



# REGULAR TOWN BOARD MEETING

Lansing Town Hall Board Room  
Wednesday, April 15, 2026  
6:30 PM

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## 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.lansingtownny.gov](http://www.lansingtownny.gov), click on the “YouTube” Icon (red square) located on the bottom left corner of our Home Page.

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Presentation**
  - a. School Budget - Chris Pettograsso, Superintendent
5. **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
6. **Reports**
  - a. **Department of Public Works Report** – Mike Moseley
  - b. **Parks and Recreation Report** – Patrick Tyrrell
  - c. **Town Clerk Report** - Debbie Munson
  - d. **Lansing Community Library Report** – Annie Johnson
  - e. **Lansing Youth Services Report** – Richard Alvord
  - f. **Tompkins County Legislator Report** – Mike Sigler
7. **Consent Agenda**
  - a. Resolution Updating Civil Service Job Title for Employee Patrick Tyrrell
  - b. Resolution Updating Civil Service Job Title for Employee Tyler Todd
  - c. Resolution Hiring Part Time Seasonal Employees for Parks & Recreation and Campground Manager for the Town of Lansing
  - d. Resolution Approving Audit and Supervisor’s Report
  - e. Resolution Approving Consent Agenda
8. **Motions and Resolutions**
  - a. Motion Authorizing Town Supervisor to Sign Contract with Bergmann/Colliers Engineering & Design for Extended Construction Administration Services Through September 2026

- [b.](#) Resolution to Award the Bid for the Consolidated Water District Water Main Replacement Brickyard Road and Buck Road
- [c.](#) Resolution Authorizing Expenditure of Not More Than \$9,500 From Technology Reserve Fund for Website Development and Data Migration Costs
- [d.](#) Resolution to Call Upon Federal Representatives to Reaffirm The United States' Commitment to International Humanitarian Law
- [e.](#) Resolution to Adopt Revised Town of Lansing Reserves Policy, Superseding the Policies of May 18, 2016; July 19, 2017; and March 20, 2019; and Adding Reserve Funds for Sewer Districts and Consolidated Water District

**9. Boards and Committees**

- a. Correspondence

**10. Board Member Reports**

- a. Councilperson Judy Drake
- b. Councilperson Laurie Hemmings
- [c.](#) Councilperson Christine Montague
- d. Councilperson Joseph Wetmore
- e. Supervisor Ruth Groff

**11. Work Session**

- a. Agreements with:
  - Lansing Historical Association
  - Friends of Salt Point
  - Friends of Lansing Center Trails
- [b.](#) DRAFT - Proposed Local Law #3 of 2026 to Amend Town Code Chapter 80 - Public Works Department and Organizational Chart

**12. Executive Session if Needed**

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

**13. Adjourn Meeting**

- a. Motion to Adjourn Meeting

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

# TOWN OF LANSING

## DEPARTMENT OF PUBLIC WORKS REPORT

*April 2026*

### NEW DEPARTMENT OF PUBLIC WORKS BUILDING:

- Maintenance of erosion controls continue per weekly SWPPP inspections.
- Sanitary under slab trenching, piping, backfill & compaction at Administrative Areas and sanitary piping supporting trench drain at Truck Bays.
- Roofing began late March 2026. To resume early April 2026.
- Remaining interior bollards inside Truck Bay continue.
- Interior concrete masonry units (CMU) at Mechanic's Area.

### Onsite Work anticipated for April & May 2026

- Roof System: 45d duration provided by GC.
- Roofing pre-installation occurred prior to start of roofing
- Resume roofing: Early April 2026
- In place mock-up to be provided by GC.
- Trims & Gutters: 25d duration provided by GC. (Follows Roofing)
- Remaining masonry (CMU) at interior of DPW facility.
- Small section between Admin Area and Mechanic's Area remains.
- Interior mezzanine structural steel.
- Mechanical Equipment at mezzanines. (Mech. Equipment on site)
- Concrete slab on grade for Admin / Locker Room Areas – April 2026
- Demolition of existing storage wing on Cold Storage Building.
- Storm Drainage Structures / Piping – Continue Stormwater Management System.
- GC began sewer only to points where sewer system passes beneath stormwater. Sewer system to resume following removal of cold storage wing.
- Water main at exterior to resume pending suitable weather.
- Generator is on site. Coordinate pad location as cut/fills resolve.

### MARCH 31 STORM / FLOOD:

- The Lansing Department of Public Works would like to extend its sincere thanks and recognition to all of the DPW crew members for their tireless efforts during the storm on Tuesday, March 31. As extreme conditions caused flooding, widespread road washouts, and significant damage, their dedication and hard work played a critical role in keeping our community safe. The storm impacted several roadways, some of which include Algerine Road, Bacon Road, Breed Road (to the north), Bill George Road and Extension, East Lansing Road, Emmons Road, Lockerby Hill Road, Salmon Creek Road (Red Bridge to Genoa), Storm Road, and Sweazey Road.
- The Lansing Department of Public Works would also like to extend its sincere thanks to the Town of Dryden, the New York State Department of Transportation, the Tompkins County Highway Department, Angel Hinickle and John Nagley from Tompkins County Soil and Water, Brian Reaser Tioga County Soil and Water, and Dave Herrick T.G Miller for their assistance with flood cleanup efforts following the storm.

### BRUSH PICKUP:

- The Town of Lansing's Annual Brush Pickup is to begin at 6:00am on Monday, April 27<sup>th</sup>. Information can be found on the Town's website under the Department of Public Works as well as The Shopper.

**MS4**

- The DPW continues to work with Angel Hinickle and Megan Kirby from the Tompkins County Soil and Water Conservation District, and Patrick from T.G. Miller, on the MS4 Annual Reporting that the Town is required to complete.
- Mike Moseley continues to work with the Town of Lansing Codes Department, Tompkins County Soil and Water Conservation District and T.G. Miller on SWPPP applications.

**OFFICE:**

- The Town of Lansing continues to work hand in hand with the Village of Lansing and the Village of Cayuga Heights regarding the Intermunicipal Agreement for Sewer District One.

**MEETINGS ATTENDED BY THE HIGHWAY SUPERINTENDENT/DIRECTOR OF PUBLIC WORKS:**

- The Stormwater Coalition of Tompkins County: *The Stormwater Coalition of Tompkins County is an inter-municipal organization formed to assist municipal separate storm systems (MS4s) in cooperation.*
- Commissioner Meeting with Bolton Point: *Responsible for passing resolutions that govern Bolton Point.*
- Water, Sewer, and Stormwater Committee (WSSC): *Responsible for evaluating proposals relating to the Town's water, sewer and stormwater. The goal is financial and engineering analysis.*
- Engineering and Operations Meeting with Bolton Point: *Responsible for the infrastructure of the municipalities that make up Bolton Point.*
- Highway Barn Committee: *Responsible for working with architects, engineers, and construction managers on the design and development of the new Department of Public Works facility.*
- Lansing Town Department Heads Meetings.
- Capital Improvement Committee.
- Personnel Management Committee.



**April 2026**  
Town Board Report

**Recreation:** Current and upcoming spring programs include GirlStrong, Lansing Watercats Swim Team, LBP/LSP, Co-Ed T-ball, Pitching Clinics, Hitcats Travel Baseball, Travel Club Volleyball, Spring Horseback Riding, Adult Strength & Stretch, Adult Volleyball, Cardio-Step and Morning YogaChi.

- Cornell and IC are requesting field space for their club softball programs. We are doing our best to accommodate them.
- Some baseball team practices may need to be moved to the Town Barn field due to the geothermal disturbance behind the Town Hall.
- We also have many groups requesting space for soccer this Spring.
- The application for Day Camp has been submitted to the TC Health Department through their new online portal.
- We hosted our annual baseball and softball team selection Thursday night as well as handed out schedules and equipment. Thank you to all our volunteer coaches.
- Our department is meeting with Lansing Central School officials to discuss scholarship opportunities for children that would like to attend our summer programs.

**Achievements:** Congratulations to the Lansing Watercats Swim Team. The team placed 10<sup>th</sup> out of forty-two teams at the 2026 Niagara Gold Championship Meet that took place March 20-22. They are also the 2026 Small Team Champions.

**Upcoming Events:**

- The Hitcats Travel Baseball team (10U) will have their first games on May 1<sup>st</sup> and May 6<sup>th</sup> against Candor at 6pm on Field "E" at the Lansing Town Ballfields
- T-ball draft will take place on April 30<sup>th</sup> at 6pm in the court room

**Park:** Following the recent heavy rainstorm that caused localized flooding and damage around the town and within the park, our staff has worked diligently to clear debris, stabilize impacted areas, and remove storm-related hazards throughout the park. Particular attention was given to the marina, which has just recently opened for the season on April 1<sup>st</sup> and has experienced both unusually high-water levels and a significant accumulation of storm debris. My staff worked diligently to clear floating and shoreline debris, monitor changing conditions, and maintain safe access to the launch areas for early season users. These efforts reflect my team's commitment to

stewardship of the park and waterfront, and to maintaining the park as a welcoming and accessible resource for residents following severe weather impacts.

- We have completed all our TC Health Department paperwork for Camping and Beachfront. They have a new online system for applications this year.
- Women Swimming for Hospicare has met with our department about hosting their event at Myers Park this year.
- Summer seasonal jobs have been posted. Thank you to Mary Ellen for all her help in this process.
- Camping season begins on May 8<sup>th</sup>.
- We will begin charging admission into Myers Park for non-residents on May 22<sup>nd</sup>.
- We have completed much needed restoration of our gravel roadways, including Salt Point.
- The Osprey Cam is back up and running at Salt Point, luckily the day before they came back. Here is the link:  
<https://camstreamer.com/redirect/nCitlbvkqY7CNSwNL8GoTOUSWp5SOL&zk11CA5GP>
- Our department has attended all the Lansing's America 250 Celebration meetings. That event is scheduled for June 13<sup>th</sup> at Myers Park.

**Trails:**

- The trails have also sustained heavy damage from the recent rainstorm. We will be repairing washes as soon as we can.

**Town Hall/Community Center:**

- Halco has been back to fix some broken drain tiles on the field behind the Town Hall. There is still major restoration that will need to be done. The weather has not been cooperating to get this completed.
- The HVAC system replacement is going well; the boiler has been removed, and the geothermal lines have been tied into our system. They have uncovered many errors with the current system and are working diligently to correct the system as a whole.
- The community center has had more furnace issues. We were able to resolve them and get the system back up and running again.
- The building maintenance supervisor has repaired several doors and corrected plumbing issues in both buildings.
- The schoolhouse and community center roof replacement projects should begin around April 21<sup>st</sup>. Thanks to TG Miller for their work on this project.

This is only a very brief overview of what the Parks & Recreation department does. If you have questions or would like to meet with me one on one, please let me know.



LANSING COMMUNITY LIBRARY UPDATE TO THE LANSING TOWN BOARD  
April 2026

Submitted by Annie Johnson

1. Don't forget that if the Library is closed, you still have access to Libby, Hoopla, and Kanopy!
2. The Library continues to provide free delivery to Woodsedge. The Library also has a mobile wireless hotspot available for check out. The Wi-Fi is not password protected. The community is welcome to park in the lot to access the Internet.
3. Learn to play American Mah Jongg every Wednesday at 10:00 am.
4. Learn T'ai Chi Fridays from 10:30-11:30 am.
5. The Library has an Empire Pass and passes to the Museum of the Earth available for check out. Board games, puzzles, story time kits, and STEAM kits are also available.
6. The Library now offers free period products using an Aunt Flow dispenser. There are currently free covid tests available as well.
7. Chair Yoga is offered every Monday at 9:45 am.
8. There is a year-round book sale at the Library. Book donations are currently paused.
9. Story times for the month, Thursdays at 10:30 am: "Stay and Play" on 4/9, "Bunnies Story Time" on 4/16, "Earth Day" on 4/23, and "Flowers" on 4/30.
10. "Animal Storytelling Through Art" - a watercolor workshop, will be presented on 4/25 at 10:30 am. Register today!
11. The Book Club for Adults is reading "The Library Book" by Susan Orlean. The meeting will be 4/22 in the Library.
12. The Library will present a free screening of the documentary "The Librarians" at Cinemopolis on 4/25 at 2:30 pm.
13. The Annual Meeting of the Board of Trustees will be 4/20 and the budget vote and Trustee elections will be on 4/21. Absentee ballots are available now.
14. Prom Closet will be opening soon! Donations can be dropped off during business hours.
15. Zentangle class will be planned for May. Stay tuned!

**RESOLUTION UPDATING CIVIL SERVICE JOB TITLE FOR  
EMPLOYEE PATRICK TYRRELL**

**RESOLUTION 26 -**

**RESOLUTION UPDATING CIVIL SERVICE JOB TITLE FOR  
EMPLOYEE PATRICK TYRRELL**

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

WHEREAS, the Town approved creation of the position of Director of Parks and Recreation by Resolution 26-45 on March 18, 2026, and;

WHEREAS, Patrick Tyrrell, Parks and Recreation Department, has been a faithful Town of Lansing employee employed as a Recreation Supervisor & Computer Support Specialist, and who meets the qualifications and currently holds responsibilities and duties consistent with the Civil Service title of Director of Parks and Recreation. Upon due consideration and deliberation by the Town of Lansing Town Board, now therefore be it RESOLVED as follows:

1. Effective April 16, 2026, Patrick Tyrrell is hereby appointed as the Director of Parks and Recreation, with the same Town perquisites and benefits as is available to all employees of the Town and to such position. This position is in the competitive class and currently being reviewed for acceptance into the New York Hiring for Emergency Limited Placement Statewide (NY HELPS) program, which would temporarily waive the civil service examination requirement. At such time as the NY HELPS program concludes, this appointment will convert to a traditional competitive classification.
2. This appointment will be a full-time appointment, at 40 hours per week.
3. There will be no change in 2026 to the current salary rate for this appointment.
4. The probationary period for this appointment is hereby waived as Patrick Tyrrell has been performing the duties and responsibilities of this position effectively and consistently for many years.
5. The appropriate Town officer be and hereby is authorized to make such changes to the Town's employment and civil service rosters and file required civil service forms to place into immediate effect such changes and these resolutions, including by the filing of form MSD 428, if required.

**RESOLUTION UPDATING CIVIL SERVICE JOB TITLE FOR  
EMPLOYEE TYLER TODD**

**RESOLUTION 26 -**

**RESOLUTION UPDATING CIVIL SERVICE JOB TITLE FOR  
EMPLOYEE TYLER TODD**

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

WHEREAS, the Town Board approved creation of the position of Assistant Director of Parks and Recreation by Resolution 26-45 on March 18, 2026, and;

WHEREAS, Tyler Todd, Parks and Recreation Department, has been a faithful Town of Lansing employee employed as an MEO & Laborer, and who meets the qualifications and currently holds responsibilities and duties consistent with the Civil Service title of Assistant Director of Parks and Recreation. Upon due consideration and deliberation by the Town of Lansing Town Board, now therefore be it RESOLVED as follows:

1. Effective April 16, 2026, Tyler Todd is hereby appointed as the Assistant Director of Parks and Recreation, with the same Town perquisites and benefits as is available to all employees of the Town and to such position. This position is in the competitive class and currently being reviewed for acceptance into the New York Hiring for Emergency Limited Placement Statewide (NY HELPS) program, which would temporarily waive the civil service examination requirement. At such time as the NY HELPS program concludes, this appointment will convert to a traditional competitive classification.
2. This appointment will be a full-time appointment, at 40 hours per week.
3. There will be no change in 2026 to the current salary rate for this appointment.
4. The probationary period for this appointment is hereby waived as Tyler Todd has been performing the duties and responsibilities of this position effectively and consistently since July 8, 2024.
5. The appropriate Town officer be and hereby is authorized to make such changes to the Town's employment and civil service rosters and file required civil service forms to place into immediate effect such changes and these resolutions, including by the filing of form MSD 428, if required.

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

**RESOLUTION 26-**

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

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

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

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

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

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

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

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

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

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

RESOLVED, that a Myers Park Campground Manager hereby is approved to be employed as a Part Time Seasonal Campground Manager Worker at a rate of \$300.00 per week effective May 1, 2026; and it is further

RESOLVED, that the appropriate Town officer be and hereby is authorized to make such changes to the Town’s employment and civil service rosters and file required civil service forms to place into immediate effect such changes per this resolution, including by the filing of form MSD 428, if required.

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

**RESOLUTION 26-**

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

The Supervisor submitted her monthly report for the month of February 2026, to all Board Members and to the Town Clerk. The Supervisor’s Report was reviewed by Councilperson Christine Montague. The bills were reviewed by Councilperson Christine Montague and Councilperson Joseph Wetmore. The Supervisor’s Report be approved as submitted and the Bookkeeper is hereby authorized to pay the following bills and to make the following budget modifications.

**CONSOLIDATED ABSTRACT # 004**

TOWN OF LANSING

Abstract # 004

04/09/2026  
14:15:22

Summary by Fund

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND TOWNWIDE	11,776.70	74,121.72	85,898.42
B	GENERAL FUND OUTSIDE VILLAGE	2,493.23	37,209.90	39,703.13
DA	HIGHWAY FUND TOWNWIDE	4,469.94	59,547.29	64,017.23
DB	HIGHWAY FUND OUTSIDE VILLAGE	279.96	1,922.28	2,202.24
HG	DPW FACILITY PROJECT	527.91	47,573.52	48,101.43
SD10	DRAINAGE DISTRICT #10 NOVALANE		219.82	219.82
SD11	DRAINAGE DISTRICT #11 EAST SHO		219.82	219.82
SD12	DRAINAGE DISTRICT #12 ASBURY-C		219.82	219.82
SDD1	DRAINAGE DISTRICT #1 PHEASANT		219.83	219.83
SDD2	DRAINAGE DISTRICT #2 WHISPERIN		219.83	219.83
SDD4	DRAINAGE DISTRICT #4 LAKE FORE		219.83	219.83
SDD5	DRAINAGE DISTRICT #5- FARM PON		219.83	219.83
SDD6	DRAINAGE DISTRICT #6 LANSING C		219.83	219.83
SDD7	DRAINAGE DISTRICT #7 WOODLAND		219.82	219.82
SDD8	DRAINAGE DISTRICT #8 CAYUGA WA		219.82	219.82
SL1-	LUDLOWVILLE LIGHTING DISTRICT	127.29		127.29
SL2-	WARREN ROAD LIGHTING DISTRICT	813.16		813.16
SL3-	LAKEWATCH LIGHTING DISTRICT	4,878.80		4,878.80
SS1-	WARREN RD SEWER	236.25	6,367.00	6,603.25
SS3-	CHERRY ROAD SEWER DISTRICT	31.50		31.50
SW	LANSING WATER DISTRICTS	3,744.25	9,524.69	13,268.94
TA	TRUST & AGENCY	7,271.89	81,703.08	88,974.97
<b>Total:</b>		<b>36,650.88</b>	<b>320,167.73</b>	<b>356,818.61</b>

**CONSOLIDATED ABSTRACT # 401**

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**TOWN OF LANSING**

**Abstract # 401**  
**Summary by Fund**

04/10/2026  
09:25:20

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<b>Code</b>	<b>Fund</b>	<b>Prepays</b>	<b>Unpays</b>	<b>Totals</b>
HG	DPW FACILITY PROJECT		511,175.72	511,175.72
<b>Total:</b>			<b>511,175.72</b>	<b>511,175.72</b>

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**CONSENT AGENDA AND RESOLUTIONS 26-XX – 26-XX**

**RESOLUTION 26 -**

**CONSENT AGENDA AND RESOLUTIONS 26-XX – 26-XX**

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

RESOLVED, that the Consent Agenda and Resolutions **26-XX – 26-XX** are hereby approved as presented and amended, and

The question of the adoption of such proposed Consent Agenda and Resolutions were duly motioned by Councilperson \_\_\_\_\_, duly seconded by Councilperson \_\_\_\_\_, and put to a roll call vote with the following results:

- |                                    |                                 |
|------------------------------------|---------------------------------|
| Councilperson Judy Drake –         | Councilperson Laurie Hemmings – |
| Councilperson Christine Montague – | Councilperson Joseph Wetmore –  |
| Supervisor Ruth Groff –            |                                 |

Accordingly, the foregoing Resolutions were approved, carried, and duly adopted on April 15, 2026.



March 6, 2026

Ruth Groff, Town Supervisor  
Town of Lansing  
29 Auburn Road  
Lansing, NY 14882

**Town of Lansing New Highway Facility**

**Re: Addition Services – Extended Construction Administration Services and Main Entry Re-design**

Dear Supervisor Groff,

Thank you for the opportunity to continue to support the Town of Lansing with professional services related to Construction Phase services for the New Highway Department Facility project at 10 Town Barn Road. As discussed previously, our construction administration services outlined in our current agreement are scheduled to expire in April 2026. For purposes of this request for additional services, we are continuing to serve the Town of Lansing under our current contract identity and terms as Bergmann.

Bergmann/Colliers Engineering & Design is prepared to redesign the main entrance feature to accommodate the General Contractor previously Town-approved delegated design roof design and drainage. Meetings to discuss alternative options have commenced and led to a redesign suggestion. Alternative designs will consider the building structural conditions, foundations, exterior wall and roof construction, and site conditions.

## I. Additional Services

### A. Extended Construction Administration Services (through September 2026)

1. We are prepared to continue providing construction administration for the remainder of the current project schedule per this additional service offer, including the conditions that are part of the previous proposal.
2. Meetings and Site Visits will continue to be attended.
3. Submittals review and approvals will continue and be processed
4. RFIs will continue to be responded to and processed.
5. Payment Application will continue to be reviewed and processed.
6. We understand that the current construction schedule is through September 2026.



- 7. If construction or project closeout is extended beyond the current construction schedule, we can offer the Town a subsequent proposal.

**B. Main Entrance Redesign**

- 1. Review of General Contractor’s main entrance submittal and proposed details (completed).
- 2. Meeting to discuss and review alternative main entrance concepts (completed).
- 3. Architectural, Structural, Civil review and coordination of main entrance/roof conditions.
- 4. Prepare alternative design for the main entrance and review details with the Town.
- 5. Develop the design and details of approved entrance design.
- 6. Meet and review approved entrance with the Construction Manager and General Contractor.
- 7. Review estimate prepared by the General Contractor.

## Section II – Schedule of Fees

For your convenience, we have broken down the total estimated cost of the overages into the one category identified below.

Task	Date	Fee
Additional Services – Extended Construction Administration Services		\$60,000
Main Entrance Redesign and Detailing		\$5,500
Main Entrance Design Alternatives/Options		No charge
<b>TOTAL</b>	<b>LUMP SUM FEE</b>	<b>\$65,500</b>



## Client Contract Authorization

I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this scope of additional services.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

If you find this proposal acceptable, please sign where indicated above, and return one signed copy.

Sincerely,  
Colliers Engineering & Design CT, PC

Scott Bova AIA, NCARB  
Geographic Discipline Leader

**MOTION AUTHORIZING TOWN SUPERVISOR TO SIGN CONTRACT WITH BERGMANN/COLLIERS ENGINEERING & DESIGN FOR EXTENDED CONSTRUCTION ADMINISTRATION SERVICES THROUGH SEPTEMBER 2026**

**MOTION 26 -**

**MOTION AUTHORIZING TOWN SUPERVISOR TO SIGN CONTRACT WITH BERGMANN/COLLIERS ENGINEERING & DESIGN FOR EXTENDED CONSTRUCTION ADMINISTRATION SERVICES THROUGH SEPTEMBER 2026**

The original contract with Bergmann/Colliers Engineering & Design expired in April 2026, coinciding with the original expected completion date of the Department of Public Works facility. The services of Bergmann/Colliers are required throughout the duration of the construction of the building with an extended contract through September 2026, for an amount of \$60,000, representing \$10,000 per month. This Motion is to authorize the Town Supervisor to sign the contract, which includes an additional \$5,500 for services rendered for a redesign and detailing of the main entrance.

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

- Councilperson Judy Drake –
- Councilperson Christine Montague –
- Supervisor Ruth Groff –
- Councilperson Laurie Hemmings –
- Councilperson Joseph Wetmore –

Accordingly, the foregoing Motion was approved, carried, and duly adopted on April 15, 2026.

**RESOLUTION TO AWARD THE BID FOR THE CONSOLIDATED WATER DISTRICT WATER MAIN REPLACEMENT BRICKYARD ROAD AND BUCK ROAD**

**RESOLUTION 26-**

**RESOLUTION TO AWARD THE BID FOR THE CONSOLIDATED WATER DISTRICT WATER MAIN REPLACEMENT BRICKYARD ROAD AND BUCK ROAD**

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

**WHEREAS**, due to aging water mains and repeated failures of sections of those mains, the Town of Lansing Town Board (hereinafter referred to as Town Board) intends to replace the water mains in the Lansing Consolidated Water District on Brickyard Road and Buck Road. Four bids for the project were received with Base Bids for Brickyard Road ranging from \$320,000 to \$1,425,000; Alternate 1 for Buck Road ranging from \$87,000 to \$320,000; and Alternate 2 for Milling and Asphalt Restoration ranging from \$17,900 to 27,375; and

**WHEREAS**, the Low Bidder is LRS Companies, LLC of Lansing, NY, with a Base Bid of \$320,000, Alternate 1 of \$87,000, and Alternate 2 of \$26,900; and

**WHEREAS**, all bids were reviewed by T.G. Miller, P.C. engineers for compliance with bidding requirements and they have verified that the low bidder is not listed on the NY State Agency Debarment List or Federal Exclusions List; and

**WHEREAS**, it has been determined that the Town of Lansing can procure the asphalt milling and restoration services through the Tompkins County Annual Materials Bid at a lower cost than the submitted bid, the Town is rejecting Alternate 2 from LRS Companies; and

**WHEREAS**, upon consideration of the foregoing premises and the scope of the project, the Town Board of the Town of Lansing has hereby

**RESOLVED**, that the Town Board accepts the Low Bidder, LRS Companies, LLC, in the amount of \$407,000 (Base Bid and Alternate 1); and be it further

**RESOLVED**, that the Supervisor of the Town of Lansing be authorized to sign the Notice of Award and execute all Contract Documents associated with this Contract.

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

- |                                    |                                 |
|------------------------------------|---------------------------------|
| Councilperson Judy Drake –         | Councilperson Laurie Hemmings – |
| Councilperson Christine Montague – | Councilperson Joseph Wetmore –  |
| Supervisor Ruth Groff –            |                                 |

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on April 15, 2026.

**RESOLUTION AUTHORIZING USE OF TECHNOLOGY RESERVE FUND FOR WEBSITE DEVELOPMENT AND DATA MIGRATION COSTS**

**RESOLUTION 26-**

**RESOLUTION AUTHORIZING THE EXPENDITURE OF NOT MORE THAN \$9,500 FROM THE TECHNOLOGY RESERVE FUND FOR WEBSITE DEVELOPMENT AND DATA MIGRATION COSTS**

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

WHEREAS, the Town is engaging specialized municipal programming and website consultants (CivicPlus) to develop a new website and migrate data from the existing Town website, including to improve user experience, improve public access to data, and to better integrate with modern tools and programming for websites generally; and

WHEREAS, the cost thereof is not part of the 2026 budget, but the Town had previously created and funded a general capital reserve fund for technology services and purchases known as the Technology Reserve Fund, created under General Municipal Law § 6-c; and

WHEREAS, this is a Type II SEQRA Action that requires no further environmental review and upon due consideration and deliberation by the Town of Lansing Town Board, now therefore be it RESOLVED as follows:

1. The Town is authorized to spend not more than \$9,500 from the Technology Reserve Fund to pay for the costs of the new website and data migration thereto.
2. This Resolution is subject to permissive referendum pursuant to General Municipal Law § 6-c and Town Law Article 7.

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

Councilperson Judy Drake –	Councilperson Laurie Hemmings –
Councilperson Christine Montague –	Councilperson Joseph Wetmore –
Supervisor Ruth Groff –	

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on April 15, 2026.

**RESOLUTION TO CALL UPON FEDERAL REPRESENTATIVES TO REAFFIRM THE UNITED STATES' COMMITMENT TO INTERNATIONAL HUMANITARIAN LAW**

**RESOLUTION 26 –**

**RESOLUTION TO CALL UPON FEDERAL REPRESENTATIVES TO REAFFIRM THE UNITED STATES' COMMITMENT TO INTERNATIONAL HUMANITARIAN LAW**

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

WHEREAS, President Donald J. Trump publicly declared that he was prepared to “obliterate Iran,” a statement that reflects an extreme and disproportionate use of force and signals a willingness to engage in devastating military escalation; and

WHEREAS, President Trump further suggested targeting critical infrastructure, including bridges, transportation networks, and power plants—systems that are essential to civilian life, public safety, and humanitarian stability; and

WHEREAS, international humanitarian law, including the principles established under the Geneva Conventions, strictly prohibits deliberate attacks on civilian infrastructure and requires all parties in a conflict to distinguish between military targets and civilian objects; and

WHEREAS, the intentional targeting or threatening of civilian infrastructure—such as energy systems, water supply, and transportation—would foreseeably cause widespread harm to civilian populations, including loss of life, displacement, and long-term societal disruption; and

WHEREAS, credible threats of such actions, even if not carried out, undermine global norms, increase the risk of armed conflict, and erode the United States’ obligations and standing under international law; and

WHEREAS, threats or acts directed at civilians or civilian infrastructure may constitute war crimes and violations of fundamental human rights protections; and

WHEREAS, the use of such rhetoric by a sitting or former President of the United States raises grave concerns about adherence to constitutional responsibilities, the rule of law, and the nation’s commitment to international peace and security; and

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

RESOLVED, that the Town Board of Lansing unequivocally condemns these statements and any policy positions that endorse or suggest attacks on civilian populations or infrastructure; and be it further

RESOLVED, that the Town Board of Lansing calls upon its elected federal representatives to investigate these statements, reaffirm the United States’ commitment to international humanitarian

law, and take all appropriate and lawful measures to ensure accountability, including consideration of removal from office where constitutionally justified; and be it further

RESOLVED, that this Resolution be formally transmitted to Representative Josh Riley, Senator Charles E. Schumer, and Senator Kirsten E. Gillibrand.

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

- Councilperson Judy Drake –
- Councilperson Christine Montague –
- Supervisor Ruth Groff –
- Councilperson Laurie Hemmings –
- Councilperson Joseph Wetmore –

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on April 15, 2026.

<b>Policy Title:</b>	<b>RESERVE FUNDS POLICY</b>		
<b>Current Revision Date:</b>	<b>04.15.2026</b>	<b>Resolution/Motion #</b>	<b>26-TBD</b>
<b>Previous Revision Date:</b>	05.18.2016; 7.19.2017; 3.20.2019	Resolution/Motion #	16-92/17-99/19-69

**Purpose and Objective:**

Saving for future projects, acquisitions, and other allowable purposes is an important planning consideration for the Town of Lansing. Reserve funds provide a mechanism for legally saving money to finance all or part of future infrastructure, equipment, capital repairs, and other requirements. Reserve funds can also provide a degree of financial stability by reducing reliance on indebtedness to finance capital projects and acquisitions. In uncertain economic times, reserve funds can also provide the town with a welcomed budgetary option that can help mitigate the need to cut services or to raise taxes. In good times, money not needed for current purposes can often be set aside in reserves for future use.

In addition to reserve funds, maintaining a reasonable amount of unassigned fund balance within operating funds is another important financial consideration for the town. A reasonable level of unrestricted, unappropriated fund balance provides a cushion for unforeseen expenditures or revenue shortfalls and helps to ensure that adequate cash flow is available to meet the cost of operations. Combining a reasonable level of unassigned fund balance with specific legally established reserve funds provides resources for both unanticipated events and other identified or planned needs.

**General Policy:**

1. The Town shall maintain reserves required by law, ordinance, and/or bond covenants.
2. If reserves and/or fund balances fall below required levels as set by this policy, the Town shall include within its annual budget a plan to restore reserves and/or fund balance to the required levels.
3. The creation and use of reserve funds must follow New York State statutes.
  - a. **Capital Reserve Funds** (GML Section 6-c)
    - i. **Specific Capital Reserves** – The Town Board’s authorization (resolution) establishing a specific improvement or equipment capital reserve must state the estimated maximum cost of the item(s) of equipment or improvement. A permissive referendum is required upon establishment, unless the period of probable usefulness of the specific capital improvement or equipment is less than five years. There are no referendum requirements for expenditures. Expenditures from a specific capital reserve shall require prior Board approval unless previously authorized by the Town Board for expenditure within the Town’s annual budget.
    - ii. **Type Capital Reserves** – The Town Board shall authorize (by resolution) the establishment of a type improvement or equipment reserve but there is no requirement to state an estimated maximum cost of the equipment or improvement in the resolution. A referendum is not required when establishing a type capital reserve fund, however, a permissive referendum is required prior to expenditure, unless the period of probable usefulness of the type capital improvement or equipment is less than five years.

b. **Repair Reserve Funds** – (GML Section 6-d)

The purpose of a repair reserve is to pay for certain repairs to capital improvements or equipment. The type of repairs must not recur annually or at short intervals. A resolution appropriating moneys from a repair reserve fund is subject to public hearing and at least five days must elapse between the publication of the notice of hearing and the date specified for the hearing. In an emergency, moneys in a repair reserve fund may be expended without giving notice and without holding a public hearing. To make such an emergency expenditure, the Town Board must pass a resolution approved by at least a two-thirds vote. In addition, at least one-half of the expenditure must be repaid in the next fiscal year and the balance repaid by the end of the fiscal year after that.

**Reserve Funding Levels:**

• **Building Repair Reserve**

- FUND: A – General Fund, Whole Town
- AUTHORIZED RESERVE: Repair Reserve
- CREATION RESOLUTION: Unknown
- PRIOR UPDATE RESOLUTION: 16-92
- PRIOR OPTIMAL FUNDING LEVEL: \$150,000
- REVISED OPTIMAL FUNDING LEVEL: \$150,000
- BASIS OF FUNDING LEVEL: This funding level considers the estimated cost of structural and mechanical failures of any of the buildings owned by the Town of Lansing. This includes, but is not limited to, the Community Center, Town Hall, archive building, one-room schoolhouse, and buildings in parks.
- CONDITIONS OF USE: Building Repair Reserve is for the exclusive purpose of funding major repairs to capital improvements or equipment affixed to any of the town's structures or property.

• **Parks & Rec Equipment Reserve**

- FUND: A – General Fund, Whole Town
- AUTHORIZED RESERVE: Type Capital Reserve
- CREATION RESOLUTION: Unknown
- PRIOR UPDATE RESOLUTION: 16-92
- PRIOR OPTIMAL FUNDING LEVEL: \$15,000
- REVISED OPTIMAL FUNDING LEVEL: \$20,000
- BASIS OF FUNDING LEVEL: This funding level considers the estimated cost of large equipment used for the parks, such as commercial mowers.
- CONDITIONS OF USE: Parks & Rec Equipment Reserve is for the exclusive purpose of equipment purchases for use at town parks and recreation facilities.

- **Technology Reserve**

- FUND: A – General Fund, Whole Town
- AUTHORIZED RESERVE: Type Capital Reserve
- CREATION RESOLUTION: 06-293
- PRIOR UPDATE RESOLUTION: 16-92
- PRIOR OPTIMAL FUNDING LEVEL: \$20,000
- REVISED OPTIMAL FUNDING LEVEL: \$25,000
- BASIS OF FUNDING LEVEL: This funding level considers three-year replacement costs for 29 computer stations valued at \$2,500.
- CONDITIONS OF USE: Technology Reserve is for the exclusive purpose of upgrading computers, phones, and other forms of technology used for Town purposes.

- **Highway Equipment Reserve**

- FUND: DA – Highway Fund, Whole Town
- AUTHORIZED RESERVE: Type Capital Reserve
- CREATION RESOLUTION: Unknown
- PRIOR UPDATE RESOLUTION: 16-92
- PRIOR OPTIMAL FUNDING LEVEL: \$150,000
- REVISED OPTIMAL FUNDING LEVEL: \$200,000
- BASIS OF FUNDING LEVEL: This funding level considers the replacement cost of a 10-wheel truck, with the costs split between the DA and DB funds.
- CONDITIONS OF USE: Highway Equipment Reserve is for the exclusive purpose of purchasing highway equipment and vehicles within the DA-Highway Town-Wide fund.

- **Parks and Trailways Reserve**

- FUND: A – General Fund, Whole Town
- AUTHORIZED RESERVE: Type Capital Reserve
- CREATION RESOLUTION: 17-99
- PRIOR UPDATE RESOLUTION: N/A
- PRIOR OPTIMAL FUNDING LEVEL: \$150,000
- REVISED OPTIMAL FUNDING LEVEL: \$150,000
- BASIS OF FUNDING LEVEL: This funding level considers an average of \$600,000 per mile of trails with 75% of the costs covered by outside grants and funding sources.
- CONDITIONS OF USE: Parks and Trailways Reserve is for the exclusive purpose of financing the cost of capital improvements for trailways and their related park, recreational, and open spaces, including capital planning, land acquisition, equipment acquisition, and development and construction costs for the above-referenced purposes and trails.

- **Highway Equipment Reserve**
  - FUND: DB – Highway Fund, Part Town Outside of Village
  - AUTHORIZED RESERVE: Type Capital Reserve
  - CREATION RESOLUTION: 19-69
  - PRIOR UPDATE RESOLUTION: N/A
  - PRIOR OPTIMAL FUNDING LEVEL: \$150,000
  - REVISED OPTIMAL FUNDING LEVEL: \$200,000
  - BASIS OF FUNDING LEVEL: This funding level considers the replacement cost of a 10-wheel truck, with the costs split between the DA and DB funds.
  - CONDITIONS OF USE: Highway Equipment Reserve is for the exclusive purpose of purchasing highway equipment and vehicles within the DB-Highway Part-Town fund.
  
- **Warren Road Sewer District Reserve**
  - FUND: SS1 – Warren Road Sewer District
  - AUTHORIZED RESERVE: Repair Reserve
  - CREATION RESOLUTION: 26-\_\_
  - PRIOR UPDATE RESOLUTION: N/A
  - PRIOR OPTIMAL FUNDING LEVEL: N/A
  - REVISED OPTIMAL FUNDING LEVEL: \$25,000
  - BASIS OF FUNDING LEVEL: This funding level considers the cost of the replacement of two lift stations.
  - CONDITIONS OF USE: Warren Road Sewer District Reserve is for the exclusive purpose of funding major repairs to capital improvements of the Warren Road Sewer District, including but not limited to repair or replacement of lift stations. This reserve may not be used to pay district operation and maintenance costs.
  
- **Cherry Road Sewer District Reserve**
  - FUND: SS3 – Cherry Road Sewer District
  - AUTHORIZED RESERVE: Repair Reserve
  - CREATION RESOLUTION: 26-\_\_
  - PRIOR UPDATE RESOLUTION: N/A
  - PRIOR OPTIMAL FUNDING LEVEL: N/A
  - REVISED OPTIMAL FUNDING LEVEL: \$5,000
  - BASIS OF FUNDING LEVEL: This funding level considers the cost of repairs to sewer infrastructure.
  - CONDITIONS OF USE: Cherry Road Sewer District Reserve is for the exclusive purpose of funding major repairs to capital improvements to the Cherry Road Sewer District. This reserve may not be used to pay district operation and maintenance costs.

- **Consolidated Water District Reserve**

- FUND: SW – Consolidated Water District
- AUTHORIZED RESERVE: Repair Reserve
- CREATION RESOLUTION: 26-\_\_
- PRIOR UPDATE RESOLUTION: N/A
- PRIOR OPTIMAL FUNDING LEVEL: N/A
- REVISED OPTIMAL FUNDING LEVEL: \$200,000
- BASIS OF FUNDING LEVEL: This funding level considers the cost of 1,000 feet of water lines at approximately \$200 per linear foot.
- CONDITIONS OF USE: Consolidated Water District Reserve is for the exclusive purpose of funding major repairs to capital improvements to the Consolidated Water District. This reserve may not be used to pay district operation and maintenance costs.

## **Replenishment Plans:**

For the reserve funds that at the adoption of this policy are below the optimal funding balance, the reserve funds shall be replenished by one of the following methods:

1. General and Highway Funds – Type Capital Reserves:
  - a. The Town Board may take up to five (5) years to fully replenish the reserve from unreserved fund balance by including such replenishment in the annual budgets for those five (5) years.
  - b. Within fiscal years 2026 through 2028, if the unreserved fund balances are not sufficient to replenish the reserves, then the reserve funds may be fully replenished from the Host Community Agreement (HCA) funds received from the Yellow Barn Solar Project, per the HCA allocation plan as established by the Town Board.
2. General and Highway Funds – Repair Reserves:
  - a. Per GML Section 6-d, replenishment of expenditures from the Reserve requires that at least one-half of the expenditure must be repaid in the next fiscal year and the balance repaid by the end of the fiscal year after that.
3. Special Districts – Repair Reserves:
  - a. The reserve funds shall be initially funded from the fund balance of each special district.
  - b. Per GML Section 6-d, replenishment of expenditures from the Reserve requires that at least one-half of the expenditure must be repaid in the next fiscal year and the balance repaid by the end of the fiscal year after that.

This policy shall be reviewed and approved annually with revisions as needed.

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Revision History:

05.18.2016 Resolution #16-92; 7.19.2017 Resolution #17-99; March 20, 2019 Resolution #19-69  
04.15.2026 Resolution #26-TBD To update language and include reserves that were not previously included.

**RESOLUTION TO ADOPT REVISED TOWN OF LANSING RESERVES POLICY, SUPERSEDING THE POLICIES OF MAY 18, 2016; JULY 19, 2017; AND MARCH 20, 2019; AND ADDING RESERVE FUNDS FOR SEWER DISTRICTS AND CONSOLIDATED WATER DISTRICT**

**RESOLUTION 26 –**

**RESOLUTION TO ADOPT REVISED TOWN OF LANSING RESERVES POLICY, SUPERSEDING THE POLICIES OF MAY 18, 2016; JULY 19, 2017; AND MARCH 20, 2019; AND ADDING RESERVE FUNDS FOR SEWER DISTRICTS AND CONSOLIDATED WATER DISTRICT**

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

WHEREAS, per Resolution 16-92 dated May 18, 2016, the Town of Lansing Reserves Policy requires review and approval annually, however, the Town has seen no revision since 2016; and

WHEREAS, the past decade has produced inflation affecting costs across the board, leaving the Town’s reserves underfunded for replacement and repair costs; and upon consideration and deliberation upon the foregoing, the Town Board of the Town of Lansing has hereby

RESOLVED, that the revised Reserves Policy be adopted effective immediately, replacing the following Reserve Fund Policies:

- A. Policy adopted by Resolution 16-92, May 18, 2016:
  - a. Building Repair Reserve: which remains the same at \$150,000
  - b. Parks & Rec Equipment Reserve: updated from \$15,000 to \$20,000
  - c. Technology Reserve: updated from \$20,000 to \$25,000
  - d. Highway Equipment Reserve, Fund DA: updated from \$150,000 to \$200,000
- B. Policy adopted by Resolution 17-99, July 19, 2017
  - a. Parks and Trailways Reserve: which remains the same at \$150,000
- C. Policy adopted by Resolution 19-69, March 20, 2019
  - a. Highway Equipment Reserve, Fund DB: updated from \$150,000 to \$200,000

And be it further

RESOLVED, that the following Reserve Funds be added to the Reserves Policy:

- A. Warren Road Sewer District Reserve:
  - a. For the exclusive purpose of funding major repairs to capital improvements of the Warren Road Sewer District, including but not limited to repair or replacement of lift stations. This reserve may not be used to pay district operation and maintenance costs.
  - b. Funding level of \$25,000
- B. Cherry Road Sewer District Reserve:
  - a. For the exclusive purpose of funding major repairs to capital improvements to the Cherry Road Sewer District. This reserve may not be used to pay district operation and maintenance costs.
  - b. Funding level of \$5,000
- C. Consolidated Water District Reserve:

- a. For the exclusive purpose of funding major repairs to capital improvements to the Consolidated Water District. This reserve may not be used to pay district operation and maintenance costs.
- b. Funding level of \$200,000

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

Councilperson Judy Drake –	Councilperson Laurie Hemmings –
Councilperson Christine Montague –	Councilperson Joseph Wetmore –
Supervisor Ruth Groff –	

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on April 15, 2026.

**Christine Montague  
Town Board Member Report  
April 2026**

**Lansing Youth Services, March 19**

- Since I am the board’s representative to the county youth services board, I wanted to understand how Lansing Youth Services functions and fits in with the county-wide programs. Cornell Cooperative Extension is tasked by the county Department of Youth Services to run Rural Youth Services (RYS) in multiple towns in the county. I met the RYS coordinator from CCE, the Lansing Program Educator, and the rest of the Lansing Youth Commission, a group of parents and educators involved in oversight of the Lansing program. The program educator listed the fun afterschool activities he offered over the last few months, many of which were outdoors in the winter. He has great representation from enthusiastic boys. The RYS coordinator went through annual reports for the county and Lansing, and also the budget for Lansing Youth Services.

**Lansing Housing Authority, March 23**

- The management company for Woodsedge Housing said that their insurance doesn’t like pull cords in the units because of liability issues if they malfunction. The board decided to keep them for now and asked for options so residents can have a free alternative.
- The board discussed how to get the vegetable beds at Woodsedge fixed so the residents can start working in them.

**Tompkins County Youth Services Advisory Board, March 30**

- The department has a job opening for a youth services specialist and a deputy director.
- NYS has formed the Empire State Results Leadership program and Tompkins Co. has set up their group to get more collaboration between the Youth Services Dept, Dept of Social Services, Probation and Whole Health.
- Youth Services has made Youth Wellness Surveys to hear from both youth and adults. These surveys will be active until the end of April.
- We heard from Tompkins Childrens’ Single Point of Access (CSPOA) for mental health services. The Racker Center administers the program, which connects families to services, family therapy, and clinics.

Here are the QR codes for the youth wellness surveys, depending on whether you are a youth or an adult:




**YOUR VOICE MATTERS**  
**Youth Wellness Survey**




**We Want to Hear from YOU!**

Sponsored by:  


**Your Voice Matters**  
**Adult/Community Member**  
**YOUTH WELLNESS SURVEY**



Sponsored by:  


**We Want to Hear from YOU!**

**Conservation Advisory Council, April 1**

- A representative from Friends of the Lansing Center Trails attended to discuss the strategy for habitat maintenance. CAC will set up a BioBlitz this summer for the meadow so we will know what plants and animals are currently living there.

**A LOCAL LAW OF THE TOWN OF LANSING TO AMEND TOWN  
CODE CHAPTER 80, ENTITLED "PUBLIC WORKS DEPARTMENT"**

The Town Board of The Town of Lansing, New York, pursuant to a Resolution dated \_\_\_\_\_, 2026, does hereby approve and adopt this Local Law Number #\_ of 2026, and therefore, **BE IT SO ENACTED** as follows:

**SECTION 1 - AUTHORITY & PURPOSE:** This local law is adopted pursuant to the powers granted by the Town Law of the State of New York, including but not limited to §§ 20 and 64 therein, and Municipal Home Rule Law § 10, which authorize the Town of Lansing to adopt local laws providing for the governance and management of town affairs. The purpose of this local law is to amend Chapter 80 to clarify and update the functions and duties transferred to the Public Works Department and its Administrator.

**SECTION 2: AMENDMENTS TO TOWN CODE CHAPTER 80:** Town Code Chapter 80 is amended, with such amended provisions being hereby superseded and replaced, as follows:

A. Section 80-2 is amended to now read as follows:

**§ 80-2. Transfer of Highway Department and Other Town Functions.**

The functions of the highway department of the Town of Lansing are hereby transferred to the Public Works Department. The public works and construction and maintenance functions of the Parks and Recreation Department are emplaced within the Public Works Department. Additional town functions, responsibilities, offices, duties, departments, and personnel may be added to or removed from the Public Works Department as determined from time-to-time by the town board.

B. Section 80-3 is amended to now read as follows:

**§ 80-3. Responsibilities.**

A. The Public Works Department's responsibilities shall include: (i) the town's highway functions, along with responsibilities for the construction, improvement, repair, care, and maintenance of the highways, roads, bridges, sluices, waterways, culverts, and sidewalks; (ii) construction, excavation, maintenance, and repair of all town real estate, buildings, building-related facilities, parks, recreational fields, walkways, trails, and pathways; (iii) water and sewer infrastructure and stormwater facilities; and (iv) cemeteries of, owned by, or which are the responsibility of the town.

B. The Public Works Department will undertake and perform all public works, construction, general maintenance, repairs, and improvements in all town parks and recreation areas, working with the Town Park and Recreation Department as needed or required. For purposes of clarity, references to the management, construction, maintenance, and repair of town parks, trails, ballfields, improvements, facilities, and buildings does not include the management of recreational programming or management of the parks and trails themselves.

C. Unless the town board shall specify to the contrary, or applicable state or federal law require otherwise, whenever any positions, work, responsibilities, or duties are transferred or assigned to the Public Works Department, it shall be the responsibility of the Administrator of the Public Works Department to collaborate and assist other town staff, officers, and department heads relative to the coordination and management of such work or duties.

D. The Public Works Department shall provide all services required or desirable in order to enable the highway superintendent to fulfill any duty or responsibility imposed upon such official, whether or not in their capacity as town highway superintendent, by this chapter, or by any other local law, ordinance, or regulation of the town, or further by any lawful directive of the town board or any statute or regulation of the State of New York.

E. Notwithstanding the foregoing, this chapter shall not prohibit the town board from providing for construction of any public building, street, highway, road, park, trail, pathways, walkways, or other improvement or facility by public contract.

**SECTION 3 - SAVINGS AND SEVERANCE:** The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional must not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which must remain in full force and effect.

**SECTION 4 - CODIFICATION:** This local law, and the amendments to Chapter 80 as set forth herein, shall be incorporated into the Town Code, and the incorporator may designate such new section and numerical headings, or other indexed references, as provide for a coherent Town Code, sequentially numbered or marked. Nothing in this local law is intended to disrupt or affect the existing Town Code, except to the extent any existing code provision is herein expressly superseded or repealed. All other provisions of the Town Code are hereby reaffirmed and continued in force and effect.

**SECTION 6 - EFFECTIVE DATE:** This local law shall take effect upon \_\_\_\_\_, 2026.



**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 – \_\_\_\_\_