

ORGANIZATIONAL MEETING

Town of Ulysses

January 7, 2015

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 (8:40 a.m.)

Board members- John Hertzler (8:15 a.m.), Nancy Zahler, Dave Kerness, Rich Goldman (excused at 10:05 a.m.)

Clerk- Carissa Parlato

2nd Deputy Supervisor- Michelle Wright

OTHERS:

(none)

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

Ms. Zahler called the meeting to order at 8:04 a.m.

RESOLUTION 2015-1: Dates of meetings

BE IT RESOLVED, the Regular Monthly Board meetings of the Ulysses Town Board will be held on the second Tuesday of each month at 7:00 p.m. at the Ulysses Town Hall at 10 Elm Street, Trumansburg, NY. A second monthly meeting will be held on the 4th Tuesday of each month at 7:00 p.m.

Moved: Mr. Kerness

Seconded: Ms. Zahler

Ms. Thomas absent

Ms. Zahler aye

Mr. Hertzler absent

Mr. Kerness aye

Mr. Goldman aye

Vote: 3-0

Date Adopted: 1/7/15

RESOLUTION 2015-2: Media

BE IT RESOLVED the designated news media is advised of the foregoing schedule and meeting notices will be posted, in accordance with the Open Meetings Law, on the Town Clerk's bulletin board and the Town Website.

FURTHER RESOLVED the Ithaca Journal, a newspaper regularly published and having general circulation in the Town, is hereby designated as the official newspaper of Town of Ulysses.

NOTE: It was also suggested that the Trumansburg Free Press be alerted to important things.

Moved: Mr. Kerness

Seconded: Ms. Zahler

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

Vote: 3-0

Date Adopted: 1/7/15

RESOLUTION 2015-3: Review of claims

BE IT RESOLVED, the Town Board will use the following procedure for review and audit of the monthly claims before presentation for Board approval at the Regular Monthly Meeting of the Ulysses Town Board:

1. Invoices are received in the Town Clerk's Office, through the mail, electronically, or personally delivered.
2. Town Clerk obtains approval of the expense, which is evidenced on the voucher cover sheet with the initials or signature of the department head or person who gave rise to the claim. The Town Clerk or the department head also indicates on the invoice the general ledger account that should be charged for the expense and checks to see that each invoice is properly itemized, mathematically accurate, and contains sufficient detail to ensure that the Board members auditing the claim can determine whether the proposed payment is proper and just.
3. Town Clerk gives invoices to the Bookkeeper who inputs the invoices into the accounting software and produces a listing of all vouchers (Abstract of Vouchers, or, Voucher Report) for Town Board approval at the Regular Monthly meeting. The Bookkeeper keeps an updated file of claims to be audited before the meeting, which the Town Board members can access. All claims to be submitted for approval by Board vote at the Regular Meeting shall, if at all possible, be processed and in the file of claims by the end of the day on the Monday before the Regular Meeting.
4. In addition to the Supervisor, a sub-committee of 2 Town Board members will audit the vouchers on behalf of the full board. Any other Town Board members who wish to audit the claims may do so as well. The sub-committee rotates every 6 months (January to June, July to December) with Nancy Zahler and Rich Goldman serving from January to June and John Hertzler and Dave Kerness serving from July to December. Sub-committee members will initial each voucher cover sheet after review. Any questions should be brought to the attention of the Town Supervisor or Bookkeeper.
5. Audit by the Town Board does not have to happen all at once. Invoices will be entered throughout the month and can be approved periodically throughout the month. All claims shall be audited by board members by 5 p.m. on the day of the Regular Board meeting if at all possible.
6. The Bookkeeper produces a final Abstract of Vouchers the day of the Town Board meeting.

7. After the Town Board votes to approve payment of the claims, the Town Clerk signs the Abstract of Vouchers and the Bookkeeper cuts checks.

8. Supervisor signs checks. Checks are given to the Clerk's office and should be double-checked for accuracy against the abstract before mailing.

9. Invoices are then filed by vendor by the Town Clerk, with the most recent payment in front of the file.

All claims must be approved for payment by the Town Board except for: (1) fixed salaries or compensation for services of offices or employees regularly engaged at agreed wages by the hour, day, week, or year; (2) principal or interest on indebtedness; (3) amounts becoming due on lawful contracts; (4) certain welfare payments (Town Law 125 & Social Services Law 86); (5) payments made pursuant to a court order; (6) mandatory payments to the State Comptroller for retirement.

FURTHER RESOLVED that the Town Board authorizes the Supervisor to pay in advance of audit of claims for utilities, postage, and approved contractual agreements which if delayed may result in loss of discounts, the accrual of service charges, or cancellation of service. All such claims shall be presented at the next regular meeting, as per Town Law section 118.

Moved: Mr. Kerness

Seconded: Ms. Zahler

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

Vote: 3-0

Date Adopted: 1/7/15

RESOLUTION 2015-4: Minutes

BE IT RESOLVED, Draft minutes of the Town Board meetings will be produced by the Town Clerk within 14 days of the date of the meeting and sent to Town Board members for approval. At a minimum, all minutes shall include all formal motions.

FURTHER RESOLVED in accordance with the Open Meetings Law, draft meeting minutes, clearly labeled with the date and "DRAFT, not yet approved" will be available to the public through the Town Clerk's Office, but not posted on the web site until approved by the Town Board.

Moved: Ms. Zahler

Seconded: Mr. Kerness

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

Vote: 3-0

Date Adopted: 1/7/15

RESOLUTION 2015-5: Mileage

BE IT RESOLVED mileage at a rate of \$0.575 cents per mile, based on the IRS standard mileage rate, shall be paid to Town Officials and employees for use of their personal vehicles for Town Business and that such mileage shall be reported on the form provided by the Town Clerk.

Moved: Ms. Zahler

Seconded: Mr. Kerness

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

Vote: 3-0

Date Adopted: 1/7/15

RESOLUTION 2015-6: Petty Cash

BE IT RESOLVED that the Town Clerk and the Court Clerk's petty cash funds are each \$300 for 2015.

Moved: Ms. Zahler

Seconded: Mr. Kerness

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

Vote: 3-0

Date Adopted: 1/7/15

(Mr. Hertzler arrived at this time.)

RESOLUTION 2015-7: Crime Coverage

BE IT RESOLVED that the following crime coverage for Town officials, appointees and employees is hereby approved:

Money inside premises \$100,000 (\$1,000 deductible)
Money outside premises \$100,000 (\$1,000 deductible)
Forgery and alteration \$100,000 (\$1,000 deductible)
Employee Theft - Per Loss \$50,000 (\$2,500 deductible)

Excess Coverage:

Deputy Supervisor \$650,000
Supervisor \$650,000
Tax Collector/Town Clerk \$650,000
Includes Faithful Performance

Moved: Ms. Zahler

Seconded: Mr. Goldman

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

Vote: 4-0
Date Adopted: 1/7/15

RESOLUTION 2015-8: Financial report

BE IT RESOLVED that an annual financial report be presented to the Town Clerk within 30 days of the end of the fiscal year as required by Town Law Section 29(10). In lieu of the financial report, the Supervisor is hereby authorized to submit to the Town Clerk, within 60 days after the close of the fiscal year, a copy of the annual update document (AUD) to the State Comptroller, and that the Town Clerk shall cause a summary thereof to be published in accordance with the law (Town Law Section 29(10-a)). If the time for filing the AUD is extended 60 days by the State Comptroller, the Supervisor's time for filing a copy of the AUD with the Town Clerk is extended for a like period.

Moved: Ms. Zahler

Seconded: Mr. Goldman

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

Vote: 4-0
Date Adopted: 1/7/15

RESOLUTION 2015-9: Financial reconciliations

BE IT RESOLVED the Town follow the recommendation of auditor Ciaschi, Dietershagen, Little, Mickleson and Company and have the Supervisor or Bookkeeper review the reconciliation of the Town Clerk's bank statements and the Town Clerk's office review the reconciliation of the Supervisor's bank statements in order to safeguard the town's finances.

Moved: Ms. Zahler

Seconded: Mr. Goldman

Ms. Thomas absent
Ms. Zahler aye

Moved: Ms. Zahler

Seconded: Mr. Goldman

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

Vote: 4-0

Date Adopted: 1/7/15

ESTABLISHMENT OF PAY PERIODS AND SALARIES:

RESOLUTION 2015-13: Pay periods

BE IT RESOLVED the Town Board hereby establishes the following payroll periods:

Bi-weekly:

Town Supervisor, Highway Superintendent, Town Clerk, Justices, Deputy Town Clerk, Deputy Highway Superintendent, Deputy Supervisor, Highway Department Staff, Bookkeeper, Code Enforcement Officer, Zoning Officer, Planning and Zoning Staff, Court Clerk, Temporary student and other employees, part-time Clerical, Administrative, and Support staff, Water Department staff

Monthly: Councilpersons

Annually: Historian & Deputy Historian

Voucher: contractual workers and all others not listed above

Moved: Ms. Zahler

Seconded: Mr. Goldman

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

Vote: 4-0

Date Adopted: 1/7/15

RESOLUTION 2015-14: Pay rates

BE IT RESOLVED that the Town Board hereby establishes the following pay rates for employees and elected officials in 2015. If necessary to appoint a new employee or replace an elected official during the year of 2015, the Town Board will establish a salary commensurate with the experience and availability of funds:

Position	2015 Budgeted Appropriation	Hourly rate if applicable
Town Board		

Supervisor	\$16,238	-
Budget Officer	\$15,808	-
Second Deputy Supervisor	\$32,240	\$20.00
Bookkeeper	\$20,800	\$20.00
Councilperson	\$4,283 each	-
Clerk		
Town Clerk	\$49,612	-
Deputy Town Clerk	\$33,950	\$19.91
Court		
Town Justice	\$16,599 each	-
Court Clerk	\$40,085	-
Planning, Zoning, Building		
Enforcement Officer for Building Code	\$31,564	-
Deputy Enforcement Officer	\$15,000	\$19.18
Zoning Officer	\$28,005	-
Planner	\$28,005	-
Planning and Zoning Clerk	\$5,000	\$16.00
Planning and BZA Chairs	\$200 each	
Planning and BZA Members	\$100 each	
Highway		
Highway Superintendent	\$61,088	-
Deputy Highway Superintendent	multiple budget lines	\$22.62
Highway Machine Equipment Operators	multiple budget lines	\$18.84 - \$20.47
Laborer	multiple budget lines	\$13.70
Water		
Water Distrib. & Maintenance Operator	\$15,500	\$18.84
Water District Laborer	\$4,800	\$18.84
History		
Historian	\$1000	-
Deputy Historian	\$500	-

Moved: Ms. Zahler

Seconded: Mr. Kerness

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

Vote: 4-0

Date Adopted: 1/7/15

(Ms. Thomas arrived at this time.)

RESOLUTION 2015-15: Time records

BE IT RESOLVED that all hourly employees shall turn in a Town of Ulysses time card by the end of the last day of the pay period recording regular and overtime hours in accordance with the personnel policy. Salaried employees, and elected officials wishing to participate in the town’s benefits programs, shall report time used for vacation, sick time, holiday or other time off on a Town of Ulysses time card to maintain accurate records of benefit time used. No pay will be issued without a time card that has been signed by the employee and employee’s supervisor and submitted to the Bookkeeper. If the employee is submitting electronically to the Bookkeeper, the Department Head / Employee Supervisor must give electronic approval as part of the time card submission. Salaried and hourly employees (non-elected) should use this time card to submit sick, vacation, holiday and personal time off. It is the responsibility of the employee’s supervisor to assure the time card is accurate.

FURTHER RESOLVED that to maintain accountability of all employees who work for the town, and to clarify supervisory roles, the following listing specifies employee supervisors. Each employee supervisor is responsible for approving time cards (if required), vacation, personal, sick days and compensation time used by each employee. Time off for each employee must be reported to Bookkeeper who will maintain records.

Employee	Employee Supervisor
Supervisor	Rotating Town Board member
Second Deputy Supervisor	Town Supervisor
Bookkeeper	Town Supervisor
Deputy Town Clerk	Town Clerk
Court Clerk	Town Justices
Enforcement Officer for Building Code	Town Supervisor
Deputy Enforcement Officer	Enforcement Officer
Zoning Officer/Planner	Town Supervisor
Planning and Zoning Clerk	Zoning Officer/Planner
Deputy Highway Superintendent	Highway Superintendent
Highway Machine Equipment Operators Laborer	Highway Superintendent
Water Distribution & Maintenance Operator	Town Supervisor
Water District Laborer	Water Distribution and Maintenance Operator

Moved: Ms. Zahler

Seconded: Mr. Kerness

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

Vote: 5-0

Date Adopted: 1/7/15

TOWN LIAISON APPOINTMENTS:**RESOLUTION 2015-16: Town Board liaisons**

BE IT RESOLVED that the Town Board makes the following liaison appointments and requests that each appointee report to the Town Board at least annually:

	2014	2015
A. Highway Department	Mr. Kerness	Mr. Kerness
B. Trumansburg Village Board of Trustees	Ms. Zahler	Ms. Zahler
C. Personnel	Mr. Kerness	Mr. Kerness
D. Health Insurance Consortium Board	Mr. Goldman	Ms. Zahler
E. Planning Board and Board of Zoning Appeals	Members will rotate	Mr. Goldman, Mr. Kerness (alternate)
F. Village Fire Department	Mr. Hertzler	Mr. Hertzler
G. County and other Emergency Management	Mr. Hertzler	Ms. Wright
H. Town Court	Mr. Goldman	Mr. Kerness
I. Trumansburg Ulysses Youth Commission	Ms. Zahler	Ms. Zahler
J. EMS Billing Oversight Committee	N/A	Ms. Zahler, Mr. Hertzler
K. Village EMS	N/A	Ms. Zahler
L. Joint Sidewalk Committee	N/A	Ms. Thomas, Ms. Wright

Moved: Ms. Zahler

Seconded: Mr. Goldman

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

Vote: 5-0

Date Adopted: 1/7/15

Ms. Zahler made a motion to move into executive session at 9:12 a.m. to discuss matters relating to the appointment of particular persons, seconded by Mr. Kerness, passed unanimously.

The board returned from executive session at 9:38 a.m.

RESOLUTION 2015-17: Town Board appointments

BE IT RESOLVED that the Town Board makes the following appointments and request that each appointee report to the Town Board at least annually:

Title	2014	2015
Planning Board Chairperson	John Wertis	John Wertis
Board of Zoning Appeals Chairperson	George Tselekis	George Tselekis
Clerk for Planning Board & Board of Zoning Appeals	Louis DiPietro	Louis DiPietro
Board of Assessment Review	C. Thompson, David Means	C. Thompson, David Means
Tompkins County Environmental Management Council (EMC)	John Hertzler	John Hertzler
Tompkins County Water Resources Council (WRC)	Bill George & Darby Kiley	Bill George & Darby Kiley
Tompkins County Stormwater Coalition	Darby Kiley	Darby Kiley
Stormwater Officer	Darby Kiley	Darby Kiley
Trumansburg Ulysses Youth Commission Reps	Sharon Bilotta & Andrea Murray	Sharon Bilotta & Andrea Murray
Recreation Partnership representative	Durand VanDoren	Durand VanDoren
Tompkins County Youth Services Board	Nancy Zahler working on this with TCYS Director	(vacant)
Ithaca/Tompkins County Transportation Council Planning Committee	Darby Kiley	Darby Kiley
Ithaca/Tompkins County Transportation Council Policy Committee	Darby Kiley	Darby Kiley
Tompkins County Council of Governments	Liz Thomas / Nancy Zahler	Liz Thomas / Nancy Zahler
Tompkins County Area Development	(vacant)	(vacant)
Fair Board liaison	John Hertzler	John Hertzler
Historian and Deputy Historian	John Wertis, Michelle Mitrani	John Wertis, Michelle Mitrani
Water District 3 Advisory Board Chairperson	Diane Hillman	Diane Hillman
Tompkins County Animal Control	Liz Thomas	Liz Thomas
Cayuga Lake Water Shed Intermunicipal Org.	Darby Kiley	Darby Kiley
Trumansburg Chamber of Commerce	Nancy Zahler/Rich Goldman (alt)	Nancy Zahler/Rich Goldman (alt)

Moved: Ms. Zahler

Seconded: Mr. Goldman

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

Vote: 4-1

Date Adopted: 1/7/15

RESOLUTION 2015-18: Planning Board and Board of Zoning Appeals

BE IT RESOLVED that the Town Board has appointed the following Planning Board and Board of Zoning Appeals with staggered annual appointments. Members whose terms expire in 2014 may be either replaced or reappointed. The following members being reappointed for 2015:

ZONING BOARD OF APPEALS (5 year terms)				
<i>Name/phone/email</i>	<i>Address</i>	<i>Date Appointed</i>	<i>Date of Oath</i>	<i>Term Expiration</i>
GEORGE TSELEKIS, Chair Phone: 272-1808 GTSELEK1@twcny.rr.com	1575 Trumansburg Road Ithaca, NY 14850	1/3/2013	2/16/2013	12/31/2017
ROBERT HOWARTH Phone: 387-3318 howarth@cornell.edu	4124 Reynolds road Trumansburg NY 14886	1/7/2015	12/31/2019
STEPHEN MORREALE Phone: 387-3816 Sjm11@cornell.edu	5360 Pine Ridge Road Trumansburg NY 14886	12/9/2014	1/28/2015	12/31/2015
DAVID MEANS Phone: 387-5011 popmeans@yahoo.com	26 Prospect St. Trumansburg NY 14886	12/9/2014	6/4/2014	12/31/2016
ANDREW HILLMAN Phone: 351-7085 andrew.hillman@davey.com	3315 Swamp College Road Trumansburg NY 14886	1/28/2015	2/6/2014	12/31/2018
CHERYL THOMPSON (alternate) Phone: 387-4123 cherylthompsonarchitect@gmail.com	3112 Perry City Road Trumansburg NY 14886	12/9/2014	12/17/2014	12/31/2015
PLANNING BOARD (5 year term)				
JOHN WERTIS, Chair Phone : 387- 4331 BWVFarmtoday@aol.com	8144 Searsburg Rd. Trumansburg, NY 14886	12/9/2014	1/8/2015	12/31/2019
SARAH ADAMS Phone : 387-5696 H sarahadams85@gmail.com	4 Falls Road Trumansburg, NY 14886	2/8/2011	2/2011	12/31/2015

DAVID DIAZ Phone : 220-3046 Dmdiaz73@hotmail.com	35 Elm St., Apt. 2 Trumansburg NY 14886	12/9/2014	12/15/2014	12/31/2017
DAVID BLAKE Phone : 387-5428 Davidblake73@gmail.com	2057 Trumansburg Rd Trumansburg NY 14886	5/13/2014	5/14/2014	12/31/2016
ANDY RICE Phone : 387-5446/216-5780 andrewrcss@rackercenters.org	5360 Rice Road Trumansburg NY 14886	1/28/2014	2/4/2014	12/31/2018
CRAIG SALINO (alternate) Phone : 280-9039 Csalino48@gmail.com	50A Cayuga St. Trumansburg NY 14886	12/9/2014	1/20/2015	12/31/2015
LOUIS DIPIETRO (Clerk) Phone: (716)307-2096 Dipietro.louis@gmail.com	88 W. Main St. Trumansburg NY 14886	11/12/2014	11/25/2014	12/31/2015
Darby Kiley, Environmental Planner/Zoning Officer Ulysses.planner@gmail.com		N/A	N/A	N/A

Moved: Ms. Zahler

Seconded: Mr. Kerness

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

Vote: 5-0

Date Adopted: 1/7/15

CONTRACT APPOINTMENTS:

RESOLUTION 2015-19: Attorney

BE IT RESOLVED that the Attorney for the Town be Mariette Geldenhuys, Esq. and that she and her associates be consulted in accordance with the Retainer Agreement with the Town of Ulysses signed April 20, 2009 and

FURTHER RESOLVED that the 2015 Addendum to Retainer Agreement which sets hourly fees for billing at \$200 (Attorney) and \$130, (Paralegals) is adopted. All other provisions for the 2009 Retainer Agreement shall remain in full force and effect subject to revision.

FURTHER RESOLVED that the Town Board authorizes the Town Supervisor to sign the Addendum to the Retainer Agreement for 2015.

Moved: Ms. Zahler

Seconded: Mr. Kerness

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

Vote: 5-0

Date Adopted: 1/7/15

RESOLUTION 2015-20: Information Tech services

BE IT RESOLVED that the Town Board authorizes the Town Supervisor to sign the Information Technologies 2015 contract with Jeff Burns at the rate of \$45/hour.

Moved: Ms. Zahler

Seconded: Mr. Kerness

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

Vote: 5-0

Date Adopted: 1/7/15

RESOLUTION 2015-21: Cleaning

Be it resolved that the Town of Ulysses enter into a cleaning contract between the Town of Ulysses and Radhika “Vanessa” Zavatski for the purpose of cleaning the town hall on a weekly basis for a period from January 1st through December 31st in the amount of \$440 per month.

Moved: Ms. Zahler

Seconded: Mr. Kerness

Ms. Thomas aye
Ms. Zahler aye

BE IT RESOLVED any individual having any special needs and wishing to attend a meeting please advise the Town Clerk of the special requirements at least one week prior to the meeting (ADA).

Moved: Mr. Kerness

Seconded: Mr. Goldman

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

Vote: 5-0

Date Adopted: 1/7/15

RESOLUTION 2015-25: Records

BE IT RESOLVED that the Town Clerk will continue with the Resolution/Motion Index System initiated in 2009, identifying the Resolution/Motion number, date approved, and Title. This index of resolutions will be updated at least quarterly.

FURTHER RESOLVED that the Town Clerk will send a final electronic version of each certified resolution to the Town Board and place the final version on the Town's file sharing network and on the website.

Moved: Mr. Kerness

Seconded: Mr. Goldman

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

Vote: 5-0

Date Adopted: 1/7/15

RESOLUTION 2015-26: Records retention

BE IT RESOLVED that the Records Retention and Disposition Schedule MU-1, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law and containing legal minimum retention periods for municipal government records, is hereby adopted for use by all municipal officers in disposing of municipal government records listed therein.

In accordance with Article 57-A:

- (1) Only those records will be disposed of that are described in Records Retention and Disposition Schedule MU-1 after they have met the minimum retention period prescribed therein.
- (2) Only those records will be disposed of that do not have sufficient administrative fiscal, legal or historical value to merit retention beyond established time periods.

Moved: Mr. Kerness

Seconded: Mr. Goldman

The Town Clerk shall provide a certified copy of the finalized Organizational Meeting minutes and any amended versions to all Town Board members, and place the most recent version on the web under Meeting Minutes.

Moved: Ms. Zahler

Seconded: Mr. Kerness

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

Vote: 5-0

Date Adopted: 1/7/15

SHARED HIGHWAY SERVICES AGREEMENT:

RESOLUTION 2015-30: Highway agreements

WHEREAS, Highway Law #142-d allows co-operative agreements for highway services and sharing of labor, equipment and supplies; and

WHEREAS, General Municipal Law Article 5-G allows and encourages municipal co-operations, by joint or contract basis, performance of powers and duties among themselves; and

WHEREAS, it is deemed beneficial to the Town of Ulysses to allow for shared highway agreements of equipment and services with other nearby municipal highway departments;

NOW THEREFORE BE IT RESOLVED that the Ulysses Town Board authorizes the Town Supervisor pursuant to Highway Law #283 to enter into agreements for shared services and equipment with other municipalities and authorize, within existing budget constraints, the Town's Highway Superintendent pursuant to Highway Law #284 to take such action to implement said agreements consistent with Town highway needs and availability, and maintain sufficient liability coverage to protect the town in such joint efforts.

Moved: Ms. Zahler

Seconded: Mr. Kerness

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

Vote: 5-0

Date Adopted: 1/7/15

Mr. Goldman was excused at this time (10:05 a.m.)

RESOLUTION 2015-31: Appointment of Delegates to the Association of Towns

RESOLVED that the Town's delegate to the Annual Association of Town's Meeting shall be Liz Thomas and the alternate delegate shall be John Hertzler. Further

RESOLVED that the Town Board authorizes the attendance of any Town Officer at this meeting and the payment of the actual and necessary expenses to do so.

Moved: Ms. Zahler

Seconded: Mr. Kerness

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

Vote: 5-0

Date Adopted: 1/7/15

RESOLUTION 2015-32: Payment of Contracts

RESOLVED, that the Town Board contracts for the following and authorizes the Town Supervisor to pay for and sign contracts for the following:

SPCA for Dog Control \$18,134
Gadabout \$2,000
Foodnet \$2,250
Trumansburg Senior Citizens \$850
Ulysses Philomathic Library \$14,000
Tompkins County Recreation Partnership \$7,970
Ulysses Historical Society \$700
Community Science Institute \$5,718
Trumansburg Conservatory of Fine Arts \$1,000
Jacksonville Community Park \$3,000

Moved: Ms. Zahler

Seconded: Mr. Kerness

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

Vote: 5-0

Date Adopted: 1/7/15

Ms. Zahler made a motion to adjourn the meeting at 10:21 a.m., seconded by Mr. Kerness and passed unanimously.

Respectfully submitted
By Carissa Parlato
1/23/15