

ORGANIZATIONAL MEETING

Town of Ulysses

January 7, 2016

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.

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

PRESENT:

Supervisor- Liz Thomas
1st Deputy Supervisor- Nancy Zahler
2nd Deputy Supervisor- Michelle Wright
Board members- John Hertzler, Rich Goldman
Town Clerk- Carissa Parlato

ABSENT:

Board member- Michael Boggs

OTHERS PRESENT:

(none)

CALL TO ORDER:

Ms. Thomas called the meeting to order at 8:03 a.m.

RESOLUTION 2016-1: 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. Hertzler Seconded: Mr. Goldman

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-2: 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.

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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.

Moved: Mr. Hertzler Seconded: Mr. Goldman

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

Vote: 4-0
Date Adopted: 1/7/16

RESOLUTION 2016-3: 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.

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. Thomas Seconded: Ms. Zahler

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

Vote: 4-0
Date Adopted: 1/7/16

RESOLUTION 2016-4: Mileage

BE IT RESOLVED mileage at a rate of \$0.54 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: Mr. Goldman Seconded: Ms. Zahler

Ms. Thomas	aye
Ms. Zahler	aye
Mr. Hertzler	aye
Mr. Boggs	absent

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Mr. Goldman aye

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-5: Petty Cash

BE IT RESOLVED that the Town Clerk and the Court Clerk's petty cash funds are each \$300 for 2016.

Moved: Ms. Zahler Seconded: Mr. Hertzler

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-6: Crime Coverage

BE IT RESOLVED that the following crime coverage through NYMIR 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

Discussion: The board discussed whether the Deputy Clerk and Court Clerk are or should be included. Ms. Thomas plans to find out.

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

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Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-7: 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: Mr. Goldman

Seconded: Ms. Zahler

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-8: Financial reconciliations

BE IT RESOLVED the Town follow the 2013 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: Mr. Goldman

Seconded: Mr. Hertzler

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

Vote: 4-0

Date Adopted: 1/7/16

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RESOLUTION 2016-9: Financial institutions

BE IT RESOLVED the Tompkins Trust Company is designated as depository in which the Supervisor, Town Clerk, Justices, and other employees by virtue of their offices, shall deposit all monies coming into their hands and,

FURTHER RESOLVED the Town investments can be made at other banks and institutions as outlined in the Towns investment policy. The Town investment policy shall be reviewed and approved by the Town Board during the year and revised as necessary.

Moved: Ms. Zahler Seconded: Mr. Goldman

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-10: Financial audit

BE IT RESOLVED that the Town Board of Ulysses will contract with Ciaschi, Dietershagen, Little, Mickleson and Company to perform an audit of the 2015 financials. This audit is tentatively scheduled in April 2016.

Moved: Ms. Zahler Seconded: Mr. Goldman

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-11: Procurement policy

BE IT RESOLVED that the Town Procurement policy as adopted on November 17, 2010 is the ruling document for purchases.

Moved: Ms. Zahler Seconded: Mr. Goldman

Discussion- Mr. Hertzler inquired whether this policy was appropriate for highway purchases.

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-12: Establishment of pay periods and salaries

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, Planning Board, Board of Zoning Appeals

Moved: Mr. Goldman Seconded: Ms. Zahler

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-13: Pay rates

BE IT RESOLVED that the Town Board hereby establishes the following pay rates for employees and elected officials in 2016. If necessary to appoint a new employee or replace an elected official during the year of 2016, the Town Board will establish a salary commensurate with the experience and availability of funds:

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<i>Position</i>	<i>2016 Budgeted Appropriation</i>	<i>Hourly rate if applicable</i>
Town Board		
Supervisor	\$17,186	-
Budget Officer	\$15,895	-
Second Deputy Supervisor	\$20,894	\$20.50
Bookkeeper	\$16,416	\$20.50
Councilperson	\$4,369 each	-
Clerk		
Town Clerk	\$50,998	-
Deputy Town Clerk	\$16,640	\$16
Court		
Town Justice	\$16,931 each	-
Court Clerk	\$41,281	-
Planning, Zoning, Building		
Enforcement Officer for Building Code	Up to \$32,195	\$20.00
Deputy Enforcement Officer	Up to \$15,000	\$19.18
Zoning Officer	\$28,656	-
Planner	\$28,656	-
Planning and Zoning Clerk	\$5,900	\$16.32
Planning and BZA Chairs	\$200 each	
Planning and BZA Members	\$100 each	
Highway		
Highway Superintendent	Up to \$62,492	-
Deputy Highway Superintendent	multiple budget lines	\$23.28
Highway Machine Equipment Operator	multiple budget lines	\$18.39 - \$20.49
Highway Laborer	multiple budget lines	\$13.70
Water		
Water Dist. & Maint. Operator Trainee	\$15,137	\$19.41
Water District Laborer	\$2,000	\$19.41
History		
Historian	\$1500	-

Moved: Mr. Goldman Seconded: Ms. Zahler

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

Vote: 4-0
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RESOLUTION 2016-14: Time records

BE IT RESOLVED all hourly employees shall turn in a Town of Ulysses time card by the end of the last day of the pay period. 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. Elected officials must have the Town Supervisor or other Town Board member sign their time card.

Employee	Employee Supervisor
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 Equip. Operators	Highway Superintendent
Highway Laborer	Highway Superintendent
Water Dist. & Maint. Operator	Highway Superintendent
Water District Laborer	Water Dist. and Maintenance Operator

Moved: Mr. Goldman Seconded: Mr. Hertzler

- Ms. Thomas aye
- Ms. Zahler aye
- Mr. Hertzler aye
- Mr. Boggs absent
- Mr. Goldman aye

Vote: 4-0

Date Adopted: 1/7/16

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RESOLUTION 2016-15: Town Board Member 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:

	2015	2016
A. Highway Department	Mr. Kerness	Mr. Boggs
B. Personnel	Mr. Kerness	Ms. Thomas
C. Planning Board and Board of Zoning Appeals	Mr. Goldman, Mr. Kerness (rotating)	Mr. Goldman, Ms. Zahler (alternate)
D. Fire Department	Mr. Hertzler	Mr. Hertzler
E. Town Court	Mr. Kerness	Ms. Thomas
F. Trumansburg Ulysses Youth Commission	Ms. Zahler	Ms. Zahler
G. Village EMS & EMS Billing Oversight Committee	Ms. Zahler, Mr. Hertzler	Mr. Boggs, Ms. Zahler
H. Joint Sidewalk Committee	Ms. Thomas, Ms. Wright	Ms. Thomas, Ms. Wright
I. Zoning Update Committee		Ms. Zahler, Ms. Thomas
J. Agricultural Committee	-	
K. Town Hall Maintenance	-	Mr. Boggs

Moved: Mr. Goldman Seconded: Ms. Zahler

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-16: 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:

	2015	2016
A. Trumansburg Village Board of Trustees	Ms. Zahler	Ms. Zahler
B. Health Insurance Consortium Board	Ms. Zahler	Mr. Hertzler, Ms. Zahler (alternate)
C. County and other Emergency Management	Ms. Wright	Ms. Wright

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D. Planning Board Chairperson	John Wertis	David Blake
E. Board of Zoning Appeals Chairperson	George Tselekis	George Tselekis
F. Clerk for Planning Board & Board of Zoning Appeals	Louis DiPietro	Louis DiPietro
G. Board of Assessment Review	C. Thompson, David Means	C. Thompson, David Means
H. Tompkins County Environmental Management Council	Mr. Hertzler	Mr. Hertzler
I. Tompkins County Water Resources Council (WRC)	Bill George & Darby Kiley	Bill George & Darby Kiley
J. Tompkins County Stormwater Coalition	Darby Kiley	Darby Kiley
K. Stormwater Officer	Darby Kiley	Darby Kiley
L. Trumansburg Ulysses Youth Commission Reps	Sharon Bilotta, Andrea Murray	Sharon Bilotta, Heidi Dawes
M. Recreation Partnership representative	Durand VanDoren	Durand VanDoren
N. Tompkins County Youth Services Board	(vacant)	(vacant)
O. Ithaca/Tompkins County Transportation P. Council Planning Committee	Darby Kiley	Darby Kiley
Q. Tompkins County Council of Governments	Ms. Thomas & Ms. Zahler (alternate)	Ms. Thomas & Ms. Zahler (alternate)
R. Tompkins County Area Development	(vacant)	Mr. Goldman
S. Fair Board liaison	Mr. Hertzler	Mr. Hertzler
T. Historian	John Wertis	John Wertis
U. TTHM Working Group	Ms. Zahler, Ms. Thomas	Stan Seltzer, Ann DiPetta, Diane Hillmann, Ms. Thomas, Mr. Boggs
V. Tompkins County Animal Control	Ms. Thomas	Ms. Thomas
W. Cayuga Lake Water Shed Intermu. Org.	Darby Kiley	Mr. Boggs, Darby Kiley
X. Chamber of Commerce	Ms. Zahler/ Mr. Goldman (alternate)	Ms. Zahler/ Mr. Goldman (alternate)

Moved: Mr. Goldman

Seconded: Ms. Zahler

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

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Vote: 4-0

Date Adopted: 1/7/16

Amended 1/12/16

RESOLUTION 2016-17: 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 2015 may be either replaced or reappointed. The following members being reappointed for 2016:

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	2/18/2015	12/31/2019
STEPHEN MORREALE Phone: 387-3816 Sjm11@cornell.edu	5360 Pine Ridge Road Trumansburg NY 14886	12/9/2014	1/28/2015	12/31/2020
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	2/6/2015	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	12/31/2016
PLANNING BOARD				
(5 year term)				
JOHN WERTIS Phone : 387- 4331 BWWFarmtoday@aol.com	8144 Searsburg Rd. Trumansburg, NY 14886	12/9/2014	1/8/2015	12/31/2019
PETE ANGIE Phone : 274-5308 Peteangie5342@yahoo.com	3188 Swamp College Rd. Trumansburg, NY 14886	2/8/2011	2/2011	12/31/2020
DAVID DIAZ Phone : 220-3046 Dmdiaz73@hotmail.com	35 Elm St., Apt. 2 Trumansburg NY 14886	12/9/2015	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
REBECCA SCHNEIDER Phone : (607)387-3816 rls11@cornell.edu	5630 Pine Ridge Rd Trumansburg, NY 14886	9/1/2015	9/1/2015	12/31/2018

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ALTERNATE (vacant)				12/31/2016
LOUIS DIPIETRO (Clerk) Phone: (716)307-2096 Dipietro.louis@gmail.com	88 W. Main St. Trumansburg NY 14886	11/12/2014	11/25/2014	12/31/2016
Darby Kiley, Environmental Planner/Zoning Officer Ulysses.planner@gmail.com		N/A	N/A	N/A

Moved: Mr. Goldman Seconded: Mr. Hertzler

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

Vote: 4-0
Date Adopted: 1/7/16

RESOLUTION 2016-18: 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 2016 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 2016.

Moved: Mr. Goldman Seconded: Ms. Zahler

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

Vote: 4-0
Date Adopted: 1/7/16

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RESOLUTION 2016-19: Information Tech services

BE IT RESOLVED that the Town Board authorizes the Town Supervisor to sign the Information Technologies 2016 contract with Jeff Burns at the rate of \$45/hour.

Moved: Ms. Thomas Seconded: Mr. Goldman

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-20: 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. Thomas Seconded: Ms. Zahler

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-21: Maintenance

BE IT RESOLVED that the Town Board authorizes the Town Supervisor to sign the Town Hall maintenance contract with Mainstay Builders, LLC at a rate of \$42.50/hour for carpentry and \$65/hour for mechanicals as specified in the 2016 contract.

Moved: Mr. Goldman Seconded: Mr. Hertzler

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

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Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-22: Policies - general

BE IT RESOLVED that the Town of Ulysses has adopted policies for a Code of Ethics, Personnel and Benefits, Procurement, Claims, Meeting Rules and Procedures, Investment, Alcohol and Controlled Substance Testing, Planning Board and Zoning Board Attendance and Training, and Emergency Preparedness. The Town Clerk shall provide to each newly elected official and to any other elected or appointed official or employee these policies, and any other planning documents or local laws upon request and these documents shall be also be maintained on the internal part of the town website. Each employee or elected official shall sign the Code of Ethics form within a month of taking office to document that they have reviewed and understand the policy.

Moved: Mr. Goldman Seconded: Ms. Zahler

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-23: Americans with Disabilities Act (ADA)

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

Moved: Ms. Thomas Seconded: Ms. Zahler

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-24: Records Access Officer

BE IT RESOLVED that the Town of Ulysses appoints the Town Clerk, Carissa Parlato as Records Access Officer with the backup Records Access Officer of Sarah Koski.

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Moved: Mr. Goldman Seconded: Ms. Zahler

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

Vote: 4-0
Date Adopted: 1/7/16

RESOLUTION 2016-25: Gifts

BE IT RESOLVED that in accordance with the New York State Constitutional prohibition against gifts by municipalities as described in Article III, Section 1, the Town of Ulysses will not give donations, or other gifts of recognition for service (retirement, annual appreciation, or otherwise) to any organizations, volunteers, or other individuals in the employment of the Town or otherwise providing service to the Town or the community. The Town may, however, hold recognition events and provide refreshments.

Moved: Mr. Goldman Seconded: Ms. Zahler

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

Vote: 4-0
Date Adopted: 1/7/16

RESOLUTION 2016-26: Approval of the Medicare Plan

WHEREAS the Town of Ulysses Personnel Policy states that Medicare eligible employees and retirees may be entitled to a Medicare Supplemental plan
AND WHEREAS the Town Board will determine that plan on an annual basis
THEREFORE BE IT RESOLVED that the Town Board names Excellus Medicare Blue PPO Small Group Option 2 (PPO) as the plan for the 2016 year.

Moved: Ms. Thomas Seconded: Ms. Zahler

Discussion-

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

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Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-27: Highway- shared service 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: Mr. Goldman Seconded: Ms. Zahler

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 28: Payment of contracts

WHEREAS the Town Board has budgeted funds for services, therefore be it RESOLVED, that the Town Board authorizes the Town Supervisor to sign contracts and make payments in 2016 for the following services

Entity	Estimated Contract Amount for 2016	Contract not to Exceed Amount for 2016
Tompkins County Animal Control	\$18,134	\$19,000
Gadabout	\$2,000	\$2,500
Foodnet	\$2,250	\$2,500
Trumansburg Senior Citizens	\$850	\$850
Ulysses Philomathic Library	\$14,000	\$14,000
Tompkins County Recreation Partnership	\$7,124	\$8,000

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Ulysses Historical Society	\$700	\$750
Community Science Institute	\$5,832	\$6000
American Legion (Assistance for Veterans)	\$475	\$500
Cooperative Extension (Youth Programming)	\$45,491	\$46,000
Lifelong		\$1000
Trumansburg Conservatory of Fine Arts	\$1,500	\$1,500
Williamson Law – Accounting Software	\$998	\$1,200
Williamson Law Book- Tax Glance software program	\$125	Up to \$200
BAS software annual agreement for water billing and clerk program	\$485	Up to \$525
Landscaping		Up to \$2,500
Town Hall – Plumbing, electric and heating		(As needed)
Stormwater Coalition	\$900	\$1000
Winterfest	\$1,000	\$1,000
Mohawk Valley GIS		\$13,000
Cemetery Mowing	\$2,700	\$3,000

Moved: Mr. Goldman Seconded: Ms. Zahler

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-29: Approval of 2016 Fee Schedule

RESOLVED that the Town Board approves the following fees for 2016:

PLANNING & ZONING:

ZONING:		reference
Development District	\$250 + costs	Res. 2007-36
Re-zoning	\$250 + costs	Res. 2007-36
BOARD OF ZONING APPEALS:		reference
Variance	\$150. (includes legal ad)	LL 2 of 2015
PLANNING BOARD:		reference
Subdivison- Simple	\$50.00	Res. 2007-36
Subdivison- Minor (3 lots)	\$150.00	Res. 2007-36
Subdivison- Major (4 or more lots)	\$300.00	Res. 2007-36
Site Plan Review- Residential	\$100 + costs	LL 2 of 2015
Site Plan Review- Commercial	\$200. + costs	LL 2 of 2015
Site Plan requiring Special Permit	\$250.00	LL 2 of 2015

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OTHER PLANNING & ZONING:		reference
SWPPP Review 3	\$100+ engineering and Soil & Water Conservation Service Fees	Res. 2007-36
Copies of Comprehensive Plan, Zoning Local Law, Farmland Protection Plan, etc.	\$25/copy	LL 2 of 2015
SWPPP Review 3	\$100+ engineering and Soil & Water Conservation Service Fees	Res. 2007-36

BUILDING/CODE:

OPERATING PERMITS	fee	reference
Operating Permit	\$75.00	LL 2 of 2015
Fireworks display	\$150.00	Res. 8/18/10
Special Event Operating Permit	\$50.00	LL 1 of 2010

BUILDING PERMITS	fee	reference
1 & 2 Family Residences:	\$.30/sq ft	LL 2 of 2015
Multiple dwelling/Multi-residential	\$225 + \$3/K	Res. 2007-36
Commercial bldgs., bridges, tanks, and towers	\$425 + \$4/K	Res. 2007-36
Alterations, renovations, additions	\$75 + 3/K	LL 2 of 2015
Accessory Building	\$55 + \$3/K	Res. 2007-36
Solar, wind or alt. energy permit- RESIDENTIAL	\$75.00	LL 3 of 2015
Solar, wind or alt. energy permit- COMMERCIAL	\$75 + 3/K	LL 3 of 2015
Pool, in ground	\$75.00	LL 2 of 2015
Pool, above ground	\$55.00	LL 2 of 2015
Sign permit	\$50.00	LL 2 of 2015
Woodstove or heating unit	\$50.00	LL 2 of 2015
Demolition	\$2/K (\$65 min)	Res. 2007-36

CLERK:

DOG FEES:		reference
Dog license/renewal (spayed/neutered)	\$13.50	Res. 12/14/10 (LL3 of 2010)
Dog license/renewal (not spayed/neutered)	\$20.50	Res. 12/14/10 (LL3 of 2010)
New dog tag	\$3.00	Res. 12/14/10 (LL3 of 2010)
Purebred license (5-20 purebred dogs)	\$100.00	Res. 12/14/10 (LL3 of 2010)
Purebred license (21 or more purebred dogs)	\$200.00	Res. 12/14/10 (LL3 of 2010)
Dog impoundment fee	\$30.00	Res. 12/14/10 (LL3 of 2010)
Dog enumeration fee	\$5.00	Res. 12/14/10 (LL3 of 2010)

OTHER FEES:		reference
Certified Copy of Marriage Certificate	\$10.00	set by NYS
Marriage license	\$40.00	LL1 of 1980
Games of Chance license	\$50.00	set by NYS
Hunting Licenses	<i>(varies by license)</i>	set by NYS
Handicap Parking	<i>no fee</i>	set by NYS
Returned check fee	\$20.00	The maximum allowed by NYS

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WATER:

PERMITS:		reference
Plumbing permit (up to 5 inspections)	\$240.00	LL 2 of 2015
New contractor registration	\$15.00	Res. 9/15/03
TAPS:		
3/4" Main tap (Standard household tap)	\$183.00	LL 2 of 2015
>3/4" main tap	current cost + 2 hrs. labor	LL 2 of 2015
METERS:		
Meter: 3/4" local (Std. household)	\$108. + 1 hr. labor	LL 2 of 2015
Meter: pit type	\$128. + 1 hr. labor	LL 2 of 2015
Meter: pit type >3/4"	current cost + 2 hrs. labor	LL 2 of 2015
Frosted meter replacement	cost of meter + 1 hr. labor	LL 2 of 2015
BACKFLOW/CROSS CONNECTION:		reference
Annual backflow admin fee	\$32/first device; \$16/add.	Based on contract with Bolton Point
Backflow application review	\$80.00	Res. 9/15/03
Backflow certification inspection	\$72.00	Based on contract with Bolton Point
Backflow Inspection	\$72.00	Res. 2007-36
WATER SALES:		reference
Water sales	\$6.55/1000 gallons	Based on Town of Ithaca's water price
Bulk water sales from facility	\$6.55/1000 gallons	Based on Town of Ithaca's water price

Moved: Ms. Thomas Seconded: Ms. Zahler

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

Vote: 4-0
 Date Adopted: 1/7/16

RESOLUTION 2016-30: MANDATORY JUSTICE SCHOOLING

RESOLVED, that the Justices be authorized to attend training schools during the year and will be reimbursed for approved expenses.

Moved: Mr. Goldman Seconded: Ms. Zahler

Ms. Thomas aye
 Ms. Zahler aye
 Mr. Hertzler aye
 Mr. Boggs absent

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Mr. Goldman aye

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-31: Vehicle benefit:

RESOLVED, that because the Highway Superintendent and Water District Operator are on call 24 hours a day, seven days a week, the Ulysses Town Board authorizes the use of town vehicles for travel to and from work, provided they are not used for more than incidental personal use. Mileage should be submitted to the Town Clerk annually.

Moved: Ms. Zahler Seconded: Mr. goldman

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-32: Distribution of Minutes

RESOLVED that a certified version of the Organizational Meeting minutes be distributed to all employees and elected officials upon completion.

Moved: Ms. Thomas Seconded: Ms. Zahler

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

Vote: 4-0

Date Adopted: 1/7/16

RESOLUTION 2016-33: Appointment of Highway Superintendent

RESOLVED that the Ulysses Town Board appoints Dave Reynolds as the Acting Highway Superintendent, effective Jan. 1, until the reorganization of the highway department is completed.

Moved: Ms. Zahler Seconded: Mr. Goldman

Ms. Thomas aye

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Ms. Zahler	aye
Mr. Hertzler	aye
Mr. Boggs	absent
Mr. Goldman	aye

Vote: 4-0

Date Adopted: 1/7/16

ADJOURN

Ms. Zahler made a motion to adjourn the meeting at 10:02am, seconded by Mr. Hertzler, and passed unanimously.