

# WARREN COUNTY BOARD OF SUPERVISORS

## COMMITTEE: SUPPORT SERVICES

DATE: MAY 31, 2019

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### COMMITTEE MEMBERS PRESENT:

SUPERVISORS: LOEB  
LEGGETT  
MAGOWAN  
HOGAN  
WILD  
DRISCOLL

### OTHERS PRESENT:

MARY ELIZABETH KISSANE, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
MIKE COLVIN, DIRECTOR OF INFORMATION TECHNOLOGY  
REPRESENTING THE BOARD OF ELECTIONS:  
ELIZABETH MCLAUGHLIN, COMMISSIONER(D)  
WILLIAM VANNESS, COMMISSIONER (R)  
RONALD F. CONOVER, CHAIRMAN OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
FRANK E. THOMAS, BUDGET OFFICER

### COMMITTEE MEMBERS ABSENT:

SUPERVISORS: SOKOL  
HYDE  
DICKINSON

SUPERVISORS GERAGHTY  
SIMPSON  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT  
DON LEHMAN, *THE POST STAR*  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

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*Please note, the following contains a summarization of the May 31, 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 12:24 p.m.

Motion was made by Mr. Magowan, seconded by Ms. Hogan 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 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 presented a request to fill the vacant position of 1<sup>st</sup> Assistant County Attorney, *Annual Salary \$65,258*, due to resignation. Mr. Leggett inquired if she was interviewing for the position and Ms. Kissane replied affirmatively, but noted she planned to leave the position open for an additional thirty days before filling it.

Motion was made by Mr. Leggett, seconded by Mr. Magowan and carried unanimously to approve the request and to forward same to the Personnel & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

As there were other Departments waiting to present, Ms. Kissane informed she would defer review of the remainder of her agenda until later in the meeting as she required an executive session.

Privilege of the floor was extended to Mike Colvin, *Director of Information Technology (IT)*, who distributed copies of the IT agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

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Commencing his agenda review, Mr. Colvin presented a request to fill the vacant position of Computer Help Desk Technician I #3, *Annual Salary \$44,000.*

Motion was made by Mr. Wild, seconded by Ms. Hogan and carried unanimously to approve the request and to forward same to the Personnel & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

There being no further IT business to discuss, privilege of the floor was presented 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 the agenda review, Mr. VanNess presented a request to renew the contract with Fort Orange Press for the printing of election materials for a term commencing upon execution of the agreement by both parties and terminating one year from date of execution, with the option for the agreement to be extended for four (4) additional one (1) year terms.

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 June 19<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. VanNess indicated he had no update regarding Agenda Item No. 2, concerning the Early Voting Law.

Regarding Item No. 3, update and discussion on electronic poll books, Elizabeth McLaughlin, *Commissioner of the Board of Elections (D)*, notified there was a Board of Elections Commissioners Meeting on June 6<sup>th</sup> where they would receive more information. She mentioned they were still awaiting approval of a grant in the amount of \$88,344 for the purchase of the electronic poll books, the County share of which would be \$8,118. Mr. VanNess mentioned there was \$88,000 in a reserve that would be used at a later date to purchase voting machines. Ryan Moore, *County Administrator*, advised there was one vendor that offered a discount if Warren, Washington and Saratoga Counties all purchased the books through them; Mr. VanNess advised he would look into this. Ms. McLaughlin notified the annual maintenance fee for books was \$11,000, but they would no longer require the \$7,000 contract with Voting Referral Applications. Mr. VanNess indicated the electronic poll books were not State mandated. Mr. Wild voiced his concern that the laws for them had yet to be defined and could change. Mr. VanNess explained the electronic poll books were certified so they could not be bought outside of the certification, and annual updates would coincide accordingly. Ms. McLaughlin informed that she spoke with the electronic poll books vendor on a daily basis to assure they would receive the correct equipment for Warren County's needs. Mr. VanNess advised they had eliminated bluetooth printers for substantial savings. Mr. Moore apprised the electronic poll books would eliminate fraud and provide savings.

A lengthy discussion ensued, as the conclusion of which it was determined that the Committee would move on to other business as several Committee members had other commitments requiring that they leave the meeting soon.

Returning the County Attorney agenda review, Ms. Kissane announced an executive session would be necessary to discuss potential litigation.

Motion was made by Mr. Leggett, 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 1:03 p.m until 1:36 p.m

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

Finally, Ms. Kissane presented a request to ratify any occupancy tax lawsuits commenced against delinquent owner/operators and authorizing the County Attorney's Office to file any further similar occupancy tax lawsuits that were deemed proper. A brief discussion ensued relative to the current lawsuits, following which a motion was made by Mr. Magowan, seconded by Ms. Hogan and carried unanimously to approve the request and the necessary resolution was authorized for the June 19<sup>th</sup> Board Meeting. *A copy of the resolution request forms are on file with the minutes.*

There being no further County Attorney business to discuss, privilege of the floor was offered to Amanda Allen, *Clerk of the Board*, who presented a request to amend the County Meeting Room Use Policy to include updates identified by the County Administrator and County Attorney.

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 June 19<sup>th</sup> Board Meeting. *A copy of the resolution request forms are on file with the minutes.*

Concluding her agenda review, Mrs. Allen introduced a request to authorize herself to serve on the Executive Committee of the New York State Association of Clerks of County Legislative Board.

Motion was made by Mr. Driscoll, seconded by Mr. Magowan and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the June 19<sup>th</sup> Board Meeting. *A copy of the resolution request forms are on file with the minutes.*

Ms. Hogan exited the meeting at 1:41 p.m.

Mr. Moore explained the last order of business pertained to the potential litigation with David Decker, *former Director, Lake George Watershed Coalition*, who owed the County \$50,000 from work that was done through a Department of Public Works project. A discussion ensued during which Ms. Kissane notified there was a deadline to file a claim in this matter of June 19<sup>th</sup>.

Mr. Leggett exited the meeting at 1:47 p.m.

Travis Whitehead, *Town of Queensbury Resident*, distributed information he had gathered pertaining to the David Decker litigation, *a copy of which are on file with the minutes*. Mr. Whitehead provided a brief outline of the documents which he felt reflected that the monies owed to the County were the responsibility of the Town of Queensbury. Mr. Wild inquired if the Town of Queensbury could be sued in this instance and Ms. Kissane replied in the negative, informing the statute of limitations for this had run out.

A motion was made by Mr. Wild, seconded by Mr. Magowan and carried unanimously to approve the request to bring litigation against David Decker in the amount of \$50,000 and the necessary resolution was authorized for the June 19<sup>th</sup> Board Meeting.

As there was no further business to come before the Support Services Committee, on motion made by Mr. Wild and seconded by Mr. Magowan, Mr. Loeb adjourned the meeting at 1:54 p.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist