

**REGULAR TOWN BOARD MEETING**  
**November 15, 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 6:30 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, John Zepko, Director of Planning, Guy Krogh, Town Counsel, Mike Sigler, Tompkins County Legislature, Jamie Ferris, Lansing Board of Ethics Chairperson, Monalita Smiley, Community Justice Center, Dennis Griffin, John (Jack) Young and a few other attendees

**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**

No one addressed the Town Board.

**BOARD OF ETHICS PRESENTATION - JAMIE FERRIS, CHAIRPERSON**

- Board of Ethics was charged with re-writing the Ethics Law – Chapter 18
  - Completed and has been presented to the Town Board
- New disclosure statement will be worked on in January 2024
  - Based on new law if it is adopted

Town Board discussed possible public hearing at the December 20, 2023 Town Board meeting. Town Board will read new law and let Town Clerk know their decision.

**COUNTY RESOURCE HUB PRESENTATION - MONALITA SMILEY, PROJECT DIRECTOR COMMUNITY JUSTICE CENTER**

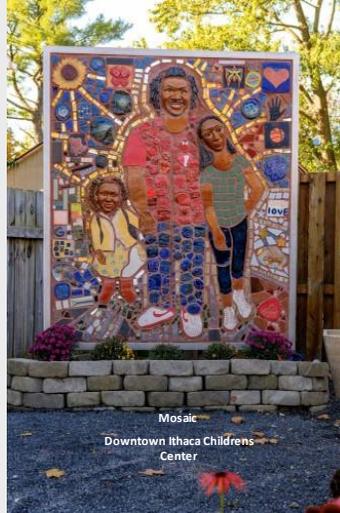
- Bring resources that are available in Ithaca to rural areas
  - Currently have hubs in Groton and Enfield
  - No cost to Town – only need Town location to meet with people
    - Maybe locations in Town and Village
  - Open one day a week during set hours

The following slides were shared with the Town Board.



## Our Charge

- Alternative Response & Wraparound Services
- Pilot Community Resource Hubs
- Populated Rural Areas



Reimagining  
Public Safety  
Ithaca & Tompkins  
County, N.Y.

## Community Resource Hubs

- A model planned in the original *Public Safety, Reimagined* report.
- Provide marginalized communities more direct access to information and resources already offered by the County and partner organizations.



Reimagining  
Public Safety  
Ithaca & Tompkins  
County, N.Y.

## The Hubs

- Located in already-existing community centers
- Include physical materials on local resources
- Space for other practitioners like social workers to be present in the space.
- CJC staff would be present in the space to hold “office hours” and engage the community to help make people aware of the resources available there.
- Relationships built in rural communities will help inform more engagement with law enforcement which will also take place in the hub.



Reimagining  
Public Safety  
Ithaca & Tompkins  
County, N.Y.



### Additional Services

- Social supports,
- Housing resources,
- Food (SNAP, WIC) and
- Mental health services,
- Telehealth appointment access, as well as the use of telephone services for scheduling follow up calls and
- Printers for individuals to print materials, applications, appointment follow ups, etc.



### The Budget

- Technology (computers, printer, tele appointment technology, telephone, etc.),
- Supplies
- Physical materials, and advertising of the hubs



## RESOLUTION APPROVING THE SPECIAL DISTRICTS BUDGET AND TOWN BUDGET FOR THE FISCAL YEAR 2024

### Town Board Discussion

The Preliminary Budget for Fiscal Year 2024 for Town of Lansing was available as a handout.

### RESOLUTION 23-127

### **RESOLUTION APPROVING THE SPECIAL DISTRICTS BUDGET AND TOWN BUDGET FOR THE FISCAL YEAR 2024**

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

WHEREAS, the Town Board of the Town of Lansing, having duly held public hearings on November 8, 2023, upon the Preliminary Budget approved by this Board and filed with the Town Clerk for the fiscal year commencing January 1, 2024, including the lighting, water, drainage districts, and sewer Special District Budgets for 2024, and the Town Board having heard all persons desiring to be heard in the matter, and the matter of the Budget for this Town for such fiscal year having been fully discussed and considered, and

WHEREAS, the Town Board, at such meeting, having discussed the changes and final updates to such Preliminary Budget, and as so amended, duly approved and established

the same as the annual Budget for this Town for the fiscal year beginning January 1, 2024; and

NOW, THEREFORE, BE IT RESOLVED, that the said Budget approved and filed as aforesaid, for 2024, is hereby amended as follows:

**Changes to Preliminary Budget for Final Adopted Budget**

- 1) **A1610.400 (Technology Contractual) – Increase to \$113,750 from \$102,750 per updated quote from Edmunds**
  - a. Updated quote also includes, Employee Self Service Portal, HR Admin, Fleet Maintenance, Inventory and Work Orders
- 2) **A1950.400- Taxes & Assessments Municipal Prop – in light of September budget mod and increased assessment, increase to \$10,500 from \$8,750**
- 3) **A7320.110- Increase to \$19,373 from \$19,074 after receiving actual budget from Cornell Coop Ext**
- 4) **A7320.410- Increase to \$57,229 from \$53,936 after receiving actual budget from Cornell Coop Ext**
- 5) **A9060.800 (Health Ins.) – Increase to \$225,000 from \$204,500 based on new allocation formulas**
- 6) **A1289- Drop In – Program suspended for 2024, revenue needs to be removed.**
- 7) **A3821- State Aid- Youth Drop In – Need to remove, program suspended for 2024**
- 8) **Preliminary Budget Fund Balance was \$ -88,725.79 (*Note: a negative amount increases year-end Fund Balance*)**
  - a. Adopted Budget Fund Balance would be \$-49,995.79
- 9) **B8010.400 (Zoning Contractual)- Decrease from \$127,750 to \$27,750. Removed \$100,000 for Zoning Consultant**
- 10) **B8020.420 (Planning Consultant) – Decrease to \$0 and move this \$30k plus \$20k to a contingency account B1990.400**
- 11) **B8020.433- Conservation Advisory Council – Per Ruth Groff request, increase from \$6,000 to \$16,000\*\* for Open Space Index**  
**\*\*\$10,000 was incorrect, typo noticed after the meeting, corrected to \$16,000. This does not change the adopted budget.**
- 12) **B9060.800 (Health Ins.) – Increase to \$80,000 from \$70,000 based on new allocation formulas**
- 13) **Preliminary Budget Fund Balance Used \$377,739.84**
  - a. Adopted Budget Fund Balance Used would be \$317,739.84 after these changes
  - b. This budget will use approximately 42% of available fund balance & will not be sustainable beyond 2024.
- 14) **DA9060.800 (Health Ins)- Decrease from \$200,000 to \$145,000 per new allocation formulas**
- 15) **Decrease DA1120 (Sales Tax) from \$125,000 to \$75,000**
- 16) **Preliminary Budget Fund Balance \$-96,607.90 (*Note: a negative amount increases year-end Fund Balance*)**
  - a. Adopted Budget Fund Balance would be -\$101,607.90
- 17) **DB9060.800 (Health Ins)- Decreased from \$160,000 to \$150,000 per new allocation formulas**
- 18) **Increase DB1120 (Sales Tax) from \$1,150,000 to \$1,200,000**
- 19) **Preliminary Budget Fund Balance used \$310,124.78**
  - a. Adopted Budget Fund Balance Used would be \$250,124.78
- 20) **SS1-9060.800 – Added code, and allocated \$4,000**
- 21) **SS1-1031\*\*\* – Per rate change increased from \$4,277.50 to \$4,779**  
**\*\*\*SS1-1030 was incorrect, typo noticed after the meeting, corrected to SS1-1031.**
- 22) **SS3-9060.800- Added code, and allocated \$2,000**
- 23) **SS3-1031\*\*\* – Per rate change increased from \$368.75 to \$476.25**

**\*\*\*SS3-1030 was incorrect, typo noticed after the meeting, corrected to SS3-1031.**

- 24) SW8310.401- Water Administration- Engineer**
  - a. Suggest changing to correct code SW1440.400**
- 25) SW8310.402- Water Administration- Legal**
  - a. Suggest changing to correct code SW1420.400**
- 26) SW8310.403 - Water Administration- Fiscal Advisors**
  - a. Suggest changing to correct code SW1380.400**
- 27) SW8320.400- Source of Supply – Contractual- Increase from \$750,000 to \$790,000**
  - a. SW8320.401- Source of Supply- Lansing Station- Increase to \$19,000 per rate increase**
  - b. SW8320.402- Source of Supply- Drake Rd CWD#2- Increase to \$1,900 per rate increase**
  - c. SW8320.403- Source of Supply- Drake Rd CWD#4- Increase to \$3,500 per rate increase**
  - d. SW8320.404- Source of Supply- Peruville Rd- Increase to \$1,200 per rate increase**
- 28) SW9060.800- Increase from \$15,500 to \$45,000 per allocation formula**
- 29) SW2140- Metered Water Sales – per rate increases, this should be increased to \$909,000**
  - a. SW2141- Metered Sales-Lansing Station – Increase to \$24,000 per rate increase**
  - b. SW2142- Metered Sales- Drake Road CWD#2- Increase to \$2,400 per rate increase**
  - c. SW2143- Metered Sales- Drake Road CWD#4- Increase to \$4,200 per rate increase**
  - d. SW2145- Metered Sales- Peruville Rd- Increase to \$1,350 per rate increase**

RESOLVED, that the proposed Preliminary Special Districts Budget and the proposed Preliminary Town Budget, as so amended, be and hereby are approved and adopted as the Town of Lansing Final Budget for the Fiscal Year 2024; and be it further

RESOLVED, that the Clerk of the Town shall prepare and certify as provided by law duplicate copies of the said annual Budget hereby adopted and deliver one of such copies to the Supervisor of the Town, and that the Supervisor shall present such copy to the Board of Legislators of the County, 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 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 November 15, 2023.

**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  
November 2023**

1. Many thanks once again to the community for their patience as the library repairs the upstairs public bathroom and teen room. The asbestos remediation is complete and the work on rebuilding what was damaged will take place in January.
2. Thanks as well to The Friends of the Library for hosting Costumes and Cocktails on October 20<sup>th</sup>. It was a great success with more than 200 community members attending.
3. There will be a Martial Arts Workshop for Kids (ages 8-12) on Saturday, November 18<sup>th</sup> at 10am. Registration is required.
4. 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](mailto:friendsoflcl@lansinglibrary.org)
5. On display during the month of December – From the bottom of my heart, a series of anatomical heart illustrations – by Jessica Stratton.
6. The library will be closed Thursday, November 23<sup>rd</sup> and Friday, November 24<sup>th</sup>.
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 November 2023**

**Outdoor Cooking Adventures:** This program has combined woodland games and cooking around a campfire. Participants have been playing Camouflage and completing scavenger hunts. Campfires occur every week and we have been using a new location, which has become the new favorite place for “home base”. Fire making skills are developing throughout this session of cooking outdoors. Youth requests to repeat recipes so they can perfect their technique. Daily cooking projects have included pizza cones, spider dogs, pigs in a blanket, cinnamon snakes, banana boats, variations of s’mores, and hot chocolate. This program will transition to Outdoor Adventure next round. **11 youth served.**

**Game On:** Participants in Game On have been super busy with a handful of games, a couple were the clear favorites. The group attempted a new game called Dominion, they played many games of Apples to Apples, Monopoly, Exploding Kittens, and the Trail Game. The most popular game turned out to be Chess and Connect 4. The final day was all about tournaments, this included cheering on their peers and celebrating every win, a

very exciting end to a rather calm program. This program will transition to Dungeons and Dragons. **10 youth served.**

**Crafter's Corner:** Crafter's Corner participants have been busy getting ready for the Lansing Artisan Fair. Some of the popular projects include making Friendship bracelets, making popsicle stick sleds, survival bracelets, and on an upcoming special extended program day, the group will experiment with whittling to add to the array of products. Discussions around small business management take place each week, introducing students to how the event operates and our role during the event. **8 youth served.**

**Mad Science:** The youth have been very busy each week enjoying STEM kits from the Ithaca Sciencenter. The Rube Goldberg and Keva Plank kits have many challenging activities, many of which were compatible with both kits, parts were combined, and some very cool ideas materialized. The Lansing Middle School Library was a great location for this program as students were able to utilize the split level and had a lot of vertical freedom with their systems. The field trip to the Spacecraft and Planetary Imaging Facility (SPIF) at Cornell was awesome. The information presented during the visit to SPIF was current, exciting, eye opening and inspirational. The Sciencenter visit was right in line with the programming we have been enjoying as their exhibit is on simple machines- literally everything the group had been working with in the weeks leading up to the trip. This program will transition into Iron Chef for the next round. **8 youth served.**

**Youth Employment:** Youth employees are hard at work. The Lansing Public Library employees are rather consistent, two are moving along to new placements and experience. Their skill sets have been honed in as far as customer service, and behind the scenes work that takes place at the library to help keep it functioning smoothly. We have past employees who would like to work with the Rec Department's Ice-Skating program, they are eager to be with the youth on the ice! Lansing Youth Service assistants will begin next week. Employees are interested in youth development, for the most part, but also looking to challenge themselves in unfamiliar roles, and in my opinion, admirable qualities and they will be in our future workforce! **12 youth served.**

Visit [cctompkins.org/4h/rys/lansing](https://cctompkins.org/4h/rys/lansing) for more information and to sign up for programs.

### **TOMPKINS COUNTY LEGISLATOR REPORT – MIKE SIGLER**

Submitted and reviewed the following report.

**Tompkins County Legislator  
Michael Sigler  
November 2023**

Hello and thank you for having me in again. I'd like to thank Dominic Reckkio whose County reports I draw liberally from. First, I want to congratulate Ruth Groff on winning the Supervisor race and congratulations to Christine Montague and Laurie Hemmings on being elected to the Town Board. I look forward to working with you all.

At the County, we passed a budget!

We adopted the 2024 Budget and 2024-2028 Capital Program by a vote of 13-1 despite me and a few others advocating for a zero-tax levy increase, the compromise was a tax levy growth of 2%, equaling an approximate \$50.17 increase (to \$1,321) in County taxes on a median priced home of \$249,000. A total of \$53,445,119 will be levied from property taxes to support the 2024 Tompkins County budget. More information about the 2024 Tompkins County Budget can be found on a new public-facing budget website (<https://tcgov.co/2024budgetbook>).

In the budget, we funded four positions in early interventions. These are service positions so we can shrink our waitlist for kids who need speech therapy for example. We also kick off our rapid medical response unit at the County. This is a brand-new program that you've had a presentation on. Our goal is to dramatically reduce medical response time in the County.

The Legislature passed a resolution about the Cargill salt mine. I and two others voted against the measure. The resolution was much less strident than where we began and calls for a full Environmental Impact Statement, a mine closure plan, and a bond for environmental impacts to be determined later.

I took about 20 minutes to explain why much of the information that's being presented by those wanting to close the mine is not pertinent to the mine in Lansing. I have great concern that our state legislators are teaming with the activist group CLEAN and its public relations firm in an effort to grow concerns about the safety of the mine and stoke fears the mine and lake somehow have a hydronic link. They do not. I've been called a "cheerleader" for Cargill. I base my assessment of the situation on the science and what's known about this mine, not anecdotes about other mines. Cargill has been a good partner in Tompkins for half a century, provides 350 jobs, 170 million a year in economic activity, less expensive salt to keep drivers safe in winter, and I'm told pays \$400,000 a year in school taxes. CLEAN has called them "the worst company in the world," and I find it odd to see my state legislators and some county legislators adopt that view.

The legislature also passed a resolution accepting the Home, Together: Tompkins Plan produced by the Ithaca/Tompkins County Continuum of Care (CoC), the local planning organization charged with coordinating the local homeless response system. Accepting the plan results in the Legislature thanking the plans authors and acknowledging receipt of the plan.

The resolution acknowledges that "unsheltered homelessness is a persistent and growing challenge in the community," and that "Tompkins County plays a critical role in providing services to address unsheltered homelessness and seeks to work collaboratively with the CoC agencies in provision of these services." Additional documentation was provided to the Legislature regarding opportunities for the Legislature to consider in support of elements of the plan, and an inventory of local homeless housing facilities and beds.

Legislator Greg Mezey (D-Dryden), who chairs the County's Housing and Economic Development Committee stated, "Accepting this plan accepts the body of work, and allows the County to choose which actions outlined in the plan that it would like to adopt in order to address the issue of homelessness."

I want to thank the Middle School for the great performance of Honk! I'm looking forward to the Lansing tree lighting on December 2<sup>nd</sup>.

### **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 November 15, 2023**

##### **Road Maintenance/Improvement**

- Continued patch work in preparation for winter
- Crews continue to prep equipment for winter maintenance as well as storing/winterizing equipment for the winter.
- Installed culvert pipe.
- Crews continue to work on culvert pipe replacements as part of the Town's Road infrastructure.
- Crews worked on drainage maintenance.
- Worked with Village of Lansing to stone and oil Cayuga Heights Road.

##### **Tree & Brush Maintenance**

- Finished cutting back/mowing to improve line of sight issues prior to plowing this winter.

**Water/Sewer Maintenance**

- Crews worked to repair a water main break on Myers Road.
- Crews continued to work with Tompkins County Soil and Water within the Consolidated Water District on an erosion project.

**Office**

- Software demo with Mary Ellen and Jenn, looking to replace our Williamson Software.
- Continue to work with Bergman on completing revisions for our AIA agreement.
- We received our new 2022 International 10-wheeler, that was ordered in November 2021 for the year 2022. (This was a 2-year process from the time the Board approved the purchase to when we received the truck).
- We have submitted our road improvement costs to NYS through CHIPS, PAVE-NY, POP (Pave our Potholes), and EWR (Extreme Winter Recovery). We’re hopeful that we’ll receive our reimbursement check next month.

**Community**

- Worked with Tompkins County Soil and Water to host a tire collection event, November 3<sup>rd</sup>. It was a great success.

Mike also reported:

**2 Auburn Road**

- Received report and there is some asbestos
- Can be put out to bid now – will remove house and everything

**Ludlowville Road/Crooked Hill Road/Snake Hill Road**

- Edger Enterprises Inc. backed out on this project
- T. G. Miller, P.C. and Stopen Engineering completed report
  - Dondi Harner, T.G. Miller, P.C. and Mike reviewed the report
    - Safety concerns with Southern concrete wall



**LUDLOWVILLE ROAD REPAIRS - OPINION OF PROBABLE COST**

TOWN OF LANSING, NY  
11/8/2023

**SUMMARY OF COSTS**

<b>OPTION 1 - REOPEN ROAD TO VEHICULAR TRAFFIC</b>	<b>\$1,657,492</b>
<b>OPTION 2 - CONVERT TO TRAIL (ONE LANE)</b>	<b>\$1,384,946</b>
<b>OPTION #3 - ABANDONMENT</b>	<b>\$586,944</b>
<b>REPAIR SOUTH CONCRETE RETAINING WALL (STA 12+50) (NOT INCLUDED IN OPTIONS 1, 2 OR 3 ABOVE)</b>	<b>\$500,076</b>
<b>DIFFERENCE BETWEEN OPTION 1 AND OPTION 2</b>	<b>\$272,546</b>
<b>DIFFERENCE BETWEEN OPTION 1 AND OPTION 3</b>	<b>\$1,070,547</b>
<b>OPTION 1 PLUS REPAIR SOUTH CONCRETE WALL</b>	<b>\$2,157,568</b>

The Southern concrete wall will need to be repaired at some point, so \$500,076 should be added to all options.

There might be some federal money available if it is a trail.

Councilperson Ruth Groff is checking with Ithaca-Tompkins County Transportation Council (ITCTC) about possible money if it is a trail.

Trail option will be walking and emergency vehicles only. There will be a turnaround for small trucks.

Probably about one and a half (1.5) to two (2) years before construction begins.

**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  
November 2023  
Town Board Meeting**

**RECREATION:**

- Small Fry and Flag Football has ended for the season.
- Our current programming includes basketball, indoor soccer, horseback riding, swimming, basketball, cheerleading, wrestling, adult exercise, and yoga.
- The water has been turned off for the season on the ball fields, restrooms are no longer available.
- Our seasonal worker will be done this week.
- Our trails group meets every other week.
- Modified soccer has ended for the season.
- All soccer goals have been removed from the fields.
- Trunk or Treat was once again very successful. We estimate over 1000+ kids attended.
- We'll be cleaning up equipment and getting some pieces ready to sell or trade in.

**PARKS:**

- Camping has ended for the season and the dump station is closed for the season.
- The water has been turned off at Myers Park, the restrooms are now closed. We do leave a port-a-john there year-round.
- We in partnership with Tompkins County Soil and Water turned in a grant application to purchase a boat washing station for Myers Park to slow the spread of hydrilla.
- Beavers are becoming a problem at Myers Park; they have chewed down several trees including a couple of memorial trees.
- Thanks to Lansing Residential Center for building and installing new bridges for several spots on the Lansing Center Trail.
- Salt Point is getting some new natural barriers instead of large concrete blocks, the blocks will be used by our Highway Department.
- Boats in the marina and dry dock must be out by November 1<sup>st</sup>.

Thank you to all our Veteran's for your service.

Pat also reported:

**Town Tree Lighting**

- December 2, 2023

**Town Hall Heat**

- Tatum Engineering was at Town Hall yesterday
  - Expect report end of December

- Main problem appears to be controls
- May not need complete new system

### **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.

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## **Planning & Code Enforcement**

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

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### **CORE PLANNING FUNCTIONS**

- **General Admin**
  - The Department continues to seek applicants for the position of Planner. To date two applications have been received and interviews scheduled.
  - 10/03 Met w/ Henry Williams, PhD student, to discuss impacts of Solar Dev.
  - 10/05 - Met w/ CEO Scott Russell; comment to Yellow Barn Local Law analysis 10/10 – review and comment of Yellow Barn Solar Local Law analysis
  - 10/12 – met w/ Tompkins County energy advisor, Terry Carrol, to discuss HVAC improvements at Town Hall
- **Planner conducting classification and review of development applications**
  - 10/18 – Met w/ Kerry Moore to discuss development application
  - 10/23 – Met w/ Fred and Lisa Campbell to discuss upcoming subdivision application
- **Hazard Mitigation Planning**
- **Floodplain Management**
  - Work continues to resolve the findings from the 31 May 2023 Community Assistance Visit (CAV) conducted by NYS DEC.
  - Site visit to 7 Ladoga Park Rd w/ Scott Russell, CEO, to ascertain compliance w/ NFIP standards
  - 25 Oct – attended webinar “A Legal Examination of No Adverse Impact Flood Risk Management and Floodplain Stewardship”
- **Stormwater Management**
  - 10 Oct – attended webinar “Green Infrastructure Solutions for Wet Weather”
  - 11 Oct – attended TC Stormwater Coalition meeting
  - 26 Oct – issued MS4 Acceptance of Duthie Warehouse, Verizon Ln, SWPPP

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### **LAND USE WORK PROGRAM**

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### **COMMITTEE MANAGEMENT**

- **Agricultural and Farmland Protection Committee staff support**
- **Conservation Advisory Committee Council**
  - 10/17 Met w/ CAC Chair and Vice Chair to discuss draft OSCP and strategy for public open house
  - 10/23 – reviewed and commented on Draft Open Space & Conservation Plan
- **Water & Sewer Working Group**
  - No meeting
- **Code Revision Committee**
  - 26 Oct meeting – discussed Draft Local Law on Boards & Committees
- **Capital Improvement Committee**

**PLANNING BOARD**

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- **23 Oct meeting** – the Planning Board heard the following:
  - Lot line adjustment 129 Farrell
  - Lot line adjustment 48 Lansing Station Rd
  - Presentation of Draft Open Space & Conservation Plan by CAC

**ZONING BOARD OF APPEALS**

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- No Oct meeting

**CODE ENFORCEMENT**

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▪ **Oct 2023 Permit Information**

	<b>Oct 2023</b>
Fees Collected	\$8,386.50
Estimated Project Cost	\$1,827,214.00
Certificate of Occupancy/Compliance	26
Building Permits	38
One- & Two-Family Residences	6
New Mobile Homes	0
New Businesses	0
Multi-Family Residences (3 or more units)	0
<b>TOTAL 2023 Misc. Fee Collected to date</b>	<b>\$18,360.00</b>
	<b>Jan 1, 2023 to Oct 31, 2023</b>
Fees Collected	\$90,865.18
Estimated Project Cost	\$17,882,429.00
Certificate of Occupancy/Compliance	184
Building Permits	217
One- & Two-Family Residences	15
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  
NOVEMBER 2023**

**Water and Sewer Payments**

November is very busy collecting water and sewer payments. Total bills: 1856 of which 372 were emailed. Payments are due by November 27<sup>th</sup>.

**Hunting Licenses**

The second round of Deer Management Permits started on November 1, 2023. Dick’s Sporting Goods is no longer selling licenses. Our office has seen an increase in hunting/fishing license sales in our office this year. The Town gets a small commission for each license sold out of our office.

**Board Vacancies**

The application to apply for a board/council with a vacancy is still available on the Town’s website. The boards/councils with vacancies are Planning Board, Zoning Board of Appeals, Board of Ethics and the Conservation Advisory Council.

Interested applicants can complete the form online here - <https://lfweb.tompkins-co.org/Forms/TOLBCApplication>. We will mail or email a paper application. Interested applicants should contact our office if they require a paper form.

**Security Upgrade**

We had one way glass installed in the door in the customer area of our office. This was recommended as an added security feature.

**Woodsedge Board Still Seeking 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](mailto:davestoyell@gmail.com).

**Mailbox House Number Signs**

The Lansing Fire Department is making and selling signs (\$20 each) for mailboxes. Order forms are available in the Town Clerk’s Office and Town Hall Lobby.

**CONSENT AGENDA**

- a. **RESOLUTION AND ORDER CALLING PUBLIC HEARING UPON PUBLIC INTEREST ORDER FOR FORMATION OF DRAINAGE DISTRICT #11 FOR EAST SHORE CIRCLE SUBDIVISIONS**

**RESOLUTION 23-128**

**RESOLUTION AND ORDER CALLING PUBLIC HEARING UPON PUBLIC INTEREST ORDER FOR FORMATION OF DRAINAGE DISTRICT #11 FOR EAST SHORE CIRCLE SUBDIVISIONS**

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

WHEREAS, John Young, *et al.* (the “Developer”) is proposing the dedication of stormwater facilities and easements relating thereto for the purposes of fulfilling Planning Board approval conditions and ensuring the long-term maintenance of stormwater facilities for the East Shore Circle Major and Minor Subdivisions, further including the dedication of stormwater pond lots identified on the major subdivision plat as Lots 8 and 9; and

WHEREAS, the development plans, subdivision plats, and project SWPPPs have envisioned that the common facilities and stormwater operation, maintenance, reporting, and repair obligations would be managed by a drainage district operated by the Town as an Article 12-A improvement district, and the final approval of the major subdivision plat issued by the Planning Board defines the boundaries of the subdivision and requires district formation for the whole thereof as a condition of approval; and

WHEREAS, the proposal to proceed with this specific district, and its location and boundaries, arose as a result of both said planning board conditions, Phase 2 EPA Stormwater requirements (as reflected in the Town Code and the town policy mandating drainage districts for residential subdivisions), and the direct and unanimous petitions of all landowners in both the major and minor subdivisions; and

WHEREAS, the Town Board accepted the town engineer's recommendation as to this district and forwarded the same, together with maps, the landowner petitions, and related information, to the Water and Sewer Advisory Board ("WSAB"), which agency reviews and issues advisory recommendations on all special benefit districts for the town, and the WSAB unanimously recommended by written memorandum that the town proceed with formation of this district as was so mapped and proposed; and

WHEREAS, the Town Board duly accepted and adopted such advisory opinion and recommendations and, by resolution, authorized the town engineer to proceed with a Map, Plan and Report ("MPR") for this proposed district based upon all of the foregoing, and upon November 6, 2023, a final MPR was prepared and sealed and thereafter submitted to the town for review, as well as for development of the concurrent and needed stormwater management terms and easements; and

WHEREAS, suitable documents have been prepared respecting stormwater agreements and easements, the same are under review by the landowners, and the Town Board finds that all requirements for this district appear to be in place, or are anticipated to be in place prior to the adoption of any Final Order under Town Law Article 12-A; and

WHEREAS, the MPR is found to be in compliance with Town Law §§ 209-c and 209-d, and it is and has been determined that it is in the public interest to form such district, such that the Town now desires to proceed towards establishment of Drainage District #11 pursuant to the provisions of Town Law Article 12-A (the "Project") and finds that all proceedings to date have been in compliance therewith and that the final Map, Plan and Report, dated November 6, 2023 properly describes the district and its expenses; it being further found that such district benefits all parcels in the proposed district and that no benefitted parcels have been excluded from such district; and

WHEREAS, this action was previously classified as a Type I Action under SEQRA and the lead agency (the Town of Lansing Planning Board), under a coordinated review that duly considered drainage and stormwater facilities and this Project, previously issued a Negative Declaration; and

WHEREAS, an examination of such FEAF and prior SEQRA findings in relation to this Project has been undertaken, and the Town Board (as an involved agency) has found that no impacts arising from this Project are or are likely to cause any actual or potential impact to become a moderate or significant impact, such that no supplemental review under SEQRA is determined to be necessary that does or may require referral to the lead agency; and

WHEREAS, upon due deliberation hereupon, the Town Board hereby adopts an Order pursuant to Town Law §209-d as follows:

1. The boundaries of the proposed district are inclusive of all that land now and formally part of the East Shore Circle Minor and East Shore Circle Major Subdivisions, including approximately 21.48 acres of land, being comprised of two stormwater lots and related easement areas, and approximately ten residential building parcels (some of which are already developed, or partially developed) all being known as TPNs 37.1-7-12.8, 37.1-7-12.9, 37.1-7-12.10, and p/o 37.1-7-12.2, each of said parcels and the district boundaries being thus further depicted in the Subdivision Plat maps and stormwater maps, each duly deemed incorporated herein, and the descriptions for land records thereof as are on file at the Tompkins County Clerk's Office. The said lands are also described in the MPR as follows: BEGINNING at a point in the present centerline of East Shore Circle, said point being further located approximately 587.3' East of the present centerline intersection with Teeter Road; RUNNING THENCE North 70° 57' 51" East along the present centerline of East Shore Circle for a distance of 75.00' to a point; RUNNING THENCE South 18° 58' 58" East, passing through an iron pin found at a distance of 28.85' and continuing for a total distance of 248.59' to an iron pin found; RUNNING THENCE North 71° 11' 06" East for a distance of 329.32' to an iron pin found; RUNNING THENCE South 18° 02' 05" East for a distance of 5.92' to a point; RUNNING THENCE North 70° 49' 21" East for a distance of 341.21' to an iron pin found; RUNNING THENCE North 71° 01' 16" East for a distance of 147.52' to an iron pin found; RUNNING THENCE North 16° 32'

00" West for a distance of 33.11' to an iron pin found; RUNNING THENCE South 25° 15' 46" East for a distance of 147.00' to an iron pin found; RUNNING THENCE South 24° 53' 54" West for a distance of 189.64' to a point; RUNNING THENCE South 56° 56' 25" West, along the North line of East Shore Drive for a distance of 305.99' to a point; RUNNING THENCE South 63° 15' 24" West, along the North line of East Shore Drive for a distance of 467.00' to a highway monument found; RUNNING THENCE North 87° 15' 43" East for a distance of 619.53' to an iron pipe found; RUNNING THENCE North 14° 52' 42" East for a distance of 143.28' to an iron pin found; RUNNING THENCE North 19° 11' 22" West for a distance of 39.16' to an iron pin found; RUNNING THENCE North 19° 11' 22" West for a distance of 310.35' to a point; RUNNING THENCE North 71° 06' 53" East along the present centerline of East Shore Circle for a distance of 160.00' to a point; RUNNING THENCE North 71° 06' 53" East along the present centerline of East Shore Circle for a distance of 139.59' to a point; RUNNING THENCE North 03° 02' 22" West for a distance of 390.04' to a point; RUNNING THENCE North 03° 02' 22" West for a distance of 277.95' to a point; RUNNING THENCE North 03° 02' 22" West for a distance of 239.60' to an iron pin found; RUNNING THENCE South 82° 49' 40" East for a distance of 136.15' to a point; RUNNING THENCE South 82° 49' 40" East for a distance of 133.50' to a point; RUNNING THENCE South 07° 10' 20" West for a distance of 45.00' to a point; RUNNING THENCE along a curve to the right for an arc distance of 124.14' to a point, said course having a chord tie of South 10° 36' 36" East for a distance of 122.16'; RUNNING THENCE along a curve to the right for an arc distance of 53.00' to a point, said course having a chord tie of South 35° 59' 01" East for a distance of 52.85'; RUNNING THENCE South 43° 33' 41" East for a distance of 105.80' to a point; RUNNING THENCE South 43° 33' 41" East for a distance of 234.55' to a point; RUNNING THENCE South 43° 33' 41" East for a distance of 122.10' to a point; RUNNING THENCE South 19° 02' 09" East for a distance of 73.92' to a point; RUNNING THENCE South 70° 57' 51" West for a distance of 51.13' to a point; RUNNING THENCE South 19° 02' 09" East for a distance of 46.97' to a point; RUNNING THENCE South 70° 57' 51" West along the present centerline of East Shore Circle for a distance of 162.48' to a point; RUNNING THENCE South 70° 57' 51" West along the present centerline of East Shore Circle for a distance of 174.85' to a point; RUNNING THENCE South 70° 57' 51" West along the present centerline of East Shore Circle for a distance of 76.00' to the point and place of beginning; Said parcel having an area of 21.48 acres to the centerline of roads.

2. The proposed improvements consist of stormwater retention ponds, vegetated swales and ditches to convey stormwater to pond forebays, rip rap, a culvert, and other related stormwater facilities and drains, all of which are set forth upon and within the final subdivision plats, in recorded easements, and in the SWPPPs (which are incorporated herein by reference). All costs of installation will be paid for by the Developer, and the future maintenance responsibilities of Drainage District #11 include inspections and reporting, unclogging outlet pipes, mowing and vegetation management, animal and nuisance controls, pond and forebay management, dredging ponds and forebay when needed, sediment and debris removal, repairs to areas with erosion and settling within ponds, embankments, swales, and bioretention areas, structural and other repairs/replacements of trash racks, concrete, and riser structures, and the tilling or replacement of bioretention surfaces and media, as needed, to ensure or restore permeability and drainage. The Developer will provide easements and rights-of-way to the Town and the District for normal maintenance and emergency access, and further responsibilities of the District include the need to periodically inspect on-site privately built and maintained stormwater facilities (on individual residential lots) and require their preservation, maintenance, and improvement, as required by law.

3. The estimated cost to the Town and the District for the proposed improvements is \$0.00, which is the maximum amount proposed to be expended by the Town or the District. There is no hook-up cost for or to the drainage district, and there is no financing needed for this project.

4. The MPR describes in detail how the financing, hook-up costs, and other costs and expenses of the proposed drainage district were estimated and computed, including the first year's estimated maximum average maintenance cost of \$630 per parcel. Such costs are proposed to be paid through special benefit assessments for the benefited parcels of the

proposed district, to be collected with the annual Town and County tax bill. The average cost was computed by identifying the frequency that each maintenance activity is required; then establishing the number of hours and cost per hour for such maintenance activity, then arriving at a total district first year’s estimated cost of \$6,330. Such amount was then applied to the total acreage and a pro-rata formula was applied to each lot for payment in accordance with the total cost per acre, all as shown more particularly in said MPR. This statement of detail as to how the costs were calculated is and shall be deemed the required computation statement required to be filed with the Town Clerk by Town Law § 209-d(1).

5. The MPR is on file for public review and inspection at the Office of the Town Clerk, and a public hearing upon such proposed district will be held at 6:31 pm upon December 20, 2023, at the Lansing Town Hall, 29 Auburn Road, Lansing, New York, and to thereat hear all persons interested in the subject thereof, and to take such action thereon as is required or permitted by law.

6. The Town Clerk of the Town of Lansing, Tompkins County, New York, is hereby authorized and directed to cause this Resolution and Order to be published in the Town’s official newspaper and posted not less than 10 nor more than 20 days before such public hearing.

**b. RESOLUTION AND ORDER CALLING PUBLIC HEARING UPON PUBLIC INTEREST ORDER FOR FORMATION OF DRAINAGE DISTRICT #12 FOR THE ASBURY-COLLINS SUBDIVISION**

**RESOLUTION 23-129**

**RESOLUTION AND ORDER CALLING PUBLIC HEARING UPON PUBLIC INTEREST ORDER FOR FORMATION OF DRAINAGE DISTRICT #12 FOR THE ASBURY-COLLINS SUBDIVISION**

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

WHEREAS, John Young, *et al.* (the “Developer”) is proposing the dedication of stormwater facilities and easements relating thereto for the purposes of fulfilling Planning Board approval conditions and ensuring the long-term maintenance of stormwater facilities for the Asbury-Collins Subdivision; and

WHEREAS, the development plans, subdivision plats, and project SWPPPs have envisioned that the common facilities and stormwater operation, maintenance, reporting, and repair obligations would be managed by a drainage district operated by the Town as an Article 12-A improvement district, and the final approval of the major subdivision plat issued by the Planning Board defines the boundaries of the subdivision and requires district formation for the whole thereof as a condition of approval; and

WHEREAS, the Town Board accepted the town engineer’s recommendation as to this district and forwarded the same, together with maps, the landowner petitions, and related information, to the Water and Sewer Advisory Board (“WSAB”), which agency reviews and issues advisory recommendations on all special benefit districts for the town, and the WSAB unanimously recommended by written memorandum that the town proceed with formation of this district as was so mapped and proposed; and

WHEREAS, the Town Board duly accepted and adopted such advisory opinion and recommendations and, by resolution, authorized the town engineer to proceed with a Map, Plan and Report (“MPR”) for this proposed district based upon all of the foregoing, and upon November 6, 2023, a final MPR was prepared and sealed and thereafter submitted to the town for review, as well as for development of the concurrent and needed stormwater management terms and easements; and

WHEREAS, suitable documents have been prepared respecting stormwater agreements and easements, the same are under review by the landowner-developers, and the Town Board finds that all requirements for this district appear to be in place, or are anticipated to be in place prior to the adoption of any Final Order under Town Law Article 12-A; and

WHEREAS, the MPR is found to be in compliance with Town Law §§ 209-c and 209-d, and it is and has been determined that it is in the public interest to form such district, such that the Town now desires to proceed towards establishment of Drainage District #12 pursuant to the provisions of Town Law Article 12-A (the “Project”) and finds that all proceedings to date have been in compliance therewith and that the final MPR dated November 6, 2023, properly describes the district and its expenses; it being further found that such district benefits all parcels in the proposed district and that no benefitted parcels have been excluded from such district; and

WHEREAS, this action was previously classified as a Type I Action under SEQRA and the lead agency (the Town of Lansing Planning Board), under a coordinated review that duly considered drainage and stormwater facilities and this Project, previously issued a Negative Declaration; and

WHEREAS, an examination of such FEAF and prior SEQRA findings in relation to this Project has been undertaken, and the Town Board (as an involved agency) has found that no impacts arising from this Project are or are likely to cause any actual or potential impact to become a moderate or significant impact, such that no supplemental review under SEQRA is determined to be necessary that does or may require referral to the lead agency; and

WHEREAS, upon due deliberation hereupon, the Town Board hereby adopts an Order pursuant to Town Law §209-d as follows:

1. The boundaries of the proposed district are inclusive of all that land now and formally part of the Asbury-Collins Subdivision, including approximately 72.35 acres of land, being comprised of approximately six lots, all being more particularly known as TPN 38.-1-39.2, each of said parcels and the district boundaries being thus further depicted in the subdivision plat map and stormwater maps, each duly deemed incorporated herein, and the descriptions for land records thereof as are on file at the Tompkins County Clerk’s Office. The subject lands are also described in the MPR as follows: BEGINNING at a point in the present centerline of Asbury Road, said point being further located 776.46’ East of the present centerline intersection with Collins Road; RUNNING THENCE North 87° 32’ 39” East along the present centerline of Asbury Road for a distance of 60.00’ to a point; RUNNING THENCE North 01° 50’ 40” West, passing through an iron pin found at a distance of 26.47’ and continuing for a total distance of 325.42’ to an iron pin found; RUNNING THENCE North 87° 08’ 08” East, passing through an iron pin found at a distance of 177.99’, passing through an iron pin set at an additional distance of 150.02’, passing through an iron pin set at an additional distance of 150.02’, said course having a total distance of 478.03’; RUNNING THENCE South 03° 51’ 57” East for a distance of 328.91’ to a point; RUNNING THENCE North 87° 32’ 39” East along the present centerline of Asbury Road for a distance of 150.05’ to a point; RUNNING THENCE North 03° 51’ 57” West, passing through an iron pipe found at a distance of 29.76’ and continuing for a total distance of 329.98’ to an iron pipe found; RUNNING THENCE North 87° 08’ 08” East for a distance of 300.00’ to a tall post; RUNNING THENCE South 03° 51’ 57” East for a distance of 332.12’ to a point; RUNNING THENCE North 87° 32’ 39” East along the present centerline of Asbury Road for a distance of 76.26’ to a point; RUNNING THENCE North 87° 32’ 39” East along the present centerline of Asbury Road for a distance of 150.00’ to a point; RUNNING THENCE North 87° 32’ 39” East along the present centerline of Asbury Road for a distance of 150.00’ to a point; RUNNING THENCE North 02° 52’ 45” West, passing through an iron pipe found a distance of 36.22’ and continuing for a total distance of 404.60’ to an iron pin set; RUNNING THENCE North 02° 52’ 45” West for a distance of 113.62’ to an iron pipe found; RUNNING THENCE North 02° 18’ 28” West for a distance of 1336.42’ to an iron pin set; RUNNING THENCE South 87° 02’ 17” West for a distance of 1616.99’ to an iron pin found; RUNNING THENCE South 86° 41’ 09” West for a distance of 328.97’ to an iron pin set; RUNNING THENCE South 02° 41’ 44” East for a distance of 200.00’ to a point RUNNING THENCE South 86° 41’ 09” West, passing through an iron pipe found at a distance of 191.47’ and continuing for a total distance of 217.50’ to a point; RUNNING THENCE South 02° 50’ 10” East along the present centerline of Collins Road for a distance of 642.90’ to a point; RUNNING THENCE South 02° 50’ 10” East along the present

centerline of Collins Road for a distance of 75.00' to a point; RUNNING THENCE South 02° 50' 10" East along the present centerline of Collins Road for a distance of 300.00 to a point; RUNNING THENCE North 87° 29' 09" East, passing through an iron pin found at a distance of 25.00' and continuing for a total distance of 330.84' to an iron pin set; RUNNING THENCE North 56° 37' 39" East for a distance of 243.70' to an iron pin set; RUNNING THENCE North 87° 29' 09" East for a distance of 246.68' to an iron pin set; RUNNING THENCE South 02° 30' 51" East for a distance of 125.00' to an iron pin found; RUNNING THENCE South 01° 50' 40" East, passing through an iron pin found at a distance of 590.36' and continuing for a total distance of 615.12 to the point and place of beginning; Said parcel having an area of 72.35 acres to the centerline of roads

2. The proposed improvements consist of stormwater bioretention basins, vegetated swales and ditches to convey stormwater, and other related stormwater facilities and drains, all of which are set forth upon and within the final subdivision plats and in the SWPPPs (which are incorporated herein by reference). All costs of installation will be paid for by the Developer, and the future maintenance responsibilities of Drainage District #12 include inspections and reporting, unclogging outlet pipes, mowing and vegetation management, animal and nuisance controls, sediment and debris removal, repairs to areas with erosion and settling within swales and bioretention areas, and the tilling or replacement of bioretention surfaces and media, as needed, to ensure or restore permeability and drainage. The Developer will provide easements and rights-of-way to the Town and the District for normal maintenance and emergency access, and further responsibilities of the District include the need to periodically inspect on-site privately built and maintained stormwater facilities (on individual residential lots) and require their preservation, maintenance, and improvement, as required by law.

3. The estimated cost to the Town and the District for the proposed improvements is \$0.00, which is the maximum amount proposed to be expended by the Town or the District. There is no hook-up cost for or to the drainage district, and there is no financing needed for this project.

4. The MPR describes in detail how the financing, hook-up costs, and other costs and expenses of the proposed drainage district were estimated and computed, including the first year's estimated maximum average maintenance cost of \$750 per parcel. Such costs are proposed to be paid through special benefit assessments for the benefited parcels of the proposed district, to be collected with the annual Town and County tax bill. The average cost was computed by identifying the frequency that each maintenance activity is required; then establishing the number of hours and cost per hour for such maintenance activity, then arriving at a total district first year's estimated cost of \$4,500. Such amount was then applied to the total acreage and a pro-rata formula was applied to each lot for payment in accordance with the total cost per acre, all as shown more particularly in said MPR. This statement of detail as to how the costs were calculated is and shall be deemed the required computation statement required to be filed with the Town Clerk by Town Law § 209-d(1).

5. The MPR is on file for public review and inspection at the Office of the Town Clerk, and a public hearing upon such proposed district will be held at 6:32 pm upon December 20, 2023, at the Lansing Town Hall, 29 Auburn Road, Lansing, New York, and to thereat hear all persons interested in the subject thereof, and to take such action thereon as is required or permitted by law.

6. The Town Clerk of the Town of Lansing, Tompkins County, New York, is hereby authorized and directed to cause this Resolution and Order to be published in the Town's official newspaper and posted not less than 10 nor more than 20 days before such public hearing.

**c. RESOLUTION DECLARING 2013 INTERNATIONAL 7600 DUMP TRUCK WITH HENDERSON PLOW AND WING, JOHN DEERE TRACTOR FRONT TIRES & RIMS SIZE 340/85 AND 340/85-R-24: MITAS BRAND, JOHN DEERE REAR TIRE RIM, SIZE 34 AS EXCESS PROPERTY AND AUTHORIZING DISPOSAL OR SALE**

**RESOLUTION 23-130**

**RESOLUTION DECLARING 2013 INTERNATIONAL 7600 DUMP TRUCK WITH HENDERSON PLOW AND WING, JOHN DEERE TRACTOR FRONT TIRES & RIMS SIZE 340/85 AND 340/85-R-24: MITAS BRAND, JOHN DEERE REAR TIRE RIM, SIZE 34 AS EXCESS PROPERTY AND AUTHORIZING DISPOSAL OR SALE**

WHEREAS, the Town Highway Department has excess property of a 2013 International 7600 dump truck with Henderson plow and wing, John Deere tractor front tires and rims, size 340/85 and 340/85-R-24: Mitas brand, and John Deere rear tire rim, size 34, that is old and for which no use exists; and

WHEREAS, the equipment named above are thus declared excess property and directed to be sold in a manner as produces fair value, whether at auction or private sale; and

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

RESOLVED, that the 2013 International 7600 Dump Truck VIN# 1HTGRSJT3DJ332543, Henderson plow VIN# OWP-12418, Henderson wing VIN# LWNG-12417, John Deere tractor front tires and rims, size 340/85 and 340/85-R-24: Mitas brand, and John Deere rear tire rim, size 34 be and hereby are declared as excess property of the Town for which no current or future use is anticipated and that the Highway Superintendent, or his designee, sell the same “as is,” document the sale thereof to verify fair value, and deliver the proceeds of sale thereof to the Town Budget Officer. The Highway Superintendent, or his designee, be and each is hereby authorized to sign such bills of sale or other documents as are or may be necessary to give effect to this Resolution by and for the Town of Lansing.

**CONSENT AGENDA RESOLUTIONS 23-128 – 23-130**

**RESOLUTION 23-131**

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

RESOLVED, that the Consent Agenda Resolutions **23-128 – 23-130**, are hereby approved as presented and amended, and

The question of the adoption of such proposed Consent Agenda 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 Resolutions were approved, carried, and duly adopted on November 15, 2023.

**A SHORT BREAK WAS TAKEN AT 7:47 PM**

**RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT**

**RESOLUTION 23-132**

**RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT**

The Supervisor submitted his monthly report for the month of October 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 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 # 011**

DATED 11/15/2023

AUDITED VOUCHER #'s	<u>1114 - 1203</u>
PREPAY VOUCHER #'s	<u>1114 - 1118</u>
AUDITED T & A VOUCHER #'s	<u>67 - 72</u>
PREPAY T & A VOUCHER #'s	<u>67 - 69</u>

<u>FUND APPROPRIATIONS</u>	<u>TOTAL</u>
GENERAL FUND (A&B)	\$ <u>80,235.94</u>
HIGHWAY FUND (DA&DB)	\$ <u>202,277.33</u>
LANSING LIGHTING (SL1, 2 &3)	\$ <u>1,564.83</u>
WARREN SEWER DISTRICT (SS1)	\$ <u>296.12</u>
LANSING WATER DISTRICTS (SW)	\$ <u>302,662.21</u>
TRUST & AGENCY (TA)	\$ <u>70,100.14</u>

**BUDGET MODIFICATIONS**

**November 15, 2023 Meeting**

**GENERAL FUND A  
November 15, 2023**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
A5132.405	A5132.410	GARAGE- SUPPLIES/MAINT.	\$ 2,000.00
A599	A1110.120	COURT CLERK PS	\$ 7,250.00
A599	A1110.400	JUSTICES- CONTRACTUAL	\$ 500.00
A1990.400	A1440.403	TRANSPORTATION	\$ 5,000.00
A1990.400	A1440.400	ENGINEER - CONTRACTUAL	\$ 1,500.00
A1440.406	A1440.400	ENGINEER - CONTRACTUAL	\$ 500.00
A1440.406	A1440.402	STORMWATER P&M	\$ 500.00
A1610.200	A1610.400	ADDTL' NEEDED	\$ 5,000.00
A599	A1610.400	ADDTL' NEEDED TECHNOLOGY	\$ 4,000.00
A599	A1620.403	ADDTL NEEDED BUILDINGS- ELECTRIC	\$ 1,100.00

A599	A1620.404	BUILDINGS- TELEPHONE	\$ 1,325.00
A599	A1630.400	ADDTL NEEDED COMMUNITY CENTER	\$ 4,475.00
A1620.110	A3310.100	ADDTL NEEDED TRAFFIC CONTROL - PS	\$ 2,700.00
A599	A3310.110	ADDTL NEEDED CROSSING GUARD	\$ 1,500.00
A599	A7140.100	ADDTL NEEDED PLAYGROUND/ REC PS	\$ 7,200.00
A599	A7180.400	BEACH & POOL	\$ 43.87
A2003	A7310.100	YOUTH PROGRAM - PS	\$13,863.44
A2003	A7310.400	YOUTH PROGRAM - CONT.	\$12,268.70
A599	A7310.400	YOUTH PROGRAM - CONT.	\$13,367.56
A599	A7560.400	PERFORMING ARTS	\$ 49.90

**GENERAL FUND B**  
**November 15, 2023**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
B8020.420	B8010.403	ZONING- ENGINEER	\$ 6,816.75
B8020.420	B8020.401	PLANNING BD- ENGINEER	\$ 3,183.25

**HIGHWAY FUND DA**  
**November 15, 2023**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
DA5130.100	DA5130.400	Add'l Will be Needed	\$15,000.00
DA5140.100	DA5142.100	Add'l Will be Needed	\$ 4,781.09
DA5140.400	DA5142.100	Add'l Will be Needed	\$ 340.40
		TOTAL	<u>\$ 5,121.49</u>

**HIGHWAY FUND DB**  
**November 15, 2023**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
DB5112.100	DB5110.400	Add'l Needed	\$ 432.22
DB5112.400	DB5110.400	Add'l Needed for Street Maintenance	\$15,460.10

**LIGHTING FUND SL3**  
**November 15, 2023**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
SL3-599	SL3-5182.400	STREET LIGHTING	\$ 2,175.00

ADDTL NEEDED

**WATER FUND SW**  
**November 15, 2023**

<b><u>FROM</u></b>	<b><u>TO</u></b>		<b><u>AMOUNT</u></b>
SW599	SW8320.400	SOURCE OF SUPPLY ADDTL' NEEDED	\$54,872.68
SW599	SW8320.401	LANSING STATION ADDTL' NEEDED	\$ 526.66
SW599	SW8320.402	DRAKE RD. CWD#2 ADDTL' NEEDED	\$ 144.07
SW599	SW8320.403	DRAKE RD. CWD#4 ADDTL' NEEDED	\$ 104.49
SW599	SW8320.404	PERUVILLE RD ADDTL' NEEDED	\$ 40.47

The question of the adoption of such proposed Resolution was duly motioned by Councilperson Joseph Wetmore, duly seconded by Councilperson Andra Benson, 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 November 15, 2023.

**BOARD MEMBER REPORTS**

**Andra Benson** – reported the following:

Lansing Library – written report above

Lansing Youth Services – written report above

**Ruth Groff** – reported the following:

Trails Committee – will concentrate on section around Town Center first

**Bronwyn Losey** – reported the following:

All her meetings were cancelled.

**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**  
**November 2023**

**Planning Board**  
**Monday, October 23·6:30 – 8:30pm**

1. Lot Line Adjustment: 129 Farrell Rd, Tax Parcel Number 39.-1-13.23. The applicant proposes a lot line adjustment of 1.332 acres to the adjacent property owner. The property is in the AG Zone. Al Fiorelli - Chair, moved to refer this to the Planning Department and the board voted unanimously.
2. Lot Line Adjustment: 48 Lansing Station Rd, Tax Parcel Number 15.-1-30.62. The applicant proposes a lot line adjustment of 4.42 acres (Parcel A) to the adjacent property owner. The property is in the RA Zone. The Board authorized the Planning Director to approve the Lot Line Adjustment.
3. Carrie Koplinka-Loeher and Ed Dubovi of the Conservation Advisory Council presented the Draft Lansing Open Space Conservation Plan.

**Code Revision Committee Monthly Meeting  
Thursday, October 26·10:00 – 11:00am**

Revised Draft Local Law on Boards, Commissions and Committees.

**Yellow Barn Solar  
Monday, October 30·10:00 – 11:00am**

Discussed the proposed Host Community agreement.

**Meeting with shop stewards of the Highway Association  
Thursday, November 9·9:30 – 11:30am**

Met with the Association members and got an understanding of what the Association wanted in the 2024 contract.

**Bolton Point  
Thursday, November 9·4:00 – 5:00pm**

Management Staff Report

1. Update from Community Science Institute
  - a. HABs
  - b. Nurturant monitoring on streams
2. Cornell University Brooks School of Public Policy
3. System Meeting between Cornell, City of Ithaca and Bolton Point

Committee Reports

1. Budget and Finance Committee
  - a. September 30, 2023 Financial Report
  - b. Approval of the November 9, 2023 Warrants
2. Engineering and Operations Committee
  - a. 16 water-main breaks in October
3. Personnel and Organization Committee
  1. Resolution for Appointment of Jeffrey Frazier to GIS/IT Specialist position
  2. Resolution for Appointment of Jeremy Whitmarsh to Water Treatment Plant Operator Trainee position

**Conservation Advisory Council Open Space Plan public meeting  
Thursday, November 9·5:30 – 8:00pm**



**Yellow Barn Solar**  
**Monday, November 13·1:00 – 2:00pm**

Discussed application that Yellow Barn submitted.

**Edward LaVigne** – reported the following:

Transitioning

Yellow Barn Solar

- Joe is already on the committee
- Ed would like Ruth to replace him

Highway Department Building

- Ruth is already on the committee
- Another Town Board Member should take Ed's place

ATV Road Usage Presentation – James Spencer presentation was October 18, 2023

- Where is the Board on this?
  - Councilperson Joseph Wetmore stated this is low on his long list of items he is working on.
- Someone needs to communicate with James Spencer

**MOTION TO ENTER EXECUTIVE SESSION**

Supervisor Edward LaVigne moved to **ENTER EXECUTIVE SESSION TO DISCUSS MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON /CORP, OR MATTERS LEADING TO SAID DISMISSAL, REMOVAL, PROMOTION, APPOINTMENT, EMPLOYMENT, DISCIPLINE, DEMOTION, OR SUSPENSION AT 8:12 PM.**

Councilperson Andra Benson seconded the motion.

All in Favor – 5                      Opposed – 0

**MOTION TO EXIT EXECUTIVE SESSION**

Supervisor Edward LaVigne moved to **EXIT EXECUTIVE SESSION AT 8:28 PM.**

Councilperson Joseph Wetmore seconded the motion.

All in Favor – 5                      Opposed – 0

**MOTION TO ENTER CLOSED SESSION**

Councilperson Joseph Wetmore moved to **ENTER CLOSED SESSION FOR CONFIDENTIAL LEGAL ADVICE AT 8:29 PM.**

Councilperson Ruth Groff seconded the motion.

All in Favor – 5                      Opposed – 0

**MOTION TO EXIT CLOSED SESSION**

Councilperson Joseph Wetmore moved to **EXIT CLOSED SESSION AT 9:31 PM.**

Councilperson Andra Benson seconded the motion.

All in Favor – 5                      Opposed – 0

**MOTION TO ADJOURN MEETING**

Councilperson Joseph Wetmore moved to **ADJOURN THE MEETING AT 9:32 PM.**

Councilperson Andra Benson seconded the motion.

All in Favor – 5                      Opposed – 0

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

Respectfully submitted,

Deborah K. Munson, RMC  
Town Clerk