

At the Organization meeting of the Town Board of the Town of Elmira, Chemung County, New York, held on Tuesday, January 2, 2024 at 7:45 am at 1255 West Water Street, there were present:

Supervisor- Ann Gerould  
Deputy Supervisor- Ronald Allison  
Councilmember- Albert Lucarelli  
Councilmember- Scott W. Bush  
Councilmember- Thomas Milliken

Others present:  
Town Clerk – Tammy Stein

**Resolution #1-24**

**Appointments for 2024**

**By Mr. Lucarelli**

**Seconded by Mr. Allison**

Resolved, that the following Officials be appointed to their respected positions as follows for the period of January 1, 2024 through December 31, 2024.

Tammy Stein	Town Clerk	
Tammy Stein	Receiver of Taxes	
Tammy Stein	Records Management Officer	
Tammy Stein	Purchase Officer	
Ann Gerould	Budget Officer	
Kiersten Warfe	Deputy Clerk/ Bookkeeper	
Kiersten Warfe	Deputy Receiver of Taxes	
Matthew Mustico	Highway Superintendent	
Scott Moore	Town Attorney	
Rianne Collson	Clerk to the Justice	
Elizabeth Lucarelli	Part Time Clerk to the Justice	
Joseph Iles	Town Historian	
Ronald Allison	Deputy Town Supervisor	
Eric Crandall	Building Inspector/ Code Enforcement Officer	
Eric Crandall	Stormwater Coordinator	
Aye-Bush, Lucarelli, Allison, Milliken, Gerould		No- None

**Resolution #2-24**

**Appoint Traffic Officers for Traffic District #1**

**By Mr. Lucarelli**

**Seconded by Mr. Allison**

Resolved, that, Robert Richards, Officer #1, Anthony Faulisi, Officer #2, Richard Weed, Officer #3, Joe Marrone, Officer #4, Leo Dacey, Officer #5, Matthew Saunders, Officer #6, and James Samuelson, Officer #7, Seth Green, Officer #8 be appointed traffic officers for Traffic District #1 for the period of January 1, 2024 through December 31, 2024 pursuant to collective bargaining agreement.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould No- None

**Resolution #3-24**

**Authorize Hiring School Safety Guards**

**By Mr. Milliken**

**Seconded by Mr. Lucarelli**

Resolved, that the Supervisor be authorized to hire not more than three (3) School Safety Patrol guards and a substitute when necessary for school crossings. Also resolved, that they be paid bi-weekly.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould

No- None

**Resolution #4-24**

**Designate Delegation of Authority- Bingo**

**By Mr. Milliken**

**Seconded by Mr. Lucarelli**

Resolved, that the Town Board hereby does delegate to the Town Supervisor, the responsibility and authority granted to it, pursuant to the bingo licensing law.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould

No- None

**Resolution #5-24**

**Authorize Attendance at Conventions**

**By Mr. Milliken**

**Seconded by Mr. Lucarelli**

Resolved, that town officers and officials be authorized to attend conventions, conferences, and schools upon approval of the supervisor, pursuant to Section 77b of the General Municipal Law.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould

No- None

**Resolution #6-24**

**Designation of official newspaper**

**By Mr. Milliken**

**Seconded by Mr. Lucarelli**

Resolved, that the Elmira Star-Gazette, be designated as the official newspaper of the Town of Elmira for 2024.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould

No- None

**Resolution #7-24**

**Designation of Regular Meeting Date**

**By Mr. Milliken**

**Seconded by Mr. Lucarelli**

Resolved, that the regular meeting date for the Town Board of the Town of Elmira be designated as the third (3) Monday of each month at 7:00 P.M. except January and February with the agenda prepared three (3) business days prior to meeting for town board members and any interested parties.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould

No- None

**Resolution #8-24**

**Authorize Representatives and Town Officers to attend Association of Towns Meeting**

**By Mr. Milliken**

**Seconded by Mr. Lucarelli**

Resolved, that the Supervisor, Town Board members and Town officers be authorized to attend

the annual meeting of the New York State Association of Towns. All actual and necessary expenses to be paid upon certification of an official audit by Town Board

Aye-Bush, Lucarelli, Allison, Milliken, Gerould No- None

**Resolution #9-24**

**Compensation for Personal Cars used for Town Business**

**By Mr. Allison**

**Seconded by Lucarelli**

Resolved, that all town officers and employees who use their personal cars for necessary town business are compensated at the current federal rate per mile traveled of 67¢ for 2024.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould No- None

**Resolution #10-24**

**Authorize Supervisor to hire temporary help**

**By Mr. Allison**

**Seconded by Mr. Lucarelli**

Resolved, that the supervisor be authorized to hire temporary help, when necessary, at currently reasonable rates of pay to be paid upon certification of the person hired. Payable Bi weekly.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould No- None

**Resolution #11-24**

**Authorize Supervisor to pay contractual obligations**

**By Mr. Allison**

**Seconded by Mr. Lucarelli**

Resolved, that the supervisor be authorized to pay all contractual obligations of the Town of Elmira.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould No- None

**Resolution #12-24**

**Authorize Highway Superintendent to purchase small tools**

**By Mr. Allison**

**Seconded by Mr. Lucarelli**

Resolved, that the Town Highway Superintendent be authorized to purchase small tools, and equipment to a value not in excess of \$2,500 for 2024.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould No- None

**Resolution #13-24**

**Authorize Highway Superintendent to hire equipment**

**By Mr. Allison**

**Seconded by Mr. Lucarelli**

Resolved, that the Highway Superintendent be authorized to hire equipment for not more than 30 days at a rate not in excess of the rate established by State Comptroller when possible.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould No- None

**Resolution #14-24**

**Authorize Highway Superintendent to employ temporary part time help**

**By Mr. Allison**

**Seconded by Mr. Lucarelli**

Resolved, that the Highway Superintendent be authorized to hire temporary part time help when necessity demands, in town highways, with pay rate at currently reasonable rates of pay

consistent with collective bargaining agreement.  
Aye-Bush, Lucarelli, Allison, Milliken, Gerould

No- None

**Resolution #15-24**

**Annual Financial Report of Supervisor**

**By Mr. Allison**

**Seconded by Mr. Lucarelli**

Resolved, that the Supervisor shall submit to the Town Clerk within ninety days after the close of the fiscal year, a copy of the Financial Report to the State Comptroller required by section 30 of the General Municipal Law and the Town Clerk shall cause a notice of such report to be published within ten days after receipt thereof in a form approved by the State Comptroller in the official newspaper.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould

No- None

**Resolution #16-24**

**Authorize Supervisor to keep accounts in Chemung Canal Trust Company**

**By Mr. Allison**

**Seconded by Mr. Lucarelli**

Resolved, that funds of this Corporation may be deposited in the Chemung Canal Trust Company of Elmira, New York and withdrawn upon the check, draft, or note or order of this Corporation, signed by any one of the following officers, to wit; are on file with Chemung Canal Trust Company; and the said bank is hereby authorized to pay such checks, drafts, notes, or orders, and also to receive the same for the credit of, or in payment from the payee, or any other holder when so signed without inquiry as to the circumstances of their issue or the disposition of their proceeds, whether drawn to the individual order of, or tendered in payment of individual obligations of, any of the above named, or other officers of this Corporation or otherwise, Resolved, that each of the aforesaid officers is hereby authorized on behalf of the Corporation to so sign or countersign checks, drafts, notes, or orders of this Corporation payable to himself as payee and to endorse checks or other negotiable instruments payable to the Corporation, to themselves or any one of themselves or any other person or Corporation as endorsed, Resolved, that any one of the following officers, to wit; are on file with Chemung Canal Trust Company, and they hereby are authorized on behalf of this Corporation from time to time to borrow money from the Chemung Canal Trust Company of Elmira, New York and to make and deliver notes and other obligations of this Corporation in form required by the Chemung Canal Trust Company for payment of any sum so borrowed; also to pledge any of the bonds, stocks, bills receivable or any other security and/or property of this Corporation as collateral therefore, with full authority to endorse or guarantee the same in the name of the Corporation, to execute and deliver all and to discount or re-discount any bills receivable held by this Corporation at any time rendering the same negotiable by endorsement and the Bank is hereby authorized to charge the same to the account of this Corporation before at or after maturity thereof, Resolved, this Board hereby ratifies and approves all loans discounts and advances heretofore made to this Corporation at the request of any of its officers by the Chemung Canal Trust Company and all checks, drafts or orders in the name of this Corporation signed or endorsed by any of its officers therefore honored by said Bank.

Resolved, that the foregoing powers and authority shall continue until written notice of the revocation thereof has been received by said Bank.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould

No- None

**Resolution #17-24**

**Continuance of Petty Cash Fund**

**By Mr. Bush**

**Seconded by Mr. Allison**

Resolved, that the following Officials be authorized to continue the petty cash fund.

Town Supervisor \$100.00

Town Clerk \$200.00

Aye-Bush, Lucarelli, Allison, Milliken, Gerould

No- None

**Resolution #18-24**

**Designation of Depositories**

**By Mr. Bush**

**Seconded by Mr. Allison**

Resolved, that the Chemung Canal Trust Company be designated as the depository for the General Fund Cash, Payroll Fund Cash, Town Clerk fund cash, Tax Collector fund cash and the Highway Fund Cash for 2024.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould

No- None

**Resolution #19-24**

**Fix Pay for Election Officials**

**By Mr. Bush**

**Seconded by Allison**

Resolved, that election officials be paid at the rates set forth by the Chemung County Board of Elections.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould

No- None

**Resolution #20-24**

**Fix Pay for Town Officers and Employees**

**By Mr. Bush**

**Seconded by Allison**

Resolved, that the Town Board does hereby fix the salaries or hourly rate of the following town officers and employees for the year 2024 at the amounts respectively stated and that such salaries shall be payable at the times respectively specified as follows:

Ann Gerould	Supervisor	\$34,107.43
Ann Gerould	Budget Officer	10,000.00
Kimberlee Middaugh	Town Justice	22,676.96
James DeFilippo	Town Justice	22,676.96
Scott Bush	Councilmember	9,385.32
Ronald Allison	Deputy Supervisor	1,000.00
Albert Lucarelli	Councilmember	9,385.32
Thomas Milliken	Councilmember	9,385.32
Ronald Allison	Councilmember	9,385.32
Scott D. Moore	Town Attorney	40,225.37
Joseph Iles	Town Historian	500.00
Tammy Stein	Town Clerk	61,649.84
Kiersten Warfe	Deputy Town Clerk	39,140.00

Matt Mustico	Highway Superintendent	51,000.00
Matthew Davis	Deputy Highway Supt.	74,592.60
Rebecca M. Carpenter	Assessor Aide	47,895.00
Robert Richards	Traffic Chief	81,593.39
Anthony Faulisi	Traffic Officer	65,000.00
Seth Green	Traffic Officer	49,444.12
Richard Weed	P/T Traffic Officer	28.00/hr
Leo T. Dacey	P/T Traffic Officer	28.00/hr
Joseph Marrone	P/T Traffic Officer	28.00/hr
Matthew Saunders	P/T Traffic Officer	28.00/hr
James Samuelson	P/T Traffic Officer	28.00/hr
Elizabeth Lucarelli	P/T Clerk to Town Justice	26.27/hr
Rianne Colson	Night Court Clerk	75.00/night
Rianne Colson	Clerk to Town Justice	33,372.00
Damon Chalk	P/T Care Taker	16.08/hr
Eric Crandall	Code Enforcement	54,590.00
Patricia Carozza	P/T Recreation Director	11,358.98
Mark Miles	School Safety Patrol	25.52/day
Ron McConnell	School Safety Patrol	25.52/day
Sean Coggins	Care Taker	39.140.00
Aye-Bush, Lucarelli, Allison, Gerould, Milliken		No- None

**Resolution #21-24**

**Fix Pay for Highway Employees**

**By Mr. Bush**

**Seconded by Mr. Lucarelli**

Resolved, that the following rate of pay including fifteen paid holidays with two being paid half days if it falls on a regular workday be established for employees of the Highway Department for the year 2024 pursuant to collective bargaining agreement.

Steven Draht	Mechanic	31.63/hr
Chad McDonald	Operator #1	31.63/hr
Corey Ripley	Operator #1	31.63/hr
James Wagner	Operator #1	31.63/hr
James Watts	Operator #1	31.63/hr
Robert Congdon	Operator #1	23.34/hr
Aye- Bush, Milliken, Lucarelli, Allison, Gerould		No- none

**Resolution #22-24**

**Authorize Pay of Planning Board, Zoning Board Members and Secretary**

**By Mr. Milliken**

**Seconded by Mr. Allison**

Resolved, that the Town of Elmira Planning Board and Zoning Board members are to receive \$50 per meeting attended, with the chairmen to receive \$75 per meeting attended. Secretary to receive \$25 per meeting attended if meeting is held outside of normal working hours. Payable at the end of a calendar year.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould No- None

**Resolution #23-24**

**Authorize Pay of Assessment Board of Review Members**

**By Mr. Milliken**

**Seconded by Mr. Allison**

Resolved, that the Town of Elmira Assessment Board of Review members are to receive \$50 per meeting attended, with the chairperson to receive \$75 per meeting attended. Any necessary expenses to be charged to the Town.

Aye-Bush, Lucarelli, Allison, Milliken, Gerould

No- None

**Resolution #24-24**

**Authorize the Supervisor to invest surplus funds**

**By Mr. Milliken**

**Seconded by Mr. Allison**

Motion was made to authorize the Supervisor to invest General Surplus Funds and Special District Surplus Funds when available as authorized by statute.

Aye-Bush, Lucarelli, Allison, Gerould, Milliken

No- None

**Resolution #25-24**

**Authorize Supervisor to Pay Utility Bills preceding the audit**

**By Mr. Milliken**

**Seconded by Mr. Allison**

Resolved, that the Supervisor of the Town of Elmira be authorized to pay utility bills preceding the audit.

Aye-Bush, Lucarelli, Allison, Gerould, Milliken

No- None

**Resolution #26-24**

**Authorize Advance Monies for Conferences**

**By Mr. Milliken**

**Seconded by Mr. Allison**

Resolved, that any person duly authorized to attend a conference may be given an advance of up to \$500 for estimated expenditures for registration fees, travel, meals, lodging, and tuition fees, provided itemized vouchers showing actual expenditures are submitted after such attendance and monies advanced in excess of such expenditures are refunded to the Town of Elmira or expenditures in excess of the advance are audited and paid by the Town of Elmira.

Aye-Bush, Lucarelli, Allison, Gerould, Milliken

No- None

**Resolution #27-24**

**Appoint Chemung County Treasurer to perform Bookkeeping Services**

**By Mr. Bush**

**Seconded by Mr. Milliken**

Motion was made to appoint the Chemung County Treasurer's office to perform bookkeeping and accounting services for the town pursuant to Shared Services Agreement for 2024.

Aye-Bush, Lucarelli, Allison, Gerould, Milliken

No- None

**Resolution #28-24**

**Clarifying the Health Insurance Benefits Provided to the Town's Employees, Elected Officials and Retirees**

**By Mr. Bush**

**Seconded by Mr. Milliken**

WHEREAS, the Town has provided its employees and retirees health insurance benefits, and

WHEREAS, the Town Board has by Resolution No. 38-16 agreed to provide health insurance benefits for its employees and retirees through Excellus Blue Cross /Blue Shield through Perry and Carroll Insurance, and

WHEREAS, the Town has provided for the terms of the health insurance benefits provided to its employees, elected officials and retirees, and

WHEREAS, the Town wishes to clarify the terms of the health insurance benefits that it is providing to its employees, elected officials and retirees.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Elmira does hereby agree to provide to its eligible full-time employees as of 12/31/22 and their immediate families health insurance / Dental benefits through Excellus Blue Cross/Blue Shield, and vision benefits through VSP, with the Town paying 84% of the premium of such insurance and the employee paying 16% of the premium of such insurance and it is further

RESOLVED, that the Town agrees to provide to its former employees who have retired from the Town, and who are under the age of 65, and who are also eligible for New York State retirement benefits at the time of their separation from the Town and their immediate families health, dental and vision insurance benefits through Excellus Blue Cross/Blue Shield, and VSP with the Town paying the fixed percentage of 75% towards a Single Policy and the retiree paying the balance, and the fixed percentage of 75% towards an Individual/Spouse Policy and the retiree paying the balance; for retired employees over the age of Sixty-Five (65) the Town paying a fixed percentage of 65% for the employee and for the employee spouse, of the premium of a Medicare Advantage plan and the retiree paying the balance of the premium, and it is further RESOLVED, that the Town agrees to provide to the spouses of its former employees who have retired from the Town, and who were also eligible for New York State retirement benefits at the time of their separation from the Town and who are now deceased, health insurance benefits for a period of five years, with the spouse of such former employee under the age of 65 paying 50% of the premium for Excellus BlueCross BlueShield or its equivalent insurance, and spouses age 65 and over paying 50% of the premium for United Healthcare Group Medicare Advantage Plan or its equivalent and paying the balance of the policy cost above the Town's annual fixed contribution of 50% per enrollee. Once the five-year term has expired the retiree spouse may stay on the plan by paying 100% of the annual premium, and it is further

RESOLVED, that the Town agrees to provide to elected Town Board Members, appointed Town Attorney and elected Town Justices with health insurance / Dental benefits in the form of either an individual, two-person or family coverage through Excellus Blue Cross/Blue Shield and and appointed official paying 16% of the premium of such insurance, that said part-time elected or appointed official and Town Justices shall be entitled to buyout of the health insurance, and it is further

RESOLVED, that the Town will provide insurance to retired part-time Elected Officials and Town Attorneys, with (10) ten consecutive years of elected or appointed service and who qualify for retirement benefits in the New York State Retirement System, with the Town paying the fixed percentage of 75% towards a Single Policy and the retiree paying the balance, and the fixed percentage of 75% towards an Individual/Spouse Policy and the retiree paying the balance for retirees under age 65; and with retirees age 65 and over enrolled in an United Healthcare Medicare Advantage plan or its equivalent and paying the balance above the Town's annual fixed contribution of 65% per enrollee, for a period not to exceed five years from the date of



retirement. Once the five year term has expired the retiree spouse may stay on the plan by paying 100% of the annual premium, and it is further

RESOLVED, that the Town will provide an HSA Plan to offset out-of-pocket deductibles and co-insurance expenses of eligible current active Town employees and elected officials and appointed Town Attorneys. The reimbursement for eligible qualified out-of-pocket expenses will have a limit of

non union employees who opt out of medical, dental, and vision will receive \$2500

non union employees who opt out of medical and vision will receive \$2,000

non union employees who opt out of medical will receive \$2,000

non union employees who opt out of medical and dental will receive \$2,300

traffic district employees who opt out of single policy will receive \$2,000

traffic district employees who opt out of two person/family policy will receive \$3,600

Highway department employees who opt out of medical, dental and vision will receive \$2,500

effective January 1, 2023, with new eligible employee HSA prorated from date of hire, and it is further resolved, a Town employee or retiree covered by the Health Plan whose spouse is also an employee covered under that plan does not qualify for the buyout.

RESOLVED, that Town offered a Sick Leave Retirement Incentive in 2018 and 2019, and, that four employees, Fred LeValley, Elizabeth Lucarelli, Peter Michalko and JoAnn Sherwood, accepted the Incentive, each choosing Option 1 of the Incentive outlined as follows:

Employees that elect to retire during any month listed below shall be eligible to have their sick leave converted to escrow with the Town and used to pay for continued health insurance with the Town as long as the monies last. Employees who retire during this period of time shall receive one hundred twenty five percent (125%) of unused sick leave accrued by retirement date, but, with no one employee accumulating more than two hundred (200) days.

Option 1: Following the retirement of the employee, the health insurance bank for each employee shall be reduced by the value of 12.5% of the retiree’s insurance premium for that year, and considered payment in full toward the premium cost.

Retirement Incentive Time period- Employees must have submitted written notice of intention to retiree between July 1, 2018-September 30, 2018, or; between July 1, 2019-September 30, 2019. Effective date of retirement can be no later than December 31, 2018, or no later than December 31, 2019.

These retirees met the criteria of the Retirement Incentive Program as follows:

1. Were an active member of the NYS and Local Retirement System
2. Were eligible to participate in the Town health insurance program upon retirement- and completed fifteen (15) years of service with the Town and were on the Town’s plan in the year prior to retirement.
3. Met the minimum eligible retirement age (55) with NYS ERS, or otherwise qualified for a NYS Pension by the dates listed under Retirement Incentive Time Period.

RESOLVED, that should a retired employee marry or remarry after the date of his or her retirement then the new spouse will not be eligible for any insurance coverage and/or a Health Savings Account.

RESOLVED, that the Town Board reserves the right to interpret, change, modify, or eliminate any provision contained in this resolution, with the exception of the Sick Leave Retirement Incentive of 2018-19.

Aye-Bush, Lucarelli, Allison, Gerould, Milliken

No- None

**Resolution #29-24**

**Authorize Fee Schedule for 2024**

**By Mr. Milliken**

**Seconded by Mr. Allison**

**Town Clerk's Fee Schedule**

<b>Photo Copying Fees</b>
---------------------------

	\$ per page	
<9" X 14"	.25¢ per sheet	
>9" X 14"	Actual cost of reproduction or procurement	
<b>Dog License Fees</b>		
	Local Fee	State Fee
Spayed Females/ Neutered Males	\$7.50	\$1.00
Unspayed Females/ Unneutered Males	\$13.50	\$3.00
Late Fee	\$5.00	
Dog Licenses unpaid 10 days after the license expires will accrue a \$5.00 late fee. An additional \$5.00 fee will be added each month the license is unpaid.		
<b>Purebred</b>		
1-10 dogs	\$25.00	
11-25 dogs	\$50.00	
26+ dogs	\$100.00	
Plus \$1.00 per spayed/neutered dog		
Plus \$3.00 per unspayed/unneutered dog		
Replacement tag	\$3.00	

PERMIT & APPLICATION FEE SCHEDULE

- Permits required for, but not limited to: New Buildings, Alterations, Decks, Sheds, Electrical, Plumbing, Fences, Signs, Pools, Solid-fuel Burners, Roofing, Sidewalks, Sprinkler Systems

<i>Cost of Job</i>		<i>Fee</i>		<i>Cost of Job</i>		<i>Fee</i>	
\$1	-	\$1000	\$20	\$15001	-	\$16000	\$ 95
\$1001	-	\$2000	\$25	\$16001	-	\$17000	\$100
\$2001	-	\$3000	\$30	\$17001	-	\$18000	\$105
\$3001	-	\$4000	\$35	\$18001	-	\$19000	\$110
\$4001	-	\$5000	\$40	\$19001	-	\$20000	\$115
\$5001	-	\$6000	\$45	\$20001	-	\$21000	\$120
\$6001	-	\$7000	\$50	\$21001	-	\$22000	\$125
\$7001	-	\$8000	\$55	\$22001	-	\$23000	\$130
\$8001	-	\$9000	\$60	\$23001	-	\$24000	\$135
\$9001	-	\$10000	\$65	\$24001	-	\$25000	\$140
\$10001	-	\$11000	\$70	\$25001	-	\$26000	\$145
\$11001	-	\$12000	\$75	\$26001	-	\$27000	\$150
\$12001	-	\$13000	\$80	\$27001	-	\$28000	\$155
\$13001	-	\$14000	\$85	\$28001	-	\$29000	\$160
\$14001	-	\$15000	\$90	\$29001	-	\$30000	\$165

**\$15,001 to \$50,000 \$95.00 plus \$5.00 per thousand or fraction thereof, over \$15,001**  
**Over \$50,001 \$265 plus \$2.00 per thousand or fraction thereof, over \$50,001**

- Certificate of Occupancy: \$ .03 per square foot of building size.
- Demolition: \$ .05 per square foot of structure size. Minimum fee \$20. Max. \$5,000.
- Logging Permits: \$50.00
- Variance Application: \$ 50.00
- Sub Division and Site Plan Review Application: \$ 75.00

The Town requires **proof of liability insurance** in the amount of \$1,000,000, general aggregate, and **Worker’s Compensation and Disability insurance**. The Town must be named as a Certificate Holder on all policies. A state provided CE-200 form, or Owner provided BP-1 form may substitute for required evidence of Worker’s Compensation insurance.

When a permit is required, the Permit Fee for work started prior to the issuance of a Permit shall be **twice the regular fee, plus a penalty of \$250**. In the event an emergency situation arises when the Permit issuing office is closed, work may be commenced, but the Permit must be secured as soon as it is available.

Building Permits are effective for a period of one year from the date of issuance. For good cause shown, the Permit holder may obtain a **maximum of two extensions of one year each** at a cost of **half of the original permit cost, or a minimum of \$50**, whichever is the greater amount. After the termination of the second extension, the Permit holder may apply for a Building Permit renewal and if it is granted, the charge for the Building Permit renewal will be the same as the original fee.

**Mowing Fee schedule-** \$100.00 per mowing plus a \$150.00 surcharge per mowing

Field Usage in Pirozzolo Park

Practices: \$ 50.00 Security Deposit  
\$10.00 per practice per field for Park District Residents  
\$15.00 per practice per field for non-Park District Residents  
\$15.00 for use of equipment/supplies

Games/tournaments:  
\$50.00 Security Deposit  
\$25.00 per practice per field for Park District Residents  
\$35.00 per practice per field for non-Park District Residents  
\$15.00 for use of equipment/supplies

Community Center Room Rentals

\$50.00 Security Deposit  
\$100.00 (3 hours) for Town of Elmira Residents  
\$125.00 (3 hours) for non-Residents  
\$ 125.00- Holiday rental (Resident/non-Resident)

Aye-Bush, Lucarelli, Allison, Gerould, Milliken No- None

**Resolution #30-24**

**Designation of Regular Business Hours for the Town Hall**

**By Mr. Lucarelli** **Seconded by Mr. Allison**

Resolved, that the regular Business hours for the Town Hall will be 8:30am- 4:30pm except for Holidays and weekends. Any days that will be other than the regular hours will be posted on the Town Website and the Town Halls main doors.

Aye-Bush, Lucarelli, Allison, Gerould, Milliken No- None

Councilmember Bush asked the board the procedure regarding sending the Solar Law to the County Planning Board for review. The board discussed the process. On a motion by Councilmember Bush and seconded by Councilmember Lucarelli resolution #31-24 will be tabled for further discussion.

**Resolution #31-24- tabled**

**Refer Solar Law to the Chemung County Planning Board**

**By Mr. Bush** **Seconded by Mr. Lucarelli**

Resolved, the Solar Law be referred to the Chemung County Planning Board for review.

Aye-Bush, Lucarelli, Allison, Gerould, Milliken No- None

On a motion by Councilmember Allison and seconded by Councilmember Milliken the meeting was adjourned at 8:04am.

---

Tammy Stein, Town Clerk