

**EMERGENCY TOWN BOARD MEETING**  
**MAY 31, 2023**

An Emergency Meeting of the Lansing Town Board was held at the Town Hall Board Room, 29 Auburn Road, Lansing, NY, and streamed live on YouTube on the above date at 1:06 p.m. The meeting was called to order by Edward LaVigne, Supervisor, and opened with the Pledge of Allegiance to the flag. Roll call by Deborah K. Munson, Town Clerk, showed the following to be

**PRESENT:**

|                               |                              |
|-------------------------------|------------------------------|
| Ruth Groff, Councilperson     | Bronwyn Losey, Councilperson |
| Joseph Wetmore, Councilperson | Edward LaVigne, Supervisor   |

**ABSENT:** Andra Benson, Councilperson

**ALSO PRESENT:** Mike Moseley, Highway Superintendent, Patrick Tyrrell, Parks and Recreation Supervisor, Jennifer Schenck, Information Aide, Supervisor Office, Guy Krogh, Town Counsel, Toni Adams, and Steven Kushner, Bergmann Associates

**LANSING RESIDENTIAL CENTER SITE EVALUATION –**  
**STEVEN KUSHNER, BERGMANN ASSOCIATES**

Mr. Kushner reviewed a document regarding the Lansing Residential Center Site Evaluation, which was previously given to the Town Board.

Mr. Kushner reviewed the Additional Services Proposal #1 and stated:

- Area larger than he originally anticipated
- Scope of work larger than what original \$40,000 could cover
  - Expended \$61,000 (Bergmann labor) to do the work
    - Checked all thirteen (13) buildings
    - Bergmann Associates willing to absorb \$21,000
  - Town already paid Bergmann Associates \$28,000, balance of \$12,000 is due
- Additional reimbursable expenses
  - Hazardous material testing, travel, overnight stays
  - Bergmann expenses \$3,785.90
  - Third-party environmental testing by Paradigm \$26,535.05
  - Bergmann Associates requesting additional \$30,320.95 to pay reimbursable expenses

**HIGHWAY DEPARTMENT BUILDING –**  
**STEVEN KUSHNER, BERGMANN ASSOCIATES**

Mr. Kushner reviewed a document regarding the new Highway Department Building, which was previously given to the Town Board.

Mr. Kushner reviewed the proposal for professional architecture and engineering design services to construct a new Highway Department Building for the Town and stated:

- Basic Design Services
  - Schematic Design
  - Design Development
  - Construction Documents
  - Bidding Phase
  - Construction Administration
- Comprehensive Design Services
  - Commissioning
  - Geotechnical Subsurface Investigation
  - Fuel Island Design
  - Salt Barn Relocation
- Finance
  - Basic and Comprehensive Design Services (soft costs) total \$945,000
  - Reimbursable Expenses total \$5,000
  - Construction Manager approximate range \$180,000-\$450,000

- Bond Anticipation Note (BAN) for \$945,000
- Bond for \$15 million (construction costs)
- Payment schedule
  - \$650,000 total in about 25 weeks
  - Bergmann Associates will bill Town every month for services completed
- Steven Kushner will come to the next Town Board meeting

### **ARPA FUNDS DISCUSSION**

The balance left in the ARPA budget line is approximately \$201,957. Toni Adams attended the meeting requesting money for the Lansing Food Pantry. The Town Board discussed several options and agreed on money for the Lansing Food Pantry and pre-paying for road salt. See motion below.

### **RESOLUTION PROVISIONALLY HIRING DONALD R. WERNER AS A PART-TIME LABORER AT THE TOWN OF LANSING HIGHWAY DEPARTMENT**

#### **RESOLUTION 23-92**

#### **RESOLUTION PROVISIONALLY HIRING DONALD R. WERNER AS A PART-TIME LABORER AT THE TOWN OF LANSING HIGHWAY DEPARTMENT**

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

WHEREAS, the Town of Lansing Highway Superintendent has a need for a part-time laborer, on an as needed basis, at the Town of Lansing Highway Department, and the Laborer position is posted as a continuous recruitment position; and

WHEREAS, said position has been classified and deemed as a Civil Service Labor position by the Tompkins County Department of Personnel, and Donald R. Werner has been identified as a qualified candidate; and

WHEREAS, Highway Superintendent Michael Moseley recommends that Donald R. Werner be hired as a part-time laborer at the Town of Lansing Highway Department and, upon a review thereof, the Town of Lansing has hereby:

RESOLVED, that Donald R. Werner be and hereby is approved to be employed as a part-time Laborer, on an as needed basis, Labor Class, Grade A, Step 4, in the Town of Lansing Highway Department, effective as of May 31, 2023, at a rate of \$23.41 per hour.

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

Councilperson Ruth Groff – Aye  
Councilperson Joseph Wetmore – Aye

Councilperson Bronwyn Losey – Aye  
Supervisor Edward LaVigne – Aye

Accordingly, the foregoing Resolution was approved, carried, and duly adopted on May 31, 2023.

### **MOTION ALLOCATING ARPA FUNDS**

#### **MOTION M23-17**

#### **MOTION ALLOCATING ARPA FUNDS**

Motion by Councilperson Ruth Groff, subject to existing allocations, to allocate balance of ARPA funds (approximately \$201,957) as follows:

- a) \$10,000 to Lansing Food Pantry to offset low inventories and increased demands;
- and

- b) \$191,957 into DA Fund line DA 5142.400 to purchase road salt under state bid contract for the winter of 2023-2024

In the event any funds remain in the ARPA budget line, the same shall be allocated to item b), above, subject to any current encumbrances for said funds.

Councilperson Joseph Wetmore seconded the motion.

All in Favor – 4

Opposed – 0

**MOTION TO ENTER CLOSED SESSION**

Supervisor Ed LaVigne moved to **ENTER CLOSED SESSION FOR CONFIDENTIAL DISCUSSION AND ADVICE FROM TOWN LEGAL COUNSEL AT 2:26 PM.**

Councilperson Joseph Wetmore seconded the motion.

All in Favor - 4

Opposed - 0

**MOTION TO EXIT CLOSED SESSION**

Councilperson Joseph Wetmore moved to **EXIT EXECUTIVE SESSION AT 3:42 PM.**

Councilperson Ruth Groff seconded the motion.

All in Favor - 4

Opposed - 0

**MOTION TO ADJOURN MEETING**

Councilperson Ruth Groff moved to **ADJOURN THE MEETING AT 3:42 PM.**

Councilperson Bronwyn Losey seconded the motion.

All in Favor - 4

Opposed - 0

Minutes taken and executed by the Town Clerk.

Respectfully submitted,

Deborah K. Munson, RMC  
Town Clerk