

## Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Monday, March 4, 2019, in the Village Office.

PRESENT: Mayor Donald Hartill; Trustees John O'Neill, Gerry Monaghan and Patricia O'Rourke; Clerk/Treasurer Jodi Dake; Attorney William Troy. There were five additional people in attendance at the meeting.

Mayor Hartill called the Board of Trustees meeting to order at 7:30pm. The Mayor opened the public comment period.

Eugene Caraccilo of 161 Graham Road stated that he has lived right across from the church since 1975. He was here to voice his concern with the drug and alcohol clinic that has just gone in around the corner. Being 100 yards away, he is concerned with the safety of his property and with the value of his property decreasing. The 40 bed situation doesn't make him happy. He wondered if these people would be walking around the Village. He was solicited by a lady last week wanting \$5 when walking home from his physical therapy office that is next door to the clinic. He also asked if this was the type of people that are now going to be in the village. He was also concerned because no one let the neighborhood know that this was going in. In the past when the people across the street were talking of senior housing someone went up and down the street and talked to the neighbors about it. When the church was going in the neighborhood was informed and negotiations took place. Back then the Planning Board Chair, Ned Hickey, was also in the neighborhood keeping residents informed. He feels the neighborhood should be informed.

Hartill stated that it is classified as a hospital and that is a permitted use in that area. Unfortunately, we cannot do anything about it. When it comes time for the clinic to get a building permit for the 40 bed portion, then we can be more serious. The Mayor also has concerns and he will register those concerns with the chair of the county legislation on Friday. He feels there needs to be better sheriff coverage in the area. The Village is not about to put in a police force.

Caraccilo stated that he heard there was a possibility of a fence behind it and wondered if this was true. He is worried about locking his doors now. He understands that people need treatment and has no problem with that but it is the 40 bed thing that bothers him.

Kip Cerasaro of 150 Graham Road stated that he has lived in his house for 10 years. He has three small children and is also concerned with safety. He stated that he voiced his concerns to Deborah Dawson when he found out the facility was going to be located on N. Triphammer Road right around the corner from Graham Road.. He read the following email to the Board:

*Good afternoon Ms. Dawson,*

*I am writing to you because of my concern about the new drug treatment center opening in Lansing but first I would like to re-introduce myself. My name is Kip Cerasaro and my family and I live on Graham Rd in the village of Lansing. Our paths have crossed at village planning board meetings and when you were on the campaign trail going door to door in our neighborhood. We talked about the apartment complex next to my home and how we both had concerns about garbage, shopping carts, and crime associated with it. We have been living in our home for 10 years and we have had less negative experiences with the apartment and tenants but as a parent of three young children I'm always concerned for their safety. Which brings me to the drug treatment center. I've read various articles about the center providing a safe space for individuals using the facility but I have not read anything about how the center will impact the neighborhood. For instance:*

- What happens when a person checks out?*
- Can someone check out before treatment ends?*
- Does the center provide supervised release and ensure transportation is provided?*
- Will individuals be free to walk in the neighborhood? (up and down Graham Rd)*
- Negative impact on value of homes?*
- Will the apartment complex become a designated half-way house for those in treatment?*

*These are some of the questions I have and would like some feedback. I don't want to come across as unsympathetic. I have friends and family that are currently battling addiction but the reality is addiction is complicated and it brings on a host of other issues. When I read the article yesterday it was the first I've heard of the treatment center. I wish I was informed of this earlier as I would have had strong opposition to it. My neighbors are also concerned about the same potential issues that I mentioned in the email. My wife and I are extremely upset about the location of the treatment center and while we love our home, we have discussed moving. I welcome your feedback and look forward to your response.*

*Thank you for your time, Kip*

The following was the response back from Dawson:

*To follow up on our conversation, I spoke with Legislator Shawna Black and with Angela Sullivan, the director of the Alcohol and Drug Council. I explained your concerns and those of your neighbors, which she understood. She has agreed to put together an information sheet and get it to me next week (she has to be in Albany this week). When I get it, I will print off several copies for you and your neighbors.*

*Angela also said that you and other residents would be welcome to stop by and visit the facility - probably in a couple of weeks, since, despite what the media reported, the facility is not open yet. If there are several of you who want to do this, I would be happy to try to arrange a meeting/tour. Angela stressed that the facility very much wants to be a good neighbor.*

*Thanks again for getting in touch!  
Deborah*

Cerasaro stated that he strongly opposes this type of facility.

Monaghan stated that as he understands it, this is not a long term treatment facility. It is a transitional facility to get people through the first five days then they are sent off to another location for treatment.

Cerasaro asked why there was not a vote on this. Hartill stated that it is a permitted use in the Village so no vote was needed.

The lady who lives directly behind the new treatment facility stated that there are 2<sup>nd</sup> story windows in the building that overlook her property and she does not know how she will ever be able to feel particularly safe. She feels the patients can be spying on her and following her movements, and she feared that they may break in and hurt her. She feels there is no fence that would be high enough to ensure her privacy. She stated that she does not want to look at the back side of a jail from her property. In the past she has always felt safe in the Village but now she does not.

Hartill stated that he has a community leader's breakfast and he will express his concerns. The Village was not paying attention. In September there was a presentation to the Planning Board. It is an approved use in the Commercial Low Traffic Zone so we don't have leverage to say you cannot do it. All we can do is make sure it is safe. That is where we are legally. The Mayor assured the audience that we are monitoring the situation very carefully. It was requested that the residents give their email addresses to the Clerk.

#### Motion - To Close the Public Comment Period

Trustee O'Neill made a motion to close the public comment period.  
Trustee Monaghan seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye  
Trustee John O'Neill-Aye

Trustee Gerry Monaghan-Aye  
Trustee Patricia O'Rourke-Aye

The next item on the agenda was to approve the minutes from February 4<sup>th</sup> and 14<sup>th</sup>.

Motion- To Approve the Minutes from February 4, 2019

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

Mayor Donald Hartill-Aye	Trustee Gerry Monaghan-Aye
Trustee Patricia O'Rourke-Aye	Trustee John O'Neil-Aye

Motion- To Approve the Minutes from February 14, 2019

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

Mayor Donald Hartill-Aye	Trustee Gerry Monaghan-Aye
Trustee John O'Neill-Abstain	Trustee Patricia O'Rourke-Aye

**Public Hearing on Proposed Local Law 2(2019)**

Motion- To Open the Public Hearing on Proposed Local Law 2(2019), Amendment to Village of Lansing Code-Uniform Fire Prevention and Building Code Administration and Enforcement- Regulation of Parking Garages

Trustee O'Neill moved to open the public hearing. Trustee Monaghan seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Gerry Monaghan-Aye
Trustee John O'Neill-Aye	Trustee Patricia O'Rourke-Aye

Hartill stated that New York State says you must have this law in place. Moseley questioned Section O which pertains to the length of time the records must be retained. Troy stated that the section pertaining to when to get rid of records was word for word from the State. Troy and Moseley will both double check that.

Motion- To Close the Public Hearing on Proposed Local Law 2(2019)

Trustee Monaghan moved to close the public hearing. Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Gerry Monaghan-Aye
Trustee John O'Neill-Aye	Trustee Patricia O'Rourke-Aye

Resolution #6542- To Adopt Local Law 2(2019)-Amendment to Village of Lansing Code-Uniform Fire Prevention and Building Code Administration and Enforcement-Regulation of Parking Garages

Trustee O'Rourke moved this resolution. Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye  
Trustee John O'Neill-Aye

Trustee Gerry Monaghan-Aye  
Trustee Patricia O'Rourke-Aye

The following is a copy of the adopted Local Law 2:

AMENDMENT TO VILLAGE OF LANSING CODE – UNIFORM FIRE  
PREVENTION AND BUILDING CODE ADMINISTRATION AND  
ENFORCEMENT– REGULATION OF PARKING GARAGES

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

SECTION I. PURPOSE & INTENT.

It is the purpose and intent of this local law to amend Chapter 75 (entitled "Uniform Fire Prevention and Building Code Administration and Enforcement") of the Village of Lansing Code so as to establish the regulation of parking garages in the Village of Lansing Zoning Law/Village of Lansing Code.

SECTION II. AMENDMENT TO THE VILLAGE OF LANSING CODE.

**75-19 Regulation of Parking Garages in the Village of Lansing, New York**

- A. The term "parking garage" means any building or structure, or part thereof, in which all or any part of any structural level or levels is used for parking or storage of motor vehicles, excluding:
  - (1) buildings in which the only level used for parking or storage of motor vehicles is on grade;
  - (2) an attached or accessory structure providing parking exclusively for a detached one-or two-family dwelling; and
  - (3) a townhouse unit with attached parking exclusively for such unit.
- B. The term "professional engineer" means an individual who is licensed or otherwise authorized under Article 145 of the Education Law to practice the profession of engineering in the State of New York and who has at least three years of experience performing structural evaluations.
- C. The term "responsible professional engineer" means the professional engineer who performs a condition assessment, or under whose supervision a condition assessment is performed, and who seals and signs the condition assessment report.
- D. The term "unsafe condition" includes the conditions identified as "unsafe" in section 304.1.1, section 305.1.1, and section 306.1 .1 of the 2015 edition of the International Property Maintenance Code and such amendments of said sections as may be made (a publication hereby incorporated into this Chapter).

- E. The term "condition assessment" means an on-site inspection and evaluation of a parking garage for evidence of deterioration of any structural element or building component of such parking garage, evidence of the existence of any unsafe condition in such parking garage, and evidence indicating that such parking garage is an unsafe structure.
- F. The term "deterioration" means the weakening, disintegration, corrosion, rust, or decay of any structural element or building component, or any other loss of effectiveness of a structural element or building component.
- G. The term "unsafe structure" means a structure that is so damaged, decayed, dilapidated, or structurally unsafe, or is of such faulty construction or unstable foundation, that partial or complete collapse is possible.
- H. Parking garages as defined by this Local Law shall be subject to condition assessments in accordance with this section, as set forth below.
- I. Condition assessments-general requirements. The owner or operator of each parking garage shall cause such parking garage to undergo an initial condition assessment as described in paragraph (J) *infra*, periodic condition assessments as described in paragraph (K) *infra*, and such additional condition assessments as may be required under paragraph (L) *infra*. Each condition assessment shall be conducted by or under the direct supervision of a professional engineer. A written report of each condition assessment shall be prepared, and provided to the Village of Lansing Code Enforcement Officer, in accordance with the requirements of paragraph (M) *infra*. Before performing a condition assessment (other than the initial condition assessment) of a parking garage, the responsible professional engineer for such condition assessment shall review all available previous condition assessment reports for such parking garage.
- J. Initial condition assessment. Each parking garage shall undergo an initial condition assessment as follows:
  - (1) New parking garages shall undergo an initial condition assessment following construction and prior to a certificate of occupancy or certificate of compliance being issued for the structure.
  - (2) Existing parking garages shall undergo an initial condition assessment as follows:
    - (a) if originally constructed prior to January 1, 1984, then prior to October 1, 2019;
    - (b) if originally constructed between January 1, 1984 and December 31, 2002, then prior to October 1, 2020; and
    - (c) if originally constructed between January 1, 2003 and the effective date of the rule adding this subdivision to 19 NYCRR section 1203.3, then prior to October 1, 2021.
- K. Periodic condition assessments. Following the initial condition assessment of a parking garage, such parking garage shall undergo periodic condition assessments at intervals not to exceed the lesser of:
  - (1) three (3) years, or
  - (2) at such shorter period as may be fixed by the authority having jurisdiction in its code enforcement program.

L. Additional condition assessments:

- (1) If the latest condition assessment report for a parking garage includes a recommendation by the responsible professional engineer that an additional condition assessment of such parking garage, or any portion of such parking garage, be performed before the date by which the next periodic condition assessment would be required under this subdivision, the Village of Lansing Code Enforcement Officer shall require the owner or operator of such parking garage to cause such parking garage (or, if applicable, the portion of such parking garage identified by the responsible professional engineer) to undergo an additional condition assessment no later than the date recommended in such condition assessment report.
- (2) If the Village of Lansing Code Enforcement Office becomes aware of any new or increased deterioration which, in the judgment of the Village of Lansing Code Enforcement Office, indicates that an additional condition assessment of the entire parking garage, or of the portion of the parking garage affected by such new or increased deterioration, should be performed before the date by which the next periodic condition assessment would be required under paragraph (5) of this subdivision, the Village of Lansing Code Enforcement Office shall require the owner or operator of such parking garage to cause such parking garage (or, if applicable, the portion of the parking garage affected by such new or increased deterioration) to undergo an additional condition assessment no later than the date determined by the a Village of Lansing Code Enforcement Office to be appropriate.

M. Condition assessment reports. The responsible professional engineer shall prepare, or directly supervise the preparation of, a written report of each condition assessment, and shall submit such condition assessment report to the Village of Lansing Code Enforcement Officer within such time period as fixed by the Village of Lansing Code Enforcement Officer. Such condition assessment report shall be sealed and signed by the responsible professional engineer, and shall include:

- (1) an evaluation and description of the extent of deterioration and conditions that cause deterioration that could result in an unsafe condition or unsafe structure;
- (2) an evaluation and description of the extent of deterioration and conditions that cause deterioration that, in the opinion of the responsible professional engineer, should be remedied immediately to prevent an unsafe condition or unsafe structure;
- (3) an evaluation and description of the unsafe conditions;
- (4) an evaluation and description of the problems associated with the deterioration, conditions that cause deterioration, and unsafe conditions;
- (5) an evaluation and description of the corrective options available, including the recommended timeframe for remedying the deterioration, conditions that cause deterioration, and unsafe conditions;

- (6) an evaluation and description of the risks associated with not addressing the deterioration, conditions that cause deterioration, and unsafe conditions;
  - (7) the responsible professional engineer's recommendation regarding preventative maintenance;
  - (8) except in the case of the report of the initial condition assessment, the responsible professional engineer's attestation that he or she reviewed all previously prepared condition assessment reports available for such parking garage, and considered the information in the previously prepared reports while performing the current condition assessment and while preparing the current report; and
  - (9) the responsible professional engineer's recommendation regarding the time within which the next condition assessment of the parking garage or portion thereof should be performed. In making the recommendation regarding the time within which the next condition assessment of the parking garage or portion thereof should be performed, the responsible professional engineer shall consider the parking garage's age, maintenance history, structural condition, construction materials, frequency and intensity of use, location, exposure to the elements, and any other factors deemed relevant by the responsible professional engineer in his or her professional judgment.
- N. The Village of Lansing Code Enforcement Officer shall review each condition assessment report and shall take such enforcement action(s) in response to the information in such condition assessment report as may be necessary or appropriate to protect the public from the hazards that may result from the conditions described in such report. In particular, but not by way of limitation, the Village of Lansing Code Enforcement Officer shall, by Order to Remedy or such other means of enforcement as he may deem appropriate, require the owner or operator of the parking garage to repair or otherwise remedy all deterioration, all conditions that cause deterioration, and all unsafe conditions identified in such condition assessment report. All repairs and remedies shall comply with the applicable provisions of the Uniform Code. Neither this paragraph nor the provisions of the code enforcement program of the Village of Lansing shall limit or impair the right of the Village of Lansing to take any other enforcement action, including but not limited to suspension or revocation of a parking garage's operating permit, as may be necessary or appropriate in response to the information in a condition assessment report.
- O. The Village of Lansing Code Enforcement Officer shall retain all condition assessment reports for the life of the parking garage. Upon request by a professional engineer who has been engaged to perform a condition assessment of a parking garage, and who provides the authority having jurisdiction with a written statement attesting to the fact that he or she has been so engaged, the Village of Lansing Code Enforcement Officer shall make the previously prepared condition assessment reports for such parking garage (or copies of such reports) available to such professional engineer. The Village of Lansing Code

Enforcement Officer shall be permitted to require the owner or operator of the subject parking garage to pay all costs and expenses associated with making such previously prepared condition assessment reports (or copies thereof) available to the professional engineer.

- P. Neither this subdivision nor the provisions of the code enforcement program of the authority having jurisdiction that implement this subdivision shall limit or impair the right or the obligation of the Village of Lansing Code Enforcement Officer:
- (1) to perform such construction inspections as are required by the stricter of subdivision (b) of this section or the code enforcement program of the Village of Lansing;
  - (2) to perform such periodic fire safety and property maintenance inspections as are required by the stricter of this section or the code enforcement program of the Village of Lansing; and/or
  - (3) to take such enforcement action or actions as may be necessary or appropriate to respond to any condition that comes to the attention of the Village of Lansing Code Enforcement Office by means of his own inspections or observations, by means of a complaint, or by any other means other than a condition assessment or a report of a condition assessment.
- Q. The use of the term "responsible professional engineer" in this subdivision shall not be construed as limiting the professional responsibility or liability of any professional engineer, or of any other licensed professional, who participates in the preparation of a condition assessment without being the responsible professional engineer for such condition assessment.
- R. A current operating permit, in the form prescribed by the Village of Lansing, shall be displayed at the Premises for public viewing.
- S. A system of records of the features, assessments and activities specified in this Local Law and of fees charges and collected, if any, shall be established and maintained by the Village of Lansing Code Enforcement Officer.

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 (i) its filing in the office of the Secretary of State and (ii) ten (10) days after publication and posting as required by law; provided, however that it shall be effective from the date of service as against a person served with a copy thereof, certified by the Village Clerk, and showing the date of its passage and entry in the Minutes of the Village Board of Trustees.

**Permissive Referendum**

The next item on the agenda was to consider a permissive referendum to transfer money from the Park & Recreation Capital Reserve Fund. The Village had budgeted to transfer money from the Park & Recreation Capital Reserve Fund in the amount of \$108,000 for the 2018-19 Marian Hartill Park Improvements.

Resolution #6543- Capital Reserve Expenditure Authorization

WHEREAS:

- A. The Village of Lansing (the “Village”) is intending to consider the transfer monies from the Park & Recreation Capital Reserve Funds for capital improvements, the intent being to accommodate the needs of the community and for the benefit of the Village and its residents; and
- B. The Village Board of Trustees has reviewed the needs of the community and for the benefit of the Village and its residents, including potential acquisition of equipment and materials for the Marian Hartill Park, and thereupon determined that such actions will be in the best interests of the Village; and
- C. In anticipation of the current need and anticipated future needs for future acquisitions of equipment and materials , the Village has maintained reasonable and appropriate capital reserve funds so as to set aside such funds for such current and future purposes as they may arise; and
- D. The Village Park & Recreation Capital Reserve Fund has sufficient funds for such contemplated and intended acquisitions of equipment, materials and project needs, some or all of which have been included in the recently approved 2018 - 2019 Village budget; and
- E. The Village Board of Trustees wishes to authorize at this time the sufficient expenditure of such funds such that the aggregate sum of \$108,000 be transferred from the Park & Recreation Capital Reserve Fund;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

- 1. The Village Board of Trustees hereby authorizes the expenditure of funds contemplated and intended for acquisitions of equipment, materials and project needs as set forth above, and the transfers of \$108,000 from the Park

& Recreation Capital Reserve Fund, as determined by the Board of Trustees for such purpose; and

2. Within ten (10) days after the adoption of this resolution, the Village Clerk shall, as set forth in Article 9 of the Village Law, post and publish a notice which shall set forth the date of the adoption of this resolution and contain this resolution or an abstract thereof concisely stating the purpose and effect thereof. Such notice shall specify that such resolution was adopted subject to a permissive referendum; and
3. This resolution shall take effect thirty (30) days after its adoption, unless a referendum is requested, in which event it shall take effect, if approved at such referendum, upon such approval; and
4. This resolution is adopted subject to a permissive referendum as required by law.

Trustee O'Neill moved this resolution. Trustee Monaghan seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye  
Trustee John O'Neill-Aye

Trustee Gerry Monaghan-Aye  
Trustee Patricia O'Rourke-Aye

#### Start Budget Discussions

Hartill stated that before you is the proposed budget. It is a fair chunk of change. He put in a 3% salary increase for the staff as a bogie number for the time being. He has not changed the salary for the Board members but those numbers could be increased.

We have a lot of public work projects. Part of the puzzle involves the Village going through a bid process to get help for our Department of Public Works. He feel that if we have a successful bidder for extra help a \$500,000 job could be done for more like \$300,000. He expects the rates to be more reasonable and we can use our own forces. We did this with the Uptown Road sidewalk project. He believes the estimate to do Uptown Road sidewalk was double the cost of what it actually cost. It would be a contract we have with a contractor similar to the situation that we previously had with Bellisario. The estimates in the budget are based on if we had to bid each individual project.

Hartill stated that the sewer extension to the Town of Lansing will be a separate project. Part of the extension will involve modifying the zoning to increase lot size as part of the package. It is useful to look at all these projects. Some projects, such as Northwood Road, are left over from last year.

There was a proposal to do a lot of road work on Dart Drive but that has been scrapped because the road is in good shape. The plan is for a speed hump to be installed. The data that was obtained from our radar speed sign showed a max speed of 59mph and that more

than half the cars exceeded the speed limit. The average speed was 35mph. The Mayor stated that he has a spreadsheet of data that he would be happy to share. The installation of sidewalks would be for pedestrian safety. The proposed speed hump would be located across from the entrance to the park, half way down the hill.

The Mayor stated that the Water & Sewer Funds are pretty straight forward. We budgeted for some waterline improvement. Hartill asked the Board to please look through and get a good feel for where we are.

The proposed tax rate is being increased from \$1.40 to \$1.50/\$1,000 of assessed value. Mayor Hartill explained that we have been taking money out of our reserve. He was hoping to take a smaller amount from the General Reserve Fund. We can think of delaying some of the projects but that is just deferred maintenance, which he is against. One key will be making sure we have the forces to carry all these projects out. We are fortunate that we can do the final budget approval at our meeting on April 15<sup>th</sup>. We have a month to review the preliminary budget. The Mayor thinks everyone has done a great job putting this preliminary budget together.

Dan Veanor asked what the main cause of a 20% increase was. Hartill stated that it is due to the proposed installation of the Dart Drive sidewalk.

The Mayor feels he made a big mistake when he reduced the tax rate. The tax rate was lowered because we had been building up our reserve fund and he didn't want to increase the reserve balance too much. Then the Tax Cap came into play. Hartill stated that the tax rate will level out after this year. Again this year, we will need to pass a tax levy limit override law. Dake put together the following explanation of this years proposed budget:

## **Expenditures/Revenues for 2019-20**

### Board of Trustees

A1010.1 \$24,000-Trustee Salary-not changed  
A1010.4 \$ 1,900-Contractual expense  
-Send 1 or 2 to training would be ~\$950 each.

### Mayor

A1210.1 \$14,000-Mayor Salary  
A1210.4 \$ 500-Misc. Contractual

### Auditor

A1320.4 \$4,500 –Review (Did Full audit in 2018-19)

### Assessment

A1355.4 \$500-Prepare Village Tax Bills

### Clerk

A1410.1 \$75,284- Jodi's salary- All staff in at 3% increase  
A1410.11 \$19,282-Tammy-PT Clerk \$18/hr. currently 20 hrs. a week 1040x18.54  
=\$19,282  
A1410.2 \$3,000-New computer

A1410.4 \$12,500 –Includes for copier lease, misc. office supplies for whole office, maintenance agreements for software increased 2%, legal ads, training, postage.

Law

A1420.4 \$37,500- Dubow/Troy Legal fees still \$250/hr.

Engineer

A1440.4 \$65,200-Engineering  
\$2,500- General Engineering  
\$11,000-Graham Road Culvert Replacement  
\$51,700-Dart Drive sidewalk improvement

Elections

A1450.4 \$1,500-same

Village Office

A1620.2 \$0 **Still a question as to whether we will need to do anything with old buildings heating system**

A1620.42 **\$18,100**-FLTG \$6,800/Water- \$2,300 (\$63.25 x 3 x 12)/NYSEG-\$9,000 (1/22/19 updated)

A1620.4 **\$7,400**-Village Office  
\$2,000-Repair/Maintenance to current building  
\$4,500 cleaning-added for cleaning of community room  
\$900 sprinkler/fire alarm annual test & monitoring

Buildings-Garage

A1640.2 **\$20,000**-Build 18’x60’ tin sided “lean to” off south side of salt barn to use as cold storage for mowers/blacktop roller/cones. Will be enclosed and have 2 garage doors.

A1640.4 **\$3,000** –miscellaneous building repairs and maintenance.

Special Items

A1910.4 **\$75,000**-Total Unallocated Ins. -same  
\$41,000-workers comp -State Ins. Fund  
\$ 4,300-Lovell W.C.  
\$29,700-Insurance

A1920.4 **\$4,650** Municipal Dues  
\$2,014- NYCOM-same  
\$ 900- IO  
\$1,500- Stormwater Coalition  
\$ 200-Planning Federation

A1950.4 \$0-assessments/tax bills

A1990.4 \$20,000-Contingency

Traffic control

A3310.2 \$0

A3310.4 \$2,500-traffic signal repair & maintenance. Peek controller box typically lasts 3 years.

Animal Control

- A3520.4 \$2,000-Animal Control-Deer
- Code
- A3620.11 \$28,325-½ Code Officers Salary- Mike-3%
- A3620.12 \$12,200-Electrical Inspector-Floyd- 3%
- A3620.13 \$11,034-Fire Inspector-Brian Quadrozzi- 3%
- A3620.14 \$ 0 -Moseley Consulting removed
- A3620.2 \$ 0 -Equipment-already bought new Code Program
- A3620.4 \$9,800- misc. contractual, training and mileage for Mike, Floyd & Brian, increased by \$1,490 for support of new code program/mobile application and \$510 for possible additional training, may want to add mobile app/iPad for Fire Inspector \$900

Street Maintenance

- A5010.1 \$77,552-John salary- All highway staff increased 3%
- A5110.12 \$59,336- Chris-\$23.46/hr. increase to \$24.16
- A5110.13 \$62,236-Nolan-\$25.21/hr. increase to \$25.96
- A5110.14 \$5,000- Summer help
- A5110.2 **\$190,000**
  - 1. \$63,000 Replace the 2011 Chevy One Ton Dump and plow
  - 2. \$55,000 Replace 2016 Chevy Silverado Pick up with Plow
  - 3. \$65,000 Replace Bobcat E55 Mini Excavator
  - 4. \$ 7,000 Enclosed Trailer to take to jobs
- A5110.4 **\$ 80,000**
  - \$10,000-striping of miscellaneous roads
  - \$20,000-crack sealing various roads
  - \$50,000-repair weak spots, fuel, equipment repair etc.

Permanent Improvements

- A5112.2 **\$962,740**
  - 1. Graham Road remove & replace 50 ft. of existing culvert and headwalls.
    - Total **\$110,000**
  - 2. Northwood Rd 1540 tons \$290,840 in 18/19
  - 3. St Joseph’s Lane 220 tons \$22,000
  - 4. Sapsucker Woods Rd 385 tons \$38,500
  - 5. Votopka Rd 80 tons \$8,000
  - 6. Blackchin Blvd 1665 tons \$166,500
  - 7. Rockcress Lane 426 tons \$42,600
  - 8. Burdick Hill Rd 1129 tons \$112,900
  - 9. Oakcrest Rd 1464 tons \$146,400

## Road resurfacing, milling, etc.

Northwood Rd		\$290,840
Total Paved surface at 2"	5,369 Tons @100	\$536,900
Total Striping LS		\$ 25,000

Total **\$852,740**

## Northwoods Reconstruction

Blacktop 1540 tons @\$100 Ton installed	\$154,000
• Milling 4100 sy	\$ 9,000
• Coventry Walk Overlay	\$ 12,400
• Northwood Rd Overlay (AKA Woodthrush Hollow Rd)	\$ 31,000

Gravel for true and Leveling 400 Tons @ \$20	\$8,000
Remove and replace 20 street Trees @ \$300 each	\$6,000
• Mulching and other median work	\$4,000

Outside contractual	\$40,000
	\$264,400
Contingency 10%	\$26,440

Total **\$290,840**

### Snow

A5142.4 **\$70,000**- 1,000 tons salt, blades, plow bolts, etc. increased from \$55,000 because salt price is now \$70/ton

### Street lighting

A5182.2 **\$27,000**-\$2,000 Replace misc. Metal Halide/HPS to LED on Millcroft and Blackchin- 10 @ \$100 each  
-\$25,000 for Northwood street lights 10 lights @\$2,500  
(in last year's budget at \$2,000 ea.)

A5182.4 **\$45,000**- average maintenance and electricity costs

### Sidewalks

A5410.2 **\$587,150**

1400' sidewalk @ \$53 SY 800SY at Northwoods-Total **\$70,150**

Dart Drive Sidewalk Improvements- Install approximately 3,700 feet of concrete sidewalk with integral curb, 2 raised crosswalks, 1 speed hump, bicycle lane(s), signage, street lighting on existing NYSEG poles and storm sewer structure retrofit.

**Construction Budget \$517,000**

A5410.41 **\$5,000**-Greenway

### Public Transportation

A5680.4 **\$6,500**-Gadabout

### Playgrounds

A7140.2 **\$114,100**

Finish retention ponds, Infiltration trench, and playing field at Hartill Park-\$25,000  
Benches and signs \$26,000

Finish trails at Marion Hartill Park. From back of ball field to Northwood and then down to Coventry walk 1,000' Binder/Top and from Dart Drive to south end of ball field 800' of top. All trails are 8.5' wide.

200 ton of crusher run 3" @ \$16	\$3,200
Blacktop 1000'x8.5' at 3 1/2" = 180 ton	\$18,000
Black top 800'x8.5' at 1 1/2" = 65 ton	\$6,500
Paver rental	\$9,000
Dozer rental	\$5,000

\$41,700  
 \$10,000  
 \$11,400

Parking area top at Hartill  
 New Ferris Z-turn mower

A7140.4 **\$2,000**- Park repairs, e.g. fence, receptacles, pavilion repair

Youth Programs

A7310.4 **\$32,703**

-\$16,577 Recreation Partnership 2019-20  
 -\$16,126- JY Commission T of I

Celebrations

A7550.4 **\$600**

-\$300 East Shore Festival of the Arts- Town of Lansing  
 -\$300 Village Holiday Party

Zoning

A8010.1 \$28,325-1/2 of Mike-New Zoning Officer -Salary increase 3%  
 A8010.11 \$ 0 -Moseley Consulting removed  
 A8010.12 \$1,800-BZA \$75 per meeting  
 A8010.41 \$ 500-Contractual  
 A8010.42 \$3,300-Legal fees

Planning

A8020.1 \$24,000-Planning Board Salary  
 A8020.41 \$37,500-Legal at current spending level (still \$250/hr.)  
 A8020.43 \$5,000-Planning Eng.-Brent Cross  
 A8020.44 \$3,000-Contractual- Sending 2 Board members to training. Legal ads-  
 Took out minute prep because we now have Tammy.

Storm

A8140.4 **\$155,000**-same as 2018-19 Budget-didn't do  
 -\$ 35,000-Miscellaneous storm placement and maintenance  
 -\$ 20,000-Storm retention mapping and inspections  
 -\$100,000 for Highgate Circle storm collection system

Beautification

A8510.4 \$5,000-tree program/plantings/landscaping/gardens

Employee Benefits

A9010.8 \$71,103- Retirement  
 A9030.8 \$27,613-Social Security .062 of Salary  
 A9030.81 \$6,458-Medicare .0145 of salary  
 A9045.8 \$750 Life Insurance  
 A9055.8 \$700-Zurich Disability & Paid Family Leave

A9055.83 \$1,500-Long Term Disability  
A9060.8 \$80,000-Full Time employees on insurance thru Consortium, Scott thru wife \$5,000 & 1 retiree \$2,400 max, \$3,000-dental- Insurance-100% (Was \$107K)  
A9089.8 \$3,000- longevity (John, Nolan & Chris all increase)  
Transfer to Capital Reserve  
A9962.2 \$ 0

General Revenue

A1001 \$719,261-Real Property Tax increase from \$1.40 at \$1.50 which is where the Mayor thinks it should be before he had cut it so low before tax cap.  
-Taxable Value-increased from\$476,292,355 to \$479,507,084  
-Allowable Levy Tax Base Growth Factor is 1.0032 (Tax Cap)  
Malls assessment went from \$31M to \$19,350,000  
Borg Warner went up \$1M  
A1081 \$21,913-In Lieu of Taxes- \$1.50 tax rate  
(Value is \$11,381,700 x \$1.50=17,072.55 +Arrowhead \$4,840)  
A1090 \$2,000-Penalties on taxes being late  
A1120 \$700,000 Sales Tax-There was a 6% increase for 2017 and for the 1<sup>st</sup> 6 months in 18-19 we are over what we should be for 6 mo. by \$50K. Increased item by \$50,000.  
A1130 \$32,000-Utility Gross receipts Tax-NYSEG/Phone/other energy suppliers  
A1170 \$25,000- Cable Franchise fees same  
A1230 \$500- Treasures Fees = tax searches and copies.  
A1560 \$12,200 -Electrical Inspections should equal Floyd's salary  
(FYI-earned \$20,017 thru January because of Bomax)  
A2110 \$50-Zoning Fees  
A2115 \$250-Planning Board Fees  
A2401 \$500-Interest  
A2550 \$1,000-Sign Permits  
A2590 \$15,000-Building Permits  
A2655 \$ 50-Minor sales (copies-only \$20 this year)  
A2665 \$130,000 -Sale of Equipment-JC feels we can get-  
1. Sale of Bobcat E55 mini excavator \$50,000  
2. Sale of 2009 IH single axle \$25,000  
(\$40K last year's budget-not sold)  
3. Sale of 2016 Silverado pick up \$30,000  
4. Sale of 2011 Silverado One Ton Dump \$20,000  
5. Sale of Ferris IS3100Z mower \$ 5,000  
A2701 \$1,400 Refund of Prior years-State Ins. Fund  
A2816 \$20,000 Transfer from Water Fund  
A2818 \$15,000 Transfer from Sewer Fund  
A2850 \$739,883-Transfer from Reserve  
As of February General Reserve is ~\$2.4M with no transfers done this budget year.

A2850P \$114,100-Transfer from Park Reserve-  
 Park Reserve balance is ~\$598K after 2018-19 transfer of \$108,000  
 A3001 \$11,652- State Aid hasn't changed in years but it may go to \$0  
 A3005 \$80,000-Mortgage Tax –Increased from \$60,000-we are already over by  
 \$14,000 and still have another payment coming in-will be a  
 surplus in 2018-19.  
 A3501 \$75,000-CHIPS –Courtney thinks it will be the same as last year  
 (He didn't budget for the \$25K that we have received in the past for Pave  
 NY and Extreme Winter Recovery since he thinks they may be cut.)  
 A3989 \$5,000-Park Grant from Tompkins County for benches

5/31/18 unappropriated fund balance was \$334,522  
 By the book Appropriated Cash Surplus is \$ 538,274

**Water Expenses**

F1990.4 \$10,000-Contingency  
 F8320.41 \$2,800-Electricity  
 F8320.44 \$812,000-Water Purchases (Mayor has a formula)  
 F8320.45 **\$55,800-Engineering**  
 \$3,000-General Engineering  
 \$10,000-Dart/Graham Road Water Main survey, design and  
 construction Phase Services for a public works project  
 \$42,800-Warren Rd. survey design and construction phase services  
 for a public works project  
 F8340.2 **\$ 555,000 TG Miller Capital Projects**  
 1.Dart Drive/Graham Road Water Main -Replacement-Phase 1 replace  
 roughly 700 feet of 8-inch water main on Graham Road from Cayuga  
 Mall south, to the corner of Dart Drive **Construction Budget \$105,000**  
 2.Warren Road Water Main Replacement-Replace roughly 3,000 feet of  
 10-inch water main on Warren Road from Bomax Drive to Dart Drive.  
**Construction Budget \$450,000**  
 F8340.4 \$20,000-Contractual-Increased by \$10K last year because not doing own  
 water repairs  
 F9962.2 \$15,000- Transfer to General Fund  
 F0962.4 \$324,762-Transfer to Reserve

Water Reserve Balance is \$752,437. Haven't transferred the \$372,845 to reserve yet as  
 part of 2018-19 Budget.

**Water Revenue**

F2140 \$1,136,800 -Meter Sales- Bolton rate \$5.16 plus 40% surcharge (\$2.06).  
 F2144 \$0-Service Charges-this year have received \$0 from SCLIWC  
 F2148 \$15,000-Late fees  
 F2401 \$200-Bank interest earnings  
 F5031 \$0-Transfer from Reserve Fund

Appropriated cash surplus is \$648,362-By the book method

**Sewer Expenses**

G1440.4	<b>\$55,700</b> - Engineering -\$3,000 General Consultation -\$52,700 Dart Drive Main Replacement-Survey, Design, Attorney and Construction Phase Services for a Public Works project.
G1990.4	\$10,000-Contingent Account
G8120.22	<b>\$3,745,200</b> Capital Projects: Dart Drive Main Replacement - Replace roughly 3,700 feet of 8-inch sewer main from Cayuga Mall to Warren Road with combination of spot repairs, full pipe replacement and/or lining. <b>Construction Budget \$550,000</b> <b>Rebudgeted Cayuga Heights Road Expansion</b> - Total Preliminary Project Budget per Engineer's Report \$3,195,200. Extend roughly 10,300 feet of 15" and 8" gravity sewer along Cayuga Heights Road and E. Shore Drive together with pump station and force mains. <b>Construction Budget \$2,818,000</b> Survey, Design, Attorney and Construction Phase Services. <b>Technical Budget \$377,200</b>
G8120.4	\$150,000-I&I Contractual
G8120.42	\$ 0 Video & Flushing
G8189.4	\$660,000- Intergovernmental charge for sewer \$3.59/1,000gal. Will Equal G2374 VCH Sewer Charge for VOL
G9710.6	\$13,500-Bond Principal Last Year!!
G9710.7	\$ 675-Bond Interest
G9901.9	\$15,000-Transfer to General
G9950.9	\$ 0 Transfer to Capital Reserve

Sewer Reserve Balance is \$3.8M. Haven't transferred the \$1,958,761 from reserve yet as part of 2018-19 Budget since the Cayuga Heights Road project will not be done in 2018-19.

**Sewer Revenue**

G1030	\$7,747 Special Assessment \$4.34 x 863 units=\$3,745.42 \$0.02 x \$200,094,100=\$4,001.88 (G2374 is the other part of special assessment from TOL that make up total Principal & Interest.)
G2120	\$240,000- currently 25% surcharge of water rate(\$1.29/1,000 gal.) Bolton rate \$5.16 plus 40% surcharge would be \$2.06/1,000 gal. Maintenance fee from Town of Lansing~\$10,000 at current rate. Borg Warner to VOL-\$30-35K
G2122	\$5,000-5 connections
G2128	\$10,000-Interest and Penalties

- G2374 \$660,000-\$4.14/ 1,000 gal.-VCH sewer charge on sewer billing  
Cherry/Warren Spec. Assess \$7,660 & Outside users Borg Warner/Miller-  
\$100K at current rate
- G2401 \$100-Interest
- G2770 \$1,000,000-Income from other Municipality or Company for expansion to  
Town of Lansing -never received in 2018-19 budget since  
project was not started.
- G5031 \$2,612,103-Transfer from Sewer Capital Reserve for expansion to TOL-  
( In 2018-19 budget was \$2,195,200 rebudgeting in 2019-20)

Appropriated cash surplus is \$102,795-By the book method

The total budgets for the first round are:

- General-\$3,255,025
- Water-\$1,800,362
- Sewer-\$4,650,075

The following are the **remaining highway expenditures** that Courtney expects to still complete out of the **2018-19 Budget** not including normal operation expenses:

A5110.2	New Truck(\$235K)	\$141,000 (A5142.2-Snow portion \$94,000)	
	Welder	\$ 1,200	<b>Total \$142,200</b>
A5110.4	Street maintenance crack seal & sweeping		<b>Total \$ 25,000</b>
A5112.2	Place asphalt top on		<b>Total \$494,100</b>
	Brook Way	687 ton	
	Brook Drive	506 ton	
	Beckett Way	832 ton	
	Wedgewood Dr.	871 ton	
	Essex Court	200 ton	
	Uptown	1,445 ton @ \$100/ton	Total \$454,100
	Misc Milling		Total \$ 9,000
	Striping 34,000LF @.65		Total \$ 23,000
	Beckett Way Median upgrade to stamp concrete		Total \$ 8,000
A5142.2	New truck already ordered -Snow portion		<b>Total \$ 94,000</b>
A5142.4	240 ton salt ordered 2/21/19 plus may order 110 more		<b>Total \$24,500</b>
	2/22 invoice-137.44 tons-\$9,549.33		
	2/26 invoice- 34.52 tons- \$2,398.45		
A5182.2	Becket and Highgate trail lighting-\$5,000		
	Streetlights at Uptown 8@ \$2,000, includes \$2,000 directional drill to power up at Village owned electrical power point		<b>Total \$23,000</b>
A7140.2	Park storm/field work		<b>Total \$15,000</b>

Revenues

A2655 Will not receive \$25,000 only \$6,000 for the sale of Ford 5600 and JD 737 mowers

**Water Still to do:**

F8340.2 Northwood Water Main replacement		<b>Total \$95,100</b>
Construction	\$85,000	
Technical	\$5,000	
Purchase a plate tamp for water	\$5,100	

**Sewer Still to do:**

G8120.4 Repair sewer on Warren Road		<b>Total \$7,000</b>
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Nothing is being done on the Cayuga Heights Road Expansion. All items moved to next year's budget.

O'Neill asked if we were going to have to replace the heating system in the old office building. Dake stated that we have Sweazey Heating and Air Conditioning coming out to service it and we will have him advise us.

O'Neill also questioned the permanent improvement of paving Sapsucker Woods Road. Dake stated that the Village does own a 500 foot section of road that leads up to the Ornithology Lab. Only a small part of that road is in the Village. Hartill added that we also own a small part of Warren Road. The rest of Warren Road is owned by Tompkins County.

O'Neill stated that the 2016 Chevy truck is pretty new to trade in. Hartill explained that if you keep it longer it costs us more. If you trade in early you can almost get what you paid for it. Hartill explained that the way to look at it was to compare what it costs to lease for that period. Selling a big truck and purchase a new one was in this year budget. There is a back order for the truck but we hope to get it this fiscal year. If not we will encumber the money.

Dake stated that she is gathering information to try and figure out the actual amount of appropriated cash surplus. Currently in the budget we are doing a "by the book method" using a report generated by our accounting program. It could change dramatically based on what project actually get done and estimated revenue. The Board was glad that Dake could figure that out.

Hartill asked the Board to look through the budget very carefully.

Mayors Comments

Mayor Hartill stated that there was good news in County dealings. They are moving the NYSDOT Facility up to a parcel just north of the airport in the Town of Lansing. The County owns 70 acres and they wanted sewer service for that whole area. Today he heard they will subdivide off the piece for the NYSDOT facility. Cross will be writing a letter to Ed LaVigne and we will write a letter stating that it can come through our sewer system.

We have had two water breaks on Warren Road. The first break was in a line that went under a stream. The break was a few inches from the thrust block and they jack hammered it away to get a clamp on the pipe. The last one was pretty bad. It involved lines that were very deep and they didn't know where the break was. They ended up digging a very large hole about the size of a bus. This was at the same time as we got a snowstorm so our roads weren't maintained to our usual standard. Hatfield left to plow while Courtney dug and Zavaski was flagging. Bellisario helped with the repair. We may want to consider adding additional water main replacements to the budget. We don't have a clear picture yet. Everyone has been experiencing a large number of water breaks.

#### General Discussion

Monaghan stated that on the south bound exit from Route 13 there have been many cars that have gone off the road in that one ditch. There have been at least 5 this winter. Hartill stated that they are coming in too fast and they don't make the corner. It is a State Road. Hartill added that there is also a nasty pothole on the southbound ramp.

Monaghan stated that he was just in Elyria, Ohio and there they have alot of abandon malls. It is a concern everywhere with no easy solution. Payless Shoe Stores are closing country wide. In addition to American Eagle, Yankee Candle and Sterling Optical all closing at the Shops at the Ithaca Mall, he heard that Victoria Secrets is also closing. Dake added that the mall didn't renew the lease for Ultimate Athletics and the batting cages so that is also gone. With it being so easy to order online, abandon malls are becoming a problem all over the country.

O'Rourke asked if we have a policy in place for campaigning in the Village Office. Dake suggested that any questions regarding elections should be directed to the Tompkins County Election Board.

O'Rourke had nothing to report on TCCOG. They are trying to find another meeting time that is more convenient. Most people cannot make the current 3pm meetings because they are still at work at their other jobs. She also attended the EROC meeting up by the airport which was very interesting.

#### Motion-To Go Into Executive Session to Discuss Personnel Issues

Trustee O'Rourke moved to go into executive session. Trustee Monaghan seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye  
Trustee John O'Neill-Aye

Trustee Gerry Monaghan-Aye  
Trustee Patricia O'Rourke-Aye

The Board went into executive session at 8:20pm.

#### Motion-To Come Out of Executive Session

Trustee Monaghan moved to come out of executive session. Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye  
Trustee John O'Neill-Aye

Trustee Gerry Monaghan-Aye  
Trustee Patricia O'Rourke-Aye

The Board came out of executive session at 8:30pm.

Hartill entertained a motion to cancel the March 14, 2019 noon meeting since he, Monaghan and Hardaway would not be able to attend. Vouchers will be approved at the following meeting on Monday, March 18<sup>th</sup>.

Resolution #6544-To Cancel the Noon Meeting on Thursday, March 14,2019 Due to Lack of a Quorum

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

Mayor Donald Hartill-Aye  
Trustee John O'Neill-Aye

Trustee Gerry Monaghan-Aye  
Trustee Patricia O'Rourke-Aye

Motion-To Adjourn

Trustee Monaghan moved to adjourn. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye  
Trustee John O'Neill-Aye

Trustee Gerry Monaghan-Aye  
Trustee Patricia O'Rourke-Aye

The meeting was adjourned at 8:31pm.

Jodi Dake, Clerk/Treasurer