

## Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Thursday, October 16, 2025, at the Village of Lansing 2405 N. Triphammer Road.

PRESENT: Deputy Mayor Carolyn Greenwald; Trustees Susan Ainslie, Pat Gillespie, Kathleen Yen; Code & Zoning Officer, Mike Scott; Supt. of Public Works, John Courtney;

Zoom: none

Deputy Mayor Greenwald called the Board of Trustees meeting to order at 12:00pm.

Courtney reported that Graham Road will be paved next Tuesday & Wednesday. The catch basins on N. Triphammer Road will have the bricks replaced by an outside contractor. The Millcroft stormwater pond is being cleaned out. It is supposed to be a dry pond when Courtney thought it was a wet pond. Scott stated the Beer stormwater ponds will not be maintained by the Village. Specifications continue to change.

Courtney is working on some trail easements. There is actually a trail under the strip of land they looked at off Coventry Walk. The trail was designed, built and dedicated to the village prior to the Edelman's giving the land to the Village. Courtney stated that there were a lot of restrictions when the Edelman's gave us the land. One was that a road could never go through from Northwood to Graham Road, which is our trail. Another restriction was that we could not sell the land they gave us. The easement we are requesting from the Klepack's is very small.

Courtney stated that the trail between Janivar Drive and Leifs Way is finished.

Greenwald stated that the Greenway Committee noticed that on Northwood Road the crosswalk, street and sidewalk are not tied together. Courtney stated that it will not get done until the spring. The problem is trying to get asphalt. We could do it in concrete. Greenwald thought it should be done in concrete because the sidewalk is concrete.

The bulb guy will be coming Tuesday, November 4<sup>th</sup>. Greenwald thinks that she and one person from DPW could assist in the planting.

Greenwald stated that the Greenway Committee met with the Plantsman at Shannon Park about installing a potential pollinator garden. We have money from Clean Energy which we could use for a pollinator garden. Courtney stated that they can help with site prep.

Scott just finished his 3<sup>rd</sup> quarter building activity report which he has given to Dake. He also just finished the second-year midterm stormwater report which is basically a progress report on all the required items. He is still working on the stormwater maintenance program.

Scott has received the 2025 Uniform Code Books from New York State. In the next 2 months he has to have 24 hours of in-service training. This training will bring him up to date on all the new

code changes.

Greenwald feels we are at a point where we need to pay attention to property conditions in the village. Scott spoke with Goetzmann, and he said that the graffiti on the old Imperial Kitchen will be taken care of on Friday. The next question was the Trip Hotel. Once the Code Officer reaches out, the next step is having our attorney follow up. Courtney stated that they had S.W.A.T. training at the Trip Hotel yesterday. Scott stated that he has issued violations in the past and they have taken care of them. Currently, the hotel is closed due to violations.

Gillespie stated that he is working on formatting the Comprehensive Plan.

Yen asked if everyone has updated to the .gov email. Yen gave an update on upcoming meetings. She will email packets to the Board.

Yen stated that last night's Town Board meeting was packed with people from Lansing. It was to discuss the draft moratorium on commercial building so they can update their code & zoning regulations, so it is in alignment with their Comprehensive Plan. There is a public hearing on the draft for November.

Yen gave an update on the CWIO meeting she attended. All the information is on their website.

Greenwald asked Courtney to price out bike racks for Hartill Park. Courtney feels installing bike racks would be a waste of grant money because he does not see many bike riders there. Greenwald will forward a list of items that would qualify to be used under the grant. Greenwald wants to do a pollinator garden and trees. Yen stated that community members can also submit ideas to the Village.

Ainslie has also been following the Town of Lansing.

Greenwald gave an update on the Planning Board meeting. Greenwald feels it is not a good idea to change laws for particular projects however, it puts the greater picture into perspective. There are considerations that are flexible. The Planning Board is very clear in what they do not want. Scott stated that the Planning Board does not realize the power they have through the special permit process.

Greenwald attended the Town of Lansing Greenway meeting this morning. They had drawings from the school down to Myers Park and then on to Salt Point.

Greenwald wanted to have a conversation about how to proceed with updating and creating policies. Greenwald updated the Ethics policy and gave it to Attorney French to review. We do not have a Fund Balance Policy which she feels we should have. There is a webinar on November 5<sup>th</sup> by the Office of the State Comptroller (OSC) which she has signed up for. This is all part of the transition plan for when Courtney and Dake retire.

At NYCOM a written spoils policy was also recommended. Courtney stated that this is very difficult. It makes it a nightmare to get rid of spoils. Courtney suggested contacting other

municipalities to see what their spoils policies are. Courtney and Scott will work on this. Greenwald suggested we write down what we do now and compare it to a couple of other policies. Yen will work with them.

Gillespie will work on a vehicle use policy.

Courtney feels we should not do social media. He sees that in other municipalities it is a nightmare.

Yen stated that we have a digital list of the policies. She would like actual digital copies of each policy.

Greenwald thinks we should have a written policy for onboarding new employees. Ainslie will work with Dake on this.

Greenwald asked if anyone had any questions on the vouchers. Greenwald stated that ADR Bulb is sending us a new invoice for a lower amount so check #13538 is going to be voided. Tompkins Credit Card was short by \$.02 so that will be added from petty cash.

**Resolution #7213- Abstract of Audited Vouchers**

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the General Fund, in the amount of \$61,470.46 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the Sewer Fund, in the amount of \$283,721.74 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the Water Fund, in the amount of \$220,026.15 is hereby approved for payment.

Deputy Mayor Greenwald moved that the foregoing Abstract of Audited Vouchers resolutions be adopted, and Trustee Ainslie seconded the motion. A vote was taken:

Deputy Mayor Carolyn Greenwald-Aye  
Trustee Pat Gillespie-Aye

Trustee Susan Ainslie-Aye  
Trustee Kathleen Yen-Aye

Motion- To Adjourn

Deputy Mayor Greenwald moved for adjournment. Trustee Gillespie seconded the motion. A vote was taken:

Deputy Mayor Carolyn Greenwald-Aye  
Trustee Pat Gillespie- Aye

Trustee Susan Ainslie-Aye  
Trustee Kathleen Yen-Aye

The meeting adjourned at 1:11pm.

Jodi Dake, Clerk/Treasurer