

Village of Lansing

MINUTES of the Board of Trustees Meeting held on Monday, February 2, 2026, in person at 2405 N. Triphammer Rd. and via Zoom Videoconferencing/Teleconferencing.

PRESENT: Mayor Ronny Hardaway; Trustees, Susan Ainslie, Pat Gillespie, Carolyn Greenwald, Kathleen Yen; Clerk/Treasurer Jodi Dake; Attorney Natalie French; Public-none.

Zoom: Planning Board Member; Lorraine Capogrossi; Supt. of Public Works, John Courtney

Hardaway called the Board of Trustees meeting to order at 7:30pm.

Hardaway opened the public comment period. Capogrossi stated that she is the liaison for the Planning Board.

Motion - To Close the Public Comment Period

Hardaway made a motion to close the public comment period. Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Pat Gillespie-Aye  
Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
Trustee Carolyn Greenwald-Aye

**Approve Minutes**

The next item on the agenda was to approve the draft minutes from January 5<sup>th</sup>, 12<sup>th</sup> and 15<sup>th</sup>. Suggested changes have been incorporated. Everyone attended all three meetings.

Motion - To Approve the Minutes of January 5<sup>th</sup>, 12<sup>th</sup> & 15<sup>th</sup>, 2026

Hardaway moved that the draft meeting notes, as reviewed and revised by the Board, are hereby adopted as the official minutes. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Pat Gillespie-Aye  
Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
Trustee Carolyn Greenwald-Aye

Since it was not quite 7:35 the Board went ahead and dealt with the water/sewer issues.

**Waive Water & Sewer Late Fees & Surcharge**

Dake stated that we have two accounts that are requesting we do a one-time waiver of late fees. Neither account has been late before this. Account M1686 has requested that we do a one-time waiver of late fees. Water Penalties \$1,740.20 and Sewer Penalties \$1,697.60 totaling \$3,437.80. The reason for their request had to do with staffing issues. The second request was made by Account N6419 has also requested that we do a one-time waiver of late fees totaling \$16.95.

**Resolution #7235**-To Waive the October 2025 Late Fee for Account M1686 in the Amount of \$3,437.80 and the January Late Fees for Account N6419 in the amount of \$16.95

Hardaway moved this resolution. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Pat Gillespie-Aye  
Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
Trustee Carolyn Greenwald-Aye

Account N4195 had an issue with their outside spicket while they were away. They are requesting that we waive the surcharge on their water bill. Dake explained to them that the village would still have to pay Bolton Point for water, but the Trustees may waive the surcharge on the amount above their average water/sewer billing. It is also worth noting that they have never been late before.

**Resolution #7236**-To Waive the Water Surcharge in the Amount of \$285.89 and the Sewer Surcharge of \$101.97 Totaling \$387.86 for N4195

Hardaway moved this resolution. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Pat Gillespie-Aye  
Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
Trustee Carolyn Greenwald-Aye

**Public Hearing Proposed Local Law A (2026)- Sewer Rents**

Motion - To Open the Public Hearing for Proposed Local Law A (2026)- Amendment to Village of Lansing Code-Sewer Rents

Hardaway moved to open the public hearing. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Pat Gillespie-Aye  
Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
Trustee Carolyn Greenwald-Aye

There were no comments from the public.

Motion - To Close the Public Hearing on Proposed Local Law A (2026)

Hardaway moved to close the public hearing. Trustee Yen seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Pat Gillespie-Aye  
Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
Trustee Carolyn Greenwald-Aye

Hardaway read the purpose and intent. Our surcharge was increased from \$1.68 to \$1.78 which is 25% of Bolton Points water rate.

**Resolution #7237-To Adopt Proposed Local Law A (2026) as Local Law 1 (2026)**

**WHEREAS:**

- A. This matter involves consideration of the following proposed action: Adoption of Proposed Local Law A (2026), to be designated Local Law 1 (2026) upon its adoption, to amend accordingly (i) subsection A of Section 111-21 [entitled “Rents for property owners connected with Village of Lansing water system”] of Article II [entitled “Sewer Rents”] of Chapter 111 [entitled “Sewers”] of the Village of Lansing Code, and (ii) subsection A of Section 111-22 [entitled “Rents for property owners not connected with Village of Lansing water system”] of Article II [entitled “Sewer Rents”] of Chapter 111 [entitled “Sewers”] of the Village of Lansing Code; and
- B. On January 5, 2026, the Village of Lansing Board of Trustees preliminarily discussed the purpose and intent of Proposed Local Law A (2026), and thereupon scheduled a public hearing thereon for February 2, 2026; and
- C. On February 2, 2026, the Village of Lansing Board of Trustees held a public hearing regarding this proposed action and thereafter discussed and reviewed (i) the Proposed Local Law A (2026), (ii) all other information and materials rightfully before the Board, and (iii) all issues raised during the public hearing and/or otherwise raised in the course of the Board’s deliberations; and
- D. The Village of Lansing Board of Trustees determined that the proposed action is a Type 2 action for purposes of Article 8 of the New York State Environmental Conservation Law - the State Environmental Quality Review Act (“SEQR”), not requiring review; and

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOW:**

- 1. The Village of Lansing Board of Trustees hereby adopts the attached Proposed Local Law A (2026), to be designated Local Law 1 (2026).

Hardaway moved to adopt Local Law 1 (2026). Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Pat Gillespie-Aye  
Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
Trustee Carolyn Greenwald-Aye

The following is a copy of adopted Local Law 1 (2026):

## AMENDMENT TO VILLAGE OF LANSING CODE-SEWER RENTS

Be it enacted by the Board of Trustees of the Village of Lansing as follows:

### SECTION I. PURPOSE AND INTENT.

It is the purpose and intent of Proposed Local Law A of 2026 to proportionally increase the sewer rents payable to the Village of Lansing for use of the Village of Cayuga Heights sewer system, consistent with the recent increase in the Bolton Point water rate that has led to an increase in charges to the Village of Lansing; and more specifically, to amend accordingly (i) subsection A of Section 111-21 [entitled “Rents for property owners connected with Village of Lansing water system”] of Article II [entitled “Sewer Rents”] of Chapter 111 [entitled “Sewers”] of the Village of Lansing Code, and (ii) subsection A of Section 111-22 [entitled “Rents for property owners not connected with Village of Lansing water system”] of Article II [entitled “Sewer Rents”] of Chapter 111 [entitled “Sewers”] of the Village of Lansing Code.

### SECTION II. AMENDMENT TO THE VILLAGE OF LANSING CODE.

- A. Subsection A of Section 111-21 [entitled “Rents for property owners connected with Village of Lansing water system”] of Article II [entitled “Sewer Rents”] of Chapter 111 [entitled “Sewers”] of the Village of Lansing Code is hereby amended so as to read in its entirety as follows:

**A. Each owner of property that is provided with water service by connecting to the Village of Lansing Water System shall be charged for, and shall be obligated to pay, a total annual sewer rent amount comprised of the following:**

- (1) A quarterly sewer rent charge for use of the Village of Lansing sewer system, such charge to be equal to one dollar and seventy-eight cents (\$1.78) for each one thousand (1,000) gallons of water, or portion thereof, used by such property owner, with a minimum charge of eight dollars and ninety cents (\$8.90) for each individual multiple dwelling unit for each quarterly billing (as provided in subsection “B” below); and**
- (2) A quarterly sewer rent charge for use of the Village of Cayuga Heights sewer system, such charge to be equal to nine dollars and forty-eight cents (\$9.48) for each one thousand (1,000) gallons of water, or portion thereof, used by such property owner, with a minimum charge of forty-seven dollars and forty cents (\$47.40) per each individual multiple dwelling unit for each quarterly billing (as provided in subsection “B” below).**

**The amount charged for use of the Village of Lansing sewer system shall be individually calculated, and thereafter collected by the**

**Village of Lansing for all quarterly billings commencing with the Southern Cayuga Lake Intermunicipal Water Commission/Bolton Point quarterly billing after January 1, 2026. The amount charged for use of the Village of Cayuga Heights sewer system shall be individually calculated, and thereafter collected by the Village of Lansing (or such other party designated by the Village of Cayuga Heights), for all quarterly billings commencing with the Southern Cayuga Lake Intermunicipal Water Commission/Bolton Point quarterly billing after January 1, 2026. Each such amount shall thereafter continue until otherwise modified from time to time by further local law adopted by the Village of Lansing Board of Trustees.**

B. Subsection A of Section 111-22 [entitled “Rents for property owners not connected with Village of Lansing water system”] of Article II [entitled “Sewer Rents”] of Chapter 111 [entitled “Sewers”] of the Village of Lansing Code is hereby amended so as to read in its entirety as follows:

**A. Each owner of property that is not provided with water service by connecting to the Village of Lansing Water System shall be charged for, and shall be obligated to pay, a total annual sewer rent amount comprised of the following:**

- (1) A quarterly sewer rent charge for use of the Village of Lansing sewer system, such charge to be equal to one dollar and seventy-eight cents (\$1.78) for each one thousand (1,000) gallons of water, or portion thereof, used by such property owner, with a minimum charge of eight dollars and ninety cents (\$8.90) for each individual multiple dwelling unit for each quarterly billing (as provided in subsection “B” below); and**
- (2) A quarterly sewer rent charge for use of the Village of Cayuga Heights sewer system, such charge to be equal to nine dollars and forty-eight cents (\$9.48) for each one thousand (1,000) gallons of water, or portion thereof, used by such property owner, with a minimum charge of forty-seven dollars and forty cents (\$47.40) for each individual multiple dwelling unit for each quarterly billing (as provided in subsection “C” below).**

**The amount charged for use of the Village of Lansing sewer system shall be individually calculated, and thereafter collected by the Village of Lansing for all quarterly billings commencing with the Southern Cayuga Lake Intermunicipal Water Commission/Bolton Point quarterly billing after January 1, 2026. The amount charged for use of the Village of Cayuga Heights sewer system shall be individually calculated, and thereafter collected by the Village of Lansing (or such other party designated by the Village of Cayuga Heights) for all quarterly billings commencing with the Southern**

**Cayuga Lake Intermunicipal Water Commission/Bolton Point quarterly billing after January 1, 2026. Each such amount shall thereafter continue until such amount is otherwise modified from time to time by further local law adopted by the Village of Lansing Board of Trustees.**

SECTION III. SUPERSEDING EFFECT.

All local laws, resolutions, rules, regulations and other enactments of the Village of Lansing in conflict with the provisions of this local law are hereby superseded to the extent necessary to give this local law full force and effect.

SECTION IV. VALIDITY.

The invalidity of any provision of this local law shall not affect the validity of any other provision of this local law that can be given effect without such invalid provision.

SECTION V. EFFECTIVE DATE.

This Local Law shall be effective upon its filing in the office of the Secretary of State.

**Public Hearing For the Approval of the Cable Franchise Agreement**

Motion - To Open the Public Hearing for the Approval of a Cable Television Franchise Agreement by and Between Spectrum Northeast, LLC, an indirect Subsidiary of Charter Communications and the Village of Lansing

Hardaway moved to open the public hearing. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Pat Gillespie-Aye  
Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
Trustee Carolyn Greenwald-Aye

There were no comments from the public.

Motion - To Close the Public Hearing

Hardaway moved to close the public hearing. Trustee Gillespie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Pat Gillespie-Aye  
Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
Trustee Carolyn Greenwald-Aye

Dake read the following resolution:

**Resolution #7238-To Grant a Cable Television Franchise Held by Spectrum  
Northeast, LLC in the Village of Lansing, County of Tompkins,  
New York**

WHEREAS, An application has been duly made to the Board of Trustees of the **Village of Lansing, County of Tompkins**, New York, by **Spectrum Northeast, LLC**, an indirect subsidiary of Charter Communications, Inc. (“Charter”), a limited liability company organized and existing in good standing under the laws of State of Delaware doing business at 815 Erie Blvd E, Syracuse, NY 13210, for the approval of a renewal agreement for Charter's cable television franchise for fifteen (15) years commencing with the date of approval by the Public Service Commission.

WHEREAS, The franchise renewal agreement would bring the franchise into conformity with certain provisions of the Federal Cable Communications Policy Act of 1984, as amended, and certain court rulings.

WHEREAS, A public hearing was held in the **Village of Lansing**, New York on February 2, 2026, at 7:36 P.M. and notice of the hearing was published in the Ithaca Journal on January 23, 2026.

**NOW, THEREFORE**, the Board of Trustees of the **Village of Lansing** finds that:

1. Spectrum Northeast, LLC has substantially complied with the material terms and conditions of its existing franchise and with applicable law; and
2. Spectrum Northeast, LLC has the financial, legal and technical ability to provide these services, facilities and equipment as set forth in its proposal attached; and
3. Spectrum Northeast, LLC can reasonably meet the future cable-related community needs and interests, taking into account the cost of meeting such needs and interests.

**BE IT FURTHER RESOLVED** that the Board of Trustees of the Village of Lansing hereby grants the cable television franchise of Spectrum Northeast, LLC and the Village of Lansing for fifteen (15) years commencing with the date of approval by the Public Service Commission and expiring fifteen (15) years hence.

**BE IT FURTHER RESOLVED** that the Board of Trustees of the **Village of Lansing** hereby confirms acceptance of this franchise renewal agreement.

Hardaway moved to approve the Cable Franchise Agreement. Trustee Ainslie seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Pat Gillespie-Aye  
Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
Trustee Carolyn Greenwald-Aye

The foregoing having received a unanimous vote was thereby declared adopted.

Dake stated that the legal ad was in the paper and an affidavit was received.

### **Comprehensive Plan**

The Trustees and Planning Board have both had a chance to review the proposed Comprehensive Plan. There is not a meeting on February 16<sup>th</sup> since it is a federal holiday.

Motion-To Set a Public Hearing for the Update to the Comprehensive Plan for Monday, March 2, 2026, at 7:35pm

Greenwald moved to set a public hearing. Trustee Hardaway seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Pat Gillespie-Aye  
Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
Trustee Carolyn Greenwald-Aye

Greenwald suggested we put the draft up on the website. Greenwald will email Hardaway the final pdf version.

### **Hire Grant Administrator**

Greenwald stated that she got a proposal from Michele Palmer, Templeton Landscape Architecture & Planning, Ithaca NY, to administer the Climate Smart Communities Grant for the Uptown & Craft Roads Sidewalk Connectivity Project. Their hourly rate was \$130/hr. with a fee not to exceed \$15,000. Greenwald got in contact with NYCOM and they gave her two other names for grant administrators. The first was CT Male Associates out of Latham NY. The other was J Grosso who she spoke with, but they did not submit a quote.

Greenwald explained why we should hire Palmer. Palmer is local and has worked with TG Miller Engineering in the past, she has experience in administering these types of grants, and her rate was the lowest at \$130/hr. with a fee not to exceed \$15,000. She is also a woman owned business which we need for the grant. Greenwald spoke with Palmer and explained that we tend to do stuff ourselves, have a very competent clerk and if you tell us what to do, we can do it. Greenwald told this to all three companies. Palmer was the most receptive to doing what we want and she will support us. Palmer has worked with the Village of Cayuga Heights on their culvert project. We do not need to do an RFP, but we do need to have this type of conversation about how we came to a hiring conclusion.

In early spring we will be assigned to a grant administrator and if we have a grant administrator they will help us set up that initial contract which will guide us in what we do in the future. Greenwald feels that Palmer being a landscape architect is a huge bonus.

Greenwald stated that it is estimated to take 6-9 months to iron out the initial contract so we will have to wait until that is done to send the project out to bid.

There was another company that didn't even send us a proposal.

The final people she met with were Jim Thatcher of C.T. Male Associates, Latham NY and Melanie, who also sent a Grant Administration Proposal with some supporting firm information for the Village's CSC Grant Award. Thatcher's hourly rate was \$230/hr. with a fee not to exceed \$12,500. They have no experience with Climate Smart Community grants but have done other NYSDEC grants.

Greenwald reiterated that she thinks Palmer would be the best choice since they are local and have worked closely with our engineers. Yen also liked the fact that they have worked with our engineer for the project. Hardaway liked that it is a woman owned business and she has worked well with TG Miller, she has lots of years of experience. Palmer provided 38 different grants that she has done.

Greenwald stated that professional services are included in the grant.

Ainslie asked if we need to pay a retainer or how billing would take place. Greenwald thinks we will be billed after services are provided.

Courtney stated that he read the contract and she is billing hourly. He would recommend Palmer because she has worked for 13 years with TG Miller. She is very proficient with them. Her resume of all the grants she administered was just phenomenal.

Yen likes that you can use as many hours as you want and you are not obligated to a certain number, but you can also add on as needed. There is a lot of flexibility in the contract.

Hardaway stated that this is a match grant. We spend the money and then we get reimbursed. Hardaway wondered if we could safely start the project now. Greenwald stated that we could start it but not safely. The project is ready to go out to bid, however, the Village will push this project off to save the Village of Lansing \$500,000. The project is in this year's budget. We cannot encumber it because we do not have a contract, so we will rebudget for this project in 2026-27. Courtney feels that we will also have better numbers to put into the budget for next year. For the grant we have five years to complete this project.

Hardaway stated that if you do anything wrong, they lock it and you have to start again. A grant administrator can be our navigator and make sure we do the steps correctly.

The Trustees decided that they did want to hire a grant administrator, and they felt the best candidate was Michele Palmer. Hardaway stated that she has experience and works well with TG Miller.

Greenwald suggested we have Attorney French review the contract before Hardaway signs it. French suggested that we find out what increments she bills in and have it added to the contract. It was suggested that we hire Palmer and then once we get clarification on billing increments, we can authorize Hardaway to sign the contract.

**Resolution #7239-To Hire Michele Palmer, Templeton Landscape Architecture & Planning to Administer the 2026 Climate Smart Communities Grant for the**

Uptown & Craft Roads Sidewalk Connectivity Project with the Provision that We Get Clarification on How It Will Be Billed in What Hourly Increments

Hardaway moved this resolution. Trustee Greenwald seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Pat Gillespie-Aye  
Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
Trustee Carolyn Greenwald-Aye

Hardaway thanked Greenwald for contacting everyone.

**CCE Beautification Grant**

Greenwald stated that at the January 26<sup>th</sup> Greenway Committee meeting she raised the question of the beautification grant. They had three ideas, which included removing pear trees, lights on trees along N. Triphammer and a pollinator garden. Their recommendation is to ask for invasive pear removal in the right of way and tree replacement along N. Triphammer Road. Leopold did not like the idea of lights in the trees on N. Triphammer Road because of light pollution. The pollinator garden in Shannon Park is not a good candidate for the beautification grant because it is not on a visible public road. They would like the Village to apply for the beautification grant to remove invasive trees and clearing that area and replace trees on N Triphammer.

Greenwald asked Courtney how many trees he thought we could do for \$5,000. Courtney thought that it would cover 10 trees, but he can get estimate. Courtney thinks we do trees and forget clearing the invasive species. Courtney stated that the trees by McDonald are already starting to grow into the power lines so we should do those first.

Yen reiterated that we will apply for the beautification grant for tree replacement along N. Triphammer Road from Catherwood to Graham Road West, which is about 10 trees. The trees need to be salt tolerant. Courtney stated that honey locust will work. Leopold had recommended polimar oaks or red maples. Courtney stated that he would stay away from the oaks because of the size of the leaves. Also, the leaves don't deteriorate so they plug the catch basin.

Yen pointed out that there was a list of suggested trees with the tree law. We can also get advice from an arborist. Courtney also suggested being mindful of the root expansion because of the sidewalks. He suggested deep rooted trees. Dave Fernandez can tell us what native trees would do good in this area. The grant application is due February 27<sup>th</sup>. Greenway will present a draft of the grant to the Greenway Committee on February 26<sup>th</sup>. Courtney will get a species for Greenwald this week.

It was decided that the Village will apply for the CCE Beautification Grant with the tree replacement project.

Greenwald stated that once we have a master park plan, they talked about doing the pollinator garden and using the Climate Smart Community Grant for that with an education component. If

we do the pollinator garden they would like to pitch it as a prototype garden. Greenwald will send the pollinator garden drawings to Courtney so he can get pricing.

Yen also mentioned the three memorial shade trees and suggested placing the benches we already have by them. Greenwald does not think we should install any more benches until we finish the park plan review. Greenwald will ask the Greenway Committee at their next meeting where specifically they would like to see the shade trees planted in Donald & Marian Hartill Park. Courtney thinks the best place for the shade trees would be in the front corridor of the park. Greenwald would like to get approval from the Greenway Committee because she feels they have a lot of experience. Dake pointed out that the Trustees are the ones that will ultimately make the decision.

### **Commercial Area Advisory Committee (CAAC)**

Greenwald is proposing we form a Commercial Area Advisory Committee. We have addressed most of the questions people have raised. She feels we should establish the committee. Hopefully this will help revitalize the area.

Yen likes the idea. She feels it will open communication, hosting events, and getting the services we really need and help with the challenges we are facing. It should go out to all the businesses in the N. Triphammer area, so they have an opportunity to apply and participate.

Greenwald asked if anyone had any additional changes for the google application form she created. Hardaway stated that it is a good start, but it could always evolve as we continue.

### **Resolution #7240-To Establish a Commercial Area Advisory Committee**

#### **WHEREAS:**

- A. The Village of Lansing Board of Trustees seeks to facilitate and encourage communication and collaboration between Village officials, commercial business owners, and residents regarding the Village's commercial areas; and
- B. the Board of Trustees desires to create an advisory body to evaluate existing commercial conditions within the Village and to recommend goals, directions, and enhancements to the Village's commercial districts, with particular emphasis on the North Triphammer Road commercial corridor; and
- C. The advisory body is intended to serve the general commercial needs of the Village and the public and is not intended, nor shall it be used, to promote or further the private interests of individual businesses; and
- D. The Board of Trustees finds that the establishment of a Commercial Area Advisory Committee will assist the Village in planning for safe, vibrant, walkable, and aesthetically pleasing commercial districts consistent with the Village's resources and authority; and

**NOW, THEREFORE, BE IT RESOLVED that the Village of Lansing Board of Trustees hereby establishes a Commercial Area Advisory Committee (“CAAC”) with the following purpose, duties, composition, and operating guidelines:**

**1. Purpose and Mission.** The mission of the Commercial Area Advisory Committee is to serve and improve the Village of Lansing by evaluating current commercial conditions and advising the Board of Trustees on goals, policies, and enhancements to the Village’s commercial districts, within the abilities and resources of the Village government.

**2. Initial Tasks and Vision Statement.** The inaugural Commercial Area Advisory Committee shall be tasked with developing a vision statement for the Committee. The vision statement shall guide the Committee’s work toward the creation of safe, vibrant, walkable, and aesthetically pleasing commercial districts within the Village for the benefit of the public and the Village’s general commercial needs.

The vision statement may include, but is not limited to, the following goals:

- Fostering open lines of communication between Village officials and local business owners and non-residential developers;
- Encouraging a variety of services and amenities, including food service and other commercial services, within all commercial areas;
- Supporting economic development that provides high-quality employment opportunities with living wages and benefits;
- Projecting a business-friendly image by meeting the service needs of incoming and existing businesses and by ensuring that zoning changes, permit requirements, and development guidelines follow a seamless process and are easy for the public to access and understand;
- Identifying potential cultural or community events that can enhance the commercial districts; and
- Supporting economic development that enhances the Village property tax base.

**3. Committee Composition.** The Commercial Area Advisory Committee shall consist of the following members:

- At least one member of the Village of Lansing Board of Trustees;
- At least one member of the Village Planning Board;
- One Chamber of Commerce representative, if available;
- At least one (1) and up to five (5) Village of Lansing business owners; and
- At least one (1) and up to five (5) Village of Lansing residents with relevant personal or professional experience.
- A Chair shall be appointed by the Mayor from among these members in consultation with the Village Board of Trustees.

**4. Terms and Appointments.**

- Members of the Board of Trustees and Planning Board shall serve one-year terms and shall be appointed at the Board of Trustees' annual organizational meeting.
- Resident and business owner members shall serve renewable two-year terms and shall be appointed at the Board of Trustees' annual organizational meeting.
- The Chairperson may be either a member of the Board of Trustees, Planning Board or a resident or business owner member. The Chairperson shall serve as the chairperson for a 1 year term, and shall be appointed at the Board of Trustees' annual organizational meeting.
- Resident and business owner members interested in serving on the CAAC shall be invited to submit a membership application to the Village Clerk at least two weeks prior to the Board of Trustees' organizational meeting at which an appointment will be made.
- The Board of Trustees may request that the CAAC provide recommendations for future membership appointments, however all appointments shall be made in the sole discretion of the Board of Trustees.
- Vacancies on the CAAC shall be filled in the same manner as the original appointment, except that a vacancy occurring other than by the expiration of term of office shall be filled only for the remainder of the unexpired term.

**5. Meetings and Public Access**

- The Committee shall meet at least annually, at times determined by the Chairperson.
- Meetings are encouraged to be held quarterly, or monthly as needed, depending on pending projects and tasks.
- All meetings of the Committee shall be open to the public and recorded.
- All meetings shall be posted one week ahead of time on the Village website.
- Meeting minutes shall be prepared by the CAAC and made available on the Village of Lansing website.

**6. Compensation.** The members of the CAAC shall receive no compensation for their service as members of the committee.

**7. Sunset Clause.** The CAAC has no termination date. It will continue to function as long as there are issues worth reviewing and projects to implement. However, it can be terminated at any time by the Board of Trustees.

Greenwald moved this resolution. Yen seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
 Trustee Pat Gillespie-Aye  
 Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
 Trustee Carolyn Greenwald-Aye

Greenwald stated that the CAAC application is ready to be distributed. Hardaway will add the application to our website and a separate button will be created for CAAC. A small news item will also be written on the website.

### **Budget Assignments**

Hardaway formally kicked off the budget season with assigning the following:

- Water/Sewer -Yen and Gillespie
- DPW Projects & Equip. – Ainslie and Greenwald
- Recreation & Beautification-Greenwald and Yen
- Staff -Hardaway and Ainslie

Hardaway stated that we should start the process. Since Gillespie had never been through the budget process, Hardaway suggested that he get together with Dake & Courtney. They usually do everything, but it is good to know how we come up with the budgets.

### **General Discussion**

Greenwald stated that she attended the last Town of Lansing (TOL) meeting. The TOL Department of Public Works had tools stolen from Ironworks and some of their trails. Greenwald just wanted Courtney to be aware. Courtney thinks the VOL is pretty secure. Dave Herrick did a presentation on the trail project. The estimates are high and the Board doesn't seem to be in sync with their Greenway Committee. John Duthie that ran for TOL Board, was an alternate on the Planning Board. A position opened up on the Planning Board, and they ended up not hiring Duthie. Many people in the TOL were extremely distressed about the process. Some people were very hostile towards the TOL Board over this. The process had flaws and they will be redoing interviews.

Greenwald had a 3-hour meeting today with Kate Chesbrough who is the professor of the Cornell University class that is doing the park project. While visiting the parks with her, Greenwald liked the small comments that she made. One of them was about the sign at the intersection of Northwoods Drive and Warren Road. The Northwood Apartments sign in the middle of the road makes it seem like a gated community. It was suggested that we have a park sign at the end of Northwood Drive, so people know there is a park down there. Dake stated that having that Northwood sign there was all part of the agreement when we took over Northwoods Road. Greenwald thinks we should add a sign that says "Park Ahead". Greenwald thinks we will get a lot of good feedback even if their park designs don't end up being practical.

Greenwald asked Courtney if we could get an easement for a walking trail under the powerlines from Dankert Park over towards the swim club. Courtney stated that NYSEG would not allow that. He talked to Chesbrough at length about that. It goes to private property.

Chesbrough also feels we need a bridge of Route 13 at Warren Road since the village is divided by a main artery. Courtney stated that that was the whole concept behind Hartill Park. Don Hartill wanted a park on each side of Route 13, so we didn't have to connect over to Dankert Park. A bridge over Route 13 would cost millions of dollars for very few people to use. Greenwald feels we will get some interesting ideas and some of them will be useful.

Ainslie stated that the Youth Service meeting was canceled due to illness. TCCOG had their organizational meeting, and they added and subtracted committees. There seems to be a lot of redundancies in Tompkins County government.

Hardaway stated that the committees that were formed didn't produce anything. TCCOG couldn't come up with a project that would benefit all of the communities. The emergency services committee did come up with the rapid response pilot program. Hardaway added that some of the other projects were not so productive. Hardaway was on the Energy Committee, and they were looking at Community Choice Aggregation (CCA). The Town of Ithaca is putting together a CCA Plan and once it is up and running, they will have a model that potentially other communities can use and join.

Ainslie also attended the Bolton Point Energy and Operations meeting. It's interesting the amount of information Bolton Point knows about the water system. At the Bolton Point Personnel Committee meeting they are doing some reorganization. All employees have been there a long time, and they need to add additional staff.

Ainslie covered the Planning Board and was pleased with the progress that Chipotle is making. Greenwald stated that Mike Scott asked her to get the Greenway Committees thoughts on the sidewalk layout. Their next meeting isn't until February 26<sup>th</sup> so Greenwald will email all of them to get a response. Greenwald's instinct tells her that the best place would be down N. Triphammer Road. French stated that it would be very tight. Dake thinks that a sidewalk from Graham Road West down Butler Road, behind Ciao! over to the sidewalk in front of the senior housing on Oakcrest makes the most sense. A sidewalk in front of Ciao! would be problematic. Courtney agreed. There is nowhere for anyone to go past Ciao! because we don't have any curb cuts and a stream by the office which makes it tough to get up that way. Hardaway would like to see something on N. Triphammer as an alternate. He also thinks the best option is Butler. If the rest of that parcel develops maybe we can look at a sidewalk on the N. Triphammer side. French thinks that the plans have a space for a sidewalk along N. Triphammer.

Yen stated that water resources did not meet on January 26<sup>th</sup> because of the snowstorm. February 23<sup>rd</sup> is the next meeting.

Climate Smart Communities Taskforce (CSC) met right before this meeting. They need to do an annual progress report. It can be part of the next newsletter which will go out at the end of March. Greenwald asked if the CSC was trying to get silver. Right now, they are just cleaning up some things, but the long term will be working towards silver. Short term is updating plans and policies for sustainability elements. Hardaway added that we have to maintain policies every 5 years. This year was ensuring that the sustainability elements were included in the Comprehensive Plan update. This will count towards this year.

CWIO met on January 28<sup>th</sup>. The priority elements and draft plan were approved. There was a really good biosolid presentation. Our dues invoice will be coming soon.

NYSDEC has a public webinar series. All this information is in the packets that she shared with the Trustees.

Tompkins County Legislature has set up the schedules for their advisory councils and committee meetings. The information is on their website.

Environment Management Councils next meeting is the 12<sup>th</sup>. Greenwald asked what the most prominent legislative issue is currently for the EMC. Yen stated that it is the concern over the unique natural area in Dryden. At this point they are not taking a stance on data centers.

Hardaway stated that Ruth Groff, Town of Lansing Supervisor, contacted him because the Town of Lansing (TOL) is getting ready to write a noise ordinance. Hardaway pointed her to our noise law. Groff asked if the Village wanted to be included in their law and Hardaway told her that it was not necessary because we already have a noise law.

Tomorrow there will be an in-person meeting with the VCH & TOL here at the village office from 1-3pm. Courtney and French will also be there. They are meeting to discuss the Intermunicipal Wastewater and Transportation Agreement. We are proposing that we just stick with the 2019 Agreement. Hopefully, there will be something to report at our next meeting.

**Adjournment**

Motion – To Adjourn

Ainslie motioned to adjourn. Gillespi seconded the motion. A vote was taken:

Mayor Ronny Hardaway-Aye  
Trustee Pat Gillespie-Aye  
Trustee Kathleen Yen-Aye

Trustee Susan Ainslie-Aye  
Trustee Carolyn Greenwald-Aye

The meeting was adjourned at 8:57pm.

Jodi Dake, Clerk/Treasurer