

**Governmental Operations & Advocacy Committee Meeting**  
**Board of Elections Agenda**  
**January 2022**

Committee Members: Supervisor Strough, Driscoll, Conover, Frasier and Thomas.

- I. Committee Meeting Called to Order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items:
- IV. Discussion Items:
  - a) Carryover of "Technology Innovation & Election Resources" grant - \$70,805.74 – BOE01-C004395-1110000 until 1/27/2023. Grant was approved via Reso#319-2021
  - b) Carryover of EXTENDED "Cybersecurity" grant - \$79,297.03 – BOE01-C004283-1110000 until 12/31/2023. Grant was approved via Reso#223-2020. Was due to expire 12/31/2021
  - c) Update of On-Demand Ballot printing
- V.: Referrals/Pending Items:
- VI.: Privilege of the Floor and public comment (please allow 15 second delay on live stream meetings)
- V.: Motion to Adjourn

Attachments:

Resolution #319-2021  
Resolution #223-2020  
Extension Letter from NYSBOE

**RESOLUTION REQUEST FORM NO. 7**

***Request to Amend County Budget\****

*\*If this is the result of a grant award, also complete and submit Form No. 5 or 6*

**DEPARTMENT NAME: WARREN COUNTY BOE**

**DATE: 01/24/2022**

- (a) Purpose of Amendment: **To carry over the remaining amount of \$70,805.74 from the "Technology Innovation & Election Resources" grant approved in resolution #319-2021**
  
- (b) Appropriation Code, Object Code, Full Title and Amount: **1450.439 Misc Code**
  
- (c) Revenue Code (with title), and Amount: **1450.3055**

# ***RESOLUTION REQUEST FORM NO. 6***

## ***Request to Amend or Extend Existing Grant***

**DEPARTMENT NAME: Warren County BOE**

**DATE: 01/24/2022**

- (a) Purpose of Grant Amendment: **Extension**
- (b) Resolution No. which Authorized Original Application and Grant: **#319-2021**
- (c) Name of Grantor: **New York State BOE**
- (d) Address of Grantor: **40 N. Pearl Street, Suite 5, Albany, NY 12207**
- (e) Grantor's Contact Person and Telephone Number: **Gabriela Dominguez  
Assistant Public Information Officer, New York State Board of Elections  
Secure Elections Center, 40 N. Pearl St., Albany, NY, (518) 402-8753**
- (f) Has or Will the Grant Amendment or Grant Extension be provided, if so, Please Attach? **NO**
- (g) Effective Date of Amendment or Extension: **Carryover**
- (h) Termination Date of Amendment or Extension: **12/31/2022**
- (i) Total Dollar Amount Involved (not to exceed): **\$70,805.74**
- (j) Is a Budget amendment required? **YES** If yes, please complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **NO**  
If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (l) Is a Local Share Required? **NO** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title\* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx**

**Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

**\*as listed in budget and LOGOS**

# Warren County Board of Supervisors

## RESOLUTION NO. 319 OF 2021

### RESOLUTION INTRODUCED BY SUPERVISORS BEATY, LEGGETT, WILD, CONOVER AND DIAMOND AUTHORIZING SUBMISSION OF AN APPLICATION TO THE NEW YORK STATE BOARD OF ELECTIONS FOR THE TECHNOLOGY INNOVATION AND ELECTION RESOURCE (TIER) GRANT PROGRAM

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute and submit an application to the New York State Board of Elections, 40 North Pearl Street, Albany, New York 12207, for the Technology Innovation and Election Resource (TIER) Grant Program, for an amount not to exceed Seventy Thousand Eight Hundred Five Dollars and Seventy-Four Cents (\$70,805.74), for a term commencing retroactive to April 7, 2021 and terminating January 27, 2022, and be it further

RESOLVED, that upon notification of the grant award, the Chair of the Warren County Board of Supervisors be, and hereby is, authorized to execute the grant agreement(s), and any and all other necessary documents relating to said agreement, in a form approved by the County Attorney, and be it further

RESOLVED, that if any further State funding becomes available during the term of this contract, no further resolution will be necessary to accept these funds and the Chair of the Board of Supervisors is authorized to execute any documents necessary to receive the funds, and be it further

RESOLVED, that should the term of this grant be extended, the Chair of the Board of Supervisors is hereby authorized to execute any relative grant extensions in a form approved by the County Attorney without the need for further Board resolution.

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WARREN COUNTY

# **RESOLUTION REQUEST FORM NO. 7**

## ***Request to Amend County Budget\****

*\*If this is the result of a grant award, also complete and submit Form No. 5 or 6*

**DEPARTMENT NAME: WARREN COUNTY BOE**

**DATE: 01/24/2022**

- (a) Purpose of Amendment: **To carry over the remaining amount of \$1,103.13 from the Cybersecurity Grant approved in resolution #223-2020. Extend the expiration date on the Resolution 223-2020 from 12/31/2021 to 12/31/2023**
  
- (b) Appropriation Code, Object Code, Full Title and Amount: **1450.539 Misc Code**
  
- (c) Revenue Code (with title), and Amount: **1450.3053 - Elections Cybersecurity Remediation & Mitigation**

# ***RESOLUTION REQUEST FORM NO. 6***

## ***Request to Amend or Extend Existing Grant***

**DEPARTMENT NAME: Warren County BOE**

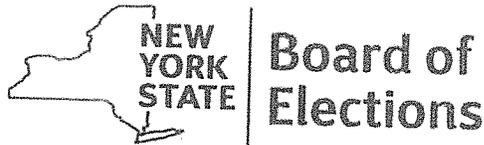
**DATE: 01/24/2022**

- (a) Purpose of Grant Amendment: **Extension**
- (b) Resolution No. which Authorized Original Application and Grant: **#223-2020**
- (c) Name of Grantor: **New York State BOE**
- (d) Address of Grantor: **40 N. Pearl Street, Suite 5, Albany, NY 12207**
- (e) Grantor's Contact Person and Telephone Number: **Gabriela Dominguez  
Assistant Public Information Officer, New York State Board of Elections  
Secure Elections Center, 40 N. Pearl St., Albany, NY, (518) 402-8753**
- (f) Has or Will the Grant Amendment or Grant Extension be provided, if so, Please Attach? **Attached**
- (g) Effective Date of Amendment or Extension: **Received by WCBOE on  
01/19/2022**
- (h) Termination Date of Amendment or Extension: **12/31/2023**
- (i) Total Dollar Amount Involved (not to exceed): **\$1,103.13**
- (j) Is a Budget amendment required? **YES** If yes, please complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **NO**  
If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (l) Is a Local Share Required? **NO** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title\* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx**

**Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

\*as listed in budget and LOGOS



Peter S. Kosinski  
Co-Chair  
Anthony J. Casale  
Commissioner  
Todd D. Valentine  
Co-Executive Director

40 N. PEARL ST., STE. 5  
ALBANY, N.Y. 12207-2729  
Phone: 518/474-6220  
[www.elections.ny.gov](http://www.elections.ny.gov)

Douglas A. Kellner  
Co-Chair  
Andrew J. Spano  
Commissioner  
Kristen Zebrowski Stavisky  
Co-Executive Director

## COVER LETTER

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COUNTY NAME: **Warren County**

CONTRACT NAME: **Elections Cybersecurity Remediation Grant**

CONTRACT NUMBER: **BOE01 – C004283 - 1110000**

ORIGINAL CONTRACT TERM: **12/21/2019 – 12/31/2021**

AMENDED CONTRACT TERM: **12/21/2019 – 12/31/2023**

JUSTIFICATION FOR AMENDED TERM: The Elections Cybersecurity Remediation Capital Grant Program has a contract end date of December 31, 2021. Extending the eligible expense period to December 31, 2023 provides County Boards of Elections sufficient time to complete required grant administration and expend their remaining contract funds.

COUNTY BOE COMMISSIONER SIGNATURE: \_\_\_\_\_

A handwritten signature in black ink, appearing to be "William A. ...", written over a horizontal line.

COUNTY BOE COMMISSIONER SIGNATURE: \_\_\_\_\_

A handwritten signature in black ink, appearing to be "John ...", written over a horizontal line.

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

<p>STATE AGENCY (Name &amp; Address):                  New York State Board of Elections                  40 North Pearl Street, Suite 5                  Albany, NY 12207</p>	<p>BUSINESS UNIT/DEPT. ID:                  BOE01/1110000                  CONTRACT NUMBER:                  BOE01 - C004283 - 1110000                  CONTRACT TYPE:  <input type="checkbox"/> Multi-Year Agreement  <input type="checkbox"/> Simplified Renewal Agreement  <input checked="" type="checkbox"/> Fixed Term Agreement</p>
<p>CONTRACTOR SFS PAYEE NAME:                  Warren County</p>	<p>TRANSACTION TYPE:  <input type="checkbox"/> New  <input type="checkbox"/> Renewal  <input checked="" type="checkbox"/> Amendment</p>
<p>CONTRACTOR DOS INCORPORATED NAME:                  N/A</p>	<p>PROJECT NAME:                  Elections Cybersecurity Remediation                  Grant Program</p>
<p>CONTRACTOR IDENTIFICATION NUMBERS:                  NYS Vendor ID Number: 1000002438                  Federal Tax ID Number: 14-6002576                  DUNS Number (if applicable):</p>	<p>AGENCY IDENTIFIER:                  N/A                  CFDA NUMBER (Federally Funded Grants Only):                  N/A</p>
<p>CONTRACTOR PRIMARY MAILING ADDRESS:                  1340 State Rte 9                  Lake George, NY 12845</p> <p>CONTRACTOR PAYMENT ADDRESS:  <input type="checkbox"/> Check if same as primary mailing address</p> <p>CONTRACT MAILING ADDRESS:  <input type="checkbox"/> Check if same as primary mailing address</p>	<p>CONTRACTOR STATUS:  <input type="checkbox"/> For Profit  <input checked="" type="checkbox"/> Municipality, Code:  <input type="checkbox"/> Tribal Nation  <input type="checkbox"/> Individual  <input type="checkbox"/> Not-for-Profit</p> <p>Charities Registration Number:                  N/A</p> <p>Exemption Status/Code:                  N/A  <input type="checkbox"/> Sectarian Entity</p>

Contract Number: # BOE01 - C004283 - 1110000

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Master Grant Contract, Face Page

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**STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE**

**CURRENT CONTRACT TERM:**

From: 12/21/2019 To: 12/31/2021

**CURRENT CONTRACT PERIOD:**

From: 12/21/2019 To: 12/31/2021

**AMENDED TERM:**

From: 12/21/2019 To: 12/31/2023

**AMENDED PERIOD:**

From: 01/01/2022 To: 12/31/2023

**CONTRACT FUNDING AMOUNT**

(*Multi-year* - enter total projected amount of the contract; *Fixed Term/Simplified Renewal* - enter current period amount):

CURRENT: \$79,297.03

AMENDED:

FUNDING SOURCE(S)

- State
- Federal
- Other

**FOR MULTI-YEAR AGREEMENTS ONLY - CONTRACT PERIOD AND FUNDING AMOUNT:**  
(Out years represent projected funding amounts)

#	CURRENT PERIOD	CURRENT AMOUNT	AMENDED PERIOD	AMENDED AMOUNT
1				
2				
3				
4				
5				

**ATTACHMENTS PART OF THIS AGREEMENT:**

- Attachment A:
  - A-1 Program Specific Terms and Conditions
  - A-2 Federally Funded Grants
- Attachment B:
  - B-1 Expenditure Based Budget
  - B-2 Performance Based Budget
  - B-3 Capital Budget
  - B-1(A) Expenditure Based Budget (Amendment)
  - B-2(A) Performance Based Budget (Amendment)
  - B-3(A) Capital Budget (Amendment)
- Attachment C: Work Plan
- Attachment D: Payment and Reporting Schedule
- Other:
  - Attachment E: Funding Schedule

Contract Number: # BOE01 - C004283 - 1110000

Page 2 of 2

Master Grant Contract, Face Page

IN WITNESS THEREOF, the parties hereto have executed or approved this Master Contract on the dates below their signatures.

CONTRACTOR:

Warren County

By: [Signature]  
Rachel E. Seeber

Printed Name

Title: Chairwoman, Warren County Board of Supervisors

Date: \_\_\_\_\_

STATE AGENCY: NYS Board of Elections

By: [Signature]

[Signature]

By: [Signature]

Kristen Zebrowski Stanski

Printed Name

Title: CO Executive Director

Date: 1/16/22

STATE OF NEW YORK

County of Warren

Approved as to Form:

[Signature] 12/15/2021  
Warren County Attorney, ASST

On the 17<sup>th</sup> day of December, 2021 before me personally appeared Rachel E. Seeber, to me known, who being by me duly sworn, did depose and say that he/she resides at Queensbury, NY, that he/she is the Chair of the Board of Supervisors, the contractor described herein which executed the foregoing instrument; and that he/she signed his/her name thereto as authorized by the contractor named on the face page of this Master Contract.

(Notary) [Signature]

ROBERT WILLIAM TERWILLIGER, ESQ.  
Notary Public, State of New York  
No. 02TE6157876  
Qualified in Ulster County  
Commission Expires 02/01/2023

ATTORNEY GENERAL'S SIGNATURE

STATE COMPTROLLER'S SIGNATURE

\_\_\_\_\_

\_\_\_\_\_

Printed Name

Printed Name

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

<b>APPROVED</b>	
DEPT. OF AUDIT & CONTROL	
Jan 19 2022	
Carol A Hayes	
FOR THE STATE COMPTROLLER	

# Warren County Board of Supervisors

## RESOLUTION NO. 223 OF 2020

RESOLUTION INTRODUCED BY SUPERVISORS MAGOWAN, LEGGETT, WILD, BRUNO, DRISCOLL, HOGAN AND SHEPLER

### AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE NEW YORK STATE BOARD OF ELECTIONS FOR ELECTIONS CYBERSECURITY REMEDIATION AND MITIGATION

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chairman of the Board to execute and submit a grant application to the New York State Board of Elections, 40 North Pearl Street, Suite 5, Albany, New York 12207, for elections cybersecurity remediation and mitigation, for a total amount not to exceed Seventy-Nine Thousand Two Hundred Ninety-Seven Dollars and Three Cents (\$79,297.03), with no matching County funds required, for a term commencing retroactive to December 21, 2019 and terminating December 31, 2021 and be it further

RESOLVED, that upon notification of the grant award, the Chairman of the Board of Supervisors be, and hereby is, authorized to execute the grant agreement and/or grant agreements and any and all other necessary documents relating to said agreement, in a form approved by the County Attorney, and be it further

RESOLVED, that if any further federal or state funding becomes available during the term of this contract, no further resolution will be necessary to accept these funds and the Chairman of the Board of Supervisors is authorized to execute any documents necessary to receive the funds.