



REGULAR TOWN BOARD MEETING

Lansing Town Hall Board Room
Wednesday, September 16, 2026
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.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. Insero - 2025 Draft Audit
5. **Resolutions**
6. **Reports**
 - a. **Department of Public Works Report** – Mike Moseley
 - b. **Parks and Recreation Report** – Patrick Tyrrell
 - c. **Director of Planning Report** – Nathaniel Rogers
 - d. **Town Clerk Report** - Debbie Munson
 - e. **Lansing Community Library Report** – Annie Johnson
 - f. **Lansing Youth Services Report** – Richard Alvord
 - g. **Tompkins County Legislator Report** – Mike Sigler
7. **Consent Agenda**
 - a. Motion to Accept Donations in Memory of Jack Morse for The Lansing Baseball Program (LBP)
 - b. Motion Authorizing Lansing Supervisor to Sign Intergovernmental Agreement for the Provision of Endpoint Protection and Response Services (Phase II)
 - c. Resolution Approving Establishment of The Office Staff Classification Wage Scale for 2027
 - d. Resolution Amending Resolution #25-148 to Correct Clerical Error
 - e. Resolution Approving CivicPlus NextRequest Statement of Work for Public Records Requests Software
 - f. Resolution Approving Audit

- [g.](#) Resolution Approving Consent Agenda

8. Motions and Resolutions

- [a.](#) Resolution Accepting Dedication of Extension of Verizon Lane at the Terminus Thereof for Highway Purposes

9. 2027 Tentative Budget Presented by Town Clerk

10. 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

11. Boards & Committees

- a. Correspondence

12. Board Member Reports

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

13. Work Session

- a. Determine Interview Committees for Board/Committee Vacancies
- b. Statement about Governor Hochul's Executive Order

14. Executive Session if Needed

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

15. 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.



DEPARTMENT OF PUBLIC WORKS REPORT

September 2026

NEW DEPARTMENT OF PUBLIC WORKS BUILDING:

- Construction of the new Department of Public Works building continues to move forward and is currently on budget.

ROAD WORK AND MAINTENANCE:

- Crews worked at multiple locations throughout the Town to assess and replace culvert pipes as needed. This work includes identifying failing or undersized pipes, removing existing culverts, installing new piping to improve drainage, and restoring the surrounding areas to ensure proper water flow and roadway stability.
- Crews worked on replacing 2 pipes and reinforcing them around the outlet of the Lakewatch Drainage District. The pipes will be lined later this month.
- The DPW paved Algerine Road to restore the roadway following flood damage.

FLEET:

- Town equipment is routinely serviced and maintained to ensure continued reliable operation.

MS4:

- 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.

WATERMAIN PROJECT:

- The Brickyard Road and Buck Road water main replacement is set to start on September 3rd.

INTERMUNICIPAL:

- The Town assisted the Village of Cayuga Heights with a water valve issue by utilizing the DPW's vac-truck to support investigation and repair efforts.
- The DPW provided trucks and personnel to support the Tompkins County Highway Department with paving and milling operations. Additionally, Tompkins County Highway Department assisted the Town of Lansing by hauling gravel and assisting with roadway maintenance and improvement projects.

SEWER

- The DPW worked with T.G. Miller and NYSEG on new stand-alone generator for Farrell Road pump station.
- Mike Moseley, Highway Superintendent/Director of Public Works, attended training for the new updated Xylem Sewer Monitor System.

MONOPOLE

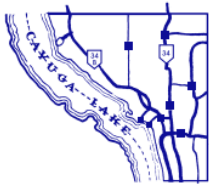
- The DPW has been working with NYSEG on the monopole located at 10 Town Barn Road, coordinating the installation of roadway access, electrical service, fencing, and structural building reinforcements associated with the project.

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:

- Bolton Point Commissioners Meeting: *Oversees water quality, regulatory compliance, budgeting, infrastructure planning, operational issues, and coordination among member municipalities.*
- 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.*
- Town of Lansing Budget Meetings.



TOWN of LANSING

"Home of Industry, Agriculture and Scenic Beauty"

ZONING, PLANNING AND CODE ENFORCEMENT

Box 186

Lansing, NY 14882

E-mail: tolcodes@lansingtown.com

Planning & Code Enforcement September 2026 Report

Zoning Code Update

The Zoning Advisory Committee continues to work with consultants from Colliers Engineering to update the Town of Lansing's Zoning Code. Members of the committee reviewed public comments and began discussing potential changes to the zoning map at meeting #5. More draft materials are anticipated to be ready in the near future, and two Zoning Advisory Committee meetings have been scheduled to discuss zoning districts, future potential map updates, and consultants draft documents.

Planning Board Projects

The following were heard at the August 24th Planning Board Meeting

- a. **Project:** Site Plan Amendment - 8-18 Verizon Lane
Applicant: Bill Duthie, Owner
Location: 8-18 Verizon Lane TPN 30.-1-16.32
Project Description: Requesting an amendment to the Site Plan Resolution passed for the proposed expansion of existing United Storage Complex. This project is located in the IR zoning district.
SEQR: Type II Action - No further review is required.
Anticipated Action: Consideration of requested amendment, Approved
- b. **Project:** Site Plan Review - 2037-A/B East Shore Drive
Applicant: Christopher Perry
Location: 2037-A/B East Shore Drive TPN 37.1-2-50
Project Description: Site Plan Review of proposed auto shop. This project is located in the B1 zoning district.
SEQR: Type II Action - No further review is required.
Anticipated Action: Public Hearing, SEQR, Approved
- c. **Project:** Minor Subdivision - 126 Scofield Road
Applicant: James Robertson
Location: 126 Scofield Road TPN 38.-1-6.5
Project Description: Minor Subdivision of 126 Scofield Road (5 ac) to create Parcel A (2.24 ac) and Parcel B (2.76 ac). This project is located in the R3 zoning district.
SEQR: Unlisted/Uncoordinated Action

Anticipated Action: Sketch Review, Set Public Hearing, SEQR

- d. **Project:** Site Plan Review - 18 Eastlake Road

Applicant: David Johnson, Owner

Location: 18 Eastlake Road TPN 42.-1-54.1

Project Description: Site Plan Review of proposed expansion of a recreational facility. This project is located in the R1 Residential Low-Density District.

SEQR: Unlisted/Uncoordinated Action

Anticipated Action: Consideration of proposed site plan, SEQR

- e. **Project:** Site Plan Review - 339 Jerry Smith Road

Applicant: Melissa Aucompaugh, Environmental Design Partnership Representative

Location: 339 Jerry Smith Road TPN 16.-1-10.2

Project Description: Site Plan Review of proposed large scale battery energy storage facility. This project is located in the AG zoning district.

SEQR: Unlisted Action

Anticipated Action: Consideration of proposed site plan, SEQR

- f. **Project:** Major Subdivision - 0 North Triphammer Road

Applicant: Wayne Britton

Location: 0 North Triphammer Road TPN 37.1-4-2.12

Project Description: Major Subdivision of 0 North Triphammer Road (9.7 ac) to create 12 lots; "Lot 1" (27,115.4 - square feet), "Lot 2" (29,688.7 - square feet), "Lot 3" (36,739.9 - square feet), "Lot 4" (35,759.3 - square feet), "Lot 5" (33,455.7 - square feet), "Lot 6" (33,529.6 - square feet), "Lot 7" (40,268.0 - square feet), "Lot 8" (29,818.1 - square feet), "Lot 9" (35,353.8 - square feet), "Lot 10" (25,015.0 - square feet), "Stormwater Lot (Dedicated)" (13,310.4 - square feet), "Stormwater Lot (Dedicated)" (17,715.1 - square feet). This project is located in the R1 zoning district.

SEQR: Unlisted/Uncoordinated Action

Anticipated Action: Consideration of proposed subdivision

- g. **Project:** Site Plan Review - 430 Peruville Road

Applicant: Scott Gibson

Location: 430 Peruville Road TPN 30.-1-28.212

Project Description: Site Plan Review of existing contractors' yard. This project is located in the AG zoning district.

SEQR: Undetermined - More information is required

Anticipated Action: Sketch Plan Conference

- h. **Project:** Request for Immunity - 10 Town Barn Road

Applicant: Town of Lansing

Location: 10 Town Barn Road TPN 30.-1-16.12

Project Description: Request for Immunity from review for proposed subdivision of Town lands. The Town intends to subdivide the Town Barn parcel so that additional water meters can be installed.

SEQR: Type II Action - No further review is required.

Anticipated Action: Consideration of proposed request for immunity.

Zoning Board of Appeals Projects

The following were heard at the August 12th Zoning Board of Appeals Meeting

- a. **Project:** 9 ½ Ladoga Park Rd - Area Variance

Applicant: Kristin Bartholomew

Location: 9 ½ Ladoga Park Rd, TPN 34.-1-25

Project Description: The applicant has applied for an Area Variance to construct a 20' by 24' garage and needs relief from Town of Lansing Zoning Law § 270-11, Schedule II: Area, Frontage, Yard, Height, and Coverage Requirements for a side yard setback of 2' where 10' is required from the property line on the western side of the parcel and a side yard setback of 0' where 10' is required from the railroad right of way on the eastern side of the parcel. This project is located in the L1 Lakeshore zoning district.

SEQR: This project is a Type II action

Anticipated Action: Complete Public Hearing, issue conditions & approval

Code Enforcement Data

August 2026

	August	Year To Date
Fees Collected	\$7,496.80	\$56,703.10
Estimated Project Cost	\$1,160,503.64	\$7,352,457.64
Building Permits	27	165
Certificates of Occupancy	11	130
New One & Two Family Residences	2	11
New Multi-Family Residences	0	1
New Businesses	0	0



LANSING COMMUNITY LIBRARY UPDATE TO THE LANSING TOWN BOARD
September 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
5. The Library has an Empire Pass and pass 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, donations are now being accepted.
9. Story time returns! Thursdays at 10:30, 9/10, 9/17, 9/24
10. The Friends hosted a successful Cookie Contest on Sunday August 30th.
11. The Lansing Community Co-Working Club will be meeting Mondays (11:30-3:30) at the Library and Wednesdays at the Community Center. This is an opportunity for remote workers to connect.
12. There will be an art workshop "The Art of Light: Chinese Lantern Painting and Asian Lantern Festivals" on 9/19, 10:30-12:30 registration required.
13. Book Club will meet 9/15, 7-8 pm to discuss "The Measure" by Nikki Erlick.

**MOTION TO ACCEPT DONATIONS IN MEMORY OF JACK MORSE
FOR THE LANSING BASEBALL PROGRAM (LBP)**

MOTION M26-

**MOTION TO ACCEPT DONATIONS IN MEMORY OF JACK MORSE
FOR THE LANSING BASEBALL PROGRAM (LBP)**

Motion to accept all donations received in memory of Jack Morse to be put toward the Lansing Baseball Program (LBP).

**INTERGOVERNMENTAL AGREEMENT FOR THE PROVISION OF ENDPOINT PROTECTION AND
RESPONSE SERVICES (Phase II)**

BETWEEN

**THE NEW YORK STATE OFFICE OF INFORMATION TECHNOLOGY SERVICES,
THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES**

AND

Town of Lansing

X052141

This Intergovernmental Agreement ("IA") is entered into by and among the New York State Office of Information Technology Services ("ITS"), the New York State Division of Homeland Security and Emergency Services ("DHSES"), ITS and DHSES collectively referred to herein as the "State," and the entity identified on the signature page of this IA which is a political subdivision, municipal corporation, or public authority as defined by the laws of the State of New York ("Participating Entity"). By entering into this IA, the Participating Entity acknowledges that it has the legal authority to enter into this IA and that the individual executing this IA has been duly authorized to execute the IA. Each party to this IA is referred to individually as a "**Party**" and collectively as the "**Parties**."

WHEREAS, ITS is responsible for protecting New York State Government's cyber security infrastructure and does so by employing a multi-faceted approach that includes coordinating policies, standards and programs on cyber security across the State, partnering with State agencies and law enforcement, monitoring the State's technology assets and responding to abnormalities and threats to their systems; and

WHEREAS, DHSES is responsible for working with federal, state, local and private entities to protect the State's critical infrastructure from cyber threats and vulnerabilities and to coordinate and facilitate information and intelligence sharing amongst these entities to assist in the early identification of and response to natural and man-made disasters; and

WHEREAS, the Participating Entity provides vital services to residents of New York State and within its jurisdictional boundaries; and

WHEREAS, the Parties remain committed to ensuring the safety of their respective critical infrastructure by investing in strategic collaborations and technology for strengthening cyber security and resiliency in the face of evolving threats; and

WHEREAS, there is established within the State a Joint Security Operations Center ("JSOC") to serve as the round the clock operational center for the purposes of sharing cyber threat information that is uniquely positioned as a sharing hub to integrate information and facilitate operational collaboration from multiple sources; and

WHEREAS, the NY Security Operations Center Initiative ("hereafter, "NYSOC") is a one-of-a kind cooperative approach between State and local governments to enhance collective cybersecurity and risk management capabilities and provide Participating Entities with actionable information to prevent, detect, respond to and recover from cyber-attacks; and

WHEREAS, increasingly sophisticated cyber-attacks on governmental entities as well as unauthorized access to their systems may compromise the security and integrity of government data, disrupt operations and services and damage critical infrastructure, thereby risking the health and welfare of the public; and

WHEREAS, the Parties recognize that deployment and use Endpoint Detection and Response (EDR) software, and rapid information sharing are foundational components of a sound cybersecurity program; and

WHEREAS The estimated total value of the endpoint detection licenses which is provided at no cost to the Participating Entity over the term of the Intergovernmental Agreement (3 years) is \$5,285.70

NYS ITS, NYS DHSES and Town of Lansing
Contract X052141

NOW THEREFORE, in consideration of the foregoing, the Parties hereby agree as follows:

1. PURPOSE AND BENEFITS

The purpose of this Intergovernmental Agreement is to allow Participating Entities to access EDR software for better proactive security collaboration on threat intelligence amongst New York State and political subdivisions of the State.

Taking advantage of economies of scale and the State's purchasing power, the State has arranged for the Participating Entity to receive EDR software at no cost. Additionally, as part of that arrangement, the software provider or its affiliates will work directly with the Participating Entity to deploy the EDR solution within the Participating Entity's environment and provide training to assist the Participating Entity with using the EDR software.

2. DEFINITIONS

"Confidential Information" means any non-public information that a Party (**"Disclosing Party"**), regardless of form or medium of disclosure (e.g., verbal, hard copy, or electronic) or source of information (e.g., ITS, other state agencies, electronic systems, federal government, or third-party contractors) provides to the other Party or Parties, its agents, employees, officers, partners, or subcontractors (**"Recipient"**) or which the Recipient obtains, discovers, derives, or otherwise becomes aware of as a result of performance of this IA.

"Cyber Information" means information owned or derived by a Party relating to cyber intelligence, indicators of compromise, indicators of cyber threat, cyber security investigative information, defensive measures being taken during an ongoing or imminent threat, and other such information relating to cyber security.

"EDR software data" means data derived from an endpoint security solution that continuously monitors endpoint devices to detect and respond to cyber security incidents that is shared through the software provider to the NYSOC.

"Security Incident" means a cyber event that a Party believes has compromised or may compromise the security, confidentiality, availability or integrity of its data, systems, networks, or other information technology related assets.

"Affected Party" means a Party that is affected by a Security Incident.

3. INTERGOVERNMENTAL AGREEMENT

The IA between the Parties consists of the following documents listed below in the following order of precedence:

- a. Appendix A – Standard Clauses for All New York State Contracts
- b. This IA document setting forth the final agreement between the Parties, including all attachments, appendices, and exhibits contained herein.

4. SERVICES

- a. Obligations of the State:
 - i. Facilitate and cover the cost of licensing for Endpoint Detection and Response (EDR) software for Participating Entity endpoints. The EDR software will be provided to the Participating Entity directly from the software provider.
 - ii. Provide services, as selected by the Participating Entity, as described in Attachment A.
- b. Obligations of the Participating Entity:
 - i. Participating Entity will be responsible for providing a technical lead with access to deploy the EDR software on end points and sufficient IT staff to facilitate the deployment of this software in their environment.
 - ii. Participating Entity agrees to abide by the EDR software provider's terms and conditions as agreed to between the State and the EDR software provider regarding use of the software and agrees to remain solely responsible for its use and configuration of the EDR software.
 - iii. Participating Entity agrees to maintain and update the EDR software on their systems, including working with the EDR software provider directly to address any issues that arise from the software.
 - iv. Participating Entity agrees that the EDR software will be configured to provide alerts to the NYSOC to contribute to the creation and monitoring of a statewide view of cybersecurity threats.

- v. Participating Entity agrees to provide NYSOC a list of contacts and contact information in the event of alerts or other information related to the service. Participating Entity agrees to provide updates to the list as needed.
- vi. Participating Entity agrees to promptly notify all relevant entities, including but not limited to third-party system owners, of the State's activities and secure all necessary approvals, authorizations, or waivers in a timely fashion. Participating Entity will bear the full responsibility for all costs for obtaining such approvals, authorizations, or waivers, and any liability that results from the failure to secure, necessary approvals, authorizations or waivers, and for any damage to third parties arising out of or related to the products and services provided and/or performed by the State pursuant to this Section 4, including any intentional or negligent act or omission.

5. CONSIDERATION

The State agrees to provide the EDR software to the Participating Entity at no cost in exchange for the Participating Entity's agreement to share the EDR software data with the NYSOC to increase the State's visibility of the cyber threat landscape across the various state entities and political subdivisions, which will enhance the State's ability to quickly and more accurately respond to cybersecurity threats.

6. TERM

The initial term of the IA shall be for a period of three (3) years beginning on the effective date and will be automatically renewed for additional twelve (12) month terms based upon approval of funding in the State budget and approval of the New York State Office of the State Comptroller, if applicable. The Parties agree that should funding for this initiative not be appropriated in a State budget, the IA shall terminate with ninety (90) days prior notice required. The effective date of this IA shall be the date of approval of the IA by the New York State Office of the State Comptroller, if applicable, otherwise, this IA shall be effective as of the date of the later signature of this IA.

7. TERMINATION

a. For Convenience

Each Party retains the right to cancel the IA without cause and without penalty, provided that at least ninety (90) calendar days' notice of the Party's intent to cancel is given. This provision should not be understood as waiving a Party's right to terminate the IA for cause or stop work immediately for unsatisfactory work, but is supplementary to that provision.

b. For Cause

For any material breach or failure of performance of the IA by a Party, the other Party may provide written notice of such breach or failure. A Party may terminate the IA if the other Party does not cure such breach or failure within thirty (30) calendar days after the giving of written notice to cure.

No delay or omission to exercise any right, power, or remedy accruing to a Party upon breach or default by the other Party under the IA shall impair any such right, power or remedy, or shall be construed as a waiver of any such breach or default, or any similar breach or default thereafter occurring nor shall any waiver of a single breach or default be deemed a waiver of any subsequent breach or default. All waivers must be in writing.

c. Termination Notice

Notices required by this section shall be delivered to the other Party in writing, pursuant to the Notice provisions of this IA.

d. Data Migration and Destruction

Upon expiration or termination of this IA, the Parties agree to return each respective Party's Confidential Information and Cyber Information within a period of ninety (90) days following expiration or termination, including metadata and attachments, in a mutually agreed upon, commercially standard format. Thereafter, except for data required to be maintained by federal, state, and local laws, rules, regulations, ordinances, policies, standards, or guidelines or this IA, each Party shall destroy the other Parties' Confidential Information

and Cyber Information from its systems and wipe all its data storage devices to eliminate any and Confidential Information and Cyber Information from its systems. The sanitization process must be in compliance the NYS Security Standard, NYS-S13-003, available at <https://www.its.ny.gov/document/sanitizationsecure-disposal-standard>, and other sanitization and disposal standards where required by NYSOC policy or law. If immediate purging of all data storage components is not possible by a Recipient, that Recipient will certify that any Confidential Information or Cyber Information remaining in any storage component will be safeguarded to prevent unauthorized disclosures until such purging is possible. The non-purging Recipient must then certify to the other Parties, in writing, that it has complied with the provisions of this paragraph including providing any supporting documentation as required.

8. WARRANTIES

To the extent permitted by law, there are no other express or implied warranties or conditions, including warranties or conditions of merchantability and fitness for a particular purpose.

9. NO PERSONAL LIABILITY

No commissioner, officer, agent, or employee of either Party shall be held personally liable under any provision of this IA or because of its execution or attempted execution or because of any breach or alleged breach hereof.

10. THIRD PARTY DATA SHARING

EDR software data received by the NYSOC will be accessible by all NYSOC personnel from various partner entities, including New York State and New York City. Any NYSOC personnel who may have access to EDR Data, Confidential Information and Cyber Information, are subject to a formal background check requirement compliant with the FBI's Criminal Justice Information Services (CJIS) requirements and must take training consistent with the State's federal obligations. In addition to these requirements, vendor partners of these entities who may need access to EDR data, Confidential Information, and Cyber Information to assist the NYSOC personnel in carrying out the services described in this IA, are also subject to certain non-disclosure agreements. The NYSOC personnel may share anonymized data with participating entities and other entities that enter into cyber information sharing agreements with the State.

11. CONFIDENTIAL AND CYBER INFORMATION SHARING

a. Confidentiality Obligations. Each Party will:

- i. Hold all Confidential Information and Cyber Information provided by the other Party in strict confidence, except as otherwise expressly permitted under this Section 11;
- ii. Not disclose Confidential Information or Cyber Information of the other Party to any third-parties except to those who are subject to the same obligations as set forth in this Section 11, or as otherwise set forth in this Section 11;
- iii. Not process Confidential Information or Cyber Information of the other Party in any way not authorized by this IA;
- iv. Limit reproduction of the other Party's Confidential Information and Cyber Information to a need only basis;
- v. When Confidential Information or Cyber Information is shared, not disclose any Confidential Information or Cyber Information that may be used to identify the other Party;
- vi. In the event of an unauthorized or inadvertent use or disclosure of, or access to Confidential Information and Cyber Information, shall without unreasonable delay upon discovery that an unauthorized disclosure or loss has occurred, notify the other Party in writing and shall ensure a proper record of such unauthorized or inadvertent use, disclosure or access is kept and immediately provided to the other Party. The Parties shall also assist in any subsequent investigation of the unauthorized or inadvertent use, disclosure or access and mitigate any possible resulting damages of same. A record required under this provision shall include, at a minimum, the following:
 - a. Date of the unauthorized use or inadvertent disclosure;
 - b. Name of the recipient of the unauthorized use or inadvertent disclosure;
 - c. Address of the recipient of the unauthorized use or inadvertent disclosure, if known;
 - d. Brief description of the Confidential Information or the Cyber Information used or disclosed;

- e. Any remedial measures taken to retrieve or otherwise repossess such Confidential Information or Cyber Information; and
 - f. All other details required or necessary for the Party disclosing the Confidential Information or Cyber Information to know when and how such unauthorized disclosure was made and what mitigating steps are being undertaken or recommended to remedy.
 - vii. Take steps to avoid publication or dissemination of the Confidential Information and Cyber Information using at least the same degree of care as the Parties would use with respect to their own Confidential Information and Cyber Information; and
 - viii. At all times, have the right to request reasonable further assurances that the foregoing restrictions and protections concerning Confidential Information and Cyber Information are being observed, and the Party receiving the request must promptly provide the assurances.
- b. Exceptions Allowing Parties to Disclose Certain Confidential Information and Cyber Information
- i. The confidentiality obligations in this Section 11 do not apply to the extent that the Party receiving the Confidential Information or Cyber Information can demonstrate or establish by written evidence that: (1) the Confidential Information or Cyber Information became part of the public domain other than through actions that constitute a breach of this IA or fault on the part of Recipient; (2) the Confidential Information or Cyber Information was lawfully obtained by Recipient from a source other than the Disclosing Party free of any obligation to keep it confidential; (3) Recipient developed such information independently of and without reference to any Confidential Information or Cyber Information of the Disclosing Party (Recipient shall bear the burden of proving such independent development); (4) the Disclosing Party expressly authorized disclosure of the Confidential Information or Cyber Information; (5) the Confidential Information or Cyber Information is required to be disclosed pursuant to law, regulation, judicial or administrative order, or request by a governmental or other entity authorized by law to make such request; provided, however, that Recipient shall comply with Section 11(b)(iii)(3) (Disclosure if Legally Compelled) below; (6) the Disclosing Party, in its sole discretion, agrees that the Confidential Information or Cyber Information has been anonymized to remove personal identifying information or information not otherwise disclosable under existing law; or (7) it is a third party as described in Section 10 above for which sharing Confidential Information or Cyber Information is necessary to provide NYSOC services. Recipient will bear the burden of proving any of the foregoing conditions exist.
 - ii. Notwithstanding the provisions of Section 11(a) herein and where written notice is provided to the Party disclosing the Confidential Information or Cyber Information, the Recipient may disclose Confidential Information or Cyber Information to their third-party representatives who have a legitimate business need to know or use such Confidential Information or Cyber Information for purposes of aiding in cyber security activities, provided that such third-party representative (1) is advised by the Party disclosing the Confidential Information or Cyber Information of the sensitive and confidential nature of such Confidential Information or Cyber Information; and (2) agrees to comply with the provisions of this IA as if they were a Party.
 - iii. Disclosure if Legally Compelled
 - 1. Notwithstanding anything herein, in the event that a Party receives notice that it has, will, or may become compelled, pursuant to applicable law, regulation, or legal process to disclose any Confidential Information or Cyber Information (whether by receipt of oral questions, interrogatories, requests for Confidential Information or Cyber Information or documents in legal proceedings, Freedom of Information Law ("**FOIL**") requests, subpoenas, civil investigative demands, other similar processes, or otherwise), that Party shall, except to the extent prohibited by law, within two (2) business days of receipt of such notice, notify the other Party, orally and in writing, of the pending or threatened compulsion. In performing their obligations and exchanging information under this IA the Parties are acting in their common interests, each Party will maintain and support the attorney-client and work product privilege if asserted by the other Party.
 - 2. To the extent permitted by law, the Parties will coordinate and cooperate with each other in advance of any disclosure, in order to undertake any lawfully permissible steps to reduce and/or minimize the extent of Confidential Information or Cyber Information that must be disclosed.
 - 3. To the extent permitted by law, the Parties will have the right to seek an appropriate protective order or other remedy reducing and/or minimizing the extent of Confidential Information or Cyber Information that must be disclosed.

4. Upon determination that Confidential Information or Cyber Information must be disclosed pursuant to this section, the Party receiving the request and its third-party representatives shall disclose only such Confidential Information or Cyber Information that they are legally required to disclose in order to comply with such applicable law or regulation or legal process (as may be affected by any protective order or other remedy obtained by a Party). The Party and its third-party representatives shall use all reasonable efforts to ensure that all Confidential Information or Cyber Information that is so disclosed will be accorded confidential treatment.

c. Security

- i. The Parties shall store Confidential Information and Cyber Information in a secure fashion at a secure location that is not accessible to any person or entity not authorized to receive the Confidential Information or Cyber Information under the provisions of this IA;
- ii. Temporary Suspension of Obligations. At any time, a Party may suspend performance of one or more of its obligations under this IA without terminating in the event of an actual or suspected Security Incident or a security breach of a third-party that may affect the suspending Party. The suspending Party will provide notice of the suspension as soon as practicable under the circumstances. Notwithstanding the foregoing, unless legally compelled without the possibility of contractual waiver, this Section 11(c)(ii) will not apply to Sections 11(a) and 16 of this IA.

12. NO THIRD-PARTY RIGHTS

Nothing in the IA shall create or give to third parties any claim or right of action against the Participating Entity or the State beyond such as may legally exist irrespective of the IA.

13. NOTICES

- a. All notices permitted or required hereunder shall be in writing and shall be transmitted either:
 - i. Via certified or registered United States mail, return receipt requested;
 - ii. By facsimile transmission;
 - iii. By personal delivery;
 - iv. By expedited delivery service; or
 - v. By email.

Such notices shall be addressed as follows or to such different addresses as the parties may from time-to-time designate:

ITS:

NYS Office of Information Technology Services
 Division of Legal Affairs
 Empire State Plaza, PO Box 2062 Albany, NY 12220-0062
 Attn: Chief General Counsel
 Email: its.sm.dla@its.ny.gov

DHSES:

NYS Division of Homeland Security and Emergency Services
 Cyber Incident Response Team
 1220 Washington Ave, Bldg 7A
 Albany, NY 12226
 Attn: CIRT Director
 Email: CIRT@dhses.ny.gov

With a copy to:

NYS Division of Homeland Security and Emergency Services
Office of Counsel
1220 Washington Ave, Bldg 7A
Albany, NY 12226
Attn: Deputy Counsel
Email: thomas.mccarren@dhses.ny.gov

Name:
Title:
Address:
Telephone Number:
Facsimile Number:
E-Mail Address:

- b. Any such notice shall be deemed to have been given either at the time of personal delivery or, in the case of expedited delivery service or certified or registered United States mail, as of the date of first attempted delivery at the address and in the manner provided, or in the case of facsimile transmission or email, upon receipt.

14. AMENDMENTS

This IA may be amended, modified or superseded, and the terms or conditions hereof may be waived only by a written instrument signed by the State and Participating Entity, or in the case of a waiver, the Party waiving compliance, and must be approved by the New York State Office of the State Comptroller if applicable.

15. DISPUTE RESOLUTION

The Parties agree that prior to the commencement of any legal proceeding, the Parties shall, in good faith, attempt to resolve any disputes that arise from this IA. The Party commencing a dispute shall do so by submitting a description of the dispute in writing to the other Party's designated single point of contact. The following escalation procedures shall be followed:

- a. The Parties designated single points of contact shall attempt to amicably resolve the dispute within ten (10) business days, or as otherwise agreed to by the Parties.
- b. If the Parties designated single points of contact are unable to resolve the dispute, such dispute will be submitted to the ITS Chief Information Officer, the Commissioner of DHSES, and the Participating Entity's chief executive officer for resolution.

16. INDEMNIFICATION

- a. Subject to the availability of lawful appropriations, the Participating Entity shall hold the State, its officers, agents, and employees harmless from and indemnify it for any final judgment of a court of competent jurisdiction or amounts paid in settlement of a third-party claim to the extent attributable to the negligence of the Participating Entity or of its officers or employees when acting within the course and scope of their employment.
- b. Subject to the availability of lawful appropriations consistent with Section 8 of the State Court of Claims Act, the State shall hold the Participating Entity harmless from and indemnify it for any final judgment of a court of competent jurisdiction or amounts paid in settlement of a third-party claim to the extent attributable to the negligence of the State or of its officers or employees when acting within the course and scope of their employment.

17. GENERAL PROVISION AS TO REMEDIES

The Parties may exercise their respective rights and remedies at any time, in any order, to any extent, and as often as deemed advisable, without regard to whether the exercise of one right or remedy precedes, concurs with or succeeds the exercise of another. A single or partial exercise of a remedy shall not preclude a further exercise of the right or remedy or the exercise of another right or remedy from time to time. No delay or omission in exercising a right or remedy, or delay, inaction, or waiver of any event of default, shall exhaust or impair the right or remedy or constitute a waiver of, or acquiescence to, an event otherwise constituting a breach or default under the IA.

18. ADDITIONAL REMEDIES

In addition to any other remedies available to the Parties under this IA and state and federal law for the other Party's default, a Party may choose to exercise some or all of the following:

- Pursue equitable remedies to compel a Party to perform;
- Require a Party to cure deficient performance or failure to meet any requirements of the IA.

19. INDEPENDENT CONTRACTORS

Nothing in this IA shall be construed to create any partnership, joint venture or agency relationship of any kind. Neither Party has any authority under this IA to assume or create any obligations on behalf of or in the name of the other Party or to bind the other Party to any contract, agreement or undertaking with any third party.

20. ASSIGNMENT

The State may assign this IA, including all right and responsibilities to any successor NYS entity. The Participating Entity will be provided notice of any assignment. The Participating Entity may assign this IA as required by operation of law or with the consent of the State, such consent shall not be unreasonably withheld. Such assignment may be subject to approval by the New York State Office of the State Comptroller, if applicable.

21. NON-WAIVER

The failure by any Party to insist on performance of any term or condition or to exercise any right or privilege included in this IA shall not constitute a waiver of same unless explicitly denominated in writing as a waiver and shall not thereafter waive any such term or condition and/or any right or privilege. No waiver by any Party of any breach of any term of this IA shall constitute a waiver of any subsequent breach or breaches of such term.

22. ENFORCEABILITY/SECTION HEADINGS

In the event any clause, or any part or portion of any clause of this IA shall be held to be invalid, void, or otherwise unenforceable, such holding shall not affect the remaining part or portions of that clause, or any other clause hereof. The section headings in this IA are inserted only as a matter of convenience and for reference and in no way define, limit or fully describe the scope or intent of any provision of this IA.

23. JURISDICTION

This IA shall be construed according to the laws of the State of New York, except where the federal supremacy clause requires otherwise, and all claims concerning this IA shall be determined in a court of competent jurisdiction in the county of the state of New York in which the claim is alleged to have arisen.

24. EXECUTION

By execution, delivery and performance of this IA, each party represents to the other that it has been duly authorized by all requisite action on the part of the Participating Entity and the State respectively. This IA constitutes the legal, valid, and binding obligation of the Parties hereto.

25. ENTIRE AGREEMENT

This IA represents the entire understanding and agreement between the Participating Entity, ITS, and DHSES with respect to the subject matter hereof, and supersedes all other negotiations, understandings, and representations (if any) made by and between such Parties.

IN WITNESS WHEREOF, this Contract has been duly executed on the date and year set out below.

By: Town of Lansing
Name: _____

Title: _____
Date: _____, 20__

**NYS OFFICE OF INFORMATION
TECHNOLOGY SERVICES**

By: _____
Name: _____
Title: _____
Date _____, 20__

**NYS DIVISION OF HOMELAND SECURITY
AND EMERGENCY SERVICES**

By: _____
Name: Elizabeth Snyder
Title: Deputy Commissioner Admin & Finance
Date _____, 20__

CORPORATE ACKNOWLEDGMENT

STATE OF _____}

ss.:

COUNTY OF _____}

On the _____ day of _____ in the year 20____, before me personally appeared: _____, known to me to be the person who executed the foregoing instrument, who, being duly sworn by me did depose and say that his/her place of business is at _____, Town/City of _____, County of _____, State of _____; and further that s/he is the _____ of _____, the corporation described in said instrument; that, by authority of the Board of Directors of _____, s/he is authorized to execute the foregoing instrument on behalf of _____ for purposes set forth therein; and that, pursuant to that authority, s/he executed the foregoing instrument in the name of and on behalf of said corporation as the act and deed of said corporation.

Notary Public

APPROVED AS TO FORM:

NYS OFFICE OF THE ATTORNEY GENERAL

By: _____
Title: _____
Date: _____

APPROVED:

NYS OFFICE OF THE STATE COMPTROLLER

By: _____
Title: _____
Date: _____

ATTACHMENT A
INTERGOVERNMENTAL AGREEMENT FOR THE PROVISION OF ENDPOINT PROTECTION AND
RESPONSE SERVICES (Phase II)

BETWEEN

THE NEW YORK STATE OFFICE OF INFORMATION TECHNOLOGY SERVICES,
THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES

AND
Town of Lansing

X052141

All Participating Entities will be provisioned with access to and training for the EDR software vendor's portal allowing the Participating Entity to perform monitoring, analysis, quarantine and containment, and other cyber hygiene functions as provided by the EDR software. In addition, the EDR software provides proactive threat hunting twenty-four hours per day, seven days per week (24x7). The EDR software will also be configured to conduct the first level of triage to identify threats, assign a level of importance or urgency to the threat, and deliver alerts and actionable notification directly to the Participating Entities thru E-mail.

A Participating Entity may choose additional levels of service from the NYSOC. These levels of service are either:

1. Off-hours monitoring, and email escalation; or
2. Off-hours monitoring, email escalation, critical escalations, and containment and/or quarantine actions on impacted endpoints flagged for such by the EDR software. By selecting this option, the Participating Entity is granting the NYSOC and/or the EDR software vendor's staff the authority to take action per the critical escalation process defined below.

Please indicate level of NYSOC service requested; if neither level of service is desired, enter N/A: _____.

Definitions:

Monitoring:

Monitoring is NYSOC and/or the EDR vendor staff reviewing Critical, High, and other vendor-escalated alerts received from the EDR software and conducting further analysis on the host endpoint using available tools (e.g., EDR Portal) to further quantify risk and determine if additional actions are required (e.g., escalation, critical escalation, containment and quarantine). The terms 'Critical' and 'High' alerts refer to the vendor's top two levels of automated alert criticality rating. 'Vendor-escalated' alerts refers to instances where the vendor escalates an alert to the NYSOC and/or Participating Entity beyond the vendor's automated alert criticality rating (e.g., Critical, High).

Escalations:

Escalation is the process of identifying potential cybersecurity concerns so that appropriate personnel can take action to address them. Escalations will be sent via email when the NYSOC Team and/or EDR software vendor's staff requires action to be taken by the Participating Entity in order to validate activity on a host or remediate a host. Examples of when an escalation will be sent may include, but would not be limited to:

- Validating questionable admin activity seen on a host
- Validating application usage
- Not having remote access to a host
- Requests for approval to take additional remediation countermeasures

Critical Escalations:

During an investigation, where NYSOC and/or EDR software vendor's staff containment and quarantine actions are required or action need to be taken by the Participating Entity, the NYSOC Team and/or EDR software vendor's staff will call the phone numbers provided in the below order of priority. If there is no response from any of the contacts, the NYSOC Team and/or EDR software vendor's staff will send a Critical Escalation email and continue monitoring but not proceed with any countermeasures that are not approved by the Participating Entity. The NYSOC and/or EDR software vendor's staff will begin the escalation process within a reasonable amount time from receipt of the critical alert or notification by the EDR software.

The Critical escalation and containment and quarantine functions will be phased in by the NYSOC and/or EDR software vendor's staff as it reaches operational maturity. Critical escalations may not be available on the Participating Entities' onboarding date. However, the EDR software will provide direct alerting to the Participating Entity irrespective of the NYSOC's status.

Containment and Quarantine:

NYSOC and/or EDR software vendor's staff containment and quarantine includes:

- Containment of hosts identified by the EDR software as a critical risk
- Quarantine or removal of files or artifacts identified by the EDR software as a critical risk
- Recommend recovery actions as needed per incident to address vulnerabilities in infrastructure not managed by the EDR software

Off-Hours: NYSOC Off hours support is Saturday and Sunday all day, and 5PM to 8AM Monday - Friday. The EDR software vendor's staff is available 24/7/365.

Escalation priority Points of Contact: Please provide a list **in order of priority** of the persons the NYSOC and/or EDR software vendor's staff should call when notifying the Participating Entity of a Critical Escalation (the Participating Entity does not have to use all the lines below and should add additional lines if necessary):

1. _____
2. _____
3. _____
4. _____
5. _____

**MOTION AUTHORIZING TOWN OF LANSING SUPERVISOR TO SIGN
INTERGOVERNMENTAL AGREEMENT FOR THE PROVISION OF
ENDPOINT PROTECTION AND RESPONSE SERVICES (PHASE II)**

MOTION M26-

**MOTION AUTHORIZING TOWN OF LANSING SUPERVISOR TO SIGN
INTERGOVERNMENTAL AGREEMENT FOR THE PROVISION OF
ENDPOINT PROTECTION AND RESPONSE SERVICES (PHASE II)**

Motion to authorize Town of Lansing Supervisor to sign an Intergovernmental Agreement for The Provision of Endpoint Protection and Response Services (Phase II) between the Town of Lansing and New York State Office of Information Technology Services and the New York State Division of Homeland Security and Emergency Services.

2027 Proposed Wage Structure
(08.26.26 Version 3)

Section 7, Item c.

Effective 01/01/2027 Per Highway Association Agreement 2025-2027		3.00%	FIELD STAFF JOB CLASSIFICATION SYSTEM				
	CIVIL SERVICE TITLE		Step 1 HIRE Year	Step 2 1-4 Years of Service & Year After Hired	Step 3 5-8 Years of Service	Step 4 9-12 Years of Service	Step 5 13 or More Years of Service
Positions Not Part of Lansing Highway Agreement							
		% increase by step	2.00%	2.00%	2.00%	2.00%	
F	Deputy Highway Superintendent	Hourly Rate	\$ 44.23	\$ 45.12	\$ 46.05	\$ 46.99	\$ 47.95
		40 HR Annual	\$ 91,998.40	\$ 93,849.60	\$ 95,784.00	\$ 97,739.20	\$ 99,736.00
E	Working Supervisor Maintenance Supervisor	Hourly Rate	\$ 36.38	\$ 37.12	\$ 37.87	\$ 38.66	\$ 39.45
		40 HR Annual	\$ 75,670.40	\$ 77,209.60	\$ 78,769.60	\$ 80,412.80	\$ 82,056.00
Lansing Highway Association Staff <i>(Titles in italics indicate possible future titles)</i>							
D	<i>(Sr.)</i> Heavy Equipment Mechanic	Hourly Rate	\$ 35.28	\$ 36.00	\$ 36.74	\$ 37.49	\$ 38.25
		40 HR Annual	\$ 73,382.40	\$ 74,880.00	\$ 76,419.20	\$ 77,979.20	\$ 79,560.00
C	Automotive Mechanic Assistant <i>(Heavy Equipment Mechanic)</i> Motor Equipment Operator w/ A CDL	Hourly Rate	\$ 31.59	\$ 32.21	\$ 32.85	\$ 33.50	\$ 34.16
		40 HR Annual	\$ 65,707.20	\$ 66,996.80	\$ 68,328.00	\$ 69,680.00	\$ 71,052.80
	Class A CDL Increased Value of:	\$ 1.00					\$ 91,000.00
B	Motor Equipment Operator	Hourly Rate	\$ 30.59	\$ 31.21	\$ 31.85	\$ 32.50	\$ 33.16
		40 HR Annual	\$ 63,627.20	\$ 64,916.80	\$ 66,248.00	\$ 67,600.00	\$ 68,972.80
A	Laborer	Hourly Rate	\$ 25.73	\$ 26.26	\$ 26.80	\$ 27.34	\$ 27.90
		40 HR Annual	\$ 53,518.40	\$ 54,620.80	\$ 55,744.00	\$ 56,867.20	\$ 58,032.00

Hired Prior to
Jan 1, 2016

OFFICE STAFF JOB CLASSIFICATION SYSTEM				
2027 PROPOSED				
CLASS	CIVIL SERVICE TITLE		2026	2027
ELECTED - FULL TIME SALARIED POSITIONS		2027 Cost of Living Adjustment	3.00%	
JJ-E	Director of Public Works / Hwy Super (incl W/S Supervisor)	Per Hour Equiv	\$ 60.78	\$ 62.60
		40 Hrs / Week	\$ 126,413.87	\$ 130,208.00
HH-E	Town Clerk (incl Water Admin)	Per Hour Equiv	\$ 32.46	\$ 33.43
		40 Hrs / Week	\$ 67,526.61	\$ 69,534.40
	Town Clerk (incl Water Admin) & Appt'd Receiver of Taxes	Per Hour Equiv	\$ 43.99	\$ 45.31
		40 Hrs / Week	\$ 91,492.12	\$ 94,244.80
		<i>Receiver of Taxes portion of salary</i>	\$ 23,965.51	\$ 24,710.40

2027 Proposed Wage Structure
(08.26.26 Version 3)

Section 7, Item c.

CLASS	CIVIL SERVICE TITLE		Step 1	Step 2	Step 3	Step 4	Step 5
			Hire Year	Years: 1-3	Years: 4-6	Years: 7-9	Years: 10 on
		Year Hired ->	2027	2024-2026	2021-2023	2018-2020	2017 or before
			step % increase	2.00%	2.00%	2.00%	2.00%
SALARIED POSITIONS		2027 Cost of Living Adjustment 3.00%					
II	Director of Planning	36.5 Hrs/ Week	\$ 102,245.26	\$ 104,295.10	\$ 106,363.92	\$ 108,508.66	\$ 110,672.38
	Director of Parks & Recreation	Per Hour Equiv	\$ 53.87	\$ 54.95	\$ 56.04	\$ 57.17	\$ 58.31
		40 Hrs / Week	\$ 112,049.60	\$ 114,296.00	\$ 116,563.20	\$ 118,913.60	\$ 121,284.80
HH	Bookkeeper to Supervisor (including Human Resources)	36.5 Hrs/ Week	\$ 80,152.54	\$ 81,746.86	\$ 83,398.12	\$ 85,068.36	\$ 86,757.58
	Accountant	Per Hour Equiv	\$ 42.23	\$ 43.07	\$ 43.94	\$ 44.82	\$ 45.71
		40 Hrs / Week	\$ 87,838.40	\$ 89,585.60	\$ 91,395.20	\$ 93,225.60	\$ 95,076.80
HOURLY POSITIONS							
GG	Senior Code Enforcement Officer	36.5 Hrs/ Week	\$ 78,691.08	\$ 80,266.42	\$ 81,879.72	\$ 83,493.02	\$ 85,182.24
	Senior Planner (if created in future)	Per Hourly Rate	\$ 41.46	\$ 42.29	\$ 43.14	\$ 43.99	\$ 44.88
		40 Hrs / Week	\$ 86,236.80	\$ 87,963.20	\$ 89,731.20	\$ 91,499.20	\$ 93,350.40
FF	Code Enforcement Officer	36.5 Hrs/ Week	\$ 68,422.90	\$ 69,789.46	\$ 71,175.00	\$ 72,598.50	\$ 74,078.94
	Planner	Per Hourly Rate	\$ 36.05	\$ 36.77	\$ 37.50	\$ 38.25	\$ 39.03
	Assistant Director Parks/Rec	40 Hrs / Week	\$ 74,984.00	\$ 76,481.60	\$ 78,000.00	\$ 79,560.00	\$ 81,182.40
EE	Deputy Town Clerk	36.5 Hrs/ Week	\$ 66,467.96	\$ 67,796.56	\$ 69,144.14	\$ 70,529.68	\$ 71,934.20
	Senior Court Clerk	Per Hourly Rate	\$ 35.02	\$ 35.72	\$ 36.43	\$ 37.16	\$ 37.90
	Recreation Coordinator	40 Hrs / Week	\$ 72,841.60	\$ 74,297.60	\$ 75,774.40	\$ 77,292.80	\$ 78,832.00
DD	Secretary to Highway Superintendent	36.5 Hrs/ Week	\$ 64,513.02	\$ 65,803.66	\$ 67,113.28	\$ 68,460.86	\$ 69,827.42
	Court Clerk	Per Hourly Rate	\$ 33.99	\$ 34.67	\$ 35.36	\$ 36.07	\$ 36.79
		40 Hrs / Week	\$ 70,699.20	\$ 72,113.60	\$ 73,548.80	\$ 75,025.60	\$ 76,523.20
CC	Administrative Assistant - Level 3	36.5 Hrs/ Week	\$ 61,096.62	\$ 62,330.32	\$ 63,564.02	\$ 64,816.70	\$ 66,126.32
		Per Hourly Rate	\$ 32.19	\$ 32.84	\$ 33.49	\$ 34.15	\$ 34.84
		40 Hrs / Week	\$ 66,955.20	\$ 68,307.20	\$ 69,659.20	\$ 71,032.00	\$ 72,467.20
BB	Administrative Assistant - Level 2	36.5 Hrs/ Week	\$ 50,828.44	\$ 51,853.36	\$ 52,878.28	\$ 53,941.16	\$ 55,004.04
	Account Clerk	Per Hourly Rate	\$ 26.78	\$ 27.32	\$ 27.86	\$ 28.42	\$ 28.98
		40 Hrs / Week	\$ 55,702.40	\$ 56,825.60	\$ 57,948.80	\$ 59,113.60	\$ 60,278.40
AA	Administrative Assistant - Level 1	36.5 Hrs/ Week	\$ 46,918.56	\$ 47,848.58	\$ 48,816.56	\$ 49,784.54	\$ 50,790.48
	Information Aide	Per Hourly Rate	\$ 24.72	\$ 25.21	\$ 25.72	\$ 26.23	\$ 26.76
		40 Hrs / Week	\$ 51,417.60	\$ 52,436.80	\$ 53,497.60	\$ 54,558.40	\$ 55,660.80

2027 Proposed Wage Structure

(08.26.26 Version 3)

Section 7, Item c.

Civil Service Title	NO CLASSIFICATION POSITIONS (NON-CLASS)		2027 Cost of Living Adjustment		3.00%			
				2026	2027			
Constable	Courts - Per hour for a 2-hour minimum		\$	50.00	\$	51.50		
Crossing Guard	Rate Per Crossing Shift		\$	21.00	\$	21.63		
	LHS Helper - Youth Program		Minimum Wage	\$	16.00	\$ 16.66		
Civil Service Title	PART-TIME POSITIONS		2027 Minimum Wage		\$ 16.66		Estimated Minimum Wage	
			2027 Cost of Living Adjustment		3.00%		Returning Rate (Hire rate + \$)	Returning Rate add'l %
			2026	2027 Hire Rate				
	REGULAR PART-TIME							
Recreation Assist	Recreation Assistant - Regular Part-time / Adult Rec		\$	22.00	\$	22.66		
Project Assistant	Office Assistant				\$	22.00		
	SEASONAL							
Recreation Assist	Day Camp - Director FT - 35+ hrs/wk		\$	30.53	\$	31.45	\$ 0.25	0.82%
Recreation Assist	Day Camp - Associate Director		\$	27.30	\$	28.12	\$ 0.25	0.92%
Recreation Assist	Day Camp - Assistant Director		\$	25.24	\$	26.00	\$ 0.25	0.99%
Recreation Assist	Day Camp - Senior Counselor (1+ yrs exp)		\$	17.00	\$	18.00	\$ 0.25	1.47%
Recreation Assist	Day Camp - Junior Counselor		Minimum Wage	\$	16.00	\$ 16.66	\$ 0.50	3.13%
Recreation Assist	Recreation Assistants - Gate Manager		\$	17.17	\$	17.69	\$ 0.25	1.46%
Recreation Assist	Recreation Assistants - Gate & Boat Launch		Minimum Wage	\$	16.00	\$ 16.66	\$ 0.50	3.13%
Life Guard	Head Life Guard		\$	23.00	\$	23.69	\$ 0.50	2.17%
Life Guard	Life Guard		\$	20.00	\$	20.60	\$ 0.50	2.50%
Seasonal Worker	Campground Manager		\$	20.60	\$	21.22	\$ 0.25	1.21%
Seasonal Worker	Parks or DPW/Highway				\$	25.00	\$ 0.50	
Seasonal Worker	Park Constable		\$	20.80	\$	21.42	\$ 0.25	1.20%

Procedure Notes: Wage Scale receives set Cost of Living Adjustment annually. New pay rates are effective with first payroll of each calendar year.
After initial hire year staff progress from one step to another step every 3 years based on years of service anticipated that year.
Once employee reaches Step 5 then remains at Step 5 and receives a longevity payment.

Internal Promotion: Employee will move to new class associated with new position and will start at the Step 2 rate of pay. Employee will remain on that step for 3 years before progressing to the next step.
If Step 2 is less than current rate of pay then will progress to the next step that will provide an increase in pay.
Progression of steps will be every 3 years until reach Step 5, instead of being based on years of service with Town.

New Hire Rate Waiver: In rare circumstances a new employee may be hired at Step 2, if recommended by Town Supervisor, HR and Department Head. They will then stay at Step 2 for a regular progression.

**RESOLUTION APPROVING ESTABLISHMENT OF THE OFFICE STAFF
CLASSIFICATION WAGE SCALE FOR 2027**

RESOLUTION 26-

**RESOLUTION APPROVING ESTABLISHMENT OF THE OFFICE STAFF
CLASSIFICATION WAGE SCALE FOR 2027**

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

WHEREAS, in 2025 the Personnel and Management Committee created a classification system for all positions not in the Field Staff Classification System and created the Office Staff Classification System and Wage Scale; and

WHEREAS, the wage scale is designed to be adjusted annually with a cost-of-living adjustment which should be established annually in August in conjunction with the next year budget creation; and

WHEREAS, the proposed cost of living adjustment for 2027 is at 3.0%, to match that established in the Lansing Highway Association Collective Bargaining agreement for 2027; now therefore be it

RESOLVED that the Town of Lansing Town Board hereby approves the establishment of the Town of Lansing Office Staff Classification Wage Scale for 2027 at a 3.0% cost of living adjustment.

RESOLUTION TO AMEND RESOLUTION #25-148 TO CORRECT CLERICAL ERROR

RESOLUTION 26-

**RESOLUTION TO AMEND RESOLUTION #25-148 TO
CORRECT CLERICAL ERROR**

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

WHEREAS, the Highway Superintendent/Director of Public Works is requesting an amendment to Resolution #25-148 due to a clerical error; and

WHEREAS, as a result of the clerical error in Resolution #25-148, the amount of \$12,740.05 was not transferred to account DB5110.200R, because no such account exists; and

WHEREAS, because account DB5110.200R does not exist, the \$12,740.05 was moved to fund balance account DB909 at the close of fiscal year 2025; and

WHEREAS, the \$12,740.05 is needed to pay for equipment previously approved for purchase under Resolution #25-148; and

WHEREAS, the Highway Superintendent/Director of Public Works requests to transfer \$12,740.05 from fund balance account DB909 to account DB5110.200; now, therefore, the Town Board has hereby

RESOLVED, that the proposed amendment to Resolution #25-148 is hereby approved, authorizing the transfer of \$12,740.05 from account DB909 to account DB5110.200.

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:
CivicPlus Pricing
Approval Date:
Expires On:

Statement of Work
Q-150370-1
9/10/2026 11:29 AM
9/30/2026

Client:
Town of Lansing, NY

Bill To:
LANSING TOWN (TOMPKINS COUNTY),
NEW YORK

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Kevin Hyde		kevin.hyde@civicplus.com		Net 30

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
1.00	NextRequest PT Standard Implementation	Standard Implementation (Virtual Only): Admin Users: 1 Kickoff Call, 1 Admin Training. Staff Users have Access to a monthly webinar for general training and questions	USD 1,125.00

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION	12 Month Value
1.00	NextRequest PT Standard Plan	NextRequest Standard Plan for local agencies; Unlimited Staff Users, Up to 10 Admin-Publisher Users, Up to 2TB Storage. Core Features: Review & Redaction Features, Payments, IT & Compliance Features	USD 8,091.00

List Price - Initial Term Total	USD 15,310.12
Total Investment - Initial Term	USD 11,482.59
Annual Recurring Services (Subject to Uplift)	USD 8,091.00

Initial Term	9/21/2026 - 12/31/2027, Renewal Term 1/1 each calendar year
Initial Term Invoice Schedule	\$3,391.59 invoiced at signing, \$8091 invoiced on 1/1/2027.
Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Acceptance of Quote # Q-150370-1

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)

**RESOLUTION APPROVING CIVICPLUS NEXTREQUEST STATEMENT OF WORK
FOR PUBLIC RECORDS REQUEST SOFTWARE**

RESOLUTION 26-

**RESOLUTION APPROVING CIVICPLUS NEXTREQUEST STATEMENT OF WORK
FOR PUBLIC RECORDS REQUEST SOFTWARE**

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

WHEREAS, the Deputy Town Clerk has examined purchasing software to assist with public record requests (FOIL) and a platform that allows for a resident facing public portal, workflows and automation, review and bulk redaction, tracking and reporting, IT and compliance, and support; and

WHEREAS, this matter is excepted from procurement and public bidding rules and requirements by virtue of being a goods and services acquisition with a gross value under \$20,000 and meeting the exceptions of General Municipal Law § 103 and Town Procurement Policy sections V(i) (specialized or professional services) and V(iv) (specialized computer services); and

WHEREAS, CivicPlus NextRequest, is the selected provider and has submitted to the Town its Statement of Work Quote #Q-150370-1, which includes one-time standard implementation fee and recurring services, and the Public Records Request Software (NextRequest) Terms have been reviewed by the Town Attorney; and

WHEREAS, the cost for the initial term (9/21/26-12/31/27) which includes implementation (8-12 weeks) will be invoiced as follows: \$3,391.59 at time of signing, and \$8,091 on January 1, 2027; and

WHEREAS, the Town Clerk has sufficient funds to pay the \$3,391.59 for 2026 and the Town Clerk has budgeted funds in 2027 to cover the \$8,091 and, upon deliberation thereupon the Statement of Work is approved, and therefore be it

RESOLVED, that the Town Board approves such purchase of CivicPlus NextRequest software, and the Town Supervisor be and hereby is authorized to execute such Statement of Work and related documents by, for, and in the name of the Town of Lansing.

RESOLUTION APPROVING AUDIT**RESOLUTION 26-****RESOLUTION APPROVING AUDIT**

The bills were reviewed by Councilperson Joseph Wetmore and Councilperson Judy Drake. The Bookkeeper or the Accountant is hereby authorized to pay the following bills.

CONSOLIDATED ABSTRACT # 009**TOWN OF LANSING****Abstract # 009**

09/11/2026

09:24:37

Summary by Fund

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND TOWNWIDE	26,818.95	93,825.70	120,644.65
B	GENERAL FUND OUTSIDE VILLAGE	31,127.12	14,337.30	45,464.42
DA	HIGHWAY FUND TOWNWIDE	196,784.82	28,544.58	225,329.40
DB	HIGHWAY FUND OUTSIDE VILLAGE	204,744.22	58,767.23	263,511.45
HG	DPW FACILITY PROJECT	21,176,632.55	47,706.93	21,224,339.48
SD11	DRAINAGE DISTRICT #11 EAST SHO		89.20	89.20
SD12	DRAINAGE DISTRICT #12 ASBURY-C		89.20	89.20
SL1-	LUDLOWVILLE LIGHTING DISTRICT	118.30		118.30
SL2-	WARREN ROAD LIGHTING DISTRICT	783.62		783.62
SL3-	LAKEWATCH LIGHTING DISTRICT	1,306.89		1,306.89
SS1-	WARREN RD SEWER	43,294.32	36,453.38	79,747.70
SS3-	CHERRY ROAD SEWER DISTRICT	6,622.46	9,256.27	15,878.73
SW	LANSING WATER DISTRICTS	274,560.52	23,494.10	298,054.62
TA	TRUST & AGENCY	94,485.15	20,722.91	115,208.06
Total:		22,057,278.92	333,286.80	22,390,565.72

**CONSENT AGENDA MOTIONS M26-XX – M26-XX AND
RESOLUTIONS 26-XX – 26-XX**

RESOLUTION 26-

**CONSENT AGENDA MOTIONS M26-XX – M26-XX
AND RESOLUTIONS 26-XX – 26-XX**

The following Motions and Resolutions were duly presented for consideration by the Town Board:

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

RESOLVED, that the Consent Agenda Motions **M26-XX – M26-XX** and Resolutions **26-XX – 26-XX**, 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 Judy Drake –	Councilperson Laurie Hemmings –
Councilperson Christine Montague –	Councilperson Joseph Wetmore –
Supervisor Ruth Groff –	

Accordingly, the foregoing Motions and Resolutions were approved, carried, and duly adopted on September 16, 2026.

<< Date>>

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

Town of Lansing DPW
Attn. Michael Moseley, DPW Director
10 Town Board Rd.
Lansing NY 14882

Re: Proffer of Dedication of Gore of Land and at the
Terminus of Verizon Lane for Highway Purposes

Dear Supervisor Groff and DPW Director Moseley:

Please be advised that landowner United Storage TBR, LLC hereby formally offers to dedicate to the Town of Lansing a certain gore of land, being 5,190± ft² and shown as Lot 3, the "PROPOSED LOT TO BE CONVEYED TO THE TOWN OF LANSING," as depicted on the plat entitled "SURVEY MAP AND SUBDIVISION ~ LANDS OF UNITED STORAGE TBR, LLC, PART OF MILITARY LOT 84 ~ TOWN OF LANSING, COUNTY OF TOMPKINS ~ STATE OF NEW YORK," dated April 26, 2026 and certified by Brian M. Klumpp, L.L.S No. 050380, a copy of which is filed in the Tompkins County Clerk's Office as Instrument No. 2026-07784.

This land is offered in fee simple with the town to own such land in perpetuity, including to support and become, in part, part of the existing public highway known as Verizon Lane. This proffer of dedication remains open until accepted and may not be revoked.

If there are any questions or concerns regarding this offer, please feel free to contact me.

Yours, etc.

United Storage TBR, LLC

By: _____
William Duthie, Manager

WARRANTY DEED WITH LIEN COVENANTS

THIS INDENTURE, is made this ____ day of September, 2026, by and between:

UNITED STORAGE TBR, LLC, a New York limited liability company with offices at 431 Auburn Rd., Lansing, NY 14882,, herein the "Grantor"; and the

TOWN OF LANSING, an incorporated municipal subdivision of the State of New York, with offices at 29 Auburn Road, Lansing, New York 14882, herein the "Grantee."

WITNESSETH, that the Grantor, in consideration of good and valuable consideration in hand paid or provided by the Grantee, does hereby grant and release unto the Grantee, its successors and assigns forever:

See Schedule "A" attached hereto and incorporated herein.

TOGETHER WITH the appurtenances and all the estate and rights of the Grantor in and to said premises.

TO HAVE AND TO HOLD the premises herein granted unto the Grantee, its successors and assigns forever, it being the purpose of this conveyance to dedicate such land to the Grantee for current and future highway purposes. The Grantor warrants that: (i) this dedication is in the regular and ordinary course of business of the Grantor; (ii) that the land hereby conveyed is not all or a substantial part of the assets of the Grantor and such conveyance will not now or foreseeably make Grantor insolvent or unable to pay its obligations as they arise; and (iii) the manager or officer signing this instrument for the Grantor is lawfully authorized to act by, for, and on behalf of Grantor.

AND the Grantor dues covenant as follows:

FIRST, that the Grantee shall quietly enjoy the said premises;

SECOND, that Grantor will forever WARRANT the title to said premises.

THIRD, that in compliance with Sec. 13 of the Lien Law, the Grantor will receive consideration for this conveyance and will hold the right to receive such consideration as a trust fund to be applied first for the purpose of paying the cost of the improvement and will apply the same first to the payment of the cost of the improvement before using any part of the total of the same for any other purpose.

IN WITNESS WHEREOF, the Grantor has hereunto set its hand and seal the day and year first above written.

In Presence of:

UNITED STORAGE TBR, LLC

By: _____
William Duthie, Manager

State of New York }
County of Tompkins } ss.:

On the ____ day of September, 2026, before me, the undersigned, personally appeared WILLIAM DUTHIE, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his listed capacity, and that by his signature on the instrument, the individuals, or the person upon behalf of which the individuals acted, executed the instrument.

Notary Public

SCHEDULE A

LAND DESCRIPTION

ALL THAT TRACT, PARCEL, AND GORE OF LAND that is a part of Town of Lansing tax parcel number 30.-1-16.31 and 30.-1-16.32, as more particularly described as follows:

BEGINNING AT A POINT marked by an existing monument located at the northeasterly corner of lands of the Town of Lansing commonly known as Verizon Lane (497/676); and thence proceeding

S 88° 59' 00" E a distance of 15.00' to a point marked by a set 5/8" rebar with survey cap; and thence proceeding

N 01° 01' 00" E a distance of 75.00 feet to a point marked by a set 5/8" rebar with survey cap; and thence proceeding

N 88° 59' 00" W, passing through a point marked by a set 5/8" rebar with survey cap at 9.85', and continuing along such course a total distance of distance of 60.00' to a point marked by a set 5/8" rebar with survey cap; and thence proceeding

S 01° 01' 00" W a distance of 29.00' to a point marked by a set 5/8" rebar with survey cap; and thence proceeding

N 88° 59' 00" W a distance of 15.00' to a point marked by a set 5/8" rebar with survey cap; and thence proceeding

S 01° 01' 00" W a distance of 46.00' to a point marked by a set 5/8" rebar with survey cap; and thence proceeding

S 88° 59' 00" E along the existing northerly terminus of said Verizon Lane a distance of 60.00' to the point and place of beginning as marked by a monument (pipe), containing in all 5,190± ft², more or less, all as shown as Lot 3, a "PROPOSED LOT TO BE CONVEYED TO THE TOWN OF LANSING," as depicted upon a subdivision plat entitled "SURVEY MAP AND SUBDIVISION ~ LANDS OF UNITED STORAGE TBR, LLC, PART OF MILITARY LOT 84 ~ TOWN OF LANSING, COUNTY OF TOMPKINS ~ STATE OF NEW YORK," dated April 26, 2026 and certified by Brian M. Klumpp, L.L.S No. 050380, a copy of which is filed in the Tompkins County Clerk's Office as Instrument No. 2026-07784.

**RESOLUTION ACCEPTING DEDICATION OF EXTENSION OF VERIZON
LANE AT THE TERMINUS THEREOF FOR HIGHWAY PURPOSES**

RESOLUTION 26-

**RESOLUTION ACCEPTING DEDICATION OF EXTENSION OF VERIZON
LANE AT THE TERMINUS THEREOF FOR HIGHWAY PURPOSES**

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

WHEREAS, as part of a recent subdivision along Verizon Lane separating the Verizon lot and building from the United Storage business park parcels, which subdivision and related reviews (including by the Planning Board), identified a need for fire lane and highway improvements, including along Verizon Lane; and

WHEREAS, the owner of the land, United Storage TBR, LLC, has offered to dedicate the gore of land needed to expand and slightly extend Verizon Lane in accordance with the approved subdivision plat and approval conditions set forth by the Planning Board, being a gore of land approximately 5,190 square feet in total, as shown upon the final approved subdivision plat as approved and on file at the Tompkins County Clerks' Office (Instr. No. 2026-07784); and

WHEREAS, the Town Director of Public Works/Highway Superintendent has approved the proposed addition and extension of Verizon Lane, and this matter is a Type II SEQRA Action pursuant to 6 NYCRR 617.5 such that no further environmental review is required so, upon deliberation thereupon, the Town Board has duly

RESOLVED, that the Town hereby accepts the proffer of dedication of highway lands as set forth in the offer letter and proposed deed, and the Town Supervisor be and hereby is authorized to execute such instruments as are necessary or convenient to the filing of such deed to effect such dedication.

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 –

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

Lansing Housing Authority, August 24

- The new community manager for Woodsedge started with an ice cream social and coffee hour.
- The maintenance supervisor will help the residents test their medical alert devices. He has also ordered two sets of cabinets to begin replacing them as people move out. Walk-in showers will only be installed when reasonable accommodations are submitted. He is also working on upgrading the WIFI.

Conservation Advisory Council, Sept 2

- After the CAC held its BioBlitz at the Lansing Center Trail, the group discussed a plan for protecting the native species and biodiversity that was found there, and whether habitat management or maintenance are the goals. Another question would be whether they should work toward habitat for many different animals. The amount of time and money to invest in it would depend on the plans for building in the Town Center. They will look at the plan developed for the Salt Point natural area and model one on that, focusing on short term maintenance until Town Center ideas evolve. Actually setting aside the land to preserve it from development might necessitate a conservation easement. They will work with Parks and Recreation, the Friends of the Lansing Center Trails, and NYSEG, which donates their time with large equipment to clear invasive bushes, to develop the plan. Parks and Recreation mows some sections every year, and others will be mowed every three years to allow some animal habitat.

**Joseph Wetmore
Town Board Member Report
September 2026**

Planning Board

Monday, August 24•6:30 – 8:30pm

* The Planning Board reviewed a Site Plan Amendment for 8-18 Verizon Lane (TPN 30.-1-16.32), submitted by property owner Bill Duthie, for the proposed expansion of the existing United Storage Complex in the IR zoning district. John Duthie was present to discuss the amendment. The project was classified as a Type II action under SEQR, requiring no further environmental review. Following discussion, the Board approved the requested amendment.

* The Planning Board reviewed a Site Plan Review application for 2037-A/B East Shore Drive (TPN 37.1-2-50), submitted by Christopher Perry, for a proposed auto shop in the B1 zoning district. Mr. Perry was present to discuss the project. The proposed use is consistent with the former auto shop use at the property, with no changes proposed; the business will provide automotive repair services, including transmission repair and replacement. The project was classified as a Type II action under SEQR, requiring no further environmental review. Following discussion, the Board approved the project.

* The Planning Board reviewed a Minor Subdivision application for 126 Scofield Road (TPN 38.-1-6.5), submitted by James Robertson. The proposal would subdivide the existing 5-acre parcel into Parcel A (2.24 acres) and Parcel B (2.76 acres), creating a flag lot, in the R3 zoning district. Mr. Robertson was present to discuss the project. The Board reviewed the sketch plan and scheduled a public hearing for the next meeting. The project was classified as an Unlisted/Uncoordinated Action under SEQR.

* The Planning Board reviewed a Site Plan Review application for 18 Eastlake Road (TPN 42.-1-54.1), submitted by property owner David Johnson, for the proposed expansion of a recreational facility in the R1 Residential Low-Density District. Mr. Johnson was present to discuss the project, including the proposed two-story addition, lounges for the tennis/pickleball and axe-throwing areas, storage shed, enclosed lattice, vending, and the proposed phases of work. The Board also discussed the existing recreational facility and the size of the proposed addition. The project was classified as an Unlisted/Uncoordinated Action under SEQR. The Board scheduled a public hearing for the next meeting.

* The Planning Board reviewed a Site Plan Review application for 339 Jerry Smith Road (TPN 16.-1-10.2), submitted by Melissa Aucompaugh of Environmental Design Partnership, for a proposed large-scale battery energy storage facility in the AG zoning district. Ryan McCune was present to discuss the project. The Board discussed coordination with the Fire Department, the IDA, a potential Host Community Agreement, noise, transformers, construction and installation timing, emergency response and fire truck access, GML 239 review, and SEQR lead agency requirements and conditions.

* The Planning Board considered the Town of Lansing's request for immunity from review for the proposed subdivision of Town-owned lands at 10 Town Barn Road (TPN 30.-1-16.12). The subdivision is intended to allow for the installation of additional water meters. The project was classified as a Type II action under SEQR, requiring no further environmental review. Following discussion, the Board approved the request for immunity.

Zoning Advisory Committee Meeting #5
Wednesday, August 26·3:00 – 5:00pm

- Colliers prepared a draft survey summary, which the Committee reviewed and provided comments on.
- The Committee discussed a timeline for the next steps.
- The Committee scheduled a meeting for September 30 to review the draft zoning maps and categories before meeting with Colliers.

Parks, Recreation, and Trails Working Group
Thursday, September 10·9:00 – 10:00am

Comprehensive Master Plan – reviewed draft

The Health of Our Lakes: Science, Threats, and Solutions
Friday, September 11·9:30am – 4:30pm

See attached report – (Report is available in the Town Clerk's Office)

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 – _____