

**DRAFT- TOWN BOARD MEETING**

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Town of Ulysses

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March 10, 2026

*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 7:05pm.

**ATTENDANCE:**

TOWN OFFICIALS:

In person-

Supervisor- Katelin Olson

Board members- Michael Boggs, Steve Manley, Liz Weatherby

Town Clerk- Carissa Parlato

Highway Superintendent/DPW Director- Scott Stewart

2<sup>nd</sup> Deputy Supervisor- Teressa Naylor

Via Zoom-

Roxanne Marino (Conservation & Sustainability Advisory Committee (CSAC); Comp Plan Steering Committee (CPSC))

OTHERS:

In person-

Marissa Nolan (CCE Citizen Pruners), Tom Knipe (former Town Board member), Matt McKenna (Engineer- MRB)

Via Zoom-

Andrew Sciarabba, Cynthia

**APPROVAL OF AGENDA:**

Mr. Boggs moved to approve the agenda as presented. This was seconded by Mr. Manley and passed unanimously.

**PRIVILEGE OF THE FLOOR:**

Mr. Knipe shared that he has resigned from the Town Board due to potential conflicts with his new position as Director of the Ithaca-Tompkins County Transportation Council (ITCTC). He noted that there are not any conflicts at this time; he is just trying to be proactive.

**PRESENTATION: CORNELL COOPERATIVE EXTENSION (CCE) CITIZEN PRUNERS**

Ms. Nolan shared Citizen Pruner program updates including last year's stats and what is planned for this year. Four classes are scheduled to start April 7.

**PRESENTATION: MATT MCKENNA FROM MRB**

Mr. McKenna shared MRB's proposal for professional services for a hydrologic and hydraulic study for culverts on Reynolds Road. Completion of the study will enable to the town to apply for grants.

**HYDROLOGY ANALYSIS AND CONSOLIDATED FUNDING APPLICATION GRANT PROPOSAL, REYNOLDS ROAD**

**RESOLUTION #61 OF 2026: TOWN OF ULYSSES REYNOLDS ROAD CULVERTS HYDROLOGIC AND HYDRAULIC EVALUATION AND GRANT PREPARATION**

RESOLVED, that the Ulysses Town Board authorizes the Town Supervisor to sign a contract with MRB Group pending approval by the Town Attorney, for a Hydrologic and Hydraulic Evaluation of the Reynolds Road Culvert and the application preparation for a Consolidated Funding Application for WQIP 2026 for an amount not to exceed \$27,000.

Moved: Olson                      Seconded: Weatherby

Mr. Boggs asked why there wasn't bidding process. Ms. Olson explained that since the town already went through a bidding process to procure MRB as engineers for the town, there is no need. She added that the attorney agrees with this.

Olson	aye
Boggs	nay
Manley	aye
Weatherby	aye

Vote: 3-1  
Date Adopted: 3/10/26

**MUNICIPAL BOARD & STAFF REPORTS & ANNOUNCEMENTS (written reports provided)**

Ms. Marino shared CSAC updates, including that the annual Earthcare Day is scheduled for May 2 at the Farmers Market. She added that CSAC has decided to meet on the 3<sup>rd</sup> Thursdays at 7:30pm this year.

Ms. Weatherby shared that the CPSC had a productive meeting on Sat. and is meeting again tomorrow. The final draft for CPSC will be released on 3/17 and they hope to approve a final draft at the end of month to pass it to the Town Board for review and possible adoption.

Mr. Manley shared that the Youth Commission met and got was updated on plans for summer camp. Summer Rec registration will open at 8am on Sat. 3/14 and fills up fast.

Ms. Olson gave an update on the Village Board meeting, saying they discussed:

- zoning updates
- water meter replacements
- local law to override the tax cap
- front office moving to the cloud
- getting their code online

She added that Three Falls LDC met last week and NYS Parks announced the official name of the former Camp Barton: Three Falls State Park. A site plan that was completed is going through state review before being used as a starting point for planning.

Mr. Boggs shared that he went to the annual Association of Towns meeting in Feb. and learned about the following:

- Amazon purchasing through AOT
- Highway school at IC will feature, simulator truck & plow
- EMS designated as an essential service

**OLD BUSINESS:**

**OPEN DEVELOPMENT AREA - 1195 TAUGHANNOCK BOULEVARD**

**RESOLUTION #62 OF 2026: CONCERNING ENVIRONMENTAL REVIEW ABOUT THE ESTABLISHMENT OF AN OPEN DEVELOPMENT AREA OVER 1195 TAUGHANNOCK BOULEVARD**

WHEREAS, an agent for Carol S. Weissmann submitted an application to the Town of Ulysses to establish an Open Development Area on/over her property known as 1195 Taughannock Boulevard, Tax Parcel No. 30.-3-8 (the “Proposed Action”); and

WHEREAS, based upon a review of submitted materials, the Town Planner and Attorney for the Town have recommended classification of the Proposed Action as an Unlisted Action pursuant to the New York State Environmental Quality Review Act (“SEQRA”), Article 8 of the Environmental Conservation Law, and its implementing regulations at 6 NYCRR Part 617; and

WHEREAS, a Part 1 Short Environmental Assessment Form (“SEAF”) must be completed relating to the Proposed Action; and

WHEREAS, the Proposed Action must be sent for comment to the Town Planning Board, Tompkins County Department of Planning and Sustainability, the Trumansburg Fire Department, Emergency Medical Services Department, and Tompkins County Sheriff’s office; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Ulysses directs the Town Planner to prepare and execute on behalf of the Town a Part 1 SEAF relating to the Proposed Action; and be it further

RESOLVED, that the Town Planner is to circulate the complete action, including the Part 1 SEAF, to the above referenced departments/agencies for comments, to the extent not already provided; and be it further

RESOLVED, that the Town Supervisor or their designee is hereby authorized and directed to take all other steps necessary to proceed with the application in order for the Town Board to take action regarding the Proposed Action as soon as reasonably possible; and be it further

RESOLVED, that this resolution shall take effect immediately.

Moved: Olson                      Seconded: Boggs

Olson	aye
Boggs	aye
Manley	aye
Weatherby	aye

Vote: 4-0

Date Adopted: 3/10/26

**ANNUAL TOWN JUSTICE COURT AUDIT**

**RESOLUTION #63 OF 2026: ANNUAL TOWN JUSTICE COURT AUDIT**

RESOLVED, that the Ulysses Town Board accepts the satisfactory audit results of the Ulysses Town Justice Court, as completed by Katelin Olson and Tom Knipe on January 29, 2026.

Moved: Olson            Seconded: Boggs

Olson            aye  
Boggs            aye  
Manley           aye  
Weatherby      aye

Vote: 4-0

Date Adopted: 3/10/26

**PARK DONATION UPDATE**

Ms. Olson said that the Planning Board approved a subdivision for the Cold Springs property on March 3 so now the official property transfer can be scheduled.

**NEW BUSINESS:**

**GATEKEEPER APPROVAL FOR UNITED WAY FUNDING**

**RESOLUTION # 64 OF 2026: AUTHORIZATION TO SUBMIT APPLICATION TO UNITED WAY FOR YOUTH SERVICES & RECREATION FUNDING**

RESOLVED, the Ulysses Town Board authorizes the Town Supervisor or her designee to submit funding applications for Youth Services and Recreation to the United Way of Tompkins County for up to \$7000.

Moved: Olson            Seconded: Boggs

Olson            aye  
Boggs            aye  
Manley           aye  
Weatherby      aye

Vote: 4-0

Date Adopted: 3/10/26

**LETTER REGARDING FINANCIAL SERVICES**

Ms. Olson said that the town, as a municipality, does not have the ability to work with Morgan Stanley.

Mr. Boggs expressed concerns about Mr. Goldman serving on the Finance Committee because finances are the Town Board's responsibility. Ms. Olson expressed that the committee is advisory only, in the same way the Youth Commission advises the Town Board on youth funding allocations.

**RESOLUTION #65 OF 2026: STATEMENT OF NO CONFLICT OF INTEREST FOR FINANCE COMMITTEE APPOINTMENT**

RESOLVED, the Ulysses Town Board authorizes the Town Supervisor to submit a letter acknowledging that Richard Goldman serving on the Finance Committee will not impact any future relationship the Town may choose to pursue with Morgan Stanley.

Moved: Olson            Seconded: Boggs

Olson	aye
Boggs	nay
Manley	aye
Weatherby	aye

Vote: 3-1

Date Adopted: 3/10/26

**UPCOMING EVENTS**

March 11 – Comprehensive Plan Steering Committee, 5:30pm @ Town Hall

March 24 – Regular Town Board Meeting, 7pm @ Town Hall

April 11 – State of the Town (specifics forthcoming)

**APPROVAL OF MINUTES:**

**RESOLUTION #66 of 2026: APPROVAL OF MINUTES**

RESOLVED, that the Ulysses Town Board approves the meeting minutes as amended from the February 10, 2026 (regular meeting).

Moved: Olson            Seconded: Boggs

Olson	aye
Boggs	aye
Manley	aye
Weatherby	aye

Vote: 4-0

Date Adopted: 3/10/26

**BOARD NOTIFICATIONS:**

Ms. Olson said that in order to close on the Smith Woods property, an abstract for TG Miller costing \$4500 was needed. She is authorized to spend up to \$6000 but must notify board.

**PAYMENT OF AUDITED CLAIMS:**

**RESOLUTION #67 of 2026: PAYMENT OF AUDITED CLAIMS**

RESOLVED that the Ulysses Town Board approves payment of Vouchers #83-145 in the A-SW Funds totaling \$178,540.44.

Moved: Olson            Seconded: Manley

Olson	aye
Boggs	aye
Manley	aye
Weatherby	aye

Vote: 4-0

Date Adopted: 3/10/26

**PRIVILEGE OF THE FLOOR (3-min limit per person)**

Ms. Marino said that CSI has offered to come present to the board. She asked what the board's plan was for replacing Mr. Knipe on the board.

**ADJOURN:**

Mr. Manley made a motion to adjourn at 8:13pm. This was seconded by Ms. Weatherby and passed unanimously.

*Respectfully submitted by Carissa Parlato, Town Clerk, 3/18/26*

## **APPENDIX:**

Included:

- Staff reports

## Trumansburg/Ulysses Youth Programs Report: February 2026

Total Youth Served this month: ~15

### **Positive Youth Development:**

February was another pretty slow month.

Jane Detwiler and Natalie Holcomb kept the Brain Break program going, we served ~7 kids in the after-school Brain Break program in February. (I'm lukewarm on that program title.)

Tuesday of February break Lucky (returned mid-February) and Natalie hosted a 10am-2pm gathering at the Church of the Epiphany. 8 middle schoolers attended. A few kids cooked pancakes for the group.

Good news going forward. Lucky is returned, and Jane is able and willing to continue working a few hours per week to support the program through summer.



Lucky, my mum, nephew and I painted the basement. It was a quick job and made a world of difference.

Looking forward to replacing the rug, adding some wall hangings, decorative lighting and other touches. Lucky is getting youth feedback on what they want.

Expanding program to Mondays and Wednesdays (3-5pm) starting March 2.

We've received a few new registrations since republicizing the program via recDesk. Will include in Town Newsletter and Middle School Newsletter.

We've received a number of emails from families curious about the program, I spoke with a dad that referred to it as a much needed "third space", and Laura and Clay at the library are enthused. I think kid word of mouth will be the best publicity.

Here is how we're framing it (text from registration):

**The Town of Ulysses Youth Services Dept. is excited to be developing an after-school space for Tburg Area tweens.** Our goal is to create a safe, welcoming place for 5th-8th graders (or homeschool equivalent) to unwind and/or socialize after school. We're offering games, creative activities, movies, snacks, and light supervision...

**Starting March 2, we'll be open Mondays and Wednesdays (2:45-5pm on days school is in session.)** The program is free and supervised by Ulysses Youth Services Provider Lucky Lucas (with additional support staff) and located 1/2 mile from Tburg Middle School at the Church of the Epiphany, 11 Elm St. Tburg. (No religious content.)

**This is a drop-in program.** (Though registration is required.)  
We'll use a sign-in and sign-out sheet to account for who is with us and when they leave.

**Since our soft opening in Fall 2025, we've learned that while families of younger tweens may prefer their child be supervised until they are picked up, greater flexibility may work well for older tweens as they develop independence.** Questions in the form below will help us understand your needs.

(link to form: <https://forms.gle/qpNZ3e9p9LjBXhKd8> )

## **Civics Internship:**

Starts March 18.

Kingian Nonviolence workshop at Library or Town Hall (with Marie Benner Rhoades)  
(7 weeks- Wednesday 6-8pm)

Mentorship Program – short term (6-8 hours this spring) conversation and work assignment (to be developed between mentor and mentee, or pair of mentees (??))

Mentors:

Ulysses Supervisor Katelin Olson  
Tompkins County EMC Chair Cait Darfler  
Tburg Food Pantry Coordinator Sarah Brainard  
Tburg Mayor Rordan Hart  
Tburg Village Deputy Mayor Ben Carver  
Tburg Library Director Laura Mielenhausen  
TCSD School Board President Megan Williams  
Tompkins County Legislator Rachel Ostlund  
TOU Highway Supervisor Scott Stewart

Possible others:

Tburg EMS Director Joel Fey  
Additional Village Trustees or Town Council Members

**Community Action Theatre:**

Planning for a program to start in early April- pending grant.

(Rachel Kennedy- March 2, 2026)

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## Building & Code Updates

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Mark Washburn, NYS CEO, Certification No. 1020-0364 February 1 -February 28, 2026

### Plan Reviews

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- 7 discussions about upcoming projects
- 14 permit review
- 9 pre permit site visit

### Site Visits

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- 10 Site visits, Updates by contractors ongoing projects
- Ongoing Multiple Site visit for the CARS project, Meetings with contractor and Special inspectors.

### CEO Activity

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- 9 Permits issued/ Projects Cost= \$639,294.58. / Fees collected= \$6,252.00
- 6 Foundation/Footer inspections/ 1 Slab / Backfill 0 reinspection's
- 5 Framing inspections/ 0
- 3 Plumbing inspections/ 0 reinspection
- 2 Final inspection/0 Reinspection
- Code research for 15 different issues approximately 16 hours
- Fire code research regarding change of occupancy ongoing
- Fire code research regarding Fire alarm requirements for different building use/ occupancy class
- Outreach regarding Fire inspections ongoing and multiple appointments scheduled
- Multiple site visits on open projects for job status (follow up on going)
- Follow up with ongoing enforcement actions Multiple site visits
- Multiple fire inspections Operating permit issued

**Town of Ulysses Clerk's Office**  
**MONTHLY REPORT for February 2026**

*Submitted by Carissa Parlato*

<b>LICENSES/PERMITS issued:</b>	<b>#</b>
Sporting licenses	1
Disabled parking permits	14
Dog licenses and renewals	40
Marriage licenses	0
Notarizations	8
FOIL requests-received	2
FOIL requests-completed	2

<b>FINANCIAL REPORT:</b>	
\$8136.98	TOTAL fees collected
\$8068.36	stays in the town
\$68.62	goes to the state

**CLERK'S OFFICE TASKS:**

General/routine tasks:

- mail, answered inquiries on various topics, attended town board meetings and took minutes, notary services, licensing (marriage, dog, sporting), disabled parking permits, collected building & zoning fees, participated in weekly Supervisor/Clerks office meetings, managed building use/equipment sign out, responded to FOIL requests, ordered supplies, posted board meetings & videos on web and Youtube
- Town & County Tax Collection
  - Collected \$5.6 million
- Water:
  - Quarterly meter reads & billing
  - Coordinate final & disputed meter reads with DPW
- Public engagement projects and tasks:
  - Weekly newsletter
  - Facebook updates
- Habitat Nature Preserve:
  - *No updates*
- IT:
  - Checked spam filter weekly
  - Correspond with Computer Room & Advance 2000 for assistance as needed
- Health & Safety Committee
  - Quarterly meeting scheduled for March
  - Attend county Municipal Emergency Planning mtg
- TC Public Information Advisory Board
  - Attended monthly mtg



## TOWN OF ULYSSES

10 Elm Street, Trumansburg, NY 14886  
townofulyssesny.gov

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

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### Planning & Zoning February 2026 Report to Town Board

Town Board Meeting Date, 03.10.2026

Submitted by Niels Tygesen, 03.05.2026

#### Planning Board

The Planning Board held a meeting on February 3 to discuss the following item:

- The Board conducted sketch plat review for a proposed two-lot minor subdivision located at 5230 Cold Springs Road, and passed [Resolution 2026-005](#) recommending the BZA grant an associated area variance.
- [Minutes link](#); [recorded meeting video link](#).

The Planning Board held a meeting on February 17 to discuss the following items:

- The Board conducted sketch plan review for a proposed new dwelling unit and ADU located at 1102 Taughannock Blvd, requested additional information, and scheduled a public hearing for March 3.
- The Board reviewed [Town Board Resolution 2026-050](#) related to 'Open Development Areas' and deliberated on regulatory research and future code amendment drafts.
- The Board continued discussions related to the draft comp plan.
- [Draft minutes link](#); [recorded meeting video link](#).

#### Comp Plan Steering Committee

The Committee held a meeting on February 11 to discuss the following items:

- The Committee continued their public hearing on the draft comp plan.
- The Committee continued discussion of the draft Land Use Element (LUE) and draft Future Land Use Map (FLUM).
- [Minutes link](#); [recorded meeting video link](#).

The Committee held a meeting on February 25 to discuss the following items:

- The Committee continued their public hearing on the draft comp plan.
- The Committee continued discussion of the draft Land Use Element (LUE) and draft Future Land Use Map (FLUM).
- [Recorded meeting video link](#).



## TOWN OF ULYSSES

10 Elm Street, Trumansburg, NY 14886  
townofulyssesny.gov

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### **Board of Zoning Appeals**

The BZA held a meeting on February 18 to discuss the following item:

- The Board conducted a public hearing and approved reviewed a proposal for an area variance related to a subdivision located at 5230 Cold Springs Road.
- [Draft minutes link](#); [recorded meeting video link](#).

### **Planning Projects**

- 2025-45 Comp Plan Update
  - 2026 1Q report tracking for CSC grant.
  - Coordination and ongoing work with Consultant.

### **Zoning Enforcement**

- Ongoing research on code enforcement cases.

### **Miscellaneous**

- Building, Planning, and Zoning permit reviews.
- Administrative, Building, Code, Dept. Public Works, Planning, Zoning meeting.
- Meeting with Legal, Planning Board Chair, Planning Board Liaison, Town Supervisor RE potential future code amendments.
- Tompkins County Stormwater Coalition Meeting
  - Municipal Facility Inventories
  - Municipal Facility BMPs
  - Discover Cayuga Contract
  - 2026 MS4 Annual Reporting/Implementation
  - Summer Field Staff
- Training for new Administrative Assistant hire.
- Customer support pertaining zoning information and permitting process.

## 2025-2 Recreation Monthly Report

March 7, 2026

Created by: Will Glennon, Recreation Director

### Adult Recreation Programming

- Currently operating seven adult recreation programs with a total of 144 participants.

### Current youth programming

- The youth basketball clinic ended on February 7th.
- The youth basketball team program will end with one tournament in Newfield and another tournament in Tioga. With multiple teams in certain age/grade brackets, only one team could be added per tournament. Both tournaments took place the weekend of March 7-8.
- Youth track will end March 8th with the final race at Barton Hall, Cornell University.

### Future youth programming

- Spring youth sports program registration will open on March 28th.
  - Programs will include: T-ball, coach pitch baseball, spring track, and youth tennis.
- Summer camp programming will open on March 14th at 8:00 am. Registration is expected to sell out very quickly for the majority of the camp weeks. For this summer, the camp week deposit will be non-refundable. This is an attempt to slow the number of families squatting on weeks before settling on summer vacation plans and then canceling at a later date.
  - The job postings for the camp positions will open the week of March 16th. The projected timeline for interviews will begin in April.
  - The initial permit application for the camp is due at the end of March.
  - The final permit materials are due by the end of April.

### General administration

- Planning has started for summer camp 2026. The camp will begin on July 6th and will operate for six weeks at the Tburg middle school facility, ending on August 14th.
  - The camp will only have two field trips this summer.
- The Recreation directors meeting , set by Kate Shanks-Booth, Director of Tompkins County Youth Development for Rec Directors monthly to come together and discuss

current issues in the area. The meetings will be monthly on the second Monday of each month.

- Spring and summer space reservations have been submitted and approved for programming by the school.
- Communicated summer camp registration start date (March 14th).
- Recruitment of youth volunteer coaches for spring programs has begun.
- Spring program instructors for the track and tennis program have been secured.

Town of Ulysses  
March 2026 Bookkeeper Board Report  
3/10/2026, Town Board Meeting  
Prepared by Blixxy Taetzsch, 3/9/2026

Greetings Board Members: January and February 2026 Financial Statements are available for your review. Also available for your review is the Annual Financial Report (AFR, formerly AUD) submitted to the Comptroller's Office and certified by the 3/1/2026 deadline.

As detailed in the Supervisor's Report, total cash balances as of 2/28/2026 were \$1,887,394.82. Total investments in NYCLASS on 2/28/2026 amounted to \$2,602,738.91. Now that tax collection and large one-time payments (such as Fire and Ambulance) have been made for 2026, I will be investing excess cash in NYCLASS.

#### January and February Activity

At this time of year, the most significant activity you will see recorded is tax collection and large one-time payments for 2026 services, such as Fire and Ambulance. Other up-front annual expenditures include liability insurance, workers compensation insurance, and payments to community organizations. Most of these are reflected in the February financial statements, however the community payments will be made this month.

Quite a few cash receipts and disbursements in January and February also relate to 2025 and are reflected as reductions in accounts receivable and accounts payable. Current year revenues also reflect payments received in February for January revenue such as court fees and fines and sales tax from the County. At the end of the first quarter (March 31) I will provide the Board with a more detailed analysis of revenues and expenditures compared to budget.

#### Bookkeeper/Budget Officer Activities

Below are some highlights of monthly activities:

- Personnel/Payroll: I continued to address corrections in our payroll due to tax law changes during February, and I believe that all has been resolved at this point. We hired a new employee, Justin Vann, who is now performing cleaning services for the Town.
- Finance Committee: I am working on scheduling our first Finance Committee meeting in mid-March. At that time, we will establish our meeting schedule for the year and hopefully our annual work plan.
- General Accounting and Budget Support: As you may have concluded, the independent audit fieldwork is complete. I do not yet know exactly when to expect their report, but I am not aware of any findings or adjustments. I have also filed the annual report with NYS.
- Other Administrative Support: I continue to routinely support other departments with information requests, assistance with budget and financial data, and human resources support.