

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: LEGISLATIVE, RULES & GOVERNMENTAL OPERATIONS**

**DATE: JUNE 27, 2025**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS CONOVER  
DRISCOLL  
MADAY  
GERACI  
THOMAS

**OTHERS PRESENT:**

CARRIE BLACK, COUNTY CLERK  
REPRESENTING THE BOARD OF ELECTIONS:  
ELIZABETH McLAUGHLIN, COMMISSIONER (D)  
HAROLD HUBBARD, COMMISSIONER (R)  
ANGELINA LIVINGSTON, INTERN  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
JOHN TAFLAN, COUNTY ADMINISTRATOR  
LARRY ELMEN, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
SUPERVISORS GILLIGAN  
PATCHETT  
STRAINER  
TURNER  
TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
CHRISTINE NORTON, COUNTY TREASURER  
ROB YORK, DIRECTOR, OFFICE OF COMMUNITY SERVICES  
JESSICA PERKINS, CLINICAL DIRECTOR, BAYWOOD CENTER  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

**COMMITTEE MEMBERS ABSENT:**

SUPERVISORS STROUGH  
WILD

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*Please note, the following contains a summarization of the June 27, 2025 meeting of the Legislative, Rules & Governmental Operations 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=j8pXzSoTgfM>*

In the absence of Committee Chairman Strough, Supervisor Conover, as Vice-Chairman, called the meeting of the Legislative, Rules & Governmental Operations Committee to order at 9:01 a.m.

Motion was made by Mr. Driscoll, seconded by Mr. Maday and carried by a unanimous vote of those present (*Messrs. Strough and Wild absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the County Clerk/DMV; Board of Elections; and Legislative agendas were distributed; copies of the agendas are on file with the meeting minutes.

The Committee began with a review of the Action Agenda/New Business Items section of the County Clerk/DMV agenda, which included a request to amend the Table of Organization and Salary Schedule to fund the position of Senior Legal Recording Clerk, *Grade 12, Base Annual Salary \$51,890*, and unfund the position of Legal Recording Clerk, *Base Annual Salary \$47,800*, effective July 21, 2025.

Motion was made by Mr. Thomas and seconded by Mr. Maday to approve the request as presented; following discussion, Mr. Conover called the question and the motion was carried by a unanimous vote of those present (*Messrs. Strough and Wild absent*) to approve the request as outlined above and refer same to the Personnel, Administration & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

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There being no further County Clerk/DMV business to discuss, review of the Board of Elections agenda commenced with privilege of the floor being extended to Elizabeth McLaughlin, *Commissioner (D)*, who introduced Angelina Livingston as the new intern for the Board of Elections, indicating she had been learning several tasks including delivering voting machines and absentee envelopes.

Moving on to the Action Agenda/New Business Items section of the agenda, a review commenced of the following requests:

1. To authorize a new contract with NTS Data Services, LLC, in an amount not to exceed \$216,552 for a software (Apex, Pacets, and IMS) license agreement for a term commencing September 1, 2025 and terminating December 31, 2028.

Motion was made by Mr. Maday and seconded by Mr. Driscoll to approve the request as presented. Larry Elmen, *County Attorney*, apprised the resolution must include authority to fund additional expenses related to on-site support for migration and start-up expenses, if incurred; motion was amended to include authority for same. Following discussion, Mr. Conover called the question and the motion as amended, was carried by a unanimous vote of those present (*Messrs. Strough and Wild absent*) and the necessary resolution was authorized for the July 18<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

2. To authorize the Chair of the Board to execute a grant agreement with the New York State Board of Elections for 2025 Elections Grant funding in an amount not to exceed \$7,617.99 over a term commencing April 1, 2025 and terminating March 31, 2026.
3. To amend the County Budget in the amount of \$7,617.99 to reflect receipt of funding from New York State Board of Elections for 2025 Elections Grant.

Motion was made by Mr. Driscoll, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Messrs. Strough and Wild absent*) to approve the requests as outlined above; the necessary resolution was authorized for Item 2 for the July 18<sup>th</sup> Board meeting and Item 3 was referred to the Finance & Budget Committee. *Copies of the resolution request forms are on file with the minutes.*

4. To authorize the Chair of the Board to execute a grant agreement with the New York State Board of Elections for Vote by Mail Grant funding in an amount not to exceed \$18,970.92 over a term commencing April 1, 2025 and terminating March 31, 2026.
5. To amend the County Budget in the amount of \$18,970.92 to reflect receipt of funding from New York State Board of Elections for Vote by Mail Grant.

Motion was made by Mr. Maday and seconded by Mr. Thomas to approve the requests as presented. Following discussion, Mr. Conover called the question and the motion was carried by a unanimous vote of those present (*Messrs. Strough and Wild absent*) to approve the requests as outlined above; the necessary resolution was authorized for Item 4 for the July 18<sup>th</sup> Board meeting and Item 5 was referred to the Finance & Budget Committee. *Copies of the resolution request forms are on file with the minutes.*

There being no further Board of Elections business to discuss, review of the Legislative agenda commenced with the Action Agenda/New Business Items which included a request to authorize a resolution “Urging Governor Hochul to Expand Access to all FDA-Approved Opioid Antagonists in New York State”.

Privilege of the floor was extended to Rob York, Director, *Office of Community Services*, who was invited by the Committee to speak with regard to the above Orleans County Resolution (No.206-425) as well as the opioid situation in Warren County. Mr. York introduced Jessica Perkins, *Clinical Director, Baywood Center*, indicating

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Baywood Center was contracted to provide transition release services for Warren County Jail as well as being a major outpatient provider in the community. Ms. Perkins provided an overview of the services Baywood Center provides.

Mr. York spoke with regard to opioid overdose reversal medication including new formularies. He stated there was no evidence to support the new formulations were more effective, noting, a higher dose could result in more severe withdrawal symptoms which could lead to another overdose. Subsequently, he indicated he strongly recommend the resolution not be adopted. Mr. York briefly reviewed the information in the Warren County Overdose Data packet which was included in the agenda.

Following discussion, the consensus of the Committee was to take no action on the item at this time.

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

There being no further business to come before the Legislative, Rules & Governmental Operations Committee, on motion made by Mr. Maday, seconded by Mr. Driscoll and carried by a unanimous vote of those present (*Messrs. Strough and Wild absent*), Mr. Conover adjourned the meeting at 9:29 a.m.

Respectfully submitted,  
Leslie Lovelace, Secretary to the Clerk of the Board