

7 **Section 2 ++++++**

8 **RESOLUTION # _____ OF 2023: Approval of Agenda**

9 RESOLVED that the Ulysses Town Board agenda for April 25, 2023 is approved as presented/amended.

10 **Section 6 OLD BUSINESS+++++**

11 **RESOLUTION #__ OF 2023: Local Law Amending Chapter 36 of the Town Code to Add a New Article II Entitled**
12 **'Training Requirements'**

13 WHEREAS, notice was given that the Town Board scheduled a public hearing for April 25, 2023 at 7:00 p.m. for Local Law
14 No. 5 of the Year 2022 entitled "A LOCAL LAW AMENDING CHAPTER 36 OF THE TOWN CODE TO ADD A NEW ARTICLE III
15 ENTITLED 'TRAINING REQUIREMENTS'"; and

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17 WHEREAS, notice of said public hearing was duly advertised in the official newspaper of the Town, the Ithaca Journal, on
18 April 17, 2023 and posted on the Town Clerk's signboard; and

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20 WHEREAS, said public hearing was duly held on the 25th day of April, 2025 at 7:00 p.m. and all parties in attendance were
21 permitted an opportunity to speak on behalf of or in opposition to said proposed Local Law, or any part thereof; and

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23 NOW, THEREFORE BE IT

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25 RESOLVED that the Town Board of the Town of Ulysses hereby adopts said local law as Local Law No. 5 of the Year 2023
26 entitled "A LOCAL LAW AMENDING CHAPTER 36 OF THE TOWN CODE TO ADD A NEW ARTICLE III ENTITLED 'TRAINING
27 REQUIREMENTS'; and it is further

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29 RESOLVED that the Town Clerk be and hereby is directed to enter said Local Law in the minutes of this meeting and give
30 due notice of the adoption of said Local Law to the Secretary of State.

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32 **RESOLUTION #__ OF 2023:**

33 RESOLVED that the Ulysses Town Board hereby appoints to the Comprehensive Plan Steering Committee the following
34 individual(s):

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36 **Section 7 NEW BUSINESS+++++**

37 **RESOLUTION #__ OF 2023: Facilities Manager Procurement/Authorization to Sign Contract**

38 WHEREAS, the Town of Ulysses issued a Request for Proposals for Facilities Managements services; and

39 RESOLVED that the Ulysses Town Board approves the Town Supervisor to sign a contract, pending attorney approval,
40 with Michael Defone to provide facilities management services to the Town of Ulysses.

41 **RESOLUTION #__ OF 2023: 2023 Training Requirements for Boards and Committees**

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43 WHEREAS the town's Personnel Policy addresses state and local training requirements for staff but does not specifically
44 outline requirements for boards and committees;

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46 NOW, THEREFORE BE IT

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48 RESOLVED that the Ulysses Town Board adopts the following trainings as the required trainings for all Town board and
49 committee members for 2023, per Chapter 36, Article III of the Town Code:

- Sexual Harassment training provided in person or remotely at the Annual Staff Training on May 18, 2023; OR "Workplace Harassment", an online program which meet NYS training requirements, provided by the Town; and
- Ethics training provided in person or remotely at the Annual Staff Training on May 18, 2023; OR the recording of Ethics training provided at the Annual Staff Training on May 18, 2023; and
- Civil Rights training provided in person or remotely at the Annual Staff Training on May 18, 2023; OR Preventing Employment Discrimination for Managers, an online program which meet NYS training requirements, provided by the Town; and

BE IT FURTHER RESOLVED that all Town board and committee members serving as of May 18, 2023 are required to fulfill the training requirements by June 17, 2023, 30 days after the Annual Staff Training, and provide proof of completion to Human Resources in the Town Supervisor’s office; and

BE IT FURTHER RESOLVED that anyone appointed to a board or commission in 2023 after May 18, 2023 will be required to complete the required 2023 trainings and provide proof of completion to the Town Clerk within 30 days of their appointment.

RESOLUTION #___ OF 2023: Infrastructure Agreement for 1009 Honey Bee Lane

RESOLVED that the Ulysses Town Board approves the Town Supervisor to sign the Infrastructure Agreement for 1009 Honey Bee Lane.

RESOLUTION #___ OF 2023: Email Address Policy

WHEREAS, having standardized town email addresses for staff, Town Board members, and committee chairs will improve records management and support ongoing IT/Cyber security improvements;

RESOLVED that the Ulysses Town Board approves the following Email Address Policy:

Email addresses will be provided by the Town for all staff, Town Board members, and board/committee chairs to improve the Town's ability to manage records retention.

Town Board members will be provided an email address by name; staff will be provided an email address by either position or name; and committee chairs will be provided an email address by committee name.

Section 9 APPROVAL OF MINUTES+++++

RESOLUTION # ___of 2023: Approval of Minutes

RESOLVED, that the Ulysses Town Board approve the meeting minutes from April 11, 2023 (regular meeting) as presented or amended.