

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE

DATE: JUNE 29, 2017

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
SEEGER
DICKINSON
BEATY
FRASIER
MCDEVITT
SIMPSON
GERAGHTY
VACANT

OTHERS PRESENT:

RONALD CONOVER, CHAIRMAN OF THE BOARD
BRIAN REICHENBACH, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS BRAYMER
BROCK
MACDONALD
MONTESI
JOANN MCKINSTRY, ASSISTANT TO THE COUNTY ADMINISTRATOR
MIKE SWAN, COUNTY TREASURER
WILLIAM VANNESS, COMMISSIONER OF BOARD OF ELECTIONS ®
ELIZABETH McLAUGHLIN, COMMISSIONER OF BOARD OF ELECTIONS (D)
A. JOSEPH SCOTT , III, HODGSON RUSS, LLP
STEVE TAMM, CHIEF EXECUTIVE OFFICER, SILVER BAY ASSOCIATION
SARAH McLENITHAN, DEPUTY CLERK OF THE BOARD

COMMITTEE MEMBERS ABSENT:

SUPERVISORS MERLINO
STROUGH

Please note, the following contains a summarization of the June 29, 2017 meeting of the Finance Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2017/finance/>

Mr. Sokol called the meeting of the Finance Committee to order at 10:50 a.m.

Motion was made by Mr. Simpson, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the meeting Agenda were distributed to the Committee members and a copy of same is on file with the meeting minutes.

Commencing the Agenda review, Mr. Sokol informed representatives of the Silver Bay Association were in attendance to discuss a bond issue for a WWDCD (*Warren-Washington Counties Civic Development Corporation*) Project to construct a Christian Conference & Training Center, which the Committee had been hesitant to approve at June 7th meeting. Mrs. Frasier mentioned her reservations which related to the fact that she did not have a clear understanding of the bond process had been taken care of following her meeting with Steve Tamm, *Chief Executive Officer, Silver Bay Association*, and her attendance at the June 7th Public Hearing.

Mr. McDevitt inquired if there would be any problems with a tax exempt bond for the County and Brian Reichenbach, *County Attorney*, replied he did not have the expertise necessary to address the financial issues and he referred the question to Joseph Scott ESQ., *representative of Hodgson Russ, LLP.*, who answered there was no financial impact on the County with respect to the repayment of the bonds. He indicated the County was asked to approve the issuance of the bond for purposes of satisfying the Federal tax requirement. He said there were a number of requirements that they needed to attend to in order to enable the issuer to provide the tax exempt bonds, one of which was to hold a public hearing which was the one Mrs. Frasier talked about attending; he added another requirements was a resolution from the Board of Supervisors. He pointed out the resolution they prepared on behalf of the Board indicated several times there was no financial responsibility to the County with respect to the repayment of the debt.

Mike Swan, *County Treasurer*, advised he had spoken with Standards & Poor, the agency which

determined the County's credit rating, who confirmed there was no impact on the County whatsoever through this action, and that this would not be listed as part of the County's debt. Mr. Scott pointed out that the bonds would be issued by the local issuer and not the County.

Mr. Simpson informed he was a member of the (WWIDA) (*Warren-Washington County Industrial Development Agenda*), that these projects periodically came before, as well as the WWCDC, which was why he felt it may be beneficial for brief summary of how the bonding process worked to ensure the next time a project was brought before them they had a better understanding, as some of these projects were rather complicated. Mr. Scott stated his firm represented approximately 20 IDA's throughout the State which was why they periodically offered ongoing continuing education. He added they would be more than willing to attend a future meeting and provide a brief tutorial; he suggested they contact Kara Lais, of *Fitzgerald, Morris, Baker & Firth*, to schedule this.

Motion was made by Mr. McDevitt, seconded by Mr. Simpson and carried unanimously to approve the request for the issuance of a tax exempt bond by the Counties of Warren and Washington Civic Development Corporation to the Silver Bay Association to construct a Christian Conference & Training Center and the necessary resolution was authorized for the July 21st Board Meeting.

Mr. Sokol offered privilege of the floor to anyone present wishing to address the Committee.

Ms. Braymer spoke regarding the "Responsible Boating Initiative" she had been working on with Kate Hogan, *former District Attorney*. She noted the idea was introduced by the owner of a boating endeavor on the lake who was interested in the safety and preservation of Lake George. She said this was brought to her attention at the end of the "West Trial"; she noted she had a little girl who was close in age to Charlotte McCue, who died last summer as a result of a boating accident. She remarked this particular accident had pierced her heart and compelled her to urge the Board members to do everything in their power to ensure a tragedy such as that never occurred again. She indicated a resolution was passed to end Log Bay Day and the LGPC (*Lake George Park Commission*) was doing their part to end the event. She voiced something had to be done to address the social awareness issue to ensure individuals across the board were being responsible when they were drinking and boating. She mentioned her goal in this endeavor was to raise social awareness, similar to the stigma associated with drinking and driving vehicles, wherein individuals would not allow those under the influence of alcohol and/or drugs to drive a boat. She indicated a group of concerned individuals had joined together to address this initiative which included herself; Jason Carusone, *Acting District Attorney*; Dave Wick, *Executive Director, Lake George Park Commission*; Greg Teresi, *Attorney, Teresi & Little PLLC.*; Mr. Conover; Joe Johns, *Patrol Officer, LGPC*; Bud York, *Warren County Sheriff*; Shawn Lamouree, *Warren County Undersheriff*; Walt Lender, *Executive Director, Lake George Association*; representatives from the Bolton Landing Chamber of Commerce; Joanne Conley, *Tourism Director*; and Jessie Jackson, *President, Chief Creative Officer, Look TV*. She advised Mr Jackson was instrumental in creating the materials the group wanted to use to promote awareness.

Ms. Braymer apprised a meeting was held last Thursday which included the stakeholders of the County; Sheriff York; Undersheriff Lamouree; Representatives from the Lake George Club; Shoreline Marina; Lake George Steamboat Company; Yankee Marina; Adirondack Lakes Alliance; Fishers Marina; Chicks Marina; Patti Miller, *Traffic Safety Board Executive Secretary/Stop DWI Coordinator*; Ms. Conley; Snug Harbor South; Snug Harbor Marina, as well as others who were willing to distribute the materials the group was interested in printing. She advised the reason she was before the Committee today was to ask for funding to print awareness posters and air exposure on Look TV. She mentioned Mr. Jackson designed a poster and would air exposure on Look TV throughout the summer which he was willing to share. She said she had obtained the permission of Charlotte McCue's mother to use a photo of her late daughter for the awareness poster. She added the intent of the poster was to be powerful, emotional and to create an impact which would honor Charlotte McCue, while being respectful of the McCue family. She indicated the posters would be displayed in area boat rental businesses, restaurants,

marinas, hotels, welcome centers and boat washing stations, etc., as the responsibility should not rely solely on the marinas who rented the boats but rather was the responsibility of all to encourage responsible boating. She said this meant if someone was on a boat with an intoxicated person who wanted to drive the boat, they would encourage them to remember Charlotte and find a sober person to drive the boat. Ms. Braymer then displayed a copy of the poster for the Committee's review, following which she reiterated a request for funding in the amount of \$5,000 to pay for printing material and \$6,300 for the exposure on Look TV which she mentioned would partially be donated by Mr. Jackson. She asked the Committee for a commitment of \$5,000. Ms. Braymer advised of the National initiative "Operation Dry Water" that was taking place from June 30 - July 2, 2017 during which the LGPC would be carrying out enforcement patrols on the lake, as well as getting the word out.

Mr. Sokol inquired to what extent area businesses were taking part in the initiative and Ms. Braymer replied most businesses were agreeable to placing these posters in their businesses which she felt was significant since most of them were restaurants and bars that sold alcoholic drinks as part of their business. She advised other businesses had indicated a willingness to donate money; however, she noted, they had no way to account for these donations. She stated another item she planned on asking the Finance Committee to approve was for the County Treasurer's Office to establish a new revenue account for this purpose. She added it was her understanding this had been done previously to facilitate donations so money could be allocated to a specific account and used for this purpose. Mr. Sokol inquired if there was a way for Ms. Braymer to obtain the funds prior to coming to the County, such as by asking the businesses who indicated they were willing to donate to the cause whether a portion of their sales could be set aside for this purpose and Ms. Braymer replied that was an option she could look into. She said she had spoken to Sheriff York who indicated it may be possible to use asset forfeiture funds for this purpose, but he had not yet gotten back to her. She added she had also approached Ms. Conley about using funds from the Tourism Department budget to pay for the printing costs and Ms. Conley indicated she would gather quotes to get a better idea of the cost. Mr. Sokol remarked this was a worthy cause Ms. Braymer was taking on and he commended her for her efforts. He informed they had just received an email regarding the fact that Charlotte McCue's grandfather, who he knew very well, was donating money to purchase a device which would detect if someone was under the influence of drugs.

Mr. McDevitt stated he, along with Messrs. Dickinson and Beaty had attended the meeting Ms. Braymer had mentioned, which was very informative. He said he felt it was important that they, as a Board, follow up with a \$5,000 contribution to the cause, as it would assist with getting this effectively off the ground and would uphold the County's belief in the effort. He informed he was fully supportive of Ms. Braymer's request for financial assistance.

Mr. Geraghty suggested they refer the request to the Traffic Safety Board, as he felt Ms. Miller may be able to locate funding within the Traffic Safety/Stop DWI budget for this purpose. He reminded them the Traffic Safety Board printed posters which were displayed at the Town Halls regarding DWI.

Ms. Seeber said she felt this was an appropriate course of action to take on the matter. Mr. Dickinson inquired when the Traffic Safety Board met and Ms. Braymer responded the Traffic Safety Board met on an irregular basis. Mr. Sokol pointed out another option would be to forward the request and bring a resolution from the floor at the July 21st Board Meeting.

Mr. Montesi inquired whether driving a boat under the influence of alcohol was an offense an individual could be arrested for and Ms. Braymer replied in the affirmative. She noted over the past two weekends the LGPC had issued numerous tickets for this type of activity. She noted they were cracking down on these types of offenses. She mentioned the enforcement side was being dealt with, as the Sheriff's Office was going to put out boat patrols to supplement the existing patrols from the LGPC.

William VanNess, *Commissioner of the Board of Elections (R)*, stated he was present today for a request

involving the Board of Elections; however, he noted, his past career included fifteen years working for the LGPC on the Marine Patrol Unit during which he observed the horrific injuries sustained by Charlotte McCue that resulted in the loss of her life. He said he was fully supportive of this initiative, as it had been their intent to do something since that accident occurred last year. He mentioned the issue within the State was although boating while intoxicated was an offense that individuals could be arrested for, the penalties associated with that offense were not significant enough. He noted a boating while intoxicated offense did not result in points on licenses, placement on a driving record or increased insurance premium rates. He suggested they request that their State Legislators advocate for it to become a driving offense which would result in more severe implications. He stated as mentioned by Ms. Braymer this weekend "Operation Dry Water" was taking place which involved the LGPC stopping almost every boat on the lake for safety and alcohol inspections.

Mr. Sokol commented he concurred with Mr. Geraghty that the request should be referred to the Traffic Safety Board to entertain. He said a special meeting of the Traffic Safety Board could be scheduled, followed by a special meeting of the Finance Committee. Ms. Braymer suggested she could work with Miller to prepare a resolution for the July 21st Board Meeting, as she believed there was enough support for funding to be provided, but they were unsure whether it would come from Traffic Safety/Stop-DWI Budget or some other place.

Ms. Seeber remarked she had worked for several years as a Crime Victim's Advocate which was why she was fully supportive of this emotionally charged initiative. She said she had spoken to Mr. Jackson last week about this matter and she thanked him for taking the time to record the Board Meetings, as she felt it was a great public service he was doing. She mentioned since this issue had been brought to her attention a few days ago, she had been able to discuss it with some business owners, making her aware there were several entities willing to provide monetary donations for this purpose. She stated she would love to see a not-for-profit organization created or for it to be tagged onto another, as she had concerns with opening up the Board to funneling not-for-profit funding through the County budget, which the County Treasurer's Office may take issue with; Mr. Swan remarked his office could make it work. Ms. Seeber interjected this was an unusual request and she was unsure of how often, if ever, it had been done before. She added although this was a worthy cause, there were a number of not-for-profits who would love to be able to ask the County for an awareness campaign. She added although she was fully supportive of this initiative, she felt they had already gathered well over \$5,000 in commitments for donations from businesses. She apprised the Traffic Safety Board was the appropriate venue to continue the discussion. She stated she would be more comfortable with following the procedures of the Board and holding a Finance Committee meeting immediately following the Traffic Safety Board meeting, as she believed State funding would be available for this purpose. She suggested referring to the Legislative & Rules Committee that a letter be drafted to the State representatives regarding imposing harsher penalties for those who committed boating while intoxicated infractions, as this was something the County government got involved with on a regular basis. She continued, similar to Victims Rights, they needed "teeth" in enforcement to prevent these crimes from occurring.

Motion was made by Ms. Seeber, seconded by Mr. Simpson and carried unanimously to refer to the Legislative & Rules Committee the discussion pertaining to sending a letter to the State representatives regarding a request from Warren County for the State to enact a law to enforce boating while intoxicated the same as vehicle and traffic driving while intoxicated was.

Mr. Dickinson commended Ms. Braymer for her efforts working on this initiative. He added he had discussed the matter with Ms. Conley who indicated to him she was comfortable providing the funds for the initial printing costs which he was fully supportive of to get this campaign jump started sooner rather than later. He said he hoped in the ensuing years the other groups would step up and provide the funding so they could continue this on their own. He added that the County logo needed to be included on the printed materials and he suggested the brochures be redesigned to include the County logo and then be presented to the Committee for approval. Mr. Sokol interjected there was no need for

approval if Ms. Conley had the funding available within the Tourism Budget for this purpose.

Mr. Simpson inquired what content the brochures would include and Ms. Braymer responded the poster would be amended to include the wording "Do Not Operate a Boat Under the Influence" and the handheld flyer would include the image on the front and would have something like "If you see reckless behavior or a dangerous situation please call 911". She mentioned the idea was to print posters, handouts, coasters and something like a floating key chain; however, she noted, the keys chains could be developed later with funding from not-for-profits. She remarked the summer months had commenced so they needed to move as quickly as possible to get this off the ground. She added she would be grateful if the Tourism Department had funding to provide for printing costs.

Mr. Geraghty inquired how many posters they planned on printing and Ms. Braymer replied they would like to start off with printing 100 of them. Mr. Geraghty remarked the expense for printing 100 posters would be minimal. Ms. Braymer interjected that they were trying to cover their basis and get seed money in place.

Mr. Sokol stated that he concurred with Mr. Dickinson that Ms. Braymer should be commended for her work on this initiative. He said he was pleased Charlotte's family had granted permission to use her image for the posters, as he felt it would have more of an impact. He stated the County would find the money if necessary, but he felt the request should go through the appropriate process.

Ms. Seeber asked Ms. Braymer to allow her one day, as she felt she would be able to locate a printing business who would print the posters as a donation. Ms. Braymer informed Glens Falls Printing had already offered to provide them a significant amount of printing for free. Ms. Seeber questioned whether Glens Falls Printing could print all 100 posters free of charge and Ms. Braymer responded she was unsure because they were asking to print 200-500 handouts, as well, depending on what they were willing to provide. Ms. Seeber stated she would be able to locate a printer willing to print 100 posters free of charge within two days. Ms. Braymer thanked the Fort William Henry for donating the room used to host their meeting.

Mr. Sokol requested that Ms. Braymer work with Ms. Miller on scheduling a Traffic Safety Board meeting to continue the discussion, following which the Finance Committee would meet to ensure this initiative was able to move forward as soon as possible. Mr. Geraghty pointed out what Ms. Braymer was referring to was similar to what the Traffic Safety Board was charged with. He said this may be a matter Ms. Miller could bring before the State representatives to get some "Driving while Intoxicated" funding transferred into "Boating while Intoxicated" funding.

Mr. Beaty questioned whether the County Print Shop could print the posters and Mr. Sokol replied the Print Shop was not set up to be able to print posters.

Mr. Dickinson pointed out this initiative was not earmarked just for Lake George. Ms. Braymer said the initiative was not specific for Lake George but rather all of the lakes within the County.

Ms. Seeber asked whether the poster would state "Warren County wants you to remember Charlotte" and Mr. Geraghty replied that the rules stated if occupancy tax funds were used, then the Warren County Logo must be included on all print and media advertising. Ms. Braymer informed they had no issue with placing the Warren County Logo on their posters and handouts. She said she would work with Ms. Conley on providing the image required.

Ms. Seeber interjected if she was able to secure all of the printing through donations, the logo would not be necessary, which meant the posters and handouts could be used anywhere. Ms. Braymer inquired whether the Committee was comfortable not including the Warren County logo if occupancy tax funds were not used and Mr. Sokol responded in the affirmative. Ms. Seeber said she would know shortly

whether she was able to secure a business willing to donate the printing for the initiative. She added she wished she had known about this prior to today, as she would have provided assistance with securing donations before the meeting. Ms. Braymer informed the Committee formed for this purpose had been doing a significant amount of work in a short period of time in order to get the initiative launched as quickly as possible because the summer was here and there was a lot of emotional charge still present from the West Trial they could capture in a positive manner to ensure Warren County was preserved as a fun, safe tourism destination.

Mr. Sokol asked if there was anyone else present wishing to address the Committee. There being no response he moved on to Agenda item 2, a request for approval of the transfer of funds as attached for Committee approval.

Motion was made by Mrs. Frasier, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Continuing to Agenda Item 3, privilege of the floor was offered to Mike Swan, *County Treasurer*, to provide a report on various financial matters. Mr. Swan stated in response to the number of questions he had received following the NSTEM and Court Expansion bonds, he had developed a chart which outlined the status of the County's debt payments which he distributed to the Committee members; *a copy of which is on file with the minutes*. He mentioned the total payment for the Court Expansion and NSTEM Projects in 2018 would be \$1,494,162 which was an increase over what was paid now. He said the good news pertaining to this related to the fact that because a significant amount of debt would be paid off, Mr. Thomas would only need to locate a funding source to cover about \$770,000 instead of the full amount. He remarked in terms of County debt, he felt they were in a good place, as they were well within the bottom third of Counties within the State in terms of debt ratio which related to the amount of debt for the County versus its income. He said this meant Warren County was one of the Counties in the State with the least amount of debt. He added although this was good news they still had to locate a funding source to pay the debt.

In regards to the Unappropriated Fund Balance, Mr. Swan informed if nothing else changed such as an increase in sales tax, etc., he was projecting that at the end of 2018 the balance would decrease from \$17,967,773 to about \$15,065,829 based on the appropriations that had already been done. He added he needed \$10 million on hand for cash flow purposes which meant if that was subtracted from the balance there was about \$5 million on hand next year provided that nothing else changed.

Mr. McDevitt asked if Mr. Swan was suggesting that the balance was too low and Mr. Swan replied he was on the conservative side so he was nervous when the balance started decreasing. He said he would never like to see the balance go below \$14 million. Mr. McDevitt inquired what balance Mr. Swan was comfortable with and Mr. Swan responded the ideal balance was between \$16-17 million. He said this ensured there was enough funding on hand for cash flow purposes and to address emergencies or to fund a one time project.

A discussion ensued.

Mr. Swan stated that he would like to point out an article was featured in today's *Post Star* regarding the foreclosure process in Warren County which was very positive compared to the one featured the previous week pertaining to Washington County's foreclosure process. He said he felt this supported how willing Warren County was to work with the homeowners to try and keep them in their homes.

Mr. McDevitt thanked Mr. Swan for mentioning this, as the article displayed the effort the County made to ensure every effort was taken to keep people in their homes.

Ms. Seeber announced that M&M Printing in the City of Glens Falls had graciously agreed to donate one

hundred 12x18 posters for the "Responsible Boating Initiative". She said their business was a good partner to many not-for-profit organizations and they were always happy to raise awareness. She asked Ms. Braymer to touch base with them and she suggested that Ms. Braymer ask Glens Falls Printing to donate the handouts since they had indicated their willingness to donate to the cause, as well. She mentioned the possibility of having the Traffic Safety Board work on obtaining State funding to assist with the costs associated with the video. Ms. Braymer interjected that there were other costs to consider that were associated with this initiative, as well. Ms. Seeber stated she just wanted to address the current need which related to the printing of the posters and handouts. Ms. Braymer stated she would follow up with the Traffic Safety Board for the additional funding required.

Proceeding with the Agenda review, Mr. Sokol advised that Items 4A-D pertained to the following referrals from the County Facilities Committee:

- 4A) *Airport*- Authorizing the County Treasurer to release funds in the amount of \$2,843.37 to provide the additional revenue received from the Adirondack Balloon Festival remaining after providing the County the funds required as reimbursement for overtime costs incurred during the event.

Mr. Swan interjected he was under the impression this had been pulled from the Agenda, as there was no money leftover. Mr. Conover informed he believed the language on the request was incorrect, as it was supposed to refer to an amount up to \$2,843.37. Mr. Swan stated their calculations showed there was no money remaining to allocate. Mr. Sokol said in light of this, the request would be removed from the Agenda.

- 4B) *Buildings and Grounds*- Establishing Capital Project No. H371, *Horicon Avenue Sewer Extension (CR31)*, in the amount of \$300,000.
- 4C) *Buildings and Grounds*- Request to appropriate funding in the amount of \$300,000 from the General Fund Unappropriated Surplus to provide funding for Capital Project H371, *Horicon Avenue Sewer Extension (CR31)*.

Motion was made by Mr. McDevitt, seconded by Mr. Simpson and carried by majority vote, with Mr. Geraghty abstaining, to approve the requests as outlined above and the necessary resolutions were authorized for the July 21st Board Meeting.

- 4D) *Buildings and Grounds*- Appropriating funds in the amount of \$6,200 from Budget Code A.871.00, *Reserve, Rehab County Buildings*, to Budget Code A. 1620 410, *General, Buildings, Supplies*, to pay for repairs to the Cornell Cooperative Extension Roof.

Motion was made by Mr. Simpson, seconded by Mr. Geraghty and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Moving along, Mr. Sokol stated that Agenda Item 5 pertained to a referral from the Criminal Justice & Public Safety Committee, *Sheriff*, requesting to amend the County Budget in the amount \$4,230.30 to reflect receipt of insurance recovery funds for two motor vehicle accidents.

Motion was made by Mr. Geraghty, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Mr. Sokol informed that Items 6A-B pertained to the following referrals from the Economic Growth & Development Committee, *Planning*:

- 6A) Request to amend the County Budget in the amount of \$10,000 to reflect the receipt of grant

funding to pay for an increase in part-time salaries for the purpose of grant administration.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

- 6B) Request to establish Capital Project No. H372, *First Wilderness 2016*, in the amount of \$1,040,600.

Motion was made by Mr. McDevitt, seconded by Mr. Beaty and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Mr. Sokol apprised that Agenda Items 7A-E pertained to the following referrals from the Health, Human & Social Services Committee:

- 7A) *Employment & Training*- Request to amend the County Budget in the amount of \$589,862 to reflect the receipt of Federal Workforce Investment and Opportunity Act funds for the 2017 Program year.

Motion was made by Mrs. Frasier, seconded by Mr. Geraghty and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

- 7B) *Health Services*- Request to amend the County Budget in the amount of \$7,905 to reflect the receipt of funds provided by Adirondack Health Institute to support the New York State Delivery Systems Reform Incentive Payment Program.

Motion was made by Mrs. Frasier, seconded by Ms. Seeber and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

- 7C) *Mental Health*- Request to amend the County Budget in the amount of \$8,112.19 to reflect the receipt of funds provided by Adirondack Health Institute to support the New York State Delivery Systems Reform Incentive Payment Program.

Motion was made by Mr. Simpson, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

- 7D) *Office for the Aging*- Request to amend the County Budget to reduce the number of department listings for Office for the Aging from 20 to 2.

Motion was made by Mrs. Frasier, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

- 7E) *Social Services*- Request to amend the County Budget in the amount of \$5,900 to increase the Youth Budget & Revenue to match the 2017 final allocation.

Motion was made by Mrs. Frasier, seconded by Mr. Geraghty and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Agenda Item 8, Mr. Sokol informed, concerned a referral from the Support Services Committee, *Board of Elections*, regarding a request which was not reviewed by the Support Services Committee for a transfer of funds in the amount of \$7,195.06 from the 2016 General Revenue to reimburse the Board of Elections for purchase of voting location accessories and Emergency Ballots which were purchased through the Shoe Box Grant.

Mr. VanNess stated that the Board of Elections had been notified in 2016 that the grant was expiring and therefore any of the funds remaining had to be expended prior to the end of 2016 or they would lose them. He said \$7,196.06 was expended out of the Board of Elections Budget for this purpose and a reimbursement request was submitted to the State, following which the funding was received in January of this year, but was placed in the accrued revenue account by the County Treasurer's Office. He said their request was to transfer these funds back into their Budget to assist them with paying for the purchase of VRA (*Voter Referral Application*) hardware and software which cost about \$9,000. He mentioned the VRA would save them on printing costs in the future when the State implemented Electronic Pole Books because the computers required were part of this investment. He added this would also allow their Voting Coordinators the opportunity to provide assistance when voters were unsure of where they needed to go to vote, as the Coordinator could look it up in the computer. Elizabeth McLaughlin, *Commissioner of Board of Elections (D)*, noted this would be imperative this year because of the Ward changes that occurred in the Town of Queensbury. He said he was unsure of whether the funding would be allocated back into their Budget from the General Fund or the Contingent Account. Mr. Swan interjected that he was unsure of whether these funds could be transferred back into the Board of Elections Budget because it was funding which was expended in 2016. He said he would look into this matter further and report back to Mr. VanNess.

A discussion ensued following which it was the consensus of the Committee for the Board of Elections to return to the Committee at the end of the year if it was determined there would be a budget shortfall because of the purchase.

Moving along, Mr. Sokol informed Agenda Items 9A-B concerned the following Requests/Items to be Discussed by the County Administrator:

9A) Journal Report of transfers approved by County Administrator staff since the last meeting.

Mr. Geraghty noted this was an informational item which required no action.

9B) Request to amend Resolution No. 637 of 2014 to eliminate the words "to cover deficits", and "new purchases" from the resolution and to add exceptions to the authorization for the County Administrator to approve certain transfers.

Mr. Geraghty apprised the purpose of the request was to clean up the language; however, he noted, it did not provide the County Administrator with any additional power in regards to transfers.

JoAnn McKinstry, *Assistant to the County Administrator*, informed they would like to remove "to cover deficits" from the language because in general they did not transfer funds to cover deficits. She said they would also like to remove "new purchases" from the resolution because one of the major factors contributing to the need for a transfer was to make a purchase. She added clarification was required on which codes the County Administrator could not approve transfers to and from.

Motion was made by Mr. Simpson, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Proceeding with the Agenda review, Mr. Sokol advised Agenda Item 10 pertained to a referral from the Personnel & Higher Education Committee regarding a request to transfer several deferred maintenance projects which were previously approved for Warren Hall into one capital fund to make accounting for the project and submission for reimbursement requests to the State more streamlined. Mr. Sokol noted mirroring resolutions with Washington County were required for this purpose.

Motion was made by Mr. Geraghty, seconded by Ms. Seeber and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Mr. Sokol stated they needed to address Agenda Item 2B on the Personnel & Higher Education Agenda which pertained to determining a source of funding in the amount of \$1,500 to fund requests for the ADA accommodation requests that were approved by the Human Resources and Self-Insurance Departments.

Mr. Sokol asked Mr. Thomas what account was appropriate for the funds to be transferred from and Mr. Thomas replied the funds should be transferred from the Contingent Account.

Motion was made by Mr. Geraghty, seconded by Ms. Seeber and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Mr. Sokol informed Agenda Item 11 pertained to a request from the Superintendent of Public Works for a transfer of funds in the amount of \$1,975 to fund the replacement of the MacKay parking meter located in the West Brook Parking Lot. *Note: this request was not presented to the Public Works Committee for review and approval.*

Mr. Sokol stated that he discussed the matter with Mr. Simpson, Chairman of the Public Works Committee, who indicated he was comfortable with the request moving forward. Mr. Simpson informed the quote was received following the June 19th meeting of the Public Works Committee. He mentioned the meter was no longer functioning correctly and was not collecting parking fees resulting in the County losing parking revenue.

Ms. Seeber advised that, much like all requests that came forward late, she had many questions and she thanked those who responded rapidly to her regarding how the meters worked, how the revenue was shared with the Village of Lake George, etc.

Motion was made by Mr. Simpson, seconded by Ms. Seeber and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Moving along, Mr. Sokol advised Agenda Item 12 pertained to Finance Committee action which was required on the following items as approved by the Personnel & Higher Education Committee: Personnel & Higher Education Agenda Items 3, 4, 5 and 6.

Motion was made by Mr. Geraghty, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Concluding the Agenda review, Mr. Sokol informed Terry Comeau, *County Coroner*, was unable to attend today's meeting due to another commitment but he would attend a future meeting. He added that Mr. Comeau indicated to him he had productive discussions with multiple funeral directors.

Mr. Geraghty announced they would be using \$350 in occupancy tax funds to place an advertisement for the County in the publication for the Adirondack Balloon Festival, which, he noted, they did every year.

There being no further business to come before the Finance Committee, on motion made by Mr. Simpson and seconded by Ms. Seeber Mr. Sokol adjourned the meeting at 11:58 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board