

DRAFT- SPECIAL TOWN BOARD MEETING

Town of Ulysses

April 11, 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 9:10am.

ATTENDANCE:

TOWN OFFICIALS:

In person-

Supervisor- Katelin Olson
Board members- Steve Manley, Liz Weatherby
Town Clerk- Carissa Parlato
Highway Superintendent/DPW- Scott Stewart
2nd Deputy Supervisor- Teressa Naylor
Youth Services Supervisor- Rachel Kennedy

Via Zoom-

Recreation Director- Will Glennon

Absent-

Board member- Michael Boggs

OTHERS:

In person-

Linda Liddle (Planning Board), Karl Klankowski (Planning Board chair), Roxanne Marino (Conservation & Sustainability Advisory Committee (CSAC)), Leo Soderholm, Rachel Hogancamp, Shirley Brown, Rich Goldman, David Means, Tom Myers, Peter Houghton, Mary Guthrie, Martha Kennedy, Don Kennedy, Molly Snedden, Virginia Snedden, Charles Gottschall, Ben Guthrie, Sarah DeFrank, Dale Douglas, Debbie Watkins, Mary Bouchard, Tim Martinson, Joanna Lynch, Krys Cail, Cathie Simpson, Keith Hannon, Brad Farnham, PJ Beck, Ben Darfler, Tom Knipe, Nancy Zahler, Karen Guthrie, Cynthia Mannino, Scott Sutcliffe, Alison Rice, Rachel Ostlund (Tompkins County Legislator)

Via Zoom-

Marc, Rick Geiger, Hank Fessler, iPhone, Tyler Murray, Ari Kissiloff, Cait Darfler, Lydian

PRESENTATION:

Town officials and staff presented information along with a powerpoint (*see attached*).

QUESTION & ANSWER SESSION:

1. Mr. Houghton asked about DWP/Highway responsibilities once the new parks are up and running. Mr. Stewart and Ms. Olson responded that Smith Woods will not require much maintenance due

to its “leave it be” deed restrictions. In other areas, the DPW will be able to do the work, may contract out mowing, or hire seasonal employees.

2. Ms. Mannino asked whether Three Falls can be used for fundraising for the Pritts Park. Ms. Olson clarified that Three Falls is now the name of the state park (former Camp Barton), but is also the name of the Local Development Corporation (LDC) (comprised of 3 municipalities) formed to manage the park for NYS. She said that a “friends of” organization could help fundraise and seek funding.
3. Ms. Beck asked about Flock cameras. Ms. Olson replied that the town does not have any contracts with Flock. However, the Village and County do.
4. Ms. Cail reiterated her desire for the town to do a full hydrology study to understand how water flows in the town. Ms. Olson said that she agreed and it is something to consider after the comprehensive plan is completed.

ADJOURN:

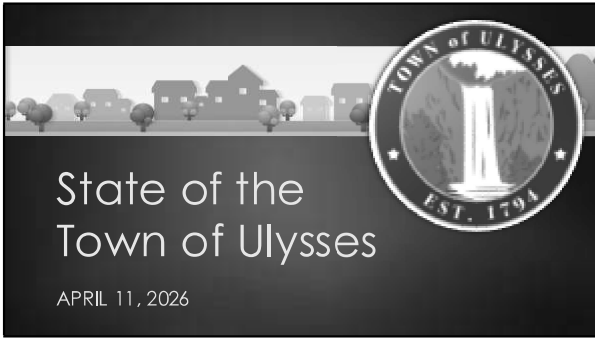
Ms. Olson made a motion to adjourn at about 11:10am. This was seconded by Mr. Manley and passed unanimously.

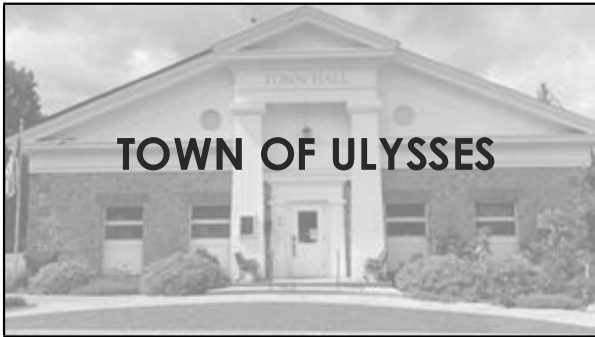
Respectfully submitted by Carissa Parlato, Town Clerk, 4/22/26

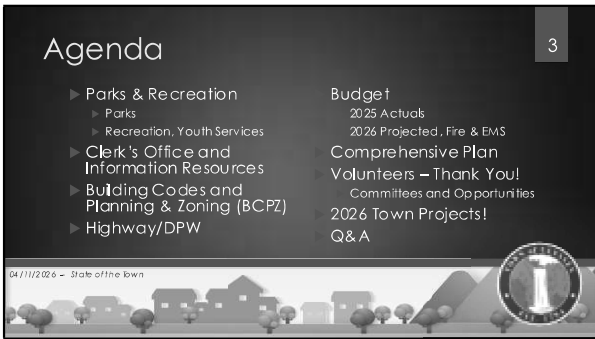
APPENDIX:

Included:

Agreement (284) for the Expenditure of Highway Monies
Zoning amendment draft (definitions)







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Parks & Recreation

TOWN PROPERTIES/PARK LAND
RECREATION
YOUTH SERVICES

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TOWN PROPERTIES/PARK LAND

Smith Woods

- ▶ donation accepted by Town Board late 2025; real estate closing process currently in progress
- ▶ functionally, will remain "as is"



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TOWN PROPERTIES/PARK LAND

Pritts land donation

- ▶ donation accepted by Town Board in 2025; received variance/subdivision approvals February and March 2026; real estate closing process currently in progress
- ▶ will be closed to public until improvements are made, including access, parking, etc.



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TOWN PROPERTIES/PARK LAND

Three Falls State Park

- ▶ Ulysses is Class A (i.e., voting) member of Three Falls LDC, which will manage park as passive use facility in 2026
- ▶ *draft* concept plan, paid for by grant funding, currently under NYS environmental review
 - ▶ concept plan will guide fundraising/grant applications to improve park and develop as more active/recreational space



MORE info at www.threefalls.org



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TOWN PROPERTIES/PARK LAND

Habitat Nature Preserve

- ▶ open for hiking
- ▶ continued work on maintenance



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RECREATION

2025 data

- ▶ 1915 total registrations for programs in 2025
- ▶ 76 total individual programs opened for registration
 - ▶ 16 Total Adult Programs
 - ▶ 4 Total Teenage Programs
 - ▶ 46 Total Youth Programs (plus 10 rec development programs)

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RECREATION: 2025 data *(cont.)* 10

- ▶ 706 total individuals registered for programs in 2025
 - ▶ 246 total individual adults (18+) registered for programs in 2025
 - ▶ 102 Female
 - ▶ 143 Male
 - ▶ 1 non-binary/prefer not to answer
 - ▶ 460 total individual children (<18) registered for programs in 2025
 - ▶ 202 Female
 - ▶ 257 Male
 - ▶ 1 non-binary/prefer not to answer

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RECREATION
Spring programming 11

- ▶ Baseball/Tball programs:
 - ▶ Tball (pre-K-K, beginners)
 - ▶ Coach Pitch (1st-2nd grades)
- ▶ Youth Track Program:
 - ▶ Track (1st-6th grades)
- ▶ Youth Tennis Clinic



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YOUTH SERVICES 12

2025 Youth Employment Program (YEP)

- ▶ **Program Goal:** Empower first-time and early workers with the workforce development skills needed to succeed and stay safe. We connect youth with part-time summer jobs at local businesses and organizations, supporting them through regular check-ins.

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2025 Youth Employment Program (YEP)

- ▶ **14 Youth Employed**
- ▶ **831 Total Hours Worked**

2025 Participating Employers included:

- Main St. Market
- Bell the Farm Winery
- Jenny Creek Flowers
- Ulysses Summer Rec. Camp
- Taughannoc State Park
- Trumansburg Ulysses Library
- Trumansburg Community Nursery School

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YOUTH SERVICES 14


2025 Trumansburg/Ulysses Positive Youth Development Programs (5th-12th grade):

- ▶ Spring and Fall Civics Internship Program (High School)
- ▶ College Tour Program (High School)
- ▶ "Community Action Theatre" Program (Middle School)
- ▶ After-School Program (Middle School)

106 Youth Served (ages 10-17)



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YOUTH SERVICES 15





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Clerk's Office
& INFORMATION
RESOURCES



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CLERK'S OFFICE
Numbers:

TASK	# in 2025
marriage licenses issued	26
dogs licensed	560
disabled parking permits issued	119
taxes collected (town & county)	\$5.5 million
weekly newsletter	sent to 1280 people

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CLERK'S OFFICE
Other Tasks:

- ▶ NYS hunting & fishing licenses
- ▶ FOIL requests
- ▶ records management
- ▶ notarizations
- ▶ field miscellaneous questions

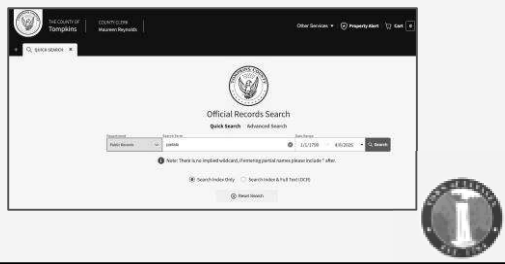
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INFORMATION RESOURCES

▶ County clerk records, including court filings:
<https://tompkins.ny.publicsearch.us/>



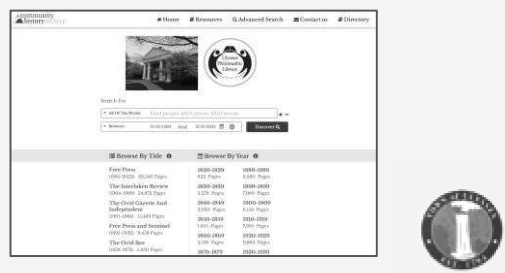
INFORMATION RESOURCES

▶ Assessment/property records:
<https://bacon.schneider.com/Application.aspx?App=TompkinsCountyNY&page=Search>



INFORMATION RESOURCES

▶ Old Trumansburg newspapers, 1876-2023 (Ulysses Library website):
<https://trumansburgadventgae-preservation.com/>



INFORMATION RESOURCES

► NYS Committee on Open Government:
<https://opengovernment.ny.gov/>




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BCPZ Office

BUILDING DEPARTMENT
 CODE ENFORCEMENT
 PLANNING & ZONING

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BUILDING DEPARTMENT
 2025 Highlights

- 104 permits issued | 85 Certificates of Occupancy/Completion | 20 fire inspections
- 7 new single-family homes: avg 2,714 sq ft | avg cost \$510,167 | avg \$210/sq ft
 - Note: Town cost/sq ft remains below Tompkins County average (~\$350-\$400/sq ft)
- 3 new accessory dwelling units: avg 1,293 sq ft | avg cost \$178,333 | avg \$143/sq ft
- 9 new accessory structures
- CrossRoots Festival permit issued (~15,000 attendees) — full compliance, no significant violations

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CODE ENFORCEMENT

2025 Highlights

- Appeared in Town Court 3 times regarding 2 long-standing properties
- Property 1 (39 counts): Violations of NYS Fire, Property Maintenance & Ulysses Zoning Codes — owner showing good faith progress; resolution expected in 2026
- Property 2 (35 counts): Similar violations — owner deemed non-compliant; Court deadline set for June 2026

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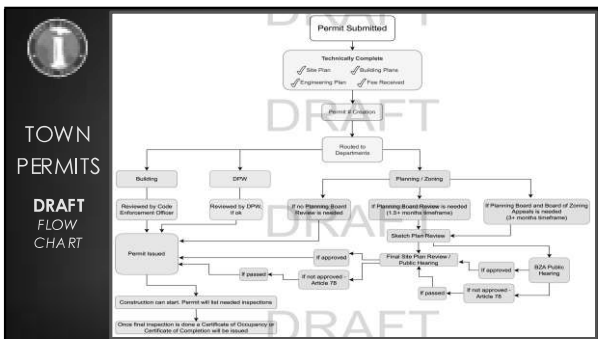
PLANNING & ZONING

2025 Highlights

- Board of Zoning Appeals: 6 meetings | 6 variances granted
- Planning Board: 17 meetings | 5 sketch plat + 4 final plat reviews | 4 new lots created
- 10 sketch plan + 7 final site plan reviews; garages, renovations, farms, signage & more
- 7 lot line adjustment requests reviewed; 6 approved


Key initiatives – currently underway:
 stream/welland code amendments | Comprehensive Plan review | Drinking Water Source Protection Program | new Open Development Area request

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Highway Department

DEPARTMENT OF PUBLIC WORKS (DPW)

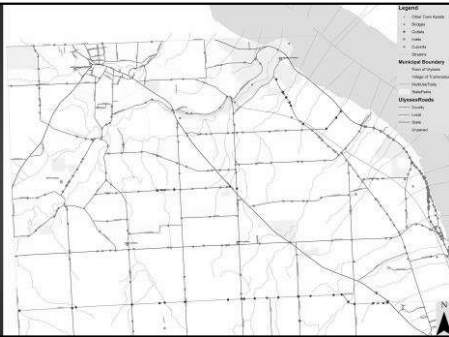


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ULYSSES ROADS



Legend

- Other Town Assets
 - Bridges
 - Outlets
 - Wells
 - Culverts
- Streams
- Municipal Boundary**
 - Town of Ulysses
 - Village of Transburg
 - Multi-Jurisdiction
 - State Parks
- Ulysses Roads**
 - County
 - Local
 - State
 - Unpaved

HIGHWAY/DPW: Roads & Landscapes

Mowing done by the Town

- 4 Town-owned abandoned cemeteries
 - Bower Cemetery on Waterburg Rd
 - Uppelle Cemetery on Padonk Rd
 - Jones-Groves Cemetery on George Rd
 - Quaker Cemetery on Perry City Rd
- property across from Jacksonville Post Office
- Jacksonville Community Park
- Three Falls State Park

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HIGHWAY/DPW 34

Culverts & Bridges

- ▶ Agard Road - **2 culverts** | Willow Creek - **2 culverts** | Curry Road - **1 culvert**
- ▶ Mayo Road - **binder**
- ▶ Mayo Road, Upper Agard Road, Brook Road, Boyd Hill Road, Honey Bee Lane, Cold Springs Road - **Micro Pave**


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HIGHWAY/DPW 35


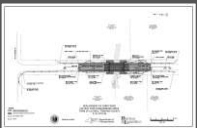

Culverts & Bridges


The Town has several grant-funded culvert/bridge projects currently in varying pre-construction phases; likely won't go to construction until 2027 and later, depending on NY-DOT and NY-DEC timeframes


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HIGHWAY/DPW: Culverts & Bridges 36



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HIGHWAY/DPW: Culverts & Bridges 37

Bridge-NY grants (NY-DOT)

fully reimbursable projects; require Town funding upfront

- ▶ **Curry Road bridge: \$1.5 million**
 - ▶ Project Engineering with Barton & Loguidice (B&L); currently in final design phase
- ▶ **Maplewood Road culvert: \$895,500**
 - ▶ Project Engineering with Barton & Loguidice; survey completed mid-March and currently in final design phase

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HIGHWAY/DPW: Culverts & Bridges 38

Water Quality Improvement Project (WQIP) grants (NY-DEC)

partially funded projects; require 25% Town contribution

- ▶ **Garrett Road culvert: \$520,322 award**
 - ▶ NY-DEC contract fully executed/approved; draft Request for Qualifications (RFQ) written to obtain engineering/project management services
- ▶ **Agard Road culvert: \$855,675 award**
 - ▶ Grant awarded January 2026; waiting for grant administration info from NYDEC

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HIGHWAY/DPW: 39


Water

- ▶ Working with RCAP Solutions to do a Town **water inventory**
- ▶ **Ulysses Water District 3** (approx. 250 customers)
 - ▶ receives water from Bolton Point via Town of Ithaca
 - ▶ Water quality report: <https://www.boltonpoint.org/water-quality>

WATER QUALITY & TESTING

The Town of Bolton receives its water from Bolton Point, and the Town of Massena. The following table lists any participation in the water utility service by Ulysses.


Service	Quantity
Water	100%
Electricity	100%
Gas	100%
Sanitary sewer	100%
Stormwater	100%

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HIGHWAY/DPW 40

- ▶ Highway Capital Plan
- ▶ General operations at Town Barn

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Budget 41

AND FIRE & EMS



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BUDGET 42

2025 Budget Review

Town Reserve Funds
increased by approximately \$173,000 – ~\$37,000 more than estimated, representing planned additions to reserves plus investment income

Unappropriated Fund Balance
about \$200,000 higher than anticipated – result of higher than expected revenues, savings in spending

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BUDGET: 2025 Budget Review 43

Actuals and Analysis

- ▶ **General Townwide (A fund):** exceeded projected revenue by ~9%; actual expenses slightly below estimates
 - ▶ largest contributing factors to surplus: mortgage taxes, sales taxes, court fees
- ▶ **Part-Town (B fund):** higher revenues and underspent, resulting in surplus
 - ▶ largest contributing factors: building permits, sales tax

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BUDGET: 2025 Budget Review 44

Actuals and Analysis (cont.)

- ▶ **Highway funds (DA and DB):** variances due to additional sales tax revenue, lower snow removal costs, lower than expected use of CHPS funding (carries over for 2026 use)
- ▶ **Water District 3:** modest revenue excesses from interest and fees; spending savings in legal and engineering
- ▶ **Ambulance billing revenue** significantly exceeded expectations, partly due to late-year receipt of funds and a new vendor starting in 2025

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BUDGET: 2025 Budget Review 45

Revenue and Expenditure Highlights

- ▶ **Major revenue sources:** property taxes, sales taxes, intergovernmental funds, specific charges like recreation and ambulance services
- ▶ **Property taxes stable:** sales tax exceeded estimates; interest income and fees contributed to higher-than-expected revenue, especially in A Fund
- ▶ **Expenditure patterns show savings** in legal, engineering, Town operations, contractual spending
- ▶ **Highway and water district expenditures generally aligned** with or below budget; some savings in snow removal and legal costs

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COMP PLAN STEERING COMMITTEE (CPSC) 49

CPSC in 2025

- ▶ 14 meetings
- ▶ 2 joint visioning workshops with Town Board
- ▶ over 3 months of survey promotion for public guidance on direction
- ▶ 3 public open houses and 2 pop-up events
- ▶ 6 public hearings on draft elements

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COMP PLAN STEERING COMMITTEE (CPSC) 50

Since its first official meeting 4/17/23, CPSC...

- ▶ has been active for nearly 3 years
- ▶ held 40 meetings and workshops
- ▶ conducted 3 public open houses and 5 pop-up events
- ▶ held 12 public hearings
- ▶ shared 3 drafts with public

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COMP PLAN STEERING COMMITTEE (CPSC) 51

The CPSC voted and issued its **Comp Plan draft recommendation** to the Town Board on **March 25, 2026**.

The Town Board will **consider the draft starting April 14, 2026**. Before adopted as final, full public process includes **at least one other public hearing, environmental review (per state law), and feedback from Tompkins County and New York State**.

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COMP PLAN STEERING COMMITTEE (CPSC) 52

Timeline/Significant Dates

If at several months committee members trained/familiarised themselves with comp plans, researched best practices and good examples, drafted public participation plan, made initial community outreach efforts

- Nov 2023 – DEC gave green light to move forward
- RTD for consultant hired, contracts with M&B Group 4/25/2024
- M&B and CPSC finished RP-TB and used 09/24/2024
- 10/24/2024 to 03/13/2025 – M&B held focus group sessions with their stakeholders (see feedback for weaknesses, challenges, opportunities)
- Dec 2024 to March 2025 – CPSC and M&B held community website survey
- Jan 2 025 to April 2025 – Joint Visioning efforts with TB
- 04/19/2025 – for public Open House of their community feedback on strengths, weaknesses and opportunities
- July 2025 – released final draft of final Comp Plan
- 09/03/2025 – began public hearings on drafted chapters
- 10/06/2025 – 2nd public Open House, CPSC presented on the final draft of Comp Plan
- Nov 2025 – requested that town board attend contact with M&B, allow staff review until end of March to allow more public feedback
- 11/17/2025 – 3rd public Open House
- 02/03/2026 – 2nd draft of Comp Plan released
- 02/18/2026 – 3rd draft of Comp Plan released
- 03/26/2026 – CPSC's final meeting and meeting recommendation to town board

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COMP PLAN STEERING COMMITTEE (CPSC) 53

All members serving in last 3+ years (w/representation & dates)

<ul style="list-style-type: none"> Ann DiPetta (Chair) Community Member – Jacksonville Homes Community (since 04/17/2023) Elizabeth Weidnerby (Vice Chair & CPSC Spokesperson) Ag Community, TB (since 04/17/2023) Katelin Olson TB, Youth (since 04/17/2023) Mo Klein PB (since 04/17/2023) 	<ul style="list-style-type: none"> Rebecca Schneider PB (from 04/17/2023 to 2024) Roxanne Marino CPSC (since 04/17/2023) Diane Cahoon Community Member – Business (since 04/17/2023) Alison Weaver Community Member – Business (since 04/17/2023) Tal Basillus Ag Community (since 04/14/2023) 	<ul style="list-style-type: none"> Rosemarie Hanson Community Member – Touring Village (from 04/14/2023 to 2024) Karl Dankowski Community Member – Lake Shore, PB (since 02/07/2024) Karen Meador St. A. Lake Shore Community (since 05/07/2025) Kim Mone St. A. Business Community (since 05/07/2025)
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THANK YOU VOLUNTEERS & PUBLIC OFFICIALS! 54



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Committees

OPEN POSITIONS



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COMMITTEES: Open Positions

- ▶ Town of Ulysses Board of Zoning Appeals – alternates (2)
 - ▶ 1-year term w/ \$215 stipend
- ▶ Town of Ulysses Planning Board – member (1), alternates (2)
 - ▶ 5-year term (members) 1-year term (alternates) w/\$215 stipend
- ▶ Town of Ulysses Youth Commission – Town representative (1)
 - ▶ 1-year appointment
- ▶ Town Historian
 - ▶ collect, preserves, researches and interprets local town history, acts as historical resource for community, aids in historic preservation, and submits annual reports
 - ▶ annual appointment w/\$1800 stipend - ~2 hours/week

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2026 Town Projects

<p>Request for Proposals for design and construction of Solar Installation at Highway Barn</p> <p>Updating Highway Capital Plan</p> <p>Request for Qualifications for Engineering Services for Bridges and Culverts</p> <p>Hydrology study and grant application for Reynolds Road culvert (near Pondunk)</p> <p>Finalize Comprehensive Plan Update 2015-2045</p> <p>Redesign Town website</p> <p>Partnership with area college to design summer camp programs at Three Falls State Park for 2027</p> <p>Request for Proposals for Cury Road Culvert (grant funded)</p>	<p>Design of Maplewood Culvert reconstruction</p> <p>2027 Budget</p> <p>Finalizing ownership transfer of Pitts park donation and Smith Woods</p> <p>Expanded response to adult recreation opportunities</p> <p>Civics engagement program with Trumbull Central School</p> <p>Youth Employment Program – Summer 2026</p> <p>Formalize lease with local church to create a new community center space for youth and adults</p> <p>Support increased public access and use of Three Falls State Park through the Three Falls LLC</p>	<p>Grant applications through NYS Consolidated Funding Awards program</p> <p>Bid for NY grant application for Cury Road double culvert</p> <p>Road repairs/micro planning</p> <p>Water District 13 – review of current infrastructure/maintenance plan/serves</p> <p>Update of Capital Plan</p> <p>Annual Mandatory Training</p> <p>Coordinate multiple capital projects - bids, contracts, related financing</p> <p>Town Hall Building Accessibility/Safety</p> <p>Request for Proposals – IT Services</p>
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Q&A...

ANY QUESTIONS?



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