

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE & BUDGET

DATE: OCTOBER 2, 2025

COMMITTEE MEMBERS PRESENT:

SUPERVISORS THOMAS
GERACI
STROUGH
MADAY
DRISCOLL
CROCITTO
MERLINO

OTHERS PRESENT:

JOHN TAFLAN, COUNTY ADMINISTRATOR
CHRISTINE NORTON, COUNTY TREASURER
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
SUPERVISORS PATHCETT
STRAINER
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DANIEL DONOHUE, ACCOUNTANT, TREASURER'S OFFICE
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
MONICA STARK, DEPUTY COUNTY TREASURER
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the October 2, 2025 meeting of the Finance & Budget Committee; the meeting in its entirety can be viewed using the following links:

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

Warren County's YouTube Channel - <https://www.youtube.com/watch?v=uqpoArxaHH8>

Mr. Thomas called the meeting of the Finance & Budget Committee to order at 12:05 p.m.

A motion was made by Mr. Strough, seconded by Mr. Geraci 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 offered for public comment, but there was no one wishing to speak.

The agenda review commenced, as follows:

- 1) Request for transfers of funds as attached for Committee approval. It was noted there were no transfers requested this month.
- 2) Requests/Items to be discussed by the County Administrator:
 - A) Journal Report of transfers approved by the County Administrator staff for August 2025; provided by informational purposes.
 - B) Request to Introduce Proposed Local Law No. 4 of 2025 Entitled "A Local Law to Authorize Overriding the Property Tax Levy Limit Established by General Municipal Law §3-C for the 2026 Warren County Budget," and Authorizing a Public Hearing Thereon.

John Taflan, *County Administrator*, indicated the 2.63% State Tax Cap for 2026 equated to about \$1.3 million, noting the increased expenses associated with pensions, health insurance coverage and the purchase of licenses required for Microsoft Office 365 resulted in the County exceeding the State Tax Cap without making any other changes from the prior years County Budget. He explained this action was required in case the County needed to exceed the State Tax Cap; however, he noted, they were reviewing the budget closely to determine where savings could be achieved in an attempt to not exceed and/or reduce the amount they exceeded the State Tax Cap. He added a Special Board Meeting was scheduled for Monday, October 6th to adopt a resolution introducing the proposed Local Law and to authorize the necessary public hearing for the October 17th Board Meeting if that was the direction the Board decided to take.

Motion was made by Mr. Maday, seconded by Mr. Crocitto and carried unanimously to approve Item 2B as outlined above and the necessary resolution was authorized for the October 6th Special Board Meeting.

- C) Request for a transfer of funds in the amount of \$2,400 from Budget Code A.1011 110, *Admin & Fiscal Services, Salaries - Regular*, to Budget Code A.1011 410, *Admin & Fiscal Services, Supplies*, to cover the cost of additional supply costs associated with CAP Court and to replenish supply code used for unanticipated costs in Mailroom (mail wagon) as well as additional printing device for County Treasurer's Office.

Motion was made by Mr. Strough, seconded by Mr. Driscoll and carried unanimously to approve Item 2C as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- D) Request to amend the 2025 Warren County Budget in the amount of \$1,656 to reflect receipt of anticipated State aid toward the purchase of vehicles for the Department of Social Services.
- E) Request to appropriate \$644 from Budget Code A.896.00, *Vehicle Reserves*, to Budget Code A.6010 230.1, *Social Services, Automotive Equipment Reserve*, to cover additional costs associated with the purchase of a replacement vehicle for the Department of Social Services.

Motion was made by Mr. Geraci, seconded by Mr. Driscoll and carried unanimously to approve Items 2D and 2E as outlined above and the necessary resolutions were authorized for the October 17th Board Meeting.

- F) Request to authorize early closing of County Offices at 2:00 p.m. on December 24, 2025 and December 31, 2025.

Motion was made by Mr. Strough and seconded by Mr. Maday to approve Item 2F as outlined above.

Larry Elmen, *County Attorney*, requested the motion be amended to indicate the paid time off was based on the employees regularly scheduled workday after 2:00 p.m.; Messrs. Strough and Maday agreed to amend their motions accordingly.

Mr. Thomas called the question and the motion, as amended, was carried unanimously to authorize early closing of County Offices at 2:00 p.m. on December 24, 2025 and December 31, 2025 and to pay the remainder of the regular scheduled workday and the necessary resolution was authorized for the October 17th Board Meeting.

- G) Request to amend Resolution No. 139 of 2024 to delete blanket authority to sign contracts provided to the Commissioner of the Department of Social Services and the Director of Public Health/Patient Services, as State law required the Chair of the Board to execute contracts.

Attorney Elmen apprised as per Statute the Superintendent of Public Works would still be permitted to execute contracts.

Motion was made by Mr. Maday, seconded by Mr. Strough and carried unanimously to approve Item 2G as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- H) Request to enter into an Intermunicipal agreement with Saratoga County for Communication Site License to install emergency telecommunications equipment at the Warren County Municipal Center to enhance public safety and foster the goals of the Adirondack Regional Interoperable Communication consortium.

Motion was made by Mr. Geraci, seconded by Mr. Merlino and carried unanimously to approve Item 2H as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- I) Request to amend Resolution No. 199 of 2025 to remove the minimum selling price related to the property located on Sanford Street owned by SUNY Adirondack.

Mr. Taflan apprised the original appraisal for the property was for \$100,000; however, he noted, SUNY Adirondack had only received one offer on the property for \$5,000. He added they would be getting another appraisal on the property, but the resolution needed to be amended to permit them to sell the property for whatever amount they deemed was appropriate.

Motion was made by Mr. Strough, seconded by Mr. Maday and carried unanimously to approve Item 2I as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- J) *On Behalf of Fire Prevention & Building Code Enforcement* - Request for a transfer of funds in the amount of \$4,000 from Budget Code A.1990 469, *Contingent Account, Other Payments/Contributions*, to the Budget Code A.3620 441, *Building & Fire Codes, Auto - Supplies & Repair*, to cover the cost of unanticipated expenses associated with repairing a vehicle.

Motion was made by Mr. Driscoll, seconded by Mr. Crocitto and carried unanimously to approve Item 2J as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- K) *On Behalf of the Sheriff's Office* - Request to amend the 2025 Warren County Budget in the amount of \$1,515,197 to reflect receipt of funding from New York State Homeland Security and Emergency Services for SFY2025 Next Generation 911 (NG911) grant program.

Motion was made by Mr. Geraci, seconded by Mr. Merlino and carried unanimously to approve Item 2K as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- L) Review of 2026 Budget request. Mr. Taflan reviewed his 2026 Budget Request in detail and answered questions posed by the Committee members.
- 3) Request/Item to be Discussed by the County Treasurer:
- A) August Budget Variance Analysis. Christine Norton, *County Treasurer*, reviewed the August Budget Variance Analysis with the Committee members and answered questions posed by the Committee members.
 - B) Property Tax write-off concerns resolved. Ms. Norton apprised the outstanding taxes she had discussed at last months Committee meeting would not impact the County's finances. She stated going forward the property tax system and New World would be in sync to prevent any issues from arising.
 - C) Time Management System Change Management Strategy & Requested Support. Ms. Norton stated she would like to provide updates to the Executive Team regarding the new time management system to ensure everyone had signed off on it.
 - D) Review of 2026 Budget request. Ms. Norton reviewed her 2026 Budget Request in detail and answered questions posed by the Committee members.
- 4) Referrals from the Criminal Justice, Public Safety & Emergency Services Committee:
- A) Request to amend the 2025 Warren County Budget in the amount of \$26,552 to reflect receipt of grant funding from New York State Governor's Traffic Safety Committee for Police Traffic Services Program.

Motion was made by Mr. Maday, seconded by Mr. Geraci and carried unanimously to approve Item 4A as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- B) Request to declare Federal Aid debt from 2013 to 2017 as bad debt and authorize the County Treasurer to write off the debt in the amount of \$10,017.84.

Motion was made by Mr. Maday, seconded by Mr. Strough and carried unanimously to approve Item 4B as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- 5) Referrals from the Economic Growth & Development Committee:
- A) ~~Request to create Capital Project No. H449, LGCP Septic Replacement, in the amount of \$50,000.~~ It was noted this request was withdrawn and would return to the Economic Growth & Development Committee along with a request for an appropriation of funds to cover the cost of the Capital Project.
 - B) Request to amend the 2025 Warren County Budget in the amount of \$5,000 to reflect receipt of a private donation to assist with funding a pilot training program to prepare local formerly incarcerated people for manufacturing jobs.

Mr. Driscoll requested that a letter thanking the individual or entity who donated the funding be distributed.

Motion was made by Mr. Strough, seconded by Mr. Driscoll and carried unanimously to approve Item 5B as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- 6) Referrals from the Environmental Concerns & Real Property Tax Services Committee:
- A) Request to authorize the County Treasurer to remove funding in the amount of \$448 that was submitted for reimbursement from New York State for continuing education of the Real Property Tax Services Director from Revenue Code A.1355 3040, from 2022 due to New York State indicating there were too many continuing education credits so they could not provide reimbursement.

Motion was made by Mr. Crocitto, seconded by Mr. Maday and carried unanimously to approve Item 6A as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- B) Request to authorize the County Treasurer, as the tax enforcing officer, to issue a certificate of prospective cancellation of taxes for Town of Warrensburg Tax Map Parcel No. 210.2-1-1.2 which would result in this parcel being exempt from future property taxes.

Motion was made by Mr. Geraci, seconded by Mr. Crocitto and carried unanimously to approve Item 6B as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- 7) Referrals from the Health Services Committee:
- A) Request to amend the 2025 Warren County Budget in the amount of \$1306.50 to reflect receipt of this year's portion of the Infrastructure grant.
 - B) Request to amend the 2025 Warren County Budget in the amount of \$2,366 to reflect receipt of an additional one time increase in funding for Early Intervention.
 - C) Request to amend the 2025 Warren County Budget in the amount of \$2,500 to reflect receipt of grant funding from the Governor Traffic and Safety Committee for Child Passenger Car Seat Safety Program.

Motion was made by Mr. Strough, seconded by Mr. Driscoll and carried unanimously to approve Items 7A-C as outlined above and the necessary resolutions were authorized for the October 17th Board Meeting.

- 8) A referral from the Human Services Committee regarding a request to appropriate \$225,880 from Budget Code A.909.00, *General Fund Unappropriated Surplus*, to Budget Code A.6100 470, *Medicaid*, to cover the County's share of the cost of Medicaid through the end of the year.

Motion was made by Mr. Crocitto, seconded by Mr. Maday and carried unanimously to approve Item 8 as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- 9) Referrals from the Park Operations & Management Committee:
- A) Request to appropriate \$3,097.21 from Budget Code A.691.07, *Deferred Revenue - Gaslight Village Parking Fees*, to Budget Code A.1625 413, *Charles R. Wood Park, Repair and Maint-Bldg/Property*, and to authorize reimbursement in

the same amount to the Village of Lake George for Charles R. Wood Park attendants for May 2025.

- B) Request to appropriate \$3,197.84 from Budget Code A.691.07, *Deferred Revenue - Gaslight Village Parking Fees*, to Budget Code A.1625 413, *Charles R. Wood Park, Repair and Maint-Bldg/Property*, and to authorize reimbursement in the same amount to the Village of Lake George for Charles R. Wood Park attendants for June 2025.
- C) Request to appropriate \$2,868.54 from Budget Code A.691.07, *Deferred Revenue - Gaslight Village Parking Fees*, to Budget Code A.1625 413, *Charles R. Wood Park, Repair and Maint-Bldg/Property*, and to authorize reimbursement in the same amount to the Village of Lake George for Charles R. Wood Park attendants for July 2025.

Motion was made by Mr. Maday, seconded by Mr. Crocitto and carried unanimously to approve Items 9A-C as outlined above and the necessary resolutions were authorized for the October 17th Board Meeting.

- D) Request to appropriate \$5,600 from from Budget Code A.691.07, *Deferred Revenue - Gaslight Village Parking Fees*, to Budget Code A.1625 427, *Charles R. Wood Park, Water/Sewer/Taxes*, to cover the cost of paying the taxes to the Village of Lake George for Charles R. Wood Park for the remainder of 2025.

Kevin Hajos, *Superintendent of Public Works*, apprised the County would be requesting a credit from the Village, as a significant portion of this bill related to a leak in a hose used by one of the vendors.

Motion was made by Mr. Merlino, seconded by Mr. Maday and carried unanimously to approve Item 9D as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

10) Referrals from the Public Works Committee:

- A) Request to decrease Capital Project No. H404, *Quaker Road CR 47/CR70 Preservation*, in the Town of Queensbury, in the amount of \$225,000.
- B) Request to amend the 2025 Warren County Budget in the amount of \$225,000 to increase Budget Code D.9950 910, *Transfers - Capital Projects*, in accordance with transfer of surplus local match funds from Capital Project No. H404, *Quaker Road (CR47/CR70) Pavement Preservation*.

Motion was made by Mr. Merlino, seconded by Mr. Maday and carried unanimously to approve Items 10A and 10B as outlined above and the necessary resolutions were authorized for the October 17th Board Meeting.

- C) Request to increase Capital Project No. H421, *Call Street (CR 32) and Corinth Road (CR 28) Rehabilitation Project*), in the Town of Queensbury, in the amount of \$450,000.

Motion was made by Mr. Maday, seconded by Mr. Merlino and carried unanimously to approve Item 10C as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- D) Request to increase Capital Project No. H425, *Adirondack Bridge and Beaver Pond Bridge Replacements*, in the Town of Horicon, in the amount of \$10,000.
- E) Request to increase Capital Project No. H427, *Olmstedville Road (CR 19) over Marshall Brook Culvert Replacement*, in the Town of Chester, in the amount of \$209,058.15.
- F) Request to increase Capital Project No. H428, *Bay Road (CR 7) over Unnamed Watercourse Culvert Replacement*, in the Town of Queensbury, in the amount of \$80,000.

Motion was made by Mr. Maday, seconded by Mr. Driscoll and carried unanimously to approve Items 10D-F as outlined above and the necessary resolutions were authorized for the October 17th Board Meeting.

- G) Request to establish Capital Project No. H447, *Smith Road over 13th Brook Bridge Replacement*, in the Town of Johnsburg, in the amount of \$15,000.

- H) Request to establish Capital Project No. H448, *Dix Avenue Reconstruction*, in the Town of Queensbury, in the amount of \$40,000.

Motion was made by Mr. Maday, seconded by Mr. Crocitto and carried unanimously to approve Items 10G-H as outlined above and the necessary resolutions were authorized for the October 17th Board Meeting.

- 11) Finance Committee action is required on the following Personnel Agenda items, *contingent upon approval by the Personnel, Administration & Higher Education Committee* - 3B, 4A, 5 and 7C.

PERSONNEL AGENDA ITEMS 3B, 4A, 5 and 7C:

- 3) Requests/Item to be Discussed by the Clerk of the Board:

- B) Request for a transfer of funds in the amount of \$44,098.36 from Budget Code A.1990 469, *Contingent Account, Other Payments/Contributions*, to Budget Code A.5630 470, *CDTA, Contract*, to cover the cost of paying the 1st and 2nd quarter NYSDOT STOA local share costs to CDTA and cover the anticipated costs for the 3rd and 4th quarters of 2025.

Mr. Taflan provided an overview of the expense which was mandated as per State Law. A discussion ensued during which it was noted each participating County paid a certain percentage of this expense based on their estimated ridership. Mr. Strough voiced his concern that Washington County was not required to pay a portion of this fee, pointing out there were bus stops located in two of their municipalities.

Motion was made by Mr. Crocitto, seconded by Mr. Maday and carried by majority vote of those present, with Messrs. Strough and Merlino voting in opposition, to approve Personnel Agenda Item 3B as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- 4) Request/Item to be Discussed by the Director of Information Technology (Mike Colvin, Director):

- A) Request to appropriate \$3,200 from Budget Code A.895.00, Computer Reserve Fund, to various department budget codes to cover the cost of purchasing computers and related equipment and software.

Motion was made by Mr. Driscoll, seconded by Mr. Geraci and carried unanimously to approve Personnel, Administration & Higher Education Agenda Item 4A as outlined above and the necessary resolution was authorized for the October 17th Board Meeting.

- 5) Referral from the Criminal Justice, Public Safety & Emergency Services Committee (Chaired by Supervisor Geraci):
Sheriff (James LaFarr, Sheriff) -

Request to amend the Table of Organization and Salary Schedule to create the new Contingent position of Communication Officer #1-C, *Annual Salary \$57,486*, effective November 1, 2025.

Motion was made by Mr. Geraci, seconded by Mr. Maday and carried unanimously to approve Personnel, Administration & Higher Education Agenda Item 5 as outlined above.

- 7) Request/Item to be Discussed by the County Attorney (Larry Elmen, County Attorney):

- C) Request for transfer of funds in the amount of \$14,500 Budget Code A.1420 110, *Salaries Regular*, to Budget Code A.1420 130, *Salaries Part Time*, to fund title of Casualty and Property Risk Manager through fiscal year 2025.

Motion was made by Mr. Maday, seconded by Mr. Merlino and carried unanimously to approve Personnel Administration & Higher Education Agenda Item 7C as outlined above. and the necessary resolution was authorized for the October 17th Board Meeting.

Privilege of the floor was offered for public comment:

Mr. Taflan advised as a result of the shutdown of the Federal Government, the Department of Social Services departmental budget could be impacted depending upon the length of the shutdown.

Ms. Norton provided an overview of her requests to create two new positions, as well as deleting a position within the front office that were included within her 2026 Budget request.

There being no further business to come before the Finance & Budget Committee, on motion made by Mr. Maday, seconded by Mr. Strough and carried unanimously, Mr. Thomas adjourned the meeting at 1:14 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board