

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SUPPORT SERVICES

DATE: SEPTEMBER 22, 2026

COMMITTEE MEMBERS PRESENT:

SUPERVISORS GILLIGAN
DRISCOLL
STRAINER
MADAY
ETU

COMMITTEE MEMBERS ABSENT:

SUPERVISORS STROUGH
TURNER

OTHERS PRESENT:

AMANDA ALLEN, CLERK OF THE BOARD
CARRIE BLACK, COUNTY CLERK
JESSICA BURNHAM, SELF-INSURANCE ADMINISTRATOR
JULIE BUTLER, PURCHASING AGENT
MIKE COLVIN, DIRECTOR, INFORMATION TECHNOLOGY
REPRESENTING THE BOARD OF ELECTIONS:

BETH McLAUGHLIN, COMMISSIONER (D)
HAROLD HUBBARD, COMMISSIONER (R)
JACKIE FIGUEROA, HUMAN RESOURCES DIRECTOR
REPRESENTING THE TREASURER'S OFFICE:
CHRISTINE NORTON, COUNTY TREASURER
MONICA STARK, DEPUTY COUNTY TREASURER
KIMBERLY RICHARDS, COUNTY ATTORNEY
CARLA SHERMAN, COUNTY AUDITOR
JOHN TAFLAN, COUNTY ADMINISTRATOR
KEVIN GERAGHTY, CHAIRMAN OF THE BOARD
TAMMIE DeLORENZO, ASSISTANT COUNTY ADMINISTRATOR
SUPERVISOR BRUNO
RYAN DICKEY, FIRST ASSISTANT COUNTY ATTORNEY
SARAH McLENITHAN, DEPUTY COUNTY CLERK

Please note, the following contains a summarization of the September 22, 2026 meeting of the Support Services 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=xhlC_kMMnac

Copies of the Auditor; Board of Elections; Clerk of the Board; County Administrator; County Clerk/DMV; County Attorney; Human Resources; Information Technology; Purchasing; Self-Insurance; and Treasurer agendas were distributed; copies of the agendas are on file with the meeting minutes.

Ms. Gilligan called the meeting of the Support Services Committee to order at 11:45 a.m.

Motion was made by Mr. Strainer, seconded by Mr. Etu and carried by a unanimous vote of those present (*Mr. Strough and Ms. Turner absent*) to approve the minutes from the previous Support Services Committee meeting, subject to correction by the Clerk of the Board.

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

The Committee began with a review of the Discussion Items portion of the Board of Elections agenda which included the 2027 Budget request.

There being no further Board of Elections business to discuss, Committee commenced with a review of the Discussion Items portion of the Human Resources agenda which included the 2027 Budget request.

There being no further Human Resources business to discuss, Committee commenced with a review of the Auditor Discussion Items portion of the agenda, which involved the 2027 Budget request.

There being no further Auditor business to discuss, Committee commenced with a review of the Discussion Items portion of the Information Technology agenda, which consisted of the 2027 Budget request.

There being no further Information Technology business to discuss, a review commenced of the Discussion Items portion of the Purchasing agenda which concerned the 2027 Budget Request for the Stockroom and Purchasing.

There being no further Purchasing business to discuss, review of the County Administrator agenda skipped ahead to the Discussion Items section which consisted of the 2027 Budget request.

Returning to the Action Agenda/New Business section, a request was presented to authorize early closing of County offices at 2:00 p.m. on December 24, 2026 and December 31, 2026.

Motion was made by Mr. Driscoll, seconded by Mr. Maday and carried by a unanimous vote of those present (*Mr. Strough and Ms. Turner absent*) to approve the request as presented and the necessary resolution was authorized for the October 16, 2026 Board meeting.

There being no further County Administrator business to discuss, review of the Clerk of the Board agenda commenced with the Discussion Items section which pertained to the 2027 Budget request.

There being no further Clerk of the Board business to discuss, Committee commenced with a review of the New Business/Action Items portion of the Treasurer agenda, which consisted of a request to approve correction of assessments and refunds or chargeback of taxes for various parcels located in the Towns of Bolton and Queensbury.

Motion was made by Mr. Etu, seconded by Mr. Strainer and carried by a unanimous vote of those present (*Mr. Strough and Ms. Turner absent*) to approve the request as presented and the necessary resolution was authorized for the October 16, 2026 Board meeting. *A copy of the resolution request form is on file with the meeting minutes.*

Proceeding to the Discussion Items portion of the agenda, the Committee reviewed the 2027 Budget request.

There being no further Treasurer business to discuss, review of the County Clerk agenda commenced with the Discussion Items section which concerned the 2027 Budget request.

There being no further County Clerk business to discuss, review of the Self-Insurance agenda commenced with the Action Agenda/New Business portion which concerned a request to authorize Self-Insurance to pay Gallagher for Excess Workers' Compensation audit invoices from 1/01/23 - future amount not to exceed \$20,000 per audit year.

Motion was made by Mr. Etu, seconded by Mr. Maday and carried by a unanimous vote of those present (*Mr. Strough and Ms. Turner absent*) to approve the request as presented and the necessary resolution was authorized for the October 16, 2026 Board Meeting. *A copy of the resolution request form is on file with the meeting minutes.*

There being no further Self-Insurance business to discuss, review of the Action Agenda/New Business portion of the County Attorney's agenda commenced with a request to authorize the County Attorney to negotiate and settle claims for Village of Lake George v. Count of Warren, et. al.; to authorize the Chair of the Board to sign any settlement agreement; and to authorize payment.

Motion was made by Mr. Etu and seconded by Mr. Strainer to approve the request as presented; following discussion, Ms. Gilligan called the question and the motion to approve the request as outlined above was carried by a unanimous vote of those present (*Mr. Strough and Mrs. Turner absent*) and the necessary resolution was authorized for the October 16, 2026 Board meeting; *a copy of the resolution request form is on file with the meeting minutes.*

Proceeding with the Agenda review, the Discussion Items portion were reviewed in the following order:

2. Insurance Reserve Payment Report as of August 31, 2026.
1. Committee reviewed the 2027 Budget request.

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

As there was no further business to come before the Support Services Committee, on motion made by Mr. Strainer, seconded by Mr. Etu and carried by a unanimous vote of those present (*Mr. Strough and Ms. Turner absent*), Ms. Gilligan adjourned the meeting at 12:21 p.m.

Respectfully Submitted,
Sarah McLenithan, Deputy Clerk of the Board