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

Town of Ulysses

February 11, 2021

Audio of the minutes are available on the website at [ulysses.ny.us](file:///%5C%5CTOWN%5CClerk%5CMINUTES%5C2014%20APPROVED%20MINUTES%5Culysses.ny.us).

The meeting was held via videoconference on the Zoom platform.

Notice of Town Board meetings are posted on the Town’s website and Clerk’s board.

CALL TO ORDER:

Ms. Zahler called the meeting to order at 9:01am.

ATTENDANCE:

The Town Clerk called the roll:

TOWN OFFICIALS PRESENT:

Supervisor- Nancy Zahler

Board members- Michael Boggs, Katelin Olson, Mary Bouchard, Rich Goldman

Budget Officer- Michelle E. Wright

Highway Superintendent – Scott Stewart

Deputy Town Clerk- Sarah Koski

**EXECUTIVE SESSION:**

Mr. Goldman made a motion to go into Executive Session at 9:03am to discuss a matter relating to personnel. This was seconded by Ms. Bouchard and passed unanimously. Mr. Goldman made a motion to end Executive Session at 9:48am. This was seconded by Mr. Boggs and passed unanimously.

RESOLUTION 2021-63: BUDGET MODIFICATIONS

RESOLVED that the Ulysses Town Board approves the following budget modifications:

A Fund

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| A1110.1  | JUSTICE - PERSONNEL SERVICES | INCREASE | .50 |
| *Due to rounding rule differences between Excel and WLB* |

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| A1110.11  | JUSTICE - JUSTICE 2 PERSONNEL SERVICES | INCREASE | .25 |
| *Due to rounding rule differences between Excel and WLB* |

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| A1110.12  | JUSTICE CLERK PERSONNEL SERV | INCREASE | .12 |
| *Due to rounding rule differences between Excel and WLB* |

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| A1110.4  | JUSTICE - CONTRACTUAL | DECREASE | .87 |
| *Balance after modification $6846.94* |

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| A1220.1  | SUPERVISOR - PERSONNEL SERVICES | INCREASE | 470.01 |
| *Balancing out PS lines within Supervisor Office roles. Related to 2020 transition.* |

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| A1220.13  | BUDGET OFFICER PERS SERV | INCREASE | 580.64 |
| *Balancing out PS lines within Supervisor Office roles. Related to 2020 transition.* |

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| A1220.12  | DEPUTY SUPERVISOR PERS SERV | DECREASE | 1,050.65 |
| *Balance after modification 369.35* |

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| A1620.4  | TOWN HALL - CONTRACTUAL | INCREASE | 101.06 |
| *Increased costs associated with COVID-19 emergency* |

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| A1650.4  | CENTRAL COMMUNICATION - CONTRACTUAL | INCREASE | 1,132.50 |
| *Increased costs associated with COVID-19 emergency* |

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| A1670.4  | PRINTING & MAILING - CONTRACTUAL | DECREASE | 1,233.56 |
| *Balance after modification $260.26* |

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| A1620.41  | TOWN HALL - CE: EV Charging Station | INCREASE | 923.00 |
| *Unexpected charge pertaining to EV charging station.* |

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| A1990.4  | CONTINGENCY ACCOUNT | DECREASE | 923.00 |
| *Balance after modification $2,400.43* |

A Fund: Budget modifications continued

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| A5010.1  | HIGHWAY SUPERINTENDENT - PERSONNEL SERVS | INCREASE | .32 |
| *Due to rounding rule differences between Excel and WLB* |

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| A5132.4  | HIGHWAY BARN - CONTRACTUAL | INCREASE | 2,450.25 |
| *Anticipated budget modification due to known and planned underspending in 5132.2*  |

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| A5132.2  | HIGHWAY BARN - EQUIPMENT | DECREASE | 2,450.57 |
| *Balance after modification $17,436.38* |

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| A7020.13  | RECREATION PS - FALL CAMP STAFF | INCREASE | 1,533.75 |
| *This PS line was created based on the ever-changing recreation program* |

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| A7020.11  | RECREATION PS-DIRECTOR | DECREASE | 1,533.75 |
| *Balance after modification $5,294.76* |

B Fund

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| B3620.4  | ENFORCEMENT OFFICER - CONTRACTUAL | INCREASE | 270.00 |
| *Increased expenses pertain to transition to new Code Officer* |

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| B3620.1  | ENFORCEMENT OFFICER - PERSONNEL SERVICES | DECREASE | 270.00 |
| *Balance after modification $2,627.68* |

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| B8010.1  | ZONING - PERSONNEL SERVICES | INCREASE | .04 |
| *Due to rounding rule differences between Excel and WLB* |

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| B8021.1  | PLANNER - PERSONNEL SERVICES | INCREASE | .04 |
| *Due to rounding rule differences between Excel and WLB* |

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| B8020.1  | PLANNING/ZONING CLERK - PERSONNEL SERV | DECREASE | .08 |
| *Balance after modification $3,845.48* |

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| B-9901.9  | TRANSFER TO OTHER FUNDS | INCREASE | 2,489.01 |
| *Loan to Water District 1 in order to close out year with non-negative fund balance.*  |

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| B1990.4  | CONTINGENCY | DECREASE | 2,489.01 |
| *Balance after modification $3,829.49* |

DB Fund

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| DB5110.1  | HIGHWAY MAINTENANCE - PERSONNEL SERVICES | INCREASE | 12,340.65 |
| *With transition to new Highway Superintendent, an increase in maintenance work; please note that the 2021 budget reflects this increase. Please refer further questions to the Highway Superintendent.* |

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| DB5110.4  | HIGHWAY MAINTENANCE - CONTRACTUAL | DECREASE | 12,340.65 |
| *Balance after modification $15,193.31* |

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| DB9030.8  | SOCIAL SECURITY | INCREASE | 162.06 |
| *Due to overage in PS line above* |

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| DB9050.8  | UNEMPLOYMENT INSURANCE | INCREASE | 153.90 |
| *Unknown, unbudgeted expense* |

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| DB9040.8  | WORKER'S COMPENSATION | DECREASE | 315.96 |
| *Balance after modification $3,345.54* |

HA Fund

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| HA1620.25  | BANK FEES | INCREASE | 15.00 |
| *Unbudgeted expense* |

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| HA1620.22  | LEGAL & BONDING CE | DECREASE | 15.00 |
| *Balance after modification $*5,719.79 |

SW1 Fund

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| SW1-1420.4  | ATTORNEY - CONTRACTUAL | INCREASE | 3,323.70 |
| *Unforeseen attorney fees specific to WD1* |

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| SW1-8320.4  | WATER PURCHASES - CONTRACTUAL | INCREASE | 201.49 |
| *Increased water use*  |

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| SW1 Fund Balance |  | DECREASE | 3,525.19 |
| *Anticipating fund balance loan from the B fund.* |

SW3 Fund

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| SW3-8320.4  | WATER PURCHASES - CONTRACTUAL | INCREASE | 11,595.37 |
| *SW3-2140 (the revenue side of this expense: billing customers) was over the budgeted amount by $8,922.94, that overage will go into fund balance.* |

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| SW3 Fund Balance |  | DECREASE | *8,922.94* |
| *See above* |

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| SW3-8330.4  | WATER PURIFICATION - CONTRACTUAL | DECREASE | 2,672.43 |
| *Balance after modification $2,327.57* |

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| SW3-8340.4  | WATER TRANSPORT & DISTR - CONTRACTUAL | INCREASE | 2,286.52 |
| *Overage of budgeted amount, increased testing schedule.* |

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| SW3-8330.4  | WATER PURIFICATION - CONTRACTUAL | DECREASE | 2,286.52 |
| *Balance after modification $41.05* |

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| SW3-9040.83  | WORKER'S COMPENSATION | INCREASE | 970.04 |
| *Hard to estimate number for workers comp by fund, overage on estimate from budget creation season.* |

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| SW3-9010.8  | WD3 NYS RETIREMENT | DECREASE | 700.63 |
| *Balance after modification $0.00* |

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| SW3-9030.83  | SOCIAL SECURITY | DECREASE | 269.41 |
| *Balance after modification $245.88* |

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| SW3-9901.9  | TRANSFER TO OTHER FUNDS | INCREASE | 5,665.00 |
| *Budgetary function to account for transfer to A fund for Clerk’s office WD3 administration*  |

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| SW3-8310.4  | WATER ADMINISTRATION - CONTRACTUAL | DECREASE | 5,665.00 |
| *Balance after modification $1,200* |

SW4 Fund

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| SW4-8320.4  | WATER PURCHASES - CONTRACTUAL | INCREASE | 295.00 |
| *Overage in water purchases.* |

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| SW4 Fund Balance |  | DECREASE | 295.00 |
| *Fund balance is the only place to take this from, adequate fund balance available.* |

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| SW4-9901.9  | TRANSFER TO OTHER FUNDS (A FOR ADMIN) | INCREASE | 287.00 |
| *Budgetary function to account for transfer to A fund for Clerk’s office WD4 administration* |

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| SW4-8320.4  | WATER PURCHASES - CONTRACTUAL | DECREASE | 287.00 |
| *Balance after modification $0.00* |

Moved: Mr. Goldman Seconded: Ms. Bouchard

*Discussion:* Ms. Bouchard asked why there are so many small modifications. Ms. Wright explained that the rounding rules in Excel and Williamson (accounting software) are different which necessitated the small adjustments. Mr. Boggs asked about the EV charging station; Ms. Zahler said the Conservation and Sustainability Advisory Council (CSAC) is looking into this. Mr. Boggs also asked about Water District 1 – there is a loan taken out, how long will it take to pay back? Ms. Wright explained there were unplanned expenses working with CARS and Water District 1. The board will need to decide how they would like to pay for Water District 1 attorney costs. Ms. Zahler explained that the attorney expenses relate to the new contracts being developed for users in the water district.

Ms. Zahler aye

Ms. Olson aye

Mr. Boggs aye

Mr. Goldman aye

Ms. Bouchard aye

Vote: 5-0

Date Adopted: 2/11/21

**UPDATES ON ANNEXATION:**

 As directed by the Town Board, Ms. Zahler appointed an ad hoc committee to explore the Village annexation of the Grassroots property of Falls Road. The committee consists of Ms. Zahler, Ms. Olson, and Town Planner, John Zepko. Follow up contacts have been made with the petitioners, and the town attorney will providing more information to the board.

**ADJOURN**:

Mr. Goldman moved to adjourn the meeting at 10:03 am. This was seconded by Ms. Bouchard and passed unanimously.

*Respectfully submitted by Sarah Koski, Deputy Town Clerk*

*2/11/2021*