



REGULAR TOWN BOARD MEETING

Lansing Town Hall Board Room
Wednesday, March 15, 2023
6:30 PM

AGENDA

SUBJECT TO CHANGE

Meeting is open to the public and streamed live on YouTube.

VIEW THE MEETING LIVE - TOWN OF LANSING YOUTUBE CHANNEL

To find our YouTube Channel - Go to www.lansingtown.com, click on the “YouTube” Icon (red square) located on the bottom left corner of our Home Page.

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Privilege of the Floor:** Limited to 20 Minutes with a Maximum of 3 Minutes per Speaker
 - a. Optional Board Member Responses – Maximum 2 Minutes per Board Member
5. **Department Reports**
 - [a.](#) **Lansing Community Library Report** – Christine Eisenhut
 - [b.](#) **Lansing Youth Services Report** – Rick Alvord
 - [c.](#) **Tompkins County Legislator Report** – Mike Sigler
 - [d.](#) **Highway Report** – Mike Moseley
 - [e.](#) **Parks and Recreation Report** – Patrick Tyrrell
 - [f.](#) **Director of Planning Report** – John Zepko
 - [g.](#) **Engineer’s Report** – Dave Herrick
 - [h.](#) **Town Clerk Report** - Debbie Munson
6. **Consent Agenda**
 - [a.](#) Motion Approving Susan Brock, Esq., as Special Counsel for the Town for Professional Assistance Relating to the Review of Proposed Village Circle/Village Solars PDA Application
 - [b.](#) Motion Authorizing Town Supervisor to Send Letter to Applicant Regarding Request to Withdraw From Consolidated Water District (CWD)
 - [c.](#) Resolution Approving Parks and Recreation Department Purchase of Equipment in Accord with Capital Replacement Plans - Two Toro Zero Turn Mowers
 - [d.](#) Resolution Appointing Town of Lansing Zoning Board of Appeals Member
 - [e.](#) Resolution Increasing Membership Of, Amending Name, And Appointing Members to the Town of Lansing Parks, Recreation, and Trails Working Group

- [f.](#) Resolution Approving Highway Department Purchase of a Crane Truck in Accord with Capital Plans
- [g.](#) Resolution Authorizing Map, Plan & Report for East Shore Circle Subdivisions
- [h.](#) Resolution Authorizing Map, Plan & Report for Asbury-Collins Subdivision
- [i.](#) Resolution Approving and Accepting Woodland Park PDA Phase 2 Dedications of Water and Sewer Mains and Related Easements and Rights of Way

7. Motions and Resolutions

- [a.](#) Resolution Accepting 2021 Year End Independent Outside Financial Reports and Audit of Town Operations, Procedures, Funds, Cash Handling Procedures, and Accounts
- [b.](#) Resolution Appointing Town of Lansing Planning Board Member and Alternate Members
- [c.](#) Resolution Approving Audit and Budget Modifications

8. Board Member Reports

- a. Councilperson Andra Benson
- [b.](#) Councilperson Ruth Groff
- c. Councilperson Bronwyn Losey
- d. Councilperson Joseph Wetmore
- e. Supervisor Edward LaVigne

9. Work Session

- a. Internal Audit - Completed

10. Executive Session if Needed

- a. Motion to Enter/Exit

11. Adjourn Meeting

- a. Motion to Adjourn Meeting

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact the Town Clerk's Office at 607-533-4142. Request should be made 72 hours prior to the meeting.



LANSING COMMUNITY LIBRARY UPDATE TO THE LANSING TOWN BOARD
March, 2023

Submitted by Christine Eisenhut

1. The 10th annual Logo Contest has begun! This year's theme is All Together Now. Entry forms are available on the website and at the front desk. Entries must be submitted by April 14th.
2. Dan Segal will give a presentation on his travels to Cuba on Thursday, March 16th at 7pm. Registration is required.
3. The After School Expeditions for 5th and 6th graders will be on March 28th from 3:00-4:30pm with an escape room theme.
4. The LCL Annual Meeting will take place on Monday, April 24th. The Annual Budget Vote will take place on Tuesday, April 25th.
5. The library now has a mobile wireless hotspot available for check out.
6. During March the library will be displaying photography by Bruce Barber.
7. Take and Make Crafts, embroidery for adults and painted flowerpots and seed planting for kids, are available on a first come/first served basis.
8. Storytime is in-person on Thursdays at 10:30 am with Ms. Shelley.
9. Instructor John Burger hosts T'ai Chi classes at the Community Center on Fridays from 10:30-11:30am.
10. Learn to play American Mah Jongg every Tuesday at 10:15am.
11. Play American Mah Jongg every Wednesday from 1:00-3:00pm.
12. The library continues to provide free delivery to Woodsedge.
13. 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.
14. The library is continuing to distribute free self-test COVID-19 kits, antibacterial wipes and N95 masks to Lansing households.
15. The LCL's Wi-Fi is not password protected. The community is welcome to park in the lot to access the Internet.

**Lansing Youth Services
Town Board Report
March 2023**

Stacie Mastin, former LYS chair participated in an interview for a Tompkins Weekly article that will highlight the activities of the Lansing Youth Commission and make an appeal for new members. Rick Alvord, Coordinator of County Youth Services also contributed.

Outdoor Adventure: Outdoor Adventure has been busy utilizing the natural area behind the high school. Here, participants have done a lot of sledding, skiing with RYS's cross country skis, cooking over the fire, coal burning spoons, and tracking. The group made hot chocolate, spider dogs, lots of variations of the S'mores, and always practiced their charcoal face painting skills while coal burning spoons. The group got to track a raccoon along the seasonal stream, and eventually along a deer path before the trail was lost. 12 youth served.

Foodies and Fun: Foodies in this program have completed the baby food challenge and moved on to their construction project, building a bridge out of spaghetti. Of course, spaghetti has been served as an "on the job" meal, while construction takes place. The bridges span one-foot gaps and are made of bundles of 15 pieces of spaghetti, many of which resemble thatched roofs. Testing day will be on the last day of program and everyone is excited to see what they will hold (and eat more spaghetti)! 16 youth served.

Mini Olympics: Students participated in the indoor events of curling, ice hockey (2 variations), ski jumping and snowboarding, all of which are adapted to be small and inside. One program day was unseasonably warm, so the group voted to play the game Mafia outdoors and soak in the sunshine! The last day will consist of finals for all previously completed events, with closing ceremonies and prizes. 13 youth served.

Dungeons and Dragons: Dungeons and Dragons is going strong with the Dungeon Master doing an amazing job with the group and direction. Character creations were a first for some players, and the LYS youth employee did a great job helping them through the process. This group is particularly invested and wanting to continue through the next round of programs. This group also had a special full day program during their Winter Break. Here, the game Honey Heist was introduced, played, and enjoyed by everyone, including the adults in the room! 15 youth served.

Youth Employment: Youth Employees have been busy at the library, with LYS as assistants, at the high school, and the Rec Department's ice-skating program. New students are being recruited at the high school and a new LYEP Flyer was created to reach new individuals. One new employee will begin next week as an assistant with LYS. 18 youth served.

Upcoming Programs: Outdoor Adventure, "Wing-it" Wednesdays, Dungeons and Dragons, and Iron Chef- Italy (Spaghetti Supper).

HIGHWAY REPORT

March 2023

Winter Maintenance

- Crew worked on maintaining trucks and plows for snow and ice removal
- Although this winter has granted us with a small amount of snow, the Highway crew has needed to spend multiple hours and days to treat roadways due to the numerous (and lengthy in duration) sleet and ice events
- Maintained roads during snow and ice events

Tree & Brush Maintenance

- Tree & brush maintenance along roadside to aid line of sight
- Right of way tree maintenance

Miscellaneous

- No new updates from Stopen Engineering regarding Ludlowville Rd. (Crooked Hill)
- Working with town counsel and town engineering regarding NYSEG monopole
- Working with town counsel and town engineering on phase 2 of Woodland Way
- Attended 7 committee meetings
- Worked with engineering on capital improvements to CWD

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

RECREATION

- LBP and LSP sign-ups are off to a great start. Registration will close early April.
- Travel Basketball has ended. We had a great season and are looking to join a new league next year to add more game play.
- Both spring horse riding sessions filled quickly.
- We are working on putting together our 2023 summer program booklet. We expect to have several new programs again this year.
- Our competitive swim program is going very well, we hosted a meet with another club team a couple weeks ago.

PARKS

- Boaters for the 2023 season have been placed. Permits have been mailed out to anyone who is paid in full. We have already exceeded our budgeted revenue for the year.
- All middle and lower kayak racks have been filled. We anticipate filling the rest soon.
- Camping for the 2023 season is mostly booked. We do have a few openings throughout the season.
- The wall around Town Hall has been rebuilt and looks great. Huge thanks to Scott, Tyler, and Owen. We plan to repair the sidewalk and parking lot when weather is warmer.
- The music in the park schedule has been finalized. We are working on the flyer.
- We received a \$2,600 grant from Grants for Arts Programs (GAP) for our Music in the Park series, thank you to Suzie Gutenberger for her help.
- We have applied for \$4.3 million from FY24 Funding through Congressman Marc Molinaro's office (NY-19) for the Myers Park Project. Thank you to Mike Sigler for making us aware of this.
- We'll be applying for the Tompkins County Parks & Trails Grant for money for plantings and playground equipment. Again, thank you to Mike Sigler for the "heads up".
- We have received the permit from DEC to dredge the swim area at Myers but we still are waiting on the United States Army Corp of Engineers (USACE) permit before we can do any work. This will be scheduled for next winter.
- We have had several good meetings with the Cornell Design Group on trail planning, I believe they are going to do some really good work for us.

Planning & Code Enforcement

John Zepko, Acting Director, CPESC, CFM
Reporting Period Feb 2023

CORE PLANNING FUNCTIONS

- **General Admin**
 - Modified Planning & Code Enforcement Dept window hours to Monday through Thursday, 7:30 a.m. to 12:30 p.m and until 12pm on Friday, or by appointment.
 - Met with the office of the Bookkeeper. The following topics were discussed:
 - Interpretation of the Town Budget and appropriate classification of expenses.
 - Feasibility of escrow accounts to recover engineering and legal costs attributable to specific projects.
 - Short & Long term staffing needs, strategy and civil service classifications.
 - Conducted multiple staff meetings to discuss procedures, policy changes, and long term department strategy as well as opportunities for improvement of same.
- **Planner conducting classification and review of development applications**
- **Planning Board staff support**
- **Zoning Board of Appeals staff support**
- **Floodplain Management**
 - Attended a meeting hosted by FEMA to present new floodplain maps for Tompkins County. Draft maps are available for review in the office of Planning and Code Enforcement.
- **Stormwater Management**
 - The reporting period for 2022 will end on 9 March and preparation of the MS4 Annual Report will begin. The Annual Report is due no later than 1 June.

LAND USE WORK PROGRAM

- **Code Revision committee** – cancelled as Ag & Farmland Protection committee was still reviewing Draft AR/AG zoning

COMMITTEE MANAGEMENT

- **Agricultural and Farmland Protection Committee staff support**
 - Attended Committee meeting 9 Feb Reviewed RA/AG Zoning Amendments. Next meeting scheduled for 9 March
- Committee has recommended a revised draft zoning map and comments to the Town Board

PLANNING BOARD

- **27 Feb meeting** – the Planning Board heard the following at the Feb meeting:
 - Minor Subdivision; sketch plan – 204 Lansing Station Rd – public hearing set for 27 March
 - Minor Subdivision; sketch plan – 125 Cedar View Rd (FLLT) – public hearing set for 27 March
 - Minor Subdivision; sketch plan – Ridge Rd (FLLT) – public hearing set for 27 March
 - Site Plan; Barksville Inn, 89 Goodman Rd - public hearing set for 27 March
 - Major Subdivision; public hearing – East Shore Circle Phase I (6 lots). A Negative Declaration of Significance was made pursuant to SEQR
 - Dandy Mini Mart; Site Plan – Review of Parts II & III of SEQR for the Dandy Mini Mart Site Plan Review application. The project received a Negative Declaration of Significance.

ZONING BOARD OF APPEALS

- **14 Feb meeting**
 - ZBA conducted a public hearing of Dandy Mini Mart regarding a request for area variances to exceed the maximum permitted square feet of signage on the proposed site plan currently with the Planning Board

Code Enforcement

- **Feb Permit Information**
 - 11 New Building Permits issues
 - 10 Existing Permits renewed
 - 18 permits closed with C/O or C/C

**TOWN CLERK
MARCH 2023**

Tax Season

My total warrant is \$15,638,702.13. To date we have collected \$14,533,345.58. Reminder letters (about 200) have been mailed to property owners that have not paid their Town and County taxes yet. The last day to make tax payments in the Town Clerk's office is March 31, 2023.

Cayuga Lake National Bank

Cayuga Lake National Bank has a municipal savings account rate of over 4%. We are depositing tax payments in the savings account to earn additional interest until it is time to pay Tompkins County. The savings account earned \$16,276.49 in interest on deposits made in February. This additional interest will be paid to the Town of Lansing Supervisor.

Water and Sewer Payments

February was very busy collecting water and sewer payments. Total bills: 1801 of which 327 were emailed (new service from Bolton Point). Bills paid by credit cards and e-checks: 293

Website

If anyone has trouble finding our documents on the new website, please contact us: 607-533-4142 or jhall@lansingtown.com.

MOTION APPROVING SUSAN BROCK, ESQ., AS SPECIAL COUNSEL FOR THE TOWN FOR PROFESSIONAL ASSISTANCE RELATING TO THE REVIEW OF PROPOSED VILLAGE CIRCLE/VILLAGE SOLARS PDA APPLICATION

MOTION M23-

MOTION APPROVING SUSAN BROCK, ESQ., AS SPECIAL COUNSEL FOR THE TOWN FOR PROFESSIONAL ASSISTANCE RELATING TO THE REVIEW OF PROPOSED VILLAGE CIRCLE/VILLAGE SOLARS PDA APPLICATION

Motion to approve Susan Brock, Esq., as special counsel for the Town of Lansing for professional assistance relating to the review of proposed Village Circle/Village Solars PDA Application, and all matters relating to the same as the Town Board, the Planning Board, the Zoning Board of Appeals, or the Town Planning and Zoning Department may so decide or elect.

MOTION AUTHORIZING TOWN SUPERVISOR TO SEND LETTER TO APPLICANT REGARDING REQUEST TO WITHDRAW FROM CONSOLIDATED WATER DISTRICT (CWD)

MOTION M23-

MOTION AUTHORIZING TOWN SUPERVISOR TO SEND LETTER TO APPLICANT REGARDING REQUEST TO WITHDRAW FROM CONSOLIDATED WATER DISTRICT (CWD)

Moved that the Town Board accepts the report from the Water and Sewer Working Group dated March 8, 2023, regarding request by owner to withdraw from CWD and authorizes the Town Supervisor to write and send letter to applicant.

RESOLUTION APPROVING PARKS AND RECREATION DEPARTMENT PURCHASE OF EQUIPMENT IN ACCORD WITH CAPITAL REPLACEMENT PLANS

RESOLUTION 23-

RESOLUTION APPROVING PARKS AND RECREATION DEPARTMENT PURCHASE OF EQUIPMENT IN ACCORD WITH CAPITAL REPLACEMENT PLANS

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

WHEREAS, the Town of Lansing has long had capital management and equipment plans for the Parks and Recreation Department and in 2023 certain capital needs of the Parks and Recreation Department were discussed, including how to fund the purchase of the same in 2023 without incurring debt; and

WHEREAS, the Parks and Recreation Department has now confirmed and identified its need for two Toro Zero Turn Mowers and has utilized the New York State Office of General Service (NYSOGS) for pricing such equipment; and

WHEREAS, the Parks and Recreation Department was planning to purchase this equipment in 2023; and

WHEREAS, the Town Board has fully reviewed such need and the options for the same, and the Parks and Recreation Department has been instructed to use ARPA funds (HF7140.200) and seeks verification from the Town Board that this budget line item is indeed to be used as cash to make such purchases; and

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

RESOLVED, that the Parks and Recreation Supervisor or his designee be and hereby are authorized to affect the following purchase per NYS contract PC# 69682, two Toro Zero turn mowers model #72946, from Grassland Equipment and Irrigation Inc. for a total not to exceed \$31,024.00; and it is further

RESOLVED, that the above sums shall be paid through the use of ARPA funds (HF7140.200), and the Town Bookkeeper is directed to make payment from such account and report such expenditure to the ARPA administrator as required by law; and it is further

RESOLVED, that should the sum proposed to be expended exceed such amount of \$31,024.00 for the two Toro mowers, it is requested that the Parks and Recreation Supervisor notify the Town Board and work with the Town Board to decide whether to spend such additional funds.

RESOLUTION APPOINTING SUSAN TABRIZI TO THE TOWN OF LANSING ZONING BOARD OF APPEALS FOR A FIVE (5) YEAR TERM

RESOLUTION 23-

RESOLUTION APPOINTING SUSAN TABRIZI TO THE TOWN OF LANSING ZONING BOARD OF APPEALS FOR A FIVE (5) YEAR TERM

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

WHEREAS, on December 13, 2022, as per the Town of Lansing Appointed Board Application Process, the Zoning Board of Appeals unanimously passed a Motion recommending that Susan Tabrizi be reappointed as a Member to the Town of Lansing Zoning Board of Appeals to a new five-year term; and

WHEREAS, Susan Tabrizi is qualified to be and remain on the Town of Lansing Zoning Board of Appeals by virtue of having mandatory NYS and Town of Lansing training and by already serving on the Town of Lansing Zoning Board of Appeals since January 1, 2022; and

WHEREAS, on February 15, 2023, the Town Board interviewed Zoning Board of Appeals applicants and recommended Susan Tabrizi; and

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

1. Susan Tabrizi is hereby reappointed as a Member to the Town of Lansing Zoning Board of Appeals effective January 1, 2023 through December 31, 2027 to serve at the pleasure of this Board, and
2. The Town Clerk shall administer the oath of office for such new term.

RESOLUTION INCREASING MEMBERSHIP OF, AMENDING NAME, AND APPOINTING MEMBERS TO THE TOWN OF LANSING PARKS, RECREATION, AND TRAILS WORKING GROUP

RESOLUTION 23-

RESOLUTION INCREASING MEMBERSHIP OF, AMENDING NAME, AND APPOINTING MEMBERS TO THE TOWN OF LANSING PARKS, RECREATION, AND TRAILS WORKING GROUP

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

WHEREAS, Katrina Binkewicz and Becca Lovenheim have both tendered their resignations, leaving two (2) vacancies for the term expiring December 31, 2023; and

WHEREAS, Resolution 23-46, reappointed the following people to the Town of Lansing Parks, Recreation, and Trails Committee with terms expiring upon December 31, 2023: Ronny Hardaway, Deborah Trumball, Jack Young, and Patrick Tyrrell (Chairperson); and

WHEREAS, such efforts as outlined in Resolution #19-160, Section 3, require representatives of key organizations, and members who have had direct experience working with trail development in the Town, presenting a need to increase the number of members from a maximum of 7, as set forth in Resolution #19-160, Section 3(a), to a maximum of 12 members, in order to represent the five categories of membership as outlined in Resolution #19-160, a Chairperson, and additional Lansing residents to participate; and

WHEREAS, the following applicants, in the judgement of the Town Board, are qualified to serve on the Town of Lansing Parks, Recreation, and Trails Committee and are appointed to terms of membership, subject to reappointment, and the Town Board of the Town of Lansing has hereby:

RESOLVED, that the following people be appointed to the Town of Lansing Parks, Recreation, and Trails Committee, as replacements for the two (2) vacancies, with terms expiring upon December 31, 2023: Laura Morse and Ruth Hopkins; and it is further

RESOLVED, that the following people be appointed to the Town of Lansing Parks, Recreation, and Trails Committee with two-year terms expiring upon December 31, 2024: Bruce Barber (Friends of the Lansing Center Trail), Christie Thornton (CEO at YMCA, Lansing), Chris Pettograsso (Superintendent of Lansing Central Schools), Steve Lauzun (Registered Landscape Architect, former President of Parkitects), Michael Ariel (South Lansing resident); and it is further

RESOLVED, that the Parks, Recreation, and Trails Committee now be deemed to be a working group (Parks, Recreation, and Trails Working Group) and purpose of such group shall be to advise the Lansing Town Board, Parks & Recreation Department and Planning Department upon request.

RESOLUTION APPROVING HIGHWAY DEPARTMENT PURCHASE OF A CRANE TRUCK IN ACCORD WITH CAPITAL PLANS

RESOLUTION 23-

RESOLUTION APPROVING HIGHWAY DEPARTMENT PURCHASE OF A CRANE TRUCK IN ACCORD WITH CAPITAL PLANS

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

WHEREAS, the Town of Lansing has long had capital management and equipment plans for the Highway Department consisting of a balance of reserve funds and budgeted cash, and in 2023 certain capital needs of the Highway Department were discussed, including how to fund the purchase of the same in 2023 without incurring debt; and

WHEREAS, the Highway Department has now confirmed and identified its need for one new 2023 Hughes Equipment 9-foot Utility Body and one new Ford F550 4x4 (Chassis only) and has utilized the New York State Office of General Service (NYSOGS) contract # PC68972SB and Vehicle Marketplace Reference # 12278 list for pricing such equipment; and

WHEREAS, the Town Board has fully reviewed such need and the options for the same, and the Highway Department now wishes to use funds from accounts SW8340.200 and SS1.8120.200 and seeks verification from the Town Board to make such purchase; and

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

RESOLVED, that the Town Board affirms that funds from SS1.8120.200 for \$78,666.66 and from SW8340.200 for \$39,333.34 are intended to be used for equipment purchase; and it is further

RESOLVED, that the Highway Superintendent or his designee be and hereby are authorized to effect the following purchase per NYSOGS: One new 2023 Ford F550 truck (chassis only) with a Hughes utility box; utility box from Cyncon Equipment not to exceed \$61,919.00 and a Ford F550 truck (chassis only) from Maguire Cars for \$54,603.15 for a total not to exceed \$118,000.00.

RESOLUTION AUTHORIZING MAP, PLAN & REPORT FOR EAST SHORE CIRCLE SUBDIVISIONS

RESOLUTION 23-

RESOLUTION AUTHORIZING MAP, PLAN & REPORT FOR EAST SHORE CIRCLE SUBDIVISIONS

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

WHEREAS, Developer John Young received subdivision approval for a four-lot minor subdivision in 2017, and is in the process of obtaining a final plat approval for an adjacent seven lot major subdivision, both subdivisions being located upon East Shore Circle, and the residents in the minor subdivision have petitioned for a drainage district and the developer has requested a drainage district for the major subdivision, and the town board referred the question of formation of one or two districts, as well as the feasibility or recommendations for the same to the Water & Sewer Working Group (“WSWG”); and

WHEREAS, the WSWG unanimously recommended the formation of a single drainage district to manage all stormwater facilities in these adjacent and related subdivisions, including to manage common practices and individual lot practices, and further including to undertake stormwater operation, maintenance, reporting, and repair obligations as Article 12-A improvement district; and

WHEREAS, the creation of such East Shore Circle Drainage District (hereinafter Drainage District #11) is deemed to be in the public interest, and in the interest of the affected property owners proposed to be included in such district, and the Town now desires to examine the feasibility of such a district, and accordingly, based upon due deliberation thereupon, the Town Board of the Town of Lansing has hereby

RESOLVED AND ORDERED, that the Town Engineer proceed with the preparation of a Map, Plan and Report (“MPR”) pursuant to Town Law §§ 209-c and 209-d relative to proposed Drainage District #11, and that the cost of such MPR is authorized in an amount not to exceed \$4,000.00, said amount to be paid by the Developer; and it is further

RESOLVED AND DECLARED, that the requirements for a permissive referendum do not apply as there is no expenditure of public funds for this MPR, as the Developer is paying the expenses of preparing the MPR pursuant to an agreement thereupon, and the requirements of subdivision review.

RESOLUTION AUTHORIZING MAP, PLAN & REPORT FOR ASBURY-COLLINS SUBDIVISION

RESOLUTION 23-

RESOLUTION AUTHORIZING MAP, PLAN & REPORT FOR ASBURY-COLLINS SUBDIVISION

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

WHEREAS, Developer John Young received subdivision approval for a major subdivision that proposes to carve several lots out of a larger parent parcel located near and along the northeasterly corner of the Asbury-Collins Roads intersection, the planning board had required the formation of a drainage district for the existing subdivision, and the town board referred the question of formation of the same, as well as the feasibility thereof, to the Water & Sewer Working Group (“WSWG”); and

WHEREAS, the WSWG unanimously recommended the formation of a single, larger drainage district to manage all stormwater facilities for these lots, and the parent lot so as to cover any future development thereof, including to undertake stormwater operation, maintenance, reporting, and repair obligations as Article 12-A improvement district; and

WHEREAS, the creation of such Asbury-Collins Subdivision Drainage District (hereinafter Drainage District #12) is deemed to be in the public interest, and in the interest of the affected property owners proposed to be included in such district, and the Town now desires to examine the feasibility of such a district, and accordingly, based upon due deliberation thereupon, the Town Board of the Town of Lansing has hereby

RESOLVED AND ORDERED, that the Town Engineer proceed with the preparation of a Map, Plan and Report (“MPR”) pursuant to Town Law §§ 209-c and 209-d relative to proposed Drainage District #12, and that the cost of such MPR is authorized in an amount not to exceed \$4,000.00, said amount to be paid by the Developer; and it is further

RESOLVED AND DECLARED, that the requirements for a permissive referendum do not apply as there is no expenditure of public funds for this MPR, as the Developer is paying the expenses of preparing the MPR pursuant to an agreement thereupon, and the requirements of subdivision review.

RESOLUTION APPROVING AND ACCEPTING WOODLAND PARK PDA PHASE 2 DEDICATIONS OF WATER AND SEWER MAINS AND RELATED EASEMENTS AND RIGHTS-OF-WAY

RESOLUTION 23-

RESOLUTION APPROVING AND ACCEPTING WOODLAND PARK PDA PHASE 2 DEDICATIONS OF WATER AND SEWER MAINS AND RELATED EASEMENTS AND RIGHTS-OF-WAY

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

WHEREAS, the Woodland Park PDA Developer has completed installation of water and sewer lines for Woodland Park Phase 2, connecting to service terminals along or near Oakwood Drive, and extending along the private road into the townhouse section of the PDA, and the Developer now seeks to dedicate easements to such water and sewer lines and to dedicate said water and sewer mains, as and where built; and

WHEREAS, the Attorney for the Town, the Town Planner, the Town Highway Superintendent and the Town Engineers have examined the proposed dedication forms and maps and have approved the same, and the Planning Department has indicated that dedication is appropriate at this time, and the Village of Cayuga Heights and Bolton Point have also approved the accuracy and sufficiency of the as-built maps for the same, such that the lines, where and as installed are ready for dedication; and

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

RESOLVED, that the aforesaid proposed dedications of Woodland Park Phase 2 water and sewer lines and appurtenances, and the proposed dedication of easements and rights-of-way for each of the same, be and hereby are approved, and the Attorney for the Town and the Planning Department be and are hereby authorized to take such other and further steps as are or may be necessary to finalize the form of all such agreement and transfers, and upon approval thereof, the town be authorized to sign any filing or other documents as to record such conveyances and dedications of record at the Tompkins County Clerk's Office ("TCCO"); and it is further

RESOLVED, that the developer shall cause and pay for the recording of such conveyances of record at the TCCO, and file proof of such recording with the Planning Department within 30 days of this resolution, or as soon thereafter as is possible.

RESOLUTION ACCEPTING THE 2021 YEAR END INDEPENDENT OUTSIDE FINANCIAL REPORT AND AUDIT OF TOWN OPERATIONS, PROCEDURES, FUNDS, CASH HANDLING PROCEDURES AND ACCOUNTS

RESOLUTION 23-

RESOLUTION ACCEPTING THE 2021 YEAR END INDEPENDENT OUTSIDE FINANCIAL REPORT AND AUDIT OF TOWN OPERATIONS, PROCEDURES, FUNDS, CASH HANDLING PROCEDURES AND ACCOUNTS

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

WHEREAS, the Town has received and reviewed the 2021 Year End Independent Outside Audit of Town functions, cash management policies, accounts and protocols, including additional agreed upon procedures for Supervisor’s Office and Court Office of the Town; and

WHEREAS, Insero & Co prepared the financial report and audit, and it was given to the Town Board for review; and

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

RESOLVED, that such 2021 Year End Independent Outside Audit Report be and hereby is approved.

SEQRA: Type II Action.

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

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

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on March 15, 2023.

RESOLUTION APPOINTING JOHNATHAN LICITRA AS A TOWN OF LANSING PLANNING BOARD MEMBER FOR A SEVEN (7) YEAR TERM AND APPOINTING CHRISTINE HASS AND LAURIE HEMMINGS AS ALTERNATE MEMBERS TO THE PLANNING BOARD

RESOLUTION 23-

RESOLUTION APPOINTING JOHNATHAN LICITRA AS A TOWN OF LANSING PLANNING BOARD MEMBER FOR A SEVEN (7) YEAR TERM AND APPOINTING CHRISTINE HASS AND LAURIE HEMMINGS AS ALTERNATE MEMBERS TO THE PLANNING BOARD

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

WHEREAS, the Planning Board has three members terms which expired on December 31, 2022; and

WHEREAS, Johnathan Licitra, Christine Hass and Laurie Hemming are qualified to be on the Town of Lansing Planning Board; and

WHEREAS, on December 12, 2022, as per the Town of Lansing Appointed Board Application Process, the Planning Board unanimously passed a Motion recommending Norman ‘Lin’ Davidson be reappointed as a Member to the Town of Lansing Planning Board, Erin Worsell be reappointed as Alternate Member to the Town of Lansing Planning Board, and Christine Hass be appointed as Alternate Member to the Town of Lansing Planning Board; and

WHEREAS, on February 15, 2023, the Town Board interviewed Planning Board applicants and recommended Jonathan Licitra, Christine Hass, and Laurie Hemmings to the Planning Board; and

WHEREAS, the appointments require Jonathan Licitra, Christine Hass, and Laurie Hemmings to complete the mandatory New York State and Town of Lansing training requirements; and

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

1. Johnathan Licitra is hereby appointed as a Member to the Town of Lansing Planning Board effective March 16, 2023 through December 31, 2029, to serve at the pleasure of this Board, and
2. Christine Hass is hereby appointed as an Alternate Member to the Town of Lansing Planning Board effective March 16, 2023 through December 31, 2023, to serve at the pleasure of this Board, and
3. Laurie Hemmings is hereby appointed as an Alternate Member to the Town of Lansing Planning Board effective March 16, 2023 through December 31, 2023, to serve at the pleasure of this Board, and

4. The Town Clerk shall administer the oath of office for such new positions.

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

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

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on March 15, 2023.

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS

RESOLUTION 23-

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS

The bills were reviewed by Councilperson Bronwyn Losey and Councilperson Joseph Wetmore. The Supervisor’s Report be approved as submitted and the Bookkeeper is hereby authorized to pay the following bills and to make the following budget modifications.

CONSOLIDATED ABSTRACT # 003

DATED 03/15/2023

AUDITED VOUCHER #'s	<u>146 – 246</u>
PREPAY VOUCHER #'s	<u>146 – 152</u>
AUDITED T & A VOUCHER #'s	<u>12 – 19</u>
PREPAY T & A VOUCHER #'s	<u>12 – 15</u>

<u>FUND</u>	<u>TOTAL APPROPRIATIONS</u>
GENERAL FUND (A&B)	\$ <u>80,687.69</u>
HIGHWAY FUND (DA&DB)	\$ <u>135,451.73</u>
LANSING LIGHTING (SL1, 2 &3)	\$ <u>1,478.68</u>
WARREN & CHERRY SEWER DISTRICT (SS1,3)	\$ <u>27,783.43</u>
LANSING WATER DISTRICTS (SW)	\$ <u>25,181.39</u>
TRUST & AGENCY (TA)	\$ <u>73,661.90</u>

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

- | | |
|-------------------------------|--------------------------------|
| Councilperson Andra Benson – | Councilperson Ruth Groff – |
| Councilperson Bronwyn Losey – | Councilperson Joseph Wetmore – |
| Supervisor Edward LaVigne – | |

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on March 15, 2023.

Ruth Groff
Town Board Member Report
March 2023

- **Association of Towns (AoT) Annual Training Conference: February 19 – 22**
 - I attended this training, and on the morning of February 22, as the delegate from the Town of Lansing, I voted on AoT resolutions.
- **Capital Improvement Committee:**
 - The committee meeting was cancelled, but I sent out the Capital Plan workbook for members to update with their input as to expected dates of projects over \$500,000.
- **Conservation Advisory Council (CAC): March 2, 6:30pm**
 - John Steinmetz, from Bergmann and Associates, discussed the tool that was developed for the ranking worksheet, which included descriptions of the criteria for each category. This will be worked on, with assistance from members of the council, over the next few weeks, starting with a threshold parcel, to identify the makeup of the areas, e.g., percentage of rare plants and animals.
 - The council agreed that in all the efforts undertaken, they should be always mindful of the concerns of farmers, and to ensure that farmland protection language is included.
- **Ithaca Tompkins County Transportation Council (ITCTC) Policy Committee: March 14, 1:00pm**
 - Since this committee meets the day before the Town Board meeting, out of consideration for the Town Clerk in preparing the agenda, my ITCTC written report will be a month behind for each month going forward.
- **Parks, Recreation, and Trails group: February 23, 4:50pm**
 - The entire team from Cornell Design Connect, met with a few members of the committee for a site visit of properties that were identified in the approved Parks, Recreation, and Trails Plan. The team was enthusiastic about this and posed many questions that exemplified their expertise and understanding of the project.