

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: SHARED SERVICES**

**DATE: MAY 1, 2017**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: BEATY  
MACDONALD  
FRASIER  
MERLINO  
BRAYMER  
MONTESI  
BROCK  
GERAGHTY

**OTHERS PRESENT:**

JULIE BUTLER, PURCHASING AGENT  
RONALD F. CONOVER, CHAIRMAN OF THE BOARD  
MARY ELIZABETH KISSANE, ASSISTANT COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
FRANK E. THOMAS, WARREN COUNTY BUDGET OFFICER  
SUPERVISORS DICKINSON  
LEGGETT  
MCDEVITT  
SOKOL

**COMMITTEE MEMBER ABSENT:**

SUPERVISOR: VANSELOW

JOANN MCKINSTRY, ASSISTANT TO THE COUNTY ADMINISTRATOR  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

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*Please note, the following contains a summarization of the May 1, 2017 meeting of the Shared Services 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/2016/shared/>

Mr. Beaty called the meeting of the Shared Services Committee Meeting to order at 9:32 a.m.

Motion was made by Mr. Montesi, seconded by Ms. Braymer and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Julie Butler, Purchasing Agent, who distributed copies of the agenda to the Committee members. *A copy of the agenda is on file with the minutes.*

Commencing her agenda review, Mrs. Butler discussed updates to the 2017 Estimated Savings. She informed it was very difficult to obtain current pricing from municipalities in the County. She said it was a daunting task exchanging emails, receiving conflicting information when prices did not match and speaking to five to ten individuals at each municipality. She mentioned the Town of Bolton was able to save money on Crystal Rock water by joining the County's contract, which was offered to all towns. She mentioned the biggest challenge was obtaining the information. She noted she spent significant time making and taking calls from individuals who did not completely read emails explaining the process, making it inefficient. She indicated time could be saved if all questions were answered in one email.

A brief conversation ensued.

Mrs. Butler notified she would be attending the Creative Leadership for Managers, Supervisors and Team Leaders Seminar at the Queensbury Hotel, June 21, 2017, along with Supervisors Beaty and Geraghty.

Mr. Beaty encouraged Mrs. Butler to attend the May 19<sup>th</sup> Board Meeting to speak of the challenges she faced collecting information from the towns on their commodities.

Mrs. Frasier and Mr. Merlino entered the meeting at 9:56 a.m.

Mr. MacDonald indicated he emailed the City of Glens Falls to aid Mrs. Butler's efforts.

Mrs. Butler notified she had put bids out for the water treatment plants.

A brief conversation ensued regarding the Stat's Shared Services initiative which directed the County to develop ideas for consolidations aimed at reducing expenses.

There being no further business to come before the Shared Services Committee, on motion made by Mr. Montesi and seconded by MacDonald, Mr. Beaty adjourned the meeting at 10:05 a.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist