

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SUPPORT SERVICES

DATE: MARCH 19, 2019

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: LOEB
LEGETT
SOKOL
HYDE
MAGOWAN
HOGAN
WILD
DRISCOLL

OTHERS PRESENT:

JULIE BUTLER, PURCHASING AGENT
REPRESENTING THE BOARD OF ELECTIONS:
ELIZABETH McLAUGHLIN, COMMISSIONER (D)
WILLIAM VANNESS, COMMISSIONER (R)
RONALD F. CONOVER, CHAIRMAN OF THE BOARD
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BEATY
BRAYMER
FRASIER
GERAGHTY
MERLINO
SIMPSON
MICHAEL SWAN, COUNTY TREASURER
DON LEHMAN, *THE POST STAR*
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

COMMITTEE MEMBER ABSENT:

SUPERVISOR: DICKINSON

Please note, the following contains a summarization of the March 19, 2019 Meeting of the Support 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/2019/support/>

Mr. Loeb called the Support Services meeting to order at 10:29 a.m.

Motion was made by Mr. Magowan, seconded by Mr. Wild 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 Purchasing agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Ms. Butler presented a request to authorize Warren County to participate in the National Cooperative Purchasing Alliance, and authorizing any agreements and/or other documentation required for membership; she apprised there was no cost to the County for this. Mr. Loeb inquired if this would produce savings for the County and Ms. Butler replied she had already identified the potential for a 3.1% savings for the purchase of a software program. Mr. Loeb questioned if the Towns who participated were eligible for savings and Ms. Butler replied affirmatively. Mr. Sokol asked what the 3.1% equated to and Ms. Butler replied \$1,500-\$2,000. Mr. Loeb asked if the Towns could receive information regarding the cooperative and Ms. Butler replied she would email information on all four cooperatives. Mr. Merlino congratulated Ms. Butler for a job well done in identifying this potential for savings to the County.

Motion was made by Mr. Leggett, seconded by Mr. Magowan and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the April 19, 2019 Board Meeting. *A copy of the*

resolution request form is on file with the minutes.

There being no further Purchasing business to discuss, privilege of the floor was extended to William VanNess, *Commissioner of the Board of Elections (R)*, who distributed copies of the Board of Elections agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. VanNess notified that next year there would be a presidential primary election in February, a regular primary election in June and the general election in November. He indicated the local primary election had been moved from September to June, and the deadline to submit signed petitions was moved up from June to February.

Elizabeth McLaughlin, *Commissioner of the Board of Elections (D)*, indicated primary election workers worked sixty-eight hours during the election. She mentioned election sites in New York City worked from 6:00am-9:00pm, and those hours could be made State-wide.

Regarding early voting, Mr. VanNess notified polling locations in the City of Glens Falls were all confirmed.

Mr. Magowan inquired if early voting was available here at the Municipal Center campus and Ms. McLaughlin replied affirmatively, indicating it would take place at the Human Services Building in the Board of Election Office ten days prior to the election for a duration of nine days. She informed the nine days included weekend and evening hours. Mr. VanNess explained the hours of the Primary Election were from 12:00 p.m to 9:00 p.m. locally and from 6:00 a.m. to 9:00 p.m. in New York City, adding there was the possibility those hours would be used State-wide. He mentioned they did not know what the turnout would be with early voting. Mr. Magowan inquired when early voting would take place and Ms. McLaughlin replied early voting was in October for the November election. Mr. Driscoll asked if there would be an impact on absentee ballots and Mr. VanNess replied this was unclear.

Next, Ms. McLaughlin spoke of Electronic Poll Books, informing after the early voting was complete the books would be moved to the regular polling sites. She apprised the books would provide a notification if an individual voted early to prevent double voting. Mr. VanNess informed Electronic Poll Books would stop double voting.

Regarding universal transfers, Ms. McLaughlin mentioned the DMV (*Department of Motor Vehicles*) was required to send the Board of Elections all address change transfers unless an addressee opted out. She informed last year there were 4,280 transfers of which 2,307 were incomplete. She said in return they sent a letter to the 4,280 individuals with little to no response. She advised the 2,307 incomplete transfers could be tracked if the individual remained in the State through the New York State database. She indicated they would send a confirmation notice that they were registered in the current County of residence. She apprised the program started Monday.

Returning to the topic of pre-registration, Ms. McLaughlin stated an individual had to be sixteen years of age to pre-register and on their eighteenth birthday they would receive a registration card and be able to vote.

Regarding Electric Polling Books, Ms. McLaughlin informed they would cost \$125,000. Mr. VanNess notified the majority of the cost was for the hardware. Mr. Wild inquired what the cost of the software was and Ms. McLaughlin replied \$26,900. Mr. VanNess informed all the figures in the agenda packet were projected costs. Mr. Geraghty asked if they were an unfunded mandate and Mr. VanNess replied affirmatively. Ms. McLaughlin notified they were still in the process of selecting a software provider. She explained the New York State Senate had approved the Electronic Poll Books, adding they had yet to be approved by the Assembly. She advised there was \$10 million available in State funding. Mr. VanNess stated funds would be distributed based on the number of voters. Mr. Magowan voiced

his concerns about security and possible hacking. Ms. McLaughlin explained thumb drives would be used to collect the data and later downloaded. Ms. Hogan also voiced her concern about security. Mr. VanNess ensured that the data was encrypted. Ms. Hogan inquired if there was backups if wireless internet failed and Ms. McLaughlin replied there would be paper ballots on hand. Mr. VanNess apprised the Electronic Poll Books had a battery backup.

A brief discussion ensued.

Regarding new voting machines, Mr. Wild inquired when they would be proposed and Ms. McLaughlin replied in 2021. Mr. Wild asked for clarification that voting machines would cost another \$600,000 and Mr. VanNess replied affirmatively. Mr. Loeb inquired if they prepared a budget line for the purchase and Mr. VanNess replied in the negative. Mr. Thomas suggested using remaining funding from their 2018 Budget to establish a reserve fund. He opined if the ES&S machines used iPads they would have to be replaced every three years. Mr. Magowan inquired what was wrong with the old machines and Ms. McLaughlin replied the scanners were ten years old and required replacing. She explained with the new voting machines there was ease of testing and ordering ballots. Mr. VanNess explained they would save \$48,000 on the purchase of ballots. He informed he asked ES&S to present the new voting machine at the Queensbury School Budget. He appraised ES&S would finance at 0% interest. Ms. Hogan inquired if the polling locations had generators and Mr. VanNess replied affirmatively.

Returning to the discussion regarding Electronic Poll Books, Mr. Wild inquired if they were part of the State mandate and Ms. McLaughlin replied in the negative. She explained they had forty-two cumbersome poll books in their office which had to be loaded Sunday after the election to be ready for Monday. Mr. Wild asked if they could go back to manual operating machines and Ms. McLaughlin replied it would take weeks to count the votes and they were expected to provide an immediate count. Mr. Loeb suggested allocating \$40,000-\$50,000 into a reserve fund.

Motion was made by Mr. Wild and seconded by Mr. Magowan and carried unanimously to authorize the creation of a reserve fund for the purchase of voting machines, as well as the appropriation of funds from the General Fund Unappropriated Surplus in the amount of \$84,000 to said reserve fund, and refer same to the Finance Committee. *A copy of the resolution request is on file with the minutes.*

Mr. Driscoll and Ms. Braymer spoke of the lunch and learn session sponsored by the Public Health Division regarding efforts to raise the age for purchase of tobacco.

There being no further Board of Elections business to discuss privilege of the floor was extended to Mary Elizabeth Kissane, *County Attorney*, who distributed copies of the County Attorney agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Ms. Kissane informed she was approached by two attorneys regarding parcels in the Town of Thurman, indicating they were interested in an official easement across the County-owned railroad tracks formally allowing use of their driveway to access a land-locked parcel. Mr. Wild suggested moving the matter to the Public Works Committee in light of possible implications and future costs for another railroad crossing. Ms. Kissane informed the access in question was for a driveway and not a road. Mr. Sokol inquired if there was any exposure to the County and Ms. Kissane replied the largest exposure would be incurred by not providing the requested easement as this would essentially constitute a governmental taking of property. A brief discussion ensued.

Motion was made by Mr. Sokol, seconded by Ms. Hogan and carried by majority vote, with Supervisor Wild voting in opposition, to approve an easement across County-owned property to connect Town of Thurman Tax Map Parcel No. 196.02-19 across railroad tracks to Town of Thurman Tax Map Parcel No. 196.02-24 and the necessary resolution

was authorized for the April 19th Board Meeting.

Ms. Kissane explained executive session was necessary to discuss current litigation.

Motion was made by Mr. Sokol, seconded by Ms. Hogan and carried unanimously to enter into executive session pursuant to Section 105(d) of the Public Officer's Law.

Executive session was held from 11:53 a.m. until 12:09 a.m.

Upon reconvening, Mr. Loeb announced that no action had been taken during the executive session.

As there was no further business to come before the Support Services Committee, on motion made by Mr. Magowan and seconded by Mr. Sokol, Mr. Loeb adjourned the meeting at 12:09 p.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist