



REGULAR TOWN BOARD MEETING

Lansing Town Hall Board Room
Wednesday, August 20, 2025
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. **Privilege of the Floor:** Limited to 20 Minutes with a Maximum of 3 Minutes per Speaker
 - a. Optional Board Member Responses – Maximum 2 Minutes per Board Member
5. **Department Reports**
 - [a.](#) **Department of Public Works Report** – Mike Moseley
 - [b.](#) **Parks and Recreation Report** – Patrick Tyrrell
 - c. **Director of Planning Report** – John Zepko
 - [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
6. **Consent Agenda**
 - [a.](#) Motion Amending Town Employee Handbook § 703 Longevity Recognition Program
 - [b.](#) Motion to Accept Donation of \$15,000 from Jay Dietershagen for the Purchase of Calisthenics Equipment for Myers Park
 - [c.](#) Resolution Creating Administrative Assistant I-III Positions in the Civil Service Position Listing
 - [d.](#) Resolution Establishing The Town of Lansing Civil Service Position Listing
 - [e.](#) Resolution Approving the Creation of an Office Staff Classification System
 - [f.](#) Resolution Establishing the Town of Lansing Office Staff Classification Wage Scale for 2026
 - [g.](#) Resolution Updating Civil Service Job Title for Employees Kelly Geiger, Meggie Lounsberry, and Ashley Workman

- [h.](#) Resolution to Relevy Yearly Water and Sewer Charges on the 2026 Town and County Tax Bills
- [i.](#) Resolution Approving and Accepting Offer of Dedication of Gore of Land on Stormy View Drive
- [j.](#) Resolution Updating Agreement for the Expenditure of Highway Moneys
- [k.](#) Resolution Approving NYSEG Pole Relocation Easements and Authorizing Town Supervisor to Approve and Execute Agreements, Easements, and Instruments Necessary or Desirable for Approved DPW Campus Project
- [l.](#) Resolution Approving Consent Agenda

7. Motions and Resolutions

- [a.](#) Resolution Approving the Purchase of One 2025 Freightliner Truck with Combination Sewer Cleaner (Vac Truck) for Use in the Department of Public Works
- [b.](#) Resolution Repealing and Superseding Resolution # 25-73 and Further Resolutions Creating, Charging, Issuing Directions, and Making Appointments to the Town of Lansing Zoning Advisory Committee, To Be Classified as an Independent Project Committee Under Town Code Chapter 7
- [c.](#) Resolution Approving Audit and Budget Modifications and Supervisor's Report

8. Board Member Reports

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

9. Work Session

- a. Capitalization Policy
- b. Committee Charges
- c. Host Community Agreement Funds
- d. Abundant Solar Power Inc.
- e. Town Center / Trails Plan

10. Executive Session if Needed

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

11. Adjourn Meeting

- a. Motion to Adjourn Meeting

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



DEPARTMENT OF PUBLIC WORKS REPORT

AUGUST 2025

NEW DEPARTMENT OF PUBLIC WORKS BUILDING:

- The Town of Lansing continues to collaborate with LeChase on the development of the new Department of Public Works (DPW) building while concurrently conducting its annual road maintenance activities.
- Lansing crew members transported excavated materials from the Department of Public Works (DPW) project site.
- The stormwater pond has been constructed.
- Topsoil has been carefully stockpiled for future use on the project site, ensuring optimal conditions for final grading and landscaping.
- Stormwater inspections are underway.
- Cut and fill operations for the stockpiles of road material and pipe yard are currently in progress, with paving by the DPW anticipated by the end of August.

ROADS:

- Micro paving has been completed to improve surface quality and extend pavement life.
- Cold milling was carried out to remove the existing asphalt layer in preparation for resurfacing.
- Ditching and shoulder improvements were made to enhance drainage.
- Several culverts were replaced due to age.
- New curve warning signs were installed on Goodman Road to improve driver awareness and reduce accident risk.
- The road maintenance schedule is currently in progress. This involves a series of planned activities aimed at improving road conditions. The Department of Public Works sincerely appreciates the community's patience and understanding as project schedules adjust due to unforeseen circumstances.
- Roadside mowing operations have commenced to improve the line of sight for drivers. This initiative involves trimming vegetation along the roadways.
- Crew members are actively conducting sign maintenance throughout the Town to ensure clear and up-to-date roadway guidance for drivers and pedestrians and replacing as needed.

WATER AND SEWER MAINTENANCE:

- Two watermain breaks were promptly repaired, minimizing service disruption and ensuring continued system reliability.
- Crew members completed the replacement of fire hydrants and water valve stands to improve system reliability and ensure compliance with current infrastructure standards.

- The crew is actively engaged in performing preventive maintenance on water valves. This involves inspecting, cleaning, and testing the valves to ensure they are functioning optimally and to prevent any potential issues that could disrupt water service.

INTERMUNICIPAL

- The Town of Dryden and Tompkins County Highway provided trucks for cold milling.
- The Town of Lansing DPW provided trucks to Tompkins County Highway for road work.
- NYS DOT on Warren Road allowed the Lansing DPW to stockpile milling (road) at their facility for later use.
- Our roadside mower assisted with mowing a section on East Shore Drive for surveying.

OFFICE:

- The Town of Lansing has been working hand in hand with the Village of Lansing and the Village of Cayuga Heights regarding the Intermunicipal Agreement for Sewer District One.
- The DPW worked with Angel Hinickle, from Tompkins County Soil and Water, on paperwork for the Town's Water Quality Improvement Project (WQIP) Grant for the Vac-Truck.

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

- Commissioner Meeting with Bolton Point: *Responsible for passing resolutions that govern Bolton Point.*
- 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.*
- Project Review Committee (PRC): *Responsible for reviewing and financial planning for the 5-Year Plan for the Town's larger projects.*
- Water, Sewer, and Stormwater Committee (WSSC): *Responsible for evaluating proposals relating to the Town's water, sewer and stormwater. The goal is financial and engineering analysis.*
- Lansing Town Department Heads Meetings.
- Comptrollers Meeting in regards to Competition and Procurement.



August
Town Board Report

RECREATION:

- Adam Heck soccer camp set a record with 319 kids this year. Our camp staff did an outstanding job managing that number of campers.
- Day Camp set records with three weeks topping 80 kids and one week reaching 90 kids.
- Thank you to LCSD for the use of the pool this summer.
- Small Fry Football has started; we had weigh-ins at Owego on Saturday.
- Both Varsity Boys and Girls soccer teams will be practicing and playing games on our fields until construction of the new turf field is complete.
- We will be hosting a multiple school soccer scrimmage on August 25th.
- We have been collaborating closely with the school on location and schedule changes for all sports.
- Both boys and girls flag football has started.
- We are still collecting registrations for Fall Soccer.
- Our new GirlsStrong Program remains extremely popular.
- Art Camp was a huge hit at Myers Park.

PARKS:

- Music in the Park numbers were great. The crowd for Destination was huge. This Thursday we will conclude our series with Bad Alibi, featuring Scott Hollister, Town of Lansing employee.
- Myers Park has had several water leaks, thank you to Jeff Hall of Bolton Point for helping us pinpoint the second leak. As some of you are aware, extraordinarily little of the utility lines are mapped at Myers Park, making it exceedingly difficult to troubleshoot. While digging for a water leak, we ended up hitting an electric line that was in the same trench, luckily no one was injured. Thank you to Owen Davis and Tom Policay of the DPW department for helping repair the broken line.
- Guarded swimming will end this week at Myers Park. Most of our lifeguards will be returning to school.
- The park pavilion reservations have been heavy over the last couple of weeks.
- We are still fighting Wi-Fi issues at Myers Park. Spectrum did discover a bad line on their end.
- The Lansing Lighthouse 5K is this Saturday at Myers Park.
- Thus far, Myers Park has dodged all the HAB's on Cayuga Lake.

- We are currently looking into the possibility of renting out the North Log Cabin for overnight stays.
- We have had issues with the restrooms at Myers, septic drains were plugged solid with deposits.

TRAILS:

- The Greenway Phase 1 and Master Plan work has begun.
- T.G. Miller is working on the Myers Road Trail Feasibility Study. Surveying has been done.
- Parks, Recreation, and Trails Working Groups had a great initial meeting with MJ Engineering, we have another meeting scheduled for Monday the 25th.
- The Lansing Center Trail map is going to the Parks, Recreation and Trails working group for approval. If not approved by the Town Board, this will close approximately 50% of the trail.
- The Lansing Center Trail Tuesdays have been doing magnificent work, planting flowers, cleaning up, and general maintenance.
- The Friends of Salt Point has hosted several groups and done multiple tours of Salt Point. They also hosted an Osprey Abound: Safer Habitat/Reliable Energy talk on August 7th. Featuring Rosanna Hyde and Paul Paradine of NYSEG.

TOWN HALL/COMMUNITY CENTER:

- Last Friday, we hosted a successful blood drive at the Town Hall.
- Bids have been opened for the Community Center and Schoolhouse roof project.
- Air conditioning at the Community Center continues to be an issue.
- Internet service has been terrible in the Town Hall; we are working with Spectrum to get this resolved.

Thank you to our Highway Department for their loaning equipment to our department.

I would like to thank my staff for doing a tremendous job this summer, from the programs and camps to maintenance of all our properties they have gone above and beyond in some incredibly stressful times. It does not go unrecognized by the community.

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.

TOWN CLERK AUGUST 2025

FOIL Requests

The Deputy Town Clerk spent a considerable amount of time fulfilling several FOIL requests over the past month.

2026 Budget

Our department submitted the first draft of our budget sheets to the Budget Officers in preparation for the Special Town Board Meeting on August 26th.

Office Restructure

Due to the resolutions presented to the Town Board for approval tonight related to Civil Service positions and the updated Office Staff Classification System, our office will be structurally reorganizing for purposes of efficiency.

Currently the Clerk's Office has one full-time Information Aide, and one part-time Information Aide. Both positions will be updated to an appropriate Administrative Assistant level classification. There is a resolution before the Town Board tonight that will be updating the full-time Information Aide to an Administrative Assistant III classification.

The part-time Information Aide position will be eliminated and replaced with a part-time Administrative Assistant I classification which more accurately reflects the duties and responsibilities required in our office. The Administrative Assistant I position will be part-time year-round, 20 hours per week, with additional hours at tax time. This position will be posted following the normal hiring procedure as required through Tompkins County Human Resources.

Water and Sewer Payments

August is very busy collecting water and sewer payments. Total bills: 1896 of which 413 were emailed. Payments are due by August 25th.

Hunting Licenses

Hunting license sales began on August 1st. This year there is a \$1.00 printing fee for those who choose to have their license printed in our office. Purchasers may choose to have it emailed at no additional fee. Our office has copies of the 2025-26 Hunting and Trapping Regulations Guide available for pick up in our office. To our knowledge, both Dicks and Walmart in Ithaca are NOT selling hunting and fishing licenses.

The NYS DEC mailed lifetime licenses so they should be received no later than September 1, 2025. Lifetime license holders can now sign up to receive their licenses electronically through the NYS DEC.

Training/Webinars

NYS Office State Comptroller Webinar – August 6th

Deputy Town Clerk Jessie Hall attended a webinar provided by the NYS Comptroller's Office. It covered Budgeting and Multiyear Planning for Department Heads and Managers.

New York State Town Clerk's Association Webinar – August 7th

Deputy Town Clerk Jessie Hall attended a webinar that reviewed the NYS Judicial Security Act and suggested procedures if the Town receives an 859 notification where a judge may request their personal information be removed from public view.



LANSING COMMUNITY LIBRARY UPDATE TO THE LANSING TOWN BOARD
August 2025

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. The Library has an Empire Pass and a pass to the Museum of the Earth available for check out. Board games, puzzles, story time kits, and STEAM kits are also available.
5. The Library now offers free period products using an Aunt Flow dispenser. Unfortunately, we are no longer able to supply free COVID tests. We can help residents contact the USPS to get free tests in the mail.
6. Chair Yoga is offered every Monday at 9:30 am.
7. Learn T'ai Chi on Fridays at 10:30 am.
8. There is a year round book sale at the Library.
9. The end of the Summer Reading celebration will be August 14th at 10:30 am, with a program from the Johnson Museum of Art.
10. Moana 2 was shown as the summer movie on August 9th.
11. We feature Katie Senft in our newest art exhibition, Scenes from Here.
12. The next adult book club will be August 19th; the book is Black Cake.
13. The Cookie Contest will be held August 24th from 2-4 pm at the Town Hall Baseball fields pavilion.

MOTION AMENDING TOWN EMPLOYEE HANDBOOK § 703 LONGEVITY RECOGNITION PROGRAM

MOTION M25-

MOTION AMENDING TOWN OF LANSING EMPLOYEE HANDBOOK § 703 LONGEVITY RECOGNITION PROGRAM

Motion to approve the following amendment to § 703 of the Town of Lansing Employee Handbook, entitled “Longevity Recognition Program” with the effective date of such amendment deemed to be January 1, 2026, with such amended § 703 to now be wholly replaced to read as follows:

703 *Longevity Recognition Program*

Eligibility – After a full-time employee, including full-time elected officials (Town Clerk and Town Highway Superintendent), has completed the number of full-time continuous years of service listed below, the employee may receive the corresponding annual payment as shown below. The longevity payment will be at the discretion of the Town Board. This payment is strictly an additional payment for dedicated years of service and is not considered as part of the employees’ hourly or annual wage. Payment will be made in the second pay period of the month in which the employees’ anniversary date occurs. Longevity is a taxable benefit and reportable income for the NY State & Local Retirement System.

After Completion Of	Longevity Payment Amount
10 – 14 Years	\$500
15 – 19 Years	\$750
20 - 24 Years	\$1000
25+	\$1,250

**MOTION TO ACCEPT DONATION OF \$15,000 FROM JAY DIETERSHAGEN FOR THE
PURCHASE OF CALISTHENICS EQUIPMENT FOR MYERS PARK**

MOTION M25-

**MOTION TO ACCEPT DONATION OF \$15,000 FROM JAY DIETERSHAGEN FOR THE
PURCHASE OF CALISTHENICS EQUIPMENT FOR MYERS PARK**

Motion to accept a donation of \$15,000 from Jay Dietershagen for calisthenics equipment for Myers Park, to be installed by Town of Lansing Parks and Recreation Department employees.

RESOLUTION CREATING ADMINISTRATIVE ASSISTANT I-III POSITIONS IN THE CIVIL SERVICE POSITION LISTING

RESOLUTION 25-xx

RESOLUTION CREATING ADMINISTRATIVE ASSISTANT I-III POSITIONS IN THE CIVIL SERVICE POSITION LISTING

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

WHEREAS, the Town of Lansing established compliance under the New York State Civil Service Agency to qualify employment positions in the Town of Lansing in accordance with Section 22 of Civil Service Laws, Rules and Regulations; and

WHEREAS, by regulation of Civil Service Law the Town must create a position and approve the job description before making an appointment; and

WHEREAS, the Town has determined the need to create administrative positions in line with Tompkins County; now, therefore, be it

RESOLVED, the Town Board of the Town of Lansing does hereby establish the following position in accordance with the applicable New York State and Tompkins County Civil Service rules:

1. The following positions are established and are positions in the competitive class pursuant to Section 44 of the Civil Service Law:
 - (a) (Three) – Administrative Assistant I
 - (b) (Three) – Administrative Assistant II
 - (c) (Three) – Administrative Assistant III

And be it further

RESOLVED, the Town Board does hereby approve the job descriptions for the said positions as created and monitored by Tompkins County Civil Service; and be it further

RESOLVED, the Bookkeeper to the Supervisor shall include said positions in the Town of Lansing's Civil Service Position Listing.

Town of Lansing Civil Service Position Listing

Last Updated: **8/20/2025**

Section 6, Item d.

Civil Service History on position	# of Positions	Position / Title	# of Positions filled as of 7/30/25
Elected Positions - Unclassified			
	1	Town Supervisor	1
	4	Town Board	4
	2	Justice	2
2024-TB revised title	1	Highway Superintendent (Dir of Public Works)	1
	1	Town Clerk	1
Exempt Class			
	1	Bookkeeper to the Supervisor	1
	1	Secretary to the Highway Superintendent	1
	1	Senior Court Clerk	1
	1	Court Clerk	0
	1	Deputy Town Clerk	1
	1	Deputy Highway Superintendent	1
	1	Receiver of Taxes (part time)	1-Town Clerk
	1	Deputy Receiver of Taxes (part time)	1-Deputy Town Clerk
	1	Historian (part time)	1
	4	Constable	4
Competitive Class			
	1	Recreation Supervisor	1
	1	Director of Planning	1
	1	Planner (various towns)	1
	1	Code Enforcement Officer	1
	1	Code Enforcement Officer Trainee	0
	1	Code/Fire Enforcement Officer (Part time)	0
	2	Zoning/ Code/Fire Enforcement Officer Zoning/ Code/Fire Enforcement Officer (Town of Lansing)	1
	1	Electrical Inspector	0
	1	Accountant	1
	1	Computer System Support Aide	0

[illegible]

Civil Service History on position			# of Positions filled
	# of Positions	Position / Title	7/30/25
	18	Laborer Parks/ Recreation FT -Regular 1 Parks/ Recreation FT- Temp 1 Parks/ R as Campground Mgr FT- Temp 1 PWD - FT - Temp 1 PWD - FT - Temp PWD - FT - Temp PWD - FT - Regular 1 PWD - FT - Regular	
	1	Seasonal Worker ?PWD or Parks/Rec	1
	2	School Crossing Guard (part time)	1
	1	Drop-in Center Coordinator	0
TB set 08/20/25	20	Recreation Assistant PT -Regular 1 as Gate Manager Myers PT- Temp Myers PT- Temp	16 filled

Civil Service History on position	# of Positions	Position / Title	<div> <div># of Positions filled</div> <div>7/30/25</div> <div>Section 6, Item d.</div> </div>
TB set 08/20/25	20	Recreation Assistant (Part Time or Seasonal) DAY CAMP 1 as Camp Director FT - Temp DAY CAMP	17 filled
	10	Life Guard (Part time or Seasonal) Head Life Guard - designee-1	10 filled

**RESOLUTION ESTABLISHING THE TOWN OF LANSING CIVIL SERVICE
POSITION LISTING**

RESOLUTION 25-xx

**RESOLUTION ESTABLISHING THE TOWN OF LANSING
CIVIL SERVICE POSITION LISTING**

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

WHEREAS, there is a need to track the titles created through Civil Service, number of positions created and, through payroll, the names of incumbent; and

WHEREAS, the Personnel Management Committee has reviewed said list; and now therefore be it

RESOLVED that the Town of Lansing Town Board hereby approves establishing the Town of Lansing Civil Service Position Listing with the set number of positions created as of August 21, 2025; and be it further

RESOLVED, modifications to the listing will be maintained from this point forward by the Bookkeeper to the Supervisor after Town Board actions have created positions through Civil Service, abolished positions no longer utilized, funded positions through the annual budget and record filled and vacant positions.

OFFICE STAFF JOB CLASSIFICATION SYSTEM	
Effective 1/1/2026	
CLASS	CIVIL SERVICE TITLE
ELECTED - FULL TIME SALARIED POSITIONS	
JJ-E	Director of Public Works / Hwy Super (incl W/S supervisor)
HH-E	Town Clerk (incl Water Admin)
	Town Clerk (incl Water Admin) & Appt'd Receiver of Taxes
CLASS	CIVIL SERVICE TITLE
SALARIED POSITIONS	
II	Director of Planning Recreation Supervisor (Dir Parks/Rec future title)
HH	Bookkeeper to Supervisor (including Human Resources) Accountant
HOURLY POSITIONS	
GG	Zoning/Code/Fire Enforcement Officer Senior Planner (if created in future)
FF	Code Enforcement Officer Planner Assistant Director Parks/Rec (if created in future- title TBD)
EE	Deputy Town Clerk Senior Court Clerk Recreation Coordinator (if created in future- title TBD)
DD	Secretary to Highway Superintendent Court Clerk
CC	Administrative Assistant III
BB	Administrative Assistant II Account Clerk
AA	Administrative Assistant I Information Aide

Section 6, Item e.

RESOLUTION APPROVING THE CREATION OF AN OFFICE STAFF CLASSIFICATION SYSTEM

RESOLUTION 25-xx

**RESOLUTION APPROVING THE CREATION OF AN
OFFICE STAFF CLASSIFICATION SYSTEM**

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

WHEREAS, the Personnel Management Committee determined the need to update the classification system as the current system is no longer functioning well; and

WHEREAS, a position classification system was created listing all positions not included in the 2024 Highway Association Field Classification system;

Now therefore be it

RESOLVED, that the Town of Lansing Town Board hereby approves the creation of the Town of Lansing Office Staff Classification System for all the Town's positions that are not included in the Highway Association Field Classification system; and, be it further

RESOLVED, modifications to the listing will be maintained from this point forward by the Bookkeeper to the Supervisor after Town Board actions have created positions and established the appropriate class for the position.

OFFICE STAFF JOB CLASSIFICATION SYSTEM

2026

Job Classification Wage Scale

Section 6, Item f.

CLASS	CIVIL SERVICE TITLE	Cost of Living Adjustment		3.50%
ELECTED - FULL TIME SALARIED POSITIONS		2025	2026	
JJ-E	Director of Public Works / Hwy Super (incl W/S supervisor)	Per Hourly Rate	\$ 58.72	\$ 60.78
		40 Hrs / Week	\$ 122,139.00	\$ 126,413.87
HH-E	Town Clerk (incl Water Admin)	Per Hourly Rate	\$ 31.37	\$ 32.46
		40 Hrs / Week	\$ 65,243.10	\$ 67,526.61
	Town Clerk (incl Water Admin) & Appt'd Receiver of Taxes	Per Hourly Rate	\$ 42.50	\$ 43.99
		40 Hrs / Week	\$ 88,398.18	\$ 91,492.12

CLASS	CIVIL SERVICE TITLE	Step 1 Hire Year	Step 2 Anniv. Years: 1-3	Step 3 Anniv. Years: 4-6	Step 4 Anniv. Years: 7-9	Step 5 Anniv. Years: 10 on
	Year Hired in ->	2026	2023-2025	2020-2022	2017-2019	2016 or before
SALARIED POSITIONS		step % increase	2.00%	2.00%	2.00%	2.00%

II	Director of Planning Recreation Supervisor (Dir Parks/Rec future title)	36.5 Hrs/ Week	\$ 99,265.40	\$ 101,250.71	\$ 103,275.72	\$ 105,341.24	\$ 107,448.06
		Per Hourly Rate	\$ 52.30	\$ 53.35	\$ 54.41	\$ 55.50	\$ 56.61
		40 Hrs / Week	\$ 108,784.00	\$ 110,959.68	\$ 113,178.87	\$ 115,442.45	\$ 117,751.30

HH	Bookkeeper to Supervisor (including Human Resources) Accountant	36.5 Hrs/ Week	\$ 77,818.00	\$ 79,374.36	\$ 80,961.85	\$ 82,581.08	\$ 84,232.71
		Per Hourly Rate	\$ 41.00	\$ 41.82	\$ 42.66	\$ 43.51	\$ 44.38
		40 Hrs / Week	\$ 85,280.00	\$ 86,985.60	\$ 88,725.31	\$ 90,499.82	\$ 92,309.81

HOURLY POSITIONS

GG	Zoning/Code/Fire Enforcement Officer Senior Planner (if created in future)	36.5 Hrs/ Week	\$ 76,394.50	\$ 77,922.39	\$ 79,480.84	\$ 81,070.45	\$ 82,691.86
		Per Hourly Rate	\$ 40.25	\$ 41.06	\$ 41.88	\$ 42.71	\$ 43.57
		40 Hrs / Week	\$ 83,720.00	\$ 85,394.40	\$ 87,102.29	\$ 88,844.33	\$ 90,621.22

FF	Code Enforcement Officer Planner Assistant Director Parks/Rec (if created in future- title TBD)	36.5 Hrs/ Week	\$ 66,430.00	\$ 67,758.60	\$ 69,113.77	\$ 70,496.05	\$ 71,905.97
		Per Hourly Rate	\$ 35.00	\$ 35.70	\$ 36.41	\$ 37.14	\$ 37.89
		40 Hrs / Week	\$ 72,800.00	\$ 74,256.00	\$ 75,741.12	\$ 77,255.94	\$ 78,801.06

EE	Deputy Town Clerk Senior Court Clerk Recreation Coordinator (if created in future- title TBD)	36.5 Hrs/ Week	\$ 64,532.00	\$ 65,822.64	\$ 67,139.09	\$ 68,481.87	\$ 69,851.51
		Per Hourly Rate	\$ 34.00	\$ 34.68	\$ 35.37	\$ 36.08	\$ 36.80
		40 Hrs / Week	\$ 70,720.00	\$ 72,134.40	\$ 73,577.09	\$ 75,048.63	\$ 76,549.60

DD	Secretary to Highway Superintendent Court Clerk	36.5 Hrs/ Week	\$ 62,634.00	\$ 63,886.68	\$ 65,164.41	\$ 66,467.70	\$ 67,797.06
		Per Hourly Rate	\$ 33.00	\$ 33.66	\$ 34.33	\$ 35.02	\$ 35.72
		40 Hrs / Week	\$ 68,640.00	\$ 70,012.80	\$ 71,413.06	\$ 72,841.32	\$ 74,298.14

CLASS		CIVIL SERVICE TITLE		Step 1		Step 2		Step 3		Step 4		Step 5	
				Hire Year		Anniv. Years: 1-3		Anniv. Years: 4-6		Anniv. Years: 7-9		Anniv. Years: 10-15	
		Year Hired in ->		2026		2023-2025		2020-2022		2017-2019		2014-2016	
CC	Administrative Assistant III	36.5 Hrs/ Week	\$	59,312.50	\$	60,498.75	\$	61,708.73	\$	62,942.90	\$	64,201.76	
		Per Hourly Rate	\$	31.25	\$	31.88	\$	32.51	\$	33.16	\$	33.83	
		40 Hrs / Week	\$	65,000.00	\$	66,300.00	\$	67,626.00	\$	68,978.52	\$	70,358.09	
BB	Administrative Assistant II Account Clerk	36.5 Hrs/ Week	\$	49,348.00	\$	50,334.96	\$	51,341.66	\$	52,368.49	\$	53,415.86	
		Per Hourly Rate	\$	26.00	\$	26.52	\$	27.05	\$	27.59	\$	28.14	
		40 Hrs / Week	\$	54,080.00	\$	55,161.60	\$	56,264.83	\$	57,390.13	\$	58,537.93	
AA	Administrative Assistant I Information Aide	36.5 Hrs/ Week	\$	45,552.00	\$	46,463.04	\$	47,392.30	\$	48,340.15	\$	49,306.95	
		Per Hourly Rate	\$	24.00	\$	24.48	\$	24.97	\$	25.47	\$	25.98	
		40 Hrs / Week	\$	49,920.00	\$	50,918.40	\$	51,936.77	\$	52,975.50	\$	54,035.01	

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.

NON CLASSIFIED		Seasonal or Part Time Positions	2025 Rate	2026 Rate
Crossing Guard	Constable- Courts	Per hour for a 2 hour minimum	\$ 50.00	\$ 50.00
	Crossing Guard	Rate Per Crossing Shift	\$ 20.00	\$ 21.00

Cost of Living increase: 103.0%

Current Service	Civil Title	Used	RECREATION POSITIONS	2025 Hire Rate	2026 Hire Rate	Returning Rate: (Hire rate + \$0.00)
Recreation Assist	Day Camp - Director	FT -35hrs/wk		\$ 29.64	\$ 30.53	\$ 0.25
Recreation Assist	Day Camp - Associate Director			\$ 26.50	\$ 27.30	\$ 0.25
Recreation Assist	Day Camp - Assistant Director			\$ 24.50	\$ 25.24	\$ 0.25
Recreation Assist	Day Camp- Senior Counselor (1+ yrs exp)			\$ 16.50	\$ 17.00	\$ 0.25
Recreation Assist	Day Camp- Junior Counselor	Min. Wage		\$ 15.50	\$ 16.00	\$ 0.50
Recreation Assist	Campground Manager	Paid a weekly rate based on 15 hrs/wk		\$ 20.00	\$ 20.60	\$ 0.25
	Park Constable			\$ 20.19	\$ 20.80	\$ 0.25
Recreation Assist	Recreation Assistants-Gate Manager			\$ 16.67	\$ 17.17	\$ 0.25
Recreation Assist	Recreation Assistants- Gate -Boat Launch	Min. Wage		\$ 15.50	\$ 16.00	\$ 0.50
Life Guard	Head Life Guard			\$ 22.00	\$ 23.00	\$ 0.50
Life Guard	Life Guard	Newly Certified at Hire - otherwise hire +\$		\$ 18.49	\$ 20.00	\$ 0.50
	LHS Helper- Youth Program	Min. Wage		\$ 15.50	\$ 16.00	n/a

**RESOLUTION ESTABLISHING THE TOWN OF LANSING OFFICE STAFF
CLASSIFICATION WAGE SCALE FOR 2026**

RESOLUTION 25-xx

**RESOLUTION ESTABLISHING THE TOWN OF LANSING OFFICE STAFF
CLASSIFICATION WAGE SCALE FOR 2026**

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

WHEREAS, the Personnel Management Committee determined the need to update the classification system for all positions not in the Highway Field Staff Classification System and to create a wage scale to correlate with each classification level; 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 2026 is at 3.5%;

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 2026 at a 3.5% cost of living adjustment.

RESOLUTION UPDATING CIVIL SERVICE JOB TITLE FOR EMPLOYEES KELLY GEIGER, MEGGIE LOUNSBERRY, AND ASHLEY WORKMAN

RESOLUTION 25 -

RESOLUTION UPDATING CIVIL SERVICE JOB TITLE FOR EMPLOYEES KELLY GEIGER, MEGGIE LOUNSBERRY, AND ASHLEY WORKMAN

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

WHEREAS, Kelly Geiger, Planning & Codes Department, Meggie Lounsberry, Parks and Recreation Department and Ashley Workman, Town Clerk Office, have been faithful Town of Lansing employees employed as Information Aides, all of whom meet the qualifications and currently hold responsibilities and duties consistent with the Civil Service title of Administrative Assistant III. Upon due consideration and deliberation by the Town of Lansing Town Board, now therefore be it RESOLVED as follows:

1. Effective August 21, 2025, Kelly Geiger, Meggie Lounsberry and Ashley Workman are each hereby appointed as an Administrative Assistant III, with the same Town perquisites and benefits as are available to all employees of the Town and to such position. These positions will be in the non-competitive class under the New York Hiring for Emergency Limited Placement Statewide (NY HELPS) program. At such time as the NY HELPS program concludes, these appointments will convert to a competitive classification.
2. These appointments will each be full-time appointments, at 36.5 hours per week.
3. There will be no change to current hourly rates for these appointments.
4. The probationary period for each appointment is hereby set at 8 weeks.
5. The Town Personnel 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 TO RELEVY YEARLY WATER AND SEWER CHARGES ON THE
2026 TOWN AND COUNTY TAX BILLS**

RESOLUTION 25-

**RESOLUTION TO RELEVY YEARLY WATER AND SEWER CHARGES ON THE
2026 TOWN AND COUNTY TAX BILLS**

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

WHEREAS, the Town of Lansing Town Board hereby authorizes the Receiver of Water and Sewer Rents to relevy water and sewer accounts each year on the Town and County Tax Bills; and

WHEREAS, to assure proper notification to all account holders, the Lansing Town Board hereby directs SCLIWC (Bolton Point) once a year to place a timely reminder notice on the August water bills, or the Receiver of Water and Sewer Rents will send the courtesy reminder letter generated by Williamson Law Book, to all owners and tenants who have a balance of \$1.00 or more for the water and sewer charges on their account; and

WHEREAS, the last day for payment will be the second Tuesday of October; and

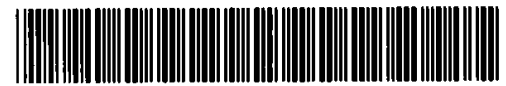
WHEREAS, after the collection date the Receiver will notify SCLIWC to remove said amounts from accounts to be relevied on the Town and County Tax Bills; and

WHEREAS, by no later than the second Tuesday of November the Receiver will send the amounts to be relevied on the Town and County Tax Bill to the Tompkins County Assessment Department; and

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

RESOLVED, that the Receiver will relevy the unpaid water and sewer account charges plus a 10% fee on all accounts with a balance of \$10.00 or more to the Town and County Tax Bills.

BE IT FURTHER RESOLVED that all unpaid water and sewer account charges under \$10.00 will be adjusted.



Tompkins County Clerk Recording Page

Return To
HANCOCK ESTABROOK
BOX

Maureen Reynolds, County Clerk
Tompkins County Clerk
320 North Tioga Street
Ithaca, NY 14850
(607) 274-5431

Document Type: **MAP**

Party 1	
WENTWORTH, RICHARD	
Fees	
Map Filing Fee	\$10.00
Total Fees Paid:	\$10.00

Receipt Number: 25-450880

Party 2
Instrument #: 2025-06891
Property located in Lansing

Refers To

State of New York
County of Tompkins

Filed on July 11th, 2025 at 2:07:46 PM
with a total page count of **2**.

Tompkins County Clerk

This sheet constitutes the Clerk's endorsement required by section 319 of the Real Property Law of the State of New York

Do Not Detach

REFERENCE MAPS:

- 1) "NO. 214 HILLCREST ROAD..." DATED SEPTEMBER 22, 2008 AND AMENDED SEPTEMBER 11, 2017 BY T.G. MILLER, P.C.
- 2) "MAP OF ALEX CIMA JR. PROPERTY..." DATED JULY 28, 1958 BY CARL CRANDALL, C.E.
- 3) "NO. 210 HILLCREST ROAD..." DATED AUGUST 6, 2005 BY T.G. MILLER, P.C.

LEGEND

- △ -COMPUTED POINT
- -PIN SET WITH CAP
- ⊗ -IRON PIN FOUND
- ⊗ -IRON PIPE FOUND
- -UTILITY POLE

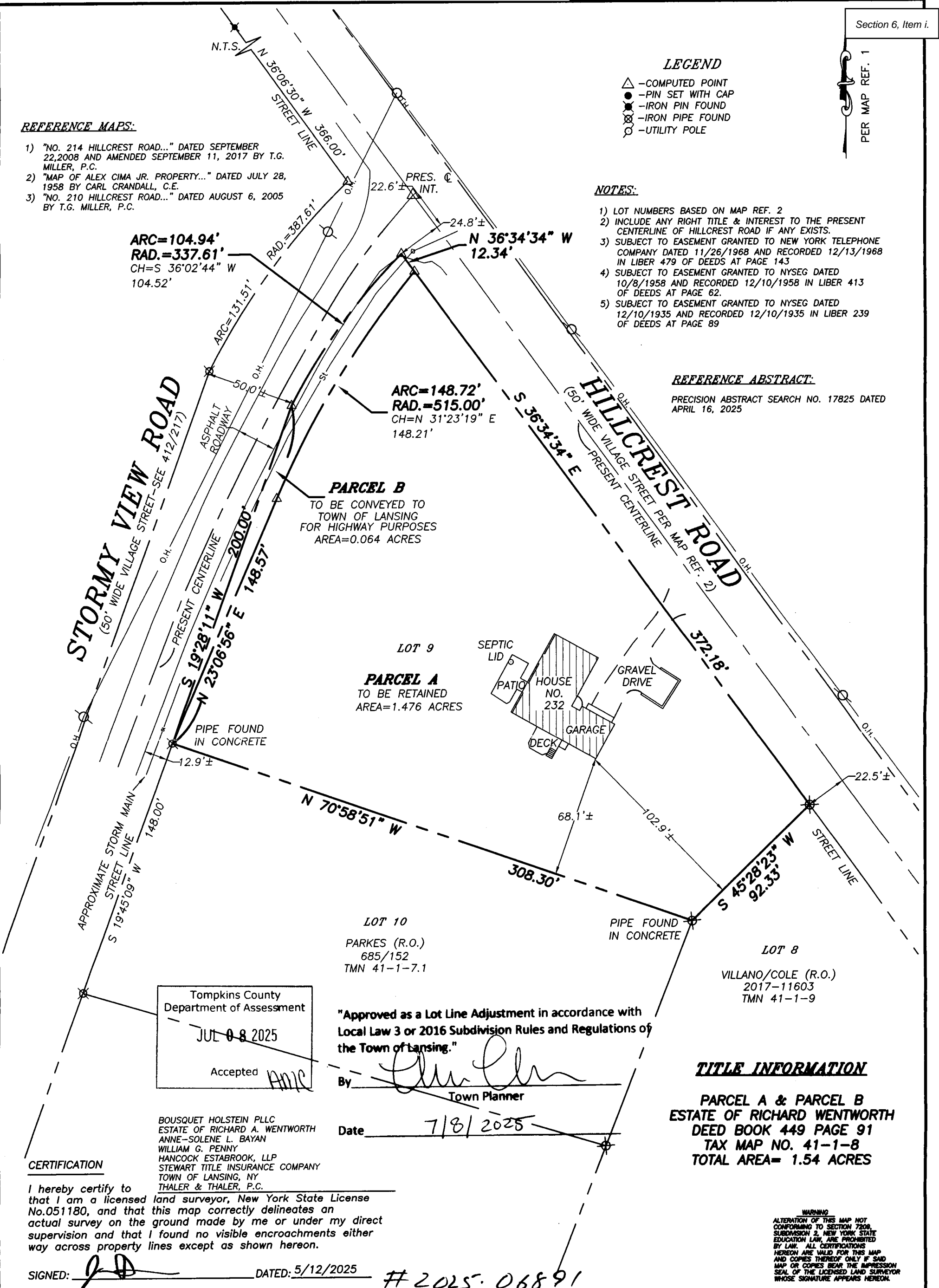
PER MAP REF. 1

NOTES:

- 1) LOT NUMBERS BASED ON MAP REF. 2
- 2) INCLUDE ANY RIGHT TITLE & INTEREST TO THE PRESENT CENTERLINE OF HILLCREST ROAD IF ANY EXISTS.
- 3) SUBJECT TO EASEMENT GRANTED TO NEW YORK TELEPHONE COMPANY DATED 11/26/1968 AND RECORDED 12/13/1968 IN LIBER 479 OF DEEDS AT PAGE 143
- 4) SUBJECT TO EASEMENT GRANTED TO NYSEG DATED 10/8/1958 AND RECORDED 12/10/1958 IN LIBER 413 OF DEEDS AT PAGE 62.
- 5) SUBJECT TO EASEMENT GRANTED TO NYSEG DATED 12/10/1935 AND RECORDED 12/10/1935 IN LIBER 239 OF DEEDS AT PAGE 89

REFERENCE ABSTRACT:

PRECISION ABSTRACT SEARCH NO. 17825 DATED APRIL 16, 2025



PARCEL B
TO BE CONVEYED TO
TOWN OF LANSING
FOR HIGHWAY PURPOSES
AREA=0.064 ACRES

PARCEL A
TO BE RETAINED
AREA=1.476 ACRES

LOT 9
PARKES (R.O.)
685/152
TMN 41-1-7.1

LOT 8
VILLANO/COLE (R.O.)
2017-11603
TMN 41-1-9

Tompkins County
Department of Assessment
JUL 08 2025
Accepted

"Approved as a Lot Line Adjustment in accordance with
Local Law 3 or 2016 Subdivision Rules and Regulations of
the Town of Lansing."

By Town Planner

Date 7/8/2025

TITLE INFORMATION

PARCEL A & PARCEL B
ESTATE OF RICHARD WENTWORTH
DEED BOOK 449 PAGE 91
TAX MAP NO. 41-1-8
TOTAL AREA= 1.54 ACRES

CERTIFICATION

I hereby certify to
that I am a licensed land surveyor, New York State License
No.051180, and that this map correctly delineates an
actual survey on the ground made by me or under my direct
supervision and that I found no visible encroachments either
way across property lines except as shown hereon.

SIGNED: DATED: 5/12/2025 #2025-06891

WARNING
ALTERATION OF THIS MAP NOT
CONFORMING TO SECTION 7208,
SUBDIVISION 2, NEW YORK STATE
EDUCATION LAW, ARE PROHIBITED
BY LAW. ALL CERTIFICATIONS
HEREON ARE VALID FOR THIS MAP
AND COPIES THEREOF ONLY IF SAID
MAP OR COPIES BEAR THE IMPRESSION
SEAL OF THE LICENSED LAND SURVEYOR
WHOSE SIGNATURE APPEARS HEREON.

T.G. MILLER, P.C.
ENGINEERS AND SURVEYORS
605 WEST STATE STREET, SUITE A
ITHACA, NEW YORK 14850
WWW.TGMILLERPC.COM
607-272-6477

TITLE:
SURVEY MAP
NO. 232 HILLCREST ROAD
TOWN OF LANSING, TOMPKINS COUNTY, NEW YORK
DATE: 5/12/2025
SCALE: 1"=50'

REVISED
6/4/2025-REVISED TO SHOW
APPROXIMATE STORM MAIN AND
PARCEL TO BE CONVEYED TO TOWN
OF LANSING FOR HIGHWAY PURPOSES



RESOLUTION APPROVING AND ACCEPTING OFFER OF DEDICATION OF GORE OF LAND ON STORMY VIEW DRIVE

RESOLUTION 25-

RESOLUTION APPROVING AND ACCEPTING OFFER OF DEDICATION OF GORE OF LAND ON STORMY VIEW DRIVE

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

WHEREAS, a 2025 survey demarked a property boundary and highway line on Stormy View Drive that had a different curve, a different arc, and different length than as the curve, and length as originally surveyed and dedicated, and this survey thus allegedly identified a new boundary line for such highway, posited that the highway boundary was in a different location than as originally dedicated and surveyed, and led the landowner to allege a trespass by the Town in its constructed and maintained public highway, and to demand an encroachment agreement; and

WHEREAS, the Town public highway known as Stormy View Drive was built within the bounds of dedicated highway lands, has never been relocated or had its location changed, and has been in its present location and regularly maintained and kept in charge for over 50 years; and

WHEREAS, regardless of whether the road crossed an alleged private property line or not, Stormy View Drive was either or both a highway by dedication at such location (if the original dedication land description was correct) or a highway by use (if the newer surveyed location was correct), such that the Town lawfully and properly refused to agree to a request for an encroachment agreement—not only because such road was a public highway either way, but because the Town could and should not: (i) surrender the public's rights in a public highway; (ii) grant private encroachment rights over public highways; or (iii) agree to remove, deconstruct, or relocate highways owned by the public and maintained and kept in charge by the Town; and

WHEREAS, the landowner then offered to convey that slice of land to the Town for public highway, drainage, and stormwater purposes, and has submitted an approved and filed land division map showing the land in question, provided a dedication and offer of cessation letter, and supplied all filing materials for the same; and

WHEREAS, the Attorney for the Town, the Town Highway Superintendent/Director of Public Works, the Planning and Code Office (and others from the Town) have examined the proposed dedication forms and maps and have approved the same, and this is a Type II SEQRA matter such that no environmental review is required; and

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

RESOLVED, that the aforesaid proposed offer of cessation to and dedication of a gore of land on Stormy View Drive, being approximately 0.064 acres, near its intersection with Hillcrest Road, be and hereby is accepted and approved, and the Attorney for the Town and the Town Supervisor be

and hereby are authorized to take such other and further steps as are or may be necessary to finalize the form of such dedication and offer of cessation, to sign any filing or other documents as are or may hereafter be necessary or convenient to give effect to this resolution, and to record such conveyance and dedication of record at the Tompkins County Clerk's Office.

AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS

Section 6, Item j.

AGREEMENT between the Town Highway Superintendent of the Town of Lansing, Tompkins County, New York, and the undersigned members of the Town Board.

Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highways, and received from the State for State Aid for the repair and improvement of highways, shall be expended as follows:

1. GENERAL REPAIRS. The sum of \$849,001 shall be set aside to be expended for primary work and general repairs upon 93.46 miles of town highways, including sluices, culverts and bridges having a span of less than five feet, and boardwalks or renewals thereof. The sum expended for this work shall not exceed the amount stated in this paragraph without an approved amendment to this Agreement.

2. PERMANENT IMPROVEMENTS. The following sums shall be set aside to be expended for the permanent improvement of Town highways and the sums to be expended on a per project basis may be amended by the Highway Superintendent to account for changes in road maintenance and repair planning to adjust to observed field conditions and stay within the budgeted allocations under this Agreement, but the gross amounts expended shall not exceed the sum of expenditures in this Agreement without an approved amendment to this Agreement:

- (a) On the road Sharon Drive a distance of 0.36 miles, there shall be expended not over the sum of \$51,000
 - Work to be performed: Cold Mill and Resurface with Hot Mix Asphalt 2.25", along with all related general grading, repairs, restoration, and materials and work needed to address any changes in scope recommended or needed to promote safe highways and properly complete such project (hereafter "Ancillary Work").
- (b) On the road Atwater Road a distance of 0.44 miles, there shall be expended the sum of \$64,000
 - Work to be performed: Cold Mill and Resurface with Hot Mix Asphalt 2.25" and all Ancillary Work.
- (c) On the road Bush Lane a distance of 0.36 miles, there shall be expended the sum of \$48,000
 - Work to be performed: Cold Mill and Resurface with Hot Mix Asphalt 2.25" and all Ancillary Work.
- (d) On the road Buck Road a distance of 0.75 miles, there shall be expended the sum of \$9,200
 - Work to be performed: Stone and Oil and all Ancillary Work.
- (e) On the road Old Buck Road, a distance of 0.13 miles, there shall be expended the sum of \$1,200
 - Work to be performed: Stone and Oil and all Ancillary Work.
- (f) On the road Luce Road a distance of 1.10 miles, there shall be expended the sum of \$11,600
 - Work to be performed: Stone and Oil and all Ancillary Work.
- (g) On the road Goodman Road a distance of 0.41 miles, there shall be expended the sum of \$8,500
 - Work to be performed: Stone and Oil and all Ancillary Work.
- (h) On the road Beckwith Lane a distance of 0.10 miles, there shall be expended the sum of \$3,600
 - Work to be performed: Micro paving and all Ancillary Work.
- (i) On the road Dandyview Heights a distance of 0.20 miles, there shall be expended the sum of \$7,000
 - Work to be performed: Micro paving and all Ancillary Work.

- (j) On the road East Shore Circle a distance of 0.60 miles, there shall be expended the sum of \$94,000
 - Work to be performed: Cold Mill and Resurface with Hot Mix Asphalt 2.50" and all Ancillary Work.
- (k) On the road Springbrook Circle a distance of 0.29 miles there shall be expended the sum of \$10,300
 - Work to be performed: Micro paving and all Ancillary Work.
- (l) On the road Stonehaven Drive at a distance of 0.26 miles there shall be expended the sum of \$8,500
 - Work to be performed: Micro paving and all Ancillary Work.
- (m) On the road Brookhaven Drive at a distance of 0.12 miles there shall be expended the sum of \$4,000
 - Work to be performed: Micro paving and all Ancillary Work.
- (n) On the road Belvedere Drive at a distance of 0.21 miles there shall be expended the sum of \$7,100
 - Work to be performed: Micro paving and all Ancillary Work.
- (o) On the road Snushall Road at a distance of 1.02 miles there shall be expended the sum of \$57,100
 - Work to be performed: Reprofiling and Stone and Oil and all Ancillary Work.
- (p) On the road Wilson Road at a distance of 0.62 miles there shall be expended the sum of \$86,800
 - Work to be performed: Reprofiling and Hot Mix paving and all Ancillary Work.
- (q) On the road Scofield Road a distance of 1.42 miles, there shall be expended the sum of \$272,700
 - Work to be performed: Cold mill and resurface with Hot Mix Asphalt 2.50" and all Ancillary Work.
- (r) On the road Cherry Road at a distance of 0.18 miles there shall be expended the sum of \$26,000
 - Work to be performed: Resurfacing with Hot Mix Asphalt at 2.25" and all Ancillary Work.
- (s) On the road Gulf Road at a distance of 1.29 miles there shall be expended the sum of \$9,000
 - The work to be performed: Shimming with Hot Mix Asphalt and all Ancillary Work.
- (t) On the road Reach Run at a distance of .83 miles there shall be expended the sum of \$30,000
 - The work to be performed: Replacement of culvert pipes within the road and all Ancillary Work.

Executed in duplicate this 20th day of August, 2025

Supervisor

Town Highway Superintendent

Councilperson

Councilperson

Councilperson

Councilperson

Note: This agreement should be signed in duplicate by a majority of the members of the Town Board and by the Town Highway Superintendent. One copy must be filed in the Town Clerk's office. COPIES DO NOT HAVE TO BE FILED IN ALBANY.

RESOLUTION UPDATING AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS

RESOLUTION 25-

**RESOLUTION UPDATING AGREEMENT FOR THE
EXPENDITURE OF HIGHWAY MONEYS**

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

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

WHEREAS, Resolution 25-46 approved the updated 2025 Agreement for the Expenditure of Highway Moneys on April 16, 2025; and

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

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

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

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

RESOLUTION APPROVING NYSEG POLE RELOCATION EASEMENTS AND AUTHORIZING THE TOWN SUPERVISOR TO APPROVE AND EXECUTE AGREEMENTS, EASEMENTS, AND INSTRUMENTS NECESSARY OR DESIRABLE FOR APPROVED DPW CAMPUS PROJECT

RESOLUTION 25-

RESOLUTION APPROVING NYSEG POLE RELOCATION EASEMENTS AND AUTHORIZING THE TOWN SUPERVISOR TO APPROVE AND EXECUTE AGREEMENTS, EASEMENTS, AND INSTRUMENTS NECESSARY OR DESIRABLE FOR APPROVED DPW CAMPUS PROJECT

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

WHEREAS, the Town has approved multiple construction and services contracts respecting the design and construction of the new DPW facility and campus ("Project"), in any Project of this size, multiple issues, changes, relocation of interior and exterior facilities and features, realignments of building walls or facilities, and other and smaller siting changes can and will arise; and

WHEREAS, the final layout and site plan of the DPW campus was approved by the Town Board, the architectural design, building placements, utility placements, and specifications for all work to be undertaken were approved by the Town Board, the Project specifications and designs were approved by the Town Board, the bid documents and final Project diagrams and specifications were approved by the Town Board, and the contract with the electrical contractor specifying all utility and electrical work, and the locations of all facilities, poles, and connections therefor, were also approved by the Town Board; and

WHEREAS, even in preliminary plans it was known that two pole locations for electric utilities would need to be relocated from existing poles and easement locations to new locations on the same parcel of land, including as expressly shown in diagram C-110 (among other site plans and drawings), which expressly references NYSEG and its revised pole locations in no less than 4 specific places in each and all of the final approved diagrams, plans, specifications, and construction contracts; and

WHEREAS, someone none-the-less has insisted that a further approval for relocation of the existing poles and easements on the very same parcels of land was still necessary; and

WHEREAS, in a Project of this size, hundreds of small changes, adjustments, relocations of facilities or utilities, and realignments of interior and exterior rooms and structures, will necessarily and unavoidably arise (as they do even in small projects), and having in every case to await the next town board meeting to obtain a needed approval or authorization will delay the Project by months and drive costs up by well over \$100,000; and

WHEREAS, atop all of the foregoing, making adjustments in almost all aspects of construction planning has been delegated by AIA contracts to the Town's Architects (Colliers) and Construction

Manager (LeChase), and such contracts specify when Town approval is needed for such changes and adjustments that will occur upon a near daily basis, and the Town has further designated its DPW Director to make determinations and decide matters referred to the Town respecting the Project, including the construction thereof, construction management decisions as arise in connection therewith, and a myriad of matters that have already arisen, and will continue to arise, respecting this Project; and

WHEREAS, upon due deliberation upon the needs of the Town and the Project, and further upon all of the foregoing and the easement documents submitted by NYSEG to relocate their existing easements and pole locations to the locations approved by the Town Board in the above-referenced drawings, plans, diagrams, specifications, bid documents, and contracts, the Town Board of the Town of Lansing has duly RESOLVED as follows:

1. The easement submitted by NYSEG for the Project entitled as “NS Town Barn Road,” relating to a NYSEG project to relocate an electric pole and guying facilities, as well as a related electric service connection, be and hereby is approved, and the Town Supervisor be and hereby is authorized to execute the same by and for the Town of Lansing. If already signed by the Town Supervisor, then such signature, approval, and agreement are hereby ratified fully by the Town Board as lawful and authorized acts of and for the Town of Lansing.
2. The easement submitted by NYSEG for the Project entitled “30.-1-16.12 Town of Lansing,” relating to a NYSEG project to relocate an electric pole and guying facilities, as well as a related electric service connection, be and hereby is approved, and the Town Supervisor be and hereby is authorized to execute the same by and for the Town of Lansing. If already signed by the Town Supervisor, then such signature, approval, and agreement are hereby ratified fully by the Town Board as lawful and authorized acts of and for the Town of Lansing.
3. Any other documents, instruments, easements, approvals, plans, diagrams, shop drawings needed for or in relation to the Project and its approved construction diagrams, specifications, and contracts may be, in each case, approved, accepted, and executed by the Town Supervisor by and for the Town of Lansing whenever:
 - a. The Town Supervisor determines that such approval, acceptance, or execution is in the best interests of the Town;
 - b. Such matter or document in issue is part of the already approved Project, and attending to the same is reasonably necessary as part of the regular process of construction management, or reasonably necessary/desirable to help promote efficient completion of the Project; and
 - c. Such matter or document has been reviewed and approved by either the Construction Manager or DPW Director, and when effecting a contract change or matter pertaining to the granting or surrender of land rights (such as a contract amendment, an easement, a license, etc.), or otherwise requiring the Town to enter in to any agreement or execute any instrument, the form and language for the same are reviewed and generally approved by the Attorney for the Town of Lansing.
4. All material and significant changes, alternations, approvals, and instruments needing

approval or execution shall be brought to the Town Board for final approval. The Town Supervisor is hereby delegated the authority to determine what is a material and significant change, alternation, or approval as merits or requires full board approval, and to decide which other matters to also refer to the full board. Likewise, the Town Board may require (by its affirmative majority vote) that any matter be subjected to full board review and approval, but no such determination shall make void or voidable any prior change, alteration, or approval issued or executed by the Town Supervisor, except when required by law.

5. The Town Supervisor shall, as part of her monthly Supervisor's Report, report to the Town Board upon the nature and value of each change, alternation, approval, or instrument or agreement signed or issued by the Town Supervisor during the preceding month, and such report may group such matters into general categories for purposes of efficiency and ease of reporting. Items adjusted or changed pursuant to authorized or approved construction change orders need not be re-reported under this resolution.

**CONSENT AGENDA MOTIONS M25-XX – M25-XX AND RESOLUTIONS
25-XX – 25-XX**

RESOLUTION 25-XX

**CONSENT AGENDA MOTIONS M25-XX – M25-XX AND RESOLUTIONS
25-XX – 25-XX**

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

RESOLVED, that the Consent Agenda Motions **M25-XX – M25-XX** and Resolutions **25-XX – 25-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 Laurie Hemmings –
Councilperson Joseph Wetmore –

Councilperson Christine Montague –
Supervisor Ruth Groff –

Accordingly, the foregoing Motions and Resolutions were approved, carried, and duly adopted on August 20, 2025.

RESOLUTION APPROVING THE PURCHASE OF ONE 2025 FREIGHTLINER TRUCK WITH COMBINATION SEWER CLEANER (VAC TRUCK) FOR USE IN THE DEPARTMENT OF PUBLIC WORKS

RESOLUTION 25-

RESOLUTION APPROVING THE PURCHASE OF ONE 2025 FREIGHTLINER TRUCK WITH COMBINATION SEWER CLEANER (VAC TRUCK) FOR USE IN THE DEPARTMENT OF PUBLIC WORKS

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

WHEREAS, the Town of Lansing has long had capital management and equipment plans for the Highway Department/Department of Public Works consisting of a balance of reserve funds and budgeted cash, and in 2025 certain capital needs of the Department of Public Works were discussed, including how to fund the purchase of the same in 2025 without incurring debt; and

WHEREAS, the Department of Public Works has now confirmed and identified its need for a 900-ECO Combination Sewer Cleaner and Freightliner cab and chassis truck and has utilized the OGS NJPA / Sourcewell contract price for pricing such equipment; and

WHEREAS, the Town Board has fully reviewed such need and the options for the same, and the Department of Public Works now wishes to use funds from accounts DA5130.200 in the amount of \$42,201.48, and DA5142.200 in the amount of \$52,201.37, and DB5110.200 in the amount of \$52,201.37, and DB5112.200R in the amount of \$97,500.00, and SW8340.200 in the amount of \$237,166.21, and A8745.401 in the amount of \$41,711.27 seeks verification from the Town Board that these budget line items are indeed to be used as cash to make such purchase; and

WHEREAS, the Town was awarded a grant in the amount of \$325,000 from the WQIP (Water Quality Improvement Plan) and the funds from the Grant will be used towards the reimbursement of the following accounts, DA5130.200, DA5142.200, DB5110.200, SW8340.200, and A8745.401; and

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

RESOLVED, that the Town Board affirms that funds from the DA5130.200 in the amount of \$42,201.48, and DA5142.200 in the amount of \$52,201.37, and DB5110.200 in the amount of \$52,201.37, and DB5112.200R in the amount of \$97,500.00, and SW8340.200 in the amount of \$237,166.21, and A8745.401 in the amount of \$41,711.27 are intended to be used for equipment and vehicle purchases; and it is further

RESOLVED, that the Highway Superintendent/Director of Public Works or his designee be and hereby are authorized to effect the following purchase per OGS NJPA / Sourcewell Contract #101221-SCA: One 2025 Freightliner Truck with Combination Sewer Cleaner (Vac Truck) for a total not to exceed \$522,981.70 Cyncon Equipment.

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

Councilperson Laurie Hemmings –
Councilperson Joseph Wetmore –

Councilperson Christine Montague –
Supervisor Ruth Groff –

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on August 20, 2025.

**RESOLUTION REPEALING AND SUPERSEDING RESOLUTION #25-73
AND FURTHER RESOLUTIONS CREATING, CHARGING, ISSUING DIRECTIONS,
AND MAKING APPOINTMENTS TO THE TOWN OF LANSING ZONING ADVISORY
COMMITTEE, TO BE CLASSIFIED AS AN INDEPENDENT PROJECT COMMITTEE
UNDER TOWN CODE CHAPTER 7**

RESOLUTION 25-

**RESOLUTION REPEALING AND SUPERSEDING RESOLUTION #25-73
AND
FURTHER RESOLUTIONS CREATING, CHARGING, ISSUING DIRECTIONS,
AND MAKING APPOINTMENTS TO THE TOWN OF LANSING ZONING
ADVISORY COMMITTEE, TO BE CLASSIFIED AS AN INDEPENDENT
PROJECT COMMITTEE UNDER TOWN CODE CHAPTER 7**

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

WHEREAS, a requirement of the recently accepted grant from the New York Department of State (“NYS DOS”), which requires that the Town establish a “Zoning Advisory Committee” to assist with and oversee all aspects of the Town’s zoning project in cooperation with municipal officials and the selected project team, and such grant makes further recommendations for participation on such committee by various members of governmental and administrative committees and bodies of the Town, together with recommendations for participation by a wide range of stakeholders, such as residents, civic leaders, business owners, elected officials, environmental experts, and neighborhood association representatives from a range of ethnic, social, and cultural backgrounds; and

WHEREAS, by Resolution 25-73 the Town Board commenced that process by creating a working group envisioned initially as a sub-committee of the existing Operations & Code Revision Committee (“OCRC”), but a review of the grant, NYS law on rules for compatibility in offices and ethics, and the requirements of Town Code Chapter 7, which, among other things, requires certain committee classifications and rules be followed respecting various types of committees and the membership therein by members of designated Governmental and Administrative Bodies (mainly and specifically to avoid conflicts of interest and incompatibility of positions and office issues, see e.g., Town Code § 7-10, such that there is a repeal and replace said prior resolution; and

WHEREAS, to meet New York State (“NYS”) laws and requirements, the rulings of the Attorney General, and the requirements of Town Code Chapter 7, as well as meet the requirements for broad-based participation in the Zoning Advisory Committee (“ZAC”) as required under the grant, formation as a sub-committee of the OCRC is inadvisable as the ZAC must be an advisory body, and also must follow the rules for advisory committees in Town Code Chapter 7, such that the classification and method of appointing participants in the committee’s charges and processes must be amended; and

WHEREAS, this is a Type II SEQRA Action and matter, such that no EAF or other environmental review is required under 6 NYCRR § 617.5, and the Town Board has considered and deliberated upon each and all of the above matters; SO THEREFORE, be it now RESOLVED as follows:

1. Resolution 25-73 be and hereby is repealed.
2. There is hereby formed a new committee of the Town of Lansing to be called the Zoning Advisory Committee (“ZAC”), which committee is hereby classified as: (i) a Project and Working Group under Town Code § 7-13; that is also (ii) an advisory committee under Town Code § 7-10.
3. The following persons are hereby appointed to the ZAC for a term of one year each, with no term limits, and with the term of this initial appointment to last until the later of December 31, 2025, or until any successor members are appointed:

John Zepko, Chair
 Lauren Baker
 John Duthie
 Eric Eisenhut
 John Hatfield
 Scott Russell
 Brandon Siebert
 Eileen Stout
 David West
 John Young

4. The following liaisons are appointed to the ZAC:

Thomas Butler, liaison from the Planning Board
 Ruth Groff, liaison from the Town Board
 Dean Shea, alternate liaison from the Planning Board
 Joseph Wetmore, liaison from the Parks, Recreation and Trails Committee

5. The ZAC shall be maintained with a minimum of 8 members and a maximum of 15 members. Additional appointments may be made by the Town Board in its discretion. Appointments to vacancies shall be for the remainder of the vacant term, and all other appointments will be for a maximum of one year, or any portion thereof, with terms to generally end at the later of December 31 or the appointment of successor members at the Town Board’s January Organizational Meeting.

6. The ZAC is hereby charged with the following tasks, duties, and responsibilities:

A. Overseeing all aspects of the update of the Town of Lansing’s Zoning Code update, including: (i) recommending a preferred third party planner, landscape architect, or other qualified contractor for assistance, mapping, advisory, and drafting services; (ii) directing, advising, and assisting the selected contractor in their work; (iii) scheduling and participating in public forums to gather town-wide and public input, as well as to

periodically provide updates for the public and others on the zoning changes and matters under consideration; (iv) keeping and delivering minutes, reports, progress, and recommendations as directed by the Town Board; (v) following, adhering to, implementing, and documenting compliance with the terms of the NYSDOS Environmental Protection Fund Smart Growth Community Planning and Zoning Program 2024 Grant; (vi) implementing recommendations and approvals in accordance with the Town's Comprehensive Plan, its master plans, and directives and policies issued by the Town Board; (vii) generating regulatory and zoning ideas, and cooperatively working to build consensus within the ZAC; (viii) providing constructive feedback to contractors, the Town, the public, and others concerning committee operations and the ZAC; and (ix) when authorized, to issue advisory opinions, recommendations, reports, analyses, and like reports to designated officers and employees of the Town of Lansing.

B. The ZAC shall undertake the above noted duties, as well as related matters referred to it by the Town Board, Planning Board, the Zoning Board of Appeals, the Conservation Advisory Council, and designated Town employees and officers as approved by resolution of the Town Board. The additionally designated employees and officers that may refer matters directly to the ZAC include the Director of Parks, the Town Planner, and the Town Director of Planning. The ZAC may consider, and is required to consider, input from others and the general public as respects its charges and tasks, but the ZAC shall not issue advisory opinions other than to the Town employees, officers, and boards as are specifically designated by resolution of the Town Board. All matters referred to the ZAC for an advisory opinion shall be responded to in writing, with a brief explanation of the facts and reasons supporting the recommendation, advice, or response provided.

C. As an advisory body, the ZAC shall not be subject to the Open Meetings Law. However, the ZAC may elect to open any one or more meetings to the public in their own discretion.

D. The work of the ZAC, for purposes of FOIL and FOIL disclosures, shall be considered advisory and of an inter-agency character, including the use and development of inter-agency materials intended only for review by others in the process of making or adopting final Town policies. The ZAC has no authority to make policy, expend funds on municipal projects (other than *de minimus* amounts for its own operations), or to adopt any zoning codes, approve contracts, or exercise any legislative or administrative authority of the Town of Lansing.

E. The ZAC shall meet at least once per month, or more often as needed or decided. The ZAC may invite such other persons, public officers, or employees to any of their meetings as they shall elect, including whenever input, experience, or expertise is desired respecting any agenda item or matter. The ZAC shall keep minutes of its meetings and, upon a quarterly basis, submit and file copies of all minutes, advisory requests received, and any replies provided, with the OCRC, Town Board, and Town Clerk.

F. The Town Board may appoint one or more liaisons to the ZAC, including in addition to the appointments noted in these Resolutions, and the ZAC shall have no subcommittees or working groups except upon the express approval thereof by the Town Board.

G. The ZAC shall select from among their members a Vice Chairperson and report the same to the Town Board within 60 days of this resolution and annually on or before December 31 for the next following calendar year. In the event of any failure to appoint, or timely report the appointment, of, a Vice Chair, the Town Board shall appoint a Vice Chair in consultation with the Chair.

H. The ZAC may adopt such parliamentary procedures or operational bylaws as they deem sufficient and advisable to govern meetings and operations. In all cases: (i) a quorum must be present, and the ZAC must determine by majority vote any approvals or recommendations to be issued, determined, or made; (ii) the vote upon all matters that are not unanimous or decided by a consensus call shall be recorded in ZAC minutes; and (iii) such procedures or bylaws shall not be binding or valid until reviewed and approved by the Town Board.

I. The ZAC shall develop a reasonable working budget and submit annually, or upon request of the Town, a budget for operational needs, photocopies, event and public meeting costs, and similar proper expenses. The ZAC shall keep an account of the funds received and expended and shall provide an accounting thereof upon request of the Town, whether or not related to a budgetary appropriation, vouchers, the Town's budget or budget process, or an audit of any Town operations or expenses.

J. The ZAC shall not authorize or enter into any contracts, agreements, or other arrangements for the acquisition of any rights, for any services, or to make or receive any payments of money or other consideration, whether in its own name or directly or indirectly for or in the name of the Town. All contracts and agreements shall be referred to the Town Board for review and approval under Town Law § 64, or other applicable provisions of NYS law.

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

Councilperson Laurie Hemmings –
Councilperson Joseph Wetmore –

Councilperson Christine Montague –
Supervisor Ruth Groff –

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on August 20, 2025.

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR'S REPORT

RESOLUTION 25-

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR'S REPORT

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

CONSOLIDATED ABSTRACT # 008

TOWN OF LANSING				
Abstract # 008				08/18/2025
Summary by Fund				14:51:20
Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND TOWNWIDE	7,379.28	314,922.86	322,302.14
B	GENERAL FUND OUTSIDE VILLAGE	125.56	9,665.53	9,791.09
DA	HIGHWAY FUND TOWNWIDE	62.04	115,704.06	115,766.10
DB	HIGHWAY FUND OUTSIDE VILLAGE	263.29	210,721.72	210,985.01
HG	DPW FACILITY PROJECT	63.12	426,979.74	427,042.86
SL1-	LUDLOWVILLE LIGHTING DISTRICT	115.92	9.83	125.75
SL2-	WARREN ROAD LIGHTING DISTRICT	801.03	10.58	811.61
SL3-	LAKEWATCH LIGHTING DISTRICT	1,143.82	52.42	1,196.24
SS1-	WARREN RD SEWER	170.66	40,464.97	40,635.63
SS3-	CHERRY ROAD SEWER DISTRICT	24.05	9,568.60	9,592.65
SW	LANSING WATER DISTRICTS	2,471.21	519,472.62	521,943.83
TA	TRUST & AGENCY	7,106.99	80,245.52	87,352.51
Total:		19,726.97	1,727,818.45	1,747,545.42

Budget Modifications August 20th, 2025 Town Board Meeting

General - A Fund August 20th, 2025

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
A7510.100	A7510.410	To move Historian salary from payroll account to new contractual (stipend) account	\$ 1,090.34
A5132.405 (Garage - Building Repair)	A5132.400 (Garage - 104 Auburn Rd.)	To increase budget line to account for utility bills not budgeted for	\$ 3,000.00
A2411 (Rental of Real Property - Scoops)	A5132.400 (Garage - 104 Auburn Rd.)	Credit expenditure account to reflect reimbursement received for electric bills	\$ 685.56
A599 (Appropriated Fund Balance)	A5132.400 (Garage - 104 Auburn Rd.)	To install new septic system	\$10,000.00

Highway - Outside Village - DB Fund

August 20th, 2025

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
DB2770 (Misc. Other Revenue)	DB5110.400 (Street Maintenance - Contractual)	Credit expenditure account to reflect reimbursement received	\$ 1,441.13
DB3501 (State Aid - Consolidated)	DB5112.400 (Improvements - Contractual)	To update new CHIPS funding numbers	\$29,393.01

Warren Road Sewer - SS1 Fund

August 20th, 2025

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
SS1-599 (Appropriated Fund Balance)	SS1-1420.400 (Attorney - Contractual)	To complete IMA agreement with 2 Villages (Lansing & Cayuga Heights)	\$ 5,000.00
SS1-599 (Appropriated Fund Balance)	SS1-1440.400 (Engineering - Contractual)	To complete IMA agreement with 2 Villages (Lansing & Cayuga Heights)	\$ 5,600.00

Cherry Road Sewer - SS3 Fund

August 20th, 2025

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
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SS3-599 (Appropriated Fund Balance)	SS3-1420.400 (Attorney - Contractual)	To complete IMA agreement with 2 Villages (Lansing & Cayuga Heights)	\$ 1,000.00
SS3-599 (Appropriated Fund Balance)	SS3-1440.400 (Engineering - Contractual)	To complete IMA agreement with 2 Villages (Lansing & Cayuga Heights)	\$ 1,400.00

Water Districts - SW Fund**August 20th, 2025**

<u>FROM</u>	<u>TO</u>	<u>FOR</u>	<u>AMOUNT</u>
SW-599 (Appropriated Fund Balance)	SW8340.200 (Transmission & Distribution - Equipment)	For remaining balance on Vac Truck purchase - to be reimbursed by grant when received	\$19,918.14

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

Councilperson Laurie Hemmings –
Councilperson Joseph Wetmore –

Councilperson Christine Montague –
Supervisor Ruth Groff –

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on August 20, 2025.

**Christine Montague
Town Board Member Report
August 2025**

Tompkins Co. Youth Services Advisory Board, July 28

- The County Youth Services department budgets were submitted to the county administration. The budget review took place where each department presented to the administration.
- The department is submitting a grant for Transformational Youth Justice Hubs in the county.

Lansing Housing Authority, July 28

- The management company for Woodsedge is working on next year's budget. The board asked for them to increase the amount put into reserve each month to save for capital expenses.
- We met the new maintenance supervisor for Woodsedge. He is moving forward on the work that was contracted by the last employee, for replacing the siding and windows and resealing the parking lot. The board discussed with him the updates that are done on all units as he has time.

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

Planning Board

Monday, July 28·6:30 – 8:30pm

- * Project: Final Plat Review of Minor Subdivision of lands located at 5 Fiddlers Green into two parcels: the new “Parcel B” (4.22acres) and remaining parent “Parcel A” (2.05 acres). This project is located in the R1 zoning district. Public Hearing, begin SEQR review. Approved.
- *Project: Preliminary Plat Review of Minor Subdivision (2 Lots) of lands located at 424 Lansingville Road into two parcels: the new “Parcel A” (3.881 acres to be conveyed to Visionquest LLC) and the parent “Parcel B” (6.490 acres to be retained by owners). This project is located in the AG zoning district. Scheduled Public Hearing for August’s meeting.
- *Project: Preliminary Plat Review of Minor Subdivision (3 Lots) - 323 Asbury Rd into three parcels: “Parcel A” (2.35 acres), “Parcel B” (2.35 acres flag lot) and “Parcel C” (1.015 acres). This project is located in the R1 zoning district. Scheduled Public Hearing for August’s meeting.

Parks, Recreation, and Trails Working Group

Wednesday, July 30·9:00 – 11:00am

CURRENT PROJECTS

- * Myers Road Greenway -No new updates from T.G. Miller, they are still waiting on surveys
- * Greenway Trail Comprehensive Plan -To be discussed with MJ team
- * Town Center Phase 1 Feasibility Study -To be discussed with MJ team

NEW BUSINESS

- * Pat met with Town Planner Mason Molesso and discussed with trail/easement intention on 164 Auburn Rd.

Codes meeting

Monday, August 4·3:00 – 4:00pm

Discussed applications to be on the Zoning Update Working Group. Agreed to recommend to the Town Board to accept all the applications.

Yellow Barn Solar - Lansing mtg

Friday, August 8·9:30 – 10:30am

Met with Crystal Buck and Guillermo Metz, from Cornell Cooperative Extension, to discuss the Yellow Barn solar development and a proposal they’ve been working on to incorporate active agriculture and research into the project (in addition to the current proposal of sheep grazing).

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 – _____