***DRAFT- NOT YET APPROVED* TOWN BOARD MEETING**

Town of Ulysses

May 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 7pm.

ATTENDANCE:

The Town Clerk called the roll:

TOWN OFFICIALS PRESENT:

Supervisor- Nancy Zahler

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

Second Deputy Supervisor- Michelle E. Wright

Town Clerk- Carissa Parlato

Conservation & Sustainability Committee (CSAC) Chair- Roxanne Marino (at 7:02pm)

Planning Board Chair- Linda Liddle

OTHERS PRESENT:

Anne Koreman (Tompkins County Legislator)

APPROVAL OF AGENDA:

RESOLUTION #95 of 2021: APPROVAL OF MEETING AGENDA

BE IT RESOLVED that the Ulysses Town Board approve the agenda for April 27, 2021, with the deletion of the resolution that pertains to water tank/aerator safety.

Moved: Ms. Zahler Seconded: Mr. Boggs

Ms. Zahler aye

Ms. Olson aye

Mr. Boggs aye

Mr. Goldman aye

Ms. Bouchard aye

Vote: 5-0

Date Adopted: 5/11/21

PRIVILEGE OF THE FLOOR:

*(none)*

BUDGET MODIFICATIONS:

RESOLUTION # 96 OF 2021: APPROVAL OF BUDGET MODIFICATIONS

Resolved that the Ulysses Town Board approve the following budget modifications:

A FUND BUDGET MODIFICATIONS

|  |  |  |  |
| --- | --- | --- | --- |
| A7020.123 | RECREATION PS – WINTER STAFF | INCREASE | $1,141.32 |
| *Evolving recreation programming in the context of COVID resulted in a higher than originally budgeted staffing expense for winter programming.*  |
| A7020.124 | RECREATION PS – SPRING STAFF | DECREASE | $1,141.32 |
| *Anticipated underspending in this line based on updates to programming plan.* |

HB FUND BUDGET MODIFICATIONS

To correct modifications approved on 4/13/21

|  |  |  |  |
| --- | --- | --- | --- |
| HB1620.21  | ENGINEER CE | INCREASE | $20,945.68 |
| *This is a budgeted expense. During the 2020 budgeting season, engineer design work was expected to be complete at the end of 2020. This action moves this expense and related revenue below into the 2021 financial year.*  |
| HB3097  | ST AID - CAPITAL PROJECTS | INCREASE | $19,898.40 |
| *95% funded by BRIDGE-NY grant.* |
| HB2397 | CAPITAL PROJECTS-OTHER LOCAL GOVERNMENTS | INCREASE | $1,047.28 |
| *Per MOU, this project is 5% funded by Tompkins County, the owner of the Cemetery Road Bridge.* |

*(Original Modifications from the 4/13 meeting:)*

|  |  |  |  |
| --- | --- | --- | --- |
| *HB1620.21*  | *ENGINEER CE* | *INCREASE* | *$35,140.59* |
| *This is a budgeted expense. During the 2020 budgeting season, engineer design work was expected to be complete at the end of 2020. This action moves this expense and related revenue below into the 2021 financial year.*  |
| *HB3097*  | *ST AID - CAPITAL PROJECTS* | *INCREASE* | *$33,383.56* |
| *95% funded by BRIDGE-NY grant.* |
| *HB2397* | *CAPITAL PROJECTS-OTHER LOCAL GOVERNMENTS* | *INCREASE* | *$1,757.03* |
| *Per MOU, this project is 5% funded by Tompkins County, the owner of the Cemetery Road Bridge.* |

Moved: Ms. Zahler Seconded: Ms. Olson

Ms. Zahler aye

Ms. Olson aye

Mr. Boggs aye

Mr. Goldman aye

Ms. Bouchard aye

Vote: 5-0

Date Adopted: 5/11/21

PAYMENT OF CLAIMS

RESOLUTION # 97 OF 2021: APPROVAL OF CLAIMS

RESOLVED that the Ulysses Town Board has reviewed and approves payment of claims for:

* HA fund (Water District 3 Capital Project) vouchers 33 and 34 in the amount of $14,065.90;
* and for all other funds vouchers numbered 177 through 221 in the amount of $208,431.11.

Moved: Ms. Zahler Seconded: Mr. Boggs

Ms. Zahler aye

Ms. Olson aye

Mr. Boggs aye

Mr. Goldman aye

Ms. Bouchard aye

Vote: 5-0

Date Adopted: 5/11/21

STAFF/COMMITTEE REPORTS:

*(see Appendix for reports submitted in advance of the meeting)*

From Representatives & Committee Chairs:

Ms. Liddle shared a presentation on updates from the broadband committee and included the following action items:

* conducting a study to develop a plan to deliver broadband to underserved communities
* developing an open access model
* making financial projections
* defining construction/maintenance costs

Ms. Marino reported that the Conservation & Sustainability Advisory Committee (CSAC) is working on the Clean Energy Communities campaign for clean heating, cooling, and insulation.

Ms. Koreman gave the following updates from the Tompkins County Legislature:

* Started budget process
* About 50% of county residents have had first vaccination

Town Staff & Board Reports:

The following was shared:

From Ms. Wright-

* Cemetery Bridge- bids will be opened on Friday
* April financial report will be updated as it didn’t include Rec Dept revenue of $10K
* Sales tax payment was larger than expected
* Shared and explained the April financial report and how to make it more accessible to the board

Ms. Zahler shared an update on the bookkeeper position.

From Ms. Bouchard-

* Village board discussed:
	+ National heritage approval
	+ Regulations regarding the legalization of recreational marijuana
* Rec partnership
	+ Discussion of funding formula and whether to include 2020 stats in the formula

From Ms. Olson-

* Youth commission is planning a needs-assessment survey for next fall
* No BZA meeting last month or this month
* Chamber of Commerce is in transition

From Mr. Goldman-

* Planning board met twice

From Ms. Zahler-

* Thanked Ms. Olson for taking care of stuff in her vacation absence
* Pop up COVID clinic on Thursday
* Exec Order for remote meetings continues through May 27

NEW BUSINESS:

OSC AUDIT- PROCESS OVERVIEW

Ms. Zahler and Wright gave an update on the current audit from the NYS Office of the State Comptroller (OSC), noting that they are currently conducting board/staff interviews. The entire audit process will take about 6 months.

2021 BUDGET PROCESS DISCUSSION

The board discussed the following:

* setting a time for a special meeting to discuss process
* ideas on how to create a policy for allocating funds to the community
	+ a sub-committee of Mr. Goldman, Ms. Olson, Parlato & Wright was named to help develop a policy
* holding a community forum before the tentative budget is completed

UPCOMING MEETINGS:

* Mid-year Fire/EMS meeting- Thursday, May 20, 4-5:30pm
* Summer Recreation Program presentation 5/25
* Scheduling an Executive Session for matters leading to the appointment, employment, promotion, demotion, of a particular person- Friday 5/21

PRIVILEGE OF THE FLOOR:

*(none)*

APPROVAL OF MINUTES:

RESOLUTION # 2021-98: APPROVAL OF MINUTES

RESOLVED that the Ulysses Town Board approves the minutes from Town Board meeting on April 27, 2021.

Moved: Ms. Goldman Seconded: Ms. Bouchard

Ms. Zahler aye

Ms. Olson aye

Mr. Boggs aye

Mr. Goldman aye

Ms. Bouchard aye

Vote: 5-0

Date Adopted: 5/11/21

**ADJOURN**:

Mr. Goldman moved to adjourn the meeting at 9:18pm. This was seconded by Ms. Bouchard and passed unanimously.

*Respectfully submitted by Carissa Parlato, Town Clerk*

*5/--/2021*