
Building & Code Updates

Mark Washburn, NYS CEO, Certification No. 1020-0364 May 1 -May 31, 2025

Plan Reviews

- 7 discussions about upcoming projects
- 7 permit review
- 9 pre permit site visit

Site Visits

- 10 Site visits, Updates by contractors ongoing projects
- Multiple Site visit for the CARS project, East and West wing under slab plumbing inspections

CEO Activity

- 7 Permits issued/ Projects Cost= \$163,926. / Fees collected= \$1,629.
- 5 Foundation/Footer inspections/ Slab / Backfill 1 reinspection's
- 3 Framing inspections/ 0 Issue resolved during inspection
- 5 Plumbing inspections/ 2 reinspection
- 3 Final inspection/0 Reinspection
- Code research for 10 different issues approximately 12 hours
- Fire code research regarding change of occupancy
- Fire code research regarding Fire alarm requirements for different building use/ occupancy class
- Outreach regarding Fire inspections ongoing and multiple appointments scheduled
- Multiple erosion control inspection site visits to the CARS project
- Meeting with Whole Health and Office of Emergency Management to discuss hazards and Emergency Response Plan for Grassroots
- Multiple site visits on open projects for job status
- Follow up with ongoing enforcement actions
- 2 court cases continued 60 days to allow time to make major clean up
- Multiple fire inspections Please see attached spread sheet

Town of Ulysses Clerk's Office
MONTHLY REPORT for May 2025

Submitted by Carissa Parlato

<u>LICENSES/PERMITS issued:</u>	<u>#</u>
Sporting licenses	18
Disabled parking permits	10
Dog licenses and renewals	78
Marriage licenses	1
Notarizations	5
FOIL requests-received	1
FOIL requests-completed	1

<u>FINANCIAL REPORT:</u>	
\$7765.20	TOTAL fees collected
\$7309.42	stays in the town
\$455.78	goes to the state

CLERK's OFFICE TASKS:

General/routine tasks:

- mail, answered inquiries on various topics, attended town board meetings and took minutes, made website updates, notary services, licensing (marriage, dog, sporting), disabled parking permits, collected building & zoning fees, participated in weekly Supervisor/Clerks office meetings, managed building use/equipment sign out, responded to FOIL requests, ordered supplies, posted meetings & videos
- Facilities:
 - Help coordinate new camera on new light pole in parking lot
- Water:
 - Worked on reconciling with bookkeeper
- Social media & website
 - Continued to share town updates on FB
 - Sent weekly e-newsletters
- Habitat Nature Preserve:
 - work with DPW on repair of bridges/walkways
 - Bird and plant walk on 5/4
- IT:
 - Checked spam filter weekly
- Health & Safety Committee
 - Met May 15
 - Investigate getting an AED

2025 Town of Ulysses Fire Inspection Schedule									
BUSINESS INFORMATION				OCCUPANCY		INSPECTION DATES		NOTICES	
Business Name	Business Address	Parcel #	Inspection Frequency	Occ. Type	Max Occupa	Last Inspectio	Inspection D	Notice Sent	2nd Notice
ATC-NY (Architecture Technology Corporation)	1610 Trumansburg Rd	33.-5-3.2	bi-annual	B	N/A	12/3/2024	12/3/2026		
Beauty Barn	7305 Halseyville Rd	12.-4-15.21		B	N/A	7/22/2024	7/22/2026		
Bet the Farm Winery	4204 Krums Corners Rd	27.-2-18.11	bi-annual	A-2	4 seat/99 stand	6/26/2024	6/26/2026		
Brookside Apartments	6561-6581 Brook Rd	23.-2-1.22	bi-annual			5/23/2024	5/23/2026		
Brownies Produce	1901 Trumansburg Rd	25.-2-1.52	bi-annual	B		7/11/2024	7/11/2026		
Cayuga Addiction Recovery	6621 Rt 227	22.-2-4	annual	A-2		7/29/2024	7/29/2025		
Cayuga Compost/P&S Excavating	3225 Agard Rd	20.-2-3	bi-annual	B,S			12/31/1901		
Cayuga Nature Center	1420 Taughannock Blvd	18.-4-11	annual	E, B, A-3			12/31/1900		
Church Of The Latter Day Saints closed 2024	319 Pennsylvania Ave	12.-2-9.4	annual	A-3		5/30/2024	5/30/2025		
Country View Apartments	6042 Mayo Rd	22.-4-24.3	bi-annual	R-3	N/A	7/1/2024	7/1/2026		
The Corner House	1708 Trumansburg Rd	34.-1-9	annual			4/29/2025	4/29/2026		
7000 Route 227 Apartments	7000 Rt 227	22.-4-25.5	bi-annual			8/28/2024	8/28/2026		
Evergreen House	4461 Jacksonville Rd	25.-6-20	bi-annual	R-4		3/22/2023	3/22/2025	2/3/2025	5/29/2025
Finger Lakes Fire and Casualty	6905 Rt. 227	22.-1-5.3	bi-annual	B	N/A	6/13/2024	6/13/2026		
Flo-Tech	7325 Halseyville Rd	12.-4-15.23	bi-annual	F-2		6/13/2024	6/13/2026		
Gimme Coffee Roasting	3201 Krums Corners Rd	33.-5-3.4	bi-annual	B, F-1		5/7/2025	5/7/2027		
Glenwood Apartments	1 Maplewood Rd	30.-3-1.2	bi-annual	R-2	N/A	6/20/2024	6/20/2026		
Glenwood Pines	1213 Taughannock Blvd	30.-2-1	annual	A-2		12/3/2024	12/3/2025		
Grassroots off site - Across the Way	8669 Falls Rd	13.-4-2.2	annual			7/17/2024	7/17/2025		
Grassroots off site - Agard	7107 Jacksonville Rd	20.-1-6.1	annual	B					
Grassroots on site - Fairgrounds	2150 Trumansburg Rd	12.-3-17	annual	A-5		7/17/2024	7/17/2025		
Halsey House B&B	2057 Trumansburg RD	13.-4-2.3	bi-annual	R-3		10/22/2024	10/22/2026		
Howl Studios	1607 Trumansburg Rd	33.-1-8.14	bi-annual	B		5/5/2025	5/5/2027		
Inn at Taughannock - Victorian Inn	2030 Gorge Rd	14.-1-11	annual	A-2		12/2/2024	12/2/2025		
Inn at Taughannock -	2031 Gorge Rd	14.-3-18.2	annual	R-1		12/2/2024	12/2/2025		

Ithaca Society of Friends/Hector Meeting	5066 Perry City Rd	24.-3-9	bi-annual	U	99 standing	6/7/2024	6/7/2026		
Ithaca Yacht Club	1090 Glenwood Rd	30.-3-3.2	annual	A-2		7/10/2024	7/10/2025		
Jacksonville Methodist Church	1869 Trumansburg Rd	25.-3-1	annual	A-3		6/20/2024	6/20/2025	5/29/2025	
Jacksonville Mirabito #58	1854 Trumansburg Rd	25.-5-1	annual	M,H		6/5/2024	6/5/2025	5/29/2025	
Kinney Drugs	2100 Trumansburg Rd	12.-3-18.1	bi-annual	B		5/13/2025	5/13/2027		
Quick Apartments	1860 Trumansburg Rd	25.-6-16	bi-annual	R-3	N/A	6/5/2024	6/5/2026		
Maguire Chevrolet Complex	2073-2071 Trumansburg Rd	13.-3-3.1	bi-annual	B,S		5/6/2025	5/6/2027		
Mama Said Hand Pies	1710 Trumansburg Rd	34.-1-9	annual	A-2		6/11/2024	6/11/2025	illed Josh 5/29/2025	
Martin Apartments	4346 Cold Springs Rd	20.-3-5.12	bi-annual			11/1/2023	11/1/2025		
Mikes Marine	1616 Trumansburg RD	33.-5-3.1	annual	S-1		5/28/2024	5/28/2026		
Moore's Marine Inc	3052 DuBois Rd	32.-2-8.22	bi-annual	M, S-1		5/1/2025	5/1/2027		
Namaste Montessori school	1608 Trumansburg Rd	33.-5-3.3	annual	I-4		10/24/2024	10/24/2025		
Namaste Montessori school	1872 Trumansburg RD	25.-6-10.2	annual	E		10/24/2024	10/24/2025		
New Park Event Venue	1500 Taughannock Blvd	18.-4-2.1	annual	A-1		5/14/2025	5/14/2026		
Overbaugh Realty	2289 Trumansburg Rd	11.-3-1	bi-annual	B	20	6/24/2024	6/24/2026		
Franziska Racker Center	3226 Wilkins Rd	33.-2-11	annual	I-1		10/17/2024	10/17/2025		
Regional Access	1609 Trumansburg Rd	33.-1-8.2	bi-annual	S-2		5/8/2025	5/8/2027		
Renovus Solar	1520 Trumansburg Rd	33.-4-3.6	bi-annual	B		3/22/2023	3/22/2025		
Ithaca Pools/Ithaca Wholesale Furniture	1575 Trumansburg Rd	33.-3-1.3	bi-annual	B, S-1		7/11/2024	7/11/2026		
Seedway	2059 Trumansburg Rd	13.-4-2.4	bi-annual	B, S		7/25/2024	7/25/2026		
Girl Scouts (Camp Comstock)	1419 Taughannock Blvd	18.-2-1	annual	R-2	varies	6/24/2024	6/24/2025	5/29/2025	
Smart Start	1966 Trumansburg Rd	20.-3-9.21	annual	B		8/6/2024	8/6/2025		
Smart Start 2	1954 Trumansburg Rd	20.-3-9.23	annual	B		8/6/2024	8/6/2025		
Spruce Row	2271 Kraft Rd	26.-1-5.222	annual			5/22/2025	5/22/2026		
Stover Lumber	1974 Trumansburg Rd	20.-2-2.2	annual	M,S		10/8/2024	10/8/2025		
Subway	2078 Trumansburg Rd	12.-3-21.1	bi-annual	B		6/4/2024	6/4/2026		
FKA Trumansburg Acupuncture	1859 Trumansburg Rd	25.-3-9	bi-annual	B		7/23/2024	7/23/2026		
Trumansburg Fair Grounds	2150 Trumansburg Rd	12.-3-17	annual	A-3		7/17/2023	7/17/2024		
			bi-annual				12/31/1901		
Trumansburg Fish and Game Club	7227 Searsburg Rd	11.-2-28	annual	A-3		6/27/2024	6/27/2025	5/29/2025	



TOWN OF ULYSSES

10 Elm Street, Trumansburg, NY 14886
townofulyssesny.gov

Town Supervisor (607) 387-5767, Ext 232 • supervisor@townofulyssesny.gov
Town Clerk (607) 387-5767, Ext 221 • clerk@townofulyssesny.gov

Planning & Zoning May 2025 Report to Town Board

Town Board Meeting Date, 06.10.2025

Submitted by Niels Tygesen, 06.05.2025

Planning Board

The Planning Board held a meeting on May 6 to discuss the following items:

- The Board conducted sketch plan review for a change of use of an existing building from a church to a community center at 319 Pennsylvania Ave, and scheduled a public hearing for final site plan review for June 3.
- The Board conducted sketch plat review for a proposed two-lot minor subdivision at 319 Pennsylvania Ave.
- [Draft minutes link](#); [recorded meeting video link](#).

Comp Plan Steering Committee

The Committee held a meeting on May 7 to discuss the following items:

- Review of draft vision statements.
- Survey report and project review.
- Review of the draft Housing Element.
- Review of the draft Historic Preservation & Built Environment Element
- [Draft minutes link](#); [recorded meeting video link](#).

Board of Zoning Appeals

The BZA held a meeting on May 14 to discuss the following item:

- The Board conducted a public hearing and granted an area variance request related to construction of a new detached dwelling unit and impacts to wetlands, stream, and their associated buffers.
- [Recorded meeting video link](#).



TOWN OF ULYSSES

10 Elm Street, Trumansburg, NY 14886
townofulyssesny.gov

Planning Projects

- 2025-45 Comp Plan Update
 - 2025 2Q report tracking for CSC grant.
 - Coordination and ongoing work with Consultant.

Zoning Enforcement

- Ongoing research on code enforcement cases.
- Town Court on May 27 related to two accusatory instruments filed for two code violators:
 - Joseph Allen, 6200 & 6211 Brook Road (parcels 23.-1-12 and 23.-2-4 respectively) and parcels 23.-1-14.4 and 23.-2-5.2. 39 Counts of violations against the Fire Code of New York State, New York State Property Maintenance Code, Ulysses Zoning Code, and breaches of Board of Zoning Appeals Special Permit Determination and Use Variance Determination.
 - Keith Dodge, 1942 Trumansburg Road (parcel 20.-3-9.22). 35 Counts of violations against the Fire Code of New York State, New York State Property Maintenance Code, and Ulysses Zoning Code.

Miscellaneous

- [FEMA FIRM updates and Flood Damage Prevention Law update review.](#)
- Ithaca-Tompkins County Transportation Council
 - [2023-2027 TIP Actions to modify the 2024 Accelerated Transit Capital and Modernization & Enhancement Program Table, and the Transportation Alternatives Program projects date change](#)
 - [Update on the TIP](#)
- Tompkins County Stormwater Coalition Meeting
- Building, Planning, and Zoning permit reviews.
- Customer support pertaining zoning information and permitting process.
- Continued outreach for members for boards and committees.
- Updates to webpages and applications.
- Continued training with Office Project Assistant.

2025-5 Recreation Monthly Report

June 5, 2025

Created by: Will Glennon, Recreation Director

Adult Recreation Programming

- Adult recreation program ends June 12th for the spring season.
- Outdoor recreation soccer will open registration June 30th.
- Proposed pickleball and tennis structured programming for summer being assessed.

Current youth programming

- Spring youth sports programs will end June 14th.
- Summer camp update
 - Camp staff recruitment has concluded.
 - Twelve counselors have committed to returning and have been rehired for 2025.
 - Three administrative staff (one promotion) returning.
 - Four new counselors have been hired and completed payroll.
 - Two new supervisory staff have been hired and completed payroll.
 - Total of 21 staff, plus two CIT's from the youth employment program.
 - Permit application is still in process. Pre-operation walkthrough is scheduled for June 16th.
 - CPR/AED training scheduled for June 14th.
 - Camp mandatory training is scheduled for June 21st.
 - Buses have been scheduled
 - TCAT will resume the special route 22 bus for summer camp on June 30th.
 - Swim permits have been submitted.
 - Camp opens on June 30th.

General administration

- Mid-term grant funding report was submitted for the 2-year UWTC grant cycle.

Greetings Board Members: I have finalized the May 2025 financial statements, which accompany this report for your review. The following are highlights from the May 2025 financial statements, along with a summary of my activities for May.

Balance Sheet

As detailed in the Supervisor's Report, total cash balances as of 5/31/25 were \$661,200.76, an increase of \$90,570.98 from the end of April. A few notable items to comment on for this month:

- The increase in cash is due to a \$180,000 Treasury note maturing and deposited into our savings account. I did not reinvest this cash, as we need it to fund operations, and in particular, payment for the parking lot project.
- Sales Tax payments are coming on a timely basis, having received payments through April as of the end of May. EMS payments are current through March.
- Cash outlays for operating expenses were higher this month due to three payrolls in May. Other expenditures represented normal operations.

In addition to cash balances, the Town had investments valued at a total of \$3,536,453.77 as of May 31, 2025. Of the total investments, \$2,632,454.77 were held at Tompkins Financial and \$903,999.00 were invested in NYCLASS. As securities mature in the Tompkins Financial portfolio, proceeds will be reinvested in NYCLASS, net of any cash needed to cover expenditures. As of March 31, \$28,920.39 was recorded in interest and earnings across funds, representing the first quarter 2025 realized and unrealized earnings on investments.

Income Statement

Revenues through May 2025 are as expected. Of note, Sales Tax, EMS, Court Fees and Fines and Mortgage Tax revenue are coming in ahead of budget through the four months of the year. Sales tax is slightly ahead of budget, with 34% of the budget earned through April and EMS fees are well ahead of budget with 40% earned at the end of the first quarter. Court revenue is 87.5% earned for the year – with only four months of revenue recorded. The first of our two Mortgage Tax payments were received, and the budget is almost fully earned for the year.

You will also note that the second quarter water billing was recorded for May – with unearned revenue at 54.8% of budget. This appears to be on track, as water usage during summer months tends to be higher. Expenditures through May 2025 are also as expected, with some spending being front loaded (such as payments for Fire and Ambulance services, community organizations, and some insurance costs). No large or unusual spending occurred in May, other than the extra payroll.

Town of Ulysses
June 2025 Bookkeeper Board Report
June 10, 2025, Town Board Meeting
Prepared by Blixxy Taetzsch, 6/2/2025

Bookkeeper/Budget Officer Activities

Below are some highlights of May activities:

- 2026 Budget: I attended the May board meeting to discuss the budget process and get feedback from the Board. Since then, Carissa has sent a poll about possible dates for line-by-line meetings in September. I have also been meeting with budget managers to get feedback about their needs for the budget development process.
- Personnel: I continue to support employees and retirees with benefit administration, employment, and civil services functions. I have started hiring summer employees – I am expected about 35 seasonal employees this year between camp and the youth employment program.
- Finance Committee: The Finance Committee met on May 15th and meeting notes have been posted on the SharePoint portal. I have also included them with this report.
- Investments: We have enrolled in NYCLASS, as approved by the Board at their last meeting, and I have made our initial investment. I will be reporting investment income in the June financial statements.