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## Building & Code Updates

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Mark Washburn, NYS CEO, Certification No. 1020-0364 January 1 -January 31, 2024

### Plan Reviews

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- 4 discussions about upcoming project
- CARS review started

### Site Visits

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- Ongoing monitoring of Erosion Plan, visited 4 times no issues
- 9 Site meetings with contractors
- 3 visit regarding erosion monitoring Willow point Rd
- Placard the old County home. Working with property owner to secure and reinforce front wall to prevent future collapse. Owner is developing a plan to bring into compliance

### CEO Activity

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- 3 Foundation/Footer inspections/ 0 reinspection's
- 5 Framing inspections/ 0 reinspection's Issue resolved.
- 5 Plumbing inspections/ 1 reinspection
- 4 Final inspection/0 Reinspection
- Code research for 13 different issues approximately 8 hours
- Plan review for 1 new home builds
- Plan review started for CARS project
- 1 C of O's – 4 C of Cs
- Placard 26.-2-13.1 Unsafe unsecured vacant building, Working with Owner
- 7 Permits issued

## Building & Code Updates

Mark Washburn, NYS CEO, Certification No 1020-0364

Reporting Period November 1 – November 3, 2023

SBL	Violation	Code	Action	Status
	Erosion control		4x Site visit No issues	Ongoing
26.-2-13.1	Unsafe/ Unsecured Vacant building	Multiple code violations	Placard Building <b>UNSAFE</b>	Working with owner

## **January 2024 Youth Services Report**

### **Middle School Programming**

Shifting to Church of the Epiphany for current Middle School Programming. (Initial month of programming was held in school.) There are advantages and disadvantages to each. Successful trial run of the church space on Jan 15- twelve kids came to check out the space and play games on that no-school Monday afternoon.

Ryan has settled on Tuesday afternoons at 4pm for "Adventure Club" (oriented toward team building and cooperation- activities are designed to give youth opportunities to solve problems and build relationships in a safe and inclusive environment.) This club is now advertised in the Town Newsletter and the weekly Middle School newsletter, and eight youth have thus far registered.

### **Civics Internship**

Spring 2024 Civics Internship program is coming together. Tompkins Workforce Development Youth Services team is on board for another series of workshops, MidState COSH scheduled for a workshop on workplace safety, and Anne Bialke for a public speaking workshop. Niels Tygesen will work with students on developing youth input toward the Comp Plan Revision, and teachers are onboard for another round of in class student focus groups. Student registration/application forms are now being distributed at the high school.

### **College Tour**

Successful but small trip to Elmira College Jan 25. Six registered (capacity for the school minivan), four were able to attend. Visited with admissions advisor and then Elmira College student led group tour of campus.

**Town of Ulysses Clerk's Office**  
**MONTHLY REPORT for JANUARY 2024**

*Submitted by Carissa Parlato*

<b><u>LICENSES/PERMITS issued:</u></b>	<b>#</b>
Sporting licenses	2
Disabled parking permits	
Dog licenses and renewals	59
Marriage licenses	0
Plumbing permits	0
Address assignments	<i>Task transition to Code office</i>
Notarizations	6
FOIL requests-received	2
FOIL requests-completed	2

<b><u>FINANCIAL REPORT:</u></b>	
\$4058.00	TOTAL fees collected
\$3525.89	stays in the town
\$532.11	goes to the state

**CLERK'S OFFICE TASKS:**

- General:
  - mail, answered inquiries on various topics, attended town board meetings and took minutes, kept website current, provided notary services, issued licenses (marriage, dog, sporting) and disabled parking permits, collected building & zoning fees, assigned new addresses, participated in weekly Supervisor/Clerks office meetings, sent weekly e-newsletters, contract management, coordinated building use/equipment sign out, FOIL requests, ordered supplies, posted meetings & videos
- Tax Collection:
  - Continue collections- took up most of the time this month
- Water:
  - Continued transition to new billing software
  - Next billing Feb. 15
- Social Media & website
  - Continue to build a Facebook following- up to 213
- IT:
  - Meeting with A2K and MEW on new email filter (Barracuda)for virus protection
- Records Mgmt
  - Fulfill FOIL requests- coordination with other departments to fulfill
- Cross reconciliation of bank statements with Bookkeeper
  - Reviewed bookkeepers' stmts



## TOWN OF ULYSSES

10 Elm Street, Trumansburg, NY 14886  
townofulyssesny.gov

Town Supervisor (607) 387-5767, Ext 232 • supervisor@townofulyssesny.gov  
Town Clerk (607) 387-5767, Ext 221 • clerk@townofulyssesny.gov

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### Planning & Zoning January 2024 Report to Town Board

Town Board Meeting Date, 02.13.2024

Submitted by Niels Tygesen, 02.05.2024

#### Planning Board

The Planning Board held a meeting on January 16<sup>th</sup> to discuss the following items:

- The Board continued a public hearing from October 3, 2023 for the 'Angelhearts Market Special Permit and Sketch Plan' project, and approved the special use permit and site plan.
- The Board continued discussion from September 19, 2023 for the 'Gaulke Tram Site Plan' project, and set final site plan review for February 6, 2024.
- The Board continued sketch plat review from December 5, 2023 for the 'Burruss 2 Lot Land Division' project, and scheduled a public hearing for February 6, 2024.
- The Board continued sketch plat review from December 5, 2023 for the 'Bennett 2 Lot Land Division' project, and requested additional items from the applicant.
- The Board re-appointed Linda Liddle as Vice Chair for 2024.

#### Comp Plan Steering Committee

The Committee did not conduct any business this month.

#### Board of Zoning Appeals

The BZA did not conduct any business this month.

#### Planning Projects

- Long term multi-year town-wide planning cycle.
- Publication and notification of the Comp Plan Consultant RFQ.
- Quarterly Report for DEC CSC Comp Plan Grant.
- Spring Civics Internship Program, outreach to youth for Comp Plan update.
- Pro-Housing Community Round Table meeting with State, Regional, and Local officials regarding the State's Homes and Community Renewal Office program for designation and potential future financial resources.



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### **Zoning Enforcement**

Ongoing research on existing code cases.

### **Miscellaneous**

- Stormwater Coalition Meeting with Tompkins County DPS, DEC, and other local jurisdictions
  - MS4 General Permit Update from DEC
  - Annual Stormwater contract
  - Post-Construction Practice
- Staff organization meeting
- ITCTC Planning Committee Meeting
  - Joint Committee Action Summary
  - 2024-2025 Unified Planning Work Program (UPWP)
  - 2024-2025 Operating Budget
  - 2023-27 Transportation Improvement Program
  - 2023-2024 UPWP Amendment
- Continued outreach and interviews for members for the Planning Board and BZA.
- Building, Planning, and Zoning permit reviews.
- Updates to webpages and applications.
- Continued training with Office Project Assistant.
- Customer support pertaining zoning information and permitting process.

## Recreation Department Report

February 7, 2024

Created by: Will Glennon, Recreation Director

### Adult Recreation Programming

- Total adult recreation registrations for 2024 as of this report: 182 registrations for 9 individual programs.
- Two additional programs will be starting next Month. The second session of yoga and a new adult recreation volleyball clinic.

### Winter youth programming and administration

- The youth basketball clinic will conclude on February 17th. The clinic on February 3rd was canceled due to a scheduling conflict with the Trumansburg HS athletics.
- The travel team based basketball program will also end the weekend of February 17th & 18th. The 3rd/4th, 5th, and 6th grade basketball teams will participate in a tournament in Candor that weekend to wrap up the season. The girls team will have their last game on the 17th.
- The winter track program participated in their first meet at Barton hall on January 21st.
- A new session of the 5-hour drivers education course took place on February 1st at the high school. There were 12 participants.

### General administration

- Attended the monthly youth commission meeting on February 6th.
- The Cortland Women's Club Softball team will conduct a 4 week softball clinic for interested youth players beginning March 23rd.
- Youth wrestling may be coming to Trumansburg beginning with a clinic in March. A coach has been identified as a potential lead for the program moving forward. A free clinic may/will be offered in March for interested youth. If the program is successful, we will offer a longer clinic in the spring.
- Payment vouchers for the basketball tournament, referees, drivers education, and recreation instructors will be paid out in February.

**Work Activities**

**Insurance Related**

- 2024 coverage finalization

**Financially Related**

- Budget modeling related work
- Investment related communications
- Monthly Local Finance meeting
- ARPA / SLRF related training
- Jacksonville Park County Grant reimbursement related work

**Finance Committee**

- 1/11 meeting prep

**Multi-year Planning**

- ARPA related planning as it relates to the Town's multi-year capital and project planning

**Budget Related**

- 2023 end of year related activities in coordination with Bookkeeper
- Monthly financial statement review
- Voucher review
- Community Org funding related activities
- Communications with staff and elected officials regarding 2024 budget

**Asset Management**

- IT update related work, see active projects section
- EV Charger related communications
- Town Hall ERV air filter replacement

**Stormwater Long Term Planning**

- Stormwater modeling information gathering

**Water District 3 Related**

- Working group coordination and communications
- Budget monitoring

**Bookkeeper Supervision**

- Review of monthly financial statements
- Budget related work
- HR related matters
- New employee orientation development support

**Compliance Related**

- ADA accessibility related communications for Town website

**Miscellaneous/General Town Work**

- EMS Hardship Policy update
- EMS Hardship Policy to MedEx for inclusion in all billing
- 2024 Organizational Meeting related communications and admin
- Standing weekly meetings: Clerk, Supervisor, Bookkeeper, Project Assistant
- Resolution drafting, agenda packet related work
- Organization of once-a-month staff walk
- Climate Smart Communities Recertification process related activities
- Southern Tier Central Leadership Conference committee related

**Transportation**

- BRIDGE NY application submitted for rehabilitation of Maplewood Hairpin Culvert
  - NYSDOT had indicated that the results will be available in May



- 1/11 Black Diamond Trail local partners meeting held by NYS Parks

#### **Emergency Planning & Hazard Mitigation**

- No significant work activity for this period—place holder for future reports

#### **Procurement Related Updates**

- No significant work activity for this period—place holder for future reports

#### **Safety Committee**

- No significant work activity for this period—place holder for future reports

#### **Recreation Department Administration**

- No significant work activity for this period—place holder for future reports

#### **General Water**

- No significant work activity for this period—place holder for future reports

### **Active Projects Update**

- **ARPA Use of Funds Decision Making Process**
  - Information gathering and other related administrative and multi-year planning work
- **IT Related: Modernization Strategic Plan Execution**
  - Continued work with IT support provider and staff
  - Email security system “Barracuda” launch and related process documentation and communication
  - Communications regarding billing and contract related issues
  - Microsoft and .gov user admin
  - Sharepoint set up
  - Website updating
- **DEC NPS Planning Grant**
  - No significant work activity for this period—place holder for future reports
- **DEC Climate Smart Communities Comp Plan Update**
  - 1<sup>st</sup> reporting period (10/1/23-12/31/23) submitted to DEC Project Manager in coordination with Town Planner
  - RFQ related activities
  - Status: DEC contract fully executed
- **BRIDGE NY Curry Road**
  - Related communications with B&L

### **Upcoming**

- ARPA Use of Funds Decision Making
- 2024 Work Plan development and finalization
- BRIDGE NY review team
- Budget process development
- Grant Administration:
  - CSC DEC: admin and reporting
  - NPS DEC: contract making
  - BRIDGE NY: admin and initial action steps
- End of year related activities

### **Meeting & Training Notes**

#### **Cornell Local Roads “Culverts” Webinar**

**2/7/24 (9-10am)**

- This webinar was a Culverts 101 webinar
- Bottomless culverts becoming more common
- Materials

- Concrete = benefit is that it's smooth (increases flow)
- Corrugated metal = rough flow surface might reduce flow
- HDPE: High Density Polyethylene
  - highly dependent on interaction with surrounding soil, soil compaction critical for long term performance
- Installation and Maintenance
  - common defects of culverts
    - Debris, leaking joints, settlement/sinkholes, scour, damage coatings, deterioration, dents/localized damage, cracks and spalls, deformation of pipe
  - defects lessen the flow that culvert is designed to take
  - multi barrel culverts tend to get more debris issues
  - Dents/localized damage can create situation where slip line renovation is not an option
  - Longitudinal crack location dictates where the lack of support is located
  - Damaged coatings will lead to corrosion
- #1 preventative maintenance = removal of debris
  - Silt removal methods: water jet

## Legislation at Lunch - Executive Budget

### AOT

1/24/24 (noon – 1pm)

- State budget divided into two parts:
  - Appropriations
  - Article VII (Legislation)
- AIM staying flat
- CHIPs funding reduced
  - All other programs are flat (PAVE-NY, POP, EWR)
- Local Gov't Grant Funding
  - County-wide shared services
    - Phasing out matching grant program
  - Local Gov't Efficiency grants increases
    - Planning and implementation grants max grant increases
  - Clean Water Infrastructure Funding increases
    - This is open to entities other than government
    - AOT advocates to get an equivalent to CHIPs so that it's exclusive to government
  - Environmental Protection Fund
    - Mitigate climate change and other work
  - Hocol wants this linked to pro-housing community status, you will have to be certified as pro-housing community to be eligible for these grants
    - REDC funding for local government grants
    - Downtown Revitalization Initializes
    - NY Forward
      - For rural and small communities
    - Restore NY
      - To deal with blighted properties
- Cannabis related legislation to crack down on illicit cannabis sales
  - If County adopts law, at this time Towns can't also adopt a law
- Climate Smart Communities
  - 80% grant if applicant is hardship criteria
- Public officers law extends to July 1, 2026
- NYS doesn't have transmission lines needed to meet goals, leg includes RAPID ACT to help support electronic transmission line facilities, leg tries to standardized large transmission lines process
  - Municipalities have to be notified when a large scale transmission line is proposed in community

- Emergency Services proposed to be an "essential services"
  - Counties outside of NYC must ensure emergency services
  - Counties can make special ambulance districts
    - Won't take authority away from Towns
    - Overlapping districts are potential
      - Further clarification needed
  - Currently unfunded
    - AOT will be working with Association of Counties
- Tax issues
  - short term rental equivalent to hotel tax
    - distributed like sales tax
  - "if you want this, tell your legislatures"
- Telecommunications Assessment Ceiling Program
  - To be tax exempt the land must be exclusively or primarily used for telecommunications

### **State and Local Fiscal Recovery Funds (SLFRF) New York NEU program update**

**US Treasury Dept**

**1/17/24 (3-4pm)**

- Goal of this webinar was to ensure local governments felt confident in the next round of reporting
- \$12B to NYS municipalities
- "Provision of gov't services" is the category town falls into
- Big takeaway: Must submit report every year even if you have spent all funds until award close out occurs
- Part of reporting goals is to assess impact for future policy making
- UEI must be maintained at all times
- Email follow up will include links
- Reporting platform technical review
- Anecdotal: Pre pandemic system was rough, because they require all neu to have uei it forced federal system improvements. technical support more available and general system seems to be simplified through streamlining

## Highway Report February 2024

**Snow / Ice events:** January 14<sup>th</sup>, 16<sup>th</sup>, 19<sup>th</sup>, 20<sup>th</sup>, 21<sup>st</sup>, 23<sup>rd</sup>, 24<sup>th</sup>, 28<sup>th</sup> and 29<sup>th</sup>

**Repairs:** T1 Spreader and Spinner / New wiring, Module and Motor

T21 Rear Brakes / New Drums and pads, Cannisters and Brake hoses, Greased, Air line  
T23 Greased.

**Road Work:** Cold Patched in Various spots, Replaced Curve sign on Cayuga View Road,  
Tree Damage after high winds, large trees on Iradell, Brook, Pine ridge roads and numerous  
branches on several roads. Ditched Colegrove road and Garrett Road in various spots.

**Water:** BAC sample taken on 2/5. Water report sent to TCHD on 2/5

Water meter replaced at 1670 Trumansburg rd. Attended WD3 meeting 25<sup>th</sup> of  
January.

**Misc:** Ordered 550 Tons of salt. Renewed NYS DOT (Department of Transportation) permits  
(Right of way) and (Divisible Load Permit). Dave Snyder appointed Deputy Superintendent