

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Monday, July 1, 2013, in the Village Office.

PRESENT: Trustees Julie Baker, John O'Neill and Patricia O'Rourke; Clerk/Treasurer, Jodi Dake; Attorney David Dubow; Planning Board Member, Maria Stycos

Since the Mayor and Deputy Mayor were not present, the remaining Trustees had to appoint a member to run the meeting. The Board agreed to appoint Julie Baker as Acting Mayor for the July 1, 2013 Meeting.

Julie Baker called the meeting to order at 7:32pm and opened the public comment period. There were no comments.

Motion-To Close the Public Comment Period

Trustee O'Neill moved to close the public comment period. Trustee O'Rourke seconded the motion. A vote was taken:

Trustee John O'Neill-Aye  
Trustee Julie Baker-Aye

Trustee Patricia O'Rourke-Aye

The next item on the agenda was to approve the SRI Service Agreement for the provisions of survey and related services for the Village and Town related to their respective Comprehensive Plan update efforts, and authorize its execution on behalf of the Village. Baker stated that the survey has been discussed many times and the resolution in front of the Board was to actually sign the Agreement to do the work. Julie Baker stated that we have agreed to go with 365 Village respondents so our costs could be as much as \$9,305; however, SRI will not bill us for work that they do not do. We were not planning on participating in the web survey, so we are not responsible for web development and analysis costs. We are conducting the same survey as the Town of Lansing with a few detours for those that live in the Village. Baker asked Dubow if he had anything to add.

David stated that this is a basic Cornell contract document which is based upon the latest documentation and information regarding the proposed SRI Service Agreement provisions (with Exhibit A). Dubow has prepared a proposed resolution for the Board's consideration this evening. He noted that the resolution expressly indicates that the Village's share of the SRI costs is not to exceed \$9,305.00. Dubow reviewed the resolution with the Board.

Baker stated that there are 50 items on the survey. We are still in the process of finalizing the survey. Baker explained that today SRI did a test run which is not included in the

survey expense. SRI is fine tuning the questions. The test survey took Baker 15 minutes. The time is in the interview process and tabulation.

**Resolution #5984 -To Authorize theVillage of Lansing – SRI Service Agreement**

WHEREAS:

- A. The Village of Lansing (the “Village”), jointly with the Town of Lansing (the “Town”), have sought the services of the Survey Research Institute (“SRI”), of Cornell University, regarding the provision of services with respect to the development of a questionnaire/survey for Comprehensive Plan purposes to be implemented by telephone interviews and related services performed by SRI; and
- B. The Village and the Town have agreed to cooperate and collaborate with SRI with respect to the services to be provided by SRI to the Village and the Town, and to additionally share the costs of the SRI questionnaire/survey services between the Village and the Town, the costs to the Village not to exceed the sum of \$9,305.00; and
- C. A proposed Service Agreement, with Exhibit A, has been prepared setting forth the terms and provisions pursuant to which a tentative understanding has been reached, which Service Agreement is now being submitted to the appropriate parties for final review and approval;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

- 1. The Village of Lansing Board of Trustees hereby determines, pursuant to Part 617 of the Implementing Regulations pertaining to Article 8 of the Environmental Conservation Law (the State Environmental Quality Review Act [“SEQRA”]), that execution of the proposed Easement as provided for herein is a Type II action, constituting “routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment,” and thus may be processed without further regard to SEQRA; and
- 2. The Village of Lansing Board of Trustees hereby approves the proposed Service Agreement, a copy of which has been submitted to the Board and reviewed at this meeting, such Agreement to provide that the amount payable by the Village shall not exceed the sum of \$9,305.00; and
- 3. The Village of Lansing Board of Trustees hereby authorizes the Mayor, the Deputy Mayor or the acting Mayor, as the case may be, to execute such proposed Service Agreement on behalf of the Village, in substantially the form presented to the Village Board of Trustees, subject to the final approval as to form and content by the Mayor, the Deputy Mayor or acting Mayor, as

the case may be, the Village Clerk/Treasurer and the Attorney for the Village, and to take such further action as may be necessary and appropriate to give full force and effect to this resolution; and

4. The Village Board of Trustees hereby authorizes and requests that the Mayor, the Deputy Mayor or the acting Mayor, as the case may be, the Village Clerk/Treasurer, and the Attorney for the Village take such steps as may be necessary, desirable and/or appropriate to effectuate the intent of the foregoing resolutions; and
5. Any and all actions heretofore or hereafter taken by the Mayor, the Deputy Mayor or the acting Mayor, as the case may be, the Village Clerk/Treasurer, and the Attorney for the Village within the terms and in conformity with the intent and purpose of the foregoing resolutions hereby are in all respects ratified, confirmed and approved as the proper and authorized acts and deeds of the Village.

Trustee O'Rourke moved this resolution.

O'Neill made it clear that he was against the survey but because one or two Board members that are in favor of it are not here, he will second it. He feels that it is too expensive and we are not getting good information. Baker states that it would cost a lot more if we did it on our own. O'Neill does not agree with that.

Trustee O'Neill seconded the motion. A vote was taken:

Trustee John O'Neill-Aye                      Trustee Julie Baker-Aye  
Trustee Patricia O'Rourke-Aye

The next item on the agenda was to approve three sets of minutes.

Motion- To Approve the Minutes from June 10, 13 & 17, 2013

Trustee O'Neill moved to approve the minutes. Trustee O'Rourke seconded the motion. A vote was taken:

Trustee John O'Neill-Aye                      Trustee Julie Baker-Aye  
Trustee Patricia O'Rourke-Aye

During general discussion O'Neill stated that NRP is proposing another project across from the hospital.

Motion- To Adjourn

Trustee O'Neill moved for adjournment. Trustee O'Rourke seconded the motion. A vote was taken:

Trustee Patricia O'Rourke -Aye  
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye

The meeting adjourned at 7:48pm.

Jodi Dake  
Clerk/Treasurer