



REGULAR TOWN BOARD MEETING

Lansing Town Hall Board Room
Wednesday, May 18, 2022
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 button "Town YouTube Channel" (round circle located on far right).

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Roll Call**

TO SPEAK

AT THE PUBLIC HEARING OR PRIVILEGE OF THE FLOOR
VIA ZOOM - REGISTER WITH THE TOWN CLERK

Pre-register by emailing townclerk@lansingtown.com or calling 607-533-4142.

Public hearing and privilege of the floor comments may be made via Zoom.

Zoom Meeting Link: <https://us02web.zoom.us/j/89952916006> (for computer or smart phone)

Zoom Meeting ID – 899 5291 6006

Password – 947394

Dial 1-646-558-8656 US (New York) (landline or cell)

4. **Public Hearing - Charter Cable Franchise - 6:31pm**
5. **Resolutions**
6. **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
7. **Department Reports**
 - a. **Lansing Community Library Report** – Christine Eisenhut
 - b. **Lansing Youth Services Report** – Meghan Lyons
 - c. **Tompkins County Legislator Report** – Mike Sigler
 - d. **Parks and Recreation Report** – Patrick Tyrrell
 - e. **Highway Report** – Mike Moseley
 - f. **Planning Report** – C.J. Randall
 - g. **Engineer's Report** – Dave Herrick
 - h. **Town Clerk Report** - Debbie Munson

8. Consent Agenda

- [a.](#) Motion Authorizing Stormwater Operating, Management and Reporting Agreement For LANSING (34B) DNYP, LLC (Dollar General - Ridge Road)
- [b.](#) Motion Directing \$200,000 ARPA Funds to the Highway Department
- [c.](#) Resolution Scheduling Public Hearing on Proposed Local Law - Videoconferencing Authorization and Policy - 6:31 pm
- [d.](#) Resolution Authorizing Town Supervisor to Execute Open Space Index and Conservation Plan Agreement with Bergmann Associates
- [e.](#) Resolution Making SEQRA Declaration of Lead Agency and Authorizing Subapplication to New York State Division of Homeland Security and Emergency Services Hazard Mitigation Grant Program for Salmon Creek Streambank Stabilization Project
- [f.](#) Resolution Approving Hiring of a Seasonal Lansing Highway Department Employee for 2022
- [g.](#) Resolution Approving Audit and Budget Modifications

9. Motions and Resolutions

- [a.](#) Resolution Making SEQRA Negative Declaration of Environmental Significance and Adopting the Town of Lansing Parks, Recreation, and Trails Master Plan (<https://www.lansingparksandtrailsplan.com>)
- [b.](#) Resolution Approving Grant of Waterline and Curb Box Easement to Mirabito for Waterline Connection
- [c.](#) Resolution Approving Town Highway Building Plan #2 and Authorizing Funding for Continued Engagement of Bergmann

10. Board Member Reports

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

11. Work Session

- a. Board of Ethics

12. Executive Session if Needed

- [a.](#) Motion to Enter/Exit

13. Adjourn Meeting

- [a.](#) Motion to Adjourn

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
May, 2022

Submitted by Christine Eisenhut

1. Trustees Elizabeth Gossett and Maureen Trowbridge were re-elected for a second term. Trustee Bruce Barber was also elected. He originally served as an appointed Trustee in 2020 to fill a Board vacancy. The tax levy increase was approved by a vote of 69-1.
2. Congratulations to Dylan Gray the winner of the 9th annual summer reading logo contest. This year's theme is Oceans of Possibilities. The kickoff for summer reading is Saturday, June 18th at 11:00 am.
3. On display throughout the month of May and June will be the artwork of Patricia Heaton.
4. T'ai Chi classes are returning to the library. Instructor John Burger will be hosting classes at the Community Center on Fridays from 10:30-11:30.
5. Story time will be held on Thursdays at 11:00am at the Community Center. No registration is required.
6. Pages to Projects – Book Selection – *I Survived the Japanese Tsunami* by Lauren Tarshis.
7. The Tween Book Club selection is –*Kiki Kallira Breaks a Kingdom* by Sangu Mandanna.
8. The library continues to provide free delivery to Woodsedge.
9. Book donations are now being accepted during open hours. Exceptions - textbooks, encyclopedias, Readers' Digest Books, or magazines. Donation receipt forms are available.
10. The library has an Empire Pass and passes to the Museum of the Earth and the Cayuga Nature Center available for check out. Board games, puzzles, story time kits, and STEAM kits are also available.
11. The library is distributing free self-test COVID-19 kits, antibacterial wipes and N95 masks to Lansing households.
12. 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
May 2022**

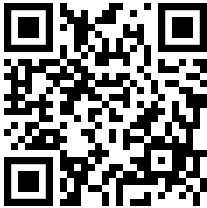
LYS's next meeting will be in-person on May 19th at 6pm at All Saints

1. **Flight Fanatics:** This program explores flight and its evolution. Participants will make gliders and launchers, parachutes, rockets and even fly a real military parachute (like a kite). The local history of airplane production and the National Soaring Museum glider history will be explored. *8 youth served.*
2. **Outdoor Adventure:** Participants in Outdoor Adventure began the program with a survivalist mindset, youth worked on the creation of debris huts. Planning and preparing for the outdoors are always a good idea, many discussions took place around planning ahead. Youth also had conversations around what to do when the plan fails, how to have back up plans, and reassess the original plan. The group will take this journey on how to stay alive, sustain, and self-rescue. *8 youth served*
3. **Photo Voice:** Participants in this program looked at their community and documented what they feel could use improvement, what is missing, what they love, how to make things better, and share their perspective through photos, video, drawings, or written verse. *10 youth served*
4. **Fish Finders:** All about fishing! This program takes place at Myers Park and Salmon Creek. Youth learn and practice fishing skills. Participants will use the fishing gear that the program was awarded through a successful PITCH Presentation a few years back. *6 youth served.*
5. **Spaghetti Supper:** LYS held a Drive-thru Spaghetti Supper on April 29th. This year's event was a success, serving approximately 150 takeout meals to the public. Youth took orders, delivered to customers, restocked meals, and greeted the public. The group was very enthusiastic and did a great job at the event. *12 youth served*
6. LYS met on April 21st at All Saints. The group organized for the Spaghetti Supper. Only two members attended, but much work was completed.
7. LYS had an additional meeting on April 28th at 6pm at All Saints to plan and finalize details for the Spaghetti Supper.
8. **Upcoming Event:** LYS Fishing Derby June 18th at Myers Park 7am-10:30am

- 9. Travis is still working with youth in programming on DEI Statement after sharing the youths' thoughts on who comes to program and why would they want to attend. More information and options will be ready for the commission at the May meeting.

- 10. Meghan Guerra Lyons (TCYSD Liaison) reviewed the survey questions and edited the survey to fit the needs of Lansing. The survey will be pushed throughout the month of April and at the Spaghetti Supper Fundraiser. We hope the Town will support our efforts and promote the 2022 Lansing Youth Needs Assessment Adult Survey. The link for the survey is: <https://forms.gle/JCHpNAU4WRGxMw899> . Currently Lansing has less than 10 responses. LYS is requesting help from the Town to help push out the survey to their networks for any adult who lives or works in Lansing.

QR Code for survey:



- 11. Meghan has drafted a guideline for Youth Focus Groups. Coordination for this is still on-going.

LYS 2022 Goals:

- 1. Create orientation packet for new members - outlines of fiscal revenue and funded programs. Set expectations to visit programs/uniform template to monitor programs.
- 2. Conduct community needs assessment (focus on impacts of the pandemic).
- 3. Use DEI statement to track metrics and funded programs.
- 4. Incorporate more youth input at meetings for feedback into program decisions.

Parks & Recreation

5/18/22

Town Board Meeting

RECREATION

- LBP (youth baseball) and LSP (youth softball) is going very well, we have almost as many girls as we do boys this year.
- More Summer Programming has been added and has been included in the booklet.
- The final draft of the Lansing Parks, Recreation and Trails master plan has been completed with some minor changes. I met with several people and have listened to some concerns regarding parts of the plan.
- We have been working at the school helping with some field maintenance because they are gracious enough to allow us to use their facilities when we need to.
- The new website is very close to being completed; it has gone out to each department to make changes.
- Next week we will be switching to a Cloud based server system, this should save the Town thousands of dollars going forward.

PARKS

- The campground is now open for the season.
- We will be hosting a car show at Myers Park on June 5th.
- With the construction out by the lighthouse we did have to remove a bench, weather station and walkway. We hope to have everything back in place soon.
- The beachfront was cleaned up, you will notice a large pile of trees and limbs out on the point that we may burn on Memorial Day.
- The water at Myers Park has been turned on for the season, we have been dealing with some issues with our aging infrastructure.
- Speed bumps have been installed at Myers Park.
- We continue to work on an exceptionally large fundraiser that will benefit many children in the area, stay tuned. We are extremely excited about hosting this event.

HIGHWAY REPORT
May 18, 2022

Brush Pick Up

Crews worked to pick up brush from Village and Town residents.

Road Maintenance

Crews worked to clean ditches.

Hydroseeding with the assistance of Tompkins County Soil & Water.

Crews worked to replace broken culvert pipes.

Crews worked to repair plow damage around Town.

To: Town Board

From: C.J. Randall, Director of Planning

CORE PLANNING FUNCTIONS

- **Data and GIS Services**
 - Continued virtual meeting protocol during coronavirus outbreak for board and committee meetings, extended again on 4/14
 - Staff attended Municode Meetings training on 4/15
- **Planning Board staff support**
 - Reviewed Agriculture (AG) and RA (Rural Agricultural) Zoning District intent statements on 4/11
 - No 4/25 meeting
- **Zoning Board of Appeals staff support**
 - 115 Cherry Rd – 40’ setback from center of road to enable emplacement of ground-mounted solar energy system - Area Variance Public Hearing 4/12
- **Training**
 - Attended Annual Energy Symposium (virtually) on 4/8
- Coordinated and attended monthly Department Head meeting on 4/6
- Coordinated and attended Water & Sewer Advisory Committee meeting on 4/6
- Attended review of Hazard Mitigation Program Grant with Tompkins County Department of Planning & Sustainability staff on 4/1 and Tompkins County Soil & Water Conservation District on 4/22
- Attended Tompkins County Planning Advisory Board (PAB) meeting on 4/12
- Coordinated with Tompkins County Department of Planning & Sustainability on County Resiliency and Recovery Plan on 4/4
- Coordinated with NYSDEC Region 7 Division of Water - Flood Protection and Dam Safety on 4/27

PROJECT MANAGEMENT

- Coordinated and attended Capital Improvement Committee meeting on 4/20
 - Myers Park Project: Submitted A/E design services Request for Proposal to NYS Contract Reporter on 4/21; Coordinated with Parks & Recreation Supervisor and Town Engineer on 4/18
 - Open space index and Conservation Plan: Communicated with potential consultants for project consultants on 4/5, 4/6, 4/11, and 4/15
 - Coordinated with OpenGov on 4/7, 4/13, 4/15, 4/20, 4/22, and 4/29 and Open Gov and County ITS/GIS on 4/14

LAND USE WORK PROGRAM

Q4 2021 – Q3 2022 Scope of work and schedule of adoption located at:

<https://bit.ly/RAZoningupdate>

- **Zoning and Land Use Regulations Update**
 - Prepared revised draft text and map amendments for Agricultural (RA) AG Zoning District review at Code Revision Committee meeting on 4/7

COMMITTEE MANAGEMENT

- **Agriculture & Farmland Protection Committee staff support**
 - Coordinated reconvening of committee (last meeting was held March 2020)
- **Broadband Committee staff support**
 - Coordinated committee review of Charter Franchise Renewal and Audit
- **Conservation Advisory Council staff support**
 - Attended consultant interview meeting on 4/7
- **Attended Lansing Advisory Committee on Power Plant Future (LAC-PPF) meeting on 4/21**
- **Attended Parks, Recreation & Trails Advisory Committee meeting on 4/6**
 - Coordinated review and referral of final Parks, Recreation, and Trails Master Plan text to Town Board

TOWN CLERK

MAY 18, 2022

Professional Municipal Clerk’s Week – May 1 – 7, 2022

Assessment (Tax) Grievance Day for the Town of Lansing

Thursday, May 12th was Assessment Grievance Day for the Town of Lansing from 3:30pm – 6:00pm at the Lansing Town Hall. The Board appointed Supervisor Ed LaVigne and Councilperson Andra Benson to serve on the Local Advisory Board at the January 2022 Town Board Meeting. There were 6 residents that came before the Board.

Rabies Clinic

Enfield Highway Garage, 475 Enfield Main Road – June 9, 2022, 7:00pm – 9:00pm

Contact Tompkins County Health Department for preregistration:

<https://tompkinscountyny.gov/health/eh/rabies> or 607-274-6688

New York State Town Clerks Association Conference – 40th Anniversary

Debbie and Jessie attended the conference in Albany, NY, April 24-27, 2022. There are 932 NYS Town Clerks and over 300 attended the conference.

Charity Events:

- “Build-A Bear” – donated 100 bears to hospitals for children
- Veterans Miracle Center in Syracuse – donated items for personal care, houseware, ambulatory, toys, etc.

Attended informative classes pertaining to Town Clerk work. Association of Towns is always excellent.

Huge thanks to Ashley for taking care of the office while we were at the conference.

Congratulations to Bambi Avery, Dryden Town Clerk, who is now the President of New York State Town Clerks Association.

Records Retention

We are in the very beginning stages of a Records Retention Policy which, when completed, will need to be adopted by the Town Board.

Municode

Town Clerk’s office is using and still learning the new software for meetings. Agenda now has hyperlinks which will connect to the appropriate document(s).

MOTION M22-

MOTION AUTHORIZING STORMWATER OPERATING, MANAGEMENT AND REPORTING AGREEMENT FOR LANSING (34B) DNYP, LLC

Moved that, the LANSING (34B) DNYP, LLC (Dollar General, Ridge Road) Stormwater Operating, Management, and Reporting Agreement (the “SOMRA”) be and hereby is approved, in the form as set forth before this meeting and pursuant to Town Code § 225-28D and the Town Supervisor, upon consultation with and the approval of the Town’s Stormwater Management Officer; Attorney for the Town; and Director of Planning, be and hereby is authorized as follows: (i) subject to approval by the Town Board for material changes, to make final adjustments and negotiate the final form of such SOMRA; and (ii) when in final form execute the same by, for, on behalf of, and in the name of the Town of Lansing.

MOTION M22-

MOTION THAT THE TOWN BOARD HEREBY DETERMINES AND DIRECTS \$200,000 BE UTILIZED FROM THE AMERICAN RESCUE PLAN ACT FUNDING (ARPA) TO THE HIGHWAY DEPARTMENT FOR LOST REVENUE

Motion that the Town Board hereby determines and directs \$200,000 be utilized from the American Rescue Plan Act Funding (ARPA) for general road and highway funding for lost revenue.

RESOLUTION 22-

RESOLUTION SCHEDULING PUBLIC HEARING ON PROPOSED LOCAL LAW #5 OF 2022 FOR PROPOSED TOWN OF LANSING VIDEOCONFERENCING AUTHORIZATION AND POLICY

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

WHEREAS, pursuant to recently adopted Laws of 2022, including Part WW therein and amendments to the Open Meetings Law to formally require local laws to authorize videoconference attendance at public meetings by members of public boards, agencies, and bodies, the town wishes to duly so authorize video conferencing in compliance with Public Officers Law § 103-a; and

WHEREAS, the Associations of Towns has approved a model local law, and the town has developed a supporting policy therefor that is in compliance with the new videoconferencing rules; and

WHEREAS, this is a SEQRA Type II Action not requiring further environmental review, and upon motion thereupon, the Town Board of the Town of Lansing RESOLVED as follows:

1. The form of Local Law #5 of 2022, and of the underlying videoconferencing policy, be and are approved, and both are deemed in their final draft form and ready for public review and the required public hearing for such local law.
2. A public hearing upon such local law be and hereby is scheduled for June 15, 2022, at 6:31 pm, and the Town Clerk is directed to publish and post notices of such public hearing as required by law and MHRL § 20.

VIDEOCONFERENCING LOCAL LAW
Local Law No 5 of the year 2022
Town of Lansing, County of Tompkins, New York

A local law authorizing the Town Board, and other boards, agencies, councils, and committees of the Town of Lansing to use videoconferencing technology to participate in public meetings pursuant to Public Officers Law § 103-a, the Municipal Home Rule Law, the Town Law, and other provisions of New York State laws and regulations, rulings, and authorities thereunder.

Section 1. Legislative Intent. It is the intent of this local law to give the town board, the planning board, the board of zoning appeals, the conservation advisory council, the board of ethics, and the other public and non-public bodies and committees of the town, be they advisory in nature or otherwise, the authority to participate in meetings *via* videoconference in a manner consistent with the town’s videoconferencing policy and the authority granted in Public Officers Law § 103-a.

Section 2. Authority. This local law is adopted pursuant to Public Officers Law § 103-a, which expressly authorizes the town board to adopt a local law giving the town board, and all public bodies and agencies of the Town of Lansing, the authority to participate in meetings via videoconference from locations not accessible to the public, so long as, when required by the Open Meetings Law (public Officers Law Article 7), or other requirements of New York State law: (i) a quorum of the board/body participates from locations where the public may be physically present; and (ii) all other requirements of the Public Officers Law are met and the conditions of this local law and the Town Videoconferencing Policy are properly met.

Section 3. Videoconferencing for Public Meetings. The Town Board of the Town of Lansing hereby authorizes members of the town board, the planning board, the board of zoning appeals, the conservation advisory council, the board of ethics, and the other public and non-public bodies and committees of the town, be they advisory in nature or otherwise, to participate in meetings using videoconferencing technology in a manner consistent with Public Officers Law § 103-a and the town’s videoconferencing policy, as adopted and amended, from time-to-time, by the town board.

Section 4. Severability. If any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjudged by any court or tribunal of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order was rendered.

Section 5. Effective Date. This local law shall take effect immediately.

VIDEOCONFERENCING POLICY OF THE TOWN OF LANSING

Adopted June __, 2022

Pursuant to Local Law # 5 of 2022, a Town of Lansing local law adopted pursuant to MHRL § 10 and Public Officers Law (“POL”) Article 7, known as the Open Meetings Law (the OML”), specifically including § 103-a therein, authorizing videoconferencing for all public and non-public boards, committees, agencies and bodies of the Town of Lansing, the following rules are adopted to implement such local law in a manner consistent with the requirements and purposes of the OML.

1. COMPLIANCE WITH PUBLIC OFFICERS LAW ARTICLE 7: All public meetings of public bodies and agencies of the Town of Lansing, as such terms are defined in and construed under the POL and OML, shall have an official situs within the Town properly equipped for public attendance. The purpose of this policy is to promote the continuation and conducting of public business whenever legally possible, while at all times encouraging maximum attendance by all members of all public boards and bodies at the official public meeting situs of the meeting. Utilization of this policy for convenience deprives the public of their right to observe and, when appropriate, participate in and interact with public bodies when conducting public business. This policy shall be thus construed with recognition that remote attendance is a privilege, and not a right, and should only be utilized for true emergencies and in other extraordinary circumstances, and at all times consistently with the OML.

The meeting rooms of the Lansing Town Hall shall be presumptively proper places for any meetings. In addition, the following requirements shall be observed:

- A. A quorum of such board or body must be present at the public situs location designated for such meeting.
- B. The location at which each public board or body meets shall be a suitable and proper location for public assemblies, a place accessible to the general public and which promotes attendance by the number of members of the public reasonably anticipated at such meeting or hearing, and must be accessible to and usable by those who are differently abled or disabled.
- C. A recording of the meeting must be posted or linked to the town website within five business days after the meeting is closed or adjourned, the posted recording must remain online for at least five years, and the recording thereafter retained and managed as required by the rules of the NYS Archives and the regulations and schedules of the Commissioner of the NYS Department of Education.
- D. All public meetings, special and regular, shall be noticed as required by Town Law and the OML. All public hearings shall be noticed as required by the law or regulation referencing, requiring, or permitting the same and the OML. All notices of public meetings and public hearings shall be posted online and upon the Town Clerk’s signboard maintained at the Lansing Town Hall, and as otherwise required by law and the OML.
- E. Whenever any member of any public body or agency attends a public meeting remotely, the minutes of such meetings or hearings must specify who participated *via* videoconference, and must be made available within the times required by law (currently in 2022, within one week of any executive session and two weeks of any other meeting). Upon request by any person, a transcript of the meeting shall be provided. The transcript may be the script provided by

automated service, and nothing in this policy requires a customized, edited, or copy (or similar) certified transcription.

- F. Should, for any cause or reasons, the videoconferencing connection fail or lose video or audio, the member attending remotely may continue, to the extent practicable, to participate in the meeting, but unless a full video and audio connection is restored, formal voting by the remote attendee shall be suspended. This rule does not prohibit deferring the vote on any matter, and all remote attendees are encouraged to seek attendance locations with known connections and signal clarity.

2. CONDITIONS AND EVENTS QUALIFYING FOR REMOTE ATTENDANCE: The following reasons and causes are deemed qualifying events for purposes of allowing members of a public board or body to attend public meetings and hearings by videoconferencing, but only when these circumstances preclude attendance in person by such member. The list below is not exclusive, but even as to the items and matters listed, the circumstance, event, emergency must be “extraordinary” or “unanticipated” as such terms are used and understood in the OML:

- A. A sudden accident, illness, or injury that causes a temporary disability or reasonably prevents attendance at the meetings public situs. Non-exclusive examples include hospitalization after non-major motor vehicle accidents, a broken leg or other significant bone break or trauma as specifically prevents or inhibits mobility, having influenza or another transmissible or communicable illness.
- B. An order of quarantine from any medical professional or public authority having jurisdiction, so long as the same arises from a medical or related condition, and not from a criminal proceeding or judicial order of or relating to probation or confinement.
- C. Any need to provide caregiving services or assistance to any close or immediate family member who has suffered any type of accident, illness, injury, or order of home confinement or quarantine, where such person cannot reasonably care for themselves, cannot reasonably be left unattended, or when no other qualified caregiver is available.
- D. An unforeseeable emergency or matter of reasonable importance as prevents attendance at the public situs of the meeting, but which does not impair remote attendance, such as a severe slip and fall, a sudden onset illness, a household emergency that reasonably prevents departure or mandates the occupancy or presence of the member, any emergency which closes roadways necessarily used to travel to meeting locations, snow and ice emergencies, localized calamities requiring a member to be available for local aid or sheltering of victims and neighbors, and any other matter as may arise that reasonably constitutes an “extraordinary and non-anticipatable” circumstance.
- E. Should a state of emergency be declared, or related emergency orders issued by the United States or the State of New York, including their respective officers and agencies, including but not limited to FEMA and NYS Governor acting under the Executive Law, or when a state of emergency is declared by lawful order or proclamation issued by Tompkins County or the Lansing Town Supervisor or Town Board of the Town of Lansing under the Executive Law (or otherwise), such as but not limited to acts of terrorism or war or natural disasters or emergencies, then such declaration or circumstance shall enable remote attendance by any one or all members

of such board or body, including as is permitted by such declaration, the NYS Executive Order, or OML § 103-a (i.e., the entire meeting may be held remotely in any of such circumstances, or in any equivalent circumstance, such as a declaration of emergency by a qualified court, acting executive officer, or legislative enactment).

3. GENERAL PROCEDURES AND RULES:

- A. This policy, as updated from time-to-time shall be posted and maintained upon the town's website.
- B. When there is any reasonable uncertainty as to whether a circumstance qualifies for remote attendance by a member, the Town Supervisor or Deputy Town Supervisor shall individually or jointly decide if the event qualifies.
- C. The condition or event qualifying any member for remote attendance must not be of a nature or severity as prevents the member from knowledgeable or full participation in the meeting, or from knowledgeable deliberation and casting votes thereat, or which cause any average person or reasonable sensibilities from perceiving that the member is unable to fully participate or recognize the impact and import of the deliberations and voting upon matters as may come before the board or body, be they minor or significant procedural or substantive matters. In the first instance the remotely attending member shall make this determination, but upon the affirmative and unanimous vote of all other members, or upon the receipt of a medical doctor's declaration of cognitive incapacity, in each and all cases, whether temporary or intermittent, whether arising by the nature or effect of the accident, injury, or illness, whether arising from the amount of pain or physical or mental distractions suffered, or whether arising from any medications administered or being utilized, the remotely attending member of such board or body shall be removed from the meeting. For purposes of clarity, it is the town's policy that all such matters of capacity and understanding discussed above shall be fully vetted and attended to before the meeting starts, that this authority be used sparingly and only in the most egregious cases as an emergency power, and that reasonable presumptions be applied in favor of the determination of the individual member as to their capacity to attend and fully participate in the meeting.
- D. Board and committee chairs, and their equivalents, shall keep track of all member's uses of this policy, intervene if excessive or improper use of this policy is suspected, and report to the Town Board any determination that this policy is being abused or misused by any member.
- E. Except as to those boards and bodies comprised of public officers or those members of any public board or body that are public officers, whenever the Town Board determines, whether by referral from any one or more members of such board or body or on its own observations or initiative, that any member of any board or body is improperly using this policy, including by improperly or unnecessarily using or classifying events as extraordinary or unanticipated when such are reasonably not extraordinary or anticipatable, such person may be removed by majority vote of the Town Board from such board or body (whether a public, advisory, informal, standing, *ad hoc* board, body, agency, council, or committee, or otherwise).
- F. Merely being out of town, out of state, or on vacation are generally not qualifying events, as such absences are not unanticipated and are usually not emergencies or extraordinary events.

However, being away for caregiving may qualify per this policy, and other circumstances may make such an absence qualify under this policy.

G. Non-public committees and bodies that are not required to have public meetings under the OML, such as advisory committees, may participate in meetings by videoconferencing, remotely, or by any lawful means, and need not follow this policy. However, it is recommended that this policy guide such advisory or non-covered bodies and that, at a minimum, they adopt internal policies and procedures as assure fairness and recordkeeping, including to document compliance with the OML and recommendations and advisory opinions, including so the same can be fairly reviewed by the town, when and as needed.

H. Public bodies and agencies need not follow these rules for non-public meetings and hearings, such as for training sessions, so long as all rules of the OML are duly followed. However, it is still recommended that this policy guide such meetings, and that procedures be followed as properly document that the requirements of the OML were duly followed. When in doubt, any such meeting shall be considered a public meeting/hearing, and these policies and rules shall apply.

4. AMENDMENTS: This policy may be amended from time-to-time by the Town Board by resolution authorizing and approving same. In the event any change in law, or change in the interpretation or application of law, is or becomes inconsistent with this policy, the proper application of law shall supersede the terms and requirements herein, and the Town Board shall forthwith amend this policy to bring the same into congruence or alignment with current law.

RESOLUTION 22-

**RESOLUTION AUTHORIZING TOWN SUPERVISOR TO EXECUTE
OPEN SPACE INDEX AND CONSERVATION PLAN AGREEMENT
WITH BERGMANN ASSOCIATES**

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

WHEREAS, on January 19, 2022, the Town Board of the Town of Lansing passed Motion 22-01 authorizing Town of Lansing Supervisor to execute Agreement for Grant #21-597 Between Park Foundation and Town of Lansing for Open Space Index and Conservation Plan; and

WHEREAS, on January 19, 2022, the Town Board of the Town of Lansing passed Motion M22-04 Authorizing Issuance of Open Space Index And Conservation Plan Request For Qualifications (RFQ) Subject to Changes in Consultant Selection Timeline and Proposal Submission Deadline at the Discretion of the Director of Planning; and

WHEREAS, the Request for Proposal was advertised in the New York State Contract Reporter on January 24, 2022, and six (6) proposals and cost proposals, respectively, were received by the March 1, 2022 deadline; and

WHEREAS, the Conservation Advisory Council, authorized by Resolution 19-49 on January 16, 2019, is directed to “keep a required inventory and map, as defined in section 239-y of the General Municipal Law, of all open areas within the Town, with the plan of obtaining information pertinent to proper utilization of such open lands, including lands owned by the state, any other municipality within the state, or by the Town of Lansing itself”; and

WHEREAS, the Conservation Advisory Council reviewed proposals on March 3, 2022 using a Weighted Decision Matrix based on the criteria articulated in the Request for Qualifications and selected four (4) firms to interview; conducted interviews with four (4) selected firms on April 7, 2022; and made a Final Evaluation and recommending the services of Bergmann Associates Architects, Engineers, Landscape Architects and Surveyors, D.P.C. to the Town Board on April 10, 2022;

The Town Board of the Town of Lansing has hereby:

RESOLVED, that the Town of Lansing Town Board hereby authorizes the Town Supervisor to execute Standard Agreement for Professional Services with Bergmann Associates Architects, Engineers, Landscape Architects and Surveyors, D.P.C. for the Town of Lansing Open Space Index and Conservation Plan for a lump sum of \$65,970.

**Town of Lansing Open Space Index and Conservation Plan
Exhibit A - Scope of Services**

Bergmann will complete the following tasks in conjunction with this contract:

Task 1: Project Kick-Off

Conservation Advisory Council #1 Kick-Off Meeting | We will meet with the Conservation Advisory Council (CAC) at the beginning of the project to review and refine the scope of work, goals for community engagement, roles and responsibilities, schedule and anticipated outcomes. This meeting will also include an initial site visit to gain familiarity of the study area and take photographs for use in subsequent tasks. Following this meeting, Bergmann will prepare a memo documenting any refinements to be made to the scope and schedule.

Review of Existing Data, Plans and Relevant Initiatives | The Town of Lansing will provide Bergmann with relevant background information in an electronic format, where available. Our team will review all recent planning documents at the local and regional level. These documents will provide a contextual base for the Town’s future land use and conservation goals. We will create a summary of relevant plans and initiatives.

Deliverables:

- Meeting Summary
- Refined Scope of Work
- Summary of Existing Plans and Initiatives

Task 2: Community Outreach

Communications and Outreach Strategy | At the beginning of the planning process, Bergmann will prepare a Communications and Outreach Strategy for the Open Space Index and Conservation Plan. Our plan will include a description of planned outreach methods, including ways to engage traditionally under-engaged groups, including youth, low-income households and people with disabilities. We will work with the CAC to define engagement opportunities prior to preparation of the Strategy.

Conservation Advisory Council Meetings | The Bergmann team will conduct up to eight (8) CAC meetings regularly throughout the planning process. It is anticipated that some of these meetings will be held virtually. Bergmann will be responsible for the preparation of meeting materials (including meeting agendas, presentations, and summaries) for all sessions. The purpose of these meetings will be to review project status, discuss conservation priorities and goals, and provide feedback on deliverables.

Stakeholder Interviews | Bergmann will meet with stakeholders, identified by the Town and CAC, to understand local challenges and opportunities related to open space conservation planning in Lansing. We will conduct up to four (4) interviews virtually or in person and facilitate them as one-on-one interviews or focus groups. We will summarize key findings and relay this information to the CAC.

Public Workshops | Bergmann will facilitate up to two (2) public workshops, which will be held virtually or in-person based on discussion with the CAC and Town. Bergmann will also work with the committee to determine the format of each workshop, such as a pop-up event, open house or presentation-style. The purpose of these meeting will be to educate and inform the public about the plan as well as gather feedback. Our team anticipates conducting the following public workshops:

**Town of Lansing Open Space Index and Conservation Plan
Exhibit A - Scope of Services**

- **Public Workshop #1** - This workshop is intended to educate the public about the planning process and understand the priorities of the community as they relate to open space protection.
- **Public Workshop #2** - This workshop will inform the public about the prioritization results and focus on confirming conservation objectives and strategies with the community.

Online Engagement | Bergmann will assist the Town with the creation of materials to post on the Town’s existing webpage to educate and inform the public about the Open Space Index and Conservation Plan. We will also craft a community survey to ask targeted questions and obtain feedback on the types of properties to be maintained and their perspective on development pressures. This survey will be created in a format that can be taken online or in hard copy.

Presentations to Boards and Committees | Bergmann will present a total of two (2) meetings to boards and committees, as determined by the CAC and Town.

Bergmann will be responsible for the preparation and facilitation of all meetings, including meeting materials.

Deliverables:

- Communications and Outreach Strategy
- Community Survey
- Meeting Materials, including agendas, presentations, announcements, interactive boards, summaries, etc.

Task 3: Existing Conditions Inventory

Data Collection | Bergmann will create an ArcGIS web map application that can be utilized in the field to collect pertinent information, where users can add locations, attach photographs and identify unique community features - such as natural and historic resources, and critical scenic views.

Existing Conditions Summary | Bergmann will complete an inventory of prime conservation lands in the Town of Lansing, NY. Our team will prepare an existing conditions summary document of Town agricultural land, conservation land, agricultural districts, environmental features (including floodplains, NYS and federal wetlands, topography, and soil quality, including mapping and brief narrative description.)

We will utilize the Town’s Comprehensive Plan, Town Natural Resources Inventory (NRI), Scenic Resource Inventory (SRI), Tompkins County Conservation Strategy (2012) and other available GIS information to identify significant natural resource areas for open space preservation within the Town. We will also work with the CAC to understand existing identified conservation lands important to the community.

Our team will identify a comprehensive list of key findings that summarizes the inventory and analysis as it relates to prime conservation land and protection areas.

Deliverables:

- Existing Conditions Summary

Task 4: GIS Conservation Analysis Tool and Implementation Strategy

Conservation Land Tool and Assessment | Bergmann will collaborate with the Town to develop a conservation ranking system to analyze various attributes of open space land, such as whether the parcel has floodplains, is in a floodzone, is proximate to trails and parks, has or is close to wetlands, has potential environmental contamination, and/or does the land provide critical scenic views, among other factors. We will utilize existing data sources to identify preliminary areas of preservation, and collect additional information, to create a model in ArcGIS Pro. This model will help to assign values to features and generate priority areas for conservation. The output from this model will be a GIS polygon layer, which can also be incorporated into a geodatabase and published as a map service and webmap in ArcGIS Online. The resulting webmap can also be incorporated into an Arc GIS Story Map. Preliminary criteria could include:

- Presence of prime soils
- Presence of flood zones and/or wetlands
- Topography
- Scenic viewsheds
- Parcel size
- Development pressure

The GIS tool will evaluate, numerically score and prioritize the conservation of open space land using the ranking criteria to be developed with the Committee.

Conservation Open Areas Mapping | Utilizing the information compiled in Task 2, Bergmann will create a conservation areas inventory map and list, describing all conservation land by parcel in the Town. This list will be described and listed in order of priority of preservation, as defined with input with the CAC and public.

ArcGIS Story Map | The ArcGIS Story Map is an important part of pulling the Open Space Index and Conservation Plan together. This will provide the public an opportunity to easily understand the areas identified by the community as critical lands for conservation and protection. Bergmann will collaborate with the Town to organize and develop the Story Map components.

Assumptions: The GIS approach assumes the Town of Lansing has ArcGIS Pro desktop software and ArcGIS Online Organization. The task will be completed by Bergmann via Esri ArcGIS and the geodatabase will be transferred to the Town of Lansing at the end of the planning process.

Deliverables:

- Evaluation Criteria and Matrix
- Conservation Open Areas Mapping Tool
- Arc GIS Story Map

Task 5: Open Space Index and Conservation Plan

Implementation Strategy | Bergmann will create a comprehensive implementation strategy for the Town that summarizes recommendations to address conservation goals of Lansing. The implementation will include specific actions, descriptions, planning level cost estimates, phasing, roles and responsibilities and potential funding sources. This matrix will also provide qualitative and quantitative values and metrics for the Town to track implementation strategies over time and determine successfulness in preserving or conserving priority lands.

Draft Open Space Index and Conservation Plan | We will compile and submit a draft version of the Open Space Index and Conservation Plan for the Town of Lansing. This document will be organized in a graphically oriented report that will be easily digestible by community members. The draft plan will include:

- Existing Conditions Summary - to be extracted from Task 3
- Community Engagement Summary – which will include a description of all public engagement conducted and key takeaways
- Town Conservation Vision and Goals – expression of the Town’s vision and specific goals to achieve over the next 10 – 20 years
- Evaluation and Ranking Analysis – to be extracted from Task 4
- Inventory and Prioritization of Open Space Land - to be extracted from Task 4
- Prioritized Recommendations for Conservation – which will include a description of specific actions to acquire and protect open space as well as modify existing zoning laws and ordinances
- Implementation Strategy – which will consist of detailed matrix containing some or all of the following information: priority actions, phasing, cost estimates, roles and responsibilities, and financing strategies

Bergmann will address one round of requested modifications or additions from the Town and CAC.

Final Open Space Index and Conservation Plan | Our team will prepare and deliver the final plan, inclusive of all deliverables as defined within this scope of services. All digital files and geodatabases will be provided to the Town, including graphic and GIS files.

Deliverables:

- Draft and Final Open Space Index and Conservation Plan

RESOLUTION 22-

RESOLUTION MAKING SEQRA DECLARATION OF LEAD AGENCY AND AUTHORIZING SUBAPPLICATION TO NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES HAZARD MITIGATION GRANT PROGRAM (HMGP) DR-4480 FOR SALMON CREEK STREAMBANK STABILIZATION PROJECT

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

WHEREAS, The Town of Lansing, in cooperation with Tompkins County Soil & Water Conservation District, proposes a long-term stabilization strategy including realignment of approximately 1,650 feet of Salmon Creek, a major tributary of Cayuga Lake, extending 110 feet upstream and 550 feet downstream of the current impacted roadbed area; and

WHEREAS, the Town of Lansing has aggressively pursued grant funding for the Salmon Creek Streambank Stabilization Project to support both water quality improvement and hazard mitigation, with cooperation from the Tompkins County Soil & Water Conservation District; and

WHEREAS, Tompkins County Soil & Water Conservation District, retained Barton & Loguidice, D.P.C. in 2021 to prepare a Feasibility Study Stabilization of Salmon Creek; and

WHEREAS, this project incorporates that Feasibility Study as well as the recent FEMA Seneca HUC8 Risk MAP Watershed Study engineering data models for Salmon Creek (including Gage Analysis and Tributary Regression Analysis) for the purpose of determining the technical and financial feasibility of designing a long-term stabilization strategy; and

WHEREAS, the Town of Lansing on December 15, 2021, did adopt in its entirety, the 2021 Tompkins County Hazard Mitigation Plan Update as the jurisdiction’s Natural Hazard Mitigation Plan and resolved to execute the actions identified in the Plan that pertain to this jurisdiction; and

WHEREAS, this Salmon Creek Streambank Stabilization Project is the priority Town project (Project Number T LANSING–001) as identified in the Tompkins County Hazard Mitigation Plan Update jurisdictional Annex and includes several water quality and flood mitigation components; and

WHEREAS, the New York State Division of Homeland Security and Emergency Services Hazard Mitigation Grant Program (HMGP) DR-4480 Funding Opportunity is a competitive grant program open to local governments for action taken to reduce the long-term risk to people or property from natural hazards and their effect; and

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, this is an Unlisted Action under the State Environmental Quality Review Act and is subject to environmental review; 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, the Action is subject to review and approvals from other involved agencies that include the New York State Department of Environmental Conservation and the U.S. Army Corps of Engineers; and

WHEREAS, the Town Board is the local agency with primary responsibility for approving the action; now therefore, be it

RESOLVED, that the Town Board of the Town of Lansing does hereby declare its intent to be Lead Agency for the environmental review for the Salmon Creek Streambank Stabilization Project and Improvement Project and directs staff to submit a Project Subapplication for funding from the New York State Division of Homeland Security and Emergency Services.

Salmon Creek Streambank Stabilization

HMGP 4480

Town of Lansing, Tompkins County, New York

Detailed Project Description

- a) Cause of the problem: Lateral migration of Salmon Creek stream channel, due to blockage of the historic channel, deposition of excessive amounts of sediment and subsequent shifting of the channel alignment. The shifting channel alignment has created a situation where the stream flows 90 degrees perpendicular to the roadway, directly impacting the roadway right of way and roadway embankment.
- b) How long the problem has existed: 2011
- c) The types of damages that occur: Toe erosion of roadway right-of-way and roadway embankment.
- d) Studies that have been performed:
 - a. Feasibility Study Stabilization of Salmon Creek, November 2011. Prepared by Barton & Loguidice, P.C.
 - b. FEMA Seneca HUC8 Risk MAP Watershed Study engineering data models: Salmon Creek Gage Analysis; Salmon Creek Trib. Regression Analysis

Proposed mitigation and how it will mitigate the problem

The Town of Lansing, in cooperation with Tompkins County Soil & Water Conservation District, proposes a long-term stabilization strategy include realignment of approximately 1,650 feet of Salmon Creek, a major tributary of Cayuga Lake, extending 110 feet upstream and 550 feet downstream of the current impacted roadbed area. Upstream of the impacted area will focus on establishing stable bankfull cross section geometry and reestablishment of ample floodplain to reduce channel velocity as it approaches the roadway. Reconfiguration of the upstream channel will also provide significant reduction of channel/roadway approach angle by realigning the channel to a flowpath that more gradually parallels Salmon Creek Road. Downstream of the impacted area, reconfiguration of the reach would include construction of stable bankfull cross-section geometry and establishment of active floodplain (bankfull bench) between the stream and the roadway through the area of the roadway that is eroding. The bankfull bench coupled with riprap armoring of the roadway embankment, will provide energy dissipation during high flow events and moves the flood thalweg away from the toe of the embankment slope, thereby reducing sheer stress. The realigned channel will also need cross vanes or other structures to maintain grade control, reduce streambank erosion, maintain channel/floodplain connectivity, and prevent lateral migration of the channel back towards the roadway embankment.

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

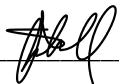
Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

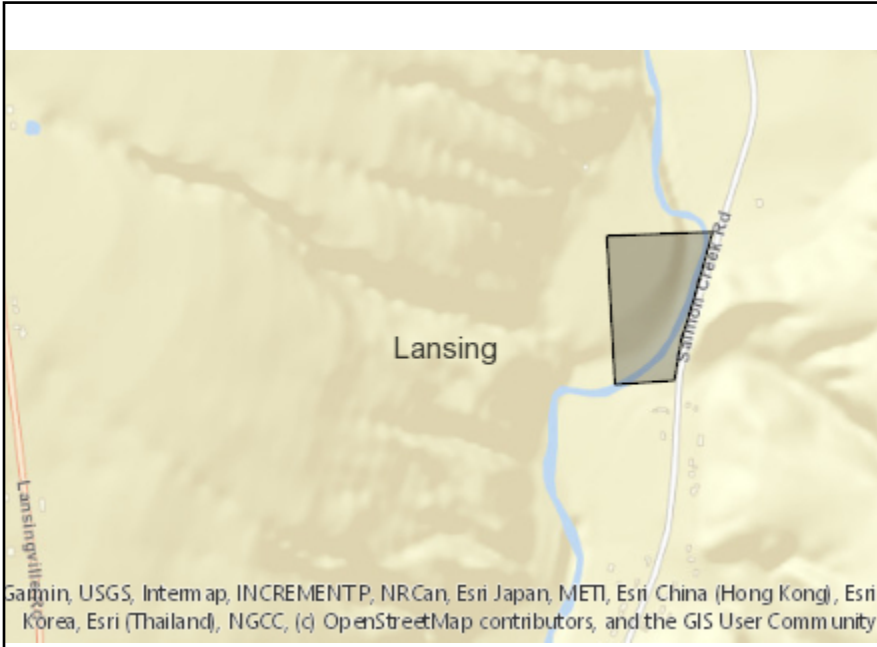
Part 1 – Project and Sponsor Information			
Name of Action or Project: Salmon Creek Stream Realignment Project			
Project Location (describe, and attach a location map): 295 Lansingville Rd, Town of Lansing, Tompkins County, New York			
Brief Description of Proposed Action: The Town of Lansing, in cooperation with Tompkins County Soil & Water Conservation District, proposes a long-term stabilization strategy for realignment of approximately 1,650 feet of Salmon Creek, extending 110 feet upstream and 550 feet downstream of the current impacted roadbed area. Upstream of the impacted area will focus on establishing stable bankfull cross section geometry and reestablishment of ample floodplain to reduce channel velocity as it approaches the roadway. Reconfiguration of the upstream channel will also provide significant reduction of channel/roadway approach angle by realigning the channel to a flowpath that more gradually parallels Salmon Creek Road. Downstream of the impacted area, reconfiguration of the reach would include construction of stable bankfull cross-section geometry and establishment of active floodplain (bankfull bench) between the stream and the roadway through the area of the roadway that is eroding. The bankfull bench coupled with riprap armoring of the roadway embankment, will provide energy dissipation during high flow events and moves the flood thalweg away from the toe of the embankment slope, thereby reducing shear stress. The realigned channel will also need cross vanes or other structures to maintain grade control, reduce streambank erosion, maintain channel/floodplain connectivity, and prevent lateral migration of the channel back towards the road embankment.			
Name of Applicant or Sponsor: Town of Lansing		Telephone: 607-533-7054 E-Mail: crandall@lansingtown.com	
Address: 29 Auburn Rd			
City/PO: Lansing		State: NY	Zip Code: 14882
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: NYSDEC Stream Stabilization Permit; Town of Lansing Floodplain Development Permit		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		_____ 3.5 acres	
b. Total acreage to be physically disturbed?		_____ 3.5 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		_____ 0 acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input checked="" type="checkbox"/> Forest <input checked="" type="checkbox"/> Agriculture <input checked="" type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

		Section 8, Item e.	
5. Is the proposed action,	NO		
	a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. Are public transportation services available at or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ 900 linear feet – Salmon Creek [NYS Water Index #: Ont-66-12-P 296-57, Class C(TS)] _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input checked="" type="checkbox"/> Shoreline <input checked="" type="checkbox"/> Forest <input checked="" type="checkbox"/> Agricultural/grasslands <input checked="" type="checkbox"/> Early mid-successional <input checked="" type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor/name: C.J. Randall Date: 7/30/2021
 Signature:  Title: Director of Planning



Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	No

RESOLUTION 22-**RESOLUTION APPROVING HIRING OF A SEASONAL
LANSING HIGHWAY DEPARTMENT EMPLOYEE FOR 2022**

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

WHEREAS, the Town Highway Superintendent had included the hiring of a seasonal employee to assist with the increased workload of the Highway Department in the summer in his annual budget funding, and such funds were approved as part of the 2022 budget; and

WHEREAS, the Deputy Town Highway Superintendent has been principally placed in charge of making recommendations to the Town Board and final decisions relating to the filing of such positions, including the selection of candidates and the setting of appropriate pay rates and terms of employment; and

WHEREAS, and after due deliberation upon this matter, be it now hereby **RESOLVED** as follows:

1. That one seasonal laborer position be and hereby is approved to be filled by the selection of the Deputy Highway Superintendent of and for the Highway Department, effective May 18, 2022, at a rate of pay not to exceed \$18.58 per hour per position, and upon such reasonable terms as the Deputy Highway Superintendent shall so select.
2. That as the appointing authority, the Town Highway Superintendent be and is hereby directed to sign Form 428s and such other documents as are reasonably necessary to hire such a seasonal employee upon such determinations of the Deputy Highway Superintendent, and to otherwise give effect to this resolution.

RESOLUTION 22-92

RESOLUTION APPROVING AUDIT and BUDGET MODIFICATIONS

The bills were reviewed by Councilperson Andra Benson and Councilperson Bronwyn Losey. The Bookkeeper is hereby authorized to pay the following bills and to make the following budget modifications.

CONSOLIDATED ABSTRACT # 005

DATED 05/18/2022

AUDITED VOUCHER #'s	<u>326 - 420</u>
PREPAY VOUCHER #'s	<u>326 - 330</u>
AUDITED T & A VOUCHER #'s	<u>25 - 33</u>
PREPAY T & A VOUCHER #'s	<u>25 - 28</u>

<u>FUND</u>	<u>TOTAL APPROPRIATIONS</u>
GENERAL FUND (A&B)	\$ <u>103,094.83</u>
HIGHWAY FUND (DA&DB)	\$ <u>116,751.42</u>
LANSING LIGHTING (SL1, 2 &3)	\$ <u>1,441.69</u>
LANSING WATER DISTRICTS (SW)	\$ <u>202,558.15</u>
TRUST & AGENCY (TA)	\$ <u>65,186.19</u>
WARREN ROAD SEWER DISTRICT (SS1-)	\$ <u>4,811.30</u>

**BUDGET MODIFICATIONS
MAY 18, 2022 MEETING**

**GENERAL FUND A
May 18, 2022**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
A599	A1220.400	From Fund Balance to Supervisor Contractual Additional Funds needed	\$ 1,500.00

A599	A1420.408	From Fund Balance to Town Center Additional Funds needed	\$	100.00
A599	A1630.200	From Fund Balance to Community Center Equipment Additional Funds needed	\$	500.00
B599	B3620.400	From Fund Balance to Safety Inspector - Contractual Additional Funds needed for shared service (CEO)	\$	500.00

CONSENT AGENDA MOTIONS M22-26 – M22-27 AND RESOLUTIONS 22-88 – 22-92

RESOLUTION 22-93

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

RESOLVED, that the Consent Agenda Motions **M22-26 – M22-27** and Resolutions **22-88 – 22-92**, 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 _____, duly seconded by Councilperson _____, and put to a roll call vote with the following results:

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

Accordingly, the foregoing Motions and Resolutions were approved, carried, and duly adopted on May 18, 2022.

RESOLUTION 22-**RESOLUTION MAKING SEQRA NEGATIVE DECLARATION OF ENVIRONMENTAL SIGNIFICANCE AND ADOPTING THE TOWN OF LANSING PARKS, RECREATION, AND TRAILS MASTER PLAN**

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

WHEREAS, on July 19, 2017, and as is set forth in the 2018 Comprehensive Plan, the Town Board approved and authorized Resolution 17-99 for the Creation and Initial Funding of a Capital Reserve Fund For Parklands and Trailways Planning and Development, Related Land and Use Rights Acquisitions, and Related General Equipment, Materials and Construction Funding; and

WHEREAS, on May 20, 2020, the Town Board of the Town of Lansing passed Motion M20-15 Authorizing Issuance of Parks, Recreation, Trails Master Plan Request for Proposal (RFP) Subject to Changes in Consultant Selection Timeline and Proposal Submission Deadline at the Discretion of the Parks and Recreation Supervisor and Director of Planning; and

WHEREAS, the Request for Proposal was advertised in the New York State Contract Reporter on June 1, 2020 and seventeen (17) proposals and cost proposals, respectively, were received by the July 10, 2020 deadline;

WHEREAS, the Parks and Recreation / Trails Advisory Committee, authorized by Resolution 19-160 on December 18, 2019 advises the Lansing Town Board, Parks and Recreation Department, and Planning Department on all matters pertaining to or affecting the coordination, oversight, acquisition, development, funding and programming of the parks, recreation, and trail system throughout the Town and Village of Lansing and was directed to assist in selection of professional services and assist with completion of the Town of Lansing Parks, Recreation, and Trails Master Plan; and

WHEREAS, on the Parks and Recreation / Trails Advisory Committee reviewed proposals on July 16, 2020 using a Weighted Decision Matrix based on the criteria articulated in the Request for Proposal and selected three (3) firms to interview; conducted interviews with three (3) selected firms on August 10 and 11, 2020; and passed a unanimous Motion on August 25, 2020 making a Final Evaluation and recommending the professional services of MJ Engineering and Land Surveying, P.C. (consultant team) to the Town Board; and

WHEREAS, the Town Board subsequently Authorized an Agreement for professional services with consultant team via Resolution 20-125, on September 16, 2020 and funded preparation of this Parks, Recreation, and Trails Master Plan as part of the Town's 2020-2021 budget; and

WHEREAS, the public was involved throughout the planning process through stakeholder interviews, focus groups, community survey, website (lansingparksandtrailsplan.com), and public engagement events, including two virtual public workshops (February 25, 2021 and June 22, 2021, respectively), as detailed in the Plan Appendices; and

WHEREAS, the consultant team gathered information through data collection, site assessments, community input, staff observations and local and national trends and used this information to prepare the draft Parks, Recreation, and Trails Master Plan; and

WHEREAS, the draft Parks and Recreation Master Plan was presented to the Conservation Advisory Council on March 3, 2022, and Planning Board on March 14, 2020, respectively, and was then circulated for further public comment; and

WHEREAS, the Parks and Recreation / Trails Advisory Committee reviewed Planning Board comments and subsequently reviewed a revised draft at its April 6, 2022 meeting and recommended to the Town Board the revised draft Parks, Recreation and Trails Master Plan; and

WHEREAS, relative to classification of this Action, the Town Parks, Recreation, and Trails Master Plan in its entirety could be characterized as the adoption of a “comprehensive resource management plan” as the term is used in the regulations governing environmental reviews (6 NYCRR 617.4 (b)(1)) to describe an action that should be classified as a Type I action, which term State Environmental Quality Act (“SEQRA”) guidance documents indicate could include a parks and recreation master plan; and

WHEREAS, among the projects, concept plans, or physical activities identified and recommended in the Parks, Recreation, and Trails Master Plan are some, such as operation and maintenance activities, that the regulations governing environmental reviews (6 NYCRR 617.5) would, were those activities being considered alone, classify as Type II actions not subject to review under SEQRA as well as others that would not qualify for such a classification and that would, therefore, require review under SEQRA prior to being undertaken, funded or approved; and

WHEREAS, the information available regarding many of the projects, concept plans, or physical activities, including construction, identified and recommended in the revised draft Parks, Recreation, and Trails Master Plan is presently incomplete and uncertain regarding: 1) whether they will, in fact, be undertaken, funded or approved; 2) should they be undertaken, funded or approved, the expected timing, schedule and duration, including the potential for delays of multiple years or even decades; 3) their final scale, design and precise location should they ultimately be undertaken, funded or approved; and 4) the context and environmental setting that will prevail at the time should they be undertaken, funded or approved including the extent and characteristics of the surrounding natural environment and resources, the nature, intensity, style and appearance of surrounding developments and neighborhoods, and the state of other sensitive resources including transportation and traffic; and

WHEREAS, assessing and evaluating the potential environmental impacts of projects or physical activities, including construction, that are identified and recommended in the revised draft Parks, Recreation, and Trails Master Plan regarding which only incomplete and uncertain information is presently available would be more definitive, accurate, and reliable were it to be deferred until such time as the available information becomes more complete and certain; and

WHEREAS, the regulations governing SEQRA (6 NYCRR 617.5) describe criteria utilized to distinguish activities not subject to review due to a determination that they would not have a significant impact on the environment; and

WHEREAS, the Town’s Director of Planning has prepared and submitted for the Town Board’s consideration and review Parts 1, 2, and 3 of a Full Environmental Assessment Form (‘Full EAF’) describing the Action; and

WHEREAS, the revised draft Parks, Recreation, and Trails Master Plan was submitted for review by the Tompkins County Department of Planning and Sustainability pursuant to §239-l-m of the New York State General Municipal Law, which requires that all actions within 500 feet of a county or state facility, including county and state highways, be reviewed by the County Planning Department;

The Town Board of the Town of Lansing has hereby:

RESOLVED, that the Town Board, as a single agency involved in proposing to undertake, fund or approve the Action, is also the lead agency responsible for conducting an environmental review of the Action under SEQRA; and it is further

RESOLVED, that the Action of the adoption of the Parks, Recreation, and Trails Master Plan is hereby classified by the Town Board as a Type I action under SEQRA; and it is further

RESOLVED, that the set of activities considered in this review does not include, and should not later be interpreted to have included, the undertaking, funding, or approval of specific projects or physical activities, including construction, that are identified and recommended in the Parks, Recreation, and Trails Master Plan and that are also identified in the attached Full EAF Part 3 as being among those that the regulations governing environmental reviews (6 NYCRR 617.5) would not classify as Type II actions; and it is further

RESOLVED, that the Town Clerk shall file on the Town Board’s behalf and as required under SEQRA, a Negative Declaration relative to this Action consistent with the foregoing including the submitted Full Environmental Assessment Form.

RESOLVED, by the Town Board that the Parks, Recreation, and Trails Master Plan recommended to the Town Board by the Parks and Recreation / Trails Advisory Committee is hereby adopted; and it is further

RESOLVED, that a copy of this Resolution be sent to the Parks & Recreation Supervisor, the Parks and Recreation / Trails Advisory Committee, Director of Planning, and Town Clerk.

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 May 18, 2022.

LUDLOWVILLE PARK

Vision for Ludlowville Park

Ludlowville Park currently offers incredible views of waterfalls that do not have a formal viewing area. Creating an accessible area for park visitors to access along a formalized trail would bring attention to this wonderful natural resource, while keeping the neighborhood scale of this park.

The majority of the 13-acre park area lies north of the Salmon Creek with no access points. Looking further into the future, a possible connection to the northern portion of the park could expand the existing area of the used park.

Identification of Key Recommendations/Improvements

Using the vision as a guide to improvements for Ludlowville Park, some of the additions to the park identified in the concept include an expanded parking netting 10 spots, a formalized pedestrian path, and an accessible overlook. Looking further into the future opportunities to utilize north part of property should be explored as well as opportunities for neighborhood connections. All of this supports the themes to RE-CONNECT Park visitors to the views of waterfalls, RE-THINK the space to accommodate a formalized viewing area, and RE-FOCUS on the park users ease of access and use. **The following concept plan drawing is conceptual only; it is not a prescriptive plan and not intended to be complete in all respects and details. Concept plan should not be construed as a final engineered site plan and it may not be used for construction.**

Highlights of recommended improvements illustrated on the following concept plan include:

- Additional parking stalls
- Bathroom
- Pedestrian path
- Accessible overlook
- Formalized trail to waterfall



Figure 17. Ludlowville Waterfalls



neighborhoods, along with any new parks the Town may acquire in this rapidly developing area.

Major node 7: A western extension of the trail system designed to serve the East Lake, Lake Watch and Sun Path area. This spur would also access The Rink/The Field and the adjacent outdoor soccer fields and could easily be extended to Jonas Falls and Cornell’s Edwards Lake Cliffs recreational area.

Potential trail connecting nodes 5 and 6: This trail could either compliment the central trail between nodes 4 and 5 or would be an alternative if it wasn’t possible to connect 4 and 5.

Opportunities For Additional Open Space and Passive Recreation Areas

Open space and passive recreation areas are a terrific way for the Town to have low maintenance options for people to enjoy outdoors. Identifying areas for expansion is the first step in the process and these spaces are building blocks for larger parks. During the planning process the expansion of Lansing Center Trails was identified and this is a great first step in expansion.

Cayuga Lake Blueway Trail

The Cayuga Lake Blueway Trail is a public water-recreation trail connecting non-motorized watercraft, including kayaks, standup paddleboards, canoes, etc., via publicly-accessible launch sites that are spread out along the entire shoreline of Cayuga Lake. The Town of Lansing entered into a Memorandum of Understanding with Tompkins County (Resolution 19-04) on June 19, 2019 and supports the continued implementation of the Cayuga Lake Blueway Trail Plan to identify additional priority sites in the Town of Lansing (such as Site E14: Myers Park) to enhance the Town and region’s draw as a paddling destination and to enhance water-based recreation opportunities for local residents.



Full Environmental Assessment Form
Part 1 - Project and Setting

Section 9, Item a.

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either “Yes” or “No”. If the answer to the initial question is “Yes”, complete the sub-questions that follow. If the answer to the initial question is “No”, proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Applicant/Sponsor Information.

Name of Action or Project: Town of Lansing Parks, Recreation, and Trails Master Plan (2022)		
Project Location (describe, and attach a general location map): Town of Lansing, Tompkins County, New York		
Brief Description of Proposed Action (include purpose or need): The Town of Lansing embarked on an effort (with consultants MJ Engineering and PLACE Alliance providing professional services) to develop a Town-wide Parks, Recreation and Trails Master Plan. The plan is a roadmap to ensure an appropriate balance of facilities, amenities and programs throughout the Town and will be used as a resource for development of the Town’s parks, trails, and recreation system over the next five to twenty years. The Master Plan details recommended improvements and a vision for each of the Town Parks with special attention to Myers Park as a regional destination. The Plan also includes recommendations for governance and operations; recreational programming; and governance and operations. The Town’s Parks, Recreation, and Trails Advisory Committee and Parks & Recreation Supervisor recommended the draft Town of Lansing Parks, Recreation, and Trails Master Plan (2022) to the Town Board on April 6, 2022 and consultants MJ Engineering presented findings and concept plans to the Town Board on April 20, 2022.		
Name of Applicant/Sponsor: Town of Lansing Departments of Parks & Recreation and Planning & Code Enforcement		Telephone:607-533-7054 E-Mail: crandall@lansingtown.com
Address:29 Auburn Rd		
City/PO:Ithaca	State:NY	Zip Code:14850
Project Contact (if not same as sponsor; give name and title/role): Patrick Tyrrell, Parks & Recreation Supervisor		Telephone:607-533-7388 E-Mail:ptyrrell@lansingtown.com
Address: 29 Auburn Rd		
City/PO: Lansing	State: NY	Zip Code: 14882
Property Owner (if not same as sponsor):		Telephone: E-Mail:
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, or Village Board of Trustees <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Town Board	4/20/2022 initial presentation 5/18/2022 anticipated adoption
b. City, Town or Village Planning Board or Commission <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
c. City, Town or Village Zoning Board of Appeals <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
d. Other local agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Tompkins County Planning & Sustainability General Municipal Law 239 review	4/26/2022
f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
i. Coastal Resources. <ul style="list-style-type: none"> i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No iii. Is the project site within a Coastal Erosion Hazard Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 		

C. Planning and Zoning

C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? Yes No

- **If Yes**, complete sections C, F and G.
- **If No**, proceed to question C.2 and complete all remaining sections and questions in Part 1

C.2. Adopted land use plans.

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? Yes No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? Yes No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) Yes No

If Yes, identify the plan(s):
Cayuga Lake Watershed Management Plan; Harmful Algal Bloom (HABs) Action Plan Cayuga Lake; Tompkins County Hazard Mitigation Plan (HMP); Tompkins County Resiliency and Recovery Plan; Tompkins County Scenic Resources Inventory (2007)

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? Yes No

If Yes, identify the plan(s):
Town of Lansing Comprehensive Plan (2018); Town of Lansing Natural Resources Inventory (2021)

C.3. Zoning

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a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. Yes No
If Yes, what is the zoning classification(s) including any applicable overlay district?
All Town-owned parkland is included in the Parks, Recreation, and Trails Master Plan – all Zoning Districts apply (Non-commercial playgrounds and parks are allowed by right in every Zoning District)

b. Is the use permitted or allowed by a special or conditional use permit? Yes No

c. Is a zoning change requested as part of the proposed action? Yes No
If Yes,
i. What is the proposed new zoning for the site? _____

C.4. Existing community services.

a. In what school district is the project site located? Lansing Central School District

b. What police or other public protection forces serve the project site?
Tompkins County Sheriff's Office

c. Which fire protection and emergency medical services serve the project site?
Lansing Fire Department

d. What parks serve the project site?
Myers Park; Ludlowville Park; Town Ball Fields; Salt Point Preserve; Town Center Trails; Town Barn Fields

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?

b. a. Total acreage of the site of the proposed action? _____ acres
b. Total acreage to be physically disturbed? _____ acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres

c. Is the proposed action an expansion of an existing project or use? Yes No
i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? Yes No
If Yes,
i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)

ii. Is a cluster/conservation layout proposed? Yes No
iii. Number of lots proposed? _____
iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? Yes No
i. If No, anticipated period of construction: _____ months
ii. If Yes:
• Total number of phases anticipated _____
• Anticipated commencement date of phase 1 (including demolition) _____ month _____ year
• Anticipated completion date of final phase _____ month _____ year
• Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses?

Yes No

If Yes, show numbers of units proposed.

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One Family Two Family Three Family Multiple Family (four or more)

Initial Phase _____
At completion _____
of all phases _____

g. Does the proposed action include new non-residential construction (including expansions)?

Yes No

If Yes,

- i. Total number of structures _____
- ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length
- iii. Approximate extent of building space to be heated or cooled: _____ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage?

Yes No

If Yes,

- i. Purpose of the impoundment: _____
- ii. If a water impoundment, the principal source of the water: Ground water Surface water streams Other specify: _____
- iii. If other than water, identify the type of impounded/contained liquids and their source. _____
- iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres
- v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length
- vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)

Yes No

If Yes:

- i. What is the purpose of the excavation or dredging? _____
- ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?
 - Volume (specify tons or cubic yards): _____
 - Over what duration of time? _____
- iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____
- iv. Will there be onsite dewatering or processing of excavated materials? Yes No
If yes, describe. _____
- v. What is the total area to be dredged or excavated? _____ acres
- vi. What is the maximum area to be worked at any one time? _____ acres
- vii. What would be the maximum depth of excavation or dredging? _____ feet
- viii. Will the excavation require blasting? Yes No
- ix. Summarize site reclamation goals and plan: _____

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area?

Yes No

If Yes:

- i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet of _____

iii. Will the proposed action cause or result in disturbance to bottom sediments? Yes No
If Yes, describe: _____

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation? Yes No
If Yes:
• acres of aquatic vegetation proposed to be removed: _____
• expected acreage of aquatic vegetation remaining after project completion: _____
• purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
• proposed method of plant removal: _____
• if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? Yes No
If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? Yes No
If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No
- Do existing lines serve the project site? Yes No

iii. Will line extension within an existing district be necessary to supply the project? Yes No
If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? Yes No
If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? Yes No
If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities? Yes No
If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No

- Do existing sewer lines serve the project site?
- Will a line extension within an existing district be necessary to serve the project?

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? Yes No

If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- What is the receiving water for the wastewater discharge? _____

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? Yes No

If Yes:

i. How much impervious surface will the project create in relation to total size of project parcel?

_____ Square feet or _____ acres (impervious surface)

_____ Square feet or _____ acres (parcel size)

ii. Describe types of new point sources. _____

iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?

- If to surface waters, identify receiving water bodies or wetlands: _____

- Will stormwater runoff flow to adjacent properties? Yes No

iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? Yes No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? Yes No

If Yes, identify:

i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles) _____

ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers) _____

iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation) _____

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? Yes No

If Yes:

i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) Yes No

ii. In addition to emissions as calculated in the application, the project will generate:

- _____ Tons/year (short tons) of Carbon Dioxide (CO₂)
- _____ Tons/year (short tons) of Nitrous Oxide (N₂O)
- _____ Tons/year (short tons) of Perfluorocarbons (PFCs)
- _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆)
- _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydroflouorocarbons (HFCs)
- _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)?

Yes No
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If Yes:

- i. Estimate methane generation in tons/year (metric): _____
- ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? Yes No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust):

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? Yes No

If Yes:

- i. When is the peak traffic expected (Check all that apply): Morning Evening Weekend
 Randomly between hours of _____ to _____.
- ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____

iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____

iv. Does the proposed action include any shared use parking? Yes No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe:

vi. Are public/private transportation service(s) or facilities available within 1/2 mile of the proposed site? Yes No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? Yes No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? Yes No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? Yes No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: _____

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other):

iii. Will the proposed action require a new, or an upgrade, to an existing substation? Yes No

l. Hours of operation. Answer all items which apply.

i. During Construction:

- Monday - Friday: _____
- Saturday: _____
- Sunday: _____
- Holidays: _____

ii. During Operations:

- Monday - Friday: _____
- Saturday: _____
- Sunday: _____
- Holidays: _____

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both?

Yes No
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If yes:

i. Provide details including sources, time of day and duration:

ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen?

Yes No

Describe: _____

n. Will the proposed action have outdoor lighting?

Yes No

If yes:

i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen?

Yes No

Describe: _____

o. Does the proposed action have the potential to produce odors for more than one hour per day?

Yes No

If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage?

Yes No

If Yes:

i. Product(s) to be stored _____

ii. Volume(s) _____ per unit time _____ (e.g., month, year)

iii. Generally, describe the proposed storage facilities: _____

q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation?

Yes No

If Yes:

i. Describe proposed treatment(s):

ii. Will the proposed action use Integrated Pest Management Practices?

Yes No

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)?

Yes No

If Yes:

i. Describe any solid waste(s) to be generated during construction or operation of the facility:

• Construction: _____ tons per _____ (unit of time)

• Operation : _____ tons per _____ (unit of time)

ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:

• Construction: _____

• Operation: _____

iii. Proposed disposal methods/facilities for solid waste generated on-site:

• Construction: _____

• Operation: _____

s. Does the proposed action include construction or modification of a solid waste management facility? Yes No

If Yes:

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- i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____
- ii. Anticipated rate of disposal/processing:
 - _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
 - _____ Tons/hour, if combustion or thermal treatment
- iii. If landfill, anticipated site life: _____ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? Yes No

If Yes:

- i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____
- ii. Generally describe processes or activities involving hazardous wastes or constituents: _____
- iii. Specify amount to be handled or generated _____ tons/month
- iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____
- v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? Yes No

If Yes: provide name and location of facility: _____

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: _____

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

- Urban Industrial Commercial Residential (suburban) Rural (non-farm)
- Forest Agriculture Aquatic Other (specify): _____

ii. If mix of uses, generally describe: _____

b. Land uses and covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____			

c. Is the project site presently used by members of the community for public recreation?

i. If Yes: explain: _____

Section 9, Item a.

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site?

Yes No

If Yes,

i. Identify Facilities:

e. Does the project site contain an existing dam?

Yes No

If Yes:

i. Dimensions of the dam and impoundment:

- Dam height: _____ feet
- Dam length: _____ feet
- Surface area: _____ acres
- Volume impounded: _____ gallons OR acre-feet

ii. Dam's existing hazard classification: _____

iii. Provide date and summarize results of last inspection:

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility?

Yes No

If Yes:

i. Has the facility been formally closed?

Yes No

- If yes, cite sources/documentation: _____

ii. Describe the location of the project site relative to the boundaries of the solid waste management facility:

iii. Describe any development constraints due to the prior solid waste activities: _____

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste?

Yes No

If Yes:

i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred:

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site?

Yes No

If Yes:

i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply:

Yes No

Yes – Spills Incidents database

Provide DEC ID number(s): _____

Yes – Environmental Site Remediation database

Provide DEC ID number(s): _____

Neither database

ii. If site has been subject of RCRA corrective activities, describe control measures:

iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database?

Yes No

If yes, provide DEC ID number(s): _____

iv. If yes to (i), (ii) or (iii) above, describe current status of site(s):

v. Is the project site subject to an institutional control limiting property uses? Yes No

- If yes, DEC site ID number: _____
- Describe the type of institutional control (e.g., deed restriction or easement): _____
- Describe any use limitations: _____
- Describe any engineering controls: _____
- Will the project affect the institutional or engineering controls in place? Yes No
- Explain: _____

E.2. Natural Resources On or Near Project Site

a. What is the average depth to bedrock on the project site? _____ feet

b. Are there bedrock outcroppings on the project site? Yes No
 If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %

c. Predominant soil type(s) present on project site: _____ %
 _____ %
 _____ %

d. What is the average depth to the water table on the project site? Average: _____ feet

e. Drainage status of project site soils: Well Drained: _____ % of site
 Moderately Well Drained: _____ % of site
 Poorly Drained _____ % of site

f. Approximate proportion of proposed action site with slopes: 0-10%: _____ % of site
 10-15%: _____ % of site
 15% or greater: _____ % of site

g. Are there any unique geologic features on the project site? Yes No
 If Yes, describe: _____

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? Yes No

ii. Do any wetlands or other waterbodies adjoin the project site? Yes No

If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? Yes No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name _____ Classification _____
- Lakes or Ponds: Name _____ Classification _____
- Wetlands: Name _____ Approximate Size _____
- Wetland No. (if regulated by DEC) _____

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? Yes No
 If yes, name of impaired water body/bodies and basis for listing as impaired: _____

i. Is the project site in a designated Floodway? Yes No

j. Is the project site in the 100-year Floodplain? Yes No

k. Is the project site in the 500-year Floodplain? Yes No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? Yes No
 If Yes:
 i. Name of aquifer: _____

m. Identify the predominant wildlife species that occupy or use the project site:

Section 9, Item a.

n. Does the project site contain a designated significant natural community?

Yes No

If Yes:

i. Describe the habitat/community (composition, function, and basis for designation): _____

ii. Source(s) of description or evaluation: _____

iii. Extent of community/habitat:

- Currently: _____ acres
- Following completion of project as proposed: _____ acres
- Gain or loss (indicate + or -): _____ acres

o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species?

Yes No

If Yes:

i. Species and listing (endangered or threatened): _____

p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern?

Yes No

If Yes:

i. Species and listing: _____

q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing?

Yes No

If yes, give a brief description of how the proposed action may affect that use: _____

E.3. Designated Public Resources On or Near Project Site

a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304?

Yes No

If Yes, provide county plus district name/number: _____

b. Are agricultural lands consisting of highly productive soils present?

Yes No

i. If Yes: acreage(s) on project site? _____

ii. Source(s) of soil rating(s): _____

c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark?

Yes No

If Yes:

i. Nature of the natural landmark: Biological Community Geological Feature

ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____

d. Is the project site located in or does it adjoin a state listed Critical Environmental Area?

Yes No

If Yes:

i. CEA name: _____

ii. Basis for designation: _____

iii. Designating agency and date: _____

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commission Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places.

If Yes:

i. Nature of historic/archaeological resource: Archaeological Site Historic Building or District

ii. Name: _____

iii. Brief description of attributes on which listing is based: _____

f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory? Yes No

g. Have additional archaeological or historic site(s) or resources been identified on the project site? Yes No

If Yes:

i. Describe possible resource(s): _____

ii. Basis for identification: _____

h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource? Yes No

If Yes:

i. Identify resource: _____

ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____

iii. Distance between project and resource: _____ miles.

i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666? Yes No

If Yes:

i. Identify the name of the river and its designation: _____

ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666? Yes No

F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name C.J. Randall, LEED AP ND Date 4/26/2022

Signature  Title Director of Planning

To View the Town of Lansing Parks, Recreation, and Trails Master Plan – April 2022 and Appendices

Visit our website -

<https://www.lansingparksandtrailsplan.com/documents-bk9vz>

Under Documents are links to the Plan and Appendices

RESOLUTION APPROVING GRANT OF WATERLINE AND CURB BOX EASEMENT TO MIRABITO FOR WATERLINE CONNECTION

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

WHEREAS, Mirabito Holdings, Inc. with facilities at 15 Town Barn Road, currently has plans to install a very long waterline along its easterly boundary and up to Town Barn Road, but instead hopes to connect to the much closer watermain located along the road connecting Town Barn Road to Peruville Road; and

WHEREAS, it is in the best interests of the town to allow such connection at such location, including as it prevents traffic disturbances along Town Barn Road, reduces the length of a waterline, and minimizes site disturbances, but an easement approximately 20' x 20' feet is needed across town land to get to such water main; and

WHEREAS, this request was fully reviewed by the Planning and Code Office and the Water and Sewer Advisory Committee, and the Town Engineer, and unanimously recommended and referred by each of the same to the town board for consideration; and

WHEREAS, this waterline installation was already considered and approved within the scope of a SEQRA Type I Action and negative declaration, and the shortening of the waterline only reduces the site impacts, such that no further or supplemental review is required; and

WHEREAS, upon due deliberation upon such request and the terms of the easement for such waterline and curb box, the Town Board of the Town of Lansing has hereby

RESOLVED, that the form of the easement as submitted to this meeting be and hereby is approved, and the Town Supervisor be and hereby is authorized to execute the same by, for, on behalf of, and in the name of the Town of Lansing immediately upon the expiration of the permissive referendum period, or after the taking of votes upon a proposition to approve or disapprove this resolution.

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 – |
| Councilperson Joseph Wetmore – | Supervisor Edward LaVigne – |

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on May 18, 2022.

**RESOLUTION APPROVING TOWN HIGHWAY BUILDING PLAN #2 AND
AUTHORIZING FUNDING FOR CONTINUED ENGAGEMENT OF BERGMANN**

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

WHEREAS, in 2018, due to millions of dollars in needed improvements and the facility being 51 years old, the town board started the process of examining different options relative to upgrading highway buildings and campus infrastructure and layouts, including to promote efficiency and provide for fire sprinklers and other needed infrastructure; and

WHEREAS, over the past four years multiple needed projects were completed to facilitate whatever plans were approved for the highway barn and campus, such as the Town Barn Road waterline, which not only supplied needed pressures and redundancy to the CWD, but also supplied sufficient water to the Highway Department campus to allow for sprinkler systems and site improvements, all of which were deemed critically needed; and

WHEREAS, preliminary site evaluations and planning led to the formal creation of the highway evaluation committee, and then a formal RFP and consultant selection process in 2020, all resulting in a two-year process with Bergmann (as the selected consultant) to do alternative site evaluations, design and layout planning, planning alternatives, and cost estimating for variable projects that included minimum build options, retrofitting current facilities options, and new building options, including variables within each such general theme; and

WHEREAS, a long review process followed to winnow the options down to four basic alternatives, being:

- (1) Renovation and Addition; New Cold Storage Building, est. cost \$8.6M; or
- (2) New Facility; Convert Existing Building to Cold Storage, est. cost \$13M; or
- (3) New Build at Existing Site; Convert Existing to Cold Storage, est. cost \$12.2M; or
- (4) Renovate Existing Building, est. cost \$4.1M; and

WHEREAS, although significant price differences exist, the RFP committee had to consider operational costs and efficiencies, the age of the infrastructure, the increased costs of maintenance and repair for a building that is 20 years beyond its design life, and other variables; and

WHEREAS, the Highway RFP Committee generally concurred that when all factors were weighed and considered Plan #2 was the overall best choice, but as of the end of 2021 the Town had developed a new committee structure and approximately 4-5 committees engaged in capital planning were supposed to merge into a new Capital Investment Advisory Committee (“CIC”), and the Highway RFP committee thus duly merged into the new CIC; and

WHEREAS, the CIC considered the prior work undertaken by the Highway RFP committee and independently evaluated these proposals, including by having a presentation on the project from Bergmann and project engineers, and by subsequent analyses and discussions on these various plans and options; and

WHEREAS, after several months of consideration and upon May 11, 2022, the CIC met and concurred with the prior recommendation and selection of Plan #2 as the overall best choice, and the CIC thus unanimously recommended as follows: (i) Plan #2 is recommended and approved by the CIC, and the CIC recommends that the town board also approve Plan #2; (ii) The CIC further recommends that the next steps in project planning and funding steps be undertaken to pursue town highway building improvement Plan #2; (iii) that the town board authorize an extension/addition to existing agreements with Bergmann for the next steps in this process, such as project and finance planning, in an amount not to exceed \$10,000; and (iv) that the town notify and engage bond

counsel relative to this project given the need for financing under the Local Finance Law through of town serial bonds; and

WHEREAS, upon due deliberation upon such recommendations, and in consideration of the town board’s past knowledge of these matters and the critical nature of the needed improvements, the Town Board of the Town of Lansing has hereby RESOLVED as follows:

1. The town board approves the recommendation of the CIC and approves and recommends Plan #2 for the highway barn and campus improvement project.
2. That a sum not to exceed \$10,000 be allocated for professional services from Bergmann to start the design and financing processes, and that upon the concurrence of the Town Planner and Town Attorney, the Town Supervisor may sign an addendum to the existing Bergmann agreements, or may sign a new agreement with Bergmann, for the services next needed to advance this project, each in an amount not to exceed \$10,000 without further approval from the town board.
3. That the Town Supervisor contact and engage, or cause town staff or town counsel to so contact and engage, the town’s bond counsel for the purposes of coordinating with the town and Bergmann relative to the next steps in the financing process, with an eye towards ultimately needing a bond resolution to fund any option so finally selected, here being Plan #2 that was selected.

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 May 18, 2022.

**Joseph Wetmore
Town Board Member Report
May 2022**

**Planning Board
4/25/22 meeting – canceled**

**Tompkins County Council of Governments (TCCOG)
April 28th 3-5 pm**

Report from County Administration L. Holmes.

Discussion of towns sharing a central IT Services.

A summary of the progress the County's made on our resiliency and recovery plan by Plan S. Doyle.

Subcommittee Reports

- a. Transportation
- b Emergency Planning and Preparedness
- c. Energy

**Ludlowville meeting
May 1-- 6-8pm**

I met with about 35 Ludlowville residents for 2 hours about the proposed Park Plan to hear their concerns about the Ludlowville Park section. That represents well over half of the households in the neighborhood. A really good turnout for a rainy Sunday night. There are significant community concerns that need to be incorporated as this moves forward.

I led the group in the four major design elements of the proposed park plan, taking each one in its turn.

1. The sidewalk circling the park.

Everyone truly appreciated the need and desire to give handicapped access to the overlook of the falls. There were questions about how much the Town was going to maintain this in the winter time that I could not answer. People were also curious about whether the path would be surfaced in crushed stone or sidewalk material.

2. The parking lot.

People agree that there's a problem with folks parking on the grass and would certainly be in favor of seeing things done to make it more difficult for anyone to park on the grass. They would also be interested in seeing signs directing people to park at the fishing access parking areas instead of at the Park. Several people remarked that the walk to Ludlowville Park from either fishing access is shorter than it is to get to most waterfalls from parking access throughout the County.

There's interest in getting "No Parking" signs along the roadside. I told everyone that if they wanted no parking signs, they should put together a petition which included the folks who would

be directly adjacent to the No Parking areas along with other members of the neighborhood and submit it to the Town Board. I'm pretty sure Stan Taft is going to move forward on that. His property is immediately affected by on-street overflow parking.

They're also interested in seeing signs put up in the parking lot limiting parking there to 2 hours. They feel that people parked there all day long which doesn't allow that transition for many people to enjoy the falls.

Nobody wants to see the parking lot get larger. The general feeling is that the park is getting overly crowded by outsiders on a regular basis during the summer, and local residents feel forced out. This has already been exacerbated because of the bridge closures and general uptick in park visitation since COVID. A larger parking lot will make this worse.

3. Toilets.

This is a real hot button. Nobody wants them. The park is so small that any place you put a bathroom will be relatively close to somebody's house. There is a real concern about maintenance/whether they'll be maintained enough to not be a nuisance to the neighbors. Most people felt that having bathrooms on-site will only encourage visitors to stay longer.

4. Path down to Salmon Creek.

Nobody likes this either. The general feeling was that this path would make the area more accessible to people and cause more people to go down there. People expressed concern that even more people are swimming in an area that's not really safe to go swimming in. More garbage would get carried down and left. And that in order to make a path that was reasonably safe to go up and down they would have to rip out a lot of the trees and brush. Importantly, emergency access and rescue to the area at the base of the falls cannot be accomplished by the Lansing Fire and Rescue Department. Ithaca would have to be called, and the amount of time lost could result in some real risks. Those risks increase as more people have access.

Several people asked if the town would buy the parcel between the Federal House and the park and add it to the park.

Lots of people expressed that when they saw announcements about a park plan, they thought it pertained to Myers Park and the Town Lands Trail, and not Ludlowville Park. Everyone who attended the meeting really wants to be involved in any kind of design decisions for future changes to the park design. Some of these residents include well-known local landscape architects, designers, and architects.

The residents very much would like language included in the proposed plan that states the following things:

- A. That this is a conceptual description, and not an actual descriptive plan.
- B. That the Ludlowville residents will be a part of any redesign of Ludlowville Park.
- C. That not all of the design elements described in this plan will necessarily be incorporated in any future modifications of Ludlowville Park.

D. That the residents of Ludlowville object strongly to some of the elements described--in particular the toilet facility and the trail down the hillside to the bottom of the falls. (Many feel that leaving these items in the plan for Ludlowville Park feels like an endorsement of those elements. There's a strong feeling that the plan is not one-size-fits-all. The amenities necessary for a pocket park and areas 20-30 times larger like Myers and the Town Lands are not the same.)

**Town of Lansing Code Revision Committee
Thursday, May 5 10:00am – 12:00pm**

- *Review of proposed draft revisions to Zoning Article VII: Principal, Accessory, and Temporary Uses
- *Review of draft Agriculture (AG) Zoning District: Purpose; Uses; Schedule; Activation
- *Recommendation to circulate the above preliminary draft Zoning text and Zoning map for refinement

**Bolton Point meeting
Thursday, May 5 4:00 – 5:00pm**

Management Staff Report
Committee Reports

- A. Budget and Finance Committee
- B. Engineering and Operations Committee
- C. Personnel and Organization Committee Meeting Agenda041
- D..Planning and Public Affairs Committee

**Planning Board
Monday, May 9 6:30 – 9:30pm
(viewed on you-tube at a later date)**

Conservation Advisory Council Presentation: proposed Cayuga Lake Scenic Byway Overlay

Liaison reports:

- Agriculture and Farmland Protection Committee
- Conservation Advisory Council
- Parks, Recreation, and Trails Advisory Committee
- Town Board (I missed the meeting and presented a written report in advance)
- Chair (Capital Improvement Committee and Code Revision Committee)

**Lansing Advisory Committee on Power Plant Future (LAC-PPF)
Thursday, May 12, 7:00 – 8:30pm**

List of committee priorities
Fact sheet on proof of work cryptocurrency
Ethan's proposal for next meeting discussion on nuclear

MOTION TO ENTER EXECUTIVE SESSION

Councilperson _____ moved to **ENTER EXECUTIVE SESSION TO DISCUSS**

AT _____ PM.

Councilperson _____ seconded the motion.

All in Favor – _____ Opposed – _____

MOTION TO EXIT EXECUTIVE SESSION

Councilperson _____ moved to **EXIT EXECUTIVE SESSION AT _____ PM.**

Councilperson _____ seconded the motion.

All in Favor – _____ Opposed – _____

MOTION TO ADJOURN MEETING

Councilperson _____ moved to **ADJOURN THE MEETING AT _____ PM.**

Councilperson _____ seconded the motion.

All in Favor – _____ Opposed – _____