

***Draft-not yet approved* TOWN BOARD MEETING**

Town of Ulysses

October 11, 2022

The meeting was held in person at the Town Hall at 10 Elm St., Trumansburg NY as well as via Zoom videoconference. Notice of Town Board meetings are posted on the Town's website and Clerk's board.

Video recordings of meetings are available on Youtube at <https://www.youtube.com/channel/UCWVIs--q9CpHlxdk9YxZyPw>.

CALL TO ORDER:

Ms. Olson called the meeting to order at 7:03pm

ATTENDANCE:

TOWN OFFICIALS

In person:

Board members- Katelin Olson, Roxanne Marino, Mary Bouchard, Rich Goldman, Michael Boggs (arrived at 7:09pm via Zoom)

Second Deputy Clerk Michelle Wright (left at 9:30pm), Town Bookkeeper Blix Taetzsch, Town Planner, Niels Tygesen (left at 9:45pm), Highway Superintendent Scott Stewart (via Zoom, left at 8:40pm)

Deputy Town Clerk- Casey Beck

OTHERS:

Via Zoom: Liz Weatherby, Linda Little

APPROVAL OF AGENDA:

Motion:

RESOLUTION #147 OF 2022: Approval of Agenda

RESOLVED that the Ulysses Town Board agenda for October 11, 2022 is approved as presented/amended.

Moved: Ms. Olson

Seconded: Ms. Marino

Olson	aye
Bouchard	aye
Goldman	aye
Marino	aye
Boggs	absent

Vote: 4-0

Date Adopted: 10/11/22

Introduction to Niels Tygesen

RESOLVED that the Ulysses Town Board Meeting agenda for October 11, 2022 is amended to officially introduce our new town planner, Niels Tygesen.

Moved: Ms. Olson

Seconded: Ms. Marino

Olson	aye
Bouchard	aye
Goldman	aye
Marino	aye
Boggs	absent

Vote: 4-0

Date Adopted: 10/11/22

LIAISON/CHAIR REPORTS

Ms. Marino presented the efforts put forth to turn the town of Ulysses into a Bee Friendly Community between she and Ms. Bouchard. Ms. Marino has continued to work on the clean energy community.

Ms. Bouchard worked with CSAC to designate our town to become a bee-friendly community. It is through the Xerces society, a non-profit organization that promotes pollinator health in communities.

- Establish a Bee friendly Community Committee (create lists of native plants, plant suppliers, plan an annual event regarding planting, education opportunities on pollinators). The committee would also establish task management documentation for people to refer to, which would be included on our website. Annual report with work being done. Place a sign in somewhere in town that we are a Bee Friendly Community. Add information to our town website.
- \$100 annual fee

Ms. Olson raised the point that this is the 4th committee that has been created this year out of caution to ensure there is enough involvement/engagement to make this happen. Mary Bouchard volunteered to chair this committee. Perhaps a subcommittee of CSAC? Incorporate new committee into future website updates.

Will need a resolution to proceed further. Ms. Bouchard and Ms. Marino suggested adding new committee/initiative to the next newsletter (10/28/22) upon Town Clerk's return.

OLD BUSINESS:

2023 Tentative Budget Discussion

Highlights of A Fund (Michelle Wright)

Budget Context Report

Sect C:

IT, Cyber security upgrade

Transitioning to new software (subscribing to Microsoft products annually). Will resolve cyber security and licensing issues presented in OSC audit. Microsoft SUITE shift will affect our current calendars and will need to transition to Microsoft Teams.

RFP Out -5 different IT consultants intending to provide a quote/plan.

Town hall facility maintenance:

- Hiring a project manager (ideally with facilities experience)
- Ms. Wright encouraged the creation and use of a Standard Operating Procedure for the Town Hall (covering all systems within the building)
- Painting and repairing the outside of the building to maintain integrity of structure.
- ADA Compliant rear door
- Insulation work (second floor/attic space in 2023 and eventually in the clerk's office)

Increase support for the supervisor's office (A FUND)

Increase capacity for grant funding opportunities

Continued support for community groups

Maintenance of Records in the Clerk's office

Annual audit

Recreation Program -currently being expanded to include adult programs in addition to youth

Sect. D

Approx \$3.4 million in currently unknown infrastructure investments in the next 5-10 years

Sect. F

Projected reserve balances (created by Ms. Taetzsch)

CONTINGENCY IN A-FUND:

Ms. Olson explained that the General contingency constitutes approx. \$40,000. The remaining contingency is related to the new administrative position to hire for and the benefit package.

Completely offset by Appropriated Fund balance. Constitutes 3% of A-FUND (excluding reserves) and does not affect the tax levy. Things that will be covered under (2021 the town had an unexpected legal expense which was paid for out of Contingency of A-Fund), general liability insurance for 2023 (exact amount will not be known until after budget finalized, anticipating a 8% increase), and inflation.

Ms. Wright reminded the board of the suggestion made previously, the possibility of procuring engineer design for the parking lot in 2023 to include storm water design elements.

Ms. Marino suggested including an energy audit be done in addition to the upcoming Salt Barn walk-through (in trying to plan for the appropriate amount of repairs needed).

Ms. Marino suggested adding a line to the contingency for the engineering cost for the parking lot, per Mr. Bogg's suggestion, to the 2023 budget in case the opportunity for a grant presents before it is

time to implement the repair so the funds would be readily available. Suggested \$5,000 (would come from the engineering budget and be offset by the appropriated funds balance) to be set aside for anticipated cost. If storm water and drainage could be included in plan, it may increase the opportunity for greener installation of new parking lot which would provide more opportunity for grant funding before repairs are underway.

Ms. Olson and Mr. Stewart, Highway Superintendent, suggested that for less than \$1k potholes could be cold-patched for a short term aid by the highway department until an official plan could be put in place.

Ms. Wright reminded the board that any changes to the tentative budget, per state law, there needs to be a resolution to state the differences between the tentative and the preliminary budget. Ms. Olson said there will be a resolution which outlines all of the changes.

Community Funding Partners

Ms. Olson explained that at the board retreat, the board tentatively earmarked \$30k for community funds. Ms. Olson and Ms. Marino have been on a subcommittee to review interested parties. Gadabout \$2,500 was not included as they did not have an application submitted to be able to review/consider funding.

Lifelong

Trumansburg After School Program- they will now submit an application for funding

Winterfest (requesting that they now participate in a funding request application instead of automatically including the celebration budget)

New Park -applied for \$6K in funding for a youth music program (3-day chamber concert event).

Unclear on if it would involve local children in program.

Trumansburg Conservatory of Fine Arts

American Legion has been receiving Town funds annually (\$475) for cemetery flags to be placed every Memorial Day. Though they did not submit an application this year, the funds were set aside in an assigned fund within the A Fund.

Ms. Marino would like to allocate an additional \$2,500 for the Trumansburg Community Rec assigned fund.

It will be utilized from appropriated fund balance in the A fund. Ms. Olson stated it would be put into the Reserve Fund.

ARPA Funds

Ms. Marino, referring to the 9/23/22 outline provided, would like to advocate for removing \$106k from ARPA funds and utilize the reserve funds instead, to maintain ARPA funds for community needs, yet to be determined.

Ms. Marino would like to see a philosophical commitment to not use the ARPA funds and utilize DEC grant funds if we get them, for the Comprehensive Planning Process.

Ms. Olson reminded the board of the importance of the reserve allocations for future capital repairs needed and not leaving the fund with insufficient reserves.

Ms. Olson proposed waiting to find a facilities manager and for now, removing the ADA Compliant back door and exterior repainting and repairs from the capital repair budget and to reevaluate costs once a facilities manager is here to oversee more specific planning and managing costs. The finance committee can then reexamine expenses and which available funds they will be utilized.

Mr. Goldman suggested a compromise of utilizing ARPA funds for the ADA back door and using the Maintenance Fund for the repair costs. Further offsetting comprehensive plan costs with appropriated fund and grants. The exterior painting of Town Hall will be offset by fund balance.

- Tentative budget report will be edited per the board's discussion and presented in next board packet.

Mr. Goldman and Ms. Taetsch reviewed current town investments and the estimated interest amounts for the rest of 2022.

Fire + EMS Budget

Cost for fire contract going up 1.26%

SF Fund is directly offset by tax levy

SM Fund *EMS contract going up 8.32%

Tax levy only increasing by .76%

*Board proposing increase of tax levy from .76% to 3.7%.

Ms. Wright explained that an increase in the tax levy would require an official resolution for the public hearing.

Ms. Olson proposed that the B Fund and smaller funds (Water district 3) to be reviewed at October 25, 2022 TB Meeting.

Schedule a Special Town Board meeting from 6pm-7pm before regular Town Board Meeting on October 25, to have more time to review funds in detail.

Schedule a Special Town Board meeting for 10/26 in the evening at 6pm to 7pm, if more time is needed for the budget review.

Tentatively schedule the public hearing on October 27th.

NEW BUSINESS:

CONSENT AGENDA RESOLUTIONS # 148-152

RESOLUTION # 148 of 2022: Recognition of National American Indian Heritage Month

RESOLVED that the Ulysses Town Board approves purchasing and flying the Haudenosaunee (Six Nations) Flag in November in keeping with the Town of Ulysses Flag Policy and in honor of National American Indian Heritage Month.

RESOLUTION # 149 of 2022: Ixom Watercare Service Contract

WHEREAS, the warranty on the Water District 3 aerator expires in November 2022 and the Town of Ulysses wants to ensure that there is no interruption in service should any repairs be needed; and

WHEREAS, this service contract will commence at the expiration of our warranty, but billed starting in January 2023;

WHEREAS, this is a sole source procurement item and does not require additional bids per the Town of Ulysses' Procurement Policy;

NOW, THEREFORE, BE IT RESOLVED that the Ulysses Town Board approves the Town Supervisor entering a 3-year contract with IXOM Watercare, Inc, for a fixed rate of \$7,280 per year for three years.

RESOLUTION #150 of 2022: Memorandum of Agreement with Teamsters' Union in Highway Department for Altering Health Insurance in Current Contract

WHEREAS, the Ulysses Town Board and the Teamsters' Union entered into a 3-year contract in 2021 that stipulated the Gold Plan was the health care plan provided through the Town of Ulysses; and WHEREAS, the Ulysses Town Board desires to improve the health care plan for all employees and switch to the Platinum Plan beginning in 2023; and

WHEREAS, the Teamsters' Union representative informed the Town Supervisor that the union was amenable to the change in health plan coverage;

NOW, THEREFORE, BE IT RESOLVED that the Ulysses Town Board approves the Memorandum of Agreement altering the contract to reflect the change of health care coverage to the Platinum Plan.

RESOLUTION # 151 of 2022: Gatekeeper Resolution for Tompkins County Community Recovery Funds

WHEREAS, Tompkins County is providing funding for organizations, local governments, and individuals to address challenges caused by the COVID-19 pandemic, particularly to assist disadvantaged communities; and

WHEREAS, the Town of Ulysses provides essential services to families in the summer through our Summer Camp Program and subsidizes 100% of low-income households that participate; and

WHEREAS, the Town of Ulysses desires to create a pilot program to address and respond to learning and wellness deficiencies among students that were exacerbated by the COVID-19 pandemic and increase enrollment to support more families in need of affordable summertime childcare options; and

NOW, THEREFORE, BE IT RESOLVED that the Ulysses Town Board approves the submission of a grant request for up to \$50,000 for Community Recovery Funds through Tompkins County to support these activities through the Ulysses Recreation Department for 2023 and 2024.

RESOLUTION # 152 of 2022: Appreciation of Church of the Epiphany

WHEREAS, the closure of the Trumansburg Central School District facilities in March 2020 due to the COVID-19 pandemic resulted in the inability of the Rural Youth Services Program, part of the Town of Ulysses youth services, to continue to provide programming in school facilities; and

WHEREAS, the continuation of the pandemic resulted in restricted school facility access through the end of June 2022; and

WHEREAS, the Church of the Epiphany graciously allowed Ethan Crampton, the Town of Ulysses Rural Youth Services coordinator, to run programs for youth in church facilities, free of charge, for 18+ months in 2021 and 2022;

NOW, THEREFORE, BE IT RESOLVED that the Ulysses Town Board extends its deep appreciation to the Church of the Epiphany for their generosity and support to the youth of our community in very difficult times.

Moved: Ms. Olson Seconded: Ms. Bouchard

Olson	aye
Bouchard	aye
Goldman	aye
Marino	aye
Boggs	absent

Vote: 4-0

Date Adopted: 10/11/22

OFFICIAL/STAFF REPORTS & ANNOUNCEMENTS (*written reports provided*)

- a. Staff Reports
- b. Highway Superintendent
- c. Town Clerk
- d. Supervisor
- e. Town Board Members

UPCOMING EVENTS

October 11 – Regular meeting

October 23 – Regular meeting

November 8 – Regular meeting

November 11 – Town buildings closed for Veterans Day

Approval of Minutes

RESOLUTION #153 of 2022: Approval of Minutes

RESOLVED, that the Ulysses Town Board approve the meeting minutes from September 27, 2022 (regular meeting) as presented or amended.

Moved: Ms. Marino Seconded: Ms. Bouchard

Olson	aye
Bouchard	aye
Goldman	aye
Marino	aye
Boggs	absent

Vote: 4-0

Date Adopted: 10/11/22

PAYMENT OF AUDITED CLAIMS

PAYMENT OF CLAIMS

RESOLUTION # 154 of 2022: Payment of Claims

RESOLVED that the Town of Ulysses Town Board has reviewed and approves payment claims for vouchers numbered 433 through 475 in the amount of \$163, 531.28.

Moved: Ms. Bouchard Seconded: Mr. Goldman

Olson	aye
Boggs	aye
Bouchard	aye
Goldman	aye
Marino	aye
Boggs	absent

Vote: 4-0

Date Adopted: 10/11/22

PRIVILEGE OF THE FLOOR (3 min limit per person)

none

ADJOURN

Mr. Goldman made a motion to adjourn at 9:51pm. This was seconded by Ms. Bouchard and passed unanimously.

*Respectfully submitted by Casey Beck, Deputy Town Clerk
11/08/2022*