

# Warren County Board of Supervisors

## RESOLUTION NO. 284 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BRAYMER, GERAGHTY, DRISCOLL, CONOVER AND MAGOWAN**

### **SETTING POLICY ON CORRESPONDENCE TO THE BOARD OF SUPERVISORS**

WHEREAS, the Personnel, Administration & Higher Education Committee discussed the current procedures for reading of Communications to the Board of Supervisors at their monthly meetings and has agreed there is a need to clarify and set a policy for same, as well as to formalize the policy currently in place for constituents to reach out to their elected officials, now, therefore, be it

RESOLVED, that the “Correspondence” read aloud by the Clerk of the Board at monthly meetings of the Board of Supervisors shall be comprised of only official business correspondence which includes items such as: resolutions/letters from municipalities, State/Federal organizations and State/Federal representatives; payments made to the Board of Supervisors; resolutions/letters from affiliated organizations (i.e. NYSAC, Intercounty Legislative Committee of the Adirondacks, etc.); notices of public hearings submitted to the Board of Supervisors; departmental reports submitted to the Board of Supervisors; and annual reports submitted by affiliated organizations to the Board of Supervisors, and be it further

RESOLVED, that written correspondence to the Board of Supervisors is welcome and encouraged, but must be done either via email through the Warren County website, or by mail to each individual Supervisor.