

At the regular meeting of the Town Board of the Town of Elmira, Chemung County, New York held November 21, 2016 at 7:00 PM at 1255 West Water Street, Elmira, NY, there were present:

Supervisor: David Sullivan  
Councilmember: Scott Bush  
Councilmember: Thomas Milliken  
Councilmember: Ronald Allison  
Councilmember: Karen Krusen

**Others present**

Town Clerk- Jo Ann Sherwood  
Attorney- Scott Moore  
Code Enforcement Officer - Chip LeValley  
Chief of Police- Peter Michalko  
Highway Superintendent- Matthew Mustico  
Buildings and Grounds Caretaker- Scott Eschbach  
Recreation Director- Patty Carozza

**Resolution #130-16**

**Minutes**

**By Mr. Allison**

**Seconded by Mrs. Krusen**

Motion was made to approve the minutes of the regular meeting of October 17, 2016 and the workshop meeting of November 10, 2016.

Aye- Bush, Milliken, Allison, Krusen, Sullivan

No- None

**Staff and Community Recognition:**

Supervisor Sullivan recognized the West Elmira Girls Cinderella Softball team that has been playing together for over 10 years playing and now are playing at Notre Dame High School where they won a state title this past spring. The following girls were presented plaques by Mr. Allison; Isabel Milazzo, Mackenzie Maloney, Megan Niles, Jordyn Fargo and Ally Wichtowski. Morgan Cox and Mackenzie Mahajan were unable to attend but were also recognized.

Supervisor Sullivan presented the Employee of the year award to Gregg Mann. He was nominated by Chief Michalko in recognition for all the work he does with keeping the police fleet of cars in good working condition.

**Financial Report-**

Supervisor Sullivan reported on the October year to date financials and fund balances. He stated that the 2017 Town Budget was passed at the November workshop and that the tax cap resolution that was passed to override the tax cap was not needed as the tax increase was held at .68%. Mr. Sullivan also gave a review of the five year town budgeting plan/guideline for 2018-2022 that is now complete and asked for that to be approved tonight. He gave a presentation on budget trends for the Town. Specifically, Mr. Sullivan demonstrated how the town has been reducing its reliance on Fund Balance in the budget. Fund Balance represented 21.8% of the budget in 2011, a 17 year high, and was reduced to 13% in both the 2016 and 2017 budget. Gross expenditures peaked at \$3,962,877 in 2008, and have been reduced to \$3,321,298 for 2017. The Town can no longer rely on Sales Tax Revenue as the major source of revenue in each budget. Annual revenue from this source is down by one-third since 2011 when revenues peaked at \$1.63 million.

*Sales Tax Revenue between 2010-2014 average 1.54 million per year. Peaked at 1.63 million in 2011.*

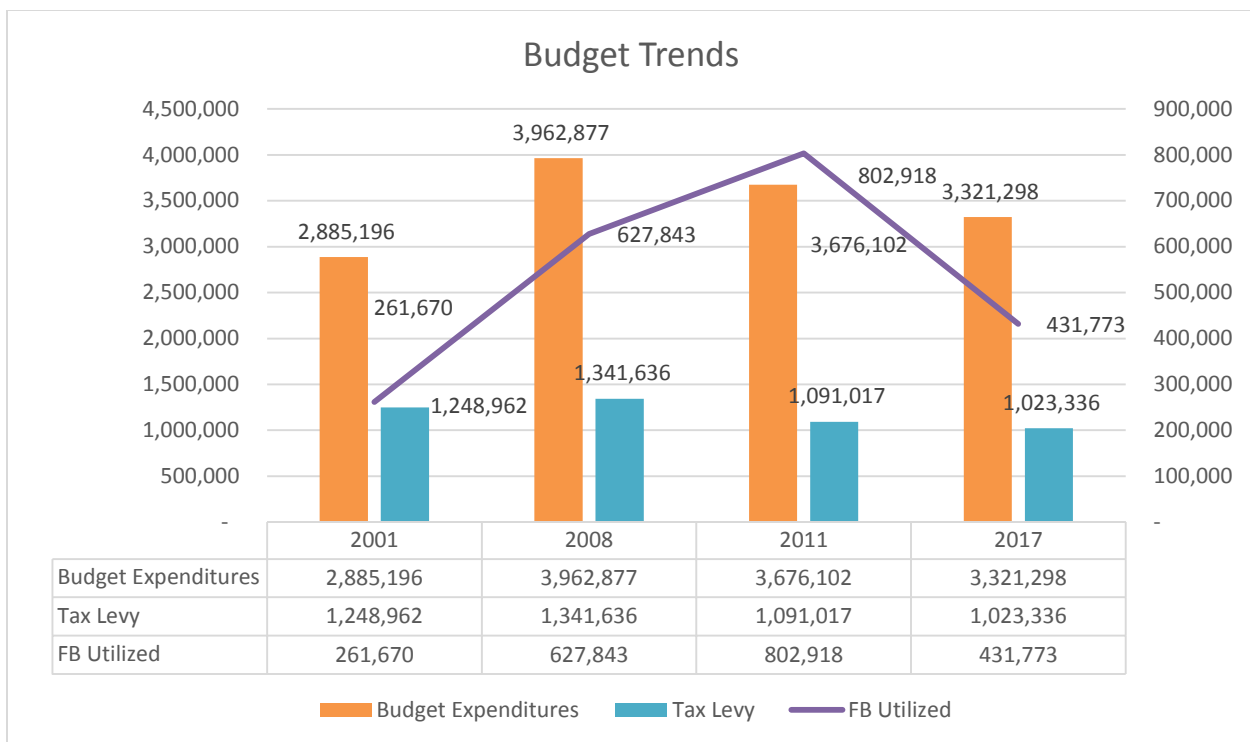
*Formula adjustments to Sales Tax Allocations started in 2015 and Town received 1.19 million in 2015.*

*Projected Sales Tax Revenue in 2016 at less than 1.1 million.*

*Fund Balance peaked at 2.6 million in 2006. Projected to be 1.2 million at year end 2016.*

*Fund Balance used in budget peaked at 802,918 in 2011-21.8% of budget; will use 431,773 in 2017 - 13% of budget.*

*State recommends Fund Balance on hand between 10% and 15% of expense budget. Town at about 36% FB level but majority in Town Outside Village B Fund.*



**Resolution #131-16**

**Financial Report**

**By Mrs. Krusen**

**Seconded by Mr. Bush**

Motion was made to accept and approve the Supervisor’s report for the month of October 2016.

Aye- Bush, Milliken, Allison, Krusen, Sullivan

No- None

**Resolution #132-16**

**Audit of Bills**

**By Mrs. Krusen**

**Seconded by Mr. Allison**

Resolved that claims in the total amount of \$98,032.10 were audited and approved for payment when in funds.

Aye- Bush, Milliken, Allison, Krusen, Sullivan

No- None

**Communications:**

West Elmira Fire Department requesting shared service opportunity on purchase of generator.

**Department Reports:**

Highway Superintendent Matt Mustico reported his crews have started the leaf pick up for the town a week later because the leaves were not down completely yet. His crews were also doing repair patching. Matt stated work is being done on the bridge on Jenkins Road and the footers should be done by end of year. Councilman Bush requested they check on the lights at the voting booth on east hill. At election he received call stating more lights were needed at the entrance to the parking lot. Perhaps LED lights could be put up as they are brighter. Matt and Scott Eschbach will look into this.

Chief Peter Michalko submitted his written monthly report and reported that calls for service and stops were up from last year as were accident calls. He stated on October 18<sup>th</sup> there was a burglary and they arrested a 29 year old male who was later indicted by the Grand Jury. Peter stated that 90% of the property was recovered and returned to the homeowner. On Oct 21<sup>st</sup> there was a heavy rain storm and because of the construction zone on W. Water Street fourteen cars were damaged. The man hole covers had dirt surrounding them and that was washed away by the storm. Peter reported that the two new hires that are in the police academy now, will graduate on December 16 and will start work here on December 19. They will be sworn in at the December Board meeting. The cadets need 80 hours or more of on job training.

Buildings and Grounds Caretaker Scott Eschbach stated that the warm weather turned to winter this weekend. He is wrapping up park duties and winterizing the public bathrooms. All water has been turned off in the park. The TCC area received led pole light that now light up the parking lot and walkway. Scott reported that the new baseball field has 90% of the infield in place and a new storage shed building is being installed tomorrow. Water and electric lines are ready for spring hook ups.

Code Enforcement Officer Chip LeValley reported all is fine and running normal in the code office.

Supervisor Sullivan asked Attorney Moore if the concession stand bids were ready to go out and he stated he was still putting some finishing work on them and they will be ready to go out in January.

**Resolution #133-16**

**Set date for December Regular Meeting**

**By Mr. Milliken**

**Seconded by Mr. Allison**

Motion was made to set the date of December 27, 2016 at 7:00 PM for the regular December board meeting.

Aye- Bush, Milliken, Allison, Krusen, Sullivan

No- None

**Resolution #134-16**

**Authorize WEVFD to sell Christmas trees**

**By Mr. Bush**

**Seconded by Mr. Milliken**

Whereas the Town Board of the Town of Elmira has received a request from the West Elmira Volunteer Fire Department to sell Christmas trees in the Town of Elmira at the Fire Department site located at 1299 W. Water Street during December 2016;

Now Therefore Be It Resolved that permission is hereby granted for the sale of Christmas trees with the condition that the lot be cleaned of all debris by December 31, 2016.

Aye- Bush, Milliken, Allison, Krusen, Sullivan

No- None

**Resolution #135-16**

**Authorize County to bill property owner for mowing of lot on 2017 Tax Bill**

**By Mr. Allison**

**Seconded by Mrs. Krusen**

Resolved that Real Property Tax Department for the County of Chemung be authorized to add the following amounts to the following 2017 tax bills for the purpose of reimbursement of mowing charges for 2017:

\$225-073089 98.06-3-60 176 Bower Road; \$225-073089 98.08-1-20 367 Underwood Avenue; \$75-073089 98.08-1-44 1233 W. Clinton Street; \$493.80-073089 98.08-4-28 1000 W. First Street; \$75-073089 99.05-1-55 916 W. First Street; \$225-073089 99.05-1-59 928 W. First Street.

Aye- Bush, Milliken, Allison, Krusen, Sullivan

No- None

**Resolution #136-16**

**Approve shared service agreement with Village of Elmira Heights for Code Enforcement Services**

**By Mr. Bush**

**Seconded by Mr. Milliken**

Motion was made to approve the shared service agreement with the Village of Elmira Heights for the town to provide to the village Code Enforcement Services effective October 17, 2016 in the amount of \$17,500. The Village shall paid said amount in monthly installments.

Aye- Bush, Milliken, Allison, Krusen, Sullivan

No- None

**Resolution #137-16**

**Adopt Five Year Town Budgeting Plan/Guideline for 2018-2022**

**By Mrs. Krusen**

**Seconded by Mr. Allison**

Resolved that the board approves the proposed Five Year Town Budgeting Plan/Guideline for 2018-2022 copy attached to minutes.

Aye- Bush, Milliken, Allison, Krusen, Sullivan

No- None

On a motion by Mr. Bush and seconded by Mrs. Krusen the meeting was adjourned at 7:34 P.M.