

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: ENVIRONMENTAL CONCERNS & REAL PROPERTY TAX SERVICES

DATE: AUGUST 20, 2025

COMMITTEE MEMBERS PRESENT:

SUPERVISORS TURNER
GERACI
GILLIGAN
ETU
STRAINER

OTHERS PRESENT:

LEXIE DELUREY, DIRECTOR, REAL PROPERTY TAX SERVICES
KRISTEN MACEWAN, DEPUTY DIRECTOR, REAL PROPERTY TAX SERVICES
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
JOHN TAFLAN, COUNTY ADMINISTRATOR
LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD

COMMITTEE MEMBERS ABSENT:

SUPERVISORS BEAN
DIAMOND

FRANK E. THOMAS, BUDGET OFFICER
SUPERVISOR CROCITTO
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
CHRISTINE NORTON, COUNTY TREASURER
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the August 20, 2025 meeting of the Environmental Concerns & Real Property Tax Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following links:

Warren County website - <https://warrencountyny.gov/gov/mma>

Warren County's YouTube Channel - Part 1- <https://www.youtube.com/watch?v=FRHpy0SFCmE>

Part 2 - <https://www.youtube.com/watch?v=U1d2VF2He8o>

Ms. Turner called the meeting of Environmental Concerns & Real Property Tax Services to order at 9:00 a.m.

Motion was made by Ms. Gilligan, seconded Mr. Strainer and carried by a unanimous vote of those present (*Messrs. Bean and Diamond absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Real Property Tax Services agenda were distributed; a copy of the agenda is on file with the meeting minutes.

Privilege of the floor was called for, but no one was wishing to speak.

The meeting commenced with a review of the Action Agenda/New Business Items portion of the Real Property Tax Services agenda which consisted of the following requests:

1. Executive session to discuss payment of surplus money.

Ms. Turner called for a motion to enter into an executive session to discuss payment of surplus money. Larry Elmen, *County Attorney*, added the purpose of the executive session was to engage in discussions regarding proposed, pending and current litigation and to provide attorney-client communications per Public Officers Law Sections 105(1)(d) and 108(3). He requested that the Director of Real Property Tax Services, Deputy Director of Real Property Tax Services and the County Treasurer be permitted to participate in the executive session.

Motion was made by Ms. Gilligan, seconded by Mr. Etu and carried by a unanimous vote of those present (*Messrs. Bean and Diamond absent*) to enter into an executive session pursuant to Sections 105(1)(d) and 108(3) of the Public Officer's Law for the purposes outlined above, as well as for Lexie Delurey, *Director, Real Property Tax Services*, Kristen MacEwan, *Deputy Director, Real Property Tax Services*, and Christine Norton, *County Treasurer*, to attend the executive session.

Executive session was held from 9:02 a.m. until 9:19 a.m.

Upon reconvening, Ms. Turner announced no action was taken during the executive session.

Ms, Turner called for a motion to authorize payment of surplus money claim by Stephen Dale in the amount of \$14,221.78

and refer same to the Finance & Budget Committee to determine a source of funding to cover the cost of the claim. The necessary motion was made by Ms. Gilligan, seconded by Mr. Strainer and carried by a unanimous vote of those present (*Messrs. Bean and Diamond absent*) to authorize payment of surplus money claim by Stephen Dale as outlined above and refer same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

The agenda review resumed with Item 2 which concerned the following:

2. Announce the retirement of the Real Property Tax Services Director.

Lexie Delurey, *Director, Real Property Tax Services*, advised the Committee she would be retiring on September 26, 2025 and a new Director would be need to be appointed for the remainder of her term, as well as a new term commencing October 1, 2025. Amanda Allen, *Clerk of the Board*, advised a referral to the Personnel, Administration & Higher Education Committee was required to recommend the appointment of a new Director of Real Property Tax Services was required.

John Taflan, *County Administrator*, advised based on an interview conducted yesterday and the County's succession plan a recommendation would be forthcoming to the Personnel, Administration & Higher Education Committee to appoint Kristen MacEwan, *Deputy Director, Real Property Tax Services*, to fulfill the unexpired term of Ms. Delurey through September 30, 2025, as well as a new term commencing October 1, 2025.

Ms. Turner called for a motion to recommend the appointment of the Director of Real Property Tax Services at a salary not to exceed \$96,422 upon the retirement of the current Director and refer same to the Personnel, Administration & Higher Education Committee. The necessary motion was made by Mr. Geraci and seconded by Mr. Etu. A discussion ensued during which it was noted the position was mandated by New York State. It was also mentioned that any individual appointed to the position was required to submit an application to New York State for them to review and determine whether they met the qualifications and it was noted Ms. MacEwan had obtained the bulk of the certifications required by the State and was approved by them for the position. Ms. Turner called the question and the motion to recommend the appointment of a Director of Real Property Tax Services upon retirement of the current Director at a salary not to exceed \$96,422 and refer same to the Personnel, Administration & Higher Education was carried by a unanimous vote of those present (*Messrs. Bean and Diamond absent*). *A copy of the resolution request form is on file with the minutes.*

Privilege of the floor and public comment were called for, but there was no one wishing to speak.

There being no further business to come before the Environmental Concerns & Real Property Tax Services Committee, on motion made by Mr. Strainer, seconded by Mr. Etu and carried by a unanimous vote of those present (*Messrs. Bean and Diamond absent*), Ms. Turner adjourned the meeting at 9:26 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board