

At the meeting of the Town Board of the Town of Elmira, Chemung County, New York held via zoom Monday, November 16, 2020 at 7:00 PM, there were present:

Supervisor: Neil Milliken
Councilmember: Ron Allison
Councilmember: Albert Lucarelli
Councilmember: Thomas Milliken
Councilmember: Scott Bush

Others present
Town Clerk- Tammy Stein

Resolution #137-20

Minutes

By Mr. Allison

Seconded by Mr. Lucarelli

Motion was made to approve the minutes of the meeting of October 19,2020, October 26th, 2020 and November 9, 2020.

Aye-T. Milliken, Allison, Lucarelli, N. Milliken, Bush

No- None

Resolution #138-20

Transfers

By Mr. Lucarelli

Seconded by Mr. T. Milliken

Resolved that Transfers were herewith authorized

From: DB.5110.5400	Highway	Contractual Expense	\$11,903.83
To: DB.5112.5400	Highway	Contractual Expense	\$11,903.83
From: B.9901.5910	Transfer to Town wide general fund		\$103,954.00
To: A.000.4031	Interfund Transfer		\$103,954.00

Aye- - Bush, T. Milliken, Allison, Lucarelli, N. Milliken

No- None

Resolution #139-20

Financial Report

By Mr. T. Milliken

Seconded by Mr. Lucarelli

Supervisor Milliken reviewed the Town's Financial position as of October 31, 2020 and stated we are in good financial position. The October 2020 bank statements and year to date Fund Balance reports were provided to the board. Motion was made to accept the Supervisor's report for October 2020.

Aye-T. Milliken, Allison, Lucarelli, N. Milliken, Bush

No- None

Report by Supervisor Milliken

The Town bank accounts and other documents have been reviewed and we are in stable financial position as we approach the last six weeks of 2020.

The budget for 2021 has been completed. It has taken a great deal of time and the efforts of many, The Board has held 5 Budget Workshops over the last month and a half, as well as numerous phone conversations, emails and texts.

Our major challenge is that our outside revenues continue to decline and, due to the pandemic, have become unpredictable as well.

The Town of Elmira has 3 major sources of revenue – sales tax distributed by Chemung County, State Aid, and property taxes. The latter is the only revenue source we can control and the only one that can compensate for losses from the other two.

The first pass in the budget prep from early September, which included estimates of revenue losses from State and County, indicated the need to increase taxes by over 52%. We knew at that time we had much to do before settling on a final budget.

So, this final budget contains substantial cuts in spending over 2020. A total of \$308,000 in cuts have been Identified to reduce spending from this current year to next. Even with these substantial cuts, the anticipated losses in revenue from those outside sources still will require a tax increase of 32% for 2021, down from that initial 52%.

There were a few additions to the budget, even with all the cuts. These items were thought to be important enough to include, and their budget impact is minimal. These include software to allow residents to provide Tax payments to the Town online, the hiring of a 5th FT police officer, needed body cameras for the department, and an increase in the salt and sand allotment so our Highway Department can keep our roads safe. These additions represent a mere 1.6% of our expenses.

That all being said, how will this impact the average property owner in the Town? This budget will increase tax on the average parcel \$117 per year, of \$9.79 per month. For that increase, our residents will be safer and enjoy some enhancement of services.

Thanks again for all those who assisted in the process, including my Board colleagues, Tammy Stein, JoAnn Sherwood and Dave Sullivan.

Resolution #140-20

Audit of Bills

By Mr. Allison

Seconded by Mr. T. Milliken

Resolved that all claims in the total amount of \$46,093.21 were audited and approved for payment when in funds.

Aye-T. Milliken, Allison, Lucarelli, N. Milliken, Bush

No- None

Department Reports:

Due to Covid – 19 and social distancing Supervisor Milliken stated the Department heads were excused from attending the meeting but were asked to submit a report:

Code Enforcement Officer, Eric Crandall turned in his report showing all the permits that were issued in October.

Police Chief, Tom Barr reported on calls, stops, assists and accidents that his department did for October.

Highway Superintendent, Matt Mustico informed the board they made 15 tons of cold patch for winter pot holes. They also started picking up leaves and hauled in 250 tons of anti-skid sand. He stated they have all their equipment ready for the snow and ice season.

Discussion

Councilman Lucarelli stated for his first go-around with the town's budget, as Neil has said, there

were many challenges.

Financially, he looked at the town in a similar way to his personal finances. You have a monthly budget that you live within. You try and plan for a rainy day, but no one could have predicted a global pandemic.

With expenses exceeding revenues, the town board has had to look very conservatively at the budget for 2021. There are contractual obligations that have to be met, plus items that town residents have asked for, eg a stronger police presence and a compost area that has longer hours available for those who work past 3.30pm or only have weekends to use it.

For him, this budget was very difficult. However, he does believe it is fair, honest, and is in the best interest of the residents in the Town of Elmira.

Public Comments

Joe Coletta, Hendy Ave. inquired about the Sales Tax increase and discussed other Town's budgets. He asked if the Town Board has reached out to Empire Access in which Supervisor Milliken stated with the budget process consuming time he has not, however he will reach out to them soon.

Councilmen Lucarelli spoke regarding talking to other municipalities regarding their budgets.

Resolution #141-20

Adopt Preliminary Budget as Annual Budget for 2020

By Mr. T. Milliken

Seconded by Mr. Lucarelli

WHEREAS, the Town Board has met at the time and place specified in the Notice of Public Hearing on the Preliminary Budget for 2021 and thereon:

NOW THEREFORE BE IT RESOLVED, that this Town Board does hereby adopt such preliminary budget as compiled as the annual budget of the Town for the fiscal year beginning on the first day of January 2021 and that such budget as so adopted be entered and attached in detail in the minutes of the preceding of the Town Board and;

BE IT FURTHER RESOLVED, that the Town Clerk of the Town shall prepare and certify in duplicate copies of said annual budget as adopted pursuant to Section 202-a, Subdiv. 2 of the Town Law and deliver two (2) copies thereof to the Supervisor of the Town to be presented by him to the Board of Legislators of this county.

Upon being put to a vote roll call resulted as follows:

Councilman T. Milliken	Aye
Councilman Bush	Aye
Councilman Allison	Aye
Councilman Lucarelli	Aye
Supervisor Milliken	Aye

Resolution #142-20

Accept 2019 Audit Financials

By Mr. Allison

Seconded by Mr. T. Milliken

Motion was made to accept the 2019 Audit Financials prepared by EFPR.

Aye-T. Milliken, Allison, Lucarelli, N. Milliken, Bush

No- None

Resolution #143-20

Adopt LGS-1, Retention schedule

By Mr. Bush

Seconded by Mr. Lucarelli

RESOLVED, By the Town Board of the Town of Elmira that *Retention and Disposition Schedule for New York Local Government Records*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records* after they have met the minimum retention periods described therein;
- b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Aye-T. Milliken, Allison, Lucarelli, N. Milliken, Bush

No- None

On a motion by Mr. Allison and seconded by Mr. Lucarelli the meeting was adjourned at 7:23 P.M., All were in favor.

Tammy Stein, Deputy Town Clerk