

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

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, Michael Boggs
Town Clerk- Carissa Parlato

OTHERS PRESENT:

(none)

CALL TO ORDER:

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

RESOLUTION 2017-1: 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: Ms. Zahler Seconded: Mr. Goldman

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-2: 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.

Moved: Ms. Zahler Seconded: Mr. Goldman

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-3: 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. Zahler Seconded: Mr. Goldman

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-4: MILEAGE

BE IT RESOLVED mileage at a rate of \$0.535 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. Goldman

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

Vote: 5-0

Date Adopted: 1/4/17

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

RESOLUTION 2017-5: PETTY CASH

BE IT RESOLVED that the Town Clerk and the Court Clerk's petty cash funds are each \$300 for 2017.

Moved: Ms. Zahler Seconded: Mr. Goldman

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

Vote: 5-0
Date Adopted: 1/4/17

RESOLUTION 2017-6: 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
 Deputy Town Clerk \$650,000
 Bookkeeper \$650,000
Includes Faithful Performance

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: 1/4/17

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

RESOLUTION 2017-7: 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 state comptroller approves a 60 day extension of the AUD, the Supervisor's time for filing a copy of the AUD with the Town Clerk is also extended.

Moved: Mr. Goldman Seconded: Mr. Boggs

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

Vote: 5-0
Date Adopted: 1/4/17

RESOLUTION 2017-8: FINANCIAL RECONCILIATIONS

BE IT RESOLVED the Town follow the 2013 recommendation of auditor Insero and Company to 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 at least quarterly. The results shall be reported at least month following the end of the calendar quarter to the town board.

Moved: Ms. Zahler Seconded: Mr. Hertzler

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

Vote: 5-0
Date Adopted: 1/4/17

RESOLUTION 2017-9: 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,

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

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. Hertzler

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

Vote: 5-0
Date Adopted: 1/4/17

RESOLUTION 2017-10: FINANCIAL AUDIT

BE IT RESOLVED that the Town Board of Ulysses will contract with Insero and Company to perform an audit of the 2016 financials.

Moved: Ms. Zahler Seconded: Mr. Hertzler

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

Vote: 5-0
Date Adopted: 1/4/17

RESOLUTION 2017-11: 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. Hertzler

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

Vote: 5-0
Date Adopted: 1/4/17

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

RESOLUTION 2017-12: 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. Hertzler

Seconded: Mr. Boggs

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-13: 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:

<i>Position</i>	<i>2017 Budgeted Appropriation</i>	<i>Hourly rate if applicable</i>
Town Board		
Supervisor	17,530	-
Budget Officer	16,213	-
Second Deputy Supervisor		20.91
Bookkeeper		22.00
Councilperson	4,456	-
Clerk		
Town Clerk	52,018	-
Deputy Town Clerk		18.00
Court		
Town Justice	17,270	-
Court Clerk	42,107	-
Planning, Zoning, Building		

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

Enforcement Officer for Building Code	24,960	-
Deputy Enforcement Officer		20.00
Zoning Officer	29,229	-
Planner	29,229	-
Planning and Zoning Clerk		16.65
Planning and BZA Chairs	225	-
Planning and BZA Members	125	-
Highway		
Highway Superintendent	57,120	-
Deputy Highway Superintendent	-	21.38
Highway Machine Equipment Operator	-	18.50 – 20.90
Water		
MEO/Water/Sewer Maintenance Worker		21.38
Distribution Operator Assistant		TBD upon hire
History		
Historian	1,500	-
Other		
Project Assistant		9.70

Moved: Mr. Hertzler

Seconded: Mr. Boggs

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-14: 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 according to the Personnel Policy 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

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

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. & Maintenance Operator	Highway Superintendent
Water District Laborer	Water Dist. and Maintenance Operator
Town Clerk	Town Supervisor or Town Board
Highway Superintendent	Town Supervisor or Town Board
Town Supervisor	Town Board

Moved: Ms. Zahler Seconded: Mr. Boggs

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-15: 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:

	2016	2017
A. Highway Department	Mr. Boggs	Mr. Boggs
B. Personnel	Ms. Thomas	Ms. Thomas
C. Planning Board and BZA	Mr. Goldman, Ms. Zahler (alternate)	Mr. Goldman, Ms. Zahler (alternate)
D. Fire Department	Mr. Hertzler	Mr. Hertzler
E. Town Court	Ms. Thomas	Ms. Thomas

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

F. Trumansburg Ulysses Youth Commission	Ms. Zahler	Ms. Zahler
G. Village EMS & EMS Billing Oversight Committee	Mr. Boggs, Ms. Zahler	Mr. Boggs, Ms. Zahler
H. Joint Sidewalk Committee	Ms. Thomas, Ms. Wright	Ms. Thomas, Ms. Wright
I. Zoning Update Committee	Ms. Zahler, Ms. Thomas	Ms. Thomas, Mr. Boggs
J. Agricultural Committee	Ms. Thomas	Ms. Zahler
K. Town Hall Maintenance	Mr. Boggs	Mr. Boggs
L. Sustainability Committee	<i>Vacant</i>	Mr. Hertzler, Mr. Boggs (alternate)
M. Trumansburg Village Board of Trustees	Ms. Zahler	Ms. Zahler

Moved: Mr. Goldman Seconded: Mr. Boggs

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-16: 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:

	2016	2017
A. TCCOG Emergency Management	Ms. Wright	Ms. Wright
B. Health Consortium Board	Mr. Hertzler, Ms. Zahler (alternate)	Mr. Goldman, Ms. Zahler (alternate)
C. Planning Board Chairperson	David Blake	David Blake
D. Board of Zoning Appeals Chairperson	George Tselekis	George Tselekis
E. Clerk for Planning Board & Board of Zoning Appeals	Louis DiPietro	Louis DiPietro
F. Board of Assessment Review	C. Thompson, David Means	C. Thompson, David Means
G. Tompkins County Environmental Management Council	Mr. Hertzler	Mr. Hertzler
H. Tompkins County Water Resources Council (WRC)	Bill George & Darby Kiley	Darby Kiley

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

I. Tompkins County Stormwater Coalition	Darby Kiley	Darby Kiley
J. Stormwater Officer	Darby Kiley	Darby Kiley
K. Trumansburg Ulysses Youth Commission Reps	Sharon Bilotta, Heidi Dawes	Sharon Bilotta, Elizabeth Meg Williams
L. Recreation Partnership representative	Durand VanDoren Alternate:	Durand VanDoren, Ms. Zahler (alternate)
M. Tompkins County Youth Services Board	(vacant)	
N. Ithaca/Tompkins County Transportation Council Planning Committee	Darby Kiley	Darby Kiley
O. Tompkins County Council of Governments	Ms. Thomas & Ms. Zahler (alternate)	Ms. Thomas & Ms. Zahler (alternate)
P. Tompkins County Area Development	Mr. Goldman	N/A
Q. Fair Board liaison	Mr. Hertzler	Mr. Hertzler
R. Historian	John Wertis	John Wertis
S. Tompkins County Animal Control	Ms. Thomas	Ms. Thomas, Ms. Parlato (alt)
T. Cayuga Lake Water Shed Intermu. Org.	Mr. Boggs, Darby Kiley	Mr. Boggs, Darby Kiley
U. Chamber of Commerce	Ms. Zahler/ Mr. Goldman (alternate)	Ms. Zahler/ Mr. Goldman (alternate)

Moved: Mr. Goldman Seconded: Mr. Boggs

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

Vote: 5-0
 Date Adopted: 1/4/17

RESOLUTION 2017-17: 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 2016 may be either replaced or reappointed. The following members being reappointed for 2017:

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>

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

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	1/4/17	1/12/2017	12/31/2021
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	1/4/17	1/17/17	12/21/2017
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
DAVID TYLER Phone : 387-3484 datyler123@gmail.com	5396 Rice Rd., Trumansburg NY 14886	1/12/2016	2/3/2016	12/31/2020
SARA WORDEN Phone : 379-2866 sara.e.worden@gmail.com	6273 Curry Rd., Trumansburg NY 14886 379-2866	2/23/2016	1/19/2017	12/31/2017
DAVID BLAKE, Chair Phone : 387-5428 Davidblake73@gmail.com	2057 Trumansburg Rd Trumansburg NY 14886	1/4/17	1/4/2017	12/31/2021
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
BEN LEWALTER (alternate) 351-0484 lewalterdesign@gmail.com	5360 Rice Rd., Trumansburg NY 14886	1/4/17	1/30/17	12/31/17
LOUIS DIPIETRO (Clerk) Phone: (716)307-2096 Dipietro.louis@gmail.com	88 W. Main St. Trumansburg NY 14886	1/4/17	1/27/17	12/31/17
Darby Kiley, Environmental Planner/Zoning Officer Ulysses.planner@gmail.com		N/A	N/A	N/A

Moved: Ms. Zahler Seconded: Mr. Boggs

Ms. Thomas aye

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-18: 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 2017 Addendum to Retainer Agreement which sets hourly fees for billing at \$210 (Attorney) and \$135 (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 2017 and ancillary retainers with attorneys who are subcontracting with Mariette Geldenhuys

Moved: Mr. Goldman Seconded: Mr. Hertzler

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-19: INFORMATION TECH SERVICES

BE IT RESOLVED that the Town Board authorizes the Town Supervisor to sign the Information Technologies 2017 contract with Jeff Burns at the rate of \$45/hour and Pushlar Consulting for \$80/hour.

Moved: Mr. Goldman Seconded: Mr. Hertzler

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

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-20: CLEANING

BE IT RESOLVED that the Town of Ulysses enter into a cleaning contract between the Town of Ulysses and _____ 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 \$_____ per month.

TABLED

RESOLUTION 2017-21: 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 2017 contract.

Moved: Mr. Goldman

Seconded: Mr. Boggs

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-22: POLICIES

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 and elected or appointed 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: Mr. Boggs

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

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-23: 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: Mr. Goldman Seconded: Mr. Boggs

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-24: RECORDS MANAGEMENT OFFICER

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

Moved: Mr. Goldman Seconded: Mr. Boggs

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-25: 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: Mr. Boggs

Ms. Thomas aye
Ms. Zahler aye

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

Mr. Hertzler aye
Mr. Boggs aye
Mr. Goldman aye

Vote: 5-0
Date Adopted: 1/4/17

RESOLUTION 2017-26: 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 2017 year.

Moved: Mr. Goldman Seconded: Mr. Boggs

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

Vote: 5-0
Date Adopted: 1/4/17

RESOLUTION 2017-27: 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: Mr. Boggs

Ms. Thomas aye

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-28: 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 2017 for the following services

Entity	Estimated Contract Amount for 2017	Contract not to Exceed Amount for 2017
American Legion (Assistance for Veterans)	\$475	\$500
BAS software annual agreement for water billing and clerk program	\$485	Up to \$525
Cemetery Mowing	\$2,700	\$3,500
Community Science Institute	\$5,832	\$6000
Cooperative Extension (Youth Programming)	\$45,491	\$48,000
Engineering - MRB	See rate schedule	Not to exceed rate schedule.
Foodnet	\$2,250	\$2,500
Gadabout	\$2,000	\$2,500
General Code	\$1195	\$2000
Insero	\$5500	\$6000
Landscaping	By the hour	\$3500
Lifelong	\$1000	\$1000
Ulysses Historical Society	\$700	\$750
Stormwater Coalition	\$900	\$1000
Trumansburg Senior Citizens	\$850	\$850
Tompkins County Recreation Partnership	\$7,124	\$8,000
Tompkins County Animal Control	\$18,134	\$19,000
Trumansburg Conservatory of Fine Arts	\$1,500	\$1,500
Town Hall – Mainstay - Plumbing, electric and heating		(See Resolution # 2017-21)
Tompkins County Soil & Water	\$50/hr	\$52/hr
Utilities – electric and gas contract		No contract
Ulysses Philomathic Library	\$16,000	\$16,000
Williamson Law – Accounting Software	\$998	\$1,200
Williamson Law Book- Tax Glance software program	\$125	Up to \$200
Village of Trumansburg Police Contract	\$0	\$0

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

Winterfest	\$1,000	\$1,000
------------	---------	---------

Moved: Mr. Goldman Seconded: Mr. Boggs

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

Vote: 5-0

Date Adopted: 1/4/17

RESOLUTION 2017-29: APPROVAL OF 2017 FEE SCHEDULE

RESOLVED that the Town Board approves the following fees for 2017:

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:		
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
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

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

Special Event Operating Permit	\$50.00	LL 1 of 2010
BUILDING PERMITS	fee	reference
1 & 2 Family Residences, includes finished basements	\$.30/sq ft	Res. 2016-74
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, pools	\$75 + 3/K	LL 2 of 2015
Accessory Building- separate from a main building	\$55 + \$3/K	Res. 2007-36
Accessory Building – attached to 1& 2 family residences	\$0.15/sq. ft.	Res. 2016-74
Building Permit Renewal	Half existing building permit fee.	Res. 2016-64
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
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

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

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

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/additional	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 2016 water price
Bulk water sales from facility	\$6.55/1000 gallons	Based on Town of Ithaca's 2016 water price

Moved: Mr. Boggs Seconded: Mr. Goldman

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

Vote: 5-0
 Date Adopted: 1/4/17

RESOLUTION 2017-30: 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: Mr. Boggs

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

Vote: 5-0
 Date Adopted: 1/4/17

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

RESOLUTION 2017-31: 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: Mr. Goldman Seconded: Mr. Boggs

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

Vote: 5-0
Date Adopted: 1/4/17

RESOLUTION 2017-32: DISTRIBUTION OF MINUTES

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

Moved: Mr. Goldman Seconded: Mr. Boggs

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

Vote: 5-0
Date Adopted: 1/4/17

RESOLUTION 2017-33 APPOINTMENT OF DON ELLIS TO SCAC

BE IT RESOLVED that the Town Board appoints Don Ellis to the Sustainability and Conservation Council.

Moved: Ms. Zahler Seconded: Ms. Thomas

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

Vote: 5-0

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

Date Adopted: 1/4/17

ADJOURN

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

*Respectfully submitted,
Carissa Parlato 1/19/17*

OTHER ANNUAL APPOINTMENTS

Supervisor Appointments:

Bookkeeper.....	Michelle E. Wright.
Deputy Supervisor 1.....	Nancy Zahler
Deputy Supervisor 2.....	Michelle E. Wright

Elected Officials Appointments:

Court Clerk.....	Angela Champion
Deputy Town Clerk.....	Sarah Koski
Deputy Highway Superintendent...	Chris Stevenson

The following are working groups or committees appointed by the Town Board for specific purposes and may or may not have terms of office

COMMITTEE	MEMBERS	E-MAIL	TERM
TTHM Working Group	Stan Seltzer Ann DiPetta Diane Hillmann Ms. Thomas Mr. Boggs	seltzer@ithaca.edu adipetta@twcny.rr.com metadata.maven@gmail.com	No term set
Sustainability and Conservation Advisory Committee	Roxanne Marino – Chair Sue Poelvoorde Bara Hotchkiss Brice Smith Robert Oswald	rmm3@cornell.edu spoel@zoom-dsl.com baraHotchkiss@gmail.com brice.smith@cortland.edu reo1@cornell.edu	No terms set
Zoning Update Steering Committee	Nancy Zahler – Chair George Tselekis Susan Ritter Rod Hawkes Elizabeth Thomas Darby Kiley	gTselek1@twcny.rr.com Sritter99@aol.com rod.hawkes@cornell.edu	In effect during zoning update of 2017
Agricultural Committee	Chaw Chang – Chair Greg Reynolds	stickandstonefarm@gmail.com greynolds@glenwoodfarms.com	4/12/16-12/31/17 4/12/16-12/31/18

ORGANIZATIONAL MEETING

Town of Ulysses

January 4, 2017

	Krys Cail John Gates (vacant)	krys.cail@gmail.com gates3580@gmail.com	4/12/16-12/31/18 4/12/16-12/31/16 4/12/16-12/31/16
Youth Commission	Durand VanDoren – Chair Sharon Bilotta Elizabeth Meg Williams Paul Pennock Ben Carver Nancy Zahler Janice Johnson	durand@lightlink.com seb@fltg.net elizmegs@gmail.com ppennock@tburg.k12.ny.us benjicarv@gmail.com JJOHNSON@tompkins-co.org	