

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

Town of Ulysses

Feb. 13, 2024

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 7pm.

ATTENDANCE:

TOWN OFFICIALS:

Supervisor- Katelin Olson

Board members- Mary Bouchard, Liz Weatherby, Michael Boggs

Town Clerk- Carissa Parlato

ABSENT- Rich Goldman

MEMBERS OF THE PUBLIC:

In person-

Linda Liddle, Ezra Delaney, Roxanne Marino

Via Zoom-

Dori, Anne Koreman, Krys Cail

APPROVAL OF AGENDA:

Motion:

Ms. Olson requested the addition of a resolution for the annual audit and discussion on the proposed voting districts.

Ms. Weatherby moved to approve the agenda as amended. This was seconded by Mr. Boggs and passed unanimously.

PRIVILEGE OF THE FLOOR:

Mr. Delaney commented on the ARPA documents. He was unclear on whether non-profits will be included and offered process suggestions including the ranking of shovel-ready projects timeframe of completion, whether funding will help leverage additional funds, and if it helps economy of Ulysses.

Krys Cail- re: how cultural and labor market and economic and educational networks don't represent the people that Ulysses represents. Must consider this with ARPA funds and comp plan update. Its easy for things to drift toward Village of Trumansburg as the center. Need to also represent outer town folks.

UPDATES:

Legislator Koreman shared the following updates on Tompkins County:

- Strategic plan feedback sought
- Vacancies in court
- PH on changes in Ag district- 1 parcel in Ulysses being considered
- 80% funding for 1st year for EMS fly car, not sure about 2nd year

Ms. Olson shared the following:

- Camp Barton/Three Falls LDC:
 - working on bylaw updates then will bring back to board for final feedback
 - Real estate closing will happen at end of 1st qtr or end of 2nd qtr
- Comp Plan Steering Committee (CPSC) extended the RFP deadline for consultant to March 8.
- Youth Commission-
 - Rec Specialist job opening is posted to provide programming to MS youth 5-8th grade 15 hrs/week year round
 - Sports programs are very successful
 - Summer rec program registration opens online- trying to meet demand by hiring more staff

Ms. Weatherby announced that an Ag Committee meeting is scheduled for Monday 3/4 at Fire Hall

Mr. Boggs shared the following:

- Planning Board- question on maps being used
- Water Protection Committee is starting to interpret survey results

Ms. Bouchard shared the following:

- Bee Committee ordered a sign (Bee City USA)- would like to get more for other points into the town

WSPPC- Ms. Liddle – *see Appendix for details*

- the committee is requesting ARPA funds for well testing. NYS Dept. of Health will offer private well testing in certain areas, but WSPPC would like to offer this to other areas as well

CSAC- Ms. Marino:

- Planning another Earthcare Day this year on Sat. 4/20 at Farmers Mkt
- The committee supports a sustainable parking lot design and would like to help. Thinks that the estimate on the ARPA dashboard of \$170K is high and they could help lessen it

OLD BUSINESS:

ARPA USE OF FUNDS STRATEGY

Ms. Olson suggested adding the WSPPC's request to the list of projects to be considered.

The Town Attorney opinion on non-profit funding /Tug Hill Commission finding is that it is allowable but should be through a fair process, similar to the community funding process.

Ms. Bouchard said that the Village attorney agreed- you can't just gift money to a non-profit, you must have a contract for services that addresses an identified need.

Ms. Olson noted that the total amount of funds sought for the current list is ~\$600K so hard choices will need to be made.

Mr. Boggs asked about Water District 1 and the permissive service area (town residents who are connected to Village water but not in a formal water district) and whether we should set aside funds to do a study.

The board discussed projects and the decision-making process.

RESOLUTION #57 OF 2024: STRATEGY FOR ALLOCATION OF ARPA FUNDS USE

RESOLVED the Ulysses Town Board approves the America Rescue Plan Act (ARPA) funds strategy, including timelines and ratings questions, as proposed/amended.

Moved: Mr. Boggs Seconded: Ms. Weatherby

Olson aye
 Boggs aye
 Bouchard aye
 Goldman absent
 Weatherby aye

Vote: 4-0
 Date Adopted: 2/13/24

NEW BUSINESS:

2023 BUDGET MODIFICATIONS TO CLOSE OUT 2023 FINANCIAL YEAR

RESOLUTION #58 OF 2024: 2023 BUDGET MODIFICATIONS

RESOLVED that the Town Board approves the following budget modifications to the 2023 budget.

A FUND BUDGET MODIFICATIONS

Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A1010.1	TOWN BOARD - PS	\$ 21,070.00	Increase	\$ 2.00	\$ 21,072.00
<i>Rounding error</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A1110.12	JUSTICE CLERK PS	\$ 53,529.00	Increase	\$ 0.06	\$ 53,529.06
<i>Rounding error</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A1220.1	SUPERVISOR -PS	\$ 38,938.00	Increase	\$ 0.12	\$ 38,938.12
<i>Rounding error</i>					

Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A1320.4	AUDITOR - CONTRACTUAL	\$ 15,950.00	Increase	\$ 1,250.0	\$ 17,200.00
<i>Auditing services contract exceeded budgeted amount.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A1410.1	TOWN CLERK - PS	\$ 61,491.00	Increase	\$ 0.04	\$ 61,491.04
<i>Rounding error</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A1450.4	ELECTIONS - CONTRACTUAL	\$ 4,000.00	Increase	\$ 1,499.68	\$ 5,499.68
<i>Actual expenses exceeded historically budgeted amount.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A5010.1	HIGHWAY SUPERINTENDENT PS	\$ 70,158.00	Increase	\$ 0.14	\$ 70,158.14
<i>Rounding error</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A1990.4	CONTINGENCY ACCOUNT	\$ 22,582.95	Decrease	\$ 2,752.04	\$ 19,830.91
<i>Offsetting above overages with contingency. Total contingency use for 2023 including this modification = \$15,169.09</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A1220.132	BUDGET OFFICER PS	\$ 47,263.00	Increase	\$ 681.72	\$ 47,944.72
<i>Additional work related to the administration of Tompkins County grant.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A1220.14	SUPERVISOR-PROJECT ASST PS	\$ 9,152.00	Decrease	\$ 681.72	\$ 8,470.28
<i>PS funds available within Supervisor Office PS lines.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A1670.4	PRINTING & MAILING - CE	\$ 12,851.57	Increase	\$ 903.58	\$ 13,755.15
<i>With new budgeting technique, operational lines without a contingency buffer will require budget modifications periodically if unknown operational expenses arise throughout the year.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A1650.4	CENTRAL COMMUNICATION CE	\$ 15,625.71	Decrease	\$ 903.58	\$ 14,722.13
<i>Funds available in this operationally similar line.</i>					

Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A7020.12	REC PS - ASST REC DIRECTOR	\$ -	Increase	\$ 1,672.00	\$ 1,672.00
<i>New line created in order to fulfill needs associated with increased Rec Department programming.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A7020.42	RECREATION CE	\$ 31,300.00	Increase	\$ 187.27	\$ 31,487.27
<i>Increased costs associated with increased programming.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A7020.43	REC CE - ADULT COMMUNITY REC	\$ 1,249.51	Increase	\$ 250.00	\$ 1,499.51
<i>Increased costs associated with increased programming.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A2001	RECREATION FEES	\$ 94,549.51	Increase	\$ 2,109.27	\$ 96,658.78
<i>Rec related expenses offset with increased revenue from department. Note that actual revenues in A2001 exceeded budgeted amount by \$13,168.63 and exceeded end of year (EOY) estimates by \$8,877</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A7110.4	PARKS - CONTRACTUAL	\$ 5,550.00	Increase	\$ 4,042.00	\$ 9,592.00
<i>Increased expense associated with Tompkins County grant funded related work.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A2706	GRANTS FROM LOCAL GOVTS	\$ 25,572.07	Increase	\$ 4,042.00	\$ 29,614.07
<i>Tompkins County Grant revenue.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A7310.1	YOUTH EMPLOYMENT - PS	\$ 31,428.18	Increase	\$ 149.10	\$ 31,577.28
<i>Increased YEP opportunities from transition to how program is administered.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A7310.11	YEP ADMIN & YOUTH DEV PS	\$ 6,501.00	Increase	\$ 5,527.50	\$ 12,028.50
<i>Increased Town staff expenses due to transition to how program is administered.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.

A7310.4	YOUTH PROGRAMS - CE	\$ 53,844.82	Decrease	\$ 5,676.60	\$ 48,168.22
<i>Cost savings in this line due to transition to how program is administered.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A7989.4	CULTURE & REC - CE	\$ 9,500.00	Increase	\$ 1,524.03	\$ 11,024.03
<i>Unbudgeted Tree Committee event offset by TRIAD Foundation grant funds.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A2089	OTHER CULTURE & REC INCOME	\$ -	Increase	\$ 1,524.03	\$ 1,524.03
<i>TRIAD Foundation grant funds.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A9030.8	SOCIAL SECURITY	\$ 38,620.00	Increase	\$ 759.27	\$ 39,379.27
<i>Use of Town staff in lieu of contracted services in youth development.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
A9060.8	HEALTH INSURANCE	\$ 70,000.00	Decrease	\$ 759.27	\$ 69,240.73
<i>Budget savings available in benefit line.</i>					

B FUND BUDGET MODIFICATIONS

Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
B1420.4	ATTORNEY - CONTRACTUAL	\$ 35,951.52	Increase	\$ 1,661.57	\$ 37,613.09
<i>Increased use of attorney due to increased activity related to B fund.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
B1990.4	CONTINGENCY ACCOUNT	\$ 13,458.01	Decrease	\$ 1,661.57	\$ 11,796.44
<i>Total contingency use for 2023 including this modification = \$8,203.56</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
B8020.1	PLANNING/ZONING CLERK - PS	\$ 13,728.00	Increase	\$ 1,409.35	\$ 15,137.35
<i>Planned overage due to department needs.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
B8021.11	PLANNING INTERNSHIP - PS	\$ 2,400.00	Decrease	\$ 1,409.35	\$ 990.65

<i>Underspent line for B fund admin and project support.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
B9010.8	NYS RETIREMENT	\$ 15,000.00	Increase	\$ 3,239.09	\$ 18,239.09
<i>Historic reporting issue will be resolved by paying employer contribution.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
B9055.8	DISABILITY AND PFL INSURANCE	\$ 776.22	Increase	\$ 61.50	\$ 837.72
<i>Adjustment in estimated calculation of salaries to actual for 2023.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
B9060.8	HEALTH INSURANCE	\$ 62,000.00	Decrease	\$ 3,300.59	\$ 58,699.41
<i>Funds available in employee benefits related account line.</i>					

DA FUND BUDGET MODIFICATIONS

Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
DA5130.1	MACHINERY - PS	\$ 42,000.00	Increase	\$ 768.00	\$ 42,768.00
<i>Adjustment for actual allocation of PS time.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
DA5140.1	BRUSH & WEEDS - PS	\$ 25,000.00	Increase	\$ 1,177.00	\$ 26,177.00
<i>Adjustment for actual allocation of PS time.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
DA5142.1	SNOW REMOVAL - PS	\$ 24,000.00	Decrease	\$ 1,945.00	\$ 22,055.00
<i>Funds available in this PS line.</i>					

SW2 FUND BUDGET MODIFICATIONS

Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
SW2-8320.4	WATER PURCHASES - CE	\$ 500.00	Increase	\$ 91.71	\$ 591.71
<i>Water use expenses budgeted amount, offset with revenue.</i>					
Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.

SW2-2140	METERED WATER SALES	\$ 500.00	Increase	\$ 91.71	\$ 591.71
<i>Water use expenses budgeted amount, offset with revenue.</i>					

SW3 FUND BUDGET MODIFICATIONS

Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
SW3-8310.11	WATER ADMINISTRATION - PS	\$ -	Increase	\$ 88.00	\$ 88.00
<i>New permitting admin process instituted in 2023.</i>					

Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
SW3-8340.2	WATER TRANSPORT&DISTR - EQ	\$ 49,800.00	Increase	\$ 4,047.09	\$ 53,847.09
<i>Using operational contingency to offset new equipment opposed to using reserves as budgeted.</i>					

Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
SW3-1990.4	CONTINGENCY	\$ 5,998.24	Decrease	\$ 4,135.09	\$ 1,863.15
<i>Total contingency use for 2023 including this modification = \$4,136.85</i>					

Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
SW3-8320.41	WATER PURCHASES LOSS - CE	\$ 14,145.00	Increase	\$ 1,922.99	\$ 16,067.99
<i>Water loss higher than budgeted.</i>					

Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
SW3-8320.4	WATER PURCHASES - CE	\$ 94,659.00	Decrease	\$ 1,922.99	\$ 92,736.01
<i>Water purchases lower than budgeted.</i>					

SW4 FUND BUDGET MODIFICATIONS

Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
SW4-8320.4	WATER PURCHASES - CE	\$ 582.31	Increase	\$ 179.45	\$ 761.76
<i>Water use expenses budgeted amount, offset with revenue.</i>					

Account #	Account Name	Current Budget	Increase / Decrease	Budget Mod Request	Post Budget Mod.
SW4-2140	METERED WATER SALES	\$ 582.31	Increase	\$ 179.45	\$ 761.76
<i>Water use expenses budgeted amount, offset with revenue.</i>					

Moved: Ms. Olson Seconded: Ms. Bouchard

Olson aye
Boggs aye
Bouchard aye
Goldman absent
Weatherby aye

Vote: 4-0
Date Adopted: 2/13/24

2023 USE OF THE AMERICAN RESCUE PLAN ACT (APRA) FUNDS FOR WATER DISTRICT 3
RESOLUTION #59 OF 2024: 2023 USE OF THE AMERICAN RESCUE PLAN ACT (APRA) FUNDS
FOR WATER DISTRICT 3

WHEREAS the 2023 adopted budget approved the use of American Rescue Plan (ARPA) funds for the critical radio meter modernization project for Water District 3 in the amount of \$27,548, and

WHEREAS in 2023, the radio meters were purchased and replaced throughout Water District 3, and

WHEREAS this resolution is for purposes of documentation and reporting, therefore be it

RESOLVED that the total ARPA funds used for this purpose was the \$27,548 as budgeted and is the total of ARPA funds used in 2023.

Moved: Ms. Olson Seconded: Ms. Weatherby

Olson aye
Boggs aye
Bouchard aye
Goldman absent
Weatherby aye

Vote: 4-0
Date Adopted: 2/13/24

AUTHORIZATION OF SUPERVISOR TO SIGN CONTRACT WITH INSERO FOR ANNUAL AUDIT
RESOLUTION # 60 OF 2024: AUTHORIZATION OF SUPERVISOR TO SIGN CONTRACT WITH
INSERO FOR ANNUAL AUDIT

RESOLVED the Ulysses Town Board authorizes the Town Supervisor to sign the contract with Insero for the annual audit.

Moved: Ms. Olson Seconded: Ms. Bouchard

Olson aye
Boggs aye
Bouchard aye

Goldman absent
Weatherby aye

Vote: 4-0

Date Adopted: 2/13/24

DISCUSSION OF TOMPKINS COUNTY’S PROPOSAL TO CHANGE POLLING LOCATION

Ms. Olson reiterated the county’s proposal to eliminate the West Hill Community Church as a polling place due to staffing, costs and the addition of early voting options.

APPROVAL OF MINUTES:

RESOLUTION #61 OF 2024: APPROVAL OF MINUTES:

RESOLVED, that the Ulysses Town Board approve the meeting minutes as presented from 1/23/24 Regular meeting & Public Hearing and the 2/8/24 Special Meeting.

Moved: Ms. Olson Seconded: Mr. Boggs

Olson aye
Boggs aye
Bouchard aye
Goldman absent
Weatherby aye

Vote: 4-0

Date Adopted: 2/13/24

BOARD NOTIFICATIONS:

(none)

PAYMENT OF CLAIMS:

RESOLUTION #62 OF 2024: PAYMENT OF CLAIMS

RESOLVED that the Ulysses Town Board has reviewed and approves payment of claims for Abstract #2, vouchers 27-96 in the amount of \$829,866.62.

Moved: Ms. Olson Seconded: Ms. Bouchard

Olson aye
Boggs aye
Bouchard aye
Goldman absent
Weatherby aye

Vote: 4-0

Date Adopted: 2/13/24

CANCELLATION OF FEBRUARY 27TH REGULAR MEETING

RESOLUTION # 63 OF 2024: CANCELLATION OF FEBRUARY 27TH REGULAR MEETING

RESOLVED the Ulysses Town Board cancels its regularly scheduled February 27, 2024 meeting.

Moved: Ms. Olson

Seconded: Ms. Weatherby

Olson	aye
Boggs	aye
Bouchard	aye
Goldman	absent
Weatherby	aye

Vote: 4-0

Date Adopted: 2/13/24

UPCOMING EVENTS:

February 19 – Town Hall closed for President’s Day

February 27 – CANCELLED- Regular Meeting, 7pm @ Town Hall

March 12 – Regular Meeting, 7pm @ Town Hall

PRIVILEGE OF THE FLOOR (3 min limit per person):

Krys Cail suggested that water/sewer studies be added to ARPA list for southern area of town near the Town of Ithaca lines.

Mr. Delaney thanked the board for the ARPA process.

Ms. Marino suggested reflecting on Mr. Delaney’s discussion on ratings and how many people each topic will benefit.

ADJOURN

Ms. Bouchard made a motion to adjourn at 8:34pm. This was seconded by Ms. Weatherby and passed unanimously.

Respectfully submitted by Carissa Parlato, Town Clerk
3/8/24

APPENDIX:

From Roxanne Marino:

Submitted to Ulysses Town Board, for consideration at 2-13-24 meeting

RE: Proposed use of some ARPA funds for well testing

From: Water Source Protection Plan Committee 2-13

MJ, our technical assistance provider from NYRWA, shared at the WSPPC meeting last night (2-12) some information from DOH folks on their private well testing program for 2024, which is starting in ~April. She talked with them about Ulysses working on a DWSPP and felt we are eligible to participate.

“With the assistance of community organizers, NYSDOH is offering to sample private wells within the community at no cost to the town or well owner. The results generated will be used to help NYSDOH identify and better understand drinking water vulnerabilities experienced by homes that rely on private well water. Data will be aggregated for analysis. Names of well owners and home addresses will not be made available to anyone outside the Department. In previous sampling events performed by NYSDOH, communities were able to use the private well data to support source water protection initiatives and community sewer projects.”

DOH can typically do 20-30 homes in a participating municipality (cost is \$325 sample for a full suite of analytes).

We propose to use some of the ARPA funds to build on the data we can get from the DOH testing program (20-30 homes), targeted in areas that span the breadth of well situations in the Town (for example: location, depth of well, indication of concern from homeowners in the general area, proximity to potential contaminant sources).

The proposed expansion of the limited DOH testing available to us, using some ARPA funds, would target and expand testing in most vulnerable areas of the town, and where no water districts are planned or ever likely to be feasible.

Rational for the \$30K request: MJ is working with another community that is like ours in that the drinking water supply for residents is primarily private wells; they have allocated 30K of ARPA funds for expanding well water testing in tandem with DOH; WSPP committee decided this was a reasonable target funding request to get a broad picture of potential drinking water issues and vulnerabilities. This study will inform the strategies for prevention and public education, as part of the Implementation phase of the DWSPP that we are preparing.

Cost for an individual test, depending on the testing goals / analytes of interest ranges from \$45 (single, for nitrate) to ~\$400 for contaminants of specific concern in an area (organic compounds, microcystin). Full suite of analytes run by DOH is \$325. The Town would contract with a DOH-certified testing lab; we have one right in Ithaca (Community Science Institute).

Important note: Consistent with the DOH program, the names of well owners and home addresses will be kept confidential within the Town; data will be aggregated for analysis (similar also to the drinking water survey data).