

REGULAR TOWN BOARD MEETING
December 20, 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, Mary Ellen Albrecht, Bookkeeper, John Zepko, Director of Planning, Guy Krogh, Town Counsel, Judy Drake, Bolton Point, Patrick Jordan, Insero & Co. CPAs, Laurie Hemmings, Christine Montague, Jesse Young and a few other attendees

THANK YOU ED, ANDRA AND BRONWYN

Joe and Ruth thanked Ed, Andra and Bronwyn for their service on the Town Board. Ruth presented them with a gift.

Ed, Andra and Bronwyn thanked everyone including all the Town employees.

BOLTON POINT UNITED AUTO WORKERS AGREEMENT PRESENTATION
– JUDY DRAKE

Judy stated all five (5) municipalities have to approve the union agreement/contract. The Town Board had the contract before the meeting to review and they did not have any questions for Judy.

RESOLUTION APPROVING COLLECTIVE BARGAINING AGREEMENT
WITH THE UNITED AUTO WORKERS FOR SOUTHERN CAYUGA LAKE
INTERMUNICIPAL WATER COMMISSION’S EMPLOYEES FOR 2024-2026

RESOLUTION 23-133

RESOLUTION APPROVING COLLECTIVE BARGAINING AGREEMENT
WITH THE UNITED AUTO WORKERS FOR SOUTHERN CAYUGA LAKE
INTERMUNICIPAL WATER COMMISSION’S EMPLOYEES FOR 2024-2026

WHEREAS, the Southern Cayuga Lake Intermunicipal Water Commission, in good faith, entered into contract negotiations with the United Auto Workers union for a renewed collective bargaining agreement for the contract that expired on December 31, 2023; and

WHEREAS, on December 4, 2023, the Commission’s negotiating team reached tentative agreement with the union’s negotiating team; and

WHEREAS, the Commission reviewed and approved the tentative contract at the December 7, 2023, Commission meeting; and

WHEREAS, on December 11, 2023, the employees in the union bargaining unit ratified the tentative contract; and

WHEREAS, the Town Board of the Town of Lansing has reviewed the tentative agreement and determined it to be acceptable as required by the contract and the Public Employees Relation Board; and

RESOLVE AND DETERMINE, that: (1) the boundaries of the proposed district are inclusive of lands being a part of the East Shore Circle Major and Minor Subdivisions, being in all approximately 21.48 acres and comprised mainly of two stormwater lots, related easement areas, and approximately ten residential building parcels (some of which are already developed, or partially developed, 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), with each of said parcels and the district boundaries being further depicted in the Subdivision Plat and stormwater maps, and further being described by metes and bounds in the MPR, each and all of which maps and descriptions are incorporated herein; (2) the proposed improvements consist of stormwater retention ponds, swales, ditches, and culverts, to convey stormwater to pond forebays, rip rap, and other related stormwater facilities and drains; (3) all costs of installation have been and will be paid by Developer and future lot developers; (4) the future maintenance responsibilities of the Town (through 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; (5) the Developer will convey title to pond lots and convey related access and maintenance easements and rights-of-way to the Town/District for purposes of district and stormwater reporting, operations, management, and repairs; (6) 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; (7) there is no hook-up cost or fee; (8) there is no financing needed for this project; (9) the MPR is and has been on file for public review and inspection at the Office of the Town Clerk; (10) a public hearing upon such proposed district was scheduled and duly held upon December 20, 2023, at the Lansing Town Hall, 29 Auburn Road, Lansing, New York; and (11) 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 average maintenance cost of \$630 per parcel; such costs are proposed to be collected through special benefit assessments upon the annual Town and County tax bills; and it was further

RESOLVED AND DETERMINED, that this action was previously classified as a Type I Action under SEQRA, and the lead agency duly considered stormwater facilities, drainage, and the creation of this drainage district and previously issued a Negative Declaration, and an examination of such FEAF and prior SEQRA findings in relation to this project under such coordinated review has been undertaken, and the Town Board has found that no impacts arising from this approval are or are likely to cause any actual or potential impact to become a moderate or significant impact, such that no supplemental or additional review under SEQRA is determined to be necessary for this project; and it is further

RESOLVED AND DETERMINED, that: (1) the boundaries of said District are wholly outside the boundaries of any incorporated city or village; (2) the Notice of Hearing was published and posted as required by law, and was otherwise sufficient; (3) all property and property owners within proposed Drainage District #11 are benefited thereby; (4) all benefited properties and property owners are included within the said District (and none are excluded); and (5) the establishment of Drainage District #11 is in the public interest; and it is further

RESOLVED AND ORDERED, that the establishment of Town of Lansing Drainage District #11 be and hereby is approved subject to permissive referendum pursuant to Town Law §209-e and Town Law Article 7; and further that a proper notice of permissive referendum be published and posted within 10 days of the date of adoption of these resolutions, and the posting remain upon the official Town Clerk's Bulletin Board during the entirety of the referendum period.

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 Resolutions and Public Interest Order were approved, carried, and duly adopted on December 20, 2023.

**RESOLUTION APPROVING PUBLIC INTEREST ORDER AND
CONDITIONALLY APPROVING FORMATION OF DRAINAGE DISTRICT #12
FOR ASBURY-COLLINS SUBDIVISION**

RESOLUTION 23-135

**RESOLUTION APPROVING PUBLIC INTEREST ORDER AND
CONDITIONALLY APPROVING FORMATION OF DRAINAGE
DISTRICT #12 FOR ASBURY-COLLINS SUBDIVISION**

The following Resolutions were 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 Major Subdivision, and the development plans, subdivision plats, and project SWPPPs have envisioned that the facilities, and stormwater operation, maintenance, reporting, and repair obligations, would be managed by a drainage district, and the final approval of the major subdivision issued by the Planning Board defined the boundary of this subdivisions and required district formation for the whole thereof as a condition of approval; and

WHEREAS, the Town Board accepted the planning board’s and town engineer’s recommendation as to this district and forwarded the same, together with resolutions, maps, 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 mapped and proposed, and 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

WHEREAS, a final MPR dated November 6, 2023 was prepared by the Town’s Engineer per Town Law §§ 209-c and 209-d, and the Town Board found such MPR to be in compliance with Town Law and it to be in the public interest to form such district, and the town thus duly issued a Public Interest Order under Town Law §209-d and scheduled a public hearing, which public hearing was duly held upon December 20, 2023 at the Lansing Town Hall, 29 Auburn Road, Lansing, New York, to consider district formation and the public interest order, and all persons thereat were duly heard; and

WHEREAS, upon a review of all of the foregoing and any information had or submitted at such public hearing, the Town Board of the Town of Lansing did duly

RESOLVE AND DETERMINE, that: (1) the boundaries of the proposed district are inclusive of lands being a part of the Asbury-Collins Subdivision, including approximately 72.35 acres of land, being comprised of approximately eight lots and parcels, all being more particularly known as TPN 38.-1-39.2, with each of said lots and parcels and the district boundaries being further depicted in the Subdivision Plat and stormwater maps, and further described by metes and bounds in the MPR, each and all of which maps and descriptions are incorporated herein; (2) the proposed improvements consist of stormwater swales, individual lot bioretention practices, and other related stormwater facilities and drains; (3) all costs of installation have been and will be paid by the Developer or future landowner-developers; (4) the future maintenance responsibilities of the Town (through 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, and 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; (5) the Developer will provide easements and rights-of-way to the Town and the District for normal maintenance, emergency access, and stormwater reporting, operations, management, and repairs; (6) 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; (7) there is no hook-up cost or fee; (8) there is no financing needed for this project; (9) the MPR is and has been on file for public review and inspection at the Office of the Town Clerk; (10) a public hearing upon such proposed district was scheduled and duly held upon December 20, 2023, at the Lansing Town Hall, 29 Auburn Road, Lansing, New York; and (11) 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 average maintenance cost of \$750 per parcel; such costs are proposed to be collected through special benefit assessments upon the annual Town and County tax bills; and it was further

RESOLVED AND DETERMINED, that this action was previously classified as a Type I Action under SEQRA, and the lead agency duly considered stormwater facilities, drainage, and the creation of this drainage district and previously issued a Negative Declaration, and an examination of such FEAF and prior SEQRA findings in relation to this project under such coordinated review has been undertaken, and the Town Board has found that no impacts arising from this approval are or are likely to cause any actual or potential impact to become a moderate or significant impact, such that no supplemental or additional review under SEQRA is determined to be necessary for this project; and it is further

RESOLVED AND DETERMINED, that: (1) the boundaries of said District are wholly outside the boundaries of any incorporated city or village; (2) the Notice of Hearing was published and posted as required by law, and was otherwise sufficient; (3) all property and property owners within the proposed Drainage District #12 are benefited thereby; (4) all benefited properties and property owners are included within the said District (and none are excluded); and (5) the establishment of Drainage District #12 is in the public interest; and it is further

RESOLVED AND ORDERED, that the establishment of Town of Lansing Drainage District #12 be and hereby is approved subject to permissive referendum pursuant to Town Law §209-e and Town Law Article 7; and further that a proper notice of permissive referendum be published and posted within 10 days of the date of adoption of these resolutions, and the posting remain upon the official Town Clerk’s Bulletin Board during the entirety of the referendum period.

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 Resolutions and Public Interest Order were approved, carried, and duly adopted on December 20, 2023.

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 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.

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 December 2023

1. Many thanks to the Town for the support of the Artisan Fair, from adding the event to the electric sign to the use of the Town Hall.
2. Repairs to the upstairs public bathroom and teen room will begin in January.
3. There will be Take and Make holiday craft kits for kids, teens and adults available on a first come, first served basis.
4. On display during the month of December – From the bottom of my heart, a series of anatomical heart illustrations – by Jessica Stratton.
5. The library will be closed Monday 12/25 and Tuesday 12/26. Open from 10am-5pm on Wednesday 12/27 and Thursday 12/28. Open 10am-2pm Friday 12/29. Closed on Saturday 12/30 and Monday 1/1/24.

6. 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.
7. Instructor John Burger hosts T'ai Chi classes at the Community Center on Fridays from 10:30-11:30am.
8. Learn to play American Mah Jongg every Tuesday at 10:15am and play American Mah Jongg every Wednesday from 1:00-3:00pm.
9. The library continues to provide free delivery to Woodsedge.
10. 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.
11. 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 December 2023

Outdoor Adventure: Outdoor Adventure took place at both the Nature Center and at Salmon Creek. Salmon Creek provided a great space for shelter making and practicing working together. Several students made group shelters that could fit their entire team inside. Youth also learned how to responsibly make cooking fires. Each fire consisted of treats like traditional smores, cinnamon pythons, hot chocolate, and good old fashioned hot dogs. Students took the lead each week in starting the fire using their own designs. The game Camouflage has taken on a huge revival, fueled by the time change, the group loves to play towards the end of program as dusk settles in, adding a very challenging aspect to the game. This round has had several new youths who have adjusted well to the changing weather conditions and learned about the importance of dressing appropriately for various weather conditions. **14 youth served.**

Dungeons and Dragons: This program is always filled with energy and excitement! The group had a returning Dungeon Master, a high school youth employee who has evolved into a tremendous leader, with great techniques to hold the group's attention, keeping them focused and driven towards their campaign. Students were even able to fit in a game of Honey Heist, which kept all of their role-playing game skill levels deeply involved. Students now have many more resources with updated player manuals and guides to provide a more comprehensive experience for beginners through very experienced players. The new, fun colored dice are also a hit! One new student with a complicated background is starting to warm up to the groups they have become more involved and have shown a lot of growth in trust and feeling safe while in Lansing Youth Services programs. **14 youth served.**

Crafter's Corner: Crafter's Corner had a strong finish leading up to the Lansing Artisan Fair. This year's projects were well thought out by participants, and their work ethic to complete each one was very evident. The group really enjoyed crafting holiday cards, survival bracelets, friendship bracelets, and leather keychains. The variety of projects catered well to everyone's skillsets and passions. This year was one of the most profitable for the group and will fund a big celebration party for the group. While attending the event, youth received lots of praise from members of the public, including lots of praise for the Lansing Youth Services programs that participants are able to be a part of. The second part of the program youth will shop for gifts for a local family in need. This experience is very much a selfless learning experience, and participants are always in awe when they are able to see the operation that the Salvation Army operates and what they

are contributing to. Heartwarming on many levels. Special thank you to our anonymous donor who sponsors this portion of the program. **14 youth served.**

Iron Chef: This round of the group has worked a lot on kitchen safety and good hygiene practices, almost as if preparing to cook in a commercial kitchen. Pizzas are always a hit, and their creativity is inspiring for new recipes, particularly with pesto, veggies, and pepperoni. Farm fresh eggs from Travis' chickens will be the base for dishes in the final program days. **11 youth served.**

Youth Employment: Youth employees are finishing the year focused on assisting at the middle and high schools. Lansing Youth Services assistants are back in full swing, including a brand new assistant for Outdoor Adventure. The returning assistants are helping in all other programs, staying very busy practicing their classroom management skills. Youth are getting back to assisting teachers at the high school, honing their knowledge of what hard work teachers do on a daily basis and how to best help in preparations for projects and activities. January will see 4 additional employees assisting the Lansing Recreation Ice Skating program. Our future workforce is gaining employable skills and confidence! **14 youth served.**

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

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 December 20, 2023

Road Maintenance/Improvement

- Cold Patch
- Lined Pipe on Buck Road

Tree & Brush Maintenance

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

Water/Sewer Maintenance

- Crews finished work with Tompkins County Soil and Water within the CWD on an erosion project.

Garage Work

- Worked to organize restructuring of the water department inventory.

Office

- Worked with Guy Krogh and Highway Barn sub-committee to send last AIA update to Bergman, waiting for a response.
- Completed the second session of the excel course, will complete the third session in January.

Community

- Completed work with Tompkins County Soil and Water on project. Huge thanks to Mike Jura, John Negley, Brian and Angel Hinickle for all their hard work and collaboration this year. We would not have been able to complete our projects without their help.

Mike also stated:

CHIPS, EWR, POP and Pave NY – Reimbursement totals \$521,019.76 and has been received.

2 Auburn Road – Bid will go out in January and bid openings will be in February.

New Highway Building

- Bergmann Associates – AIA Agreement
 - Scope of Work
 - Following suggestions of highway committee, Town Counsel Guy Krogh and Town Engineer Dave Herrick
 - Discuss in January

Thanks to Ed, Andra and Brownyn

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.



December Town Board Report

RECREATION:

- We are nearing the end of our in-house basketball season. Travel season will start after the holiday break.
- Open registration includes travel basketball, indoor soccer, horseback riding, swimming, basketball, cheerleading, wrestling, adult exercise and yoga.
- The annual Christmas tree lighting was held on December 2nd, it is located on the ballfields near the sign. It was a great turnout, even with the rain.
- We've been working on cleaning up and organizing all our football equipment. Some will be sent out for refurbishing; some will have to be replaced.
- We've upgraded lights around the ballfields and replaced lights in both restrooms.
- We worked on maintenance items in the Community Center kitchen.
- The Community Center back door was repainted and stain/sealer applied to the back steps.
- Batting cage nets have been removed for winter.

PARKS:

- We've upgraded lights in both restrooms at Myers Park.
- Camping reservations will begin on January 8th.
- We decided to go back to our RecDesk software for pavilions reservations, we believe that will work better than Campspot which is our campground software.
- All our larger equipment has been removed from Myers Park and moved to cold storage by our shop for the winter.
- Myers Park speed bumps have been pulled for snow plowing, allowing people to walk year-round.
- Lansing Center Trail has had more trees planted and some brush trimmed, we will add a spur to Conlon Road this Spring.
- The sailboat rack and Myers rock have been shrink wrapped for the season.

The Parks & Rec Department would like to thank Ed LaVigne, Bronwyn Losey and Andra Benson for their years of service on the Lansing Town Board. It was a pleasure working with you all and you will be missed.

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 Nov 2023

CORE PLANNING FUNCTIONS

- **General Admin**
 - The Department continues to seek applicants for the position of Planner.
 - 11/01 Met w/ Luke Kerr & student team, to discuss Ag friendly planning
 - 11/02 – Attended Cross Walk LG Workshop (Auburn NY) regarding complementary grant funding sources
 - 11/6 – met w/ Tompkins County energy advisor, Hailley Delisle to kick off assessment of Town Hall HVAC by Taitem Engineering
 - 11/8 – attended OpenGov product highlight webinar
 - 11/8 – attended Town Board budget meeting
- **Planner conducting classification and review of development applications**
- **Hazard Mitigation Planning**
- **Floodplain Management**
 - Work continues to resolve the findings from the 31 May 2023 Community Assistance Visit (CAV) conducted by NYS DEC.
 - Reviewing Flood Dev Permit for 32 Ladoga Park Road
- **Stormwater Management**
 - 8 Nov – attended Tompkins County Stormwater Coalition meeting
 - 29 Nov – issued MS4 Acceptance form for NYSEG Ithaca L522

LAND USE WORK PROGRAM

COMMITTEE MANAGEMENT

- **Agricultural and Farmland Protection Committee staff support**
- **Conservation Advisory Committee Council**
 - 11/9 provided staff support to public Open House for Draft Open Space & Conservation Plan
- **Water & Sewer Working Group**
 - No meeting
- **Code Revision Committee**
 - No meeting
- **Capital Improvement Committee**
 - No meeting

PLANNING BOARD

- **27 Nov meeting** – the Planning Board heard the following:
 - Lot line adjustment 95 Goodman Road
 - Minor Subdivision 178 Sweazey Road
 - Board comment on Draft Open Space & Conservation Plan by CAC

ZONING BOARD OF APPEALS

- No November meeting

CODE ENFORCEMENT

▪ **Nov 2023 Permit Information**

	Nov 2023
Fees Collected	\$4,262.40
Estimated Project Cost	\$892,329.00
Certificate of Occupancy/Compliance	17
Building Permits	18
One- & Two-Family Residences	2
New Mobile Homes	0
New Businesses	0
Multi-Family Residences (3 or more units)	0
TOTAL 2023 Misc. Fee Collected to date	\$19,185.00
	Jan 1, 2023 to Nov 30, 2023
Fees Collected	\$90,865.18
Estimated Project Cost	\$18,775,258.00
Certificate of Occupancy/Compliance	201
Building Permits	232
One- & Two-Family Residences	17
New Mobile Homes	0
New Businesses	0
Multi-Family Residences (3 or more units)	0

John also stated:

- Offer has been made to potential new planner – possibly start early January
- 2024 work plan will be in January
- Thanks to Town Board
- Planning Board and Zoning Board of Appeals have two (2) additional hours of training per year to deal with difficult people. John was not able to locate a trainer, so this training for 2023 did not occur. Could the Town Board remove this training?

Town Counsel Guy Krogh will share information he has on trainers with John.

After discussion, Town Board decided to do a motion to waive this training for 2023. The motion is in the Consent Agenda later in this meeting.

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
DECEMBER 2023**

Board Members

Our office would like to thank Ed LaVigne, Andra Benson and Bronwyn Losey for their time on the Lansing Town Board. It has been a pleasure working together with you over the years.

As a reminder, we need all Town documents and keys returned to Town Hall no later than December 31, 2023.

2024 Town & County Taxes

Tax bills will be mailed no later than December 30, 2023. If a property owner does not receive a bill by January 5th, contact our office so we can assist in getting out another copy.

Payments are due by January 31st without penalty. The first installment option is only available until January 31st, after that only full payments will be accepted.

Forms of payment accepted are cash, checks (payable to Lansing Receiver of Taxes), and debit/credit cards/E-checks (additional fees apply if paying by debit/credit cards/E-checks).

Office hours are Monday – Thursday 7:30am – 4pm, Friday 7:30 – 12pm (additional hours on Friday, Jan. 26th until 4pm and Saturday, Jan. 27th from 8am – 12pm). A 24-hour drop box is available in the foyer of the Town Hall (on the left when you enter the first set of doors).

For additional information regarding taxes, please visit <https://www.lansingtown.com/clerk/page/taxes>.

Tax Exemptions

Applications for veteran, disability, senior citizen or Enhanced STAR are due by **March 1st**. For further information, please contact Tompkins County Assessment Department at 607-274-5517.

Tompkins County Health Department Rabies Clinics

The Health Department has scheduled one clinic at Tompkins County SPCA on January 17th, 2024. Preregistration is recommended. Visit this link to sign up for a time slot - <https://tompkinscountyny.gov/health/eh/rabies#clinics>

Mailbox House Number Signs

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

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 email - davestoyell@gmail.com or telephone 607-279-2656.

TOMPKINS COUNTY LEGISLATOR REPORT – MIKE SIGLER

Reviewed the following report.

**Tompkins County Legislator
Michael Sigler
December 2023**

Hello and Happy Holidays. I want to thank Dominick Recckio again whose County reports I draw liberally from.

I want to start by thanking Ed LaVigne for his years of service to the Town. I'm not sure everyone knows how demanding public office can be and that you make friends, but also a lot of people will also disagree with you. You do what you think is best and I've never doubted that Ed always had what was best for the Town in mind when making decisions.

I also want to thank Andra Benson and Bronwyn Losey for their service. It takes a lot of time and patience to serve, and I think many different viewpoints makes for a stronger government and Town. It's been a pleasure working with you all.

From the County, we are moving ahead with our rapid medical response (RMR) unit. We'll be approaching you and the other towns in the coming year about cost sharing past this program's two-year pilot. We're getting this up and running as soon as possible. It's clearly a need with medical calls rising. Lansing will see a large benefit having one of the largest populations and being close to the home base of one of the RMR units.

The Ithaca-Tompkins County Transportation Council (ITCTC) is updating its Long-Range Transportation Plan for Tompkins County. The plan covers the 20-year period through 2045. The purpose and primary objective of the transportation plan is to develop a common vision for the future of transportation in Tompkins County.

You can view both the current transportation plan and information on the proposed update at the ITCTC website: <https://www.tompkinscountyny.gov/itctc/lrtpupdate>. The ITCTC will accept public comments through October 2024.

For additional information or to provide your input you may contact the ITCTC at 607-274-5570, email itctc@tompkins-co.org, go to the agency web site at www.tompkinscountyny.gov/itctc, or visit the 'Ithaca-Tompkins County Transportation Council' on Facebook.

One of the nearly twenty initiatives agreed to in the 2021 Reimagining Public Safety resolution, a new requirement for the County to publish data on arrests, prosecutions, and case outcomes passed the legislature.

This directs the Community Justice Center to make data available on a dashboard encompassing information from the District Attorney's Office, the Office of Assigned Counsel, and the Department of Probation and Community Justice. The information will highlight aspects of the criminal justice system ranging from once an arrest is made through case outcomes. The effort is paralleled by a recent dashboard published by the District Attorney's office.

Lastly, January 16th will be Lansing Bobcat Volleyball Team Day in Tompkins County in honor of the Lansing Bobcat women winning the Class B state Championship. It's a huge achievement and it was great to be there when they came back to the school. January 16th will be a particularly good day to be a Bobcat.

CONSENT AGENDA

a. MOTION GRANTING A WAIVER FOR COMMUNITY ENGAGEMENT TRAINING FOR 2023

MOTION M23-30

MOTION GRANTING A WAIVER FOR COMMUNITY ENGAGEMENT TRAINING FOR 2023

Motion pursuant to Town Code §7-5(D) to grant a waiver for community engagement training as required by Town Code §7-5(B) and §7-5 (C)(2) for all town officers and staff mandated to receive such training for calendar year 2023.

b. MOTION AUTHORIZING TOWN OF LANSING SUPERVISOR TO SIGN AGREEMENT BETWEEN THE TOWN OF LANSING AND FOODNET MEALS ON WHEELS

MOTION M23-31

MOTION AUTHORIZING TOWN OF LANSING SUPERVISOR TO SIGN AGREEMENT BETWEEN THE TOWN OF

LANSING AND FOODNET MEALS ON WHEELS

Motion to authorize Town of Lansing Supervisor to sign an agreement between the Town of Lansing (Town) and Foodnet Meals on Wheels (Contractor), agreement is for January 1, 2024 to December 31, 2024, Town will pay Contractor \$4,750 for 2024 services.

c. MOTION APPROVING CARRYING FORWARD VACATION TIME EXCEEDING FORTY (40) HOURS

MOTION M23-32

MOTION APPROVING CARRYING FORWARD VACATION TIME EXCEEDING FORTY (40) HOURS

Motion that, due to extraordinary circumstances relative to employee leave time and scheduling, the Town Board hereby approves exceeding the 40-hour vacation leave time carry-forward rule for one (1) employee in the Court Office and three (3) employees in the Parks Dept, as set forth in Employee Handbook § 802, with such time in excess of 40 hours to be, in each case approved, scheduled, and used in the first three months of 2024 in accordance with the directives of each employee's respective Department Head; due to extraordinary circumstances the Town Board hereby approves exceeding the 40-hour vacation leave time carry-forward rule for two (2) specific employees in the Highway Dept, with such time in excess of 40 hours in one case be used in the first four (4) months, and in the other case be made available to Dec 31, 2024. For all subsequent years § 802 shall apply as written and Department Heads shall continue to refer excess employee carry-forward recommendations to the Town Board for review prior to the deadlines set for scheduling matters for the regular December Town Board meeting, or sooner as circumstances may allow.

d. MOTION APPROVING CURRENT PART-TIME INFORMATION AIDE TO BE A FULL-TIME INFORMATION AIDE

MOTION M23-33

MOTION APPROVING CURRENT PART-TIME INFORMATION AIDE TO BE A FULL-TIME INFORMATION AIDE

Motion approving current part-time Information Aide to be a full-time Information Aide starting January 1, 2024, work time will continue to be split between the Town Clerk's Office and the Court Office. The appropriate Town officer be and hereby is authorized to make such changes to the Towns' employment and civil service rosters, to file the required Civil Service forms to effect such changes per this Motion, and to file Form 428s, if required.

e. RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT WITH EDMUNDS GOVTECH, INC. TO PROVIDE CLOUD-BASED SOFTWARE FOR UTILIZATION BY THE SUPERVISOR'S OFFICE AND THE HIGHWAY DEPARTMENT

RESOLUTION 23-136

RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT WITH EDMUNDS GOVTECH, INC. TO PROVIDE CLOUD-BASED SOFTWARE FOR UTILIZATION BY THE SUPERVISOR'S OFFICE AND THE HIGHWAY DEPARTMENT

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

WHEREAS, the Town of Lansing Supervisor's office performs various accounting, finance, payroll, human resource, and inventory control and the Highway Department performs inventory control and fleet maintenance for the Town of Lansing; and

WHEREAS, the current software program utilized by the Supervisor’s office and the Highway Department has limited capabilities and does not offer the level of performance and functionality required to accurately and efficiently perform necessary financial, human resources or capital asset management to meet the growing needs of the Town; and

WHEREAS, it would be additionally beneficial to all Department Heads in the Town enabling each to view, at their convenience, budget account balances, employee timesheets, vacation balances and more, related to their specific department; and

WHEREAS, the Bookkeeper, Information Aide-Supervisor’s office, and a Town Board member were provided a demonstration of Edmunds GovTech, Inc. software on September 15; a second demonstration was provided on November 6, for the Highway Superintendent, Secretary to the Highway Superintendent, Bookkeeper, and Information Aide. Additionally, the Bookkeeper and Information Aide were provided demonstrations of Harris Local Government software on November 2 and Oracle NetSuite for Governments on November 9 and;

WHEREAS, the Bookkeeper, Information Aide-Supervisor’s Office, Highway Superintendent, Secretary to the Highway Superintendent and a Town Board member discussed and have recommended that it would be in the Town’s best interests to select Edmunds GovTech, Inc. due to Edmunds higher level of functionality and customizable reporting that will meet the Town’s growing requirements and which will serve and be utilized by all departments; and

WHEREAS, Edmunds GovTech, Inc. has proposed a three-year Software Services Agreement at an initial investment cost of \$53,750 for the first year, which includes subscription services, cloud-hosting, implementation and conversion; the total cost in years 2 and 3 will be \$28,000 per year which includes the subscription fees and cloud-hosting fees; and

WHEREAS, upon due consideration and deliberation by the Town of Lansing Town Board, now therefore be it

RESOLVED, that the Town Board hereby selects Edmunds GovTech, Inc. as the provider for the software management platform and associated professional services, approves the Software Services Agreement, and authorizes the Town Supervisor to execute the Software Services Agreement and related documents.

f. RESOLUTION APPROVING DOG CONTROL & SHELTER AGREEMENT WITH COUNTRY ACRES PET SERVICES

RESOLUTION 23-137

RESOLUTION APPROVING DOG CONTROL & SHELTER AGREEMENT WITH COUNTRY ACRES PET SERVICES

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

RESOLVED, as follows:

1. Country Acres Pet Services is the Dog Control Officer for the Town of Lansing; and
2. The shelter maintained by Country Acres Pet Services is the Town of Lansing Dog Shelter; and
3. The 2024 Dog Control and Shelter Agreement between the Town of Lansing and Country Acres Pet Services is for a term commencing January 1, 2024 and ending December 31, 2024; and

4. The Town Supervisor of the Town of Lansing is hereby authorized to sign said agreement.

g. RESOLUTION APPOINTING RECEIVER OF TAXES AND DEPUTY RECEIVER OF TAXES FOR 2024 AND 2025

RESOLUTION 23-138

RESOLUTION APPOINTING RECEIVER OF TAXES AND DEPUTY RECEIVER OF TAXES FOR 2024 AND 2025

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

WHEREAS, the Receiver of Taxes, an appointed public officer of the Town, term expires on December 31, 2023, and the January meeting is not until after Town and County Tax bills are issued such that a Receiver of Taxes needs to be duly so appointed for the next term; and

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

1. Deborah Munson be and hereby is appointed as the Town of Lansing Receiver of Taxes for a two-year term effective January 1, 2024, at the salary therefor as set forth in the approved 2024 budget, to be paid in equal installments throughout 2024 and 2025 in accord with the Town's regular payroll schedule.
2. Jessica Hall be and hereby is appointed as the Town of Lansing Deputy Receiver of Taxes for a two-year term effective January 1, 2024, with such duties as are assigned by the Receiver of Taxes.

h. RESOLUTION APPROVING AND AUTHORIZING TOWN SUPERVISOR TO EXECUTE 2024 COUNSEL ENGAGEMENT LETTER WITH GUY K. KROGH, AND HIS FIRM, THALER AND THALER, P.C.

RESOLUTION 23-139

RESOLUTION APPROVING AND AUTHORIZING TOWN SUPERVISOR TO EXECUTE 2024 COUNSEL ENGAGEMENT LETTER WITH GUY K. KROGH, AND HIS FIRM, THALER AND THALER, P.C.

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

RESOLVED, that the Attorney for the Town is Guy K. Krogh, and that he, and his firm, Thaler and Thaler, P.C. be consulted on an as needed basis and that the Town Supervisor be authorized to execute the 2024 counsel engagement letter.

i. RESOLUTION APPROVING THE 2023 AMENDMENT TO THE MUNICIPAL COOPERATIVE AGREEMENT FOR THE GREATER TOMPKINS COUNTY MUNICIPAL HEALTH INSURANCE CONSORTIUM

RESOLUTION 23-140

RESOLUTION APPROVING THE 2023 AMENDMENT TO THE MUNICIPAL COOPERATIVE AGREEMENT FOR THE GREATER TOMPKINS COUNTY MUNICIPAL HEALTH INSURANCE CONSORTIUM

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

WHEREAS, the Town of Lansing is a Participant in the Greater Tompkins County Municipal Health Insurance Consortium (the "Consortium"), a municipal cooperative organized under Article 47 of the New York Insurance Law, and

WHEREAS, the municipal participants in the Consortium, including this body, have approved and executed a certain Municipal Cooperation Agreement (the "Agreement"; effective date of October 1, 2010), and

WHEREAS, Article 47 of the New York Insurance Law (the "Insurance Law") and the rules and regulations of the New York State Department of Financial Services set forth certain requirements for governance of municipal cooperatives that offer self-insured municipal cooperative health insurance plans that requires any amendments or restatements thereto, shall be subject to Board review and upon acceptance of any new Participant hereafter, and

WHEREAS, the Municipal Cooperative Agreement requires that amendments to the agreement be presented to each participant for review and adopted by a majority vote by its municipal board, and

WHEREAS, the Town of Lansing is in receipt of the proposed amended Agreement and has determined that it is in the best interest of its constituents who are served by the Consortium to amend the Agreement as set forth in the Amended Municipal Cooperative Agreement, now therefore be it

RESOLVED, that upon receipt and review of the amended Agreement, the Town of Lansing approves at a meeting of the governing body held on December 20, 2023 and authorizes the Chief Elected Official to sign the **2023** Amendment to the Municipal Cooperative Agreement of the Greater Tompkins County Municipal Health Insurance Consortium as recommended by the Board of Directors.

* * * * *

2023 Municipal Cooperative Agreement Signature

IN WITNESS WHEREOF, the undersigned has caused this Agreement to be executed as of the date adopted by the Greater Tompkins County Municipal Health Insurance Consortium Board of Directors and subsequently adopted by the Municipal Corporation named below.

Municipal Corporation

Printed Name of Chief Elected Official or Chief Officer

Title

Signature

Date

j. RESOLUTION AUTHORIZING THE TOWN OF LANSING HIGHWAY SUPERINTENDENT TO HIRE TOWN OF LANSING AUTMOTIVE MECHANIC ASSISTANT

RESOLUTION 23-141

RESOLUTION AUTHORIZING THE TOWN OF LANSING HIGHWAY SUPERINTENDENT TO HIRE TOWN OF LANSING AUTOMOTIVE MECHANIC ASSISTANT

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

WHEREAS, there is a need for an Automotive Mechanic Assistant at the Town of Lansing Highway Department; and

WHEREAS, acceptable and qualified candidates will be identified and selected by the Town of Lansing Highway Superintendent, and are therefore proposed to be hired to fulfill such job requirements; and

WHEREAS, the Town of Lansing Supervisor has recommended that the Highway Department Automotive Mechanic Assistant position be filled at the Town of Lansing; and

WHEREAS, upon due consideration and deliberation by the Town of Lansing Town Board, now therefore be it RESOLVED as follows:

1. The Town of Lansing Highway Superintendent is hereby approved to hire an Automotive Mechanic Assistant at a pay grade not to exceed \$29.17 per hour,
2. The appropriate Town officer be and hereby is authorized to make such changes to the Towns' employment and civil service rosters, to file the required Civil Service forms to effect such changes per this Resolution, and to file Form 428s, if required.

k. RESOLUTION DECLARING TOWN HIGHWAY EQUIPMENT EXCESS PROPERTY AND AUTHORIZING DISPOSAL OR SALE

RESOLUTION 23-142

RESOLUTION DECLARING TOWN HIGHWAY EQUIPMENT EXCESS PROPERTY AND AUTHORIZING DISPOSAL OR SALE

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

WHEREAS, the Town's budget has planned the retirement and replacement of 2013 Chevy 2500 ¾ Ton Pickup Truck VIN 1GC1KVCG8EF112361, 2013 Ford F250 ¾ ton Pickup Truck VIN 1FTBF2B64DEB02253, 2016 Ford F550 4 x 2 Dump Truck VIN 1FDUF5HT0GED15031, 2006 Case IH JX1090U Tractor S/N HJT056949, 2018 Case IH 821G Wheel Loader VIN JEEN0821JJF244451, Viking Proline2 Box S/N MF0314221, 2018 John Deere 6105E Tractor S/N 1P06105EEJ0011016, 2018 Tiger AR-12 Mower S/N 10076, 2006 Alamo Mower equipment #32A, 2006 Alamo Mower equipment #32B operated and used by the Town Highway Department, and the same will be replaced; 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 following 2013 Chevy 2500 ¾ Ton Pickup Truck VIN 1GC1KVCG8EF112361, 2013 Ford F250 ¾ ton Pickup Truck VIN 1FTBF2B64DEB02253, 2016 Ford F550 4 x 2 Dump Truck VIN 1FDUF5HT0GED15031, 2006 Case IH JX1090U Tractor S/N HJT056949, 2018 Case IH 821G Wheel Loader VIN JEEN0821JJF244451, Viking Proline2 Box S/N MF0314221, 2018 John Deere 6105E Tractor S/N 1P06105EEJ0011016, 2018 Tiger AR-12 Mower S/N 10076, 2006 Alamo Mower equipment #32A, 2006 Alamo Mower equipment #32B be and hereby are declared as excess property of the Town for which no current or future use is anticipated, including due to be replaced through scheduled equipment rotation cycles, and that the Highway Department 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.

l. RESOLUTION DECLARING TWO TORO ZERO TURN MOWERS AND RTV EXCESS PROPERTY AND AUTHORIZING DISPOSAL OR SALE

RESOLUTION 23-143

RESOLUTION DECLARING TWO 2022 TORO ZERO TURN MOWERS AND ONE KUBOTA RTV XG850 AS EXCESS PROPERTY AND AUTHORIZING DISPOSAL OR SALE

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

WHEREAS, The Town Parks and Recreation has excess property of two 2022 Toro Zero Turn Mowers and one Kubota RTV XG850, that are 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 2022 Toro Zero Turn Mowers, serial numbers 411445104 and 411445105, and the Kubota RTV XG850 serial number C69123 be and hereby are declared as excess property of the Town for which no current of future use is anticipated and that the Parks and Recreation Supervisor, or his designee, sell the same “as is,” document the sale thereof to verify fair value, and deliver the proceeds of the sale thereof to the Town Budget Officer. The Parks and Recreation Supervisor, 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.

m. RESOLUTION REAPPOINTING MEMBER TO THE LANSING HOUSING AUTHORITY

RESOLUTION 23-144

RESOLUTION REAPPOINTING MEMBER TO THE LANSING HOUSING AUTHORITY

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

WHEREAS, the Lansing Housing Authority (LHA) has one members term that will be expiring on December 31, 2023; and

WHEREAS, after a search for eligible and qualified candidates, Sharon Jaenson, a current member of the LHA Board, is deemed duly qualified and has agreed to the reappointment; and

WHEREAS, upon due consideration and deliberation by the Town of Lansing Town Board, now therefore be it RESOLVED as follows:

1. Sharon Jaenson is hereby reappointed to the Lansing Housing Authority for a 5-year term, with such term effective January 1, 2024 through December 31, 2028; and
2. The Town Clerk shall administer the oath of office for such reappointment.

n. RESOLUTION AMENDING RESOLUTION # 23-84 TO CORRECT BUDGET LINE THAT WAS UTILIZED TO PAY FOR THE 2023 F-150 TRUCK FOR THE PLANNING AND CODE OFFICE, AND TO AUTHORIZE REIMBURSEMENT OF BUDGET LINE IN SUCH AMOUNT

RESOLUTION 23-145

RESOLUTION AMENDING RESOLUTION # 23-84 TO CORRECT THE BUDGET LINE THAT WAS UTILIZED TO PAY FOR THE 2023 F-150 TRUCK FOR THE PLANNING AND CODE OFFICE, AND TO AUTHORIZE REIMBURSEMENT OF BUDGET LINE IN SUCH AMOUNT

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

WHEREAS, the Town of Lansing had long had capital management and equipment plans consisting of a balance of reserve funds and budgeted cash, and in 2023 certain capital needs of the Planning & Code Department were discussed, including how to fund the purchase of a needed F-150 Ford truck in 2023 without incurring municipal debt; and

WHEREAS, the Planning & Code Department utilized the New York State Office of General Service (NYSOGS) bid list (contract # 23166; Vehicle Marketplace Reference # 12749) for terms and pricing, and by resolution 23-84, the Town Highway Superintendent was authorized to effect such purchase from Maguire Ford from such NYSOGS bid list; and

WHEREAS, that purchase was funded from budget line DA5130.200, but should have been funded from the later created budget line HF5130.200; and

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

RESOLVED, that the Town Budget Officer shall reimburse fund line DA5130.200 in the amount of such purchase (\$43,874.48) from budget line HF5130.200, to more correctly reflect proper funding of such purchase and to properly modify and correct the budget.

CONSENT AGENDA MOTIONS M23-30 – M23-33 AND RESOLUTIONS 23-136 – 23-145

RESOLUTION 23-146

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

RESOLVED, that the Consent Agenda Motions **M23-30 – M23-33** and Resolutions **23-136 – 23-145**, 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 December 20, 2023.

RESOLUTION APPROVING THE TOWN OF LANSING CONSERVATION ADVISORY COUNCIL 2023 ANNUAL REPORT

Councilperson Joseph Wetmore stated his wife is on this committee and the Ethics Board told him that is not a conflict as long as it is stated at this meeting.

RESOLUTION 23-147

RESOLUTION APPROVING THE TOWN OF LANSING CONSERVATION ADVISORY COUNCIL 2023 ANNUAL REPORT

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

WHEREAS, per Town Board Resolution 19-49 the Conservation Advisory Council was authorized to perform certain functions for the Town and to act in an advisory capacity under General Municipal Law § 239-x; and

WHEREAS, the aforementioned Resolution and General Municipal Law 239-x(f) require the Conservation Advisory Council to file required annual reports with the Town Board on or before the thirty-first day of December of each and every year, and once approved by the Town Board, to send a copy thereof to the New York State Commissioner of Environmental Conservation; and

Town of Lansing Conservation Advisory Council 2023 Annual Report

Membership

Members of the Conservation Advisory Council (hereafter “CAC”) are appointed by the Lansing Town Board each January via resolution. The following members served in 2023:

- Robyn Bailey
- Adam Buck
- Gabrielle Desnoes
- Edward Dubovi
- Karen Edelstein
- John Fleming
- Ruth Groff, liaison to Town Board
- Carrie Koplinka-Loehr
- Todd Walter
- David Wolfe

Edward Dubovi and Carrie Koplinka-Loehr agreed to co-chair the CAC throughout 2023.

Environmental Management Council

The CAC recommended to the Town Board that CAC member David Wolfe be appointed as liaison to the Tompkins County Environmental Management Council. David began serving in this role in 2022 and continued throughout 2023.

NYSACC Conference on the Environment 2023

The New York State Association of Conservation Commissions (NYSACC), in collaboration with Tompkins County’s Environmental Management Council, hosted a hybrid annual Conference on the Environment September 20-22 in Ithaca. CAC and EMC members from around the state participated (<https://www.nysacc.net>). Lansing’s CAC members helped with the early framing of the conference and arranged several speakers. Two CAC members presented at the conference and the CAC attended a variety of sessions on water quality, policy, land conservation, and other topics.

Open Space Conservation Plan

Throughout 2023 we met monthly with our consultants from Colliers Engineering (formerly Bergmann Associates) to create Lansing’s Open Space Conservation Plan, formerly known as the Open Space Index. For public feedback, our team received an astonishing 425 responses to the online and paper survey, then analyzed these and the “votes” that were placed on sites as worthy of conserving. Along with these responses, thirty photographs were submitted, which were used, with permission, in the draft plan. The consultants also interviewed local heads of NGOs and local officials.

Public input revealed hopes that we would maintain the thriving agrarian character of the Town; conserve its scenic beauty; build local resiliency to climate change; enhance resident quality of life through scenic and recreational resources; ensure the long-term sustainability of our air, water, and land; and enhance wildlife habitat.

We amassed and integrated databases from town, county, state, and federal sources (parcels, steep slopes, soils, flood zones, wetlands, forests, Unique Natural Areas, and other natural resources). In particular, information from the Town’s Natural Resources Inventory and Scenic Resource Appendix, the Tompkins County Conservation Strategy, maps, and the list of Unique Natural Areas helped us to identify significant natural resource areas for conservation. We formed a subcommittee to establish the criteria for ranking Lansing’s parcels, then created a priority grid for the following criteria.

Agriculture + Farmlands
Forest + Woodlots
Wetlands
Floodplains
Stream Corridors
Cayuga Lakefront
Significant Wildlife Habitat
Grasslands + Meadows
Steep Slopes
Unique Natural Areas
Vulnerability to Development

We assessed Lansing’s large parcels for these criteria, then ranked them from high to low for their suitability for being conserved. Of the 109 Lansing parcels greater than 70 acres, 17 ranked highest for conservation value; 31 ranked medium-high; 49 ranked medium-low; and 22 ranked lowest. Landowners and planners in the town can use this information as parcels voluntarily become available in the future.

An online story map draft of the Open Space Conservation Plan can be found at: <https://storymaps.arcgis.com/stories/a5d16e7abd004ba5966a98e7145b3f92>

Other Projects

The CAC reviewed changes to the Town's Agriculture (AG) and Rural Agriculture (RA) zones, and CAC members attended the public meeting about the proposed modifications.

CAC members reviewed and responded to Lansing’s Code Revision Committee’s Amendment regarding appointments to town committees.

We sought clarity from local, regional, and state counsel on whether CACs are subject to Open Meeting Laws.

Publications

FAQ: “Your questions answered about Lansing’s open space,”
https://www.lansingtown.com/sites/default/files/fileattachments/conservation_advisory_council/page/2495/osi_faq_3-4-23.pdf

Lansing Open Space Conservation Plan,
<https://storymaps.arcgis.com/stories/a5d16e7abd004ba5966a98e7145b3f92>

Presentations by the CAC

May 2, 2023, meeting with Lansing’s Agriculture and Farmland Protection Committee to introduce the Open Space Conservation Plan (Edward Dubovi, Ruth Groff, Carrie Koplinka-Loehr)

May 11, 2023, meeting with the Tompkins County Environmental Management Council, Stewart Park, Ithaca. Joined other Conservation Advisory Councils from the area to report on activities and help plan the NYSACC conference (Edward Dubovi, Carrie Koplinka-Loehr)

October 23, 2023, presentation to the Planning Board about the Open Space Conservation Plan (Edward Dubovi, Carrie Koplinka-Loehr)

November 9, 2023, public presentation about the Open Space Conservation Plan by CAC members, John Zepko, and our consultants from Colliers Engineering (Bergmann Associates). We advertised the meeting via posters, post cards, notices in local papers, the town’s electronic outdoor sign, and announcements on listservs. About twenty-four people attended and provided comments.

November 27, second meeting with the Planning Board to answer questions about the Open Space Conservation Plan (Edward Dubovi, Karen Edelstein, Carrie Koplinka-Loehr)

December 7, second meeting with Lansing’s Agriculture and Farmland Protection Committee to answer questions about the Open Space Conservation Plan (Carrie Koplinka-Loehr)

Presentations to the CAC

June 1, 2023, Agnes Emmanuelle Guillo, Community Educator at Cornell Cooperative Extension, gave a presentation on Non-Pipes Alternatives for Lansing.

July 6, 2023, Ruth Hopkins of the Lansing Trails Committee, reviewed previous planning efforts, showed proposed trail maps, and identified future needs for the planning process, while seeking feedback on projected routes for Lansing Trails.

July 6, 2023, chair of the Conservation Advisory Board for the town of Dryden, Gian Dodici, spoke with our CAC about the CAB’s relationship to its Town Board and progress they have made.

Tours

Walnut Ridge Dairy, November 2, 2023, hosted by John Fleming

Town of Lansing Support

John Zepko, Director of Planning for the Town of Lansing, met half a dozen times with CAC co-chairs in 2023 to discuss the OSCP, the budget for the CAC, and related issues. The Planning Department and the Town also provided some administrative support, including posting information to the website (<https://www.lansingtown.com/bc-cac>). This assistance is critical as CAC members develop and implement activities.

Trainings

CAC members completed their annual training at the end of December, 2022, on the topics of recognizing sexual harassment and reducing workplace violence.

Work Plan

The CAC continued to update its work plan. The co-chairs and members use this document to guide future actions and gauge progress.

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

RESOLVED, the Town Board of the Town of Lansing has received and accepted the Town of Lansing Conservation Advisory Council 2023 Annual Report.

The question of the adoption of such proposed Resolution was duly motioned by Councilperson Ruth Groff, 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 December 20, 2023.

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT

RESOLUTION 23-148

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT

The Supervisor submitted his monthly report for the month of November 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 Bronwyn Losey. 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 # 012

DATED 12/20/2023

AUDITED VOUCHER #'s	<u>1204 - 1322</u>
PREPAY VOUCHER #'s	<u>1204 - 1208</u>
AUDITED T & A VOUCHER #'s	<u>73 - 78</u>
PREPAY T & A VOUCHER #'s	<u>73 - 74, 76</u>

<u>FUND</u> <u>APPROPRIATIONS</u>	<u>TOTAL</u>
GENERAL FUND (A&B)	\$ <u>206,430.90</u>
HIGHWAY FUND (DA&DB)	\$ <u>258,493.41</u>
DRAINAGE DISTRICTS (SDD1,2,4,5,6,7,8,SD10)	\$ <u>1,358.00</u>
LANSING LIGHTING (SL1, 2 &3)	\$ <u>96.06</u>
WARREN & CHERRY SEWER DISTRICT (SS1,3)	\$ <u>32,825.58</u>
LANSING WATER DISTRICTS (SW)	\$ <u>16,864.49</u>
TRUST & AGENCY (TA)	\$ <u>75,418.82</u>

**BUDGET
MODIFICATIONS
December 20, 2023
MEETING**

**GENERAL FUND A
December 20, 2023**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>	
A599	A1110.120	COURT CLERK - PS (ADDTL NEEDED DUE TO INCREASED HOURS WORKED)	\$ 4,000.00	
A1110.200	A1110.400	TO COVER ADDTL EXPENSES	\$ 1,000.00	
A1380.401	A1320.400	ADDTL COST OF AUDIT	\$ 2,000.00	
A1990.400	A1420.400	TO COVER ADDTL EXPENSE OF ATTORNEY	\$ 6,000.00	TOTAL TO A1420.400
A599	A1420.400		\$ 1,000.00	\$ 7,000.00
A1990.400	A1440.400	ASBESTOS SURVEY SERVICES	\$ 2,447.50	ALL ENGINEERING EXPENSES
A5010.120	A1440.400	Report/Cost Update/Maps	\$ 3,850.00	PLEASE REFER QUESTIONS

A5132.110	A1440.409	Report/Cost Update/Maps	\$ 4,000.00	TO MIKEY (HE WORKED WITH DAVE)
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A599	A1610.400	ADDTL EXPENSES THROUGHOUT YEAR - FIREWALL, SOFTWARE	\$ 1,000.00	
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A599	A1620.400	BUILDINGS - CONTRACTUAL (TO COVER ADDITIONAL EXPENSES THROUGH YEAR SUCH AS PARKING LIGHTS, FLOWERS, CONCRETE)	\$ 5,000.00	
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A1630.405	A1630.400	ADD ADDTL FUNDS TO COMMUNITY CENTER CONTRACTUAL - FROM COMM. CENTER REPAIRS LINE	\$ 500.00	
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A599	A3120.110	POLICE- PS- COURT	\$ 700.00	
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A5132.110	A3310.100	TRAFFIC CONTROL- PS	\$ 2,588.00	TOTAL TO A3310.100
A5010.120	A3310.100	TRAFFIC CONTROL- PS	\$ 2,257.51	\$ 4,845.51

A599	A3310.110	TRAFFIC CONTORL - CROSSING GUARD	\$ 400.00	
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A1550	A3510.402	CONTROL OF DOGS - OTHER CONTR.	\$ 80.00	
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A7020.110	A7020.400	PARKS & REC - ADMIN CONTRACTUAL	\$ 200.00	PLEASE DIRECT PARKS BUDGET MODIFICATION QUESTIONS DIRECTLY TO PAT
A7110.200R	A7310.400	ADDTL EXPENSES INCURRED	\$ 4,000.00	
A7110.200R	A7140.100	ADDTL OVERTIME WORKED	\$ 1,645.86	

A7320.100	A9050.800	UNEMPLOYMENT INSURANCE (MOVE FUNDS FROM DROP-IN PERS. SERV - WE KNOW PROGRAM HAS ENDED)	\$ 1,773.24	
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GENERAL FUND B

December 20, 2023

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
B8020.101	B8020.401	PLANNING BOARD - ENGINEER - ADDTL FUNDS NEEDED FOR VILLAGE SOLAR	\$ 1,000.00

B9060.800	B9050.800	ADDTL COST OF UNEMPLOYMENT INSURANCE	\$ 45.98
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HIGHWAY FUND DA

December 20, 2023

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
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DA5148.200	DA5142.200	ENCUMBERED \$\$ IN DA5148.200 FOR HX620 DUMP TRUCK, BUT DID NOT UPDATE RESOLUTION	\$ 8,915.54
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DA5142.400	DA5130.400	EMMISSIONS MAINTENANCE ON TRUCKS	\$ 10,000.00
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DA5142.100	DA5148.100	TO CONSOLIDATE PAYROLL FUNDS TO ONE SNOW ACCOUNT	\$ 54,411.31
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DA5142.100	DA5140.100	TO COVER ADDTL PAYROLL	\$ 822.46
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HIGHWAY FUND DB

December 20, 2023

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
DB599	DB9050.800	BUDGETED TOO LITTLE DUE TO UNFORSEEN COSTS FROM NYS	\$ 290.00

DB2770	DB5110.400	ALLOCATE \$\$ RECEIVED FROM SOIL & WATER	\$ 13,167.76
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DRAINAGE DISTRICTS

December 20, 2023

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
SDD-599	SDD1- 8540.400	ADDTL WORK NEEDED ON STORMWATER POND	\$ 1,750.00

SEWER FUND SS1

December 20, 2023

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>	
SS1-1990.400	SS1-8130.400	INCREASED COST INCURRED	\$ 866.20	TOTAL TO
SS1-2120	SS1-8130.400	INCREASED COST INCURRED	\$ 14,156.07	SS1-8130.400
				\$ 15,022.27

SEWER FUND SS3

December 20, 2023

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>	
SS3-2120	SS3-8130.400	INCREASED COST INCURRED	\$ 131.28	TOTAL TO
SS3-8110.401	SS3-8130.400	INCREASED COST INCURRED	\$ 112.60	SS3-8130.400
				\$ 243.88

WATER FUND SW

December 20, 2023

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
SW1380.400	SW8310.402	ADDTL COSTS FOR EASEMENTS	\$ 1,000.00

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 December 20, 2023.

BOARD MEMBER REPORTS

Andra Benson – reported the following:

Lansing Library – written report above

Lansing Youth Services – written report above

Ruth Groff

Reviewed the following report:

Ruth Groff Town Board Member Report December 2023

- **Capital Improvement Committee: November 1, 9:00am – *Canceled***
- **Conservation Advisory Council (“CAC”): December 7, 6:30pm**
 - Reviewed comments received from the Ag Committee and the Planning Board, during the respective presentations to those two groups. Some minor changes to the wording of the Open Space Conservation Plan, based on those comments, will be submitted to Collier for their revisions.
- **Parks, Recreation, and Trails Committee: Weekly meetings**
 - The committee continues to identify possible routes for a trail from the school to the ball fields and on to the Lansing Center Trail. Considerations of traffic calming features were discussed, especially the crosswalk in front of Town Hall. This will be discussed with the Superintendent of Highways, before proceeding to the county level.
- **Tompkins County Council of Governments (“TCCOG”): December 7, 3:00pm**
 - I attended this meeting only as a prospective member in 2024. Details of the meeting are in Joe Wetmore’s monthly report.
- **Ithaca Tompkins County Transportation Council (“ITCTC”): December 19, 1:00pm**
 - Joint meeting – mostly administrative in nature, with the election of officers for 2024. All current officers offered to continue their terms for another year, and the vote was unanimous to approve those appointments.
 - New regulations for Green House Gas performance will be implemented in 2024
 - The county is now asking for possible site locations for EV charging stations, in order to fulfill requirements for a county-wide program.
 - Mike Lane announced that the FAA is asking for a fire station near the airport
 - There will be a full solar eclipse on Monday, April 8, 2024, with the path of totality extending over the northern third of Cayuga Lake, Geneva, Auburn, Seneca Falls, and Syracuse. Municipalities in the region should plan for a significant impact on traffic due to the number of visitors passing through the area to watch the eclipse.

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
December 2023**

Planning Board

Monday, November 27·6:30 – 8:30pm

1. Lot Line Adjustment -- 95 Goodman Rd, Tax Parcel Number 20.-1-8.28. The applicant proposes a lot line adjustment of 1.027 acres from the ~3.4-acre parent lot, to the adjacent property owner. The property is in the AG Zone. Authorized Director of Planning to approve lot line adjustment.
2. Minor Subdivision -- 178 Sweazy Rd, Tax Parcel Number 23.-1-23.2 The applicant proposes to subdivide a ~69.56-acre lot from the ~93.65 acre parent lot. Cornell is selling a portion of the “Cornell Orchards” for a lavender farm. Set Public Hearing for December meeting.
3. Reviewed and provided comments to the Conservation Advisory Council (CAC) on the Draft Open Space & Conservation Plan.

Bolton Point Personnel

Wednesday, November 29·1:00 – 2:00pm

1. Review Assistant Finance Manager job description and wage classification recommendation.
2. Reports
 - a. Shop Steward
 - b. Finance Manager
 - c. Distribution Manager
 - d. Production Manager
 - e. Human Resources Manager
 - f. General Manager
3. Consider Executive Session to discuss the personnel history of a particular person or contract negotiations.

Agriculture & Farmland Protection Committee

Thursday, December 7·9:00 – 10:00am

1. The Committee reviewed and commented on the Draft Open Space & Conservation Plan

Meeting about Yellow Barn proposal

Thursday, December 7·10:30 – 11:30am

1. We discussed the proposed Host Community Agreement.

Tompkins County Council of Governments (TCCOG)

Thursday, December 7·3:00 – 5:00pm

1. Report from County Administration
 - a. The final voting meeting of the Countywide Shared Services Panel will be held Monday, December 11th at 5:00 p.m. via Zoom. A vote will be held at this meeting for the approval of the 2024 Shared Services Plan. All chief elected officials are asked to attend or assign a designee to attend and vote on

behalf of their municipality. The 2024 Shared Services Plan includes the pilot countywide rapid medical response program.

- b. The County's Strategic Operations Planning process continues with two planning sessions to be held today and tomorrow with County Department leadership. These sessions will take the visioning work of the Legislature and begin to identify and develop strategic objectives to be included in the County's final Strategic Operations Plan.
 - c. Department leadership, Legislators, and representatives of municipal governments attended a full day cybersecurity workshop presented by NYS Department of Homeland Security and Emergency Services on December 5th. The County IT department, with support from County Admin, will take the action items identified during this session and implement in 2024. NYS DHSES emphasized that their services are available to all municipalities. To report a cyber incident or potential incident to the NYS Cyber Incident Response Team, call 1-844-628-2478. To request SJSES CIRT cyber support you can email CIRT@dhses.ny.gov and for more information you can visit www.dhses.ny.gov/oct/cirt
 - d. The County is selling 408 North Tioga Street, known as the Red House, and will be receiving offers through December 15th. Carol Bushberg is the real estate broker representing the County.
 - e. On October 29th, NYS Senator Rachel May convened a regional meeting to discuss the concept of creating a Finger Lakes Commission. This would be modeled after the Tug Hill Commission (<https://tughill.org>) which was formed 40 years ago. The purpose would be to help small rural governments with information, education and technical support on how to govern. May help with support around grant writing. With the Tug Hill Commission, the state provides funding for staffing and infrastructure support, including circuit riders to travel to municipalities to discuss rural/local issues of interest. It would help to bridge the gap for small/ remote communities. The Finger Lakes region includes 14 counties, there are some common interests around rural issues, watershed issues, future pressure on our region around water resources. This is in the early stages of discussion, and they're looking for feedback about what would and wouldn't be useful in a bill going forward. It would be ideal to invite Senator May and her staff to a future TCCOG meeting to discuss. Her staff contact is Eric Van Der Vort: vandervo@nysenate.gov
2. TCCOG 2024 leadership
 - a. Dan Lamb was voted to be vice chair for 2024.
 3. Building Code Administration and Operations Study Update
Purpose is to identify potential opportunities to improve Effectiveness and efficiencies through collaboration sharing of services among Tompkins County Municipal Building Code operations.

Strategy 1	Strategy 2	Strategy 3	Strategy 4	Strategy 5	Strategy 6
Centralization of 911 Addressing	County-wide Building Permit & Code Enforcement Software Management System	Create a Pipeline of Code Enforcement Officers & Building Safety Inspectors	Shared Court Presentment/ Prosecution	Establish Specialized Services and Technical Assistance Programs	Municipal Shared Staffing
Initiative	Initiative	Initiatives	Initiative	Initiatives	Initiatives
1.A County Department of Emergency Response Assumes 911 Addressing Authority & County ITS/GIS Assigns Addresses	2.A Issue RFP & Select a Shared Software System	3.A Recruitment toolkit 3.B Streamline job titles and specifications 3.C Centralized Recruitment	4.A Shared RFP/ RFQ to create a shared panel of experts to provide uniform prosecution of non-compliant cases	5.A Establish Specialized Technical Assistance Program 5.B Panel of third party specialty inspectors.	6.A Match staffing needs and share CEOs and BSIs between municipalities
Results	Results	Results	Results	Results	Results
<ul style="list-style-type: none"> Improved emergency response Reduced duplication of effort 	<ul style="list-style-type: none"> Standardization Workflow efficiencies Improved communication Reduced pricing Cross Coverage 	<ul style="list-style-type: none"> Staff Stability Avoided vacancies Reduce/Avoid Backlogs 	<ul style="list-style-type: none"> Health & Safety Reduced Non-compliance Standardization 	<ul style="list-style-type: none"> Increased Energy Conservation Competencies Increased code compliance 	<ul style="list-style-type: none"> Stabilize Staff Address high workloads efficiently Increase Back Up

4. Priority Trails Strategy Update

- a. In 2014, the Tompkins Priority Trails Strategy outlined actions to develop five key trails through the County. Over the past decade, many of those actions have been completed. The updated Tompkins Priority Trails Strategy provides updates on the accomplishments, current trail status, and action items to pursue in the coming years.

The draft was recently reviewed by the County Planning, Energy, and Environmental Quality Committee and the Parks and Trails Network. This group is made up of parks and trails professionals and volunteers who meet twice a year with a focus on information sharing and identifying projects and funding opportunities.

5. Electric Vehicle Charging as a Service

- a. Plan is to create a county wide RFP for charging stations. A developer comes in and installs EV chargers on a property and provides EV charging. There are three different models:
 - Revenue Shared Model
 - Monthly Subscription
 - Turn-key Solution

Do you have site control over a potentially good location? If so, email hdelisle@tompkins-co.org with the location by January 12, 2024. We will need critical mass to follow through with an RFP.

6. Subcommittees

- a. Transportation -- Making headway to get electric buses into service
- b. Water Quality -- nothing new to report
- c. Energy -- TCCOG Municipal Sharing on energy and sustainability initiatives meeting that occurred on 11/30 at 3:00 via Zoom.
- d. Emergency Planning and Preparedness -- Tompkins County Department of Emergency Response has proposed a pilot program to allow the creation of a County operated Pilot Rapid Medical Response (the “PRMR”) capability, consisting of three PRMR vehicles staffed with EMTs and operating during the weekday daytime hours, in order to provide enhanced coverage when volunteer services are most strained. The county is looking for some cost sharing with the municipalities.

7. The 2024 meeting schedule will be the same bimonthly as 2023.

Bronwyn Losey

Thanked the staff and stated she appreciates how hard everyone works.

