

REGULAR TOWN BOARD MEETING
April 16, 2025

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 Ruth Groff, 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:

| | |
|-------------------------------|-----------------------------------|
| Judy Drake, Councilperson | Christine Montague, Councilperson |
| Joseph Wetmore, Councilperson | Ruth Groff, Supervisor |

ABSENT: Laurie Hemmings, Councilperson

ALSO PRESENT: Mike Moseley, Director of Public Works/Highway Superintendent, Mary Ellen Albrecht, Bookkeeper, Guy Krogh, Town Counsel, Chris Pettograsso, Superintendent of Lansing Central School District, Kate Heath, Assistant Superintendent of Business Administration of Lansing Central School District, John Hatfield, Aziza and Chandler Benson, Susan Tabrizi, and a few other attendees.

PRESENTATION – CHRIS PETTOGRASSO, SUPERINTENDENT OF LANSING CENTRAL SCHOOL DISTRICT AND KATE HEATH, ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION OF LANSING CENTRAL SCHOOL DISTRICT

Slides were presented regarding the Lansing Central School District 2025-2026 Budget.

- Estimated tax rate = \$17.9227 per thousand
- Estimated tax impact = \$100,000 home, \$67.17 additional tax
- Overall budget = \$39,695,625
- Budget vote – May 20th, 7am to 9pm
- Additional budget information available on school website

A hard copy of the slides are available in the Town Clerk’s Office for anyone to review.

PRIVILEGE OF THE FLOOR – COMMENTS

Lansing Business Alliance

- A resident handed a letter to the Town Board Members from the Lansing Business Alliance. This group of about twenty (20) local businesses was formed last month and aims to establish a formal relationship with the Town Board to discuss business concerns constructively and foster growth. The letter has questions regarding the Town of Lansing and the Town Board.
- The resident stated "...what I'm here to ask is a spot on the agenda for next month to review these questions and try to start a healthy relationship between what’s going to be the Lansing Business Alliance and the Town Board to just help navigate business and growth in the Town of Lansing and so I was just hoping to start that conversation..."
- Councilperson Joseph Wetmore stated he could go to their Lansing Business Alliance meeting and answer their questions.

The letter is available in the Town Clerk’s Office for anyone to review.

DEPARTMENT OF PUBLIC WORKS FACILITY – RUTH GROFF

Ruth stated the bid opening for the new facility was today and the bids came in under budget.

DEPARTMENT OF PUBLIC WORKS 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.



DEPARTMENT OF PUBLIC WORKS REPORT
April 2025

NEW DEPARTMENT OF PUBLIC WORKS BUILDING:

- The New DPW Facility Bid deadline has been extended by a week, and the new date for the bid opening is April 16th at 2:00 PM. We are hoping for a great turnout!
- Thank you to the Clerks for helping the DPW advertise the bid extension!
- The bid for the new facility was advertised in the Town's official paper.

WEATHER:

- The DPW continues to pick up trees from the windstorm that took place on March 16th.

SNOW & ICE WINTER MAINTENANCE:

- A portion of the truck fleet has transitioned from winter maintenance to spring and summer operations, with most plows being removed.
- The DPW has received our newest 10-wheeler, which was ordered 17 months ago.

TREE & BRUSH MAINTENANCE:

- Brush drop-off has changed locations from 10 Town Barn Road to 104 Auburn Road (next to Scoops).
- The Annual Brush & Limb Pick-Up for the Town and Village of Lansing will start on April 28th.
- Crews are constantly working on moving the brush from 10 Town Barn Road to the new location.

WATER/SEWER MAINTENANCE:

- The DPW has performed water maintenance on a gate valve at Lansing School.
- Continually repairing water main breaks.
- A new waterline has connected the water service to the old Vestal office.

GARAGE WORK:

- The DPW continues to perform maintenance on winter equipment while also servicing equipment for spring use.

OFFICE:

- The DPW has welcomed new seasonal employee, Jacob Hall!
- Once again, the DPW has partnered with BOCES and is hosting two student interns for the month of April.
- Meetings attended by the Director of the DPW/Highway Superintendent:
 - Commissioner Meeting with Bolton Point: *Responsible for passing resolutions that govern Bolton Point.*
 - Highway Barn Committee: *Responsible for working with architects, engineers, and construction managers on the design and development of the new Department of Public Works facility.*
 - Project Review Committee (PRC): *Responsible for reviewing and financial planning for the 5-Year Plan for the Town's larger projects.*

- *Water, Sewer, and Stormwater Committee (WSSC): Responsible for evaluating proposals relating to the Town's water, sewer and stormwater. The goal is financial and engineering analysis.*
- *OpenGov CRM (Customer Relationship Management) Meeting: This meeting was attended by the DPW Director/Highway Superintendent and the Secretary to the DPW Director/Highway Superintendent, Emmy Stehnach, during which they were trained to use new software within OpenGov. This software will support the department in managing both ongoing and new projects.*
- *Various meetings regarding the new DPW Facility*
- *Lansing Town Department Heads Meetings*

Mike also reported:

Bean Hill/Sky Acres Development and Paper Road (Stormy View & Triphammer)

A property owner wanting to build near this intersection faces issues with an old "paper road" and easements related to a turnaround and stormwater drainage. The Board is considering abandoning the unnecessary portion of the paper road to allow the landowner to proceed, while ensuring the Town's needs are met and consulting with the Trails Committee.

The Town Board agreed to have Town Counsel Guy Krogh communicate with the other attorney and "clean this up" since there will not be a future subdivision there.

Public Works Laborer Positions

Two additional MEO positions were recently created and now two additional laborer positions are requested on the organizational chart. The Highway Superintendent clarified that only one position (likely a laborer) is intended to be filled in the near future, using existing budget funds. The other positions are for future needs and require Board approval for funding before being filled.

Intermunicipal Agreement (IMA) - Sewer Agreement Negotiations with Village of Lansing

The intermunicipal sewer agreement needs renewal, and the Village of Lansing has proposed revisions:

1. Expanding their authority to review and provide input on Town sewer main expansions at all planning stages.
2. Requiring a Village of Lansing sewer connection permit and their \$2,350 per unit fee for new connections to Town districts.
3. A 100% increase to their transportation fee (for using their pipes).

The Town Board agreed to have the Water, Sewer, Stormwater Committee (WSSC) review these proposals and formulate any Town amendments. Director of Planning John Zepko will also be consulted. Concerns exist about the Village's desire to control Town growth and the rationale behind the connection fee.

Currently, for a sewer hookup in the Town of Lansing, the fees for permits are \$1,500 to the Town of Lansing and \$300 to the Village of Cayuga Heights.

Mike thanked Jessica Hall, Deputy Town Clerk for putting a lot of sewer information together.

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.



April
Town Board Report

RECREATION:

- Current programming includes cardio step, yoga, strength & stretch, baseball, softball, swimming (Watercats), skating, Zumba, adult swim, horse riding, club volleyball, Girls Strong, Spring Training Clinics, and adult volleyball.
- Our Summer Program Booklet is now available. We are still adding programs.
- We are fighting the weather to get the ball fields ready for Spring. The wind has played havoc with our wind screens. We have lots of repairs to do.
- We have re-opened the ballfields back access road off Woodsedge Drive for the season. This makes it easier to access the playground and basketball court.
- Last Thursday we had our LBP/LSP draft/coaches' night.
- We are working closely with LCSD on upcoming field usage, due to their construction project.
- Field space is going to be an issue this Fall.
- Batting cage nets are back up for the season.
- Jay Dietershagen would like to donate to the Parks & Rec Department for an Outdoor Fitness Station in Myers Park. This will be discussed in work session. I believe this would be a nice addition to Myers Park.

PARKS:

- Due to damage and rot several trees in Myers Park had to be cut down, including several ash trees.
- Continuing site clearing and consolidation in preparation for the New Highway Facility and access to our back building for office space. We will be adding shelving to several spaces.
- We have completed dock work at Myers Park for the upcoming season.
- We are working on the Day Camp shed roof replacement.
- The Osprey Camera is once again live-streaming, several updates have been completed. Thank you to John Hatfield of Wildlife Resolutions for allowing us to use their lift.
- The Trail at Salt Point has been repaired by the highway department after damage from the dredging project. We will be planting wildflowers in several locations there.
- Our Health Department inspections will occur later this month.
- Worked with Cayuga Lake Bird Club to restore access to their signal antenna in Myers Park.
- Last summer some of the basketball court surfacing at Myers Park started to peel. These spots will be repaired in May.
- We are applying for several grants for multiple projects, working from the Parks, Recreation, and Trails Master Plan.
- Our summer jobs have been posted.
- Music in the Park schedule now available. It will begin July 10th.
- LCSD Graduation will be held at Myers Park this year on June 27th.

TRAILS:

- Proposals for Trails Comprehensive Plan and the Town Center Greenway Phase 1 feasibility study are due May 9th.
- T.G. Miller will begin work on the Myers Road Trail feasibility study.
- Welcome to our three new Parks, Recreation, and Trails Working Group members: Katrina Binkewicz, Jay Dietershagen, and Jenn Pluta.

- The Trails Equipment shed has been moved to the east side of the old highway barn.

TOWN HALL/COMMUNITY CENTER:

- Our .gov name was rejected, needs to be more specific. I will re-submit once the Board decides.
- The Community Center has needed several minor repairs.
- Key fob access on the front door has not been completed.
- Matthew Binkewicz will be displaying artwork in the Town Hall soon.
- The Historical building now has Wi-Fi access.
- Dave Herrick is working on the RFP for roof replacement on the Community Center and Historical building. The Historical Association did agree to using composite cedar shake style roofing.
- We have reached out to several local contractors to get quotes on repairing the Town Hall roof.
- Our department assisted in the lunch/breakroom makeover.

Thank you to our Highway Department for their help with numerous items.

This is only a very brief overview of what the Parks & Recreation department does, if you have questions or would like more information please reach out.

DIRECTOR OF PLANNING REPORT – JOHN ZEPKO

Submitted the following report to the Town Board.

Planning & Code Enforcement

John Zepko, Director, CPESC, CFM
Reporting Period: March 2025

CURRENT PROJECTS

Updated Flood Maps & Local Laws

FEMA has recently completed an updated Flood Insurance Study (FIS) and Flood Insurance Rate Maps (FIRMs) establishing base flood elevations (BFEs) for the Town of Lansing. To maintain eligibility in the NFIP, the Town will need to adopt these new regulatory products into the community's floodplain management regulations to meet the standards of Section 60.3(d) of the NFIP regulations (44 CFR) by **May 19, 2025**. Ultimately the law must be adopted and in place by the time the new regulatory maps take effect on **June 19, 2025**.

Lansing's Draft Flood Damage Prevention law has been reviewed by staff, legal counsel, the NY DEC, and Tompkins County 239. A resolution has been presented to the Town Board in this month's packet to declare itself as Lead Agency for the purposes of conducting SEQR, and to set a public hearing for the month of May.

MS4 PROGRAM

- MS4 Annual Report – The Town's first annual report to the NY DEC under the latest MS4 permit (GP-0-24-001) was completed and submitted to the NY DEC prior to the **1 April 2025** deadline. A draft of the Annual Report was posted on the PCE web page along with a point of contact for those wishing to comment on the Annual Report or the Stormwater Management Plan (SWMP). No comments were received.
- Outstanding Year-1 requirements
 - Update an inventory of stormwater treatment practices installed in the Town (both publicly and privately maintained) since 2003. Establish a

program to ensure that private facilities are being inspected and maintained according to an established Stormwater Operations and Maintenance Agreement (SOMRA) or adopted maintenance plan.

- Year-2 requirements
 - Develop and implement a monitoring locations inspection and sampling program
 - Develop and implement an illicit discharge track down program
 - Develop and implement an illicit discharge elimination program
 - Develop inventory of municipal facilities
 - Review and update the focus areas, target audiences, and/or education and outreach topics
 - Provide an opportunity for public involvement/participation in the development and implementation of the SWMP
 - Update the monitoring location inventory
 - Update the monitoring location prioritization
 - Inspect the monitoring locations
 - Review and update the monitoring location inspection and sampling procedures
 - Review and update the illicit discharge track down procedures
 - Provide training on the MS4 Operator's illicit discharge elimination procedures prior to conducting illicit discharge elimination
 - Sweep streets in business and commercial areas
 - Review and update the municipal operations procedures

ZONING UPDATE

- The Town of Lansing is a recipient of \$100,000 of funding through Environmental Protection Fund Smart Growth Community Planning (CFA #140499). A meeting has been scheduled with a representative from the NY Dept. of State for 22 April 2025 to discuss the program requirements and next steps.

INTERACTIVE ZONING MAP – MAPLINK

MapLink is an interactive zoning map integrated with eCode360 (via General Code) which provides businesses, property owners, constituents, and staff more comprehensive access to the Town’s Zoning Ordinance. With MapLink a user can do more than simply identify the zoning of a piece of property but can also query where certain uses may be allowed. The interactive zoning map includes clickable links to the Town’s full zoning code as it is published in eCode 360. MapLink is a tool that will save time answering zoning questions.

Please see the attached Draft Resolution authorizing the Town Supervisor to enter into a three (3) year agreement with General Code for the construction of the MapLink service and ongoing maintenance. Please consider placing this on the May 2025 Agenda.

PLANNING BOARD

The following were heard at the 24 March 2025 Planning Board meeting

- Project: Site Plan Review – 89 Goodman Road
Applicant: Kevin Kirby, owner
Location: 89 Goodman Road
Project Description: Site Plan Review of small, home-based business named the “Barksville Inn”. This project is located in the AG zoning district
SEQR: Type II – no action needed
Action: Returning to Planning Board 28 April
- Project: Site Plan Review – Delaware River Solar
Applicant: Mollie Messinger, DelSol

Location: 0 & 2675 N. Triphammer Road
 Project Description: Site Plan Review of two solar energy facilities
 SEQR: N/A; completed during Use Variance proceedings
 Action: Approved w/ conditions

- Project: Site Plan Review for new Zamboni storage facility at “The Rink”
 Applicant: Gerry Pendell
 Location: 1767 E Shore Drive “The Rink”
 Project Description: Construction of a 30’ x 40’ pole barn to be used as storage for new electric Zamboni machine. This project is located in the R2 zoning district
 SEQR: Type II – no action needed
 Action: Approved
- Project: Preliminary Plat Review of Minor Subdivision (2 Lots) of land at 25 Sperry Lane
 Applicant: Joseph Lovejoy
 Location: 25 Sperry Lane
 Project Description: Minor subdivision of lands located at 25 Sperry Lane into two new parcels: Parcel A (.748 ac) and Parcel B (.726 ac). This project is located in the R2 zoning district
 SEQR: Unlisted Action – part 2 required
 Action: Public hearing set for 28 April
- Project: Preliminary Plat Review of Conlon Corners Minor Subdivision (4 Lots)
 Applicant: Andy Sciarabba on behalf of Jesse Young (owner)
 Location: 113 Bower Road
 Project Description: Minor subdivision of lands located at 113 Bower Road into four new parcels: Lots 1-3 (1.5 ac each) and the remaining 182-acre parent lot. This project will also have a 20’ easement with the Town for the installation of a walking trail. This project is located in the RA zoning district
 SEQR: Unlisted Action – part 2 required
 Anticipated Action: Public hearing set for 28 April
- Project: Site Plan Review of “Sperling Studio”
 Applicant: Andy Sciarabba on behalf of Josh Sperling (owner)
 Location: 2073 E Shore Drive (located in the old IGA building)
 Project Description: Art / woodworking studio including new site improvements. This project is located in the B1 zoning district
 SEQR: Unlisted Action
 Anticipated Action: Public hearing set for 28 April

ZONING BOARD OF APPEALS

No March meeting

CODE ENFORCEMENT PERMIT DATA

MARCH 2025

| | |
|---|--------------|
| Fees Collected | \$2,388.00 |
| Estimated Project Cost | \$359,009.00 |
| Certificate of Occupancy/Compliance | 21 |
| Building Permits | 14 |
| One- & Two-Family Residences | 0 |
| New Businesses | 0 |
| Multi-Family Residences (3 or more units) | 0 |
| | |

| | |
|---|-------------------|
| TOTAL 2025 Misc. Fee Collected to date | \$5,875.00 |
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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
APRIL 2025**

2025 Town and County Taxes

Total warrant, after adjustments, is \$17,279,945.15. We collected almost \$16 million. The last day to pay taxes in our office was March 31, 2025. Unpaid taxes will be turned over to Tompkins County and residents will need to contact them for the amount due and to make payment.

Training

Debbie attended an Association of Towns (AOT) tax webinar on March 27, 2025. The following items were discussed regarding Expiration of the Warrant & Return of Unpaid Taxes:

- Reporting Unpaid Taxes to the County
- Penalty on Unpaid Taxes - 5%
- Settling with the County Treasurer
 - At settlement, the receiver of taxes must balance the total tax warrant. The county treasurer credits the town based on:
 1. Payments to the supervisor (proven with receipts)
 2. Payments received from public utility corporations
 3. Payments made to the county treasurer
 4. The return of unpaid taxes

Jessie attended a NYS Archives webinar on March 27, 2025. The following items were discussed:

- Email management and identifying if an email is considered a town record. The content and function of an email determines if it's a record or non-record.

Tompkins County Town Clerks Association

Debbie and Jessie attended a meeting of the Tompkins County Town Clerks Association on March 31st. All the Town Clerks in the County try to meet a few times a year to share knowledge with each other. We discussed how solar is affecting our offices and towns, using AI to assist with minutes and how each municipality prepares their abstracts. These meetings are so helpful to all clerks.

New York State Town Clerks Association (NYSTCA)

Debbie and Jessie will be attending the annual conference for NYSTCA at the end of April. They will be attending classes on April 28 – 30th. Ashley Workman will be in the office while they are out of the office for training.

Sewer Spreadsheets

Jessie has prepared several versions of spreadsheets with sewer data. She met with Dave Herrick and Ruth Groff on March 26th to review this data.

Break Room

The Town Clerk’s Office, with help from other departments, re-arranged the mail/kitchen area to make a break room for Town employees. It is not quite finished, but now employees may enjoy their lunch away from their desks.

Huge thanks to Patrick and his staff for all the work they did to make this possible.

LANSING COMMUNITY LIBRARY REPORT – ANNIE JOHNSON

No report.

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
April 2025**

Robust Robots: This robot's program is very busy. Students have been thoroughly enjoying Sphero's robots and challenging themselves to travel long distances through the hallways. This has been quite a challenge as a carpet at the midway point can send the robots slightly off course, however they have still been able to travel two hallways with the goal of a third and landing on Bobcat Paw at the main entrance of the school, about 75 yards in total. Battling inside a hula hoop is still a popular competition and the new students have picked up the skills quickly. The Ozobot's robots have been traveling along very creative paths through pictures and names, and one group has added three sheets of paper to create a very elaborate course for the robots to follow. 9 youth served.

Outdoor Adventure: As the group is now able to go back to Salmon Creek, they are loving the new options for shelters as additional trees have blown down. One group is taking a try at creating a dugout shelter at the base of a freshly downed tree's root ball. Some students have continued their fossil search and discovered a significant deposit of Trilobites! Fish are just beginning their spawning runs up the creek, always a cool display of nature to witness. The youth employees have begun taking over the fire making, so treats are ready to be cooked almost daily. Coal burning has been introduced, and one participant has their sights set on making a bowl. The arriving spring is bringing new life to the area and there are visible changes from week to week. 12 youth served.

Gaming Creation: Participants in this program have been having a great time playing some games and creating their own. There is quite a range of games being made, some in the traditional style with moving around a game board and completing the actions at each space, a tabletop version of Angry Birds, launching a ball at a target, a 3-d chess cube, and a reading challenge game. Almost all games are going to have 3-d printed characters or pieces that they can paint to their liking. 10 youth served.

Iron Chef- Outdoor Edition: Iron chef has operated mostly outdoors, except when the weather keeps the group indoors. Participants have been cooking over the fire, making campfire apple pie, banana boats, and a custom hot dog bar. As the group has been kept inside for two days so far, one day was a cookie decorating contest and the other a personal pizza day. When the group gets back outdoors, they will be cooking Philly Cheesesteaks on an outdoor skillet. 12 youth served.

Youth Employment: Our Youth Employees have been doing a great job assisting with Lansing Youth Services programs, assisting with snack, managing materials in an orderly fashion for cooking, building fires and assisting with shelter construction, and leading the design portion of 3-d printing. We have added one new assistant to the afterschool programs and in the process of hiring another. Our library team is adding a new employee to the team in the coming weeks to train and learn with an apprentice. Youth Employment meetings will be focused around professional development, starting on communication skills with their supervisors and coworkers and etiquette surrounding a workplace environment. 11 youth served.

TOMPKINS COUNTY LEGISLATOR REPORT – MIKE SIGLER

No report.

CONSENT AGENDA

a. MOTION APPOINTING MEMBERS TO THE TOWN OF LANSING PARKS, RECREATION AND TRAILS WORKING GROUP

MOTION 25-10

MOTION APPOINTING MEMBERS TO THE TOWN OF LANSING PARKS, RECREATION AND TRAILS WORKING GROUP

Motion appointing the following additional people as members to the Town of Lansing Parks, Recreation, and Trails Working Group formed pursuant to the Comprehensive Plan of the Town of Lansing and memorialized in Resolution #19-160, Resolution # 23-70 amended group name and number of members. Terms expire December 31, 2025 and are subject to reappointment: Katrina Binkewicz, Jay Dietershagen, and Jenn Pluta.

b. MOTION APPROVING UPDATED ANNUAL DISCLOSURE STATEMENT AND ETHICS CODE ACKNOWLEDGEMENT

MOTION 25-11

MOTION APPROVING UPDATED ANNUAL DISCLOSURE STATEMENT AND ETHICS CODE ACKNOWLEDGEMENT

Motion approving the updated Annual Disclosure Statement and Ethics Code Acknowledgment (Statement) prepared by the Town of Lansing Board of Ethics. The Board of Ethics was directed in November of 2023 to begin amending the Statement once the new code was adopted. Local Law #2 of 2024 amending Town Code Chapter 18: Code of Ethics was adopted by the Town Board on April 17, 2024. The Board of Ethics submitted an updated Statement to the Town Board for review and approval and upon Town Board approval the updated Statement shall be used beginning in 2025.

c. RESOLUTION HIRING PART TIME SEASONAL EMPLOYEES FOR PARKS & RECREATION AND CAMPGROUND MANAGER FOR THE TOWN OF LANSING

RESOLUTION 25-44

RESOLUTION HIRING PART TIME SEASONAL EMPLOYEES FOR PARKS & RECREATION AND CAMPGROUND MANAGER FOR THE TOWN OF LANSING

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

WHEREAS, there is a need for twelve (12) Part Time Seasonal Laborers; twelve (12) Part Time Lifeguard positions, and twelve (12) Part Time Recreation Assistant positions at the Town of Lansing, and

WHEREAS, acceptable and qualified candidates will be identified and selected by the Parks and Recreation Supervisor, and are therefore proposed to be hired to fulfill such job requirements; and

WHEREAS, there is a need for a Part Time Seasonal Worker position for Myers Park Campground Manager at the Town of Lansing; and

WHEREAS, an acceptable and qualified candidate will be identified and selected by the Parks and Recreation Supervisor to fill the Myers Park Campground Manager position, and are therefore proposed to be hired to fulfill such job requirements; and

WHEREAS, said positions have been classified and deemed as Civil Service Seasonal Worker positions by the Tompkins County Department of Personnel; and

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

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

RESOLVED, that the Parks and Recreation Supervisor is hereby approved to hire seasonal Laborers, Lifeguards and Recreation Assistants employees, in the Parks and Recreation Department, at a pay grade not to exceed \$32.00/hour; and it is further

RESOLVED, that a Myers Park Campground Manager hereby is approved to be employed as a Part Time Seasonal Campground Manager Worker at a rate of \$300.00 per week effective May 1, 2025; and it is further

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

d. RESOLUTION CREATING TWO ADDITIONAL FULL TIME LABORER POSITIONS IN THE PUBLIC WORKS DEPARTMENT IN TOWN CIVIL SERVICE ROSTER

RESOLUTION 25-45

RESOLUTION CREATING TWO ADDITIONAL FULL TIME LABORER POSITIONS IN THE PUBLIC WORKS DEPARTMENT IN TOWN CIVIL SERVICE ROSTER

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

WHEREAS, pursuant to the Civil Service Law, and in conjunction with the Tompkins County Civil Service Unit and the Tompkins County Human Resource Department, the Town has identified a need for two (2) additional full time Laborer positions in the Department of Public Works, and qualified job descriptions, duty lists, and job qualification requirements for such positions duly exist, and hiring laborers for highway work is expressly and statutorily envisioned and permitted by, *inter alia*, Town Law §§ 27 and 32, and Highway Law § 140; and

WHEREAS, there are currently only part-time and seasonal laborer positions available, and having full time positions allows for the timely completion of work, the development and training of laborers for promotions to mechanic, MEO, and other competitive and non-competitive positions in the Town and the DPW, and provides for overall efficiency; and

WHEREAS, the Town wishes to add two full time "Laborer" positions to the roster and organizational chart previously approved on 02/20/2025, such positions to be filled by the DPW Director as the appointing authority, upon wages and terms as are approved by the Town Board (if required); and

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

RESOLVED, that the Town Board hereby approves the above-described amendment to the organizational chart and civil service roster of the Town of Lansing for the Department of Public Works; be it further

RESOLVED, that the appropriate Town officer be and hereby is authorized to make such changes to the Towns' employment and civil service rosters, to file the required civil service forms to effect such changes per these determinations and resolutions, and to file forms 428s, if and when required.

e. RESOLUTION UPDATING AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS

RESOLUTION 25-46

RESOLUTION UPDATING AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS

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

WHEREAS, Resolution 25-01 § 9, approved the 2025 Agreement for the Expenditure of Highway Moneys on January 15, 2025; and

WHEREAS, said agreement stated roads, distance on roads, and money for each road; and

WHEREAS, the Town of Lansing Highway Superintendent has additional road work to be completed; and

WHEREAS, the 2025 Agreement for the Expenditure of Highway Moneys has been updated to accurately state each road, distance on roads, and money for each road; so therefore be it

RESOLVED, that the 2025 Agreement for the Expenditure of Highway Moneys be updated, approved and signed by the Town Board, Town Supervisor, and Town Highway Superintendent.

- f. **RESOLUTION DECLARING INTENT TO ESTABLISH LEAD AGENCY PURSUANT TO STATE ENVIRONMENTAL QUALITY REVIEW 6 NYCRR PART 617.6 FOR ADOPTION OF A LOCAL LAW OF THE TOWN OF LANSING TO AMEND THE CODE OF THE TOWN OF LANSING CHAPTER 142: FLOOD DAMAGE PREVENTION**

RESOLUTION 25-47

RESOLUTION DECLARING INTENT TO ESTABLISH LEAD AGENCY PURSUANT TO STATE ENVIRONMENTAL QUALITY REVIEW 6 NYCRR PART 617.6 FOR ADOPTION OF A LOCAL LAW OF THE TOWN OF LANSING TO AMEND THE CODE OF THE TOWN OF LANSING CHAPTER 142: FLOOD DAMAGE PREVENTION

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

WHEREAS, 6 NYCRR Part 617 of the State Environmental Quality Review Act (SEQRA) requires that a Lead Agency be established for conducting environmental review of projects in accordance with local and state environmental law; and

WHEREAS, State Law specifies that for actions governed by local environmental review, the Lead Agency shall be that local agency which has primary responsibility for approving and carrying out the action; and

WHEREAS, adoption of A Local Law of The Town Of Lansing to Amend the Code of the Town of Lansing, Chapter 142 Flood Damage Protection, is a Type I Action under the State Environmental Quality Review Act §617.4(b)(2), which requires environmental review; and

WHEREAS, the Town Board is the local agency with primary responsibility for approving the action; and

WHEREAS, pursuant to §617.6(b)(3) of the State Environmental Quality Review Act (SEQRA), the aforementioned information must be mailed to all involved agencies notifying them that a Lead Agency must be agreed upon within thirty (30) calendar days of the date that the aforementioned information is mailed to involved agencies; and therefore be it

RESOLVED, that the Town Board of the Town of Lansing hereby authorizes the mailing to all Involved Agencies of the aforementioned information, together with Notice that the Town Board intends to declare itself Lead Agency for purposes of SEQRA for this Type I Action, unless objection to such designation is received within thirty (30) days.

g. RESOLUTION SCHEDULING PUBLIC HEARING FOR ADOPTION OF A LOCAL LAW OF THE TOWN OF LANSING TO AMEND THE CODE OF THE TOWN OF LANSING CHAPTER 142, FLOOD DAMAGE PROTECTION

RESOLUTION 25-48

RESOLUTION SCHEDULING PUBLIC HEARING FOR ADOPTION OF A LOCAL LAW OF THE TOWN OF LANSING TO AMEND THE CODE OF THE TOWN OF LANSING CHAPTER 142, FLOOD DAMAGE PROTECTION

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

WHEREAS, the Town Board of the Town of Lansing is authorized to adopt zoning provisions and Local Laws that advance and protect the health, safety and welfare of the community; and

WHEREAS, adoption of A Local Law of The Town Of Lansing to Amend the Code of the Town of Lansing, Chapter 142 Flood Damage Protection, is a Type I Action under the State Environmental Quality Review Act §617.4(b)(2), which requires environmental review; and

WHEREAS, the Town Board of the Town of Lansing did declare itself Lead Agency on April 16, 2025; and

WHEREAS, upon deliberation there upon, the Town Board of the Town of Lansing has hereby

RESOLVED, that a Public Hearing will be held at the Lansing Town Hall, 29 Auburn Road, Lansing, New York, being in the Town of Lansing, on the 21st day of May 2025, at 6:31 pm, to consider public input and comments upon such proposed Local Law, and to hear all persons interested in the subject thereof, and to take such action thereon as is required or permitted by law; and it is further

RESOLVED, that the Town Clerk of the Town of Lansing, Tompkins County, New York, is hereby authorized and directed to cause a Notice of Public Hearing to be published in the official newspaper of the Town of Lansing, and also to post a copy thereof on the Town signboard maintained by the Town Clerk, in accord with the law, and refer the Local Law to the Town Planning Board.

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

RESOLUTION 25-49

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT

The Supervisor submitted her monthly report for the month of February 2025, to all Board Members and to the Town Clerk. The Supervisor’s Report was reviewed by Councilperson Christine Montague. The bills were reviewed by Councilperson Joseph Wetmore and Councilperson Christine Montague. The Supervisor’s Report be approved as submitted and the Bookkeeper or the Accountant is hereby authorized to pay the following bills and to make the following budget modifications.

CONSOLIDATED ABSTRACT # 004

| TOWN OF LANSING | | | | |
|-----------------|-----------------------------------|------------------|-------------------|-------------------|
| Abstract # 004 | | | | 04/14/2025 |
| Summary by Fund | | | | 11:49:13 |
| Code | Fund | Prepays | Unpays | Totals |
| A | GENERAL FUND TOWNWIDE | 8,854.88 | 104,587.74 | 113,442.62 |
| B | GENERAL FUND OUTSIDE VILLAGE | 631.08 | 9,526.68 | 10,157.76 |
| DA | HIGHWAY FUND TOWNWIDE | 152.85 | 121,877.17 | 122,030.02 |
| DB | HIGHWAY FUND OUTSIDE VILLAGE | 40.00 | 103,436.01 | 103,476.01 |
| HG | DPW FACILITY PROJECT | | 67,610.71 | 67,610.71 |
| SD10 | DRAINAGE DISTRICT #10 NOVALANE | | 296.91 | 296.91 |
| SD11 | DRAINAGE DISTRICT #11 EAST SHO | | 296.91 | 296.91 |
| SD12 | DRAINAGE DISTRICT #12 ASBURY-C | | 296.91 | 296.91 |
| SDD1 | DRAINAGE DISTRICT #1 PHEASANT | | 296.92 | 296.92 |
| SDD2 | DRAINAGE DISTRICT #2 WHISPERIN | | 302.25 | 302.25 |
| SDD4 | DRAINAGE DISTRICT #4 LAKE FORE | | 296.92 | 296.92 |
| SDD5 | DRAINAGE DISTRICT #5- FARM PON | | 296.92 | 296.92 |
| SDD6 | DRAINAGE DISTRICT #6 LANSING C | | 296.92 | 296.92 |
| SDD7 | DRAINAGE DISTRICT #7 WOODLAND | | 296.92 | 296.92 |
| SDD8 | DRAINAGE DISTRICT #8 CAYUGA WA | | 296.92 | 296.92 |
| SL1- | LUDLOWVILLE LIGHTING DISTRICT | 136.94 | | 136.94 |
| SL2- | WARREN ROAD LIGHTING DISTRICT | 741.57 | | 741.57 |
| SL3- | LAKEWATCH LIGHTING DISTRICT | 1,210.41 | | 1,210.41 |
| SS1- | WARREN RD SEWER | 254.00 | 2,586.17 | 2,840.17 |
| SS3- | CHERRY ROAD SEWER DISTRICT | 23.96 | 2,134.16 | 2,158.12 |
| SW | LANSING WATER DISTRICTS | 2,255.95 | 99,209.89 | 101,465.84 |
| TA | TRUST & AGENCY | 6,210.31 | 74,128.17 | 80,338.48 |
| Total: | | 20,511.95 | 588,071.20 | 608,583.15 |

**Budget Modifications
for April 16th, 2025 Town Board Meeting**

GENERAL FUND TOWNWIDE - A Fund

April 16th, 2025

| <u>FROM</u> | <u>TO</u> | <u>FOR</u> | <u>AMOUNT</u> | |
|--------------------------------------|--|--|---------------|---|
| A1430.400 - Personnel - Contractual | A9060.800 Employee Benefits | General Journal Only to correct coding for Employee Services - Annual EAP Services | \$ 836.74 | This is a correction. EAP is included in the budget being paid out of 9060.800. |
| A599 (Appropriated Fund Balance) | A1640.403 (Town Bard Road Storage - Electric) | To cover additional electrical expense projected through year end | \$ 5,000.00 | |
| A5132.405 (Garage - Building Repair) | A1640.401 (Town Barn Road Storage - Vestal Office) | Updates on Vestal Office for space | \$ 2,000.00 | Approved by M.M. |
| A5132.404 (Garage - Telephone) | A5132.401 (Garage - Building Improvements) | General Journal Only to correct coding - Typo on the code used on voucher | \$ 162.53 | Approved by M.M. |

GENERAL FUND OUTSIDE VILLAGE - B Fund

April 16th, 2025

| <u>FROM</u> | <u>TO</u> | <u>FOR</u> | <u>AMOUNT</u> | |
|--|-----------|---------------------------------|---------------|--|
| B599 (Appropriated Fund Balance) | B8020.420 | Colliers - Code Gap Analysis | \$ 1,210.88 | |

CHERRY RD SEWER DISTRICT - SS3 Fund

April 16th, 2025

| <u>FROM</u> | <u>TO</u> | <u>FOR</u> | <u>AMOUNT</u> | |
|--|---|---|---------------|---------------------|
| SS3-8120.200 (Sanitary Sewers - Equipment) | SS3- 8120.400 (Sanitary Sewers - Contractual) | Open Gov Software - Funds budgeted in equipment account, paid from contractual. General Journal only to correct coding used on voucher. | \$ 2,127.00 | Approved by M.M. |

i. CONSENT AGENDA MOTIONS M25-10 – M25-11 AND RESOLUTIONS 25-44 – 25-49

RESOLUTION 25-50

**CONSENT AGENDA MOTIONS M25-10 – M25-11
AND RESOLUTIONS 25-44 – 25-49**

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

RESOLVED, that the Consent Agenda Motions **M25-10 – M25-11** and Resolutions **25-44 – 25-49**, 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 Christine Montague, and put to a roll call vote with the following results:

Councilperson Judy Drake – Aye Councilperson Christine Montague – Aye
Councilperson Joseph Wetmore – Aye Supervisor Ruth Groff – Aye

Accordingly, the foregoing Resolutions were approved, carried, and duly adopted on April 16, 2025.

RESOLUTION FOR THE TOWN OF LANSING TOWN SUPERVISOR TO SEND REQUEST TO NEW YORK’S FEDERAL AND STATE ELECTED OFFICIALS TO DEFEND THE CONSTITUTION AND CONSTITUTIONAL RIGHTS OF CITIZENS

RESOLUTION 25-51

RESOLUTION FOR THE TOWN OF LANSING TOWN SUPERVISOR TO SEND REQUEST TO NEW YORK’S FEDERAL AND STATE ELECTED OFFICIALS TO DEFEND THE CONSTITUTION AND CONSTITUTIONAL RIGHTS OF CITIZENS

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

WHEREAS, as elected officials sworn to uphold and protect the Constitution of the United States of America, we are increasingly alarmed by actions we are seeing that violate fundamental Constitutionally protected rights; and

WHEREAS, the First Amendment to the Constitution states, “Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances;” and

WHEREAS, the First Amendment affirms the people’s rights to express and to be exposed to a wide range of opinions and views; and

WHEREAS, U.S. Immigration and Customs Enforcement (ICE) is unilaterally revoking visas and green cards from people based on these individuals exercising their Constitutionally protected expression of viewpoints; and

WHEREAS, the Fifth Amendment to the U.S. Constitution states: “...nor shall any State deprive any person of life, liberty, or property, without due process of law,” and

WHEREAS, currently, U.S. Immigration and Customs Enforcement (ICE) is unilaterally revoking visas and deporting people without judicial review or due process; and

WHEREAS, we recognize that due process is not an obstacle to justice; it is a Constitutionally guaranteed right for a person accused to see what they are accused of and to present contrary evidence; and

WHEREAS, the judiciary is one of three independent branches of the federal government; the independence of one branch acts as a check on the other two branches, specifically protecting Constitutionally recognized rights and the rule of law; and

WHEREAS, in a series of recent executive orders, President Trump has restricted the ability of specific law firms, including those that employed his perceived political opponents, to interact with the federal government; and

WHEREAS, United States law affords persons the right to petition the federal courts for a writ of habeas corpus; and

WHEREAS, Federal Judge James Boasberg ordered the Trump administration to return at least two plane loads of immigrants so his court could determine if they were being properly deported; and

WHEREAS the Trump administration officials ignored Federal Judge James Boasberg’s order, and have continued to send the planes to El Salvador subsequent to Federal Judge James Boasberg’s order; and

WHEREAS, German Lutheran pastor Martin Niemöller eloquently expressed the necessity to speak out against attacks on a country’s civil liberties:

*Then they came for the trade unionists, and I did not speak out—
Because I was not a trade unionist.
Then they came for the Jews, and I did not speak out—
Because I was not a Jew.
Then they came for me—and there was no one left to speak for me.*

Now, therefore, be it RESOLVED, that as elected officials, we cannot stand silent as members of our constituencies are threatened by the actions of federal officials described above; and be it further

RESOLVED, that as democratically elected officials sworn to uphold and defend the U.S. Constitution, we must take action to ensure that residents are not afraid to speak out on issues they find important in our democracy; and be it further

RESOLVED, that as elected officials, our ability to create and maintain a safe and stable community is undermined when our residents live in fear of being rounded up by the federal agents and deported at any moment; and be it further

RESOLVED, that as elected officials, we acknowledge that adherence to the rule of law helps to preserve the rights of all people in a democratic society; and be it further

RESOLVED, that as elected officials, we implore our federal and state representatives to take any and all appropriate legal actions to ensure that all members of the federal government follow the Constitution and respect the rule of law; and be it further

RESOLVED, that, being that these are tumultuous times, it is our charge and responsibility as elected officials to represent our constituents, to uphold the core tenets of democracy and the U.S. Constitution, in order to prevent our nation from slipping into dangerous and authoritarian chaos; and be it further

RESOLVED, that as elected officials we ask the Town Supervisor to send this resolution to Senator Schumer, Senator Gillibrand, Representative Riley, Governor Hochul, Attorney General James, Senator Webb, and Assemblymember Kelles.

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

| | |
|------------------------------------|--|
| Councilperson Judy Drake – Abstain | Councilperson Christine Montague – Aye |
| Councilperson Joseph Wetmore – Aye | Supervisor Ruth Groff – Aye |

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on April 16, 2025.

RESOLUTION FOR THE TOWN OF LANSING TO OPPOSE THE REMOVAL OF TAX-EXEMPT STATUS OF MUNICIPAL BONDS

RESOLUTION 25-52

RESOLUTION FOR THE TOWN OF LANSING TO OPPOSE THE REMOVAL OF TAX-EXEMPT STATUS OF MUNICIPAL BONDS

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

WHEREAS, an advisor to President Trump recently floated the idea of taxing municipal bonds; and

WHEREAS, infrastructure needs of the country include maintaining roads, utilities, water and sewer systems, and public buildings is typically financed through tax-exempt municipal bonds; and

WHEREAS, the tax-exempt yields at which these municipalities borrow are typically lower than comparably rated corporate bonds and US Treasuries; and

WHEREAS, according to the Public Finance Network, an organization formed to preserve the tax-exemption of municipal bonds, estimates that the elimination of the municipal bond tax-exemption would result in more than \$800 billion in higher interest costs for issuing municipalities over the next 10 years; and

WHEREAS, higher financing costs to back such projects will mostly fall to a municipality's constituents, who are servicing the debt as part of their tax payments; and

WHEREAS, the Town of Lansing plans on issuing bonds that would be negatively affected by the removal of tax-exempt status; now, therefore, be it

RESOLVED, that the Town of Lansing strongly opposes the removal of tax-exempt status to municipal bonds; and be it further

RESOLVED, that as elected officials, we implore our federal and state representatives to take any and all appropriate legal actions to ensure that all municipal bonds continue to enjoy their tax-exempt status, and be it further

RESOLVED, that as elected officials we ask the Town Supervisor to send this resolution to President Trump, Senator Schumer, Senator Gillibrand, Representative Riley, Governor Hochul, Senator Webb, and Assemblymember Kelles.

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

Councilperson Judy Drake – Aye Councilperson Christine Montague – Aye
Councilperson Joseph Wetmore – Aye Supervisor Ruth Groff – Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on April 16, 2025.

BOARD MEMBER REPORTS

Judy Drake

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.

**Judy Drake
Town Board Member Report
April 2025**

Lansing Fire Commissioners – April 1, 2025

Calls in March: Fire: 73 EMS: 68 No Response: 4 Total Calls: 136
Total Calls for Year: 338

LARGER INCIDENTS: Storm Calls: 2 days of trees & wires down, power outages. There was a house fire on Asbury Road w/ one person fatality, and it was a total loss.

Personnel Management Committee – April 2, 2025

- Continued reviewing Cell Phone Policy edits and request form. Management staff was supportive of sending policy to Town Board.
- Discussed vacation time carry over policy. Management was supportive of updating policy to match what the Town Board approved in March.
- Preliminary discussion of current health insurance plan costs and options available through Health Consortium.

Lansing Zoning Board of Appeals – April 9, 2025

1) Project: Requesting an Area Variance for an in-home Animal Care Facility

Location: 89 Goodman Road, TPN 20.-1-8.220

Project Description: The applicant has applied for an Area Variance and is seeking relief from a 150’ setback requirement applicable to Animal Care Facilities located in the AG zoning district.

Discussion: There was concern about stormwater run-off, barking noise, dogs getting out, and cars parked out front. Concerns were raised about items discussed at site plan meetings that have not been adhered to. Residents were directed to the Code Enforcement Office.

Decision: Approved with conditions of the fence location, screening, gate latching and number of dogs.

2) Project: Requesting an Area Variance for the construction of a 24’ x 40’ pole barn garage

Location: 394 Van Ostrand Road, TPN 29-1-17

Project Description: The applicant has applied for an Area Variance to construct a 24' x 40' (approx. 960 sq/ft) pole barn and needs relief from Town of Lansing Zoning Law § 270-11, Schedule II: Area, Frontage, Yard, Height, and Coverage Requirements for a 1) southern side yard setback of 4' where 15' is required and for a 2) western rear setback of 4' where 25' is required.

Discussion: There was no public opposed.

Decision: Approved with no conditions

Attended NYS Government Finance Officers Association Conference (GFOA) - April 2-4, 2025

Judy also reported:

GFOA Conference

1. Municipal bonds discussion
2. Budget modifications
 - Town needs to stop moving money out of the fund balance
 - Fund balance is intended to be used at budget time

Laurie Hemmings

No report.

Christine Montague

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.

Christine Montague Town Board Member Report April 2025

Tompkins Co. Youth Services Advisory Board, March 31

- The website designer went through the website he is building for the County Youth Services Dept. There will be a webpage for runaway and homeless youth to link to agencies that can help. They are also making town-specific data pages for towns to keep track of number of youth served by various parts of the department.
- The department director toured a Binghamton example of housing for homeless and runaway youth to look into the same agency opening a similar option here.
- The director also described the Municipal Youth Services System (MYSS), Rural Youth Services (RYS) and Rec Partnership and how they serve the towns, villages and city in Tompkins Co.

Lansing Housing Authority, March 24

- A representative from Inero presented the audit of LHA for the year.
- The board accepted a contract to finish fixing the roof at Woodsedge and will get quotes for replacing windows and siding.
- The Woodsedge residents elected a new president and VP of the resident's association. They cleaned up the community room and have started having dinners in the room and got a new piano for it.
- To address the issue of smokers, the management started pop-up visits to check for smoking.

Conservation Advisory Council, March 5

- The CAC discussed the option of becoming a Conservation Advisory Board, where they would be consulted if a property before the planning board is on the Open Space Index or Unique Natural Area map. The chair said he would talk with the board from the Town of Ithaca to get more information.
- The Environmental Management Council (EMC) is giving each town a flash drive with the maps of unique natural areas, so that it will be easier to refer to. EMC also has scheduled an open house for 4-6 pm, May 8th at Stewart Park.

- The CAC nominated members to get data for our climate smart communities program and to get information on easements for those landowners interested in applying for them.

Joseph Wetmore

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

**Joseph Wetmore
Town Board Member Report
April 2025**

Parks, Recreation, and Trails Working Group

Wednesday, March 19-9:30 – 10:30am

CURRENT PROJECTS

- *Myers Road Greenway: *T.G. Miller (Dave Herrick) accepted the job.
- *Comprehensive Trails Plan Invitation to Submit – The five consulting firms were sent the submission packets. Stantec declined. Colliers, MJ, Fisher, and Hunt have all responded that they plan to submit proposals.
- *Ithaca - Tompkins County Transportation Council (ITCTC) has provided us \$9500 to complete the feasibility study for the initial phase of the Lansing Town Center Greenway, including the trail around the ball field. Pat submitted this feasibility study proposal to T.G. Miller which they declined. They suggested contacting MJ. MJ did the planning for the master plan and is more familiar with the project than T.G. Miller.
- *Easements – the process of requesting, negotiating, and finalizing trail easements has begun. This will be a vital and ongoing focus for the Group. The town is willing to accept easements at this point but doesn't want to be too aggressive until there is a master plan. Mason Molesso, Town Planner, is the point person to accept easement documents.
- *Status of discussions with Delaware Solar: Joe and Ruth are meeting with them 3/20. The landowners will sign whatever the town and developer agree to. Key is getting a map of the trail location that all parties agree to. Delaware Solar insurance won't let the access road become the trail.
- *Status of Conlon Road and Bower Road Easement: Jack has offered an easement from the existing town trail around the Emerick property out to Conlon. There are no plans for Bower Road currently, though it could be considered in the future if an alternative route is needed. A letter and map from the WG are already on file with the Planning Board.
- *East Shore Circle to the Rink – likely to move forward.
- *BBQ proposal is dead. The WG would like to work with whoever owns it to look for win-win options for the trail location and property owner.
- *Working Group Structure & Leadership in 2025: Steve Lauzun and Laura Morse have officially resigned from the WG. Katrina Binkewicz expected to join in April. Tom Steffie will likely join the group. Town Policy states that Pat Tyrrell must be the chair of this group. There is no limit to the number of group members.

Delaware River Solar

Thursday, March 20-10:00 – 11:00am

Ruth Groff, Mason Molesso and I discussed a Host Community Agreement with representatives from Delaware River Solar project.

Planning Board

Monday, March 24-6:30 – 8:30pm

- *Site Plan Review –2675 N. Triphammer Rd – Delaware River Solar. Board approved Final Site Plans with conditions.
- * Site Plan Review for new Zamboni storage facility at “The Rink”: Construction of a 30' x 40' pole barn to be used as storage for new electric Zamboni machine. Board approved project.
- *Preliminary Plat Review of Minor Subdivision (2 Lots) of land at 25 Sperry Lane, Parcel A (.748 ac) and Parcel B (.726 ac). This project is located in the R2 zoning district. Board scheduled public hearing for April.
- * Preliminary Plat Review of Conlon Corners Minor Subdivision of lands located at 113 Bower Road into four new parcels: Lots 1-3 (1.5 ac each) and the remaining 182-acre parent lot. This project will also have a 20' easement with the Town for the installation of a walking trail. This project is located in the RA zoning district. Board set public hearing for April.
- * Sketch Plan / Site Plan Review of “Sperling Studio”, 2073 E Shore Drive (located in the old IGA building). Art / woodworking studio including new site improvements. Board set public hearing for April.

* Sketch Plan / Site Plan Review 89 Goodman Rd. Site Plan Review of small, home-based business named the “Barksville Inn”. This project is located in the AG zoning district. Board discussed fencing, signs, dogs, and zoning. Project will be tabled until April meeting.

All About Water Conference
Thursday, March 27-8:00am – 6:30pm



Community organizations gathered in Rochester to learn, discuss, and connect over pressing water issues like replacing lead service lines and harmful algal blooms.

Yellow Barn - Proposed Stipulations and Status Update
Thursday, April 3-12:00 – 1:00pm

Received update from Matthew A. Eldred, Senior Associate at Harter Secrest & Emery LLP about the status of negotiations with C. S. Energy about the Yellow Barn Solar project

New York Planning Federation 2025 Conference
April 6 – 8, 2025



Attended the following:

Keynote address: Artificial intelligence in Land Use Planning and Decision-Making Processes – Patricia Salkin

Workshops:

*Taxation of Solar and Wind Projects, a Primer for Local Governments – Katie Hodgdon

*Open Government in Planning and Zoning Decision making – Mark Schachner

*Public engagement and Conflict: Turning Challenge into Opportunity – Diana Smith

*Large Scale Renewable Energy Permitting and Local Governments – Charles Voss

*Choose wisely –How Allocation of Land uses Drives Local Government Revenue and Operations – Matt Horn

*DEC Freshwater Wetlands Regulations Update –Terresa Bakner

Making the Most of the ORES Process for Your Town
Friday, April 11-8:30 – 9:30am

Matt Eldred covered a wide range of topics including:

*ORES Projects vs. Community Solar Projects: The key differences between ORES projects and community solar projects.

*The ORES Process, Regulations, and Permit Approval Timeline: An overview of the ORES process, including relevant portions of regulations and realistic estimates of the permit approval timeline.

*Municipal Involvement with ORES, the Developer, and the Permit Process: The primary substantive points for municipal engagement, including waivers and stipulations regarding local laws, decommissioning, and unique local knowledge. If you don't have a strong local solar law, find out how to create one that is as “ORES-proof” as possible.

*Local Agency Account Funds: How developers can pay your legal and consulting fees, the limitations, and the reimbursement process.

*Local Law Waivers: An overview of the process, limitations, and substantive points related to local law waivers.

*Municipal Comments to the Application: What is appropriate for municipal comments and how to engage in the comment process effectively.

- *Statements of Compliance: Understand the limitations, approach, expectations, and process for statements of compliance with local laws and regulations.
- *Upcoming Changes in Regulations.

Owasco Lake Watershed Management Council, Inc.

Tuesday, April 15 10:00 – 11:30am

- *Director’s Summary – Adam Effler
- * Treasurer’s Audit and Finance Report
- * Lake Level Report – John West
- * Steve Fedrizzi – Road Salt Conservation by Cayuga County Highway Departments
- * NYSDEC FL Hub Update
- * Owasco Watershed Lake Association Update
- * Cornell Cooperative Extension Update – Daniel Welch or Frank Clarke
- * Watershed Inspection Monthly Report

Ruth Groff

Trainings attended:

- New York Planning Federation – two (2) days
- Governmental Accounting Procedures Webinar – two (2) days

WORK SESSION

Outside Fitness Area at Myers Park

Jay Dietershagen proposed donating \$15,000 towards exercise equipment at Myers Park. The Board discussed the concept and the need for a concrete plan regarding location and specific equipment. Action is expected after further discussions with the Parks Department.

Cell Phone Policy Update

The Personnel Committee has been updating the cell phone policy to cover personal phones used for work, business-provided phones, and personal phones at work. Key changes include moving from reimbursement to a monthly allowance (\$75 for department heads/after-hours, \$20 for employees needing phones for work). Discussions involved safety language, justification for allowance amounts, and record retention for work-related texts. The policy is expected to be presented for a resolution at the next meeting after minor revisions.

Conservation Advisory Council to Conservation Board

The Town is considering transitioning the Conservation Advisory Council to a Conservation Board, which would give it a more formal role in the planning process, with certain reviews automatically going to them for conservation-related input. The Town Board would assign tasks to the Conservation Board, to keep them focused. Supervisor Ruth Groff stated input is needed by the Director of Planning John Zepko. It is not a requirement to have a Conservation Board. The Town Board decided to hold off on a resolution until there is more input from the Conservation Advisory Council on their recommended tasks and a better understanding of the implications, possibly after consulting with other municipalities. This will be on the May Town Board Working Session.

Property Tax Exemptions

The Town is considering adopting or adjusting several property tax exemptions, including matching the County's rates for low-income disabled and veterans' exemptions, and adding exemptions for historic barns, ADA improvements, and capital improvements to residences, to the maximum extent allowed by state law. Town Counsel Guy Krogh will draft a local law to implement these, with a potential public hearing in May.

HVAC System RFP

The Town Supervisor Ruth Groff is working on an RFP for the HVAC system, seeking assistance from Town Engineer Dave Herrick to refine the details after facing challenges with previous engineering quotes. Some specifications are needed for the RFP.

MOTION TO ENTER CLOSED SESSION

Supervisor Ruth Groff moved to **ENTER CLOSED SESSION TO DISCUSS LEGAL ADVICE FROM SPECIAL COUNSEL ABOUT YELLOW BARN SOLAR ORES UPDATE AT 8:48 PM.**

Councilperson Joseph Wetmore seconded the motion.

Councilperson Judy Drake recused herself due to conflict of interest and left the meeting at 8:48 PM

All in Favor – 3 Opposed – 0

MOTION TO EXIT CLOSED SESSION

Councilperson Joseph Wetmore moved to **EXIT CLOSED SESSION AT 9:39 PM.**

Councilperson Christine Montague seconded the motion.

All in Favor – 3 Opposed – 0

MOTION TO ADJOURN MEETING

Councilperson Joseph Wetmore moved to **ADJOURN THE MEETING AT 9:39 PM.**

Councilperson Christine Montague seconded the motion.

All in Favor – 3 Opposed – 0

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

Respectfully submitted,

Deborah K. Munson, RMC
Town Clerk