

REGULAR TOWN BOARD MEETING
October 18, 2023

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 6:35 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:

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

ABSENT: No one absent

ALSO PRESENT: Mike Moseley, Highway Superintendent, Patrick Tyrrell, Parks and Recreation Supervisor, Mary Ellen Albrecht, Bookkeeper, Jennifer Schenck, Information Aide, John Zepko, Director of Planning, Jessica Hall, Deputy Town Clerk, Guy Krogh, Town Counsel, Mike Sigler, Tompkins County Legislature, Mike Stitley, Director of Emergency Response, George and Wendy Fenner, Dennis Griffin, Natalya and Greg Pikulik, James Spencer, Lauren and Cory Baker, and a few other attendees

MOTION TO OPEN THE PUBLIC HEARING FOR TOMPKINS COUNTYWIDE SHARED SERVICES INITIATIVE PLAN FOR PILOT COUNTYWIDE RAPID MEDICAL RESPONSE PROGRAM

Councilperson Ruth Groff, moved to **OPEN THE PUBLIC HEARING FOR TOMPKINS COUNTYWIDE SHARED SERVICES INITIATIVE PLAN FOR PILOT COUNTYWIDE RAPID MEDICAL RESPONSE PROGRAM** at 6:37 pm.

Councilperson Joseph Wetmore seconded the motion.

All in Favor – 5 Opposed – 0

Director of Emergency Response Mike Stitley and Tompkins County Legislator Mike Sigler shared the following information:

- Plan to have three (3) units in Tompkins County, as first responders
 - Lansing
 - Caroline
 - Newfield or Enfield
- Tompkins County will pay for the first year (2024) \$600,000
 - Town of Lansing range \$20,000-\$60,000 per year (begin in 2025)
- Reduce current medical response time
- This is not for transportation to hospital – not ambulance service
- Tompkins County will hire EMT’s
- Village of Lansing also included for services

Residents stated:

- Sometimes difficult for Town Fire Department responders to leave job – this service will be good
- Town Board should invite Town Fire Chief to meeting to explain Town Fire Department services

MOTION TO CLOSE THE PUBLIC HEARING

All persons desiring to be heard, having been heard, Councilperson Ruth Groff, moved to **CLOSE THE PUBLIC HEARING FOR TOMPKINS COUNTYWIDE SHARED SERVICES INITIATIVE PLAN FOR PILOT COUNTYWIDE RAPID MEDICAL RESPONSE PROGRAM** at 6:54 pm.

Councilperson Joseph Wetmore seconded the motion.

All in Favor – 5 Opposed – 0

ATV ROAD USAGE LAW PRESENTATION - JAMES SPENCER

James stated the following:

- Candor has local law allowing four-wheelers on roads – following certain requirements
- Candor has trails
- Would like Lansing to have a local law allowing four-wheelers to drive on roads
- Lansing does not have trails
- About 300 ATV’s in Lansing
- Sheriff Osborne in favor of this
- Max 25 mph
- Same rights as bicycles
- Cannot ride on state road

Town Counsel Guy Krogh stated:

- New York State may need to update the Vehicle and Traffic Law, it is very old
- Farm vehicles, used as farm vehicles, have rights under Ag District Law
- Blanket use over road not allowed
- Easy if trail to trail

Maybe have James come back to November Town Board meeting. Town Board members should call James with questions. This is about roads, not trails.

BUDGET DISCUSSION

Several budget items were discussed. They are included in the resolution below:

Memorializing Changes to Revised Tentative Budget and Authorizing Preparation and Filing of Preliminary Budget.

Before the vote was taken on this Resolution the Town Board went into Executive Session.

MOTION TO ENTER EXECUTIVE SESSION

Councilperson Joseph Wetmore moved to **ENTER EXECUTIVE SESSION TO DISCUSS COLLECTIVE BARGAINING NEGOTIATIONS PER ARTICLE 14 OF CIVIL SERVICE LAW AT 7:56 PM.**

Councilperson Ruth Groff seconded the motion.

All in Favor – 5 Opposed – 0

MOTION TO EXIT EXECUTIVE SESSION

Councilperson Ruth Groff moved to **EXIT EXECUTIVE SESSION AT 8:48 PM.**

Councilperson Andra Benson seconded the motion.

All in Favor – 5 Opposed – 0

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

Two residents spoke about a Drainage District for 55 East Shore Drive

- Need drainage district so house can be sold and buyer can obtain mortgage
- No communication
 - Who is responsible for creation of drainage district
 - How long will it take

One resident stated:

- Village of Lansing met with Cayuga Heights regarding future sewer plant
 - Is Town involved with this
- Zoning – take time, review everything
- Cargill
 - Suggest inviting DEC to Town Board meeting to find out procedures Cargill goes through each year

MOTION TO CREATE A NEGOTIATING TEAM TO DISCUSS THE LANSING HIGHWAY ASSOCIATION AGREEMENT

M23-25

MOTION TO CREATE A NEGOTIATING TEAM TO DISCUSS THE LANSING HIGHWAY ASSOCIATION AGREEMENT

Supervisor Edward LaVigne, moved to create a negotiating team to discuss the Lansing Highway Association Agreement, consisting of Mike Moseley, Mark Tyrrell, Joseph Wetmore, Ruth Groff and Town Counsel Guy Krogh.

Councilperson Andra Benson seconded the motion.

All in Favor – 5 Opposed – 0

RESOLUTION MEMORIALIZING CHANGES TO REVISED TENTATIVE BUDGET AND AUTHORIZING PREPARATION AND FILING OF PRELIMINARY BUDGET

There was a lengthy discussion on item #6 B8010.400 – Zoning Contractual – should this be added to the 2024 budget? Following the discussion Supervisor Ed LaVigne and

Councilperson Andra Benson were not in favor, Councilperson Bronwyn Losey, Councilperson Ruth Groff, and Councilperson Joseph Wetmore were in favor.

After discussing all items in this Resolution, the Town Board went into Executive Session. Once out of Executive Session, the motions were made, and the vote was taken.

RESOLUTION 23-119

RESOLUTION MEMORIALIZING CHANGES TO REVISED TENTATIVE BUDGET AND AUTHORIZING PREPARATION AND FILING OF PRELIMINARY BUDGET

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

WHEREAS, pursuant to Town Law Article 8, and §§ 106 and 107 therein, the Town and its various officers and employees coordinate fiscal reviews and activities to help and cause the Town's Budget Officer to prepare a Tentative Budget and Revised Tentative Budget, and such Tentative Budget is presented formally by the Town Clerk and the Town Board thereafter reviews, investigates, updates and amends the same, whereupon it becomes a Preliminary Budget; and

WHEREAS, a Preliminary Budget must exist by a specific date and public hearings are held thereupon before the formality of adoption by formal vote and resolution as a Final Budget; and

WHEREAS, upon deliberation hereupon, the Town Board of the Town of Lansing has hereby RESOLVED as follows:

1. To date, the agreed-upon changes and updates to the Revised Tentative Budget consist of the following:

- 1) A1110.120 - Court Clerk Salary
 - a. Increase to \$80,000 from \$75,605.92 to account for overtime hours worked
- 2) A1110.130 - Justice's Personal Services/Part-time Clerk
 - a. Increase to \$9,000 from \$5,000 to account for additional part-time clerk
- 3) A1610.200- Technology Equipment
 - a. Increase from \$7,200 to \$15,000
- 4) A1610.400 - Technology Contractual
 - a. Increase from \$70,000 to \$102,750
 - i. Reflective the \$42,750 quote from Edmunds for new Accounting/Payroll software, less moving funds from this contractual account to the equipment account
- 5) A7320.100 - Drop In, Personal Services
 - a. Decrease to \$0 from \$23,526 – program is being closed
 - b. Decrease to \$0 from \$1,200 – program is being closed
- 6) B8010.400 – Zoning Contractual
 - a. Increase by \$100,000 from \$27,750 to \$127,750 for a zoning consultant
 - i. This would increase the use of available fund balance from \$277,739.84 to \$377,739.84 which is almost half of the current fund balance
- 7) SS1-8110.100- Sewer Administration Personal Services
 - a. This would be a new code for Deputy Town Clerk. She is not currently paid out of sewer but has a lot of duties in this area, and this fund should

pay its share. There is no increase in salary, only a reallocation of amounts.

b. Create code, and put \$2,727.07 in

8) SS3-8110.100 - Sewer Administration Personal Services

a. This would be a new code for Deputy Town Clerk. She is not currently paid out of sewer but has a lot of duties in this area, and this fund should pay its share. There is no increase in salary, only a reallocation of amounts.

b. Create code, and put \$256.59 in

9) SW8310.100 - Water Administration Personal Services

a. Deputy Town Clerk’s wages were reallocated. Deputy Town Clerk’s portion of this fund was \$32,820 and should be decreased to \$29,836.56.

b. This decreases this budget line from \$56,272 to \$53,288.56

10) Deputy Town Clerk’s rate of pay on the salary schedule is incorrect. It is listed as \$30.26 and should be \$31.44 as she is due to go up one step. (Already correct in budget, just incorrect on salary schedule.)

11) Information Aide – Clerk’s Office is not listed on the salary schedule and should be. (Already in budget, just left off salary schedule.) The salary is \$22.89/hour.

2. These changes shall be made to the Revised Tentative Budget, which shall become a Preliminary Budget and subjected to public hearing as required by 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 Andra Benson – Aye
Councilperson Bronwyn Losey – Aye
Supervisor Edward LaVigne – Aye

Councilperson Ruth Groff – Aye
Councilperson Joseph Wetmore – Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on October 18, 2023.

PROPOSED WATER LINE EXTENSION - 14, 16, AND 18 BOLTON POINT RD

Town not sure if property owner wants a water main extension or to be an outside user. The map they submitted appears to be a water main extension. The Town has not received a complete application.

Director of Planning John Zepko will contact the property owner and find out what they want.

LANSING COMMUNITY LIBRARY REPORT – CHRISTINE EISENHUT

Submitted the following report to the Town Board and it was included in the meeting packet which was available on Town of Lansing website and as a handout.

**TOWN BOARD UPDATES
FROM THE LANSING COMMUNITY LIBRARY
October 2023**

1. Thank you for the patience of the community as the library plans for the repair of the plumbing and rebuilding of the upstairs public bathroom. The lead piping caused a flood and significant damage to the teen room. The library will be closed from October 23-28 for asbestos remediation.
2. Thanks to all who voted in the Target Circle Program. 54,339 votes were cast for the Lansing Community Library, awarding Target funds in the amount of \$3,806.16.

3. The library is a candy collection site for Trunk or Treat on October 31st at Myers Park. There will also be a Halloween costume closet. Donations are currently being accepted and those in need are free to take one.
4. The Friends of the Library will be hosting a fundraiser – Costumes and Cocktails on October 20th from 8:00-11pm at the Lake Watch Inn. Tickets are available at the library.
5. The Artisan Fair will take place on December 1-2 at the library and Town Hall. There is currently space for more vendors. Please contact the Friends of the Library for more information – friendsoflcl@lansinglibrary.org
6. On display during October will be the textiles of Patricia Brown.
7. The library has a mobile wireless hotspot available for check out. Also, the Wi-Fi is not password protected. The community is welcome to park in the lot to access the Internet.
8. Instructor John Burger hosts T'ai Chi classes at the Community Center on Fridays from 10:30-11:30am.
9. Learn to play American Mah Jongg every Tuesday at 10:15am and play American Mah Jongg every Wednesday from 1:00-3:00pm.
10. The library continues to provide free delivery to Woodsedge.
11. The library has an Empire Pass and passes to the Museum of the Earth and the Cayuga Nature Center available for check out. Board games, puzzles, story time kits, and STEAM kits are also available.
12. The library continues to distribute free self-test COVID-19 kits, antibacterial wipes and N95 masks to Lansing households.

LANSING YOUTH SERVICES REPORT – RICK ALVORD

Submitted the following report to the Town Board and it was included in the meeting packet which was available on Town of Lansing website and as a handout.

Lansing Youth Services Town Board Report October 2023

Outdoor Cooking Adventures: We are kicking off the new school year with Outdoor Cooking Adventures. This program takes a blended approach to enjoying the Nature Center with woodland games and daily cooking over the campfire. The group began with roasting marshmallows over the coals for a delicious desert. Fire Safety is very important. Youth are taught about cooking-specific fires and how to select a safe cooking location. The plans are for the group to make a main dish and side dish at each program, as well as making time for some fun games. 10 youth served.

Game On! The ever-popular Game On program is back and there are a lot of students ready for gaming. Chess has been by far the most popular game and students are teaching others how to play. Some participants are beginning Magic the Gathering matches and learning the game Dominion. The group always loves Connect Four and a tournament is being planned for the coming weeks. 10 youth served

Crafter's Corner: Crafter's Corner will take place through the beginning of December. Youth will once again take part in the Lansing Artisan Fair selling the arts and crafts they make in the program. The group is excited to learn the business side of things early on this year, tracking the progress of our inventory for the event will be added to the program content this year. 8 youth served.

Mad Science: Mad Science will consist of hands-on experiments at the school, youth will also enjoy several field trips to local and regional museums. The group has started with Rube Goldberg machines, learning about simple machines and how to connect them. This will transition to Keva planks, exploring the same mechanisms and culminate with a trip to the Sciencenter, which currently has simple machines as their main exhibit. 10 youth served.

Youth Employment: The youth employees are still hard at work at the Lansing Public Library where they continue to improve their customer service, management of records, and sharpen their workplace professional skills. LYS Assistants will begin with LYS programs in the coming weeks to hone their youth development skills and the High School placements will get their organizational and record management skills in practice soon. 12 youth served.

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

TOMPKINS COUNTY LEGISLATOR REPORT – MIKE SIGLER

Submitted the following report.

Tompkins County Legislator Michael Sigler October 2023

Hello and thank you for having me again. I want to thank Dominick Recckio whose reports I draw from liberally.

We passed the amendments to the budget last night. A good number of us wanted a zero tax levy increase considering the increase in assessments and because we have money in fund balance to pay for it, but Mike Lane moved and got 9 votes to increase the levy by two percent, using less fund balance to decrease the tax payment by homeowners. I voted against the 2 percent increase. Both the zero percent and two percent budgets see another substantial decrease to the tax rate. This will now go to public hearing at the Legislature at 7 pm on October 30th so if you want to comment on it, please come. The tax levy will be \$53,445,119 and will be a tax rate of \$5.32, a decrease of 5.88 percent from last year.

We had a two-hour debate on a resolution condemning Hamas last night and supporting Israel. Greg Mezzey had brought the resolution forward but withdrew it. I then moved it as a member filed resolution. I felt it fairly condemned Hamas, not the Palestinians and recognized the terror attack for what it was, the largest killing of Jews since the holocaust.

We had 52 people speak on both sides of the issue. My concern with withdrawing it was that it would be seen as us not condemning Hamas and it was seen that way. I am grateful to live in the only town in Tompkins County where all three major religions, Christian, Jewish, and Muslim have houses of worship. I have relationships with all of those communities, breaking bread with each. While there is today a lot of distance between religions in the world, we have ties that bind us outside of those differences. We are all American's or living under the protections of America and even closer to home we are all in Lansing, our home and we are each other's neighbors and Lansing has always looked out for our people. I intend to keep that tradition.

The County is moving ahead with an Emergency Medical Services (EMS) rapid response program to address critical gaps in the local emergency response system. The Tompkins County Department of Emergency Response developed a proposal following calls from local municipal officials and an examination of data on existing emergency response times and staffing at local agencies.

I believe you're hearing about this program tonight. We have this funded in this year's budget to get it off the ground but are asking the Town to share in the costs going forward. Lansing hasn't had its own ambulance service in 30 years. This is not a replacement for ambulance service. It is designed to get someone to your door quickly in case of emergency. It's remarkable how many calls in Lansing are not answered.

Tompkins County Director of Emergency Response Michael Stitley and EMS Coordinator Joe Milliman detailed the proposed two-year pilot program for the

legislature. Volunteer first responders are increasingly hard to recruit, and low staffing levels leave the agencies that rely on volunteers with less resources to respond to every call for service.

The proposed countywide rapid EMS response program would offer three response units placed in locations around the County allowing for a quick response (for example, one may be in Lansing, augmenting existing resources). The units would not use traditional ambulances or transport individuals for medical attention, but would offer rapid, on-site support to address an immediate issue or support someone while they await additional resources.

There will be a resolution on the Cargill mine on November 8th. It's calling for a full environmental review, a posting of a 1-billion-dollar bond, and the filing of a closure plan. I've already answered questions on why the lake cannot flood the mine as some have suggested and do so about every four years as new legislators both at the Town and County level filter through and will continue to do so.

HIGHWAY REPORT – MICHAEL MOSELEY

Submitted the following report to the Town Board and it was included in the meeting packet which was available on Town of Lansing website and as a handout.

**HIGHWAY REPORT
October 2023**

Road Maintenance/ Improvement

- Hot mix paved Munson Road between Auburn Rd & VanOstrand Rd
- Finish patch work from water main breaks/potholes prior to prepping for winter.
- Added culvert pipes for driveway throughout the community.
- Paved community center parking lot
- Worked to re-grade roads before winter.
- Shimmed Waterwagon Rd. between Murfield Drive and Ryans Way
- Added shoulders to Munson Road after paving.

Tree & Brush Maintenance

- Continued tree & brush maintenance along roadside to aid line of sight.
- Assisted the Village with their fall brush pick-up.

Water/Sewer Maintenance

- Crews worked on two more water main breaks totaling hours of overtime. This makes 20 water main breaks since May.

Community

- Worked with Tompkins County Soil and Water to control erosion around an 8” water main at Pine Grove Cemetery.
- November 3rd we'll be hosting a tire collection event put on by Tompkins County Soil and Water. Additional information can be found on the Highway Department website.
- We are working with Verizon on 32 active permits for work being done throughout the Town.

Office

- We are working with Jenn and Mary Ellen to demo new software to replace Williamson in 2024
- We continue to work with the Highway Barn committee on the development of the new Highway Barn project.
- Our crane truck was taken to Ohio to have the crane/box put on.
- We continue to work with T.G. Miller on #2 Auburn Road & Ludlowville Road.

Mike also reported:

Ludlowville Road/Crooked Hill Road/Snake Hill Road

- Stopen Engineering and T.G. Miller, P.C. are working with Edger Enterprises Inc.

- Edger Enterprises Inc. are working pro bono
- Orchard, Earth and Pipe backed out from this project
- Hope to have new information to Town Board in November

2 Auburn Road

- Took samples for asbestos testing
- Hope to have new information in November

Tire Collection

- November 3, 2023, 1pm to 4:30pm
- Tires may be dropped off at the Highway Campus
- Cost is \$2 per tire
- Tires need to be clean

PARKS AND RECREATION REPORT – PATRICK TYRRELL

Submitted the following report to the Town Board and it was included in the meeting packet which was available on Town of Lansing website and as a handout.

**Parks & Recreation
October 2023
Town Board Meeting**

RECREATION:

- Fall soccer has ended for the season.
- Our current programming includes basketball, indoor soccer, horseback riding and swimming.
- Lacrosse will be played on the Town Barn Field through the end of the month.
- Cornell and Ithaca College club softball teams will be playing through the end of the month as well.
- Our trails group is now meeting every other week.
- Modified soccer has ended for the season.
- Small Fry Football Junior Team will be traveling to Maine Endwell for a playoff game while the Senior team and Flag team will be hosting consolation games at home.
- Trunk or Treat once again returns to Myers Park on Halloween evening. Spots are filling fast.
- We'll be overseeding and putting soccer goals away this week.

PARKS:

- Camping has ended for the season.
- We'll begin shutting our water system down at Myers Park after the Trunk or Treat event.
- We have a meeting about adding a boat wash station in Myers Park due to hydrilla being found. We hope to secure grant funding for this, I will keep the board updated.
- Several new trees have been planted at Salt Point.
- We are currently cleaning ditches and fixing wash outs at Center Trail.
- Salt Point Workday is October 14th.
- Boats in the marina and dry dock must be out by November 1st.

Pat also reported:

Budget

- Through September, this office covered 90% of their expenses, not counting employee benefits
- Anticipate covering 76% of their expenses through the end of the year

Programs

- To date, 300 more kids in programs compared to last year

- Added 20 programs this year over last year
- Wait listed 176 kids that did not make it in a program

DIRECTOR OF PLANNING REPORT – JOHN ZEPKO

Submitted the following report to the Town Board and it was included in the meeting packet which was available on Town of Lansing website and as a handout.

Planning & Code Enforcement

John Zepko, Director, CPESC, CFM
Reporting Period Sept 2023

CORE PLANNING FUNCTIONS

- **General Admin**
 - The Department continues to seek applicants for the position of Planner. To date zero applications have been received.
 - 9/07 Met w/ representative of TC Ag & Farm Board and CCE to discuss challenges and opportunities of utility scale solar development in agricultural areas
 - 9/07 - Met w/ project team for Yellow Barn Solar regarding ORES application
 - 9/07 – Met w/ Town staff to discuss Drainage District 11 & 12 MPR
 - 9/18 – prepared and submitted draft budget worksheet to the Office of the Bookkeeper
 - 9/20 – Meeting w/ project owner to discuss Drainage District 11 & 12 MPR
- **Planner conducting classification and review of development applications**
- **Planning Board staff support**
- **Zoning Board of Appeals staff support**
- **Hazard Mitigation Planning**
- **Floodplain Management**
 - Work continues to resolve the findings from the 31 May 2023 Community Assistance Visit (CAV) conducted by NYS DEC.
- **Stormwater Management**

LAND USE WORK PROGRAM

- **Code Revision Committee**
 - 28 September meeting – discussed Draft Local law on Boards, Commissions and Committees

COMMITTEE MANAGEMENT

- **Agricultural and Farmland Protection Committee staff support**
- **Conservation Advisory Committee Council**
 - 9/19 – met w/ Chair of CAC to discuss draft ORI and upcoming development projects.
- **Water & Sewer Working Group**
 - 6 September meeting
- **Capital Improvement Committee**
 - 6 September meeting

PLANNING BOARD

- **25 Sept meeting** – the Planning Board heard the following:
 - Conditional Approval of 9,600 sq ft building located on Verizon Lane

ZONING BOARD OF APPEALS

- No Sept meeting

CODE ENFORCEMENT

▪ **September 2023 Permit Information**

	Sept 2023
Fees Collected	\$3,773.40
Estimated Project Cost	\$6,815.00
Certificate of Occupancy/Compliance	16
Building Permits	21
One & Two Family Residences	0
New Mobile Homes	0
New Businesses	0
Multi-Family Residences (3 or more units)	0
TOTAL 2023 Misc. Fee Collected to date	17,710.00
	Jan 1, 2023 to Sept 30, 2023
Fees Collected	\$82,478.68
Estimated Project Cost	\$16,055,215.00
Certificate of Occupancy/Compliance	159
Building Permits	180
One & Two Family Residences	9
New Mobile Homes	0
New Businesses	0
Multi-Family Residences (3 or more units)	0

ENGINEER’S REPORT – DAVE HERRICK

No report.

TOWN CLERK REPORT – DEBBIE MUNSON

Submitted the following report to the Town Board and it was included in the meeting packet which was available on Town of Lansing website and as a handout.

**TOWN CLERK
OCTOBER 2023**

Hunting Licenses

Lifetime license holders who have not received theirs in the mail can come to our office to have a replacement printed until November 1st at no cost. After November 1st, lifetime license holders will have to pay for a replacement license. To date, the DEC has not announced the dates of the second round of Deer Management Permits.

Woodsedge Board Seeks New Members

The Town of Lansing Housing Authority (LHA), which owns and operates the Woodsedge Senior Apartments locally, is looking to fill two vacancies on its Board of

Directors. The Board meets on the 4th Monday of the month at 7:00 PM. If you have some experience with aging issues or property management, you are invited to learn more about this volunteer opportunity by contacting David Stoyell, LHA Board Chair, by phone (607) 533-7947 or email - davestoyell@gmail.com.

Tompkins County Chamber of Commerce Community Conversation: Lansing

On October 11th, Deputy Town Clerk Jessie Hall attended a Community Conversation hosted by the Tompkins Chamber. It was a round table discussion with local government leaders, business owners, and non-profit organizations. Jessie participated in the topic of Rural Community Needs and how to address those needs.

Board Vacancies

A reminder from last month, listed below will be the vacancies as of December 31, 2023. The chairs of each board/council have been notified of which members terms are expiring. Incumbents wishing to be reappointed must submit an application for reappointment. Applications will be available on the Town’s website through October 23rd. Paper applications will be available at the Town Clerk’s office and can be e-mailed, if requested. Notice of vacancies are posted on bulletin boards located in the Town Hall.

- Planning Board – 3 vacancies: (1) 7-year term and (2) 1-year terms
- Zoning Board of Appeals – 2 vacancies: (1) 5-year term and (1) 1-year term
- Board of Ethics – 1 vacancy: (1) 5-year term
- Conservation Advisory Council – 5 vacancies: (5) 2-year terms

Reliefs of Unpaid Water and Sewer Bills

Delinquent water accounts with balances have been relieved on 2024 Town and County Tax Bills.

CONSENT AGENDA

- a. **MOTION TO ADD TOTAL CARE EMPLOYEE ASSISTANCE PROGRAM (EAP) BENEFITS AND COVERAGES TO TOWN-PROVIDED HEALTHCARE POLICIES**

M23-26

MOTION TO ADD TOTAL CARE EMPLOYEE ASSISTANCE PROGRAM (EAP) BENEFITS AND COVERAGES TO TOWN-PROVIDED HEALTHCARE POLICIES

Motion to add Total Care EAP (Employee Assistance Program) benefits and coverages to town-provided healthcare policies and coverages under the Greater Tompkins County Healthcare Insurance Consortium, to hereafter provide the same to all town employees generally (including to members of the Highway Association), and to authorize the Town Supervisor or Town Personnel Officer to undertake registration and execution of all applications and documents by and for the Town to ensure eligibility and participation effective January 1, 2024.

- b. **MOTION AUTHORIZING SUPERVISOR TO SIGN INTER-MUNICIPAL AGREEMENT WITH TOMPKINS COUNTY SOIL AND WATER FOR PINE GROVE WATERLINE PROTECTION PROJECT**

M23-27

MOTION AUTHORIZING SUPERVISOR TO SIGN INTER-MUNICIPAL AGREEMENT WITH TOMPKINS COUNTY SOIL AND WATER FOR PINE GROVE WATERLINE PROTECTION PROJECT

Motion authorizing Town Supervisor to sign Inter-Municipal Agreement with Tompkins County Soil and Water for materials supply and design support for the Pine Grove

waterline protection project to prevent erosion and enhance drainage to protect main and culvert in the project area, once the final version thereof, as agreed upon between the Town and County, is reviewed and duly approved by either the Town Attorney or Highway Superintendent.

c. MOTION APPROVING CONTRACT BETWEEN TOWN AND EXPRESS EMPLOYMENT PROFESSIONALS

M23-28

MOTION APPROVING CONTRACT BETWEEN TOWN AND EXPRESS EMPLOYMENT PROFESSIONALS

Motion approving contract between Town and Express Employment Professionals regarding engagement for specific personnel recruitment services and authorizing the Town Supervisor to execute such contract for, on behalf of, and in the name of the Town of Lansing.

d. MOTION AUTHORIZING ASBESTOS ANALYSES AND ABATEMENT FOR 2 AUBURN ROAD

M23-29

MOTION AUTHORIZING ASBESTOS ANALYSES AND ABATEMENT FOR 2 AUBURN ROAD

Motion authorizing Town Highway Superintendent’s to expend up to \$10,000 to provide for asbestos analyses and abatement for 2 Auburn Road.

e. RESOLUTION SCHEDULING PUBLIC HEARING FOR SPECIAL DISTRICTS PROPOSED 2024 BUDGETS

RESOLUTION 23-120

RESOLUTION SCHEDULING PUBLIC HEARING FOR SPECIAL DISTRICTS PROPOSED 2024 BUDGETS

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

RESOLVED, that the Town Board of the Town of Lansing has prepared the Assessment Rolls of parcels of land included in the Lansing Consolidated Water District (“CWD”), CWD Extensions 1, 2, 4 (Lansing Station Road and Drake Road) and 5 (Peruville Road) and for lands within Lighting Districts Numbers 1, 2, and 3, (Ludlowville, Warren Road, and Lakewatch), and for the Lansing Drainage Districts Numbers 1, 2, 4, 5, 6, 7, 8, and 10 (Pheasant Meadows, Whispering Pines, Lake Forest, Farm Pond Circle, Lansing Commons, Woodland Park, Cayuga Way, and Novalane), and the Lansing Sewer Districts (Cherry Road and Warren Road) (all together, the “Districts”), and the Town has apportioned and assessed upon such parcels of land in proportion in the amount of benefits the improvements shall confer upon the same the cost chargeable to said Districts in connection with the construction and capital costs of the providing of public water, lighting, stormwater management and drainage, and sewer transportation and treatment payable in the year 2024 and therefore, pursuant to § 239 of the Town Law, the Town Board shall hold a Public Hearing at the Lansing Town Hall, 29 Auburn Road, Lansing, New York 14882, at 6:31 p.m., on the 8th day of November, 2023 to hear and consider any objections which may be made to said roll.

f. RESOLUTION SCHEDULING PUBLIC HEARING FOR TOWN OF LANSING PRELIMINARY BUDGET FOR 2024

RESOLUTION 23-121

RESOLUTION SCHEDULING PUBLIC HEARING FOR THE

TOWN OF LANSING PRELIMINARY BUDGET FOR 2024

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

NOTICE IS HEREBY GIVEN, that the Preliminary Budget of the Town of Lansing, Tompkins County, New York for the fiscal year beginning January 1, 2024, will be completed and filed in the office of the Town Clerk of said Town on October 19, 2023, where it will be available for inspection by any interested persons at all reasonable hours; and

FURTHER NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Lansing will meet, and review said Preliminary Budget and hold a Public Hearing thereon at the Lansing Town Hall, 29 Auburn Road, Lansing, New York 14882, 6:32 p.m. on the 8th day of November, 2023 and that at such hearing any person may be heard in favor of or against the Preliminary Budget as compiled or for or against any items therein contained; and

FURTHER NOTICE IS HEREBY GIVEN, pursuant to Section 108 of the Town Law, that the following are proposed yearly salaries of elected Town Officials of this Town:

Supervisor	\$ 30,306.00
Councilperson (4)	
Total	\$ 38,964.00
Each	\$ 9,741.00
Town Clerk	\$ 56,243.00
Highway Superintendent	\$ 89,196.00
Town Justice (2)	
Total	\$ 44,497.44
Each	\$ 22,248.72

CONSENT AGENDA MOTIONS M23-26 – M23-29 AND RESOLUTIONS 23-120 – 23-121

RESOLUTION 23-122

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

RESOLVED, that the Consent Agenda Motions **M23-26 – M23-29** and Resolutions **23-120 – 23-121**, 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 Andra Benson – Aye | 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 October 18, 2023.

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT

RESOLUTION 23-123

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT

The Supervisor submitted his monthly report for the month of September 2023, to all Board Members and to the Town Clerk. The Supervisor’s Report was reviewed by Councilperson Joseph Wetmore. The bills were reviewed by Councilperson Joseph

Wetmore and Councilperson Andra Benson. 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 # 010

DATED 10/18/2023

AUDITED VOUCHER #'s	<u>1014 - 1113</u>
PREPAY VOUCHER #'s	<u>1079</u>
AUDITED T & A VOUCHER #'s	<u>61 - 66</u>
PREPAY T & A VOUCHER #'s	<u>61-62, 65</u>

<u>FUND</u> <u>APPROPRIATIONS</u>	<u>TOTAL</u>
GENERAL FUND (A&B)	\$ <u>87,937.42</u>
HIGHWAY FUND (DA&DB)	\$ <u>183,339.80</u>
LANSING LIGHTING (SL1, 2 &3)	\$ <u>1,626.18</u>
WARREN SEWER DISTRICT (SS1)	\$ <u>702.77</u>
LANSING WATER DISTRICTS (SW)	\$ <u>19,448.67</u>
TRUST & AGENCY (TA)	\$ <u>70,730.55</u>

**BUDGET MODIFICATIONS
OCTOBER 18, 2023 MEETING**

**GENERAL FUND A
October 18, 2023**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
A599	A1380.400	FROM FUND BALANCE TO BOND/FISCAL AGENT	\$ 601.50
A1440.408	A1440.403	FROM TOWN CENTER ENGINEERING TO TRANSPORTATION ENGINEERING	\$ 2,000.00
A2680	A3310.400	TO MOVE INSURANCE PAYMENT RECEIVED TO EXPENDITURE CODE	\$ 3,568.00
A599	A7180.100	FROM FUND BALANCE TO BEACH/POOL PERSONAL SERVICES	\$ 617.64
A599	A7310.110	FROM FUND BALANCE TO YOUTH PERSONAL SVCS	\$ 3,134.00

**HIGHWAY FUND DB
October 18, 2023**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
DB599	DB9060.800	TO COVER HEALTH INS. PREMIUMS THROUGH YEAR END.	\$40,800.00
DB599	DB9050.800	TO COVER UNEMPLOYMENT INS. THROUGH YEAR END	\$ 125.00

WATER FUND SW
October 18, 2023

<u>FROM</u>	<u>TO</u>		<u>AMOUNT</u>
SW8310.401	SW8310.402	MOVE FROM WATER ADMIN LEGAL TO WATER ADMIN ENGINEERING	\$ 4,000.00

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

Councilperson Andra Benson – Aye	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 October 18, 2023.

BOARD MEMBER REPORTS

Andra Benson – reported the following:

Lansing Library – written report above

Lansing Youth Services – written report above

Ruth Groff

Submitted the following report to the Town Board and it was included in the meeting packet which was available on Town of Lansing website and as a handout.

Ruth Groff
Town Board Member Report
October 2023

- **Food Systems Summit – September 28, 8:45am – 4:15pm at the Treman Center**
 - A collaboration of the Tompkins County Food Policy Council, Cornell Cooperative Extension, and The Food Bank of the Southern Tier
 - The sessions I attended were:
 - **“Growing Together: How Farms and Communities Can Thrive by Expanding Food Production in our Region”** – presenters were farmers from around the county, discussing their challenges; safety issues for black, Latino, and LGBTQ workers on farms; cooperation and collaboration with fellow farmers; support is generally from private equity, rather than government; suggestions of similar partnerships, such as Community Arts Partnership provides for artists; and suggestions that there needs to be an additional tier of Ag assessment exemptions.
 - **“Hunger 101”** – an exercise facilitated by The Food Bank of the Southern Tier, where attendees played the role of an assigned underserved individual, going through the process of purchasing food from a pantry (or being rejected by one because they lived in the wrong area), applying for SNAP and the challenges of that process, and then allocating their limited funds to buy food for their family. Defining, understanding, and identifying the causes of hunger were the goals of the exercise.
 - **“Resourcing a Successful Food System in Tompkins: How Funders and Community Based Organizations Can Collaborate and Grow”** – discussions around gathering resources toward a multitude of food system organizations, projects, and

farmers who contribute to the Food System Plan. Implementation is a shared responsibility stressing greater collaboration with private and public funders.

- **Capital Improvement Committee: October 4, 9:00am**
 - The committee followed up on the items from the previous meeting, which was that the list of projects has been essentially completed, the next step is for descriptions of each project to be written for inclusion in a formal report. Several committee members agreed to write those descriptions as they pertained to their areas of expertise – Mike Moseley, Patrick Tyrrell, and Dave Herrick. I will be preparing financial snapshots for each project. Due to time constraints this time of year, we agreed to extend the deadline for completing reports.
- **Conservation Advisory Council (“CAC”): October 5, 6:30pm**
 - Final review and discussion of the Open Space Index (“OSI”) to move the document to the next phase
 - There will be a public meeting on November 9th, to focus on the OSI
- **Parks, Recreation, and Trails Committee: September 25, October 5 and 12**
 - Patrick Tyrrell, Ruth Hopkins, and Ruth Groff have periodic meetings with Ellie Peterson, Intern from Cornell, regarding her work on potential plans for the Jonas Falls area. Since she has completed a majority of the work on that project, but still has many hours left on her contract with the Town, she has begun converting the study that was done by the Cornell Design Connect team, into a format consistent with that of a trails master plan.
 - The Trails Committee has been meeting weekly to share lessons learned as several groups are working on different segments of the trail. The focus has been on learning about easements, and identifying multiple options for each segment, but the primary discussions have been around landowner outreach, and possible funding sources.
- **Ithaca Tompkins County Transportation Council (“ITCTC”): October 17, 10:00am**
 - I will report on this next month, as the meeting was too late in the month for me to include in this report

Bronwyn Losey – reported the following:

Zoning Board of Appeals (ZBA) – no meeting

Broadband Committee – no meeting

Joseph Wetmore

Submitted the following report to the Town Board and it was included in the meeting packet which was available on Town of Lansing website and as a handout.

**Joseph Wetmore
Town Board Member Report
October 2023**

Planning Board

Monday, September 25·6:30 – 8:30pm

8-18 Verizon Lane, Tax Parcel Number 30.-1-16.32 The applicant proposes to construct an approximately 9,600 square foot building on the existing ~9-acre lot. The property is in the IR – Industrial/Research Zone. Public Hearing, and approved.

I gave a liaison report from the September 20, 2023 Town Board meeting.

The Planning Board discussed the potential tax base losses from Cargill.

**Code Revision Committee Monthly Meeting
Thursday, September 28·8:00 – 10:00am**

We discussed the comments we received from various staff, boards and committees on *the Draft Local law on Boards, Commissions and Committees*. We are going to revise and recirculate.

**Tompkins County Council of Governments
Thursday, September 28·3:00 – 5:00pm**

1. Report from County Administration

Discussed the Countywide Rapid Medical Response program for inclusion in the 2024 CWSSI Plan.

Reviewed Expanding Broadband Access Plan

2. Resolutions

A Resolution Urging Governor Hochul to Veto Pending Legislation (S3505B and A4282B) That Would Impact the Timing of Local Elections

**Bolton Point
Thursday, October 5·4:00 – 5:00pm**

1. Management Staff Report
 - A. Upon approval by the Tompkins County Health Department, eligible property owners can be reimbursed up to 50% of costs for sewage system projects up to \$10,000.
 - B. CLEAN did a presentation of the potential sale of the Cargill Salt Mine.
 - C. Update on the inventory of lead water lines in the district
 - D. Harmful Algie Bloom seen off Bolton Point. Has not affected water intake yet.
2. Budget and Finance Committee
 - A. July 31, 2023 Financial Report
 - B. Approval of the September 7, 2023 Warrants
3. Resolution for Appointment of Mark Fessenden Janik to EMT Position

Joe also reported:

Residents complaining about bad cell service – what can the Town do

Town Board Discussion

- Write letters to cell phone providers
- Write to federal and state representatives-request FCC to look into this
- More towers are needed
- Task Broadband Committee to start investigation
 - Report back to Town Board
 - If money is needed, put in budget

Broadband Committee is waiting to hear back from Spectrum regarding the contract.

Edward LaVigne – reported the following:

Solar / Heat Pumps – Rebate program for non-profits

WORK SESSION MEETING

Board Appointments – Town Board had a lengthy discussion

- Need to follow current policy until a new one is adopted

- Current policy states applications will be kept for three (3) years
 - The Town Clerk’s office will email current and past applications to committee chairpersons
- Joseph Wetmore will see if Code Revision Working Group can finish policy before the next Town Board meeting
- If vacancies are not filled by end of year, current person on board may remain on board, if they so choose

DRAINAGE DISTRICT EAST SHORE DRIVE

Town Counsel Guy Krogh stated there has never been a drainage district at this location.

MOTION TO ENTER CLOSED SESSION

Supervisor Edward LaVigne moved to **ENTER CLOSED SESSION FOR ADVICE OF COUNSEL AT 10:03 PM.**

Councilperson Ruth Groff seconded the motion.

All in Favor – 5 Opposed – 0

MOTION TO EXIT CLOSED SESSION

Councilperson Bronwyn Losey moved to **EXIT CLOSED SESSION AT 10:22 PM.**

Councilperson Joseph Wetmore seconded the motion.

All in Favor – 5 Opposed – 0

MOTION TO ADJOURN MEETING

Councilperson Joseph Wetmore moved to **ADJOURN THE MEETING AT 10:23 PM.**

Supervisor Edward LaVigne seconded the motion.

All in Favor – 5 Opposed – 0

Minutes taken and executed by the Town Clerk. Minutes beginning with Closed Session were taken by Guy Krogh, Town Counsel and executed by the Town Clerk.

Respectfully submitted,

Deborah K. Munson, RMC
Town Clerk