

TOWN BOARD MEETING

Town of Ulysses

April 11, 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.

ATTENDANCE:

TOWN OFFICIALS PRESENT:

Supervisor- Liz Thomas

1st Deputy Supervisor/Board member- Nancy Zahler

Board members- Rich Goldman, John Hertzler, Michael Boggs

Town Clerk- Carissa Parlato

Highway Superintendent- Dave Reynolds

Building/Code officer- Tom Myers

Attorney for the Town- Mariette Geldenhuys

OTHERS PRESENT:

Jim Dennis (Tompkins County Legislature representative), Tara Masters, Doug Duddlestone, Annette Birdsall, Anne Koreman, Jason Fulton (Trumansburg Fire Chief), James Fruechtal (Consultant for sidewalk repair)

CALL TO ORDER:

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

GENERAL BUSINESS:

APPROVAL OF MEETING AGENDA

RESOLUTION 2017-77: APPROVAL OF MEETING AGENDA

BE IT RESOLVED that the Ulysses Town Board approve the agenda for April 11, 2017 with the addition of an update from Trumansburg Community Recreation and a resolution on dog enumeration.

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: 4/11/17

PRIVILEGE OF THE FLOOR:

Ms. Masters, representing Trumansburg Community Recreation, shared that the group received non-profit status in in 2016. She thanked the town for its support, read the group’s mission statement, and shared goals and plans.

Ms. Koreman recently formed an LGBTQ (lesbian, gay, bisexual, transgender, queer/questioning) group for the purpose of advocacy and social events. They are planning an activity in June and looking for locations.

REPORTS FROM REPRESENTATIVES:

(See Appendix)

TOWN REPORTS:

(See Appendix)

OLD BUSINESS:

TOWN HALL SIDEWALK REPAIR

Ms. Thomas shared that the bids for the sidewalk project grant were opened last week and came in higher than expected. They may decide to re-bid in the fall.

Mr. Fruechtal presented current drawings for the town hall’s sidewalk repair project.

CANCELLING TOWN BOARD MEETING OF 4/25/17

RESOLUTION 2017-78: CANCELLING TOWN BOARD MEETING OF 4/25/17

RESOLVED that the Ulysses Town Board cancels the Town Board meeting scheduled for April 25, 2017.

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: 4/11/17

NEW BUSINESS:

CONSIDERATION OF ADOPTION OF THE NEW YORK STATE UNIFIED SOLAR PERMIT

RESOLUTION 2017-79-: ADOPTION OF THE NEW YORK STATE UNIFIED SOLAR PERMIT.

WHEREAS the New York State Energy Research and Development Authority (“NYSERDA”), together with the New York Power Authority (“NYPA”) and City University

of New York (“CUNY”), developed a New York State Unified Solar Permit that reduces the cost for solar projects by streamlining municipal permitting processes; and

WHEREAS the Town of Ulysses wants to promote the streamlining of the application process for small-scale photovoltaic system installations by adopting the New York State Unified Solar Permit application form and implementing the new procedures; and

RESOLVED that the Town of Ulysses adopts the New York State Unified Solar Permit and the document titled "Understanding Solar PV Permitting and Inspecting in New York State," and

RESOLVED that the fee for solar installations is set by resolution of the Town Board.

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: 4/11/17

SETTING PAY FOR BOOKKEEPER

RESOLUTION 2017-80: SETTING PAY FOR BOOKKEEPER

RESOLVED that the Town of Ulysses Town Board sets the pay for the newly hired Bookkeeper at \$22/hour.

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: 4/11/17

ESTABLISHING A DOG ENUMERATION FEE

RESOLUTION 2017-81: ESTABLISHING A DOG ENUMERATION FEE

RESOLVED that the Town Board of the Town of Ulysses establish a fee of \$10 for dogs found to be unlicensed during any dog enumeration period, as authorized by Chapter 66, Section 6(G)(6) of the Code of the Town of Ulysses.

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: 4/11/17

MONTHLY BUSINESS

APPROVAL OF CLAIMS

RESOLUTION 2017-82: APPROVAL OF CLAIMS

BE IT RESOLVED that the Ulysses Town Board approve payment of claims #148-199 in the amount of \$51,580.61.

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: 4/11/17

APPROVAL OF MINUTES

RESOLUTION 2017-83: APPROVAL OF MINUTES: 3/28/17

BE IT RESOLVED that the Ulysses Town Board approve the minutes of 3/28.

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: 4/11/17

PRIVILEGE OF THE FLOOR:

Ms. Koreman thanked the board for passing the unified solar permit. She also encouraged the board to make sure ADA access is considered with the sidewalk repair project.

EXECUTIVE SESSION

Mr. Goldman moved to go into Executive Session at 9:18pm for the purpose of discussing the acquisition of real property. This was seconded by Ms. Zahler and passed unanimously.

Ms. Zahler moved to end Executive Session at 9:48pm. This was seconded by Mr. Goldman and passed unanimously.

ADJOURN:

Mr. Goldman moved to adjourn the meeting at 9:49pm; seconded by Mr. Boggs and passed unanimously.

APPENDIX:

REPORTS FROM REPRESENTATIVES:

Mr. Dennis shared the following:

- The county administrator has come up with plan to invite “chief electeds” from all municipalities to find ways to generate real and recurring annual savings from shared services. They hope to have a plan in place by Aug. 2018.
- A retreat is planned for the legislature to set the tax levy.
- A jail study group has been meeting to see how to share services and cut costs.
- The IDA (industrial development agency) will talk about the solar abatement policy this week. They are also moving toward approving the City Centre project.

Mr. Fulton shared the following:

- The new truck has started to be built, should be done in July
- March 31 ended the fiscal year for the fire department
- stats for EMS/fire calls, training hours, etc. for both month of March and the entire year.
- About half of annual total EMS calls from Ulysses went to 2 residences

TOWN REPORTS:

CODE OFFICER- Submitted Mr. Myers:

Building Permits issued	6
Plan Reviews	7
Certificate of Occupancy issued	0
Certificate of Compliance issued	1
Complaints Received	4
Complaints Resolved	2
Inspections (Footers, Foundations, Plumbing, Insulation, roofing, Pools, Etc.)	18
New Site Inspections	6
Building Review Consultations (pre-plan meetings, Future Building/Remodeling)	11
Fire Safety Inspections	5

Code Training Seminars	1 @ 24 hrs
County Assessment Report	1
Open property in violation cases	14
Property violations resolved	2

Value of Permits issued: \$1,312,195

Building Permit fees collected for month: \$1,957

PLANNING BOARD/ZONING OFFICER- submitted by Ms. Kiley

Planning Board

The PB completed their review of the solar regulations on March 21, and the revisions were sent to the Conservation and Sustainability Advisory Council. On March 21st and April 4th, the PB discussed the draft ag/rural zoning.

Board of Zoning Appeals

The regular March meeting was canceled due to weather, however, the BZA met on 3/29 to discuss the draft ag/rural zoning.

Grants

Zoning Updates Grant – The steering committee began discussing the Jacksonville zoning.

Salo Drive Land Acquisition – The pre-contract materials were submitted through the Grants Gateway. Now we wait for the State to provide a contract for Town review.

Other Meetings/Issues

Cayuga Lake Watershed Intermunicipal Organization (IO) – 3/22: the IO reviewed and approved the goals and the body of the Restoration and Protection Plan, and the plan was submitted to the Department of State. I am representing the IO the City’s Local Flood Hazard Analysis grant, which had a kick off meeting last month.

Community Choice Aggregation (CCA) – 3/24: The committee discussed which municipalities passed nonbinding resolutions about CCA.

Planning Advisory Board (PAB) – 3/22: the board discussed a proposed resiliency planning grant opportunity, reviewed the presentation for recommendations regarding the regulation of renewable energy systems, and revised guidelines for capital reserve fund for natural, scenic, and recreational resource protection.

Residential Energy Score Project – 4/4: NYSERDA may release a request for proposals for a residential energy score pilot program, so the project team met to discuss next steps and agreed to wait on any local actions until the RFP is released.

Solar PILOT – we are learning more about this process and how to proceed with a payment in lieu of taxes agreement for a project in Ulysses.

TCCOG Energy committee – 3/23: the committee discussed projects and goals for using possible grant funding.

Universal Design – 3/29: A handful of municipal planners met with the County Office for the Aging and discussed their recent “Age Friendly Ithaca and Tompkins County Action Plan.” One of the goals of the plan is to education and share information about accessibility and visitability in designing new housing, rehab projects, and public spaces.

Water Resources Council (WRC) – 3/20: the council heard a presentation on Cayuga Lake salt mining, and on the County’s natural infrastructure program.

ACTING HIGHWAY SUPERINTENDENT- reported by Mr. Reynolds

- Getting quotes for paving, guardrail project
- Hauling stone to summer stockpile
- Fixing shoulders from plow damage
- Getting into compliance with safety regs

TOWN CLERK- submitted by Ms. Parlato

LICENSES/PERMITS issued:	#
Sporting licenses	7
Disabled parking permits	12
Dog licenses and renewals	66
Marriage licenses	0
Plumbing permits	0
Address assignments	1
Notarizations	5
FOIL requests	1

FINANCIAL REPORT:

\$1104.00	TOTAL Collected for fees & licenses
\$864.66	stays in the town
\$239.34	goes to the state

CLERK’S OFFICE TASKS:

- Bookkeeper position:
 - Advertised position, compiled applications, assisted with interviews
- Tax collection
- Ag Committee meeting- took minutes, helped with set up prep
- Routine tasks:
 - Notarized documents for citizens
 - Ordered supplies
 - Retrieved, sorted, vouchered mail
 - Answered inquiries on various topics
 - Took and wrote up meeting minutes
 - Kept website current
 - Sent listserv messages to residents (2/month)
 - Mailed and posted dog licenses; issued tickets as needed
 - Assist other departments when possible
 - Respond & fulfill FOIL requests- coordinate with other departments as necessary

WATER DISTRICT TASKS:

- Coordinated meter read with Water District Operator
- Created bills
- Updated water usage reports
- Posted incoming bills

COMMITTEES/ASSOCIATIONS:

Health Consortium:

Attended March 2 meeting. Presentations on CanaRx, telemedicine, upcoming retreat on May 10.

TRAININGS:

DOS in Cortland- Fiscal analysis of consolidation

SUPERVISOR REPORT - submitted by Ms. Thomas

Parks and Recreation

- **Trails Grant:** Sent out press release. 130,000 views for the month as of Friday (was ~30,000) and half the month to go.
 - Final \$4,000 will be spent to exhaust rest of grant funding. Publicity, fixes.
 - Feedback is excellent.

Zoning update

- Office and Mixed Use Technology – review of current and proposed uses
- Jacksonville – give guidance on design standards, map, parking standards.
- Attend Ag Committee outreach meeting.

Jacksonville

- Review documents in preparation for potential purchase of land.
- **Water District**
 - Provide more documents and data for grant application follow-up.

Energy

- Continue to chair TCCOG Energy Task Force – current topic is Clean Energy Communities.
- CCA meeting

Personnel

- Advertise bookkeeper position, interview, hire, notify other applicants, prepare for training, paperwork for new employee, etc.

Other

- Snow storm emergency – shut down Town Hall, emergency notifications in place.
- Listserv news - contribute articles.
- Town hall – plan for Town Hall sidewalk design.
- UNA – attend several county legislative meetings on UNA.

- Workers Comp – meet with representative of company.
- Sidewalks – attend bid opening.

Meetings

3/20 – Dept of State training on consolidations Many interviews
 3/22 – TB meeting 3/23 – TCCOG
 3/23 – TCCOG Energy
 3/23 – Ulysses Ag Committee outreach meeting 3/24 – CCA meeting
 3/27 – meet with Tburg School Superintendent and TC Assessor – PILOT for solar 3/27 – meet with chair of Sustainability committee
 3/27 – Trumansburg Recreation – swimming pool
 3/28 – Town Hall sidewalk – with Village reps, and landscape architect. 3/28 – Town Board meeting
 3/29 – meet with Worker’s Comp rep 3/29 BZA meeting on zoning update.
 4/5 – meet with Chamber of Commerce president – signage request 4/5 – TC Govt Operations Committee – UNA
 4/5 – TC Administrator – Shared Services response to Governor 4/6 – Zoning update steering committee meeting.

MS. ZAHLER:

Exxon Mobil

- Finalized contract negotiations with Town and EMOC
- Correspondence re: details and format of contract
- Prepared draft Resolution to Purchase 3 properties and introduced it 3/28
- With help from Carissa and Sarah, prepared materials to advertise Public Information Session scheduled for 4/18
- In frequent contact with EMOC re: getting final sign off on deal and to post contracts for public review
- Met with Phil Antweiler, JCA, re: questions and concerns re: potential acquisition

Village of Trumansburg

- Attended April 10 meeting:
 - The approved a budget with a net increase in spending of \$45,000 with a tax increase of 1.87%
 - Water system should be up an running by June. Construction is done, quality testing and telemetry are being finalized
 - Waste Water Treatment- new plant is operational, training is still ongoing. There is a new contractor to operate the plant. There was an incident in January where storm water volume exceeded their capacity, temporarily raising levels 33% above limits. Overall capacity has been increased and unlike previous conditions, no waste by-passed the treatment system.
 - Sidewalk bids came in much higher than anticipated and the Village and Town will need to decide how to proceed. One option recommended on 4/10 was to re-bid the projects for early start in 2018 and to possibly reduce a component of the project to make it more affordable.

- This was their organizational meeting at which staff and committee assignments were made.

Ag Committee

- Assisted with Ag Committee Farmer outreach session on 3/23
- Attended meeting on 4/6 as liaison as they reviewed input on solar law and zoning

Youth Commission/ Recreation Partnership

- Attended Recreation Partnership Board meeting with Durand VanDorn on 3/28 to discuss new terms and conditions for extending the intermunicipal agreement for another 5 years.
- Assisted Pete Angie in completing application process for TC Youth Services Board.
- Attended a Tburg Community Recreation meeting on 3/21 to hear updates.
- Attended Youth Commission on 4/4. Chicken BBQ on 4/29 @ 11 and Super Summer Sign up on May 3 at 6:30

Bookkeeper

- Assisted in interviews & signed bank transfer for payroll on 4/10 when Supervisor & Clerk were out.

MR. GOLDMAN:

- The Planning Board is working on their comments for the draft zoning update
- At the Health Consortium meeting, Mr. Goldman was one of 2 “no” votes on adopting the CanaRx prescription plan

MR. BOGGS:

- Wants to talk more about the 2 locations with high call volumes
- Attended Fire Company meetings
- Attended the governmental finance/accounting training in Colonie recently
- Will go to Waterworks Association annual meeting
- Been going to zoning update meetings

Respectfully submitted by Carissa Parlato on 4/24/17.