

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: FINANCE**

**DATE: OCTOBER 29, 2020**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS FRASIER  
CONOVER  
BEATY  
BRAYMER  
MCDEVITT  
MERLINO  
SIMPSON  
STROUGH

**OTHERS PRESENT:**

MIKE SWAN, WARREN COUNTY TREASURER  
REPRESENTING THE ADIRONDACK CIVIC CENTER COALITION, INC.:  
ELISABETH MAHONEY, LEGAL COUNSEL  
JEFF MEAD, GENERAL MANAGER, COOL INSURING ARENA  
FRANK THOMAS, CHAIRMAN OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
MARY ELIZABETH KISSANE, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
SUPERVISORS DIAMOND  
DRISCOLL  
LEGGETT  
MAGOWAN  
SEEBER  
WILD  
TERRY COMEAU, UNDERSHERIFF  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
JACKIE FIGUEROA, COUNTY HUMAN RESOURCES DIRECTOR  
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
WAYNE LAMOTHE, COUNTY PLANNER  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
PATRICIA NENNINGER, PERSONNEL OFFICER  
TOSHA BROWNELL, COMPUTER HELP DESK TECHNICIAN

**COMMITTEE MEMBER PRESENT:**

SUPERVISOR GERAGHTY

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*Please note, the following contains a summarization of the October 29, 2020 meeting of the Finance Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://www.warrencountyny.gov/gov/comm/Archive/2020/finance/>*

*Note: As per Governor Cuomo’s Executive Order 202.1: “Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed”. All committee members were physically present, aside from Supervisors Conover, Beaty and Strough who participated via videoconference.*

Mrs. Frasier called the meeting of the Finance Committee to order at 10:16 a.m.

Copies of the agenda were distributed to those present, those attending remotely accessed the agenda via the

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Warren County website; a copy of the agenda is on file with the meeting minutes.

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

Commencing the agenda review, privilege of the floor was extended to Jeff Mead, *General Manager, COOL Insuring Arena*, who spoke on behalf of the Adirondack Civic Center Coalition, Inc. to make the annual presentation regarding capital projects completed/anticipated to start, as per language included in the contract authorized by Resolution No. 393 of 2019. Mr. Mead proceeded with an overview of the report included in the agenda packet. Elisabeth Mahoney, *Legal Counsel to the Adirondack Civic Center Coalition, Inc.*, added that a detailed accounting of how the funds allotted by contract to the Coalition was required and would be submitted in January in accordance with the contract language.

Before resuming the agenda review, Mrs. Frasier announced the current balance of the Contingent Account was \$120,253.34. Moving on to Agenda Item 2, Mrs. Frasier called for a motion to approve the requests for transfers of funds, as included in the agenda packet for Committee approval.

Motion was made by Mr. Simpson, seconded by Mr. McDevitt and carried unanimously to approve the requests and the necessary resolution was authorized for the November 20<sup>th</sup> Board Meeting.

Mrs. Frasier advised Agenda Item 3 consisted of a request from the County Treasurer to fill the vacant position of Senior Account Clerk #4, *Grade 7, Base Annual Salary \$33,600*, due to promotion. Mike Swan, *County Treasurer*, spoke to the request, explaining how this action would net a considerable savings to his Department.

Motion was made by Mr. Merlino, seconded by Mr. Strough and carried unanimously to approve the request as presented. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the meeting minutes.*

Continuing to Agenda Item 4, Mrs. Frasier introduced a referral from the County Facilities Committee on behalf of the Buildings & Grounds Department requesting to authorize the appropriation of \$100,000 from Budget Code A.871.00, *Reserve, Rehab County Buildings*, to Budget Code A.1624 413, *Human & Human Services Building, Repair & Maint-Bldg/Property*, to fund the purchase of a generator for the Human Services Building.

A motion was made by Mr. Strough and seconded by Mr. Simpson to approve the request.

A discussion ensued during which Kevin Hajos, *Superintendent of Public Works*, advised that the generator being replaced was about 20 years old and he explained the unit had been moved from the former Department of Social Services Building when the Human Services Building was constructed. He further explained that the current unit would be moved to Countryside Adult Home to replace the unit there which was much older.

Mrs. Frasier called the question and the aforementioned motion was carried unanimously, thereby authorizing the necessary resolution for the November 20<sup>th</sup> Board Meeting.

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Mrs. Frasier announced Agenda Item 5 included a referral from the Economic Growth & Development and Higher Education Committee on behalf of the Planning & Community Development Department requesting to increase Capital Project No. H372, *First Wilderness Plan Imple. 2016*, in the amount of \$10,000 to move matching funds into the Capital Project.

Wayne LaMothe, *County Planner*, provided an explanation for the request, following which a motion was made by Mr. Simpson, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the November 20<sup>th</sup> Board Meeting.

Proceeding, Mrs. Frasier outlined Agenda Items 6A-D, referrals from the Public Safety Committee on behalf of the Sheriff's Office, as follows:

- 6A) Request to amend the County Budget in the total amount of \$169,000 to reflect the appropriation of revenues and expenses for the second half of the School Resource Officer contracts with various school districts.

Motion was made by Mr. Simpson, seconded by Mr. Beaty and carried unanimously to approve the request and the necessary resolution was authorized for the November 20<sup>th</sup> Board Meeting.

- 6B) Request to amend the County Budget in the amount of \$10,826.40 to reflect the transfer of remaining fiscal year 2018 State Law Enforcement Terrorism Prevention Program funds to the 2020 Budget.

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 November 20<sup>th</sup> Board Meeting.

- 6C) Request to amend the County Budget in the amount of \$19,093 to reflect the receipt of fiscal year 2020 State Homeland Security Program grant funds.

Motion was made by Mr. Simpson, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the November 20<sup>th</sup> Board Meeting.

- 6D) Request to amend the County Budget in the amount of \$10,000 to reflect the receipt of 2020-21 New York State STOP-DWI Crackdown Enforcement grant funds.

Motion was made by Mr. Simpson, seconded by Mr. McDevitt and carried by majority vote, with Ms. Braymer voting in opposition, to approve the request and the necessary resolution was authorized for the November 20<sup>th</sup> Board Meeting.

Next, Mrs. Frasier presented Agenda Item 7, which included a referral from the Public Works Committee on behalf of the Parks, Recreation & Railroad division to amend the County Budget in the amount of \$2,500 to reflect the receipt of a grant award to Up Yonda Farm from the Pearsall Adirondack Foundation.

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Motion was made by Mr. Strough, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the November 20<sup>th</sup> Board Meeting.

Privilege of the floor was extended to Ryan Moore, *County Administrator*, who addressed Agenda Items 8A-C, as follows:

- 8A) Mr. Moore advised the Journal Report of transfers approved by the County Administrator staff for the month of September 2020 was included in the agenda packet.
- 8B) Mr. Moore advised this item was included on behalf of the Sheriff's Office; privilege of the floor was extended to Terry Comeau, *Undersheriff*, who explained the request to ratify the actions of the Warren County Sheriff in submitting a grant application to the New York State Governor's Traffic Safety Committee for Statewide Police Traffic Services Program funding in an amount not to exceed \$20,400, as well as to authorize a grant agreement for same.

Undersheriff Comeau answered questions posed by the Committee, following which a 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 November 20<sup>th</sup> Board Meeting.

- 8C) Mr. Moore advised this item was also included on behalf of the Sheriff's Office and was related to the prior item in that this request was to amend the County Budget in the amount of \$20,400 to reflect the receipt of the New York State Governor's Traffic Safety Committee Statewide Police Traffic Services Program funding for the grant mentioned in Item 8B; Undersheriff Comeau confirmed this was correct.

Motion was made by Mr. Simpson, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the November 20<sup>th</sup> Board Meeting.

Mrs. Frasier advised Finance Committee action was required in connection with Personnel & Administration Agenda Item 6.

Motion was made by Mr. Simpson, seconded by Mr. Conover and carried by majority vote, with Ms. Braymer and Mr. McDevitt voting in opposition, to approve the request and the necessary resolution was authorized for the November 20<sup>th</sup> Board Meeting.

Concluding the agenda review, Mrs. Frasier noted there were no pending or referral items to address; she called for any public comments and Don Lehman, *Director of Public Affairs*, advised there were no comments posted on the YouTube live stream feed.

There being no further business to discuss, on motion made by Mr. Merlino, seconded by Ms. Braymer and carried unanimously, Mrs. Frasier adjourned the meeting at 10:43 a.m.

Respectfully submitted,  
Amanda Allen, Clerk of the Board