

REGULAR TOWN BOARD MEETING
July 16, 2025

A Regular Meeting of the Lansing Town Board was held at the Town Hall Board Room, 29 Auburn Road, Lansing, NY, and streamed live on YouTube on the above date at 6:30 p.m. The meeting was called to order by Ruth Groff, Supervisor, and opened with the Pledge of Allegiance to the flag. Roll call by Jessica Hall, Deputy Town Clerk, showed the following to be

PRESENT:

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

ABSENT: No one absent

ALSO PRESENT: Mike Moseley, Director of Public Works/Highway Superintendent, Mary Ellen Albrecht, Bookkeeper, Guy Krogh, Town Counsel, David Herrick, Town Engineer, Karen Edelstein, Tompkins County Environmental Management Council, Patrick Jordan, Insero & Co., CPAs, Caroline Spollman, Steve Olsen, Richard Landsdown, Margo Hittleman, Carol Engels, Tom Butler, Tracey Austin, Chad Hoveg, Levi Hoveg and a few other attendees.

UNIQUE NATURAL AREAS (UNA) INVENTORY PRESENTATION BY
TOMPKINS COUNTY ENVIRONMENTAL MANAGEMENT COUNCIL (EMC)
– KAREN EDELSTEIN

Councilperson Joseph Wetmore requested it be noted that Karen Edelstein is his wife. No conflict of interest was noted.

The purpose of the inventory is to identify and describe outstanding environmental aspects of landscapes within Tompkins County and assist local boards in making informed decisions. It is the only unique natural area inventory in New York State and has received awards. It serves as background information for environmental reviews, particularly for parcels potentially being developed. The nature of this document is advisory, not regulatory. Designation as a UNA does not grant the public access to private property. Initially the inventory consisted of 96 sites across the County. The EMC recently completed a thorough revision of the year 2000 UNA inventory. It has expanded to 195 sites due to ongoing updates, of which thirty-one (31) are in Lansing.

Many criteria are used to determine an UNA designation. Examples of criteria used are historical records, diverse flora and fauna, geological features, birding sites, and archaeological sites. Significant improvements in the mapping accuracy have been completed since the 1970s. The most recent addition in Lansing is the Bell Station property which is now a Wildlife Management Unit held by the NYSDEC. Routine field visits are used to confirm the presence of documented species and keep the designation.

Ms. Edelstein encouraged Town officials to make information available to property owners and to use the inventory as a reference during development project reviews.

A link to the presentation is available here -

https://www.tompkinscountyny.gov/files/assets/county/v/2/planning-amp-sustainability/documents/advisory-boards/environmental-management-council/unapresentationemc_11-13-2024-1.pdf

DRAFT 2024 AUDIT PRESENTATION BY INSERO & CO., CPAS – PATRICK JORDAN

Patrick Jordan reviewed the Executive Summary. The Town's financial audit findings indicate very good financial status overall. The auditor's opinion is unmodified. A management representation letter will be sent to the Supervisor to approve and execute and then the audit will move from draft to final. Overall funds look good, and the audit

process went very well. He thanked Bookkeeper Mary Ellen Albrecht and Accountant Jennifer Schneck for all their help with the audit.

MOTION TO OPEN THE PUBLIC HEARING FOR PROPOSED LOCAL LAW #5 OF 2025 TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW §3-C

Councilperson Laurie Hemmings, moved to **OPEN THE PUBLIC HEARING FOR PROPOSED LOCAL LAW #5 OF 2025 TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW §3-C** at 7:13 pm.

Councilperson Joseph Wetmore seconded the motion.

All in Favor – 5

Opposed – 0

No one addressed the Board.

MOTION TO CLOSE THE PUBLIC HEARING

All persons desiring to be heard, having been heard, Councilperson Joseph Wetmore, moved to **CLOSE THE PUBLIC HEARING FOR PROPOSED LOCAL LAW #5 OF 2025 TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW §3-C** at 7:14 pm.

Councilperson Judy Drake seconded the motion.

All in Favor – 5

Opposed – 0

MOTION TO OPEN THE PUBLIC HEARING FOR PROPOSED LOCAL LAW #6 OF 2025 TO REPEAL TOWN CODE CHAPTER 116 AND AMEND TOWN CODE CHAPTER 270 TO PROVIDE SITE PLANNING REGULATIONS FOR CANNABIS RETAIL SALE AND CONSUMPTION FACILITIES

Councilperson Joseph Wetmore, moved to **OPEN THE PUBLIC HEARING FOR PROPOSED LOCAL LAW#6 OF 2025 TO REPEAL TOWN CODE CHAPTER 116 AND AMEND TOWN CODE CHAPTER 270 TO PROVIDE SITE PLANNING REGULATIONS FOR CANNABIS RETAIL SALE AND CONSUMPTION FACILITIES** at 7:15 pm.

Councilperson Laurie Hemmings seconded the motion.

All in Favor – 5

Opposed – 0

One resident applauded the Town for waiting to allow cannabis sales while the State cleaned up the permitting process. They expressed concern with the 500-foot distance rule from schools and suggested a larger distance, noting 500' is not very far. They emphasized keeping cannabis out of children's hands.

MOTION TO CLOSE THE PUBLIC HEARING

All persons desiring to be heard, having been heard, Councilperson Laurie Hemmings, moved to **CLOSE THE PUBLIC HEARING FOR PROPOSED LOCAL LAW #6 OF 2025 TO REPEAL TOWN CODE CHAPTER 116 AND AMEND TOWN CODE CHAPTER 270 TO PROVIDE SITE PLANNING REGULATIONS FOR CANNABIS RETAIL SALE AND CONSUMPTION FACILITIES** at 7:19 pm.

Councilperson Joseph Wetmore seconded the motion.

All in Favor – 5

Opposed – 0

RESOLUTION ADOPTING LOCAL LAW #5 OF 2025 TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW §3-C

RESOLUTION 25-84

RESOLUTION ADOPTING LOCAL LAW #5 OF 2025 TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW §3-C

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

WHEREAS, the Town Board of the Town of Lansing is hereby authorized to adopt a budget for the fiscal year 2026; and

WHEREAS, the proposed Local Law #5 of 2025 proposes to authorize the Town Board to override the limit on the amount of real property taxes that may be levied by the Town of Lansing, County of Tompkins, for the fiscal year beginning January 1, 2026 and ending December 31, 2026, so as to allow, if necessary or desired, a real property tax levy in excess of the “tax levy limit” as defined by General Municipal Law §3-C; and

WHEREAS, a public hearing was duly held upon July 16, 2025, at the Lansing Town Hall, 29 Auburn Road, Lansing, New York, whereas the public was invited to comment upon the proposed Local Law, and whereat all persons interested in the subject were duly heard and all evidence submitted, if any, was duly received; and

WHEREAS, upon due deliberation thereupon, and in consideration of all discussions and matters arising from or in relation to the aforesaid public hearing, the Town Board of the Town of Lansing has hereby resolved, and thus be it so enacted, as follows:

RESOLVED, that Local Law #5 of 2025 be and hereby is approved and adopted in the form as presented to this meeting, and in such form “be it so enacted”; and it is further

RESOLVED, that in accord with §21 of the Municipal Home Rule Law, the final adopted version of this Local Law shall be presented to the Supervisor for approval; and it is further

RESOLVED, that upon such approval by the Supervisor (or other approval occurring pursuant to said §21 of the Municipal Home Rule Law), and within 20 days after the final adoption of this Local Law, the Town Clerk shall file a certified copy of this Local Law, together with the required certifications, if any, as follows: (i) in the Office of the Town Clerk; and (ii) with the New York State Secretary of State as required by Municipal Home Rule Law §27 (said filing may be made by delivery to the NYS Department of State, Division of Corporations, State Records and Uniform Commercial Code, One Commerce Plaza, 99 Washington Avenue, Albany, New York 12231).

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

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

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on July 16, 2025.

**TOWN OF LANSING, TOMPKINS COUNTY, NEW YORK
LOCAL LAW NUMBER #5 OF 2025**

**TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN
GENERAL MUNICIPAL LAW §3-C**

Be it enacted by the Town of Lansing as follows:

SECTION 1: LEGISLATIVE INTENT: This Local Law shall be known as “Local Law, Number #5 of 2025”. It is the intent of Local Law Number #5 of 2025 to override the limit on the amount of real property taxes that may be levied by the Town of Lansing, County of Tompkins pursuant to General Municipal Law §3-C, and to allow the Town of Lansing, County of Tompkins to adopt a Town budget for (a) Town purposes, and (b) any other special or improvement district, and Town improvements provided pursuant to Town Law Article 12-C, governed by the Town Board for the fiscal year beginning January 1, 2026 and ending December 31, 2026 that requires a real property tax levy in excess of the “Tax Levy Limit” as defined by General Municipal Law §3-C.

SECTION 2: AUTHORITY: This Local Law is adopted pursuant to subdivision 5 of General Municipal Law §3-C, which expressly authorizes the Town Board to override the Tax Levy Limit by the adoption of a Local Law approved by vote of at least sixty (60%) of the Town Board.

SECTION 3: TAX LEVY LIMIT OVERRIDE: The Town Board of the Town of Lansing, County of Tompkins is hereby authorized to adopt a budget for the fiscal year 2026 that requires a real property tax levy in excess of the limit specified in General Municipal Law §3-C.

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

SECTION 5: EFFECTIVE DATE: This Local Law shall take effect immediately upon filing with the Secretary of State.

RESOLUTION ADOPTING LOCAL LAW #6 OF 2025 TO REPEAL PRIOR LOCAL LAWS AND TOWN CODE CHAPTER 116 OPTING OUT OF CANNABIS RETAIL SALES AND CONSUMPTION FACILITIES, TO MAKE A NEGATIVE DECLARATION UNDER SEQRA, AND TO AMEND TOWN CODE CHAPTER 270 TO ADD SITE PLAN REVIEW REQUIREMENTS FOR RETAIL CANNABIS BUSINESSES

Before adopting this local law, a SEQR review was conducted by Town Counsel Guy Krogh. Based on the review, the recommendation was a negative declaration.

RESOLUTION 25-85

RESOLUTION ADOPTING LOCAL LAW #6 OF 2025 TO REPEAL PRIOR LOCAL LAWS AND TOWN CODE CHAPTER 116 OPTING OUT OF CANNABIS RETAIL SALES AND CONSUMPTION FACILITIES, TO MAKE A NEGATIVE DECLARATION UNDER SEQRA, AND TO AMEND TOWN CODE CHAPTER 270 TO ADD SITE PLAN REVIEW REQUIREMENTS FOR RETAIL CANNABIS BUSINESSES

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

WHEREAS, the Town opted-out (under MTRA and the NYS Cannabis Law) and elected to prohibit certain cannabis retail businesses from operating within the territory of the town (exclusive of the lands of the Village of Lansing) until NYS developed its permitting regulations and requirements, until there was sufficient experience with area and regional impacts, and until the town could prepare a better informed plan for reviewing such operations under site planning in accordance with the requirements and limitations of NYS law, including matters upon or for which the town’s local review rights have been limited, superseded, or outright preempted by NYS (including under the express terms of the Cannabis Law); and

WHEREAS, NYS has adopted its regulations and permitting requirements and several such facilities have opened in Tompkins County and throughout the Finger Lakes region, and the observed impacts have been no greater or worse than many other types of retail and service facilities, concerns about crime, traffic, and like local impact issues have generally not materialized, and all evidence considered or reviewed by the town demonstrate that the NYS permitting and siting regulatory systems appear to be working to mitigate many of the feared, or anticipated, issues well before these business operations opened to the public; and

WHEREAS, and thereafter, the town set about a lengthy process of examining site planning tools and what was working in other municipalities, and thereafter drafted site plan requirements geared to address this specific use while staying within the restrictions and requirements of the NYS Cannabis Law, and this local law was prepared and reviewed by municipal counsel and planners, and duly reviewed and approved by the town's code committee, and this matter has been classified as a Type I SEQRA Action due to this change amending allowed uses in one or more zones that are in excess of 25 acres; and

WHEREAS, the Town Board is the only Involved Agency and thus hereby declares itself as Lead Agency for environmental review; and

WHEREAS, as each identified potential environmental impact was analyzed and duly considered by the Lead Agency in relation to the question of whether any potential environmental impacts were so probable of occurring or so significant as to require a positive declaration, and after weighing the above and all other potential impacts arising from or in connection with these zoning changes, and after also considering: (i) the probability of each potential impact occurring; (ii) the duration of each potential impact; (iii) the irreversibility of each potential impact, including any permanently lost resources of value; (iv) whether each potential impact can or will be controlled or mitigated by permitting or other processes; (v) the regional consequence of the potential impacts; (vi) the potential for each impact to be or become inconsistent with the Town's master plan or Comprehensive Plan and local needs and goals; and (vii) whether any known objections to the zoning changes initiated by such local law relate to any of the identified potential impacts, the Town Board found that these factors did not cause any potential impact to be or be likely to become a moderate or significant impact such that a negative declaration will be issued; and

WHEREAS, a public hearing was duly noticed and conducted upon this local law on July 16, 2025, at the Lansing Town Hall, and the public was invited to attend and submit statements or evidence upon this local law and the zoning changes it effects, and all comments were duly heard and all evidence submitted thereat duly considered; and

WHEREAS, upon due deliberation upon said local law, the comments at the public hearing, and the environmental review thereof, the Town Board has duly DETERMINED, DECLARED, AND RESOLVED AS FOLLOWS:

1. After consideration of potential environmental impacts per ECL Article 8 and 6 NYCRR § 617.7(c), the Lead Agency has found and determined that: (i) this declaration is made in accord with SEQRA, based upon a thorough review of the FEAF as completed on the record, its supporting documents and maps, and a thorough review of relevant areas of environmental concern; (ii) this local law and its zoning changes will have no moderate or significant negative environmental consequences or impacts, a negative determination is hereby issued, and an environmental impact statement is therefore not required; and (iii) a responsible officer of the Town is hereby authorized to complete and sign the determination of significance confirming the foregoing Negative Declaration, which fully completed and signed FEAF is incorporated herein by reference.
2. Local Law Number 6 of 2025 be and hereby is approved and adopted in the form as presented to this meeting and, in such form, "be it so enacted."
3. A notice of the SEQRA negative declaration shall be delivered for publication in the SEQRA ENB by electronic filing at <https://dec.ny.gov/enb/seqra-form>.
4. In accordance with the Municipal Home Rule Law, the final adopted version of this local law shall be filed with the Town Clerk and the New York Secretary as required by the Municipal Home Rule Law.
5. This local law shall be forwarded to the municipal code service for immediate inclusion in the Town Code.

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

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

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on July 16, 2025.

LOCAL LAW NUMBER #6 OF 2025

A LOCAL LAW OF THE TOWN OF LANSING TO REPEAL TOWN CODE CHAPTER 116 AND AMEND TOWN CODE CHAPTER 270 TO PROVIDE SITE PLANNING REGULATIONS FOR CANNABIS RETAIL SALE AND CONSUMPTION FACILITIES

The Town Board of The Town of Lansing, New York, pursuant to a Resolution dated July 16, 2025 does hereby adopt and pass this Local Law Number #6 of 2025, and therefore, be it so enacted as follows:

SECTION 1 - AUTHORITY: This local law is adopted pursuant to the powers granted by the § 130 of the Town Law of the State of New York, Town Law Article 16, § 10 of the Municipal Home Rule Law, and the New York State Cannabis Law, all of which authorize the Town of Lansing to adopt local laws providing for the governance of the town and the adoption of regulations and laws to guide development and land uses in the town, including as reflected in this local law.

SECTION 2 - PURPOSE: The purposes of this local law are to: (i) repeal Town Code Chapter 116 and the local law that enacted said chapter, which local laws “opted-out” of allowing cannabis retail and consumption facilities in the Town of Lansing; and (ii) update specific zoning provisions of Town Code Chapter 270 relating to the use classification and site plan review standards and of and for retail cannabis sales and consumption facilities if sited within the Town of Lansing (in areas outside of the Village of Lansing).

SECTION 3 - REPEAL OF TOWN CODE CHAPTER 116: Town Code Chapter 116 is hereby repealed in its entirety and is no longer in force or effect in those areas of the Town of Lansing located outside of the Village of Lansing. Accordingly, Town of Lansing Local Law #3 of 2022 and Local Law #4 of 2022 are hereby also repealed.

SECTION 4 - ADOPTION OF AMENDMENTS TO TOWN CODE CHAPTER 270: Town Code Chapter 270 is amended as follows:

- A. Definitions at § 270-3 are amended by adding the following definition:
1. “Cannabis Retail” means cannabis retail stores and cannabis consumption/on-site consumption shops, and their related facilities; further including: (i) those operations and aspects of such businesses as are within the scope of definitions as set forth in the New York State Cannabis Law and its supporting regulations, as now exist or as hereafter amended or recodified, including but not limited to the definitions of and for “on-site consumption,” “retail sale,” “indirect retail sale,” “retailer,” “small business,” and “smoking”; and (ii) further including terms like “adult-use retail dispensary license” and “Adult-use on-site consumption license,” and related terms as used in Cannabis Law Article 4. Notwithstanding the definitions stated and referenced above, and to the extent not inconsistent

with (or preempted by) state law, “Cannabis Retail” shall not include or be allowed in or as a home occupation, a home business, an accessory building or use, accessory farm commerce, a roadside stand, a rural enterprise, or a public or private club. All cannabis retail land uses and facilities shall be classified in Schedule I as “Retail Sales, General” and as “Retail and service, general” under Town Code § 270-12(E)(19), and thus permitted only in zones RA, B1 and B2, in each case subject to site plan review under Town Code § 270-9 (general site planning regulations) and § 270-25.2 (special cannabis retail regulations).

B. A new § 270-25.2 is added to provide for additional site planning standards and reviews as respects cannabis retail businesses, as follows:

§ 270-25.2 Cannabis Retail

- A. Cannabis retail businesses, operations and facilities, including those for retail sales, indirect retail sales, and on-site consumption establishments shall, in addition to the general site plan review requirements and review standards as set forth in § 270-9 of this chapter, meet or exceed the minimum additional standards set forth below, including to: (i) help preserve the character and quality of life in the Town of Lansing; (ii) to help mitigate or control adverse secondary effects on surrounding areas relating to parking, traffic, and other site planning concerns and standards set forth in this chapter and Town Law § 274-a; and (iii) to prevent entry and use by minors and the concentration of these land uses in any one specific area.
- B. Site preparation or construction of a cannabis retail dispensary or onsite consumption establishment shall not commence, nor shall any land or structure be occupied or used as or for cannabis retail uses until a final site plan approval has been granted by the Planning Board. Further, no cannabis retail business shall commence or continue any business or operations, and no site plan approvals or other permits or approvals issued by the Town shall be valid, until the applicant has obtained, and duly maintains at all times, all licenses and permits required under New York State law in full force and effect. This includes, but it not limited to, licenses from the Cannabis Control Board and any other permits or licenses issued directly by New York State or any of its agencies. This prohibition on operations includes, to the extent not prohibited by the First Amendment (in the United States Bill of Rights, and its New York State equivalent(s)), business promotions, giveaways, and product marketing.
- C. In addition to the general requirements for site plan submissions and reviews, the following shall be required:
 - (1) A completed application, on a form to be provided by the Town of Lansing Planning and Zoning Department, and application fee in an amount as may be amended from time-to-time by the Town Board.
 - (2) Proof that the applicant has site control and the right to use the site. Such proof may be in the form of a duly filed deed, an unredacted and binding purchase and sale agreement, or an unredacted copy of a ground lease or occupational lease, or other similar instrument.
 - (3) A detailed parcel location map and facility drawing, to scale, indicating the portion of the parcel to be developed, architectural

renderings and drawings for all site changes and improvements, and the distance from the front door of such facility to all nearby facilities and buildings located within 750' of said front entrance.

- (4) A clear and concise description of the proposed use, including color schemes and the planned retail offerings or services to be provided, including such additional plan and design details as are required or requested by the planning board for review under general site plan regulations (see § 270-9).
 - (5) Subject to applicable law, copies of all information and documentation submitted to the State of New York as part of any application for a permit or license to operate under the New York State Cannabis Law.
 - (6) Unless preempted by New York State law, no cannabis retail businesses or operations shall be allowed within 500' of the property line of any church, synagogue, other place of worship, library, school, nursery school, day-care facility, park, playground or substance abuse treatment site, as measured from the nearest property line of the lot containing the cannabis retail dispensary. For purposes of this section, a "park" shall not include a trail, pathway, or recreational trail, irrespective of whether it may have exercise stations or play structures or facilities along its length. All siting requirements shall also comply with any locational rules or restrictions contained in the Cannabis Law and its regulations and permit and licensing requirements.
 - (7) Unless preempted by New York State law, no retail cannabis retail business or operations shall be permitted on the same lot or parcel as any other cannabis retail operation, nor within 1,500' of the property line of another cannabis retail site. Such measurement is to be taken from the nearest property line of the lot containing the cannabis retail establishment that is the subject of the application, whether or not such other establishment is located in the Town of Lansing.
 - (8) Unless preempted by New York State law, no cannabis retail dispensary shall open or conduct any business prior to 9:00 a.m., nor remain open or conduct any business after 9:00 p.m.
 - (9) Unless preempted by New York State law, cannabis retail businesses or operations shall be conducted only within fully enclosed and permanently constructed, fixed buildings. This standard prohibits the use of any mobile sales facilities and vehicles (such as, but not limited to, food trucks, fair stands, and like facilities), but shall not restrict delivery services when permitted or licensed by New York State, if and as required.
- D. Cannabis retail operations shall avoid and not create nuisances to abutting properties and shall not create or suffer any hazards as may unreasonably impair the normal use and peaceful enjoyment of any property, structure or dwelling in the area. The possession of a New York State permit or license, and possession of a conditional or unconditional site plan review approval from the Town, shall not be considered evidence that there is not a nuisance or unreasonable hazard.

- E. If any provision, paragraph, sentence, or clause of this chapter or section shall be determined to be in conflict with and preempted by applicable state laws or regulations, the provisions of said state law and regulations shall be presumed to prevail.
- C. The provisions of Town Code 270-37.7(G) pertaining to a delineation of the scope of “Retail and service, general” is amended to read as follows:
 - G. Retail and service, general. A commercial use characterized by the sale of goods and services directly to the consumer, including but not limited to printing, copying/mail service, department, clothing, drug, food, hardware and similar stores and establishments and barber/beauty, dry-cleaning and similar personal service establishments, and cannabis retail stores and operations, not including restaurants, taverns, vehicle service facilities, or vehicle sales.

SECTION 5 - SAVINGS AND SEVERANCE: If any clause, sentence, paragraph, section, or article of this local law shall be adjudged by any court of competent jurisdiction to be unconstitutional, illegal, invalid or unenforceable, such judgment or determination shall not affect, impair, or invalidate the remainder hereof, but shall be confined in its operation to the clause, sentence, paragraph, section, or article thereof directly involved in the controversy in which such judgment shall have been rendered, and the remainder of this local law shall remain in force and effect, and shall not be impaired or invalidated by such judgment or determination.

SECTION 6 - CODIFICATION: This local law and its amendments to Chapters 116 and 270 of the Town Code shall be incorporated into the Town Code, and the incorporator may designate such new section and numerical headings, or other indexed references, as make for a coherent Town Code, sequentially numbered or marked. Nothing in this local law is intended to disrupt or affect the existing Town Code, except to the extent any existing code provision is herein expressly superseded or repealed. All other provisions of the Town Code are hereby reaffirmed and continued in force and effect, and the codification of these amendments shall follow the procedure for amending the code as set forth in the code or in the Town’s local laws, including but not limited to Local Law #2 of 2020.

SECTION 7 - EFFECTIVE DATE: This local law shall take effect immediately.

PRIVILEGE OF THE FLOOR – COMMENTS

Several residents from Scofield Road shared comments and concerns about O’Tooles Stone & Gravel which operates on Peruville Road. They voiced concerns about traffic safety, noise and disturbances, environmental impacts and zoning issues. They stated traffic begins on Scofield Road as early as 6:30am and trucks are traveling at high speeds down the road. They are also concerned about the proximity to groundwater, wetlands and creeks and the possibility of contamination.

DEPARTMENT OF PUBLIC WORKS REPORT – MICHAEL MOSELEY

Submitted the following report to the Town Board and it was included in the meeting packet which was available on the Town of Lansing website and as a handout.



DEPARTMENT OF PUBLIC WORKS REPORT

July 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.
- The demolition of the Salt Barn is progressing according to the established schedule.
- The Department of Public Works is pleased to announce that after working with NYSEG and LeChase, NYSEG will be installing a new utility pole.

ROADS:

- The road maintenance schedule is currently in progress. This involves a series of planned activities aimed at improving road conditions.
- Roadside mowing operations have commenced to improve the line of sight for drivers. This initiative involves trimming vegetation along the roadways.
- Crew members are conducting a town-wide survey to identify signs that require replacement and/or maintenance.

WATER AND SEWER MAINTENANCE:

- 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.
- Emergency repairs were successfully carried out on the Farrell Road sewer pump station to address an urgent issue. Following the immediate repairs, the team conducted further maintenance to ensure the station's optimal performance and prevent future disruptions.

INTERMUNICIPAL:

- The Lansing DPW performed maintenance on Bolton Point's sediment pond and access roadway.
- Worked with the NYS DOT to stage materials for road maintenance.

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 regard to Competition and Procurement.

Mike also shared he received a call today from Angel at Tompkins County Soil and Water asking if he could come and meet a group of people from other municipalities and

counties on Newman Road. He met them at the site and explained the erosion control project the Town completed in conjunction with the landowner and Walnut Ridge Dairy. The main purpose was to stabilize the road.

PARKS AND RECREATION REPORT – PATRICK TYRRELL

Submitted the following report to the Town Board and it was included in the meeting packet which was available on the Town of Lansing website and as a handout.



July Town Board Report

RECREATION:

- Current programming includes cardio step, yoga, strength & stretch, swimming (WaterCats), horse riding, club volleyball, GirlsStrong, Hitcats travel baseball, travel softball, day camp, tennis camp, baseball camp, sculpture camp, swim lessons, School of Rock, and Adult Sailing.
- Our invitation baseball tournament was held July 4th weekend. Our 10U won the tournament and our 12U team came in second. Great weather and turnout. Thank you to Moore's Family Farm for bringing their donut trailer.
- All our travel baseball and softball teams are competing in several tournaments and play games 2 to 3 times per week.
- We successfully completed our Tompkins County Health Department inspection for Day Camp.
- Day Camp is running smoothly, thanks to Dan Cheatham.
- We have installed flag poles to several of our backstops on the fields, we have had lots of compliments.

PARKS:

- We took approximately twenty-four loads of debris off the lakeshore at Myers Park in preparation of opening our beachfront swimming.
- Revenue at Myers bounced back somewhat over the July 4th weekend, thanks to the nice weather.
- Lion's Club held their annual chicken BBQ at Myers on the fourth, thanks to all those volunteers. I heard they were sold out of chicken incredibly early.
- The basketball court at Myers Park has been repaired.
- Unfortunately, due to the weather we were unable to host LCSD graduation at Myers Park. I would like to thank my staff that went above and beyond to get the park spruced up in preparation for it. I would also like to thank Superintendent Pettograsso for the kind words to myself and my staff for their work.
- Music in the Park began last week. Thursday evenings at 6:30 p.m.
- Wi-Fi in Myers Park is still an issue. We are upgrading the service in hopes that it alleviates the issue.
- Fishing Derby will take place July 12 & 13 at Myers Park to benefit the Salvation Army of Ithaca.

TRAILS:

- The Greenway Phase 1 contract is up for approval.
- T.G. Miller is working on the Myers Road Trail feasibility study. Surveying has been done.
- Parks, Recreation, and Trails Working Groups next meeting is July 30th. We will be having our Master Plan kickoff meeting with MJ Engineering.
- The Lansing Center Trail has finally been completely mowed for the first time this year.
- The Lansing Center Trail Tuesdays have been doing magnificent work, planting flowers, cleaning up, and general maintenance.

TOWN HALL/COMMUNITY CENTER:

- Our .gov domain name conversion has gone surprisingly well. I appreciate everyone's patience with this challenge.
- The Community Center air conditioning has been repaired by our department. I think the Town should investigate putting a contractor under contract for repairs.
- Dave Herrick is working on the RFP for the roof replacement for the Community Center and Historical building. It may be done by this meeting.
- HVAC bids are in.
- Blood Drive at the Town Hall on June 20th was a success. The drive collected 22 units of blood. Next Blood Drive is on July 25th.

Thank you to our Highway Department for their help with numerous items and loaning of equipment.

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.

DIRECTOR OF PLANNING REPORT – JOHN ZEPKO

No report.

TOWN CLERK REPORT – DEBBIE MUNSON

Submitted the following report to the Town Board and it was included in the meeting packet which was available on the Town of Lansing website and as a handout.

TOWN CLERK JULY 2025

Training/Webinars

AOT Tax Collecting Officer Collective Webinar - Debbie attended on June 24th.

- Counterfeit Bills:
 - Do not accept as payment and do not return the bill
 - Politely refuse the payment and request an alternative
 - Isolate the suspected bill
 - Document the interaction
 - Notify local law enforcement (Tompkins County Sheriff's office)
 - Notify Town Attorney / Insurance carrier
 - Recommended office protocols:
 - Equip your office with counterfeit detection pens or scanners (Town Clerk's Office has these which may be borrowed).
 - Train staff to spot red flags, especially for large-denomination bills.
 - Post signage stating that counterfeit currency will be reported to law enforcement.

- Whitewashing Checks:

It was discussed that checks are being stolen from mailboxes and drop boxes. The criminals then "whitewash" the check.

Town Clerk's Office may change our drop box to a smaller opening. We suggest that departments post additional signage at any Town drop box stating the Town is not responsible for any lost or missing payments and that in using the after-hours drop box, the person assumes this responsibility.

Water and Sewer Payments

The next quarterly water bill will be coming out August 1, 2025. As a reminder, customers may sign up to receive their bill electronically. Sign up here: <https://www.boltonpoint.org/ebilling>. This service is provided and managed by Bolton Point. There are no additional fees associated with receiving a bill electronically.

2025 Final Assessment Roll

Our office has received the 2025 Final Assessment Roll and Special District report for Lansing. It is available to view online here:
https://www.tompkinscountyny.gov/files/assets/county/v/1/assessment/32taxroll2025_1.pdf

Tompkins County Town Clerk’s Association Meeting

Debbie and Jessie attended a meeting of the Tompkins County Town Clerk’s Association on June 30th. Did you know that Jessie is the President of this Association? She coordinates for our group to get together a few times a year to share knowledge with each other. We discussed marriage records, switching municipal websites over to .gov sites, and shared different training seminars attended recently by clerks (NYSTCA, NYALGRO, and NYSATRC).

LANSING COMMUNITY LIBRARY REPORT – ANNIE JOHNSON

Submitted the following report to the Town Board and it was included in the meeting packet which was available on the Town of Lansing website and as a handout.

**TOWN BOARD UPDATES
FROM THE LANSING COMMUNITY LIBRARY
July 2025**

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. Sign-ups are still going on for Summer Reading - adults too! Upcoming events include tween/teen watercolor workshop on 7/8, Sciencenter visit on 7/10, Rev Theater performance on 7/12, Ukulele with Brian on 7/24, and Animals with Tanglewood on 7/31.
10. Mythical Colors and Martial Arts will be held for kids on 7/17 at 10:30.
11. The Library was closed on July 4th.

LANSING YOUTH SERVICES REPORT – RICK ALVORD

No report.

TOMPKINS COUNTY LEGISLATOR REPORT – MIKE SIGLER

Reviewed the report below and submitted it to the Town Clerk.

**Tompkins County Legislator
Michael Sigler
July 2025**

Hello and thanks for having me again. I want to thank the County's Communications Director Monika Savage whose reports I draw liberally from.

The County has three new department heads. Brittanie Earle has been named the new Commissioner of Social Services and will move to her new position effective July 21, 2025. She brings over 15 years of experience in public service, with a strong foundation in both direct service and leadership roles across sectors, including residential foster care, the juvenile justice system, youth development, municipal government, and emergency crisis response.

Most recently, Ms. Earle has served as Interim Director of the Community Response Team at Cornell University, where she led the development and oversight of a trauma-informed, equitable, non-police crisis intervention model. She's also worked at the Ithaca Youth Bureau, the NYS Office of Children and Family Services, and Oswego County Opportunities, where she led youth services, managed residential care programs, and implemented trauma-informed care across multiple settings.

We also appointed Jennie Sutcliffe as the next Whole Health Commissioner and Darrel Tuttle as the next Director of Finance, both effective July 7, 2025.

Ms. Sutcliffe, a Trumansburg native who most recently held leadership positions at the New York City Health Department, stated as priorities "building trust, meeting the political moment, and supporting a resilient workforce."

Mr. Tuttle, who has worked for Tompkins County for three years and most recently served as a Deputy Director of Finance, expressed gratitude for the opportunity and stated that he is "looking forward to better serving the Legislature and County."

The Tompkins County Tourism Program is now accepting applications for the Fall 2025 funding round of two established grant programs designed to enhance the County's tourism sector and support community celebrations. Nearly \$45,000 in total funding is available for this round, with funded activities required to take place between November 2025 and October 2026.

Community Celebration Grants provide funding to help nonprofit organizations and municipalities showcase Tompkins County's rich culture and heritage through community events. With a total funding pool of \$11,050 available for the Fall 2025 round, these grants support free, public celebrations that bring the community together. Individual grants are capped at \$2,500.

Tourism Advancement Grants support events, projects, and marketing campaigns that attract overnight visitors to Tompkins County. This program provides up to \$33,720 in total funding for the Fall 2025 round, with individual awards limited to \$10,000.

Applications for both grant programs are due on August 25, 2025.

Tompkins County seeks proposals for a consultant to provide expert guidance and technical assistance in studying the impacts of establishing a local law that sets a countywide minimum wage higher than the State minimum wage. Interested consultants must document relevant expertise in this field, experience working with a variety of stakeholders to develop and present findings for policy making, and their proposed approach and method for the specified project. Interested bidders are encouraged to visit the Purchasing Division website (<https://www.tompkinscountyny.gov/All-Departments/Finance-Department/Purchasing-Division>) and click 'Open Solicitations' for more information. Bidders who do not have, or cannot obtain, Internet access must contact the Tompkins County Purchasing Division via purchase@tompkins-co.org

(preferred) or by telephone at (607) 274-5500 for further instructions. The deadline for submissions is July 25, 2025 at 2 pm.

Impacts that shall be explored include differences in the cost of living and types of wage-related challenges in different regions of the County, potential impacts of a County-only minimum wage on the economy near the County border, variation across industries, special exemptions or considerations for certain services, consequences of wage compression or avoiding wage compression, indirect costs to the community or government of less than living wages, calculations and methodology for annual adjustments, and enforcement provisions. This is a time-limited project set to occur over approximately 6-9 months.

In 2024, the Tompkins County Legislature, via adopted resolution (Exploration of a Tompkins County Minimum Wage), allocated funding for professional services to complete a study of the impacts of a change to the Tompkins County minimum wage. This initiative reflects the strategic priority “Economic Opportunity and Quality of Life” from the 2024-2029 Strategic Operations Plan.

The current minimum wage is \$15.50 per hour in Tompkins County and is set by New York State. A living wage is defined as the hourly rate an individual in a household must earn to support themselves and/or their family while working full-time, and is estimated at \$24.82 per hour.

Mike also shared:

- Congratulations to the Lansing Trap Team who traveled recently to Michigan to compete in the National Championship. The team finished 55th out of 264 teams.
- Compliments to the staff working at Myers Park. They are always a pleasure to work with and know what they are doing.
- Councilperson Christine Montague inquired about the status of the detox facility on North Triphammer Road and whether it is open or closed. Mike responded that the mental health stabilization unit, and the detox facility will be housed together. It will be run by Cayuga Medical Center. He believes the detox center should open by the end of year and the mental health unit should open the first quarter of 2026.

CONSENT AGENDA

a. MOTION AUTHORIZING MAP, PLAN AND REPORT FOR GENERATOR AT VILLAGE CIRCLE WATER TANK IN THE CONSOLIDATED WATER DISTRICT (CWD)

MOTION 25-22

MOTION AUTHORIZING MAP, PLAN AND REPORT FOR GENERATOR AT VILLAGE CIRCLE WATER TANK IN THE CONSOLIDATED WATER DISTRICT (CWD)

The Director of Public Works/Highway Superintendent has stated the need for a stand-alone generator for the Village Circle water tank in the CWD to keep the water tank operational during power failures. The need and ability to pump water from the Village Circle water tank to Bone Plain water tank during a prolonged power outage is extremely important. The loss of water within the CWD tanks is a threat to life and property.

Motion authorizing Town Engineer prepare a Map, Plan and Report (MPR) for installation of a generator at the Village Circle water tank in the Consolidated Water District (CWD). The total cost of the MPR is not to exceed \$3,500.00.

b. RESOLUTION AUTHORIZING THE TOWN OF LANSING SUPERVISOR TO ACCEPT AND EXECUTE THE CONTRACT FOR \$325,000 FROM THE NEW

**YORK DEPARTMENT OF ENVIRONMENTAL CONSERVATION (DEC)
WATER QUALITY IMPROVEMENT PROJECT (WQIP) GRANT FOR A
VACUUM TRUCK**

RESOLUTION 25-86

**RESOLUTION AUTHORIZING THE TOWN OF LANSING SUPERVISOR TO
ACCEPT AND EXECUTE THE CONTRACT FOR \$325,000 FROM THE NEW
YORK DEPARTMENT OF ENVIRONMENTAL CONSERVATION (DEC)
WATER QUALITY IMPROVEMENT PROJECT (WQIP) GRANT FOR A
VACUUM TRUCK**

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

WHEREAS, the Town of Lansing was notified in December 2024 of the award of \$325,000 for the purchase of a vacuum truck through the New York DEC (WQIP) Grant, Vacuum Trucks for Municipal Separate Storm Sewer System (MS4) Areas, and

WHEREAS, Town of Lansing moves to accept said grant, and

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

RESOLVED, to authorize the Town of Lansing Supervisor to accept and execute Contract DEC01-C03065GM-3350000 with the State of New York for a contract period of May 13, 2024 to May 12, 2029.

- c. **RESOLUTION AUTHORIZING THE TOWN OF LANSING SUPERVISOR TO
EXECUTE THE CONTRACT WITH MJ ENGINEERING, ARCHITECTURE,
LANDSCAPE ARCHITECTURE, AND LAND SURVEYING, P.C. (MJ
ENGINEERING) FOR THE LANSING TOWN CENTER GREENWAY PHASE 1
FEASIBILITY STUDY**

RESOLUTION 25-87

**RESOLUTION AUTHORIZING THE TOWN OF LANSING SUPERVISOR TO
EXECUTE THE CONTRACT WITH MJ ENGINEERING, ARCHITECTURE,
LANDSCAPE ARCHITECTURE, AND LAND SURVEYING, P.C.
(MJ ENGINEERING) FOR THE LANSING TOWN CENTER GREENWAY
PHASE 1 FEASIBILITY STUDY**

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

WHEREAS, Ithaca Tompkins County Transportation Council will reimburse the Town of Lansing \$9,500 for Lansing Town Center Greenway Phase 1 Feasibility Study allocated in their 2025 budget; and

WHEREAS, the Town Board of the Town of Lansing accepted the proposal (dated May 16, 2025) of MJ Engineering, for the Lansing Town Center Greenway Phase 1 Feasibility, as submitted and authorized the Town Supervisor to request a contract with MJ Engineering for said services, subject to the terms and conditions outlined in the proposal and as approved by the Town Attorney at the Town Board Meeting on June 18, 2025, Resolution 25-75; and

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

RESOLVED, to accept the contract for Project #MJ 2210.02 from MJ Engineering, for the sum of \$9,500; and be it further

RESOLVED, that the Town will pay for the contract utilizing funds of \$9,500 and submit an invoice to Ithaca Tompkins County Transportation Council (ITCTC) for reimbursement; and be it furthermore

RESOLVED, that the Town Supervisor is hereby authorized to execute the contract with MJ Engineering for said services, subject to the terms and conditions outlined in the proposal and as approved by the Town Attorney.

d. **RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT**

RESOLUTION 25-88

RESOLUTION APPROVING AUDIT AND BUDGET MODIFICATIONS AND SUPERVISOR’S REPORT

The Supervisor submitted her monthly report for the month of June 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 # 007

TOWN OF LANSING				
Abstract # 007				
Summary by Fund				
07/14/2025 16:03:02				
Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND TOWNWIDE	6,868.78	71,772.63	78,641.41
B	GENERAL FUND OUTSIDE VILLAGE	123.44	4,670.09	4,793.53
DA	HIGHWAY FUND TOWNWIDE		9,187.46	9,187.46
DB	HIGHWAY FUND OUTSIDE VILLAGE	192.85	30,371.82	30,564.67
HG	DPW FACILITY PROJECT	8,519.78	333,115.56	341,635.34
SL1-	LUDLOWVILLE LIGHTING DISTRICT	129.24		129.24
SL2-	WARREN ROAD LIGHTING DISTRICT	815.15		815.15
SL3-	LAKEWATCH LIGHTING DISTRICT	1,214.02		1,214.02
SS1-	WARREN RD SEWER	250.06	675.00	925.06
SS3-	CHERRY ROAD SEWER DISTRICT	24.20		24.20
SW	LANSING WATER DISTRICTS	46,057.38	8,433.10	54,490.48
TA	TRUST & AGENCY	6,770.76	104,011.27	110,782.03
Total:		70,965.66	562,236.93	633,202.59

**Budget Modifications
July 16th, 2025
Town Board Meeting**

**General - A Fund
July 16th, 2025**

FROM	TO	FOR	AMOUNT	
A7620.400	A7310.400	To correct coding on - Voucher 445 - at Park's Dept. request.	\$ 814.05	General Journal Only to correct coding - will not affect budget.

CONSENT AGENDA MOTION M25-22 AND RESOLUTIONS 25-86 – 25-88

RESOLUTION 25-89

**CONSENT AGENDA MOTION M25-22
AND RESOLUTIONS 25-86 – 25-88**

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

RESOLVED, that the Consent Agenda Motion **M25-22** and Resolutions **25-86 – 25-88**, are hereby approved as presented and amended, and

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

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

Accordingly, the foregoing Motion and Resolutions were approved, carried, and duly adopted on July 16, 2025.

RESOLUTION HIRING AND APPOINTING TOWN HISTORIAN

Councilperson Judy Drake recused herself from the vote on this Resolution. Sheryl Munson is her sister-in-law.

RESOLUTION 25-90

RESOLUTION HIRING AND APPOINTING TOWN HISTORIAN

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

WHEREAS, the Town Historian resigned, and the Town has a need to appoint a new historian as required by law and said position is classified as a Non-Competitive Civil Service position by the Tompkins County Department of Personnel when it is part-time, as it is in the Town of Lansing; and

WHEREAS, the Town has selected a candidate and set a salary for such public office, and upon a review and discussion of the matter, the Town Board of the Town of Lansing has hereby:

RESOLVED, that Sheryl Munson be and hereby is appointed, part-time, as the Town of Lansing Historian, with office hours to be determined in coordination with the Town Supervisor’s Office, at an annual honorarium of \$1,500, if a historian is appointed after January 1st or resigns prior to December 31st, their pay will be prorated based on the number of full months of service. They will be paid with the December vouchers; and it is further

RESOLVED, that the appropriate Town officer be and hereby is authorized to make such changes to the Towns’ employment and civil service rosters, to file the required Civil Service forms to effect such changes per this Resolution, and to file Form 428s, if required.

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

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

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on July 16, 2025.

BOARD MEMBER REPORTS

Judy Drake

Submitted the following report to the Town Board and it was included in the meeting packet which was available on the Town of Lansing website and as a handout.

**Judy Drake
Town Board Member Report
July 2025**

Lansing Business Alliance – June 24, 2025

Attended meeting with Ruth Groff and John Zepko. John reviewed roles and responsibilities of Codes and Planning staff and provided responses to questions, comments and concerns raised. I presented information to the group about the Lansing Lions Club organization. Next meeting is July 29th at 9:00 am.

Lansing Fire Commissioners - July 1, 2025 – Was not able to attend

Calls for June: Fire: 52 EMS: 62 No Response: 3 Total Calls: 114
Total Calls for Year: 644

Personnel Management Committee – June 25, 2025

Continued review of Office Job Classification system and potential wage system for 2026 budget. Made modifications to Elected full-time staff and added possible future Parks & Recreation positions. Future positions can be added when positions are created through the Town Board. Adding procedural notes regarding internal promotions and allowance for new hire variance.

Subsequently met with Pat to discuss streamlining a pay system for Parks summer positions for new hires and returning hires. This will be added to the wages system without letter classifications but will be used annually to establish rates during budget preparation.

Subsequently met with Ruth and Mary Ellen about next steps prior to the Town Board meeting and next Personnel Management meeting.

Lansing Zoning Board of Appeals - July 9, 2025

- 1) Project: Requesting Area Variance to install 4’ x 32” business sign at Ridge Road Imports

Location: 2025 East Shore Drive, B1 zoning district

Project Description: The applicant has applied for an Area Variance and is seeking relief from the front yard setback of 46’ where 80’ is required.

Discussion: The applicant wishes to place an additional sign on front lawn “We Want To Buy Your Car or Truck”. Concern was discussed about the property line and where the sign can go.

Decision: Tabled public hearing until next meeting for additional information.

Laurie Hemmings

No report.

Christine Montague

Submitted the following report to the Town Board and it was included in the meeting packet which was available on the Town of Lansing website and as a handout.

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

Tompkins Co. Youth Services Advisory Board, June 16

- There was a discussion and vote on the department budget and agency funding priorities. The department budgets were due to the County administration by June

20th. The budget review will be July 24th where each department will present to the administration.

Lansing Housing Authority, June 23

- The management company said that both the community manager and maintenance superintendent quit. These are the two employees that are specific for Woodsedge. The positions have been advertised, and the work is being done by regional employees of the company. The board discussed how to keep the employees longer.
- The treasurer set up a savings account to get interest on the Franconia settlement received a few months ago. Some of the settlement has been used to replace the roof, and new siding and windows are contracted for the near future.

Joseph Wetmore

Submitted the following report to the Town Board and it was included in the meeting packet which was available on the Town of Lansing website and as a handout.

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

Planning Board

Monday, June 23·6:30 – 8:30pm

- * Project: Final Plat Review of Minor Subdivision (2 Lots) - 0 Ridge Road. “Parcel B” (8.923 acres) and remaining parent “Parcel A” (33.044 acres). This project is located in the RA zoning district. Approved.
- *Project: Preliminary Plat Review of Minor Subdivision (2 Lots) of land at 5 Fiddlers Green: Minor subdivision “Parcel B” (4.22acres) and remaining parent “Parcel A” (2.05 acres). This project is located in the R1 zoning district. Approved.
- * Project: Sketch Plan Review 164 Auburn Road: Site Plan Review of new professional office park and associated site work including new paving and stormwater management practices. This project is located in the IR zoning district. Board scheduled Public Hearing for July 28th.
- * Project: Lot Line Adjustment 838 Auburn Road. Lot Line Adjustment greater than one (1) acre needing Board review. Planning department to sign off on approval.
- * Site Plan Renewal 308 Peruville Road. Site Plan renewal for a pre-approved project in which there has been no change in zoning, SEQR, site plan, etc. Board approved Site Plan renewal.

Operations & Code Revision Committee Monthly Meeting

Wednesday, June 25·10:00am – 12:00pm

Reviewed the Zoning Update RFP draft.
Discussed outreach to fill the Zoning Working Group.

Cayuga Lake Watershed Intermunicipal Organization (CWIO)

Wednesday, June 25·7:00 – 9:00pm

- *Resolution to approve a LOS for the Town of Ulysses’ application for WQIP funding to replace the Agard Rd. culvert.
- * Resolution to approve salary increase for Watershed Manager commensurate with Hobart William Smith Colleges pending uniform pay raises.
- * Waterfront, Drinking Water, and Wastewater happenings in Cayuga, Aurora, and Union Springs.
- * Chair Report - Roxy Johnston
 - a. Dues reminders have gone out as well as dues projections (Lansing is current).
 - b. There are growing concerns regarding lake foam that collects on and near the shoreline.
 - c. A new research initiative at SUNY ESF aims to better understand the cause of algal blooms in Skaneateles Lake. This work, led by Dr. Stephen Shaw, Chair of the Environmental Resources Engineering Department, will study both toxic and

non-toxic blooms that affect water quality, recreation, and public health in the region.
The project will use tools like satellite imaging for daily monitoring, nutrient tracking, and predictive modeling to assess bloom risks.
d. Senate Bill S1833 titled, “Harmful algal bloom monitoring and prevention act” was passed by the New York State Senate on June 10th.

Parks, Recreation, and Trails Working Group
Wednesday, July 9-9:30 – 10:00am

- * Myers Road Greenway - Updates from T.G. Miller
- * Greenway Trail Comprehensive Plan - Contract has been signed.
 - introduction/kickoff meeting for late August/early September
- * Town Center Phase 1 Feasibility Study - Contract will be signed at the July 16th Town Board meeting

NEW BUSINESS

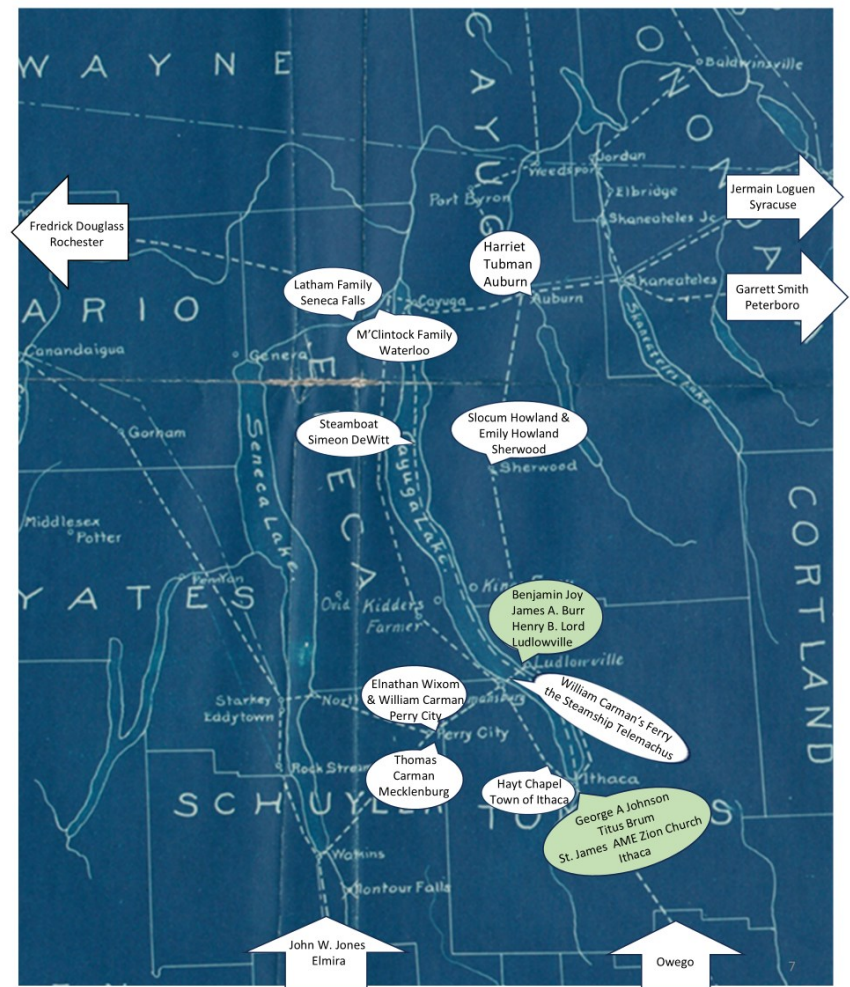
-Pat met with the Eisenhut brothers (S.E.E. Associates) about their property on the curve. The committee had concerns about how the project would affect the current trail and connections across Auburn Road.

Underground Railroad Historical Marker

I’ve been spending a lot of time gathering material documenting how the Underground Railroad ran from Ithaca through Ludlowville and on to Sherwood (or across the lake to Trumansburg) for the Pomeroy Foundation. They have approved the research, and we are now discussing the language for the historical marker for Ludlowville.

Below is a map from my report to the Pomeroy Foundation that shows the regional routes and stops.

**Map of some of the locations of well-known Abolitionists,
Including some documented Underground Railroad stops
in The Finger Lakes**



Joe received notification the Pomeroy Foundation has approved the historic marker for Benjamin Joy in Ludlowville. It will read:

BENJAMIN JOY
1800-1869. LED NYS MOVEMENTS
FOR ABOLITION & TEMPERANCE.
KEPT STATION ON UNDERGROUND
RAILROAD IN LUDLOWVILLE.
LIVED ON THIS PROPERTY.
WILLIAM G. POMEROY FOUNDATION 2025

Ruth Groff
No report.

MOTION TO ENTER CLOSED SESSION

Supervisor Ruth Groff moved to **ENTER CLOSED SESSION FOR ADVICE FROM TOWN COUNSEL AT 7:57 PM.**
Councilperson Joseph Wetmore seconded the motion.
All in Favor – 5 Opposed – 0

MOTION TO EXIT CLOSED SESSION

Councilperson Joseph Wetmore moved to **EXIT CLOSED SESSION AT 8:43 PM.**
Councilperson Laurie Hemmings seconded the motion.
All in Favor – 5 Opposed – 0

RESOLUTION TO AWARD THE BID FOR THE MUNICIPAL BUILDING ENERGY IMPROVEMENT PROJECT TO HALCO M.E.P.S.

RESOLUTION 25-91

RESOLUTION TO AWARD THE BID FOR THE MUNICIPAL BUILDING ENERGY IMPROVEMENT PROJECT TO HALCO M.E.P.S.

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

WHEREAS, the Town of Lansing Town Board (hereinafter referred to as Town Board) intends to update or replace the HVAC systems controls, replace the existing AC and natural gas boiler system with a ground source heat pump, repair the energy recovery ventilation (ERV) system, and replace the hot water system in the Town Hall building at 29 Auburn Road, Lansing, NY 14882. Two bids for the contract were received with Base Bids ranging from \$206,560 to \$263,615; and

WHEREAS, the Low Bidder is Halco M.E.P.S., with a Base Bid of \$206,560 and

WHEREAS, the Town of Lansing accepted a grant from New York State Energy Research and Development Authority (NYSERDA) under the Clean Energy Communities (CEC) Program in the amount of \$90,000, to be used for the ground source heat pump, with the stipulation that certain approved contractors be used for the project; and

WHEREAS, Halco M.E.P.S. is one of the NYSERDA-approved contractors; and

WHEREAS, upon consideration of the foregoing premises and the scope and progress of the Project to date, the Town Board of the Town of Lansing has hereby

RESOLVED, that the Town Board accepts the Low Bidder, Halco M.E.P.S., in the amount of \$206,560; and be it further

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

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

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

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on July 16, 2025.

WORK SESSION MEETING ITEMS OF DISCUSSION

Code Chapter 7: Boards, Commissions and Committees Update

The Board discussed several aspects of Chapter 7 in response to comments and concerns raised by a resident. The board agreed that a change in Town Code Chapter §7-33 Paragraph A should be made. The current language reads “if a project or working group is assigned to work closely with a particular town department, then the department head shall be appointed as chairperson.” The board agreed that this rule could be made optional (“may” instead of “shall”) to provide more flexibility and allow a committee member to be appointed as a chairperson. This minor change will be made during a future update to the code.

Establishing Reserve Funds

The Town Board will be receiving funds from Host Community Agreements (HCAs) in relation to solar projects, and it needs to be determined how these funds will be allocated and if any of the Town’s already established reserve funds can be utilized. Some funds will be put towards Myers Park renovations. A Parklands and Trailways Reserve fund already exists, however it will need to be determined if it is appropriate or if a new reserve fund needs to be established. There was a discussion about using HCA funds to contract a grant writer. It was determined if the Town needs a grant writer that expense should be budgeted for and not an expenditure of these funds. The Town has a Reserve Fund Policy to address rebuilding reserve funds after expenditure, however, it needs to be reviewed and updated. Bookkeeper Mary Ellen Albrecht noted reserve funds are the only legal method for towns to save money.

The Board agreed for the foreseeable future; HCA funds will be used for park improvements.

Bookkeeper Mary Ellen Albrecht and Town Counsel Guy Krogh will review the resolution establishing the Reserve Fund for Parklands and Trailways and see if it can be utilized for park improvements.

Personnel Management Committee Update

The committee reviewed a roster of all Town positions currently on file with Tompkins County Civil Service presented by Councilperson Judy Drake. This roster is to help accurately determine the number of positions.

Councilperson Judy Drake also presented to the committee an office staff job classification system which lists existing and anticipated positions. The classification system is designed to be fluid, allowing for its utilization when creating new positions. The goal is to establish a wage scale/step system that is clear to all users, especially for budgeting purposes, and to facilitate clear guidelines for hiring and annual raises. A wage rate for seasonal and part-time positions will be established featuring a “returning rate” to compensate experienced staff. The proposed step system progresses from Step 1 to Step 5 over a 10-year period, after which employees would receive a longevity stipend. The plan is to adopt the wage scale/step system at the August Town Board meeting, after final review by the committee.

The Town is close to being a living wage employer. Due to significant cost implications, achieving full living wage status is a goal for 2027.

Health Insurance Review

Councilperson Judy Drake addressed the Town’s current, older PPO health insurance plan through the Health Consortium. The Town will be the only participant on this specific plan. The Consortium is looking to consolidate its offerings by encouraging all municipalities to move to a metal level plan. For 2026, the recommendation is to adopt the Platinum Plan as an optional plan, without mandating staff migration to it yet. Adopting the new plan through a resolution is a necessary step. This transition is important as premium increases are expected to be high on the current plan being offered. The Town is only allowed to offer one plan unless it’s migrating staff to a new plan. Eventually all staff will be moved to the new plan.

MOTION TO ENTER EXECUTIVE SESSION

Supervisor Ruth Groff moved to **ENTER EXECUTIVE SESSION TO DISCUSS MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON /CORP, OR MATTERS LEADING TO SAID DISMISSAL, REMOVAL, PROMOTION, APPOINTMENT, EMPLOYMENT, DISCIPLINE, DEMOTION, OR SUSPENSION AT 9:56 PM.**

Councilperson Laurie Hemmings seconded the motion.
All in Favor – 5 Opposed - 0

MOTION TO EXIT EXECUTIVE SESSION

Councilperson Joseph Wetmore moved to **EXIT EXECUTIVE SESSION AT 10:25 PM.**

Councilperson Laurie Hemmings seconded the motion.
All in Favor – 5 Opposed - 0

MOTION TO ADJOURN MEETING

Supervisor Ruth Groff moved to **ADJOURN THE MEETING AT 10:25 PM.**

Councilperson Judy Drake seconded the motion.
All in Favor – 5 Opposed – 0

Minutes taken and executed by the Deputy Town Clerk. Minutes beginning with Executive Session were taken by Guy Krogh, Town Counsel and executed by the Deputy Town Clerk.

Respectfully submitted,

Jessica Hall
Deputy Town Clerk