

Draft- not yet approved TOWN BOARD MEETING

Town of Ulysses

November 25, 2014

Audio of the minutes are available on the website at ulysses.ny.us.

The meeting was held at the Ulysses Town Hall at 10 Elm Street, Trumansburg.

PRESENT:

Supervisor- Liz Thomas

Board members- John Hertzler, Nancy Zahler, Dave Kerness

Clerk- Carissa Parlato

Attorney for the Town- Mariette Geldenhuys

Planner/Zoning Officer- Darby Kiley

2nd Deputy Supervisor- Michelle Wright

ABSENT: Rich Goldman

OTHERS: Michael Boggs, Diane Hillmann, Phil Antweiler, Glynnis Hart, Jim Dennis, Mike and Jodi Marshall, Dave Schurman, Dick Coogan

Notice of Town Board meetings are posted on the town's website and clerk's board.

Ms. Thomas called the meeting to order at 7 p.m.

GENERAL BUSINESS:

APPROVAL OF MEETING AGENDA

RESOLUTION 2014-189:

BE IT RESOLVED that the Ulysses Town Board approve the agenda for the Nov. 12, 2014 meeting with the addition of an executive session at the end.

Moved: Ms. Thomas

Seconded: Ms. Zahler

Ms. Thomas aye

Ms. Zahler aye

Mr. Hertzler aye

Mr. Kerness aye

Mr. Goldman absent

Vote: 4-0

Date Adopted: 11/12/14

APPROVAL OF MINUTES: 10/28

RESOLUTION 2014-190:

BE IT RESOLVED that the Ulysses Town Board approve the minutes of 10/28, both the Public Hearing and the Regular Meeting, as edited by Ms. Zahler orally at the 11/12 meeting.

Moved: Ms. Thomas Seconded: Ms. Zahler

Ms. Thomas	aye
Ms. Zahler	aye
Mr. Hertzler	aye
Mr. Kerness	aye
Mr. Goldman	absent

Vote: 4-0

Date Adopted: 11/12/14

APPROVAL OF CLAIMS

(Mr. Goldman arrived at this time.)

RESOLUTION 2014-191:

BE IT RESOLVED that the Ulysses Town Board approve payment of claims 1 to 39 in the amount of \$ 42,849.58.

Moved: Ms. Thomas Seconded: Mr. Kerness

Ms. Thomas	aye
Ms. Zahler	aye
Mr. Hertzler	aye
Mr. Kerness	aye
Mr. Goldman	aye

Vote: 5-0

Date Adopted: 11/12/14

PRIVILEGE OF THE FLOOR:

Ms. Hillmann announced new officers for the Jacksonville Community Association (JCA): Phil Antweiler (president), and Sara Stickane (treasurer).

REPORTS FROM REPRESENTATIVES (see appendix)

OLD BUSINESS:

WATER DISTRICT-3 – Discussion of options to remove chlorination by-products:

Ms. Thomas discussed the following:

- All areas tested have high TTHM results.
- A decision needs to be made by mid-December to comply with the Dept. of Health (DOH) deadline of Jan. 15.
- Prior attempts to reduce TTHMs have not yielded low enough results.
- Whatever option is chosen must be completed by Sept. 2015.

- Chronic system problems will need to be addressed for the long-term but a short-term fix is necessary as mandated by DOH.
- A decision will ultimately be made by a town board vote, but comments from the public will be taken into consideration.
- The 2015 budget and how the solution will be paid for next year and in the future- there will be an increase of \$54/year for each water unit for 2015
- Levels of reduction for other municipalities who are using aerators

At this point the public was invited to weigh in with their opinions.

Ms. Hillmann does not object to mixer/aerator but thinks it needs to be presented carefully due to cost increase as people struggle to pay costs as they are now. She is opposed to the long term option of joining with the village's water system as she does not want to take on their costs for a new system. Furthermore, she is concerned that the water committee was not consulted early enough on this issue and requests that it is done differently next time.

The board discussed options for paying for the remediation.

Mr. Antweiler expressed concerns on whether an aerator will result in low TTHMs throughout the system and not just at the aeration point.

Ms. Thomas will make sure that contract has a guarantee.

Mr. Coogan agrees that an aerator makes sense but doesn't think the board should bother to discuss connecting with the village.

Ms. Zahler offered a suggestion to create a study group to further explore changes.

BOLTON POINT CONTRACT FOR SHARED MANAGEMENT OF WATER DISTRICT 3

Ms. Thomas presented the draft contract and noted that it was created with feedback from Mr. Meeker, Mr. Dean, two attorneys, and Jack Rueckheim (Bolton Point).

RESOLUTION 2014-192:

WHEREAS the Town of Ulysses Water District 3 is an independent extension of the Southern Cayuga Lake Intermunicipal Water Commission (SCLIWC, also identified as the Bolton Point Municipal Water System) and

WHEREAS the Bolton Point staff have the expertise and licensing to properly oversee and maintain public water systems; and

WHEREAS the contract between the Town of Ulysses and the SCLIWC will benefit Water District 3 by performing the highly technical maintenance that requires specialized equipment, providing backup for routine maintenance for the Ulysses Water District Operator who has other duties with the Town of Ulysses Highway Department, and perform functions that require specific licenses.

THEREFORE, BE IT RESOLVED that the Town of Ulysses Town Board accepts the agreement with the SCLIWC for operation and maintenance services and authorizes the Town Supervisor to sign this agreement on behalf of the town.

Moved: Ms. Thomas Seconded: Ms. Zahler

Ms. Thomas	aye	
Ms. Zahler	aye	
Mr. Hertzler		abstain
Mr. Kerness	aye	
Mr. Goldman	aye	

Vote: 4-0

Date Adopted: 11/12/14

EMS (Emergency Medical Services) BILLING

Ms. Zahler presented the latest draft of the proposed EMS policy.

The group discussed the best way to inform the public and hear input before voting on the policy.

RESOLUTION 2014-193:

Mr. Goldman made a motion to start the regular town board meeting on Dec. 9 at 6:30pm and move the 2nd meeting of the month to Dec. 17 at 7pm.

Moved: Mr. Goldman Seconded: Ms. Zahler

Ms. Thomas	aye	
Ms. Zahler	aye	
Mr. Hertzler		abstain
Mr. Kerness	aye	
Mr. Goldman	aye	

Vote: 4-0

Date Adopted: 11/12/14

The board continued their discussion and made minor amendments to the draft policy before concluding with this issue.

EMS CONTRACT WITH VILLAGE FOR 2015

RESOLUTION 2014-194:

WHEREAS, the Town Board established the Town of Ulysses Ambulance District by resolution adopted on March 12, 2013; and

WHEREAS, pursuant to Town Law §198(10-f) (a) (ii) and (iii), the Town Board is authorized to contract with a municipal corporation on behalf of an ambulance district for provision of ambulance services; and

WHEREAS, the Village of Trumansburg (hereafter referred to as “The Village”), a municipal corporation, maintains an ambulance department with a basic and advanced life support transporting ambulance service; and

WHEREAS, the Town wishes to provide ambulance services to its residents in the Town of Ulysses Ambulance District; and

WHEREAS, such emergency services are vital and necessary to the health and welfare of the inhabitants of the Town; and

WHEREAS, in joint cooperation as contemplated by General Municipal Law 122-b, the Town and the Village wish to cooperate to provide an ambulance service to persons situated in the Town of Ulysses Ambulance District;

NOW, THEREFORE, BE IT RESOLVED THAT:

The Town Board of the Town of Ulysses, on behalf of the Town of Ulysses Ambulance District, hereby approves and authorizes execution of the attached Agreement between the Village and the Town, whereby the Village will provide the Town with basic and advanced life support emergency medical ambulance services, which complies with the regulations of the New York State Department of Health, Bureau of Emergency Medical Services to serve the emergency medical needs of those persons within the boundaries of the Town of Ulysses Ambulance District. Services to be provided include Basic Life Support transport and treatment and arranging for or providing Advanced Life Support Treatment. And be it further

RESOLVED THAT, pursuant to the Agreement, the Town shall pay the Village the sum of \$294,001.75 for such services, on or before March 1, 2015. And be it further

BE IT FURTHER RESOLVED THAT, pursuant to Town Law §198(11), the Agreement shall be executed by the signatures of a majority of the members of the Town Board.

Moved: Ms. Thomas Seconded: Ms. Zahler

Ms. Thomas	aye	
Ms. Zahler	aye	
Mr. Hertzler	aye	
Mr. Kerness		nay
Mr. Goldman	aye	

Vote: 4-1
Date Adopted: 11/12/14

NEW BUSINESS:

PUBLIC HEARING ON THE 2015 FIRE AGREEMENT WITH THE VILLAGE

RESOLUTION 2014-195:

BE IT RESOLVED that the Town Board of the Town of Ulysses sets a Public Hearing to be on the date of November 25, 2014 at 7 p.m. at the Town Hall for the purpose of hearing comments on the Fire Agreement between the Town of Ulysses and the Village of Trumansburg.

Moved: Ms. Thomas Seconded: Mr. Kerness

Ms. Thomas	aye
Ms. Zahler	aye
Mr. Hertzler	aye
Mr. Kerness	aye
Mr. Goldman	aye

Vote: 5-0

Date Adopted: 11/12/14

APPOINTMENT OF PLANNING BOARD AND BOARD OF ZONING APPEALS CLERK

RESOLUTION 2014-196:

WHEREAS the Town of Ulysses needs to fill the upcoming vacancy for the Clerk of the Planning Board and Board of Zoning Appeals; and

WHEREAS the Town of Ulysses advertised widely for the position and received a large pool of applicants; and

WHEREAS an interview committee interviewed four candidates, all of whom had good to excellent qualifications.

BE IT RESOLVED that the Town Board of the Town of Ulysses appoints Louis DiPietro as the Clerk for the Town of Ulysses Planning Board and Zoning Board of Appeals.

Moved: Ms. Thomas Seconded: Mr. Kerness

Ms. Thomas	aye
Ms. Zahler	aye
Mr. Hertzler	aye
Mr. Kerness	aye
Mr. Goldman	aye

Vote: 5-0

Date Adopted: 11/12/14

FILLING VACANCIES FOR PLANNING BOARD AND BOARD OF ZONING APPEALS

One full member and one alternate are needed for each board. The board discussed the process for interviewing and recruiting to fill the vacancies.

PRIVILEGE OF THE FLOOR:

(no members of the public present; no comments submitted)

BUDGET MODIFICATIONS

RESOLUTION 2014-197:

BE IT RESOLVED that the Ulysses Town Board approves budget modifications as follows:

A1220.4 Supervisor CE increase \$670.65
Bi-monthly cost for payroll comes out of this line as well as all Town Board related legal ads

A1420.4 Attorney CE increase \$54.75
Attorney utilized in 2014 more than expected

A5182.4 Street Light CE increase \$429.05
2014 costs exceeding estimates

A7550.4 Celebrations CE increase \$2000.00
WinterFest 2013 incorrectly posted in 2014

A8810.4 Cemeteries CE increase \$260.00
There was an increase of the rate charged by Jeff Brown in 2014 from \$667 three times a year to \$766.67 three times a year.

A9060.8 Medical/Dental Insurance increase \$2,877.41
2014 costs exceeding estimates

A1990.4 Contingency Account A Fund decrease \$1,367.79
A917 Unassigned A Fund Balance decrease \$4,924.07

B1420.4 Attorney CE increase \$6,133.44
Attorney utilized in 2014 more than expected: zoning changes and site plan review process start-up

B3620.4 Safety Inspection CE increase \$690.26
Training of new employee in 2014

3620.2 Safety Inspection EQ decrease \$6,823.70
New vehicle is not being purchased this year

DB9060 Medical Insurance increase \$741.77
2014 costs exceeding estimates

DB915 Assigned Unapprop DB Fund Bal decrease \$741.77

Moved: Ms. Thomas Seconded: Mr. Kerness

Ms. Thomas aye

Ms. Zahler	aye
Mr. Hertzler	aye
Mr. Kerness	aye
Mr. Goldman	aye

Vote: 5-0

Date Adopted: 11/12/14

EXECUTIVE SESSION:

Ms. Thomas made a motion to move into executive session to discuss matters leading to the appointment of a particular person at 9:57 p.m., seconded by Mr. Goldman; passed unanimously.

Ms. Zahler made a motion to come out of executive session at 10:45 p.m., seconded by Mr. Goldman; passed unanimously.

ADJOURN:

Mr. Kerness made a motion to adjourn the meeting at 10:45 p.m., seconded by Mr. Hertzler; passed unanimously.

APPENDIX:

REPORTS FROM REPRESENTATIVES-

Jim Dennis, County Legislator:

- The county's budget will be voted on soon; it will be under tax cap.
 - Taxpayers will receive a check for whatever their share of the increase was over last year's increase.
 - The county will get credits from the state for each point under the tax cap.
- TCCOG (Tompkins County Council of Governments) and the County Administrator have been discussing the potential for sharing local justices/court with goal of saving money.
- The Health Consortium has requested that each agency perform a dependent recertification and unions/bargaining units are objecting.
- The county is been negotiating on whether ADS (power plant) should be purchased or supported by the county.
- NYSEG has told a few businesses in Cornell Industrial Park that they cannot supply gas to them unless a pipeline is approved/built.

PLANNING BOARD / ZONING OFFICER-

Planning Board:

On October 21st, the Planning Board approved the Site Plan for a Lakeshore District residence and continued Sketch Plan Conferences for two other residences in the Lakeshore District. On November 4th, the Planning Board worked on recommendations for zoning revisions, and passed two resolutions.

BZA:

There has not been a BZA meeting since the last Town Board meeting.

Enforcement actions:

- Stormwater violation: The engineer for the Pennsylvania Ave project is re-working the Stormwater Plan.
- Zoning violation: 1942 Trumansburg Rd – A non-jury trial was held in Ulysses Town Court on 10/16/14. Judge Dresser found the defendant guilty of the Zoning violations and ordered him to bring the property into compliance.
- Zoning/stormwater violation: There was grading work being done at 1286 Taughannock Blvd. The contractor was informed that grading in a UNA in the Conservation District is subject to Site Plan Approval, and the grading may be subject to the Stormwater Law. Work was immediately stopped and the site was stabilized with straw.

Grants:

Energy Projects: Grant – The Project Team is collecting background housing data for the project. A press release with detailed information is still on hold until the contract is executed.

Other Meetings/Issues:

Water Resources Council (WRC): At the October 20th meeting, the Tompkins County Planning Department presented the draft County Comprehensive Plan and heard comments from WRC members. There was an update on hydrilla efforts; there will soon be a brochure on arsenic in well water; and it was reported that the Park Foundation awarded funding to the wetlands mapping project on which the Wetlands Committee and Cayuga Lake Watershed Network have been working, additional funding has been requested of the County Legislature.

Cayuga Lake Watershed Intermunicipal Organization: The group met on October 22nd and discussed the following: the work plan and advisory committee for the watershed management plan update; a new website; organizational outreach; and additional \$2,000 was awarded to the Floating Classroom.

TOWN REPORTS-

HIGHWAY SUPERINTENDENT- Mr. Meeker

As Mr. Meeker was not present, Mr. Kerness reported that the crew has been working on Maplewood Road, among other places.

TOWN CLERK- Ms. Parlato

Financial report for Oct.:

Collected \$2527.50 in fees for licenses (dog, marriage, sporting)

The town keeps \$1175.21 of that.

Licenses issued:

Sporting licenses- 15

Disabled parking permits- 0

Dog licenses and renewals- 49

Marriage licenses- 6

Activities:

- Investigated options for:
 - allowing citizens to pay bills/licenses online

- citizens to make credit card payments and be charged a fee rather than town paying fees
- Made several inquiries with regards to gas and electric to find most user friendly/cost effective company
- Got cell phone set up for Fred/water district
- Collected applicant information, participated in screening of applications and set up interviews for the PB/BZA Clerk position
- Kept up with the writing up of meeting minutes for TB approval
- Updated various areas of the town's website
- Assigned a new address and notified relevant parties
- Networked with various people to determine how water units are figured- for budget purposes
- Coordinated with Fred/Jim to prep for water billing
- Got estimate from contractor for minor repairs at TH
- Other routine clerk tasks- collecting and processing water payments, answering questions, issuing licenses, keeping the books balanced, sorting mail and preparing bills, etc.
- Was out for some days due to ailing grandpa

CODE ENFORCEMENT OFFICER- Mr. Rachun

8-Oct-14	34.-1-9	Redders Bar&Grill	door repair	\$1,200	\$59
8-Oct-14	33.-5-5	L. James	single family	\$369,000	\$425
14-Oct-14	27.-2-7	R. Cooper	array	\$10,900	\$88
14-Oct-14	26.-3-9.2	J. Freidman	fuel fireplace	\$3,000	\$55
18-Oct-14	10.-3-9.21	A. Abelson	yoga center	\$100,000	\$355
20-Oct-14	35.-2-22	P. Selaff	solar array	\$18,700	\$112
29-Oct-14	27.-3-9.2	N.Nolte	house renovation	120,000	\$425
30-Oct-14	22.-4-25.3	W. Waoer	house addition	\$5,000	\$70
4-Nov-14	26.-1-17.12	M. Knight	solar array	\$31,200	\$151
6-Nov-14	31.-2-8.2	L. Larson	accessory building	\$25,000	\$128
6-Nov-14	21.-4-21	C. Wallace	house renovation	\$3,000	\$64
7-Nov-14	13.-4-11.1	L. Heimbach	solar array	\$11,500	\$91
7-Nov-14	12.-4-4	G. Keil	solar array	\$9,000	\$85
8-Nov-14	11.-4-8.2	R. Ploss	solar array	\$11,500	\$109

SUPERVISOR-Ms. Thomas

Budget and financial (meetings 10/15)

This took the majority of my time in October.

- Prepare the 2015 preliminary budget based on Town Board input, answer TB requests and recalculate figures
- Write budget narrative, prepare presentation for public hearing. Write separate narrative for WD3 customers outlining increase for the TTHM reduction.
- Provide extra detail on sales tax income over time, double check numbers for employee benefits.
- Reconcile differences in Dept of Assessment levy numbers. Initiate budget discussion with other town supervisors.
- Double check accuracy of mortgage tax numbers.
- Respond to questions from residents.
- Prepare final budget, submit to Town Clerk.

- Submit tax cap override to Office of the State Comptroller.
- Meet with Deputy to discuss lessons learned from her recent training with the State Comptroller. Discuss different options to lead to more transparency.

Water District

- Prepare and send chlorination by-product reports to Department of Health.
- Follow through on draft contract with Bolton Point to manage parts of WD3, review with Fred/Jim, Bolton Point contacts, and attorneys.
- Read Hunt Engineering report on options for reducing chlorination by-products.
- Arrange for engineer to meet with Town Board and the public on 10/28 to explain options for reducing chlorination by-products.
- Coordinate additional water testing locations to complete the modeling process for WD3. Compile results of tests, and send to Bolton Point and Department of Health.

TCCOG – meeting 10/23

- TCAT funding and TCCOG representation on the TCAT board
- County Comprehensive Plan
- AirBnB – taxes on room rentals – hotel taxes being averted.
- Update on Shared Services – working on IT first.
- Taxi cab joint county-side legislation – led by City of Ithaca.
- Fracking waste on roads – discussion of joint legislation.

Shared Services (meet 10/22)

- Am member of committee working on effective and potentially feasible shared services throughout Tompkins County.

Personnel (meet 10/20, 10/24)

- Work with team to hire new clerk for the Planning Board and BZA. Review all applications, narrow down candidate list, interview.

Highway

- Address flooding issues with residents along Maplewood Road. Work with Jim, insurance company and Mariette.

Dog Control (meet 10/7)

- Monthly meeting of coalition for animal control. Refine educational materials that encourage dogs to be licensed and dog/cats vaccinated for rabies.

Planning and Zoning

- Address nuisance sheep complaint and follow-up from BZA denial
- Meet with individual Planning Board members and Zoning Officer to find ways to improve process and communications.

Sustainability

- Follow discussions revolving around planned natural gas pipeline expansions
- Reach out to others vis a vis community power projects,

- Write to County Legislators encouraging the County Planning Dept to take the lead to help the entire county reduce greenhouse gas emissions.

Other

- Discuss stormwater issues with outside engineer.
- Follow through work arising from the change in bookkeeper position.
- With Michelle, begin working on Organizational Meeting template for 2015.
- Continue to collect names of potential members for the Ag committee, PB and BZA.
- Plan next steps for sidewalk grant.
- Fire – reach out to other municipalities for required joint public hearing on fire contract.
- Work away at a huge backlog of email that accumulated during work on budget.
- Weekly review of topics with attorney for the town.
- Prepare agendas, resolutions, background documents, review topics with TB members, conduct meetings, and review minutes.
- Review claims and budget, make suggested budget modifications to be approved by TB, review payroll, sign checks,
- Periodic check in with Town Clerk and Deputy Supervisor re work load and coordination.
- Review County, State and Federal actions.

2nd DEPUTY SUPERVISOR –Ms. Wright

Bookkeeper

- Payroll (subsequent FICA calculations, NYSLRS reporting)
- Vouchers (further development for proposed changes in voucher system)
- Attending a 2.5 day work shop in Ogden hosted by the NYSOSC entitled “Advanced Government Accounting”
- Meeting with Liz regarding action items that came out of that training, we brain stormed about changes in voucher system and budget accounts. Changes focus on transparency and ease of access to information.
- Input of the 2015 budget into Quickbooks
- 2015 budget: calculations for employee benefits and rate of pay, reserve balances
- Produced historical figures for sales tax and mortgage tax

Utilities

- Continued work with OPTONY to develop analysis of solar panel production vs. kWh charged
- Communication with Paula Younger (Deputy County Administrator) regarding Tompkins County solar panels
- Street light inventory completed and uploaded on server

Planning Board/BZA Clerk

- Completion of minutes
- Assist with organization of candidate selections and interviews, letters to candidates not selected
- Sitting in on clerk interviews
- Planning Board meeting and minutes

Shared services

- Attended meeting to consider county-wide IT shared services

Emergency Preparedness Plan

- Continued work on action items

Ag committee

- Continued work on action items

Miscellaneous

- Comp time tracking Excel document: creation, distribution, subsequent updates based on feedback
- Assistance with development of RFP for engineers, collection of engineer firm contact information
- Wrote short grant application for EPA funded Smart Growth 101 Workshop
- Communications and organization regarding sending certified resolution 93 opposing LPG gas Storage to key representatives
- Sidewalk DOT grant awarded, conversations with Marty and Liz about organizational planning

TOWN BOARD MEMBERS AND COMMITTEES**Ms. Zahler-**Village of Trumansburg:

- Sidewalk Grant- the Mayor will work with funder on details to implement
- Policing in the Town- Reports from last several months indicate about 10-20% of the calls T'burg Police respond to are in the Town of Ulysses. I will follow up to convene the meeting called for in the MOU with the Village to review policing data.
- No report on water system at the Nov 10th meeting
- The Town/Village Historians have worked on securing an historical marker at the old Dorsey home of the first black voter in Ulysses and the Village will be re-naming the portion of King Street that comes up the hill from the bridge by the water treatment plan Dorsey Hill, which is its former name.
- More historical markers are being engraved to finish up the Main Street project.
- Village is beginning to plan its January State of the Village meeting to include updates on Deer Management Plan and to discuss whether and how to modify the Village's Open Container law in light of business interest in serving alcohol at sidewalk tables.

Jacksonville:

- Attended the Jacksonville Association annual meeting at which they elected Phil Antweiler President, to replace Diane Hillmann and Sara Stickane Treasurer to replace Dave Schurman.
- I will continue to be the informal liaison to that group.
- Requested and received records from DEC on the original consent agreement signed between Mobil and DEC re: Jacksonville. I will forward to Carissa for Town records.

- DEC will share findings of soil testing conducted by GES for Exxon/Mobil but we need to submit FOIL, which should be no problem.
- Requested and received an update from Exxon/Mobil on status of soil testing and repairs on old church. The contractor's bid has been received to winterize the church and that is working its way through E/M channels for approval to spend the funds needed. The results of soil testing are back but report is not yet complete. Will continue to follow up.
- Will be exploring any state resources for Jacksonville re-development that may be available from the state's Brownfields program.
- We will need to decide soon whether and how to use the \$4500 in funds budgeted for community development planning in Jacksonville. JCA has a planning meeting on 12/4 and they may have feedback on how to proceed as well.

Youth Commission:

- MOU with Village finalized and signed
- Need to schedule reconciliation meetings on summer program
- Youth Commission heard from local program representatives who would like to have a more inclusive, easier to access guide to local youth programs, including those sponsored by the Town and Village.
- Will be asking Carissa about whether she could help with updating a website and possibly creating a brochure to distribute in the Spring with all spring and summer programs.

Community Outreach:

- Asked for and Town received materials to help smokers working in or visiting the Town Hall to quit.
- The DSS staff doing outreach are very glad to be able to meet people locally to help them access services
- Health Exchange Navigator Cassandra Aiken will again return to Town Hall to help local residents with enrollments. Scheduling to be worked out with Carissa may overlap with DSS to be One Stop Shopping.

EMS Billing:

- Updated proposed policies and prepared a draft resolution, using template created by Mariette. Sent revised Draft to Mariette for review and feedback.
- Checked with Village about timing for EMS payments. Payments collected by MedEx and deposited with the Village are paid out monthly by the Village to other municipalities if they had revenues from billing that month.

ATTORNEY FOR THE TOWN- Ms. Geldenhuys

- Worked on zoning violation with Ms. Kiley
- Two new claims were filed from Maplewood Road by residents who had damage on from the August flood and did not have flood insurance.

Respectfully submitted by Carissa Parlato on 11/21/14