #4 of 2006 (Lock Boxes), as amended by Local Law #6 of 2009: Any Town Code Enforcement Officer; any Town Building Inspector; any Fire Inspector, Fire Captain, or Fire Marshall of the Town or any Fire District (or similar geographic district or area) affecting or located within the Town.

Local Law #6 of 2006 (Code Enforcement), as amended by Local Law #8 of 2009: Any Town Code Enforcement Officer; and any Town Building Inspector.

Local Law #2 of 2007 (Parks Rules and Regulations): The Director of Parks & Recreation, or his or her designees; any Deputy Director of Parks & Recreation, or his or her designees; and any Town Constable (whether an employee or contractor).

Local Law #6 of 2007 (Illicit Discharges): Any Code Enforcement Officer (who shall also act as SMO thereunder).

Local Law #2 of 2008 (Subdivisions): Any Town Code Enforcement Officer; and any Town Building Inspector.

Local Law #6 of 2009 (Stormwater): The Town's Code Enforcement Officer shall be the Stormwater Management Officer and act as enforcement officer for matters arising under such law, and related regulations and requirements.

Local Law #9 of 2009 (No Smoking on Certain Town Property): Any Town Code Enforcement Officer; any Town Building Inspector; and any Town Constable (whether an employee or contractor).

Local Law #1 of 2011 (Sewer Law): Any Town Code Enforcement Officer; any Town Building Inspector; and any Town Constable (whether an employee or contractor).

Local Law #5 of 2012 (Excavation & Construction in Municipal Roadways & Highway Rights of Way): Any Highway Superintendent.

Local Law #3 of 2013 (Bingo & Games of Chance): Any Town Clerk.

Local Law #1 of 2014 (Sign Local Law): Town Code Enforcement Officer

Local Law #3 of 2014 (Regulate Outdoor Storage and Junkyards): Any Enforcement Officer

Local Law #4 of 2014 (Mobile Home Park Local Law): Any Enforcement Officer

Local Law #1 of 2015 (Amendments to and Restatement of Town of Lansing Land Use Ordinance): Any Enforcement Officer

Local Law #3 of 2015 (Providing for Amendments to the Town of Lansing Code Enforcement Local Law to Incorporate Amendments Regarding Wood Trusses and Timber construction as Mandated by Executive Law § 382-b) Town Code Enforcement Officer

Local Law #6 of 2015 (Amendments to Town of Lansing Unsafe Buildings Local Law, Local Law #5 of 2004, to Correct Typographical Error and Clarify that all Administrative Appeals are to the Town Board) Any Enforcement Officer

Local Law #7 of 2015 (Communications Tower Local Law): Any Enforcement Officer

Local Law #8 of 2015 (Licensing, Identification and Control of Dogs in the Town of Lansing) Town Clerk and Any Enforcement Officer

Local Law #9 of 2016 (Flood Plain Control): The Town Code Enforcement Officer and Building Inspector(s)

RESOLUTION 17-41

RESOLVED, that the Town Board of the Town of Lansing does hereby approve the following Town Clerk's 2016 Annual Report, Water and Sewer Collection Report, and Receiver of Taxes Report, as set forth below.

TOWN CLERK'S 2016 ANNUAL REPORT

RECEIPTS

Marriage Transcripts	\$ 320.00
Marriage Licenses	\$ 1,600.00
Decals	\$ 14,137.00
Games of Chance Licenses	\$ 25.00
Bingo Licenses	\$ 525.00
Bingo Proceeds	\$ 246.19
Dog Licenses	\$ 23,770.00
Photocopies	\$ 29.00
Faxes - Outgoing	\$ 24.00

TOTAL RECEIPTS \$ 40,676.19

DISBURSEMENTS

Paid to Supervisor for General Fund	\$ 24,187.99
Paid to NYS DEC for DECALS	\$ 13,467.20
Paid to Ag & Markets for Animal Population Control	\$ 1,791.00
Paid to NYS Health Dept. for Marriage Licenses	\$ 900.00
Paid to Comptroller for Games of Chance Licenses	\$ 15.00
Paid to Comptroller for Bingo Licenses	\$ 315.00

TOTAL DISBURSEMENTS \$ 40,676.19

Dog Tickets Issued - 52
 Accessible Parking Permits Issued/Renewed - 221
 Notary Signatures - 1873

**2016 TOWN OF LANSING
 WATER AND SEWER COLLECTION**

MONTH	WATER	PENALTY	TOTAL
January	\$1,863.05	\$141.88	\$2,004.93
February	\$173,694.16	\$463.56	\$174,157.72
March	\$9,768.62	\$842.93	\$10,611.55
April	\$1,792.48	\$99.41	\$1,891.89
May	\$167,624.59	\$322.33	\$167,946.92
June	\$9,066.77	\$701.15	\$9,767.92
July	\$5,678.66	\$386.45	\$6,065.11
August	\$192,866.90	\$622.60	\$193,489.50
September	\$13,738.44	\$947.38	\$14,685.82
October	\$12,931.75	\$1,623.24	\$14,554.99
November	\$194,732.52	\$0.00	\$194,732.52
December	\$22,610.14	\$369.33	\$22,979.47
TOTAL	\$806,368.08	\$6,520.26	\$812,888.34

**2016 TOWN OF LANSING
 CHERRY ROAD SEWER COLLECTION**

MONTH	SEWER	PENALTY	TOTAL
January	\$63.75	\$0.00	\$63.75
February	\$5,944.70	\$7.97	\$5,952.67
March	\$255.00	\$19.14	\$274.14
April	\$0.00	\$0.00	\$0.00
May	\$5,546.25	\$0.00	\$5,546.25
June	\$191.25	\$19.14	\$210.39
July	\$63.75	\$6.38	\$70.13
August	\$5,861.07	\$16.62	\$5,877.69
September	\$510.01	\$38.28	\$548.29
October	\$63.75	\$6.38	\$70.13
November	\$5,843.76	\$0.00	\$5,843.76
December	\$255.00	\$6.38	\$261.38
TOTAL	\$24,598.29	\$120.29	\$24,718.58

**2016 TOWN OF LANSING
WARREN ROAD SEWER COLLECTION**

MONTH	SEWER	PENALTY	TOTAL
January	\$0.00	\$0.00	\$0.00
February	\$13,610.64	\$0.00	\$13,610.64
March	\$0.00	\$0.00	\$0.00
April	\$55.78	\$3.57	\$59.35
May	\$14,072.86	\$0.00	\$14,072.86
June	\$0.00	\$0.00	\$0.00
July	\$0.00	\$0.00	\$0.00
August	\$15,451.45	\$16.75	\$15,468.20
September	\$0.00	\$0.00	\$0.00
October	\$63.75	\$25.52	\$89.27
November	\$3,574.01	\$0.00	\$3,574.01
December	\$12,728.77	\$0.00	\$12,728.77
TOTAL	\$59,557.26	\$45.84	\$59,603.10

GRAND TOTALS	WATER/SEWER	PENALTY	TOTAL
	\$890,523.63	\$6,686.39	\$897,210.02

**2016 TOWN and COUNTY
TAX COLLECTION**

WARRANT	\$ 12,803,235.33
ADJUSTMENTS	-0-
ADJUSTED WARRANT	12,803,235.33
SPECIAL FRANCHISE	<u>- 316,054.69</u>

TOTAL WARRANT \$ 12,487,180.64

PAID TO SUPERVISOR	\$ 3,613,294.25
PAID TO COUNTY	\$ 7,800,000.00
UNPAID INSTALLMENTS	\$ 358,173.44
UNPAID BILLS	\$ 499,803.46
BALANCE DUE TO COUNTY	<u>\$ 215,909.49</u>

(TOTAL PAID TO COUNTY \$8,015,909.49)

TOTAL WARRANT \$ 12,487,180.64

TOTAL # OF BILLS COLLECTED	4,276
FIRST INSTALLMENT TO COUNTY	280
NEW BILLS	8
UNPAID BILLS TO COUNTY	<u>132</u>
TOTAL # OF BILLS	4,696

IN LIEU OF TAXES COLLECTED	\$ 130,914.60
PAID TO SUPERVISOR	\$ 7,252.16
(Penalties, Late Fee, Bad Check Fees, Interest)	

RESOLUTION 17-42

RESOLVED, that the Town Board of the Town of Lansing does hereby approve the following 2017 Town of Lansing Parks and Recreation Department Fees and Code Office Subdivision and Building Permit Fees.

BE IT FURTHER RESOLVED, that these 2017 Lansing Parks and Recreation Department Fees and Code Office Subdivision and Building Permit Fees be and remain subject to amendment throughout the year by the Town Board.

**2017
MYERS PARK MARINA
BOAT SLIP FEE SCHEDULE**

BOAT LENGTH PER/FT	If paid in full Payment due by Feb. 9, 2017		If paid in installments 1st payment = Feb. 9, 2017 2nd payment = March 10, 2017	
	RESIDENT	NON - RESIDENT	RESIDENT	NON - RESIDENT
MIN. 19'	\$722.00 1st = \$366.00 2nd = \$366.00	\$836.00 1st = \$423.00 2nd = \$423.00	\$836.00 1st = \$423.00 2nd = \$423.00	\$836.00 1st = \$423.00 2nd = \$423.00
20'	\$760.00 1st = \$385.00 2nd = \$385.00	\$880.00 1st = \$450.00 2nd = \$450.00	\$880.00 1st = \$450.00 2nd = \$450.00	\$880.00 1st = \$450.00 2nd = \$450.00
21'	\$798.00 1st = \$404.00 2nd = \$404.00	\$924.00 1st = \$467.00 2nd = \$467.00	\$924.00 1st = \$467.00 2nd = \$467.00	\$924.00 1st = \$467.00 2nd = \$467.00
22'	\$836.00 1st = \$423.00 2nd = \$423.00	\$968.00 1st = \$489.00 2nd = \$489.00	\$968.00 1st = \$489.00 2nd = \$489.00	\$968.00 1st = \$489.00 2nd = \$489.00
23'	\$874.00 1st = \$442.00 2nd = \$442.00	\$1,012.00 1st = \$509.00 2nd = \$509.00	\$1,012.00 1st = \$509.00 2nd = \$509.00	\$1,012.00 1st = \$509.00 2nd = \$509.00
24'	\$912.00 1st = \$461.00 2nd = \$461.00	\$1,056.00 1st = \$533.00 2nd = \$533.00	\$1,056.00 1st = \$533.00 2nd = \$533.00	\$1,056.00 1st = \$533.00 2nd = \$533.00
25'	\$950.00 1st = \$485.00 2nd = \$485.00	\$1,100.00 1st = \$560.00 2nd = \$560.00	\$1,100.00 1st = \$560.00 2nd = \$560.00	\$1,100.00 1st = \$560.00 2nd = \$560.00
26'	\$988.00 1st = \$499.00 2nd = \$499.00	\$1,144.00 1st = \$577.00 2nd = \$577.00	\$1,144.00 1st = \$577.00 2nd = \$577.00	\$1,144.00 1st = \$577.00 2nd = \$577.00
27'	\$1,026.00 1st = \$518.00 2nd = \$518.00	\$1,188.00 1st = \$599.00 2nd = \$599.00	\$1,188.00 1st = \$599.00 2nd = \$599.00	\$1,188.00 1st = \$599.00 2nd = \$599.00
28'	\$1,064.00 1st = \$537.00 2nd = \$537.00	\$1,232.00 1st = \$619.00 2nd = \$619.00	\$1,232.00 1st = \$619.00 2nd = \$619.00	\$1,232.00 1st = \$619.00 2nd = \$619.00
29'	\$1,102.00 1st = \$556.00 2nd = \$556.00	\$1,276.00 1st = \$643.00 2nd = \$643.00	\$1,276.00 1st = \$643.00 2nd = \$643.00	\$1,276.00 1st = \$643.00 2nd = \$643.00
30'	\$1,140.00 1st = \$580.00 2nd = \$580.00	\$1,320.00 1st = \$670.00 2nd = \$670.00	\$1,320.00 1st = \$670.00 2nd = \$670.00	\$1,320.00 1st = \$670.00 2nd = \$670.00

BOAT SLIPS WITH ELECTRIC ADD	\$200.00
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**Town of Lansing Parks & Recreation
2017 PAVILION INFORMATION**

PAVILION	SIZE	CAPACITY	FEE
A	40'x30'	150	\$50.00
B	50'x30'	200	\$70.00
C	40'x34'	150	\$50.00
D	48'x36'	200	\$70.00
E	36'x28'	100	\$50.00
F	36'x28'	100	\$50.00
G	36'x28'	100	\$50.00
Ballfield		150	\$50.00

2017 PARK AND MARINA FEE SCHEDULE

	RESIDENTS	NON-RESIDENTS
PARK ADMISSION (per car) Admission will be charged Daily (except July 4) from Memorial Day Weekend-Labor Day	\$ FREE With Myers Park resident sticker.	\$5.00
Non-Resident season admission pass		\$40
LAUNCHING		
- per launch	4.00	6.00
- season permit	40.00	60.00
- Sr. Citizen season permit	30.00	50.00
DRY DOCK		
- seasonal	250.00	350.00
TRANSIENT DOCKING Must dock in designated area only!	\$1 per	Hour
CAMPING (per night) Water & Electric included on every site.	28.00	28.00

(Senior Citizen age is 62. There is NO senior citizen discount for admission, dry dock or camping)

Extra Season Launch sticker – Customers with multiple boats may purchase an extra season launch sticker for an additional \$5.00. Registration for the additional boat must be shown at the time of purchase along with the additional trailer license plate number

LANSING PARKS AND RECREATION

Rules and Regulations for Use of Lansing Community Center

RULES:

1. **To reserve** the Community Center, contact the Parks and Recreation Office at 607-533-7388, or stop by the office at 29 Auburn Road, Monday - Thursday 7:30am to 4:00pm, Friday 7:30am to Noon.
2. All organizations must provide a Certificate of Insurance in the amount of \$500,000.00 combined single limit and the Town of Lansing to be named as an additional insured.
3. **FEE:** for rental of the building is \$75; there is no charge for non-profit organizations.
4. **Renting party must remain on designated floor *only*.** Other areas of the building may be rented simultaneously.
5. **NOTICE:** Play area equipment and toys are property of the *Lansing Drop-In* and are ***off limits to all users*** other than the participants of the Lansing Drop-In.

KEYS:

6. Weekly and bi-weekly users will be assigned one key to the leader of the organization at the beginning of the assigned use date. The key must be signed out in person at the Parks and Recreation Office. At the end of the scheduled season, you must return the key to the Parks and Recreation Office.
7. All other users must sign out a key in person at the Parks and Recreation Office and return the key in the ***Parks & Recreation Drop Box*** immediately after use, located in the Town Hall foyer.

KITCHEN USE:

8. There will be a fee of \$25.00 for kitchen use. Must do a “walk-through” of kitchen prior to usage. Kitchen use includes the use of the stove, griddle, and/or

the dishwasher. Usage shall be limited to once per month, **not to exceed a total of 3 uses per calendar year.**

CLEAN UP:

- 9. Return tables and chairs to their original spots. Do not drag tables and chairs across the floor. If the kitchen facilities were used, please wipe down and clean all surfaces. If extensive clean up is required after your use of the Community Center, you will be charged a clean-up fee of \$50 per hour.
- 10. Turn off lights for the **BATHROOMS, THE 2ND FLOOR, AND THE FOYER ONLY.** All other lights are on sensors and turn off automatically.
- 11. Be sure all doors are locked when you leave.
- 12. If there is any abuse to the building, you will lose your privilege to use the building.
- 13. Youth groups must have an adult supervisor
- 14. NO ALCOHOLIC BEVERAGES ARE ALLOWED.
- 15. If you experience problems during the use of the Community Center with the water, heat, plumbing, or appliances, please call one of the following immediately:

Steve Colt, Director of Parks & Recreation	(607) 227-0562
Parks & Recreation Department	(607) 533-7388

Thank You!

Lansing Parks and Recreation Office

Town Of Lansing Planning Dept’s Fee Schedule

(Effective January 19, 2017)

SUBDIVISION FEES

Exempt Subdivision & Boundary Change – (\$125.00)

***Minor & Major Subdivisions:** Initial Application – \$100.00} \$125.00 for each new lot created paid after Final Approval.

***Planned Unit Development** (PDA) – Initial fee \$300.00 plus (\$125.00) for each accepted unit paid after Final Approval.

***Site Plan Review** – \$100.00

Notification for each Public Hearing Fee (Responsibility of Applicant for Subdivisions, PDA’S, ZBA, Site Plans and Special Permits) \$75.00

***Sign Site Plan Review** - \$50.00 – For Planned Sign Areas and Illuminated Signs

Sign Permit – \$40.00

***ZBA Hearing** – \$100.00

Special Permit – \$100.00

Flood Zone Permit and Certification – \$25.00

Title Search – \$25.00

Zoning Permit - \$50.00 – added to the LUO 3/18/15

Firework Display Permit - \$100.00

Inspections made before or after Office Hours – \$55.00 (1 hour minimum)

Junk Yard License & three year Renewal Fee – \$100.00

Cell Tower Permit Fee – \$1000.00 includes Legal & Engineering Fees, but not technical consultant's fees

Fly Ash – As agreed upon with AES.

Building Permits – See attached sheet (requires an annual renewal fee)

Fire Inspections of Public Assemblies, Multi Residence & Businesses
– \$25.00; Multi. Res. 5 Units and over – \$50.00

***Application Fee: Stormwater & Erosion Control Local Law 06-09** – \$350.00

Notice of Ground Disturbance Permit - \$30.00

Exemption Certificate for Outdoor Storage – \$100.00

*** Legal and Engineering Fees to be paid thru an Applicant's Agreement.**

Applicant is defined as: Owner, Owner's Representative, Engineer, Developer, Builder or Contractor.

Copies of the Land Use Ordinance, Directory, Subdivision Rules & Regulations, Comprehensive Plan – \$20.00

Building Permit Fees

(Effective January 19, 2017)

Working without a Building Permit-The fees set forth shall be doubled if work is commenced prior to the issuance of a permit.

Residential:

\$0.32 cents a square foot for – One & Two Family Residence, Modular Homes, Mobile Homes on Private Lots, Additions, finished off basements.

Fees for Mobile Homes on Rental Lots will have a charge of \$150.00

*** Note that basements are not included in Square footage Total if the basement is unfinished.**

\$0.15 cents per Square Foot for: Garages, Storage Buildings, Workshops & Pole Barns.

*** Note any New Residence with an attached Garage will pay \$0.32 cents per Sq. Ft & .10 cents per Sq Ft.**

Remodeling:

\$3.00 per thousand of estimated construction cost- when the Square Foot Rule does not apply. (\$75.00 minimum)

Commercial:

\$5.00 per thousand of estimated construction cost. (\$75.00 minimum)

Pools:

\$50.00 – For storable / portable pools

\$50.00 – For all above Ground Pools.

\$75.00 – For all In-Ground Pools.

In & Above Ground Pool Permits will only be 180 day Permits, storable / portable pools will only be 90 day permits.

All swimming pools shall be completed within 12 months, complete means a Certificate of Compliance has been issued.

Prefab Sheds:

\$40.00- For any Pre Assembled Shed.

101 Sq. Ft.-199 Sq. Ft. & less than 12' in height.

\$0.15 cents per Square Foot for any Pre Assembled Shed 200 Sq. Ft & OVER with a minimum fee of \$75.00.

Sign Permits: \$40.00

Solar Panel, wind or similar alternative energy source permits for Residential use: \$75.00

Solar Panel, wind or similar energy source for Commercial use: \$500.00

Solid fuel burning appliances-wood, pellet, coal stoves.- \$25.00

Demolition Permits: \$25.00

Plumbing Inspections: \$100.00-For any plumbing inspections that are not in the Consolidated Water District.

***Note: Except for the Projects noted here, there will be a minimum Building Permit Fee of \$75.00**

***Note: Except for Pool Permits, any Building Permit that is not complete within one year will require a Renewal Fee of 50% of the original cost of the Building Permit per year until the Project is complete or a \$75.00 Minimum:**

***Exception- Any permit over \$300.00 will be charged a flat fee of \$150.00 for the first renewal, subsequent permit renewals to remain at 50% of the original fee paid.**

ORGANIZATIONAL RESOLUTIONS 17-01 - 17-42

RESOLUTION 17-43

WHEREAS, upon due deliberation thereupon, the Town Board of the Town of Lansing has hereby

RESOLVED, that the Organizational Resolutions 17-01 – 17-42 are hereby approved as presented, and

BE IT FURTHER RESOLVED, that these Organizational Resolutions be and remain subject to amendment throughout the year by the Town Board.

The question of the adoption of such proposed Organizational Resolutions were duly motioned by Councilperson Robert Cree, duly seconded by Councilperson Katrina Binkewicz, and put to a roll call vote with the following results:

Councilperson Katrina Binkewicz - Aye
Councilperson Doug Dake - Aye

Councilperson Robert Cree - Aye
Supervisor Edward LaVigne - Aye

Accordingly the foregoing Resolutions were approved, carried, and duly adopted on January 18, 2017.

2016 TOWN HISTORIAN’S REPORT

Copies were available for the public and the report also appears on the Town’s Webpage.

Louise Bement
2016 Town Historian’s Report

Having been appointed Lansing Town Historian in 1981, this will be the 35th report I have written to the Lansing Town Board. As usual, it amazes me to recall all the interesting things I have done and the people I have met in the course of a year’s time.

Because next year is the Bi-centennial Year for both the County and the Town of Lansing, I spent quite a bit of time working on the new Town Brochure that the County Bi-Centennial committee is having done for each town this year. Bruce Estes was our editor for the project and the brochures are something we can all be very proud of. The last ones were done in 2007 and have become out of date in many ways, although they are still very valuable as historical records. The Municipal Historians of Tompkins County discussed this project and many other things at our monthly meetings chaired by Carol Kammen.

Four times a year I edit and send out the Lansing Historical Association eight page newsletter. This is mailed to over 150 members of the association and also copies are sent to our three schools, the Town of Lansing, and the Community Library. I preside at the five Historical Association board meetings plus the Fall and Spring public programs.

The Cargill Salt Mine made national news last February and I had an exhibit about the history of the mine on display at The History Center in Tompkins County downtown in Ithaca. I also did a presentation about the mine at The History Center. Somehow the historical association of McGraw got wind of this and asked me to do a presentation for them, which I did in July.

I have enjoyed being involved with several of Matt Montague's wonderful town musings that he writes for the Ithaca Journal. We had an interesting time exploring the Lansingville Cemetery last January, where I introduced him to my very old friends who were buried there in the 1850's. (I always feel that I have made good friends through my early research of the town.)

Many people contact me to find out about their Lansing ancestors. Probably the most rewarding was when Julie Newby from Utah came in July. She had been searching for Andrew Myers for years to no avail. She was thrilled out of her mind at the large amount of information we had in our archives. After we spent several hours at the archives I drove her around Lansing, showing her where Andrew Myer's mills were located at and near the mouth of Salmon Creek. Then we went to Ludlowville and viewed the falls and Minnie Myer's house. Later she contacted me to get permission for the Latter Day Saints to put our Myers histories on line. I had copied and mailed her these items and the group out there found them very valuable.

In November Judy Malley came about the Metzker family. We worked together for three and a half hours. I didn't realize I had that much information about this family! I have since found more items which I will be copying and mailing to her.

This summer The Friends of Salt Point erected a large kiosk at the point with information about the history of the International Salt Company and also information about the flora and fauna there. I worked with them, supplying pictures of the salt plant and a timeline of historical facts about the salt industry. I gave a short talk at the dedication of the kiosk and, much to my surprise, was asked to "cut the ribbon" opening the kiosk to the public. The children of the Fourth Grade Chorus, who sang for the program, each wanted a piece of the ribbon. That was fun.

I was present at the one-room schoolhouse for the Festival of the Arts evening in May, and also there in August to introduce the children of the group, "Lansing Loves to Read" to the school.

I assisted the Town Clerk with the history and pictures of the Town Supervisors from 1957 to 2016. The last time this had been brought up to date was 1956. Our archives are so helpful and valuable because of all the "stuff" people in Lansing have kept in scrapbooks and folders and odd pieces of paper. Fannie Welch, Kathy LaLonde, and I spend Saturday mornings sifting through this "stuff" and putting it in appropriate folders in our files.

Glynis Hart, the editor of the Lansing Ledger weekly newspaper, interviewed me for an article about the Municipal Historians of Tompkins County. She took several pictures and surprised me by putting me on the cover of the Prime Times newsletter. It is a nice picture as it shows me ringing the school bell at the doorway to our one-room schoolhouse. It's always nice to see Lansing make the news. We are proud of our community!

The Lansing Community Library is taking part in a traveling exhibit about interesting women in our communities. Susie asked me to write about three of our interesting women. I chose Betsy Barber, Alice Bristol, and Elizabeth Whitlock. And if you don't know what an interesting trio this makes – just ask me!

A couple of interesting items to close this report:

1 - A young woman met with me in early November to discover facts about the history of Lansing during the times of the Under Ground Railroad and fugitive slaves. She is planning to write an historical novel about these times. She copied parts of Betsy Barber's 1852 diary in which Betsy records helping a fugitive slave stay on their property on Jerry Smith Road. She copied many other things during her hour and a half visit.

2 – Jerry Caward came to get an Outhouse book for his brother (?) who is doing a geo-tracking thing on the internet. His brother thought hiding an outhouse book would make for very interesting and good clues, as well as being good advertising for our town. Who knew there was geo-tracking on the internet?

MOTION TO OPEN PUBLIC HEARING ON THE PROPOSED LOCAL LAW #1 OF 2017 - REGARDING LOCAL RETIREMENT INCENTIVE PROGRAM FOR THE TOWN OF LANSING

Councilperson Robert Cree moved to **OPEN THE PUBLIC HEARING ON THE PROPOSED LOCAL LAW #1 OF 2017 - REGARDING LOCAL RETIREMENT INCENTIVE PROGRAM FOR THE TOWN OF LANSING** at 7:05 pm. Councilperson Doug Duke seconded the motion.

All in Favor - 4 Opposed - 0

MOTION TO CLOSE PUBLIC HEARING

All persons desiring to be heard, having been heard, Councilperson Robert Cree moved to **CLOSE THE PUBLIC HEARING ON THE PROPOSED LOCAL LAW #1 OF 2017 - REGARDING LOCAL RETIREMENT INCENTIVE PROGRAM FOR THE TOWN OF LANSING** at 7:06 pm. Councilperson Doug Duke seconded the motion.

All in Favor - 4 Opposed - 0

LANSING COMMUNITY LIBRARY REPORT – EMILY FRANCO

The following report was available as a handout.

**TOWN BOARD UPDATES
FROM THE LANSING COMMUNITY LIBRARY
January 18, 2017**

This Fall LCL applied for and won a grant from Borg Warner to revamp the website. The project has now been completed and visitors can check out the new site at the same web address: lansinglibrary.org.

On January 11, the Cornell Campus Club Bird Study Group sponsored Charlie Smith, naturalist, educator, conservationist, and ornithologist for a presentation entitled Alaska: Land of Superlatives. This was a first partnership with the group and LCL hopes to engage them again.

LCL is hosting a weekly STEAM program for 3rd and 4th graders from 3:30 to 5:30 PM on Tuesdays from January 17 to February 14, 2017. The program is led by Roxanne Lyndaker, a certified high school Biology and Chemistry teacher and school bus transportation from the Lansing Elementary School will be provided.

In partnership with PRI Museum of the Earth and the Cayuga Nature Center, LCL now has two museum passes available for check-out. Patrons can keep the passes for a week to visit either museum.

“It’s a Wrap” is the title of the Saturday, January 21st program by Tina Snyder of the Cornell Cooperative Extension. Tina will demonstrate the versatility to whole heat wraps for a variety of lunch options from 11:00 AM to 1:00 PM at the Lansing Community Center. Registration will be required.

On Tuesday, January 31 from 4:00 to 5:00 PM, the Alzheimer’s Association will present on the Basics of Alzheimer’s Disease and Dementia.

The January and February LCL Art Exhibit is by Diane Duthie.

TOMPKINS COUNTY REPRESENTATIVE – MIKE SIGLER

Reviewed the following with the Town Board and the report was available as a handout.

**Tompkins County Legislator
Michael Sigler
January 18, 2017**

Hello and thank you for having me again. Thanks again to Marcia Lynch whose press releases this report draws heavily from.

The Tompkins County Legislature will operate under the same leadership as last year. Michael Lane was chosen to be Chairman and Legislator Daniel Klein as Vice Chair.

The Tompkins County Legislature proclaimed 2017 as “The Year of the Woman in Tompkins County.”

The Legislature, through its proclamation “urges our residents to recognize and celebrate the crucial role that women of all races and ethnic and political backgrounds have played in our county’s history, as well as their important place throughout our county today.”

Historian Kammen said, “I thank the Legislature of Tompkins County for this Proclamation: for making a bold statement of respect and appreciation for its female citizens and commemorating the centennial of Women Suffrage in the state, and marking Tompkins County as a place of greater safety in an uncertain world.”

The Legislature, by unanimous vote, established the Tompkins County Energy Task Force, to be charged with providing input and guidance to the County Planning Department and the Legislature on the topics of energy, climate change, and energy-related economic development, and will be available to provide advice to other community groups on these topics, as requested.

The broad-based task force, established for a three-year term, will be made up of 15-20 members appointed by the Legislature, with expertise in fields such as energy, renewables, climate science, economic development, transportation, business operation, as well as from other sectors. If you want to be on this task force, applications can be filled out right the county planning department or email me and I’ll send you the form.

There’s a meeting Thursday, January 19th for a public discussion on the jail capacity issue.

The Jail Study Committee meeting will begin at 5:00 p.m., at Legislature Chambers, located in the Governor Daniel D. Tompkins Building, 121 E. Court Street (Second Floor), Ithaca, with the public information portion of the meeting beginning at 5:30. Consultants from the Center for Governmental Research (CGR) will describe the steps they are taking to work through their criminal justice and jail population trend analysis; after that members of the public will be invited to speak and ask questions. CGR began its work last month, with the study expected to be completed this spring.

At last night’s meeting, the Legislature, by a vote of 9-5, adopted a new Local Law amending the County Charter, the action concluding more than two years of painstaking review by the Legislature’s special Charter Review Committee

Among significant recommended changes to the Charter: changing the County’s four public works divisions—Highway, Facilities, Airport, and Solid Waste—to County departments.

County Administrator Joe Mareane briefed Legislators on Governor Cuomo’s latest proposal to cut local property taxes, announced last week, one that would call for counties to submit a plan to the voters next fall that would save real, recurring cost savings through inter-municipal consolidations, shared services, and efficiencies. The administrator cautioned that the County in the coming weeks will need to determine how to respond.

In his opinion, Mareane said the proposal appears rushed and heavy-handed, and once again mistakenly blames local government waste, inefficiency, and duplication of services for high property taxes—that the real reason for high property taxes is, in fact, the State and its many unfunded mandates, the largest of them Medicaid.

The Legislature voted down an amendment to the Rules of the Legislature that would have encouraged Legislators to limit remarks during Legislators’ Privilege of the Floor to three minutes. I voted against this because, while I think legislators should be pithy, they are adults and should be able to make that determination on their own.

PARKS AND RECREATION REPORT – STEVE COLT

The following report was available as a handout.

*Parks & Recreation Department
1/18/17
Town Board Meeting*

RECREATION

- Travel Basketball starts their scheduled season games this weekend. We have five teams competing, 5th and 6th grade girls and 4th, 5th and 6th grade boys teams. The season will run through the first week of March.
- The Ski Program has completed two of the 6-week sessions. The program is full and we have a great group of students this year and a really good team of chaperones. If the weather cooperates, we will have an excellent program this year.
- Our Skating Program had to postpone the first session due to bad weather and will get started this coming Tuesday. We have over 80 skaters.
- The Wrestling Program, as predicted, is VERY full with 50 students registered to start the program. This is an increase from last year's program and will be challenging in the High School Wrestling Room.
- Hot Stove Baseball/Softball sessions have started at The Field. This is a great way to get a start on the upcoming spring season.

PARKS

- We started taking pavilion reservations on January 2nd and as of today January 12 we have taken in \$1,670.00.
- On January 9th we started taking camping reservations, and as of January 12 we have taken in \$34,784. This puts us off to a great start and ahead of last season, even considering the price increase.
- Boat slip applications are coming in now with the lottery date set for February 9th. This procedure will establish our new three-year term for our marina. We will hold our marina prices throughout this term.
- Brad and Nita Griffin, longtime residents and owners of Highland Harbor Farm, donated all of the Christmas tree sales, from this season to The Friends of Salt Point. Brad was a former member of the NYS Conservation Department and a former chair of the Town Park Commission. (Please see Brad's letter)

SALT POINT REVISITED, December, 2016

In 1962, the voters of New York approved a Bond Act authorizing the Conservation Department to acquire public lands for a variety of purposes. One of those categories was multiple use recreation with riparian access.

The Commissioner, Dr. Harold G. Wilm directed our regional office to assign a high priority to parcels on Cayuga Lake. We began negotiations with Mr. Fred Luhr of the International Salt Co. which was closing down its plant. As a result, the Town of Lansing took title to the lands south of Salmon Creek and New York State acquired the lands north of the creek.

Over the years, a variety of uses were considered and tried, including an experimental fishery facility, operated by Cornell University. Less desirable uses were sought by random visitors, and the title of "U.C. Point" was applied. Those uses were not welcomed by adjacent Town residents.

More recently, the Town of Lansing has entered into an operating agreement with NYS DEC, and the Town has done the management of the site. The Friends of Salt Point is a Committee of volunteers which has assisted in the management of non-exclusive, multiple use recreation which is consistent with the original statutory authority.

As a result of these efforts, the area is now a community asset for a wide variety of users.

For me, as a former member of the NYS Conservation Dep't. and former chair of the Town Park Commission, this history has come full circle. And I am pleased to be able to donate the receipts of the 2016 Christmas tree sales to The Friends of Salt Point.

Nita and Brad Griffin
Highland Harbor Farm

(As of 30 Dec., 2016, \$1729 has been deposited in the accounts of the Lansing Historical Association to be available to the Friends of Salt Point Natural Area.)

HIGHWAY SUPERINTENDENT REPORT – CHARLIE “CRICKET” PURCELL

Cricket provided the following 2016 summary report.

LANSING HIGHWAY DEPARTMENT 2016 IMPROVEMENTS

Myers Park: Paved

Cut Shoulders on 25 miles of road throughout town

Shimmed and Surface Treated 19.5 miles of road throughout town

Decamp Road: Paved 1.3 miles

Bower Road: Installed 600' of under drain
8' x 80' cross culvert
Recycled, regrade, and resurfaced

East Lansing Road: 6 x 12 x 80 box culvert

Triphammer Terrace: Installed 1600' water main with 1400' of storm water

Horizons Development: Improved 240' of drainage easement

Road Cross Culverts: Replaced approximately 500' throughout town

Nova Lane: Built and completed with the exceptions of asphalt, seed, and mulch

Guide rails: Replaced 400' on Bower Road and East Lansing Road

Rehabbed Historical Building: 90% completed

As well as everyday normal maintenance of roads, ditches, asphalt patching, sign work, water and sewer repairs, plowing and salting of roads along with a multitude of miscellaneous things.

Cricket reported the following:

Generator: The generator is ready to be set up to use, if the need arises.

Radio System: The current radio system used daily and for emergencies is obsolete. Cricket would like to use the money which was not used in 2016 to purchase a narrow band system which will work off the county towers. A base system and several hand held devices will need to be purchased.

Councilperson Katrina Binkewicz, suggested purchasing two hand held devices for emergency use at the Town Hall.

Dredging Salmon Creek: The Highway Department has been working with the Army Corps and DEC to obtain the necessary permits. They will be dredging Salmon Creek from the trussell to the mouth of the lake. They may be able to do this in February.

Brush Work: They have been working on this.

Plowing Snow: Jonathan Howe and Patrick Tyrell have their CDL's and have been helping with the snow plowing.

Radio System: Supervisor Edward LaVigne, stated this is the last piece of equipment needed to complete the emergency preparedness plan.

RESOLUTION APPROVING HIGHWAY SUPERINTENDENT TO PURCHASE EMERGENCY RADIOS

RESOLUTION 17-44

RESOLUTION APPROVING HIGHWAY SUPERINTENDENT TO PURCHASE EMERGENCY RADIOS

WHEREAS, the Town has long planned to upgrade its radio systems in vehicles and in hand held building units, to integrate fully with the updated County-wide emergency short-band radio system; and

WHEREAS, the Emergency Planning committee has long noted that the last two pieces of the emergency plan—generators and radios—are needed; and

WHEREAS, substantial funds allocated to the highway department's budget were unexpended in 2016 due to efficiencies created in operations and other causes, such that a portion of the funds returned to the fund balance could be made available to purchase such emergency communications radios; and

WHEREAS, the proposal is to authorize the Town Highway Superintendent to purchase as many vehicle-mounted and hand held radios as are needed to equip vehicles and provide radios for town buildings, with: (i) such radio models to be selected by the Highway Superintendent, with such features as are deemed reasonably necessary for the emergency preparedness plan; (ii) such radios to be purchased from approved County bid lists; (iii) such radios to be compatible with the County radio tower systems; and (iv) such total expenditure not to in any event exceed \$50,000 without further express authorization from the Town Board; and

WHEREAS, upon discussion and deliberation thereupon, it was

RESOLVED, that the Highway Superintendent implement the emergency radio plan in an amount not to exceed \$50,000.

The question of adoption of such proposed Resolution was duly motioned by Councilperson Katrina Binkewicz, duly seconded by Councilperson Doug Duke, and put to a roll call vote with the following results:

Councilperson Katrina Binkewicz - Aye
Councilperson Doug Duke - Aye

Councilperson Robert Cree - Aye
Supervisor Edward LaVigne - Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on January 18, 2017.

ENGINEER'S REPORT – DAVE HERRICK

The following report was available as a handout.

1. Water System Planning and Maintenance
 - a. Town CWD, Extension 3: Buck Road, Conlon Road and Wilson Road Area:
 - Final Notice of Intent to NYS Agriculture and Markets has been drafted for Town review.
 - Working with Highway Superintendent to update construction cost estimate to reflect current materials pricing and revised water pipe layout.
 - b. Town CWD, Extension 4: Drake Road:
 - Engineer's MPR is in process and should be completed within four weeks.
 - c. Burdick Hill Pump Station
 - Working with Sack & Associates to develop the electrical design details in sufficient detail to bid the pump station upgrades using the Town's Best Value procurement law.
 - Bolton Point has completed the installation of the replacement pump and it is operational.
2. Stormwater Planning and Maintenance
 - a. MS4 Program
 - The Town's annual report for 2016 will be due on March 19. Will assist Town SMO as much as needed.
3. Transportation Planning
 - a. Town Park Dock Permitting
 - Received the NYSDEC permit and following up on the status of the USACE permit
 - b. Salmon Creek Dredging
 - Requesting USACE extend previous permit to be consistent with NYSDEC extension already obtained.
4. Code Enforcement and Planning
 - a. Code Enforcement Office and Planning Department:
 - United Storage stormwater management

PLANNING CONSULTANT REPORT – MICHAEL LONG

Reviewed the following with the Town Board and the report was available as a handout.

Planning Board Major Projects: 2016 Summary

- Asbury Hill / Whispering Pines – 28 Lot Major Subdivision approved 12/14/15
 - ZBA area variance for lot #28 approved 2/16
- Novalane – Jack Young - 6 lot Major Subdivision
 - Public Hearing 3/28
 - Preliminary Plat approved 8/8

- ZBA Area Variance Lot 1 – approved 8/17
 - Final Plat approved 8/22
 - Town Highway assisted connector road to East Lake – September completed
- West view Partners, Boris Simkin – Sun Path R1 Zone - Major Subdivision – 4 Lots + Parent parcel (5).
 - Public Hearing 3/ 28
 - SEQRA and Preliminary Plat approved 4/11
 - Final Plat review approved 4/25
- Agriculture Committee -
 - Members appointed by the Town Board February 17th meeting.
 - Committee Meetings held 2/8, 3/7, 4/13, 5/2, 7/11, 8/8, 10/10.
 - Farm Day – 10/15
- Town Barn / Verizon Lane - Town Board designated as a “Public Road” – 4/13
- Mirabito Holdings, Inc. – Site Plan – Town Barn Road B2 Zone.
 - LP Gas storage facility with later phase petroleum.
 - SEQRA, Stormwater and Site Plan approved 5/9 and 6/9
- Dollar General - East Shore at Cayuga Vista Drive – (B1 Zone) – Site plan 9,100 SF retail store by Primax Properties and subdivision.
 - Public Hearing for One-Lot subdivision held 2/22
 - SEQRA / Site Plan approved 3/14.
 - Easement from the Town Board access to Cayuga Vista Drive 4/20
- Airport Storage Building – Arno Finkelday at 8 Hillcrest Road - addition 8 storage units.
 - SEQRA / Site Plan approved 3/28
- Cell Tower – Crown Castle (Verizon Wireless tenant) –
 - Sketch Plan review meeting – 4/11
 - SEQRA / Site Plan approved – TBD.
- Christian Fellowship Church – Building addition and parking improvement
 - SEQRA / Site Plan approved 8/ 8
- 33 Lansingville Road – 3 lot subdivision –Harry Powers
 - Public Hearing and approved 8/22
- Lansing United Methodist Church – Building addition and parking improvements
 - SEQRA / Site Plan approved 8/22
- United Storage – Bill Duthie –Construct 10,000 SF storage and site improvements.
 - Sketch plan meeting 7/25
 - Storm Water Plan- SWPPP report 10/11
- Village Solars / Village Circles – PDA amendment
 - Changes building density, number of dwelling units, parking, site plan changes– approved 9/12
 - Town Board – PDA amendments approved 10/19
- Buck Road - Scott Morgan – 2 duplex buildings
 - SEQRA / Site Plan Approved 10/24
- Reach Works Rock Climbing Facility – The Rink / The Field 1767 East Shore Drive.
 - Height visual simulation 10/19
 - Public Hearing 10/24
 - ZBA area height variance approved 11/15
 - SEQRA / Final Site Plan approved 11/14
- A. Scott Pinney – Peruville Road Site Plan (RA Zone) to add 15 additional duplex buildings in addition to 4 existing duplexes and office / barn complex.
 - Public Hearing held 11/14
 - SEQRA, SWPPP and Site Plan approved 11/28
- Comprehensive Plan – Town Board appointment of Connie Wilcox Chair and additional members 1/4

- Planning Board Members appointed: Lin Davidson, Larry Sharpsteen, Jerry Caward and Sandy Conlon.
- Reorganizational meeting 1/13
- Sub Committee Meetings 3/2, 4/6, 5/4, 6/1, 7/6,
- Full Comprehensive Plan Committee Meetings 3/9, 4/13, 5/11, 6/11, 7/13,
- Committee Public Hearing – 8/10
- Committee Adopted Final Recommended Comprehensive Plan 8/22.
- Planning Board Review of Comprehensive Plan-Meetings 9/12, 9/26, 10,24, 11/14, 12/12

AGRICULTURE COMMITTEE REPORT – CONNIE WILCOX

Connie reported the following:

They met last Monday and invited all farmers. There is a sub-committee which will go over the Agriculture Zone. Walnut Ridge Dairy received an award for Business of the Year from Agriculture Society, for production.

One goal they had was to make people aware that there is a Right to Farm Law in the Town of Lansing. Thanks to the Highway Department for putting the signs up.

They may have a Town Hall meeting for the public to attend to find out more about agriculture in Lansing. Agriculture Day for 2017 is being planned.

COMPREHENSIVE PLAN UPDATE – CONNIE WILCOX

Connie reported the following:

Hopefully, after Monday night’s meeting of the Planning Board, the Comprehensive Plan will be completed. Connie apologized for not having this completed sooner.

Supervisor Edward LaVigne, thanked Connie for her hard work on both committees.

PRIVILEGE OF THE FLOOR - No one addressed the Town Board.

RESOLUTION ADOPTING LOCAL LAW #1 OF 2017 REGARDING THE TOWN OF LANSING LOCAL RETIREMENT INCENTIVE PROGRAM

RESOLUTION 17-45

RESOLUTION ADOPTING LOCAL LAW #1 OF 2017 REGARDING THE TOWN OF LANSING LOCAL RETIREMENT INCENTIVE PROGRAM

The following Resolution was duly presented for consideration by the Town Board:

WHEREAS, since 2000 the Town of Lansing has examined the structure of its workforce and endeavored to share services, combine positions, cross-train employees, and otherwise restructure the workforce and reduce the number of employees to reduce costs and create greater overall efficiency in municipal operations without sacrificing needed services or response times; and

WHEREAS, over such decades various organizational plans were created and generally approved as templates to guide such plans and future growth, and at various times positions have been created and filled, as well as amended, to implement and help implement such plans; and

WHEREAS, in order to avoid the pain and morale-reducing effects of layoffs and positional eliminations during a period of restructuring, and to reward long-term employees in compensation for such years of service and their contributions to this plan and the Town generally, and to reduce costs in a time of fiscal stress and constraint, including a mandated New York State tax cap at a rate of under 0.005%, the Town Board has elected to implement a local retirement incentive program to achieve and help achieve each of such goals; and

WHEREAS, this matter has been reviewed and deemed a Type II Action under SEQRA such that no environmental review is mandated or required; and

WHEREAS, a public hearing was duly noticed and duly held at the Lansing Town Hall on the 18th day of January, 2017, whereat all persons interested in the subject matter of this local law were duly heard; and

WHEREAS, after due deliberation thereupon, the Town Board of the Town of Lansing has hereby resolved as follows:

1. Local Law Number 1 of 2017 be and hereby is approved and adopted in the form as presented to this meeting, and in such form “be it so enacted.”
2. In accord with the Municipal Home Rule Law the final adopted version of this local law shall be filed with the Town Clerk, and the said Town Clerk shall within 20 days hereof file the same with the New York State Secretary of State, State Records and Law Bureau, Department of State, 41 State Street, Albany, New York 12231, as required by Municipal Home Rule Law.

The question of adoption of such proposed Resolution was duly motioned by Supervisor Edward LaVigne, duly seconded by Councilperson Robert Cree, and put to a roll call vote with the following results:

Councilperson Katrina Binkewicz - Aye	Councilperson Robert Cree - Aye
Councilperson Doug Dake - Aye	Supervisor Edward LaVigne - Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on January 18, 2017.

**TOWN OF LANSING, TOMPKINS COUNTY, NEW YORK
LOCAL LAW NUMBER 1 OF 2017**

**A LOCAL LAW TO ESTABLISH THE 2017 LOCAL RETIREMENT
INCENTIVE PROGRAM FOR THE TOWN OF LANSING**

Be it enacted by the Town of Lansing as follows:

SECTION 1: LEGISLATIVE INTENT AND EFFECT: This Local Law shall be known as “Local Law Number 1 of 2017,” and the Town Board of the Town of Lansing finds and declares that the retirement incentive benefits herein provided for are designed to achieve cost-savings and efficiencies for the town, including but not limited to the cost-savings and efficiencies that would or could be created as employment rosters and job descriptions are updated, as well as to avoid layoffs in this time of fiscal need. Therefore, the offer to retire from town service and accept the below-identified incentives, paid in respect of the long-term employment of qualified persons, is a one-time offer and nothing herein shall be construed to create any expectation that this local law, or any similar program, will be adopted or offered in the future, or that layoffs may not occur to promote the goals of overall efficiency in government and cost-savings for taxpayers, or that any electing eligible employee will qualify under New York State retirement system rules for retirement. All employees are encouraged to do their own and independent research in respect of the impact of such an election and the impacts and effects of retirement from town service, the retirement from the civil service system, or the retirement from the workforce generally.

SECTION 2: OPEN ELECTION PERIOD: The Town of Lansing hereby elects to provide all eligible employees (as below-defined) with a retirement incentive program with an open and binding enrollment period commencing upon the date of adoption of this local law and ending at midnight upon April 30, 2017. Making the election means that the eligible employee has elected and chosen to retire from the town’s service and employment with the town effective on or before June 30, 2017.

SECTION 3: DEFINITIONS: As used herein, unless the context clearly requires otherwise, the following terms have the following meanings:

- a. “Effective retirement date” means June 30, 2017, or any earlier date that any electing eligible employee gives notice of.
- b. “Electing eligible employee” means an eligible employee who has made a timely election to participate in this local retirement incentive program.
- c. “Eligible employee” means a person who is a member of the retirement system, who has completed at least 10 years of service with the Town of Lansing, and who has been continuously employed by the Town of Lansing since January 1, 2015 in a full-time capacity without interruption. Interruption for military service shall not be deemed or counted as an interruption of the full-time employment service of any person who would otherwise be an eligible employee.

d. "Retirement system" means the New York State and local employee's retirement system.

SECTION 4: ELECTION PROCEDURES AND RULES: Any eligible employee may elect to participate in the local retirement incentive program by submitting a signed irrevocable letter making the election to retire from Town Service to the Town Clerk's Office, and a standard-form letter usable for such purposes is available from the Town Clerk. Such letter may state the proposed effective date of retirement, but if no date is stated then the effective retirement date shall be June 30, 2017. This local law does not require qualification for benefits or payments from the retirement system, retirement from civil service, or retirement from all work or labor, but only retirement from town service and employment with the town. Once an election is made it is irrevocable for all purposes, regardless of error, mistake, or misunderstanding. In addition, if the electing eligible employee remains in the civil service system, the electing eligible employee agrees that he or she shall reject, not apply for, and not accept, any future position of employment with the town as a civil servant unless the town shall expressly waive this requirement by resolution of the Town Board.

SECTION 5: LOCAL RETIREMENT INCENTIVE PAYMENT: Notwithstanding any other provision of law, an eligible employee who makes a participation election shall receive a retirement incentive of \$500 for each year of credited service in the retirement system, payable in lump sum upon the effective retirement date.

SECTION 6: NO CHANGE IN OTHER BENEFITS: Any electing eligible employee shall receive all other benefits accorded to any person departing or leaving town service, including without limitation termination pay, accrued but unused leave credits, post-retirement healthcare coverage options, COBRA rights, and other similar benefits, each and all as are defined and provided for in and under the Town's personnel policies and employee handbooks. Nothing herein shall diminish any rights to which any person is entitled under any collective bargaining agreement or the NYS retirement system.

SECTION 7: VOLUNTARY: Participation is voluntary and no employee shall be required to elect to participate or otherwise be required to retire from the workforce or from town service.

SECTION 8: SEVERABILITY: If any portion or provision this Local Law, or the application thereof to any person, entity, or circumstance, shall be determined by any court or tribunal of competent jurisdiction to be invalid or unenforceable, such determination shall be confined in its operation to the invalid part hereof, or in its application to such person, entity, or circumstance as is directly involved in the controversy in which such determination shall have been rendered, and the remainder of this Local Law shall not be impaired thereby and such determination shall not be deemed or construed to apply to other persons, entities, or circumstances.

SECTION 9: EFFECTIVE DATE: This Local Law shall take effect immediately.

RESOLUTION CREATING AND CHARGING DUTIES TO THE AGRICULTURE AND FARMLAND PROTECTION COMMITTEE, AND APPOINTING MEMBERS TO SUCH COMMITTEE

RESOLUTION 17-46

RESOLUTION CREATING AND CHARGING DUTIES TO THE AGRICULTURE AND FARMLAND PROTECTION COMMITTEE, AND APPOINTING MEMBERS TO SUCH COMMITTEE

The following Resolution was duly presented for consideration by the Town Board:

WHEREAS, the citizens' Advisory Committee on Agriculture and Farmland Protection (the "Committee") was initially created to develop a farmland protection plan pursuant to grant money awarded by NYSDAM and such committee has had an informal existence; and

WHEREAS, the agriculture and farmland plan has been adopted, it has been incorporated into the Town's comprehensive plan, and such plan calls for a permanent committee to follow-up on the goals, updates, and other agricultural plans set forth therein; and

WHEREAS, the Committee will be officially re-formed and will have 11 members (one of which is the Chairperson, and one of which is a Vice Chair), appointed for coincident 3-year terms, and as all existing committee members terms end 2016, new appointments must be made for the continuation and continuity of the Committee; and

WHEREAS, upon the recommendations of the prior Chairperson of the committee, the Planning Board, and others, and after due deliberation thereupon, the Town Board of the Town of Lansing has hereby RESOLVED as follows:

1. The Town hereby formally created the Agriculture and Farmland Protection Committee (the "Committee"), which shall be a perpetual, standing, citizens' advisory committee comprised of one Chairperson, one Vice Chair, and 9 other members, each and all as appointed by the Town Board (including vacancies), with each position being at the will of the Town Board. Membership upon the Committee is by appointment by the Town Board for 3-year terms running concurrently and commencing January 1, 2017, ending December 31, 2019. Any vacancy shall be filled for the remainder of the term by appointment by the Town Board. At least 4 members of the Committee shall be owners or substantially involved in the operation of a commercial farming enterprise located in the Town of Lansing that engages in the production, preparation, or marketing of fruits, vegetables, field crops, nursery stock, flowers, livestock or livestock products, including commercial horse boarding and breeding operations, Christmas tree farming, timber processing, the production of compost, mulch, or other biomass crops, woodland farm products, beekeeping or honey production. Members of the Committee may be removed at any time, with or without cause and for any or no reason, by resolution of the Town Board. Members of the Committee may resign or withdraw at any time, with or without cause, and for any or no reason, and an oral or written resignation shall be irrevocable once communicated to the Chairperson of the Committee, the Town Clerk, or the Town Supervisor.

2. The following persons be and hereby are appointed to the Committee for three-year terms expiring on December 31, 2019:

Connie Wilcox, Chairperson
John Fleming, Vice Chairperson
Adam Buck
Robert Hatfield
Larry Moore
Todd Eldred
Norman "Lin" Davidson
Jeannine Kirby
Ken Patchen
Pete Larsen Jr.
Al Fiorille

The Chairperson of the Committee shall be appointed from time-to-time by the Town Board. In the absence of the Chairperson, the Vice shall conduct meetings and other actions by and for the Committee.

3. The Committee shall pursue agricultural and farmland promotion and protection goals as outlined in NYS Agriculture and Markets Law Article 25-AAA, in the General Municipal and Town Laws, and as more specifically defined and proposed in the 2015 Town of Lansing Agriculture and Farmland Protection Plan, as adopted in September, 2016. The Committee shall thus and also pursue the following purposes, goals, reviews, operations, recommendations, etc.:

a. To advise the Town of Lansing regarding agricultural policy in the Town; to provide educational resources for sharing information among farmers and agriculturally-based businesses; and to educate Town residents and officials about farming and farmland issues.

b. To provide regular input, comment, and analyses upon zoning, site planning, taxation, and other regulatory and mapping issues pertaining to agriculture, agricultural sales, and the development, transportation and marketing of agricultural and woodland goods and products in commerce in and through the Town; to serve as a clearinghouse for relations between farm operations and the Town Board, Planning Board, Zoning Board of Appeals, Planning Department, Code Enforcement Officers, and other officers and agencies of Town Government, including to provide a forum for concerns about Town policy, Town operations, or other matters relating to farming in the Town, including the making of referrals upon farm-related subjects that may result in policy reviews, changes, or recommendations; to develop, promote, and encourage appropriate conservation strategies, best-practices, and sustainable agricultural practices and activities; and to review and advise upon private and public

development and redevelopment projects, including the environmental reviews thereof, whenever requested by the Town Board or other agencies engaged in such reviews, with a specific focus and eye towards advising concerning the impact or potential future impacts upon agriculture, agricultural enterprises, and future agricultural opportunities and developmental plans within the Town of Lansing and surrounding areas and regions.

c. To provide input for annual additions to the County Agricultural Districts and input upon the eight-year review of County Agricultural Districts; and to encourage and assist applications to farmland preservation programs and, when such applications are submitted, provide input into the review thereof.

d. To examine and monitor trends in agriculture and local farming activity; to determine obstacles and fiscal issues and obstacles facing agricultural enterprises; to identify pressures upon agricultural lands and soils; to recommend reasonable and desirable plans and solutions to the Town to overcome or assist with the mitigation of such obstacles so as to preserve such lands and agricultural enterprises; to identify and promote direct marketing and commodity marketing opportunities for local farmers, expand value-added agricultural operations in the Town, and identify and promote methods whereby existing farmers can be encouraged to continue in active agricultural operation; and to assist in the connection between those interested in agricultural businesses and production and the location of available opportunities and lands within the Town of Lansing to fulfill such goals.

e. To review, suggest updates to, and take the lead in developing recommendations relating to the Town's Agricultural and Farmland Protection Plan; to recommend reasonable and desirable changes to this listing of responsibilities; to undertake other appropriate tasks requested by the Town Board; and to examine any other matters reasonably and directly related to the above tasks and goals.

4. The Committee shall meet at least twice annually at such times and locations as shall be set by the Chairperson. The Committee may meet more often or at regularly scheduled times and intervals as the Committee may decide. The Committee shall also hold at least one meeting a year to which the general public and members of the local farming community are invited to attend as guests.

5. The Committee shall be a citizens' advisory committee and not a capital or other planning committee, and the Town Board, Planning Board, and Zoning Board of Appeals may assign liaisons to such Committee. Such liaisons shall be non-voting, but participatory honorary, Committee members who may fully participate in Committee discussions.

6. The Town Board, Planning Board, ZBA, and town staff and employees shall reasonably cooperate to provide data, information, and support to the Committee to assist it in the pursuit of the goals and purposes herein described. The Committee may request technical assistance and specialized advice from any resource it may deem appropriate, including but not limited to other local residents, the Tompkins County Departments of Planning or Assessment, the Tompkins County Soil and Water Conservation Counsel, the Tompkins County Agriculture and Farmland Protection Board, the Finger Lakes Land Trust, the American Farmland Trust, the Land Trust Alliance, the New York Agricultural Land Trust, the New York Planning Federation, the Cayuga Lake Watershed Intermunicipal Organization, and the NYS Department of Agriculture and Markets.

7. The Town Board may adopt other rules of procedures for the Committee which, once adopted, shall be controlling. In the absence of the same the Committee may itself adopt such operational rules and procedures as it deems prudent for its operations. However, in limitation thereof and as a citizens' advisory committee, the Committee may not authorize any expenditure of Town funds or enter into any contract arrangements for payment of services. Funds necessary for proper committee operation or technical assistance may be requested by the Committee from the Town Board and, in accordance with customary procedures, the Town Board may authorize such funds, approve the expenditure thereof, and execute contracts in support of approved expenditures. The Town Board may also, consistent with budgetary requirements and rules, provide budgetary funding for the Committee's use for paper, mailing, and like and related miscellaneous expenses relating to the work of the Committee.

The question of adoption of such proposed Resolution was duly motioned by Councilperson Doug Dake, duly seconded by Councilperson Robert Cree, and put to a roll call vote with the following results:

Councilperson Katrina Binkewicz - Aye
Councilperson Doug Dake - Aye

Councilperson Robert Cree - Aye
Supervisor Edward LaVigne - Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on January 18, 2017.

RESOLUTION APPROVING FINAL FORM OF REQUEST FOR PROPOSALS TO SOLICIT PLANS, BIDS, AND PROPOSALS FOR TOWN CENTER LANDS

RESOLUTION 17-47

RESOLUTION APPROVING FINAL FORM OF REQUEST FOR PROPOSALS TO SOLICIT PLANS, BIDS, AND PROPOSALS FOR TOWN CENTER LANDS

The following Resolution was duly presented for consideration by the Town Board:

WHEREAS, a prior request for proposals (“RFP”) for the development or sale of town center lands produced 2 formal submissions and one later contingent offer, only one of which was ever reduced to a written agreement, and which agreement expired and was cancelled due to the inability to fulfill pre-development site conditions; and

WHEREAS, in the intervening 3-4 years substantial additional progress and work has been undertaken in respect of such land, including analysis by a professional planner, a general site layout, the updating of the Town’s Comprehensive Plan by the Comprehensive Plan Committee (which final plan is still under review by the Planning Board, but which plan still envisions a town center in the target area), site development cost analyses and land value estimates, and even the use and development of such land with temporary recreational infrastructure (as periodically designed to be re-routed), such that the Town is now ready to re-submit the RFP, as amended and simplified, to gauge responses and interest and to solicit plans, bids, and like responses of value; and

WHEREAS, the Town’s Planner has undertaken an update and review, with input from counsel, as to the RFP and the same has been under review for over two months in its draft but near final form, and the proposed final form of the RFP has been presented to the Town Board at this meeting and has been reviewed and, accordingly, after due deliberation thereupon, the Town Board of the Town of Lansing has hereby

RESOLVED, that the final form of the RFP be and hereby is approved, and the Town Planner be and hereby is authorized to effect any final corrections and last minute changes, release such document to the public and to generally cause the same to be posted and advertised, with any replies and results to be returned to the Board for final or other consideration or determinations as to preferred developer status, or like or other action, including as set forth in such approved RFP.

The question of adoption of such proposed Resolution was duly motioned by Councilperson Katrina Binkewicz, duly seconded by Councilperson Doug Dake, and put to a roll call vote with the following results:

Councilperson Katrina Binkewicz - Aye
Councilperson Doug Dake - Aye

Councilperson Robert Cree - Aye
Supervisor Edward LaVigne - Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on January 18, 2017.

RESOLUTION APPOINTING DEAN SHEA AS ALTERNATE MEMBER TO THE TOWN OF LANSING PLANNING BOARD

RESOLUTION 17-48

RESOLUTION APPOINTING DEAN SHEA AS ALTERNATE MEMBER TO THE TOWN OF LANSING PLANNING BOARD

The following Resolution was duly presented for consideration by the Town Board:

WHEREAS, there is a vacancy for an alternate position on the Town of Lansing Planning Board; and

WHEREAS, the Town of Lansing Planning Board has recommended that Dean Shea be appointed to fill the vacancy term on said Board as an alternate; and

WHEREAS, Dean Shea is qualified and willing to serve in such capacity as an alternate member of the Town of Lansing Planning Board; and

WHEREAS, upon consideration and deliberation upon the same, the Town Board of the Town of Lansing has hereby

RESOLVED, that Dean Shea be and is hereby appointed as an Alternate Member of the Town of Lansing Planning Board effective January 18, 2017 and expiring December 31, 2017, to serve at the pleasure of this Board.

The question of the adoption of such proposed Resolution was duly motioned by Councilperson Robert Cree, duly seconded by Supervisor Edward LaVigne, and put to a roll call vote with the following results:

Councilperson Katrina Binkewicz - Aye
Councilperson Doug Dake - Aye

Councilperson Robert Cree - Aye
Supervisor Edward LaVigne - Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on January 18, 2017.

RESOLUTION APPROVING HIGHWAY DEPARTMENT PURCHASES OF REPLACEMENT VEHICLES AND EQUIPMENT IN ACCORD WITH 2017 BUDGET AND CAPITAL REPLACEMENT PLANS

RESOLUTION 17-49

RESOLUTION APPROVING HIGHWAY DEPARTMENT PURCHASES OF REPLACEMENT VEHICLES AND EQUIPMENT IN ACCORD WITH 2017 BUDGET AND CAPITAL REPLACEMENT PLANS

WHEREAS, the Town of Lansing has long had capital management and equipment replacement plans for the Highway Department consisting of a balance of reserve funds and budgeted cash, and in 2016 certain capital needs of the Highway Department were discussed, including how to fund the purchase of the same in 2017 without incurring debt, which discussions resulted in funds being placed into Highway Budget line DA 5130.200 to support such purchases in 2017; and

WHEREAS, the Highway Department has now confirmed and identified its need for a new highway truck, including a plow truck with box and plow kit, a small pickup truck for the Code Office, and a HD pickup truck for the Recreation Department, and has utilized the County Bid lists for pricing such vehicles and equipment; and

WHEREAS, the Town Board has fully reviewed such need and the options for the same, including the purchase of the same from the budget balances, and the Highway Department now wishes to use such funds and seeks verification from the Town Board that this budget line item is indeed to be used as cash to purchase the vehicles and equipment discussed in 2016, including because such funds were not placed into the equipment reserve (which was separately funded); and

WHEREAS, upon and after due deliberation upon this matter, the Town Board of the Town of Lansing has determined as follows, and now be it therefore

RESOLVED, that the Town Board affirms that a portion of the funds listed in DA 5130.200 were and are intended to be used for equipment and vehicle purchases; and it is further

RESOLVED, that the Highway Superintendent be and hereby is authorized to effect the following purchases: (i) a 2018 International 7600 SFA 6x4 tandem axle dump truck with plow package and muni body (county contract #7823); (ii) a 2017 Chevy 4x4 small pickup truck (county contract #E-11-14 PFTH); and (iii) a 2017 4x4 Chevy 2500HD Pickup Truck (county contract #E-11-14 PFTH); but only as long as the amount to be expended does not cumulatively exceed the budgeted sum of \$275,000 for such vehicles and equipment; and it is further

RESOLVED, that should the sum proposed to be expended exceed such amount of \$275,000, it is requested that the Highway Superintendent notify the Town Board and work with the Town Board to decide whether to spend such additional amounts or to defer one or more of the items or purchases.

The question of adoption of such proposed Resolution was duly motioned by Supervisor Edward LaVigne, duly seconded by Councilperson Katrina Binkewicz, and put to a roll call vote with the following results:

Councilperson Katrina Binkewicz - Aye	Councilperson Robert Cree - Aye
Councilperson Doug Dake - Aye	Supervisor Edward LaVigne - Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on January 18, 2017.

APPROVE AUDIT and BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT

RESOLUTION 17-50

The Supervisor submitted his monthly report for the month of December, 2017 to all Board Members and to the Town Clerk. The Supervisor’s Report was reviewed by Councilperson Robert Cree. The bills were reviewed by Councilperson Doug Dake and Supervisor Edward LaVigne.

Councilperson Doug Dake moved that the Supervisor’s Report be approved as submitted and the Bookkeeper is hereby authorized to pay the following bills and to make the following budget modifications.

**CONSOLIDATED ABSTRACT # 013
FINAL 2016**

DATED	<u>1/18/2017</u>
AUDITED VOUCHER #'s	<u>1360 - 1421</u>
PREPAY VOUCHER #'s	<u>1360 - 1364</u>
AUDITED T & A VOUCHER #'s	<u>143 - 145</u>
PREPAY T & A VOUCHER #'s	<u>143 - 143</u>

<u>FUND</u>	<u>TOTAL APPROPRIATIONS</u>
GENERAL FUND	(A&B) \$ <u>47,485.34</u>
HIGHWAY FUND	(DA&DB) \$ <u>72,167.27</u>
BONE PLAIN WATER TANK PROJECT	(HB) \$ <u>5,602.10</u>
DRAINAGE DISTRICTS (SDD1, 2, 4, 5, 6, 7, 8)	\$ <u>2,229.92</u>
LANSING LIGHTING	(SL1, 2 &3) \$ <u>1,523.94</u>
LANSING SEWER DISTRICTS	(SS1, SS3) \$ <u>221.18</u>

LANSING WATER DISTRICTS (SW) \$ 12,585.59
 TRUST & AGENCY (TA) \$ 347.95

**FINAL BUDGET MODIFICATIONS FOR 2016
 GENERAL A FUND
 January 18, 2017**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
A1110.400	A1110.120	FR JUSTICE CONTRACTUAL TO COURT CLK PERS UNBUDGETED OVERTIME	\$ 939.82
A1990.400	A1410.400	FR CONTIN TO TOWN CLERK-CONTRACTUAL UNANTICIPATED EXPENDITURES	\$ 427.91
A2701	A1420.400	FR PRIOR YRS REFUND TO ATTORNEY CONT UNANTICIPATED LEGAL FEES	\$ 6,600.00
A1620.400	A1620.403	FR BLDG CONTR TO BUILDING ELECTRIC UNDER BUDGETED EXPENSE	\$ 46.14
A1620.400	A1620.405	FR BLDG CONTR TO BUILDING REPAIRS UNANTICIPATED WORK ON STORAGE BLDG	\$ 1,163.68
A1630.400	A1630.403	FR COMM CTR CONTR TO COMM CTR ELECTRIC UNANTICIPATED ELECTRIC INCREASES	\$ 215.40
A7310.100	A1640.403	FR YTH PRG SVC TO TOWN BARN STORAGE ELECT UNANTICIPATED ELECT EXPENSES	\$ 524.74
A5010.400	A5010.120	SUPER OF HWY CONTR TO SUPER OF HWY SEC PERS UNANTICIPATED OVERTIME	\$ 51.37
A599	A5132.200	FR FUND BALANCE TO GARAGE EQUIPMENT PURCHASE GENERATOR AS PER RESOLUTION	\$ 13,538.04
A1990.400	A5182.403	FR CONTING TO ST LIGHTING CONTRACTUAL UNBUDGETED EXPENSE	\$ 307.37
A2004	A7020.400	FR PARK ADMISS TO PKS&REC ADMIN CONTRACTUAL UNBUDGETED EXPENSES	\$ 233.85
A2004	A7020.110	FR PARK ADMISS TO PKS&REC ADMIN PER SERVICE PAY RAISE & UNBUDGETED OVERTIME	\$ 3,316.74
A2004	A7020.120	FR PARK ADMISS TO PKS&REC ADMIN PERS SVC HOURS NOT ORIGINALLY BUDGETED FOR	\$ 6,200.26
A2004	A7110.400	FR PARK ADMISS TO PARKS CONTRACTUAL OVER EXPENDED TO COVER EXTRA PROGRAMS	\$ 541.72
A2001	A7110.403	FR CAMPERS FEES TO PARKS ELECTRIC OVER EXPENDED FROM CAMPERS USAGE & INCREASE	\$ 3,708.45
A2003	A7140.400	FR REC FEES TO PLYGRD/REC FIELDS CONTRACTUAL UNBUDGETED EXPENSES	\$ 380.23
A2003	A7310.400	FR REC FEES TO YTH PROG CONTRACTUAL OVER EXPENDED TO COVER EXTRA PROGRAMS	\$ 9,792.77
A1990.400	A8750.401	FR CONTING TO AG PROTECTION COMMITTEE ADDITIONAL ADVERTISING EXPENSE	\$ 25.00
A2003	A7140.100	FROM REC FEES TO PLYGRD FIELDS PERS ADDITIONAL HOURS NEEDED	\$ 1,606.14
A1990.400	A7320.100	FR CONTING TO YTH SVCS PRSNL - DROP IN ADDITIONAL HOURS NEEDED	\$ 277.28

Doug Dake

Nothing to report.

Katrina Binkewicz

Salt Point:

Katrina noted that Salt Point was discussed earlier in the meeting. She reported lots of launching and duck hunting is taking place there.

Emergency Planning Committee:

Katrina reported that Dan Ferguson will pick up the Emergency Planning Booklets from the county and deliver them to the town to have available for residents at different locations.

Edward LaVigne

ZBA:

Ed reported that Chris Williams has put in an application to be an alternate member on the ZBA. He stated a resolution will probably be done for this at the next Town Board Meeting, after the ZBA meets and recommends this first.

ID Life:

Ed reported that Melanie Towner is at the meeting tonight representing ID Life; regarding their presentation at last month’s Town Board meeting. Melanie confirmed that the Town’s only responsibility is the one year fee of \$99.

RESOLUTION AUTHORIZING SUPERVISOR TO SIGN CORPORATE WELLNESS CONTRACT WITH ID LIFE

RESOLUTION 17-51

RESOLUTION AUTHORIZING SUPERVISOR TO SIGN CORPORATE WELLNESS CONTRACT WITH ID LIFE

WHEREAS, ID Life presented at the Town Board Meeting on December 21, 2016, a corporate wellness program which is HIPPA compliant, a personalized program targeted to individual’s preventative healthcare, covers all Town employees; and

WHEREAS, there will be a cost to the Town of \$99.00 per year, with no other liability to the Town; and

WHEREAS, the Town Board has fully reviewed the program; and

WHEREAS, upon due deliberation thereupon, it is hereby

RESOLVED, that, upon approval of the final form of the contract by Town Counsel, the Supervisor be and hereby is authorized to sign the contract with ID Life for a corporate wellness program and pay the annual fee of \$99.00 by, for, on behalf of, and in the name of the Town of Lansing.

The question of adoption of such proposed Resolution was duly motioned by Supervisor Edward LaVigne, duly seconded by Councilperson Katrina Binkewicz, and put to a roll call vote with the following results:

Councilperson Katrina Binkewicz - Aye
Councilperson Doug Dake - Aye

Councilperson Robert Cree - Aye
Supervisor Edward LaVigne - Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on January 18, 2017.

Councilperson Robert Cree, confirmed with Melanie Towner that she will schedule informational sessions with the Town employees.

TOWN COUNSEL REPORT

Guy Krogh

Guy reported the Department of Agriculture just released a broad band grant program.

Guy stated he has been asked by the ZBA to do training on zoning and planning. He noted it will cover different topics and asked the Board to let him know if they have a topic in mind.

Guy reported the DEC and EPA have some new model storm water laws for 2017. He stated there will be some new mandated updates.

MOVE MEETING TO WORK SESSION MEETING

Meeting moved to the Work Session at 8:02 p.m.

WORK SESSION MEETING ITEMS OF DISCUSSION

- Codification

Discussed a codification update from Mike Long, with a handout as to the process and clarification as to program costs and annual upkeep costs. The fixed price bid is \$17,200 and the annualized cost, which includes web-hosted codes, is \$1,195. The process is broken into 5 steps and payments likewise occur in roughly 20% increments, with Town Board involvement at all stages of review up through final adoption procedures.

RESOLUTION AUTHORIZING SUPERVISOR TO SIGN CONTRACT WITH GENERAL CODE

RESOLUTION 17-52

RESOLUTION AUTHORIZING SUPERVISOR TO SIGN CONTRACT WITH GENERAL CODE

WHEREAS, codification and the updating of all local laws and ordinance of the Town is considered a long overdue project that will save money and improve transparency and governmental accountability; and

WHEREAS, the cost of the same was planned for as part of the 2017 budget, and the project involves highly specialized legal services regarding the re-ordering, reformation, updating, and adoption of a code system by local law; and

WHEREAS, upon due deliberation thereupon, it is hereby

RESOLVED, that upon approval of the final form of the contract by Town Counsel, the Supervisor be and hereby is authorized to sign the contract with General Code by, for, on behalf of, and in the name of the Town of Lansing.

The question of adoption of such proposed Resolution was duly motioned by Supervisor Edward LaVigne, duly seconded by Councilperson Katrina Binkewicz, and put to a roll call vote with the following results:

Councilperson Katrina Binkewicz - Aye
Councilperson Doug Dake - Aye

Councilperson Robert Cree - Aye
Supervisor Edward LaVigne - Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on January 18, 2017.

MOTION TO ENTER EXECUTIVE SESSION

Supervisor Edward LaVigne, moved to **ENTER EXECUTIVE SESSION TO DISCUSS THE PERFORMANCE OF A PARTICULAR EMPLOYEE AT 8:31 PM.**

Councilperson Robert Cree seconded the motion.

All in Favor - 4 Opposed - 0

MOTION TO EXIT EXECUTIVE SESSION

Councilperson Katrina Binkewicz moved to **EXIT EXECUTIVE SESSION AT 9:02 PM.**

Councilperson Doug Duke seconded the motion.

All in Favor - 4 Opposed - 0

ADJOURN MEETING

Meeting adjourned at the call of the Supervisor at 9:03 p.m.

Minutes taken and executed by the Town Clerk. Work Session minutes were taken by Town Counsel, Guy Krogh and executed by the Town Clerk.

Respectfully submitted,

Deborah K. Munson
Town Clerk