

REGULAR TOWN BOARD MEETING
March 16, 2022

A Regular Meeting of the Lansing Town Board was held at the Town Hall Board Room, 29 Auburn Road, Lansing, NY, and streamed live on YouTube on the above date at 6:31 p.m. The meeting was called to order by Edward LaVigne, Supervisor, and opened with the Pledge of Allegiance to the flag. Roll call by Deborah K. Munson, Town Clerk, showed the following to be

PRESENT:

Ruth Groff, Councilperson Bronwyn Losey, Councilperson
Joseph Wetmore, Councilperson Edward LaVigne, Supervisor

ABSENT: Andra Benson, Councilperson

ALSO PRESENT: Patrick Tyrrell, Parks and Recreation Supervisor and Mike Moseley, Highway Superintendent

ALSO PRESENT REMOTELY: Guy Krogh, Town Counsel, C.J. Randall, Director of Planning, and Mary Ellen Albrecht, Town of Lansing Information Aide

MOTION TO OPEN THE PUBLIC HEARING FOR PROPOSED LOCAL LAW NO. 2 OF 2022 – A LOCAL LAW TO ESTABLISH THE 2022 LOCAL RETIREMENT INCENTIVE PROGRAM FOR THE TOWN

Councilperson Joseph Wetmore, moved to **OPEN THE PUBLIC HEARING ON PROPOSED LOCAL LAW # 2 OF 2022 – A LOCAL LAW TO ESTABLISH THE 2022 LOCAL RETIREMENT INCENTIVE PROGRAM FOR CERTAIN QUALIFYING OFFICIALS AND EMPLOYEES** at 6:32 pm.

Councilperson Ruth Groff seconded the motion.
All in Favor – 4 Opposed – 0

No one addressed the Town Board.

MOTION TO CLOSE THE PUBLIC HEARING FOR PROPOSED LOCAL LAW NO. 2 OF 2022 – A LOCAL LAW TO ESTABLISH THE 2022 LOCAL RETIREMENT INCENTIVE PROGRAM FOR THE TOWN

Councilperson Joseph Wetmore, moved to **CLOSE THE PUBLIC HEARING ON PROPOSED LOCAL LAW # 2 OF 2022 – A LOCAL LAW TO ESTABLISH THE 2022 LOCAL RETIREMENT INCENTIVE PROGRAM FOR CERTAIN QUALIFYING OFFICIALS AND EMPLOYEES** at 6:34 pm.

Councilperson Ruth Groff seconded the motion.
All in Favor – 4 Opposed – 0

MOTION TO ENTER CLOSED SESSION

Councilperson Joseph Wetmore moved to **ENTER CLOSED SESSION TO DISCUSS PROPOSED LOCAL LAW # 2 OF 2022 - RETIREMENT INCENTIVE PROGRAM FOR THE TOWN AT 6:34 PM.**

Councilperson Ruth Groff seconded the motion.
All in Favor – 4 Opposed – 0

MOTION TO EXIT CLOSED SESSION

Councilperson Joseph Wetmore moved to **EXIT CLOSED SESSION AT 6:45 PM.**
Councilperson Ruth Groff seconded the motion.

All in Favor – 4 Opposed – 0

RESOLUTION ADOPTING LOCAL LAW NO. 2 OF 2022 – ESTABLISH THE 2022 LOCAL RETIREMENT INCENTIVE PROGRAM

Town Board discussed, for the future, reviewing retirement incentive program annually at budget time.

RESOLUTION 22-75

RESOLUTION ADOPTING LOCAL LAW #2 OF 2022 RESPECTING LOCAL EARLY RETIREMENT INCENTIVE FOR CERTAIN QUALIFYING OFFICIALS AND EMPLOYEES

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

WHEREAS, the Town of Lansing has been continually examining 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 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, 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 16th day of March, 2022, whereat all persons interested in the subject matter of this local law were duly heard, and after due deliberation thereupon, the Town Board of the Town of Lansing has hereby resolved as follows:

1. Local Law Number 2 of 2022, being a local law entitled “A Local Law to Establish the 2022 Local Retirement Incentive Program for the Town of Lansing”, 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 the adoption of such proposed Resolution was duly motioned by Councilperson Joseph Wetmore, duly seconded by Councilperson Ruth Groff, and put to a roll call vote with the following results:

Councilperson Ruth Groff – Aye	Councilperson Bronwyn Losey – Aye
Councilperson Joseph Wetmore – Aye	Supervisor Edward LaVigne – Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on March 16, 2022.

**TOWN OF LANSING, TOMPKINS COUNTY, NEW YORK
LOCAL LAW NUMBER 2 OF 2022**

A LOCAL LAW TO ESTABLISH THE 2022 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 2 of 2022,” 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 29, 2022. 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 July 1, 2022.

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

- a. “Effective retirement date” means July 1, 2022, 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 is at least the age of 53 years old at the time of the election to accept an early retirement benefit from the town.
- 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, 2022. 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 & PLAN:

Notwithstanding any other provision of law, an eligible employee who makes a participation election shall receive: (a) a retirement incentive of \$1,000 for each year of credited service in the retirement system, payable in lump sum upon the effective retirement date; and (b) will be permitted to utilize accrued eligible leave time benefits to fund post-retirement benefits prior to a *bona fide* retirement from the NYS retirement system, but all other eligibility requirements must still be met.

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, 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. In addition, an electing eligible employee shall not be disqualified from being paid as a consultant or independent contractor of, for, or by the Town, so long as all conflict of interest and ethics rules pertaining thereto are duly observed, including without limitation the requirements of the Town's ethics rules and laws and the requirements of General Municipal Law Article 18.

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.

PRIVILEGE OF THE FLOOR – GUIDELINES

Available on Town of Lansing website and as a handout.

The public shall be allowed to speak only during the Public Comment / Privilege of the Floor period of the meeting, or during public hearings, or when they have reserved and been granted time upon the agenda.

Speakers must be recognized by the presiding officer (or his or her designee) and step to the front of the room.

Speakers must give their name and state whether they are speaking as a resident, a member of the public, or for any other person or organization.

Speakers must limit their remarks to 3 minutes, and comments unrelated to the subject matter of the public hearing are not allowed.

Speakers may not yield any remaining time they may have to another speaker.

With the permission of the presiding officer a Board or committee member may interrupt a speaker for the purpose of clarification or information (and not for any other reason or to debate or disagree). Such time shall not be counted against the speaker's 3-minute limit.

All remarks shall be addressed to the Board or committee as a body and not to any member thereof, nor to any member of the public whether present at such public hearing or not.

Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.

Interested parties or their representatives may address the Board by written communications. Written documents and evidence may be submitted as part of the record of the public hearing.

Persons who exceed 3 minutes, violate rules of courtesy, decorum, dignity or good taste, or deliberately or by their behavior interfere with other person's right to comment or participate in the public hearing, or who deliberately or by their behavior interfere with governmental administration will be cut off, removed, or have non-recognized comments removed from the record, or any combination of the above. Before a comments or statements will be excised from the record, the speaker will be verbally warned that they are in violation of the rules for this public hearing.

PRIVILEGE OF THE FLOOR – COMMENTS

(Available in person and via Zoom)

No one addressed the Town Board.

LANSING COMMUNITY LIBRARY REPORT – CHRISTINE EISENHUT

The following report was available on Town of Lansing website and as a handout.

**TOWN BOARD UPDATES
FROM THE LANSING COMMUNITY LIBRARY
March 16, 2022**

1. The library is distributing free self-test COVID-19 kits and KN95 masks to Lansing households.
2. Annual Meeting and Vote - Monday, April 25th at 7pm at the All Saints Hall. The library will hold the Annual Meeting during which the public will meet the candidates running for seats on the Board of Trustees and hear what is planned for 2023. Tuesday, April 26th will be the Trustees Election and the Budget Vote at the library. Absentee ballots will be available at the circulation desk beginning April 1.
3. Book Donations - Starting Tuesday, March 15th the library will resume book donations. Donations will be accepted at the circulation desk during open hours. Please do not leave them outside and do not put them in the book drop. We do not accept textbooks, encyclopedias, Readers' Digest Books, or magazines. We do not accept moldy or mildewed items. Donation receipt forms are available.
4. Logo Contest for Summer Reading - This year's Summer Reading Program theme is Oceans of Possibilities. Submissions are due to the library by Saturday, April 9th. The winning logo will be announced at the library's Annual Meeting on Monday, April 25th and will be featured on Summer Reading Program gifts, library newsletters, and posters. Copies of the logo contest form are available at the library.

5. Story time - Starting March 10, story time will be held on Thursdays at 11:00am at the Lansing Community Center. Join children's librarian Rachel for stories, songs, fingerplays, and fun. After story time, feel free to go to the community room in the library to enjoy the toys in our toy cabinet and connect with other families. No registration required.
6. Pages to Projects – Book Selection – *Beasts of Olympus: Beast Keeper* by Lucy Coats.
7. The Tween Book Club selection is – *The World's Greatest Detective* by Caroline Carlson.
8. The library continues to provide free delivery to Woodsedge.
9. The Library has an Empire Pass and passes to the Museum of the Earth and the Cayuga Nature Center available for check out.
10. The LCL's Wi-Fi is not password protected. The community is welcome to park in the lot to access the Internet.

Supervisor Ed LaVigne stated the Library may expand their building.

LANSING YOUTH SERVICES REPORT – MEGHAN LYONS

The following report was available on Town of Lansing website and as a handout.

Lansing Youth Services Town Board Report March 2022

LYS's next meeting be will in-person on March 17th at 6pm at All Saints

1. **Live Legoland** - Live Legoland participants had a blast with imaginary creations. The group created imaginary vehicles, homes, amusement park rides and even some amazing self-portraits. One valued part of program was the time allotted for participants to work on their ongoing projects (ample time was provided to do so). The youth created a tropical island which evolved such a large capacity that it had to be disassembled to be stored! 16 youth served.
2. **Outdoor Adventure** - Outdoor Adventure was very busy with snow. The group made their own shelters that everyone got to hang out in, went sledding as much as their bodies would allow and enjoyed warm snacks by the fire. The creativity with S'more creations was impressive, even including a hot dog bun recipe. 9 youth served.
3. **Dungeons and Dragons** – D&D was a huge success this round and super busy. The Dungeon Masters were very well prepared each day, which provided lots of side adventures for the group and despite the large numbers, kept everyone involved. 16 youth served.
4. **Motion and Movies** - Participants in Motion and Movies began with a Claymation project. Some of the groups even took theirs home to continue their adventures. When the group finally got into the miniature characters and the tools to make such detailed figures, it was difficult to take them away from their work. 17 youth served.
5. **Youth Employment Program** - Teens in the Youth Employment program have been very busy at each location. The teens at the Library are moving ahead full steam, Lansing Youth Services assistants have been great and jumping at the door for more opportunities and our ice skating chaperones finished the program strong. 12 youth served.

Visit cctompkins.org/4h/rys/lansing for more information and to sign up for programs.

6. LYS met on February 17th via Zoom.
7. Travis is still working with youth in programming on DEI Statement possibilities and will have option for the commission at the March meeting.
8. LYS agreed to host the Spaghetti Supper Fundraiser (adapting it to COVID protocols and safety). LYS met again on 2/3/22 via Zoom to do more planning for the event. The group has agreed to host the *Spaghetti Supper Fundraiser on 4/29*.
9. Meghan Guerra Lyons (TCYSD Liaison) presented to the commission a proposal for a 2022 Youth Needs Assessment which includes an online survey for adults, key informants, PhotoVoice (youth project), and focus groups. The group reviewed the survey questions and edited the survey to fit the needs of Lansing. The survey will be pushed throughout the month of April and at the Spaghetti Supper Fundraiser.
10. Meghan also presented the Municipal Youth Services System (MYSS) Dashboard to the commission. This gives a high-level view of what each commission/council is doing throughout the county. This is to provide more opportunities to network with other commissions/councils. Meghan also created a new Facebook Group Page to allow commissions to directly interact with each other.

LYS 2022 Goals:

1. Create orientation packet for new members - outlines of fiscal revenue and funded programs. Set expectations to visit programs/uniform template to monitor programs.
2. Conduct community needs assessment (focus on impacts of the pandemic).
3. Use DEI statement to track metrics and funded programs.
4. Incorporate more youth input at meetings for feedback into program decisions.

TOMPKINS COUNTY LEGISLATOR REPORT – MIKE SIGLER

Report was emailed to Town Board members and posted on the Town’s website.

Tompkins County Legislator

Michael Sigler

March 16, 2022

Hello and thank you for inviting me in again to your meeting. I’m sorry I cannot make it tonight, but here’s my report on the County. It’s kind of light as we did not meet yesterday. That meeting will be tomorrow because of the county conference in Albany. I want to thank Dominick Recckio from who’s reports I take liberally.

It’s Women’s History Month and we had a proclamation. We are celebrating the achievements and contributions women have made on our society. This year’s theme is: “Women providing healing, promoting hope.” Legislature Chairwoman Shawna Black (D-Ithaca) encouraged Legislators and the community to think about the work of caregivers and frontline workers who’ve led us navigating through this pandemic and the countless ways that women from all backgrounds have provided both hope and healing to us all.

In her Chair’s Report, Shawna Black (D-Ithaca) shared comments on the suspension of the local mask advisory, stating “Just because the advisory was lifted it doesn’t mean that you can’t continue to wear a mask, and in no way should this stigmatize or degrade people who do choose to continue to wear a mask. We don’t know a stranger’s story.”

The Legislature’s made a statement on Ukraine. We agreed to fly the Ukrainian flag at the airport and library because we have staff there that can accommodate the flags in accordance with national flag protocol. The airport went a step further lighting up the canopy and the digital sign out front with the Ukrainian colors and flag. The dome in Syracuse is lit up yellow and blue. It’s quite a sight.

We are running a survey on the County website to gather information on cell phone service coverage in the County. We want to see where the County is lacking service.

The survey can be accessed at:

<https://tompkinscounty.maps.arcgis.com/apps/GeoForm/index.html?appid=95b4befb9e84ce1b97b89138a44aca6>

Rosemary Avila (who was previously serving as interim director) was unanimously approved by the Legislature as the Director of the Workforce Development Board.

Thank you for having me and if you have any questions about what's going on at the County, just email me.

PARKS AND RECREATION REPORT – PATRICK TYRRELL

Submitted the following report to the Town Board and it was available on Town of Lansing website and as a handout.

Parks & Recreation 3/16/22 Town Board Meeting

RECREATION

- LBP (youth baseball) and LSP (youth softball) registrations began last week, numbers are looking good so far.
- We are already working on the Summer Programs. We hope to have those offerings out at the end of this month.
- We once again toured the Lansing Girls Residential Center. We were encouraged that the buildings looked much better this time, some work has been done to clean them up and repair minor issues. The Town Board will need to make some decisions regarding the next steps.
- Drop-in is back up and running, please see the website for details.
- The Community Center has been reserved for many uses; we are turning away people because the calendar is so full.
- We had another Parks, Recreation and Trails master plan meeting last week, there are a few things to complete with regards to Trails and then we think it will be ready for review. The Planning Board got a presentation of the plan on Monday night.

PARKS

- Music in the Park schedule is attached, we have a great lineup this year, hopefully the weather cooperates.
- We have completed installing new panels and have removed the old channel wall from the marina, we will now be working behind the new wall installing tie-backs and electric. Thanks again to the Highway Department for their help.
- Our guys have also been working on cleaning the Myers Park shoreline which has yet again become clutter with trees and brush.
- With all the runoff and rains we've had some damage from ice and flooding at Myers Park, I've sent you all pictures. We're working with Mike Moseley and Tompkins County Soil and Water to hopefully remedy this from occurring in the future.
- Two (2) new mowers have been purchased. Other equipment may take a year to be delivered to us.

Pat also reported:

Parks, Recreation and Trails Master Plan has been submitted to the Planning Board.

Thanks to Highway Superintendent Mike Moseley and his crew for their help with the Marina Project. Also, thanks to Planning / Code office, Town Clerk's office,


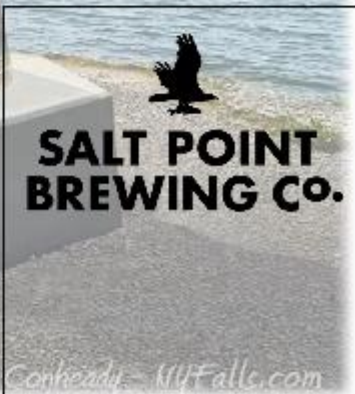
Supervisor’s office, and Highway Superintendent’s office for their help with software transitions.

MUSIC IN THE PARK

Lansing Parks & Recreation Department invites you to bring your lawn chairs and enjoy pleasant **Thursday evenings at 6:30** on the lake at Myers Park listening to some great bands.

Food and Ice Cream Trucks - Salt Point Brewing Company

Myers Park 2022 Concert Series Line-Up

<p>July 7 Backtalk Band</p> <p>Backtalk Featuring Hannah Martin, is one of Central New York's most versatile music groups. Comprised of five accomplished and professional musicians from the Ithaca, New York area, Backtalk has been pleasing audiences for over 25 years.</p> <p>We play a wide variety of rock, disco, country, and classic rock from the '60's to the '90's with conviction and commitment. We are all professional musicians and are dedicated to making your evening one to remember.</p>	<p>July 14 Tailor Made</p> <p>Tink Bennett & Tailor Made have been performing and opening for national acts in the Central New York area and beyond for over 30 years! Each musician brings a career of professional performing, recording and entertaining experiences to every show! They have opened for Lady A, Charlie Daniels, Josh Thompson, Sammy Kershaw & Molly Hatchett.</p>	<p>July 21 Cruise Control</p> <p>Cruise Control plays danceable Rock, Blues and Country songs that will have you dancing and singing along all night. With powerful lead vocals by Kevin Carpenter and Christina Marie House, an infectious groove - courtesy of Brian Machold, Dave D'Alberto, Steve Bertonica and Paul Liberatore, Pat Doyle's searing guitar solos, and incredible harmonies; local music icon Diana Jacobs is right when she says, "Serious hometown talent right here!"</p>
<p>July 28 Iron Horse</p> <p>Central New York's premiere southern Rock Band and one of the Concert Series original big draws. This band has 130 years of collective stage experience and interacts with every crowd in any venue. Known as one of Ithaca's favorite local bands. Band lineup is Lansing's own Mark Armstrong (lead singer), Shawn Manning (lead, vocalist), Steve Peck (drummer, vocalist), Ron Brock (bass, vocalist) and Lisa Bloom (keyboard player)</p>	<p>August 4 Bad Alibi</p> <p>Get ready for the best in classic rock from the 70's & 80's. Be sure to bring your dancing shoes as Bad Alibi will have Myers Park "Rockin" all night long! Bad Alibi is Dan Dobell on guitar & vocals, Sergio Pedro on bass & vocals, Lansing's own Rob Romano on keyboards & vocals and Scott Hollister on drums.</p>	<p>August 11 The Ampersand Project</p> <p>The Ampersand Project is an Acoustic Duo featuring Paul Thompson (drummer - Wendy Owens & Renegade, Bad Dog) and Jeremy James (vocalist - Meads Creek). They will be covering tunes from the rock, pop, and country genres. Performing songs that utilize Thompson's knowledge of various musical instruments, alongside James' heart-filled vocal style, the Ampersand boys want to add to the popular local music scene.</p>
	<p>August 18 Lisa Linnia</p> <p>Is a high-energy blue-rock band with a three piece horn section playing tunes from classic rock and soul to contemporary blues. Dan Paolangeli; guitar, Andy Lockwood; vocals, Glen Porter; drums, Lisa Bloom; bass, Bob Fisher; trumpet; Jim Hull; trombone, and Robert Sarachan; sax & keyboard, cover tunes from the Rolling Stones, Van Morrison, Blues Brothers and Joe Cocker to Lennie Kravitz, Anderson East and Joe Bonamassa.</p>	 <p>SALT POINT BREWING CO.</p> <p>© 2018 Next Conheads - NY Falls.com</p>

HIGHWAY REPORT – MICHAEL MOSELEY

Submitted the following report to the Town Board and it was available on Town of Lansing website and as a handout.

HIGHWAY REPORT March 2022

FLOODING

Major flooding caused by both rain and snow melt on February 18, 2022 around Town. Salmon Creek Road was closed from Red Bridge to Lockerby Hill Road for half the day until water subsided. Road crews worked to clear snowy roads (from snow event at the beginning of the day) while also managing and addressing Town flooding. Major flooding caused by both rain and snow melt on March 7, 2022. The Highway crew worked until 1:00AM to fix washed out culvert pipes, manage flooded roads, and perform needed clean up once water subsided to ensure roads were safe for travel. During both events, two days following flooding were spent performing clean up and repairs from any flooding damage.

MYERS PARK RETAINING WALL

Highway crews continue to work with Parks and Recreation Department to replace seawall from the lighthouse to marina.

SNOW AND ICE

Crews continued to clear snow/ice when needed and repair snowplow fleet in between snow/ice events.

PATCHING

Crews worked to patch potholes.

Mike also reported:

Thanks to his crew and the Parks and Recreation Department for their help for the past storm of flooding and snow.

Overtime – annual per employee

- Budget 150 hours
- Already at 140 hours

Ludlowville Road

- Working with Dondi Harner, T.G. Miller, P.C.

Budget Modification \$100,000

- Hope it will take care of 2022 expenses
- No salt carry-over from 2021

AMERICAN RESCUE PLAN ACT FUNDING (ARPA)

- Report from Capital Improvement Committee (CIC)
 - Recommend reimbursement to highway department \$223,536.45
 - Will review again at next CIC meeting
- Town Counsel Guy Krogh will review new guidance/regulations before April Town Board meeting

DIRECTOR OF PLANNING REPORT – C.J. RANDALL

Submitted the following report to the Town Board and it was available on Town of Lansing website and as a handout.

CORE PLANNING FUNCTIONS

- **Data and GIS Services**
 - Continued virtual meeting protocol during coronavirus outbreak for board and committee meetings, updated 2/15
- **Agricultural and Farmland Protection Committee staff support**
- **Conservation Advisory Council staff support**
 - Coordinated designation of liaison to County Environmental Management Council (EMC) on 2/2
- **Planning Board staff support**
 - Lot Line Adjustment – 105 Goodman Road – authorized 2/28
 - Minor Subdivision – 428 Scofield Rd
 - Public Hearing and SEQRA Declaration of Lead Agency – 2/28
 - Retail Store (Dollar General) and Lot Line Adjustments – East Side of NYS Route 34B north of Lansing Station Rd
 - SEQRA Negative Declaration of Environmental Significance and Site Plan approval – 2/28
 - Home Business – 442 Asbury Rd
 - Site Plan approval – 2/28
 - Major Subdivision – Asbury & Collins Rds, lots 3-7
 - SEQRA Declaration of Lead Agency – 2/28

- General Processing, Light Manufacturing and Assembly (Hygear Motorsports) Modification of Site Plan – 308 Peruville Rd
 - Site Plan review – 2/28
- Convenience (Mini) Mart and Vehicular fuel (Dandy Mini Mart) – 7 Ridge Rd
 - Concept plan presented – 2/28
- **Zoning Board of Appeals staff support**
 - No 2/8 meeting
- **Stormwater Management**
 - SMO attended Tompkins County Stormwater Coalition meeting on 2/2
- **Interdepartmental Coordination**
 - Coordinated and attended monthly Department Head meeting on 2/2
 - Coordinated and attended Water & Sewer Advisory Committee meeting on 2/2
 - Coordinated with Town Supervisor, Parks & Recreation Supervisor, Town Counsel and NYSOGS regarding Lansing Residential Center on 2/23
- **Project Management**
 - Reviewed scope of work with Highway and Parks & Recreation Departments on Myers Park Project on 2/8
 - Attended Parks, Recreation & Trails Master Plan coordination meeting on 2/9
 - Attended Parks, Recreation & Trails Advisory Committee meeting on 2/22
 - Coordinated and attended Capital Improvement Committee meeting on 2/9
 - Coordinated with OpenGov on 2/3 and 2/25 and Open Gov and County Assessment on 2/23
- **Attended Tompkins County Planning Advisory Board (PAB) meeting on 2/8**
- **Coordinated with Tompkins County Department of Planning & Sustainability on their 2022 Work Program on 2/18**
- **Attended FEMA Tompkins County Virtual Flood Risk Review (FRR) Meeting on 2/28**

LAND USE WORK PROGRAM

Q4 2021 – Q3 2022 Scope of work and schedule of adoption located at:

<https://bit.ly/RAZoningupdate>

- **Zoning and Land Use Regulations Update**
 - Reviewed internal process diagram with Code Revision Committee on 2/3
 - Reviewed preliminary report Town Board regarding the Rural Agricultural (RA) AG Zoning District on 2/17
 - Coordinated with Ithaca-Tompkins County Transportation Council (ITCTC) relative to Tompkins County Department of Planning & Sustainability GML 239 recommendations on 2/15
 - Reviewed directive relative to preparation of Zoning District Text Amendments to Define and Prohibit Certain Commercial Blockchain Businesses and Industrial Uses
 - Environmental Protection Overlay Districts

ENGINEER'S REPORT – DAVE HERRICK

No report.

CONSENT AGENDA

a. MOTION AUTHORIZING SUPERVISOR TO SIGN LANSING YOUTH SERVICES 2022 AGREEMENT

MOTION M22-12

MOTION AUTHORIZING TOWN OF LANSING SUPERVISOR TO SIGN LANSING YOUTH SERVICES 2022 AGREEMENT

Motion authorizing Town of Lansing Supervisor to sign Lansing Youth Services 2022 Agreement between Tompkins County and Town of Lansing, Term of Agreement January 1 Through December 31, 2022.

b. MOTION AMENDING TOWN EMPLOYEE HANDBOOK § 702 – COMPENSATION TIME

MOTION M22-13

MOTION AMENDING 2022 TOWN OF LANSING EMPLOYEE HANDBOOK, TO ADDRESS § 702 COMPENSATION TIME RULES FOR TOWN EMPLOYEES

Motion to approve the following amendment to the § 702 of the Town of Lansing Employee Handbook, entitled “Compensatory Time”, with the effective date of such amendment to be deemed to be January 1, 2022, with such amended § 702 to now be wholly replaced to read as follows:

COMPENSATORY TIME – With pre-authorization from the Department Head, a non-exempt employee may elect to accumulate compensation time for hours worked outside their normal workday instead of being paid for those hours at their Overtime Rate (“Compensation Time”). Compensation Time shall be credited at a rate of 1.5 hours of compensatory leave time for each 1 hour of overtime worked (and holiday and call-in pay shall be credited at their increased rates as well). A maximum of 120 hours of Compensation Time may be accumulated during any single calendar year and such bank may not be re-charged (all time booked and used counts towards the 120-hour limit). Time not used will be compensated by December 31st of each year, with the last payroll of the year. The last payroll of the year is usually before December 31st, so any hours not used will be paid. If compensation time planned in the last few weeks of the year cannot be taken, because of bad weather or other cause, it will be paid in the first payroll of the following year, at the pay rate at which it was earned.

c. RESOLUTION ADOPTING AMENDMENTS TO §§ 608 AND 809 OF TOWN OF LANSING EMPLOYEE HANDBOOK TO CLARIFY PAID LEAVE RULES UNDER FMLA AND SHORT-TERM DISABILITY BENEFIT PROVISIONS

RESOLUTION 22-76

RESOLUTION ADOPTING AMENDMENTS TO §§ 608 AND 809 OF TOWN OF LANSING EMPLOYEE HANDBOOK TO CLARIFY PAID LEAVE RULES UNDER FMLA AND SHORT-TERM DISABILITY BENEFIT PROVISIONS

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

WHEREAS, there was confusion about the effect of the Town of Lansing Employee Handbook (“Handbook”) respecting the interplay between workers’ compensation and short-term disability leave (§ 809) and the Family Medical Leave Act (“FMLA”) benefits (§ 608) relative to the initial days of any leave period, and how such policies reflected the intent of the Town relative to benefits and benefit calculations, including because the

New York State labor laws, disability rules, and FMLA statutes have been amended since the last update for these provisions; and

WHEREAS, it is the intent of the Town Board to clarify these leave rules and related benefits as follows:

1. For employees who are eligible for Short-Term Disability or FMLA leave, the Town will pay their full wages for up to a maximum of 5 working days of qualified leave due to their own illness or injury, or to care for a dependent (per FMLA definitions).
2. The employee must provide a medical certification issued by a physician or other qualified health care provider which supports the need for leave under short-term disability or FMLA.
3. Qualifying employee must take these days consecutively at the beginning (first 5 days) of their leave of absence, and are only eligible for this benefit once per calendar year.

WHEREAS, this action is a Type II SEQRA Action such that no environmental review is mandated or required, and upon deliberation hereupon, the Town Board of the Town of Lansing has hereby

RESOLVED, that Handbook § 608 (entitled “Family and Medical Leave Policies”) be and hereby is amended, and the subparagraphs entitled “Use of Accrued Paid Leave Credits” are amended to hereafter read as follows:

“Use of Paid Leave Credits – An employee taking leave for the birth, adoption of, or foster placement of a child, or to care for a spouse, child or parent (or other qualified relative or person) with a serious health condition that is documented by a healthcare professional, will be paid their full wages for up to a maximum of 5 working days of qualified leave, such leave to be taken consecutively and prior to applying any other leave time credits. After such 5-day period the employee must use vacation leave credits to generate payments in lieu of work during the leave period, being generally the FMLA maximum of twelve weeks of leave. The substitution of paid leave for unpaid leave (for these types of leave time benefits or payments) does not extend the FMLA twelve-week leave period, and this five-day paid benefit is available only once per calendar year.

For leaves taken due to the employee’s own serious health condition which are documented by a healthcare professional, the employee will be paid their full wages for up to a maximum of 5 working days of qualified leave, such leave to be taken consecutively and prior to applying any other leave time credits. Thereafter, a qualified employee may use, in order, their short-term disability benefits (if applicable), sick leave benefits, and vacation leave credits to generate payments in lieu of work during the leave period. The substitution of paid leave for unpaid leave (for these types of leave time benefits or payments) does not extend the FMLA twelve-week leave period, and this five-day paid benefit is available only once per calendar year. However, such qualified employees (having their own serious health condition, as documented by a healthcare professional) may extend leave beyond said twelve-week period (or otherwise use a leave of absence under the Civil Service Law and the *Civil Service Rules for Tompkins County*) if their accumulated leave time benefits exceed such twelve-week period. The total leave period may not exceed one year and pay benefits for such leave shall be utilized in the same order as presented above. If, after any one-year leave of absence, the employee is medically unable to return to work (as determined by physician or other qualified healthcare provider) and has remaining unused leave credits or short-term disability benefits, the Town Board may authorize an extension of the employee’s leave of absence until such benefits are exhausted. However, job reinstatement beyond the one-year leave of absence is not automatic, and will be dependent upon the availability of the position, Civil Service Law §§ 71, 72, and 73, and the *Civil Service Rules for Tompkins County*.”

And be it further

RESOLVED, that Handbook § 809 (entitled Short-Term Disability Benefits”) be and hereby is amended, and the subparagraph entitled “Disability Payments” is amended to hereafter read as follows:

“**Disability Payments** – Disability payments will be available to an employee who has been determined by a physician (or qualified healthcare provider) to be unable to return to work after having been absent due to a qualified non-job-related illness or injury for five consecutive workdays. In such event, the employee will be paid their full wages for up to a maximum of 5 working days of qualified leave, such leave to be taken consecutively and prior to applying any other leave time credits. Thereafter, employees shall be paid one-half of the employee’s normal daily pay for qualified absences beyond that period, up to a maximum of twenty-six weeks. The duration of disability benefits shall be dependent upon a physician’s certification, or equivalent certification from a qualified healthcare provider. An employee may request that disability benefits be paid in addition to any benefits received from any Collateral Source, but in no event shall the disability benefit, after adding in the value of any benefits paid or money received from any Collateral Source, exceed the employee’s normal daily pay. The Town may collect from any employee any amounts overpaid due to the existence of a Collateral Source payment of benefit that was unknown to the Town, or which is later received by any employee (including per Resolution of the Town Board, as dated June 18, 2003).”

And be it further

RESOLVED, that these changes shall be dated January 1, 2022, shall be deemed to have taken effect upon such date, and such policies shall be applied retroactively to said date.

d. RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT

RESOLUTION 22-77

RESOLUTION APPROVING AUDIT and BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT

The Supervisor submitted his monthly report for the month of January 2022, to all Board Members and to the Town Clerk. The Supervisor’s Report was reviewed by Councilperson Ruth Groff. The bills were reviewed by Councilperson Joseph Wetmore and Councilperson Ruth Groff. 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 # 003

	DATED	<u>03/16/2022</u>
AUDITED VOUCHER #'s		<u>134 – 228</u>
PREPAY VOUCHER #'s		<u>134 – 137, 228</u>
AUDITED T & A VOUCHER #'s		<u>12 – 17</u>
PREPAY T & A VOUCHER #'s		<u>12 – 14</u>
<u>FUND</u>		<u>TOTAL APPROPRIATIONS</u>
GENERAL FUND (A&B)		<u>\$ 104,702.82</u>
HIGHWAY FUND (DA&DB)		<u>\$ 61,703.85</u>

LANSING LIGHTING (SL1, 2 &3)	\$ <u>1,462.38</u>
LANSING WATER DISTRICTS (SW)	\$ <u>6,213.17</u>
TRUST & AGENCY (TA)	\$ <u>63,031.15</u>
WARREN ROAD SEWER DISTRICT (SS1-)	\$ <u>20,199.59</u>
CHERRY ROAD SEWER DISTRICT (SS3-)	\$ <u>7,520.36</u>

**BUDGET MODIFICATIONS
MARCH 16, 2022 MEETING**

**GENERAL FUND A
March 16, 2022**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
A599	A1220.400	From Fund Balance to Supervisor's Contractual Additional Funds needed for Employee Handbook	\$ 2,500.00
A599	A1440.406	From Fund Balance to Engineering - Misc Waters Dists Continual Water Dist work	\$ 20,000.00

**HIGHWAY FUND DA
March 16, 2022**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
DA599	DA5148.400	From Fund Balance to Snow Removal Other Contractual Additional Funds needed for Salt	\$ 100,000.00

**PERUVILLE RD CWD#5
March 16, 2022**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
HC599	HC8340.420	From Fund Balance to Engineering Funds needed completion	\$ 1,000.00

**ARPA FUNDS
March 16, 2022**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
HF599	HF1610.400	From Fund Balance to Technology Funds needed	\$ 59,030.00

**CHERRY ROAD SEWER
March 16, 2022**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
SS3-599	SS3-8120.400	From Fund Balance to Treatment & Disposal Contractual Additional Funds needed	\$ 50,000.00

**CONSENT AGENDA MOTIONS M22-12 – M22-13 AND RESOLUTIONS
22-76 – 22-77**

RESOLUTION 22-78

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

RESOLVED, that the Consent Agenda Motions **M22-12 – M22-13** and Resolutions

22-76 – 22-77, are hereby approved as presented and amended, and

The question of the adoption of such proposed Consent Agenda Motions and Resolutions were duly motioned by Councilperson Joseph Wetmore, duly seconded by Councilperson Ruth Groff, and put to a roll call vote with the following results:

Councilperson Ruth Groff – Aye Councilperson Bronwyn Losey – Aye
Councilperson Joseph Wetmore – Aye Supervisor Edward LaVigne – Aye

Accordingly, the foregoing Motions and Resolutions were approved, carried, and duly adopted on March 16, 2022.

RESOLUTION REQUESTING REDUCTION OF SPEED LIMIT ON JERRY SMITH, LANSINGVILLE, AND LOCKERBY HILL ROADS

RESOLUTION 22-79

RESOLUTION REQUESTING REDUCTION OF SPEED LIMIT ON JERRY SMITH, LANSINGVILLE AND LOCKERBY HILL ROADS

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

WHEREAS, the Town Board of the Town of Lansing has received a request from the residents along Jerry Smith, Lansingville and Lockerby Hill Roads concerned about safety of residents and excessive speed and a representative of the neighborhood has presented a petition signed by the residents in support thereof; and

WHEREAS, Jerry Smith, Lansingville and Lockerby Hill Roads are Town Highways; and

WHEREAS, the residents and property owners of Jerry Smith, Lansingville, and Lockerby Hill Roads request a reduction in the speed limit to 40 miles per hour to improve public safety; and

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

RESOLVED, that the Town Board of the Town of Lansing supports the requested reduction in speed limit and hereby directs that the Town requests the New York State Department of Transportation to conduct a traffic study along Jerry Smith, Lansingville, and Lockerby Hill Roads in the Town of Lansing for the purpose of considering reduced speed to enhance safety.

The question of the adoption of such proposed Resolution was duly motioned by Councilperson Joseph Wetmore, duly seconded by Councilperson Ruth Groff, and put to a roll call vote with the following results:

Councilperson Ruth Groff – Aye Councilperson Bronwyn Losey – Aye
Councilperson Joseph Wetmore – Aye Supervisor Edward LaVigne – Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on March 16, 2022

RESOLUTION AUTHORIZING MEMORANDUM OF UNDERSTANDING WITH TOWN OF ITHACA FOR CODE ENFORCEMENT SERVICES

RESOLUTION 22-80

RESOLUTION AUTHORIZING MEMORANDUM OF UNDERSTANDING WITH TOWN OF ITHACA FOR CODE ENFORCEMENT SERVICES

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

WHEREAS, Article IX, Section 1(c) of the New York State Constitution and Article 5-G of the General Municipal Law empower local governments in the State of New York to enter into agreements amongst themselves for the provision of joint services, and Executive Law § 381(2) states “Two or more local governments may provide for joint administration and enforcement of the uniform code, the state Energy Conservation Construction Code, or both, by agreement pursuant to Article 5-G of the General Municipal Law”; and

WHEREAS, the Town of Lansing has identified that there may be certain circumstances, such as but not limited to natural or other disasters, illness of a Code Enforcement Officer or Official (“CEO”), lack of a CEO, additional work load, or any other reason for which a municipality may not have an available CEO, which may require assistance from, or the shared services of, another municipality in Tompkins County for the purposes of administering and enforcing the New York State Uniform Codes (“Code”); and

WHEREAS, the provisions of §§ 20 and 138 of the Town Law, when read with § 3 of the Public Officers Law, provide that a CEO is a public officer and thus must be a resident of that Municipality, and like provisions of law exist for and apply to villages and cities respecting the application of § 3 of the Public Officers Law; and

WHEREAS, the Town of Lansing governing board (i) has adopted, prior to undertaking to obtain services under this Agreement, a superseding local law respecting the residency requirements for their CEOs as public officers, or (ii) have formally and properly adopted this agreement under General Municipal Law Section 119-o regarding mutual sharing plans, or (iii) have undertaken both of the above steps to authorize the provision of Code Services pursuant to the requirements of law to ensure that, at all times, a duly qualified and trained CEO may act when the CEO of the Town of Lansing is not available to provide the required Code Services; and

WHEREAS, this is a Type II Action under the State Environmental Quality Review Act Section 617.5, which requires no environmental review; and

WHEREAS, the Town of Lansing would benefit from services from the Town of Ithaca, now therefore be it

RESOLVED, the Lansing Town Board hereby authorizes the Town Supervisor to execute a Memorandum of Understanding with the Town of Ithaca to permit the Town of Lansing to purchase code enforcement services at an hourly rate of \$34.67 on an as-needed basis and subject to Town of Ithaca availability with no additional cost for pro-rated fringe benefits for the time period beginning (retroactive) Wednesday, March 2, 2022 through December 31, 2022.

The question of the adoption of such proposed Resolution was duly motioned by Councilperson Joseph Wetmore, duly seconded by Councilperson Ruth Groff, and put to a roll call vote with the following results:

Councilperson Ruth Groff – Aye Councilperson Bronwyn Losey – Aye
Councilperson Joseph Wetmore – Aye Supervisor Edward LaVigne – Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on March 16, 2022.

RESOLUTION HIRING PART TIME CODE/FIRE ENFORCEMENT OFFICER FOR THE TOWN OF LANSING

RESOLUTION 22-81

RESOLUTION HIRING PART TIME CODE/FIRE ENFORCEMENT OFFICER POSITION FOR THE TOWN OF LANSING

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

WHEREAS, there is a need for one (1) Part Time Code/Fire Enforcement Officer position at the Town of Lansing, and

WHEREAS, an acceptable and qualified candidate will be identified and selected by the Director of Planning to fill the Part Time Code/Fire Enforcement Officer, and are therefore proposed to be hired to fulfill such job requirements; and

WHEREAS, said position has been classified and deemed as a Non-Competitive Civil Service position by the Tompkins County Department of Personnel; and

WHEREAS, the Town of Lansing Supervisor has recommended that the above position be filled at the Town of Lansing; and

WHEREAS, upon a review and discussion of the matter, the Town Board of the Town of Lansing has hereby:

RESOLVED, that the Director of Planning is hereby approved to hire a Part Time Code/Fire Enforcement Officer, in the Planning & Code Enforcement Department, at a pay grade not to exceed Grade 7, Step 8 \$35.46 per hour; and

RESOLVED, that the appropriate Town officer be and hereby is authorized to make such changes to the Towns’ employment and civil service rosters, to file the required Civil Service forms to effect such changes per this Resolution, and to file Form 428s, if required.

The question of the adoption of such proposed Resolution was duly motioned by Councilperson Joseph Wetmore, duly seconded by Councilperson Ruth Groff, and put to a roll call vote with the following results:

Councilperson Ruth Groff – Aye	Councilperson Bronwyn Losey – Aye
Councilperson Joseph Wetmore – Aye	Supervisor Edward LaVigne – Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on March 16, 2022.

RESOLUTION AUTHORIZING TOWN SUPERVISOR TO EXECUTE BUILDING AND SITE EVALUATION AND PROGRAMMATIC FEASIBILITY STUDY FOR LANSING RESIDENTIAL CENTER

RESOLUTION 22-82

RESOLUTION AUTHORIZING TOWN SUPERVISOR TO EXECUTE BUILDING AND SITE EVALUATION AND PROGRAMMATIC FEASIBILITY STUDY FOR LANSING RESIDENTIAL CENTER

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

WHEREAS, the State of New York ("State") is the owner of two parcels of property located at 270 and 250 Auburn Road (NYS 34B) in the Town of Lansing, New York, Tompkins County, New York consisting of approximately 103.538 acres, SBL 31.-1-13 and 31.-1-14.2, respectively, and known as the Finger Lakes Residential Center and Lansing Residential Center, respectively; and

WHEREAS, the State of New York, Office of General Services intends to reconfigure the parcels via Lot Line Adjustment to separate the Finger Lakes Residential Center into 80.059 acres and Lansing Residential Center into 23.479 acres, the latter of which is hereby referred to as the “Premises”; and

WHEREAS, on March 9, 2022, the Town of Lansing Capital Improvement Committee recommended the Town of Lansing undertake a feasibility study to examine the existing buildings on the Premises; and

the Town Board of the Town of Lansing has hereby:

RESOLVED, that the Town of Lansing Town Board hereby authorizes the Town Supervisor to acquire a professional services agreement for the Lansing Residential Center Building and Site Evaluation and Programmatic Feasibility Study for a lump sum not to exceed \$40,000 contingent on agreement by New York State Office of Children and Family Services (OCFS), granting one year extension, as requested.

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

Councilperson Ruth Groff – Aye Councilperson Bronwyn Losey – Aye
Councilperson Joseph Wetmore – Aye Supervisor Edward LaVigne – Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on March 16, 2022.

MOTION AUTHORIZING SUPERVISOR TO SIGN CONTRACT WITH MARATHON ENERGY FOR GAS SERVICES

Town Board discussion concerning feasibility of ground source heating and cooling.

For the contract below, Town is not obligated to use minimum amount of gas. If the Town finds other source, less gas will used.

Town Hall could do geothermal, but not practical for highway building.

Councilperson Joseph Wetmore will send geothermal information to Supervisor Ed LaVigne who will then take it to the Capital Improvement Committee.

MOTION M22-14

MOTION AUTHORIZING TOWN OF LANSING SUPERVISOR TO SIGN CONTRACT BETWEEN THE TOWN OF LANSING (TOWN) AND MARATHON ENERGY

Councilperson Joseph Wetmore, moved to authorize the Town of Lansing Supervisor to sign contract between the Town of Lansing (Town) and Marathon Energy. Contract is for January 1, 2023 to December 31, 2025 for gas services.

Councilperson Ruth Groff seconded the motion.

All in Favor – 4 Opposed – 0

MOTION AUTHORIZING SUPERVISOR TO SIGN CONTRACT WITH CONSTELLATION FOR ELECTRICITY SERVICES

MOTION M22-15

MOTION AUTHORIZING TOWN OF LANSING SUPERVISOR TO SIGN CONTRACT BETWEEN THE TOWN OF LANSING (TOWN) AND CONSTELLATION

Councilperson Ruth Groff, moved to authorize the Town of Lansing Supervisor to sign contract between the Town of Lansing (Town) and Constellation. Contract is for January 1, 2023 to December 31, 2025 for electricity services.

Councilperson Joseph Wetmore seconded the motion.

All in Favor – 4 Opposed – 0

MOTION AUTHORIZING SUPERVISOR TO EXECUTE LETTER TO NEW YORK STATE LIQUOR AUTHORITY GRANTING WAIVER OF THE THIRTY(30) DAY WAITING PERIOD FOR EAST SHORE ROAD HOUSE LIQUOR LICENSE

MOTION M22-16

MOTION AUTHORIZING SUPERVISOR TO EXECUTE LETTER TO NEW YORK STATE LIQUOR AUTHORITY GRANTING WAIVER OF THE THIRTY (30) DAY WAITING PERIOD FOR EAST SHORE ROAD HOUSE LIQUOR LICENSE

Councilperson Joseph Wetmore, moved to authorize Lansing Town Supervisor to execute a letter to New York State Liquor Authority granting a waiver of the 30-day municipality notification for on-site premise liquor license for the East Shore Road House located at 1928 East Shore Drive, Lansing, NY 14882. This request is a standard NYSSLA request, and is being made to expedite the licensing process for an existing business at such location.

Councilperson Ruth Groff seconded the motion.

All in Favor – 4

Opposed – 0

BOARD MEMBER REPORTS

Bronwyn Losey – No report

Ruth Groff

The following report was available on Town of Lansing website and as a handout.

**Ruth Groff
Town Board Member Report
March 2022**

- On 3-1-22, I attended the Parks, Recreation, & Trail Committee meeting, which included a presentation by MJ Engineering of the plan they developed for the parks and the trails. The committee asked that there be further discussion and modifications to the trails as presented in the plan, to include more sidewalks in certain locations, and to take some of the trails off the main roads. There was also concern that the plan did not include trails connecting to the village and the YMCA.
- On 3-2-22, I attended a webinar on *Multiyear Capital Planning* provided by the Office of the State Comptroller.
- I presented a capital planning tool template to the Capital Improvement Committee prior to the meeting on 3-9-22, including a brief explanation as to the need for such a plan, as it will aid in discussions of current and future projects, and its function in relation to a multiyear forecast and in the budgeting process. Additionally, I sent the link to the recorded webinar to the committee members asking them to view it to gain a better understanding of the process.
 - At the Capital Improvement Committee meeting on 3-9-22, we briefly discussed the plan and will discuss in greater detail at the next meeting. I committed to starting the process by: 1) meeting with Mary Ellen, to gather full asset information from the asset management system; 2) meeting with both Mikey and Pat to discuss their current assets and future needs; and 3) starting to populate the planning template using the information gathered from the sources mentioned.
 - It is recommended by the state comptroller's office that the plan be adopted by the board and updated as new projects present themselves.
- I created a multiyear financial plan template for planning purposes for the Town Board. I populated it with six years of prior financial information from the state AUD reports, the 2021 final data, which I received from the Bookkeeper, and the current 2022 budget. Using that information, I populated the next seven years based on the growth rates for each line item. I plan to have some meetings with the department heads to get feedback from them on their expectations for future expenditures, and then to ask for work sessions with the board to discuss the proposed plan. The multiyear plan will analyze Revenues, Expenditures, Fund Balances (to ensure compliance with Fund Balance Policy), and Reserves (to ensure compliance with Reserves Policy). The intended outcome is that the board will be able identify areas of concern in future periods, then develop a plan to

mitigate any issues, whether it be by adjusting taxes, or slowing expenditure growth rates, or a combination of other possibilities.

- It is recommended by the state comptroller's office that the plan be adopted by the board and updated at least annually.

Ruth also reported:

Ithaca Transportation Council (ITCTC) – March 15, 2022

- Salmon Creek Bridge will open June 2022

Attended Local Federal Aid 101 Workshop – put on by Cornell University

Joseph Wetmore

The following report was available on Town of Lansing website and as a handout.

**Joseph Wetmore
Town Board Member Report
March 2022**

Town of Lansing - Code Revision Committee

Thursday, February 17·8:00 – 10:00am

- Review internal process diagram
- Review preliminary report to Town Board regarding the Rural Agricultural (RA) Zoning District
- Review of Schedule of Adoption to accompany Rural Agricultural (RA) Zoning District preliminary report
- Discuss Town Board directive for the Code Revision Committee to Prioritize and Prepare Preliminary Draft Zoning District Text Amendments to Define and Prohibit Certain Commercial Blockchain Businesses and Industrial Uses Recommended that Guy Krogh try to draft a law.

Association of Towns - On-Line Conference

February 20 – 23, 2022

Workshops attended:

- Developing a Structurally Balanced Budget
- Land Use Moratorium
- Procurement rules to Follow Using ARPA
- A Practical Guide to Government Ethics
- Municipal Broadband Implementation in NY

Tompkins County Council of Governments

Thursday, February 24·3:00 – 5:00pm

- Report/Discussion: Reimagining Public Safety Update - D. Carrithers/M. Smiley
- Report/Discussion: IT Services and a possible RFP from municipalities - R. Hart
- Report/Discussion: Countywide Emergency Services and Response - M. Witmer
- Report/Discussion: NYSEG Roll-out of advanced (“smart”) meter infrastructure (AMI) G. Mosely
- Subcommittee Reports
 - Energy - R. Howe
 - Transportation - R. Lynch
 - Water Quality
 - Subcommittee Structure Discussion

Bolton Point – Personnel Committee

Monday, February 28·11:00am – 12:00pm

Discuss and consider policy revisions:

- a. Health Insurance - declining coverage waiver
- b. Retiree Health Insurance
- c. Personal Appearance and Personal Protective Equipment
- d. Discuss only: Weather Related Time - Off Procedures

Reports

- a. Shop Steward
- b. Production Manager
- c. Finance Manager
- d. Distribution Manager
- e. Human Resources Manager
- f. General Manager

Planning Board

Monday, February 28·6:30 – 8:30pm

Lot Line Adjustment – 105 Goodman Road: Adjustment to convey 1.03 acres of a 4.18-acre parcel to the parcel immediately adjacent to the East.

Minor Subdivision – 428 Scofield Rd: The applicant proposes to subdivide the existing ~37.32 acre lot into three (3) parcels; Parcel A, 2.7 acres; Parcel B, 7.68 acres; Parcel C, 26.94 acres.

Site Plan and Consolidation/Lot Line Adjustment - Dollar General Retail Store: SEQR determination/ Lot line adjustment/Site Plan approval.

Site Plan - Home Business - 42 Asbury Rd: The owner is proposing a 672sf accessory structure to operate a fish reproduction home business.

Major Subdivision - Asbury & Collins, lots 3-7: Declaration of Lead Agency, scheduling of public hearing

Site Plan Amendment – 308 Peruville Rd, Hygear Motorsports: Proposed 48’ x 76’ addition to the existing facility, Site Plan review

Dandy Mini Mart – 7 Ridge Rd – Review and Comment on Concept of Site Plan

Town of Lansing Code Revision Committee

Thursday, March 3·10:00am – 12:00pm

- Reviewed and tabled of Town Board directive for the Code Revision Committee to Prioritize and Prepare Preliminary Draft Zoning District Text Amendments to Define and Prohibit Certain Commercial Blockchain Businesses and Industrial Uses
- Approved internal process diagram
- Approved amended preliminary report to Town Board regarding the Rural Agricultural (RA) Zoning District
- Review of Rural Agriculture (RA) Zoning District update documents

Bolton Point meeting

Thursday, March 3·4:00 – 5:00pm

Management Staff Report

Committee Reports

- Budget and Finance Committee
 - End of year Budget Transfer Resolution
 - December 31, 2021 Financial Report (Final)
 - Approval of March 3, 2022 Warrants
- Engineering and Operations Committee
- Personnel and Organization Committee

Planning Board

Monday, March 14·6:30 – 9:30pm

Presentation (6:30 pm): Parks, Recreation, and Trails Master Plan – MJ Engineering & Town of Lansing Parks & Recreation Department

Project: Concept of Site Plan – Dandy Mini Mart – Convenience (Mini) Mart

