

Town of Ulysses

SUBJECT MATTER LIST
FOR FREEDOM OF INFORMATION LAW (FOIL) REQUESTS

TOWN CLERK:

CONTRACTS FOR SERVICES
DOG RECORDS (LICENSES, COMPLAINTS)
ELECTION RECORDS
FREEDOM OF INFORMATION (FOIL) REQUESTS
GAMES OF CHANCE RECORDS
GOVERNMENT OFFICIALS LIST
LICENSES & PERMITS
LOCAL LAWS AND ORDINANCES
MARRIAGE RECORDS
OATHS OF OFFICE
PARKING PERMITS
PUBLIC NOTICES
TOWN BOARD MEETING & PUBLIC HEARING
MINUTES
TRAINING RECORDS OF STAFF/OFFICIALS

BUILDING & ZONING:

BOARD OF ZONING APPEALS CASE FILES
BOARD OF ZONING APPEALS MINUTES
BUILDING COMPLAINTS/VIOLATIONS
BUILDING CONDEMNATION/DEMOLITION FILES
BUILDING PERMITS
CERTIFICATES OF OCCUPANCY
CONTRACTORS' LIABILITY INSURANCE RECORDS
FIRE INSPECTION SAFETY RECORDS-
(for 3 family dwellings & businesses only)
HOUSING MAINTENANCE RECORDS-
(3 family dwellings and businesses only)
INSPECTION REPORTS
MILEAGE RECORDS
PLANNING BOARD MEETING MINUTES
SPECIAL USE PERMITS
VARIANCES

COURT:

Please contact the Court Clerk for information on these files.

FINANCIAL:

ANNUAL FINANCIAL REPORTS
AUDITS
BANK STATEMENTS
CASH DISBURSEMENTS

BUDGET:

ANNUAL BUDGET
BUDGET MODIFICATIONS
BUDGET PREPARATION FILE
BUDGET STATUS REPORT

PLANNING:

COMPREHENSIVE PLAN
COMPREHENSIVE PLAN DEVELOPMENT FILE
ENVIRONMENTAL IMPACT STATEMENTS
PLANNING BOARD MINUTES
SITE PLAN REVIEW PROJECT FILES

TAX COLLECTION:

INSTALLMENT AGREEMENTS
PROPERTY OWNER LISTINGS
PROPERTY TAX ROLL
TAX PAYMENT RECORDS

WATER:

BACTERIOLOGICAL REPORTS
CHLORINE TESTS
CONTRACTS
DEPT OF HEALTH INSPECTIONS
INCIDENT REPORTS
MAINTENANCE RECORDS
MAPS
PERSONNEL CERTIFICATION & TRAINING
RECORDS
WATER RENTS

HIGHWAY:

HIGHWAY MILEAGE REPORT
MAPS
MILEAGE/REPAIR RECORDS FOR
VEHICLES/EQUIPMENT
PURCHASING RECORDS FOR EQUIPMENT AND
MATERIALS

PERSONNEL:

EXPENSES SUBMITTED
PAYROLL
POLICIES AND PROCEDURES
SALARIES
TIME CARDS
TRAVEL RECORDS

OTHER:

DISASTER PREPAREDNESS PLANS
ENERGY USAGE
FRANCHISE AGREEMENTS
INSURANCE POLICIES
INTERMUNICIPAL AGREEMENTS
LEGAL AGREEMENTS
MONTHLY DEPARTMENTAL REPORTS
TOWN HALL BUILDING MAINTENANCE