

TOWN BOARD MEETING

Town of Ulysses

September 13, 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.

ATTENDANCE:

PRESENT:

Supervisor- Liz Thomas

1st Deputy Supervisor- Nancy Zahler

2nd Deputy Supervisor- Michelle Wright

Board members- Michael Boggs, Rich Goldman, John Hertzler (at 7:21pm)

Town Clerk- Carissa Parlato

Acting Highway Superintendent- Dave Reynolds

Attorney for the Town- Mariette Geldenhuys

OTHERS PRESENT:

Roxanne Marino

CALL TO ORDER:

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

GENERAL BUSINESS:

APPROVAL OF MEETING AGENDA

RESOLUTION 2016-151: APPROVAL OF MEETING AGENDA

BE IT RESOLVED that the Ulysses Town Board approve the agenda for September 13, 2016 with the addition of approving the hiring and pay rate for a code inspector, and an executive session to discuss the proposed acquisition, sale or lease of real property.

Moved: Mr. Goldman

Seconded: Mr. Boggs

Ms. Thomas aye

Ms. Zahler aye

Mr. Hertzler absent

Mr. Boggs aye

Mr. Goldman aye

Vote: 4-0

Date Adopted: 9/13/16

PRIVILEGE OF THE FLOOR:

Ms. Marino responded to the Climate Smart resolution on the agenda and offered that the Conservation & Sustainability Advisory Committee (CSAC or SCAC) may be able to carry out some of the duties.

Ms. Thomas responded that TCCOG is offering assistance as well.

REPORTS FROM REPRESENTATIVES:

Ms. Marino gave a report from CSAC. The group has been working to make suggestions for the solar law with regards to the glare issue created. They are working to create a GIS map overlay to show the likeliest area for solar arrays.

TOWN REPORTS:

(see Appendix)

OLD BUSINESS:

RESOLUTION 2016-152: RESOLUTION DIRECTING ELECTION ON ADOPTION OF LOCAL LAWS

WHEREAS, the Town Board of the Town of Ulysses (“the Town Board”) on August 9, 2016 adopted Local Law No. 2 of 2016 entitled “A Local Law Providing for the Abolition of the Elected Position of Highway Superintendent and the Creation of the Appointed Position of Highway Superintendent of the Town of Ulysses” subject to a mandatory referendum, and the Local Law needs to be renumbered to Local Law No. 4 of 2016 to reflect the order of filing of local laws with the Secretary of State; and

WHEREAS, the Town Board on August 9, 2016 adopted Local Law No. 3 entitled “A Local Law Providing for the Abolition of the Elected Position of Town Clerk and the Creation of the Appointed Position of Town Clerk of the Town of Ulysses” subject to a mandatory referendum; and

NOW, THEREFORE, pursuant to the provisions of §82 of the Town Law and §25 of the Municipal Home Rule Law and other applicable provisions of law, be it

RESOLVED that Local Law No. 2 of 2016 entitled “A Local Law Providing for the Abolition of the Elected Position of Highway Superintendent and the Creation of the Appointed Position of Highway Superintendent of the Town of Ulysses” shall be renumbered and shall hereafter be referred to Local Law No. 4 of 2016; and be it further

RESOLVED, that an Election shall be held in the Town of Ulysses (to coincide with the general election for state and federal offices on November 8, 2016) as set forth in the Notice of Election attached hereto and made a part hereof; and be it further

RESOLVED that the Town Clerk shall submit the propositions to be voted upon, as set forth in the Notice of Election, an abstract for each proposition referred to in the Notice of Election, attached hereto and made a part hereof, and all other documents required by applicable law, to the Tompkins County Board of Elections.

The question of the adoption of this Resolution was duly put to a vote at a Town Board meeting on September 13, 2016, which resulted as follows:

Moved: Mr. Goldman Seconded: Mr. Boggs

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

Vote: 4-1

Date Adopted: 9/13/16

NEW BUSINESS:

RESOLUTION 2016-153: SOLAR TAXATION POLICY TO REQUIRE A PILOT FOR SOLAR PROJECTS

WHEREAS, the Town of Ulysses Comprehensive Plan readopted in 2016 stresses sustainable land use and development including objective 2.4, which states, “Identify alternative energy sources and energy reduction techniques to assist the Town in reducing its energy consumption for the benefit of current and future generations of residents;” and

WHEREAS, the Town of Ulysses Town Board amended the zoning law in November 2015 in order to allow major solar energy systems throughout a majority of the Town; and

WHEREAS, the Town of Ulysses did not opt out of Real Property Tax Law § 487, which provides a 15-year real property tax exemption for the value of renewable energy systems – both residential and commercial; and

WHEREAS, the Town can still require a payment in lieu of taxes (PILOT) agreement for some or all renewable energy systems, where the PILOT cannot exceed the amount of taxes that would be owed without the exemption; and

WHEREAS, the Town collects site plan review and building permit fees for solar energy systems;

NOW THEREFORE BE IT

Resolved, that the Town of Ulysses establishes its intent to develop a policy and guidelines to require a payment in lieu of taxes for major solar energy systems because the tax burden of land and the built environment should be shared amongst all land uses;

BE IT ALSO

Resolved, that the Town Board of the Town of Ulysses authorizes the Town Supervisor to send a letter of intent to require a PILOT for all future proposed major energy systems.

Moved: Ms. Zahler Seconded: Ms. Thomas

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

Mr. Goldman aye

Vote: 4-0

Date Adopted: 9/13/16

CLIMATE SMART COMMUNITIES

RESOLUTION 2016-154: TOWN OF ULYSSES RESOLUTION TO PARTICIPATE IN NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION'S "CLIMATE SMART COMMUNITIES" INITIATIVE.

WHEREAS, the Town of Ulysses Board believes that climate change poses a real and increasing threat to our local and global environments which is primarily due to the burning of fossil fuels; and

WHEREAS, the effects of climate change may endanger our infrastructure, economy and livelihoods; harm our farms, orchards, ecological communities, including native fish and wildlife populations; reduce drinking water supplies; and pose potential health threats to our citizens; and

WHEREAS, we believe that our response to climate change provides us with an unprecedented opportunity to save money, and to build livable, energy-independent and secure communities, vibrant innovative economies, healthy and safe schools, and resilient infrastructures; and

WHEREAS, we believe the scale of greenhouse gas (GHG) emissions reductions required for climate stabilization will require sustained and substantial efforts; and

WHEREAS, we believe that even if emissions were dramatically reduced today, communities would still be required to adapt to the effects of climate change for decades to come,

IT IS HEREBY RESOLVED that Town of Ulysses, in order to reduce greenhouse gas emissions and adapt to a changing climate adopts the New York State Climate Smart Communities Pledge, which comprises the following ten elements:

1. Pledge to be a Climate Smart Community.
2. Set goals, inventory emissions, plan for climate action.
3. Decrease community energy use.
4. Increase community use of renewable energy.
5. Realize benefits of recycling and other climate-smart solid waste management practices.
6. Reduce greenhouse gas emissions through use of climate-smart land-use tools.
7. Enhance community resilience and prepare for the effects of climate change.
8. Support development of a green innovation economy.
9. Inform and inspire the public.
10. Commit to an evolving process of climate action.

Further

RESOLVED that the Town Clerk mail a certified copy of the resolution to the Office of Climate Change, NYS DEC, 625 Broadway, Ninth Floor, Albany, NY 12233-1030; and further

RESOLVED that after passage of this resolution, the Town Clerk will print a copy of the Climate Smart Communities Certification Manual.

Moved: Mr. Goldman Seconded: Ms. Zahler

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

Vote: 5-0

Date Adopted: 9/13/16

ASSET MANAGEMENT

Ms. Wright presented a newly created database of Ulysses highway assets (bridges, culverts, etc.) to help acapital planning.

WATER DISTRICT 4 LOAN

RESOLUTION 2016-155: CONSIDERING WATER DISTRICT 4 LOAN SATISFIED

WHEREAS funds from Water District 4 have been transferred annually to the B fund to cover a loan which appears to have begun in 2006, and

WHEREAS documentation of the debt amount cannot be found nor accurately calculated due to unclear accounting history and related documentation, and,

WHEREAS no formal resolution can be found establishing this inter-fund loan, and,

THEREFORE BE IT RESOLVED that the Ulysses Town Board considers the debt of the Water District 4 to the B fund to be satisfied.

Moved: Mr. Goldman Seconded: Ms. Thomas

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

Vote: 5-0

Date Adopted: 9/13/16

RESOLUTION 2016-156: APPOINTMENT OF CODE/FIRE INSPECTOR

RESOLVED that the Town Board approves the appointment of Steve Cortright as a part-time Code Enforcement Officer at a rate of \$20/hour, subject to a satisfactory records check.

Moved: Ms. Thomas Seconded: Mr. Goldman

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

Vote: 5-0
Date Adopted: 9/13/16

PRIVILEGE OF THE FLOOR:

(none)

MONTHLY BUSINESS

APPROVAL OF MINUTES

RESOLUTION 2016-157: APPROVAL OF MINUTES: 8/9 PH for tax levy, 8/9 PIM, 8/9 STB, 8/9 PH, 8/9 TB

BE IT RESOLVED that the Ulysses Town Board approve the minutes of 8/9/16.

Moved: Ms. Thomas Seconded: Ms. Zahler

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

Vote: 5-0
Date Adopted: 9/13/16

APPROVAL OF CLAIMS

RESOLUTION 2016-158: APPROVAL OF CLAIMS

BE IT RESOLVED that the Ulysses Town Board approve payment of claims #459-511 in the amount of \$71,813.11.

Moved: Ms. Thomas Seconded: Mr. Boggs

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

Vote: 5-0

Date Adopted: 9/13/16

EXECUTIVE SESSION:

Ms. Thomas made a motion to move into Executive Session at 9:31pm for the purpose of discussing the proposed acquisition of real property. This was seconded by Mr. Zahler and passed unanimously.

Ms. Zahler moved to end Executive Session at 9:50pm, seconded by Mr. Goldman and passed unanimously.

ADJOURN:

Ms. Thomas moved to adjourn the meeting at 9:51pm; seconded by Mr. Goldman and passed unanimously.

APPENDIX:

TOWN REPORTS:

PLANNING BOARD/ZONING OFFICER- submitted by Ms. Kiley

Planning Board

Associates regarding the glare study for the two solar projects on Jacksonville Rd. The consultant's report agreed with the conclusions provided by Renovus and concluded that the proposed site plan and planting plan meets the town's requirements and should mitigate visual impacts from the solar projects.

On September 6th, the Planning Board held a public hearing for and approved the 484 kW solar project on Jacksonville Rd. The PB also approved a new driveway in the Conservation District to access 1290 Taughannock Blvd, and began to review a new single family residence in the Lakeshore District at 1517 Taughannock Blvd.

Board of Zoning Appeals

At the August 17th meeting, the BZA approved a number of variances in order for neighboring parcels to adjust a property boundary in the Lakeshore District. The BZA denied an appeal for variances for a two lot subdivision in the R1-Rural Residence District on Jacksonville Rd.

On August 31st, the BZA granted a front yard setback area variance for an addition to an existing house on South St Extension.

Grants

Residential Energy Score Project – The project team has been meeting to discuss next steps for moving the project forward.

Zoning Updates Grant – The steering committee received and is commenting on the first draft of the ag section of the consultant's proposal.

Other meetings/issues

ITCTC – 9/6: The council made administrative changes to the transportation improvement program and heard updates about projects around the county.

Planning Advisory Board (PAB) – 8/24: the PAB heard about the Amabel Pocket Neighborhood in the Town of Ithaca. The County Planning Commissioner presented the Community/County Greenhouse Gas Inventories report and provided updates on a number of initiatives.

Water Resources Council (WRC) – No August meeting

ACTING HIGHWAY SUPERINTENDENT- reported by Dave Reynolds

- Finished road crossing pipe on Garrett Road
- Continued to mow road sides
- Helped Tompkins County and Enfield with oil and stone
- Trimmed trees
- Oiled and stoned Boyd Hill, Brook, Lyke and Terrell Roads

TOWN CLERK- submitted by Ms. Parlato

LICENSES/PERMITS issued in Aug.:	#
Sporting licenses	23
Disabled parking permits	17
Dog licenses and renewals	66
Marriage licenses	5
Plumbing permits	0
Address assignments	0

FINANCIAL REPORT:	
\$6400.00	TOTAL Collected for fees & licenses
\$1213.25	stays in the town
\$5186.75	goes to the state

CLERK’s OFFICE TASKS:

- Organized tasks for summer youth employee
- Routine tasks:
 - Notarized documents for citizens
 - Retrieved, sorted, vouchered mail
 - Answered inquiries on various topics
 - Took and wrote up meeting minutes
 - Kept website current
 - Sent listserv mssgs. to keep residents updated. (And received more requests to be added to list)

RECORDS MANAGEMENT:

- Worked on Record Mgmt Policy and Procedures manual to present to board
- Directed youth employee on organizing files in Laserfiche for easier searching

WATER DISTRICT TASKS:

- Coordinated billing process/cycle with Water District Operator
- Posted water bills
- Weekly check-ins with Water District Operator
- Updated water usage reports
- Toured town pump houses and tank operations

CITIZEN COMMENTS/INQUIRIES:

<u>Comment/inquiry</u>	<u>Answer/referral</u>
Are there any plans for a park & ride in J'ville?	Referred to Nancy Zahler
Can we start licensing cats?	Referred to Town Board

CODE OFFICER- Submitted Mr. Myers:

- 8 projects were completed
- Total cost of projects \$174,102
- Permit fees for projects \$944
- 44 open building Permits, 4 Permit applications pending approval
- Attended a NYS Police workshop on Identifying Clandestine Drug Manufacturing Operations
- Reviewed candidate applications for Fire Inspector position

SUPERVISOR REPORT- submitted by Ms. Thomas

Code Enforcement

- Meet with attorneys on proper procedures moving forward with new law.
- Review Code Enforcement criteria with Code Enforcement Officer.
- Fire Code Enforcement – review resumes of all applicants for position. Interview candidates, review interviews with Code Enforcement Officer.

Budget

- Working with Michelle on budget request forms, how to project end of year spending, budget requests, tax cap submission to OSC, review budget requests with department heads,
- Find cost of living adjustments for 2017 and average wage increases.
- WD4 debt research
- Fill out documents required for 2017 general insurance quotes.
- Review salaries for various positions in other municipalities across the county.
- Review spending to date for year-end spending estimates.

Water Districts

WD3

- Review water test results and calculated averages.
- Compile documents and information to write quarterly letter to residents of WD3
- Correspond with Town of Ithaca on progress of aerator in Ithaca tank

Falls Road

- Find what is required for Falls Road water district to move ahead.

Energy

- CCA – discuss different options with CCA Task Force and how to proceed.
- TCCOG Sustainability Committee – write up minutes, chair meeting, narrow focus to Climate Smart Communities related funding options.
- High efficiency building techniques – discuss potential educational workshops on green building technologies.

Parks and Recreation

- Meet with community members to discuss umbrella organization for arts and recreation programs for youths and adults.
- **Trails Grant:** Review beta version of trails website, give feedback. Release site to more people for feedback. Compile feedback for programmer. Meet with trails grant management team to make final decisions on site. Prep for meeting with trails partners.

Zoning update

- Act as communications bridge between Zoning Steering Committee and Ag Committee.
- Read through newly proposed zoning language, all comments and edits suggested for zoning in ag lands (44 pages).

TCCOG – Chair TCCOG meeting in August

- write up bylaws corrections for meeting
- hear presentation from Court Shared Services Committee
- entertain suggestion to organize a forum on the Constitutional Convention.

Highway –

- consult with Dave and Michelle on bridge capital plan, purchase of used mower,
- ditch erosion on lakeshore potentially due to development uphill

Solar – PILOT options.

Fire hall – meet with Village and other municipalities to discuss Fire Hall expansion project.

Meeting agendas – topics include public hearings on changing elected positions to hired and local law to override tax levy, PILOTs for solar, WD4 debt, Climate Smart Communities,

Elected or hired – prepare documents for meeting and public hearings, follow up questions from residents

Meetings:

- West Shore Neighborhood Association meeting (8/14)
- Zoning Committee (8/15, 9/8)
- Community Recreation Program (8/19)
- Meet with attorneys for code enforcement issues (8/25)
- TCCOG (8/25)
- TCCOG Sustainability (8/25)
- Ag Committee (8/25)

- TCCOG Community Choice Aggregation (8/26)
- Fire hall expansion meeting (8/31)
- Fire Code Enforcement interviews (9/8)
- Trails management team meetings (9/9, 9/12)

Resident communications

- Elected/appointed questions (6)
- Falls Road water district formation
- TTHM in WD3 (2)
- WD3 General question
- Concern over guns
- Ag runoff and water contamination concerns.

Repeating daily/weekly/monthly tasks:

- Work with each department on current topics.
- Respond to constant flow of questions from residents, volunteers and staff.
- Weekly review of topics with attorney for the town.
- Monthly review of county actions.
- Daily check-in with Town Hall staff.
- Periodic discussions with Zoning Officer over a variety of topics.
- Prepare agendas, resolutions, and background documents. Review topics with TB members, conduct meetings, and review minutes.
- Provide oversight and follow-through on decisions and requests made at Town Board meetings.
- 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.
- Respond to surveys when requested.

2nd DEPUTY SUPERVISOR & BOOKKEEPER- submitted by Ms. Wright:

Deputy Supervisor

- Jeep sold on Auctions International for \$3,250
- Water District 3 activities
 - Assistance with editing documents for EFC application
 - Communications with MRB re: common understandings of general plan as well as action items
- Mailing list management: managed work of youth employee to update mailing list
 - This will allow us to easily manage our mailing list, something that was not done easily in the past
 - Increased accessibility to non-homeowners and water district residents
- Work with Highway:
 - Investigating funding for Bridge/Culvert repair and replacement
 - Work with Dave and John Lampman regarding estimating replacement cost for Curry Road Bridge

- Scheduled Snow Plow Safety training at the Town Hall for our Highway Department as well as surrounding municipalities who are PERMA members.

Bookkeeper

- Accounting: cleaning up remnants from past accounting issues
- Audit report: Audit report review and subsequent communications with Duane
 - Please see separate report
- Long term asset management
 - Capital plan prep for bridges
- Budget prep: chipping away at budget related items since the beginning of August
 - Including standardization of account codes to match OSC and across funds
 - Work regarding internal transfers and reserves
 - Acquisition of quotes for a variety appropriation lines
- Personnel
 - Continued work with payroll related activities re: Youth Employees, paperwork and accounting
 - Continued work with retirees:
 - Switching to Medicare
 - Billing/invoicing system creation
- Investigation into Water District 4 loan to the B fund
- Regular duties
 - Payroll
 - Processing and accounting
 - Banking
 - Water district accounting
 - NYSLRS (retirement system)
 - Annual payment calculation
 - Monthly reporting
 - Payments: regular appropriations & vouchers
 - Vouchered expenses
 - Health Insurance
 - Other regular payments

1ST DEPUTY SUPERVISOR- submitted by Ms. Zahler.

Exxon Mobil (EMOC)

- The Town has received a proposal re: Jacksonville properties from EMOC and reviewing it with Town attorney and Town Board.

Jacksonville

- Met with Phil Antweiler from Jacksonville Community Association about community concerns and frustrations related to code enforcement, criminal activity in the hamlet, and also about future planning for the community park.
- At the Town Board meeting I will offer to convene a meeting of police agencies, DSS and our code enforcement officer to discuss community concerns with Jacksonville residents since housing stock and crime are two important quality of life issues for this community.

- The JCA is requesting Town support to purchase animal proof trash and recycling bins for the Park. I will be forwarding a financial request to Liz for consideration in the 2017 budget.

Youth Commission

- The summer has been active with young people getting work experience and contributing to local organizations and businesses.
- The Commission has recommended a 2017 budget to continue existing programs without a tax increase requested from the Town or Village. The budget details have been forwarded to Liz and Michelle.
- Our newest Town Representative to the Youth Commission has moved out of the area so we need to find someone interested in youth programming who is willing to attend Youth Commission meetings once a month on the first Tuesday evening and resides in the Town outside the Village. Let me know if you have any suggestions.

Health Consortium

- The Consortium has created the comparison of coverages and premiums of our current plans and the ACA metal level plans available. I will work with Michelle to schedule a special town board meeting with Don Barber to consider cost and coverage options and to schedule a meeting to have Beth Miller, our Excellus representative, available to talk with employees about any possible plans the Town might be interested in offering or adopting.
- The most recent newsletter will be distributed at the TB meeting.
- Employees will be eligible to get free flu shots from Kinney Drugs.

Zoning Update

- The Zoning Update Steering Committee has met to review pre-draft proposals developed by our consultants for the Agriculture zone.
- Non-voting liaisons from each of our key stakeholder groups have been invited to attend our zoning steering committee meetings and to provide feedback on behalf of their groups.
- On September 26, the Steering Committee will meet to conclude its review of the pre-draft so that preliminary draft #1 can be shared with our stakeholder groups and the Town Board. The Ag Committee has expressed concerns about the direction and has begun to make alternative recommendations on how sub-divisions occur, lot sizes, setbacks, and allowed uses. We look forward to input and possible changes so that we can move Preliminary Draft #2 forward for wider public review and comment while we begin to consider updates for the zoning in the hamlet of Jacksonville.

Village of Trumansburg

- A report from the Village Trustees Meeting on 9/12 will be made verbally.

MR. BOGGS-

Getting ready for water meeting with the supervisor.

Respectfully submitted by Carissa Parlato on 9/21/16.