

2023

FOURTH ANNUAL SESSION

NOVEMBER 15, 2023

The Board convened at 10:30 A.M. in the Supervisors' Chambers at the Court House, Lake Pleasant, New York, with the Chairman, Brian E. Wells presiding. Mr. Wells led the members of the Board of Supervisors in the Pledge of Allegiance to the Flag, and the opening prayer.

The Clerk, Mrs. Laura Abrams, called the roll with the following Supervisors answering:

Arietta	Chris D. Rhodes
Benson	Phillip C. Snyder
Hope	Steven M. Tomlinson
Indian Lake	Brian E. Wells
Inlet	ABSENT
Lake Pleasant	Betsy A. Bain
Long Lake	Clay J. Arsenault
Morehouse	William G. Farber
Wells	ABSENT

Also present: Barry Baker-Real Property Tax Director/Budget Officer, Kimberly Byrne-Personnel Officer, Anthony Fernandez-New Supervisor Elect for Morehouse, Jennifer Smith-Community Development Director for Adirondack Roots and Beth Hunt-Treasurer

Public Comment: Kimberly Byrne, Personnel Officer, stated that she wanted to let the Board know that she is applying for another Hamilton County position. She also wanted to let them know that there would be a 10-day letter coming forward and that she wouldn't be leaving until mid-January. She hoped that the Board would support her decision. The Board thanked her for letting them know. Mr. Tomlinson thanked her for what she had done and wished her good luck.

Reports of Standing/Special Committees:

Mr. Farber: Stated that there were a couple resolutions on the agenda. The second one they discussed in committee was authorizing Intrado. The first one they didn't really discuss in committee but it is the annual resolution they do that splits the cost for the GIS maintenance between the Real Property and Emergency Management Offices. He is asking for the Board's support for both.

Mr. Farber stated that he didn't get a chance to meet with Board of Elections to go through the budget. He and the Budget Officer just discussed this and there won't be a lot of changes.

Mr. Rhodes: Asked the Board how they wanted to handle the vacancy that will be in the Planning and Tourism Office with RaChelle Martz leaving. According to Christy Wilt, Planning & Tourism Director, the job duties have changed over the years and the position probably should have been

upgraded to Administrative Assistant. Ms. Wilt would like to advertise for a Administrative Assistant to replace Tourism Aide. Right now, the budget is \$41,003 and the Administrative Assistant to Director Grade 8 at the hire rate scale for 2024 would be \$38,836 - \$41,862. At the very highest it is only a budget impact of about \$790. The Chairman suggested that they setup a Committee Meeting and have Ms. Wilt attend.

Mr. Tomlinson: Stated that there was a Public Works Committee meeting this morning. Tracy Eldridge, DPW Superintendent, had presented a couple proposals on the agenda. He would like help from the Board to push them through. There are a couple resolutions on the agenda to finalize the roof project in Indian Lake.

Mr. Arsenault: Stated that there is a resolution for Internal Management. It is amending the deferred comp plan; it's essentially offering it to all employees.

The Chairman stated that on Monday a group of them met with Senator Harkham in Saranac Lake. The big topic of discussion was the money that is available to the towns within the Adirondack Park, the EPF funding and bond act. He thinks the Senator was surprised to realize that there is a small piece in the town of Keesville that is eligible when the other towns are disadvantaged in the Park. The Mayor of Saranac Lake has an ongoing situation where she has to pay DEC for some of the services that they do in regards to the airport closure and she feels that she is being taxed multiple times by NYS. The Senator helped them with the campground issue.

The Chairman stated that on November 22nd Senator Schumer will be visiting Indian Lake and the Supervisors are invited. It will be at 3PM at the Welcome Center.

A motion was made at 10:45AM to open the Public Hearing for CDBG Project #500HR311-21 by Mr. Farber, seconded by Mr. Arsenault. Carried. No public was in attendance.

Jennifer Smith, Community Development Director for Adirondack Roots, introduced herself and stated that they had recently had a rebranding from Housing Assistance Program of Essex County to Adirondack Roots, so they are more inclusive of the homes that they help. They obviously don't just serve Essex County so they wanted to have a name that was more representative of the Counties that they serve.

Ms. Smith stated that she was here to report on the CDBG Grant # 500HR311-21 for Hamilton County that is ending on December 8th. This grant was awarded on December 8, 2021 for \$297,063. This has helped rehabilitate one home in Speculator as well as replace a mobile home in Benson. She further discussed what the Speculator home project entailed and stated that the mobile home replacement in Benson wasn't completed but will be by December 8th. She further discussed that project and how it allowed a veteran to return to his home after having to move to an apartment because his mobile home was inhabitable. She stated that Adirondack Roots is always accepting new applications. The applications are also available on the website. Mr. Farber confirmed that they were still struggling with the need for contractors in Hamilton County. Ms. Smith stated that was why they ended up doing a mobile home replacement. They did have to do a budget modification. The need for rehab is there but nobody is willing to bid on the rehabs they have. She did state that it's a struggle for all of their counties though. They do have a lot of

contractors that they work with but they are only willing to bid on the bigger projects that they have. The Chairman asked if there was an issue with the wages and if it was the structure. Do they have to pay prevailing wage? Ms. Smith stated that they don't. But when they replace a mobile home, it costs a lot more than an individual purchasing a home through a mobile home dealer. They have to provide all the testing that an individual may or may not have to do. She stated how asbestos testing is now a requirement. The Chairman asked if there was a requirement for women and minority owned businesses. Ms. Smith stated that there was. They do a bid process where they send all their scopes and specs to the contractors. They do send them to women and minority owned businesses as well but most of them are so busy that they don't submit bids. Mr. Farber stated that in that case if they could get contractors to bid, they could easily get a waiver for the WMBE requirement. The Clerk of the Board confirmed that this program is closing as of December 8th and that there is no open funding until the County re-applies. Ms. Smith stated that they usually can re-apply the following August after the grant closes. The Clerk of the Board asked if there was ever an option to replace a home with a mobile home or does it always have to be mobile home to mobile home. Ms. Smith stated that it's normally mobile home to mobile home. The Clerk of the Board asked if it was possible to apply to get funding for home to a mobile home. Ms. Smith stated that they can do stick built from mobile home but not mobile home from stick built. They unfortunately see that as a step down. They can also do modular homes but those are expensive. Ms. Smith stated that they need more applicants. They have a problem with contractors but are also having a problem with people applying. When they write a grant, they have to have a waiting list of 2.5 times of what they are projecting. The Clerk of the Board stated that they are getting people to apply and if they have an immediate need, then they are waiting 2 years for it to be fixed, people get frustrated because they are so far down on the list. Mr. Tomlinson asked if they had a lot of people apply for work that have an old house or a shack. To him it makes more sense to have some kind of help for people that have these old shacks. Can you tear them down and replace them with a carbon model or mobile home. Looking around it seems like that would be much more of the need then anything. Ms. Smith stated that sometimes it's how they write the grant. If they are able to write it that goes from a stick-built home to a mobile home, they can do that but they have to be very specific with their wording when they write it. Mr. Farber stated that it was something to consider in the next application. The Chairman stated that he heard how DSS has been helping with one of the projects. Ms. Smith stated that Roberta Bly, DSS Commissioner, has been amazing and she can't say enough about her and the staff.

The Chairman introduced Jane Zarecki, County Clerk. Ms. Zarecki wanted to give the Board an update on her office. She stated that a Motor Vehicle Clerk, is back out on medical leave and not sure when she is coming back or if she is. Another Motor Vehicle Clerk, that they brought back in has resigned again. She will be done as of November 24th and is going to Indian Lake for more money. She is now at a crossroads and if anyone had any ideas that she would like to hear them. The possibility of not having a DMV or a full time DMV is getting closer to reality. She has harped on the fact that it takes a lot of training and a lot of time. They have to have credentials. They have to be tested. They have to be fingerprinted. They can't walk in the door and do it. She hasn't been up to Personnel to see if there is a list of potential employees yet.

RESOLUTIONS:

The Chairman stated that Resolution No. 1 is a tabled resolution and it's authorizing the promotion of Tracey Hunt to Clinical Manager. There has been another resolution provided to them concerning this. He asked how the Board would like to handle the tabled resolution. The mover and seconder were Mr. Farber and Mr. Arsenault. Mr. Arsenault made a motion to replace the tabled resolution with the new resolution and approve it as amended in the new resolution, seconded by Mr. Farber.

After the resolution was placed on the floor, Mr. Farber stated that they tabled it initially waiting for a report from the Chairman. He wasn't sure how to integrate that into the change. He is amendable to making the substitution. He thinks it's consistent in what they had discussed. The Chairman stated that he had a very good meeting with Erica Tomlinson, Public Health Director, and Tracey Hunt, Senior Registered Nurse. There are still some outlining issues that are percolating and there isn't a lot of clarity on what's going to happen with that but he thinks they have reached a point where it's unfair to their staff to continue to kick it down the road to find the perfect solution for it. They realize what they are going to have to be doing and he thinks that the Board needs to act but also with the understanding that this isn't a permanent solution. So, they will continue to explore other options that have been discussed. One of the big changes was a three-month review process for up to a year. He asked them to give them that and he is sure they will be totally honest if it gets to be too much. He stated that he was comfortable moving forward with the resolution. Ms. Bain asked if they would continue to keep advertising. The Chairman stated that part of the ongoing plan is that they are going to continue to advertise. Also, look for outside agencies. Mr. Arsenault stated that he could work with Ms. Tomlinson about the expectations of what the Board expects. The Chairman stated that they need that and he agreed with him doing that. Mr. Farber thought that it was an overall review of how it's going and there will be implications for both of the positions. He thinks having a shared expectation so that Ms. Tomlinson and Ms. Hunt know what the Board is reviewing, care about and what they think spells success is important.

Mr. Tomlinson abstains.

Mr. Rhodes stated that he has an issue with no added time and the amount of money. He realizes that they have to keep moving and he appreciates them being willing to do it but it seems out of line with what he would expect. The Chairman stated that he did discuss 40 hours and as it stands, he strongly suggested it be put in the new resolutions but in their conversations they both could assure him that they see 40 hours as it is now. Mr. Farber stated but why wouldn't we then acknowledge that and pay for it. If by all accounts they are working more than 40 hours, why wouldn't we acknowledge that as part of the resolution because he thinks that makes it more understandable to everybody. He would assume that it helps with Mr. Rhodes or anyone else's concern about the amount. He says this recognizing that they are at this moment talking about the resolution for Ms. Hunt which is in part much cleaner because it's a pure promotion. Whether Ms. Hunt needs additional hours or not; he is more comfortable with that because they have a situation where Ms. Tomlinson is defining that. He is less hung up on making Ms. Hunt's position 40 hours just because it fits the norm of us doing promotions. He is more apprehensive about it based on you saying that they are saying they are working 40 hours. The Chairman again stated that he strongly suggested that it be included in both resolutions but in their discussion the best way to describe it is they love their jobs. He doesn't have the exact explanation of why it wasn't included

but when he left the meeting, he suggested it and he also explained that it would probably help ease some of the optics around the county of what they were doing. He thinks that they need to work forward because it is creating a huge ripple effect in that department and the Board needs to stop it and get back on track. He stated that to be honest, he doesn't want to be known as the Board that lost nursing services for Hamilton County because the State came in and found we haven't done enough. The Chairman stated that he feels that time is running out and they need to do something. Ms. Bain stated that she understood that as well but she also feels that the Board should be compensating them for their hours. She feels more comfortable with that. So, if they don't have to put in extra hours certain days then that's great but if they need to, they should be compensated. She can justify that better than just changing their job duties. The Chairman stated that the whole problem is that the County doesn't have a work from home policy and according to both of them a lot of it is work from home. His suggestion was to document it. At least for the first 3 months so they could have that idea. He stated that this is what was presented and he doesn't have any more explanations. Ms. Bain stated that it's just basically temporary for 3 months and they will come back and address it and hopefully in the meantime if they keep advertising perhaps someone else will step up to the plate. She doesn't want to see the County lose the Health Department but she feels like they need to be proactive and try to fill that position still; not just ignore it because we are changing job descriptions. The Chairman stated no, they had that discussion and Ms. Tomlinson stated that she realizes it's not a long-term fix. Mr. Farber asked what they have done with advertising since Renee Rajca, former Patient Services Director, left that was different. He stated that having it on the website is meaningless to him. Mr. Arsenault stated that Personnel had it on Indeed and FaceBook. The Personnel Officer also added NYSAC and the local paper. She stated that she did have it advertised in one other place but couldn't remember where. She did mention that advertising was going to be looked at differently next year and that initially they had placed it in all the newspapers but that didn't help. Mr. Farber stated that it's fine to sit and say that they must keep advertising, they know it's a gap and they have to push it, but they have done that. Nothing has fixed it. So, if they are saying this can only work short term, they need a different strategy to either advertise it or a different strategy to reconstruct the office. The only thing he would say in that regard is it sounds like they are acknowledging to a different degree that this is not long term and it's not going to work. He thinks when they constructed this resolution, they constructed it thinking that there was a possibility that it would work and what they were doing was checking on that at 3 month increments for the next year. It sounds like we want to seriously pursue finding an alternative and he is not sure that the resolution says that clearly. It may even change the dynamic of what they were talking about having Mr. Arsenault do. It is really how they get it fixed within the next 3 months or so. Mr. Rhodes agreed. In 3 months, they are going to be in the same position they are in now with no other option. The Chairman stated that was why they needed the evaluation for 3 months to see where they are at and to see where we are at with the advertising. He had also spoken with Ms. Tomlinson and Ms. Hunt about looking at outside agencies. He stated that he is going to be more involved with that process to help them do that. He thinks that the Board needs to do something. They cannot keep kicking this down the road. In some of what Mr. Farber was saying is that they have 2 very dedicated employees that are willing to do this right now and yes, they are being compensated for it but they need to do something. He has not had a chance to talk with Ms. Tomlinson about the audits that she just had but will be doing that. To some degree the evaluation is going to also give them a better look after they have been involved for a few months. Mr. Arsenault suggested a roll vote.

Mr. Farber: Aye
Mr. Rhodes: Aye
Mr. Tomlinson: Abstain
Mr. Arsenaault: Aye
Mr. Snyder: Aye
Ms. Bain: Aye
Mr. Wells: Aye

The Chairman thanked everyone and appreciated everyone's input.

RESOLUTION NO. 350-23

**AUTHORIZING THE PROVISIONAL PROMOTION OF TRACEY HUNT TO
CLINICAL MANAGER**

DATED: NOVEMBER 15, 2023

BY MR. ARSENAULT:

WHEREAS, the Certified Home Health Agency has had a vacant full time Director of Patient Services position for four months with no applicants, and

WHEREAS, New York State Department of Health states that the Home Health Agency must have this position filled or an Administrator and Registered Nurse providing clinical oversight, and

WHEREAS, the Public Health Director has had meetings with other home health agencies and county health departments to discuss opportunities, and

WHEREAS, Tracey Hunt has worked for Hamilton County Public Health as a registered nurse for 35 years and demonstrates excellent leadership and clinical skills, and

WHEREAS, the Director of Public Health recommends that Tracey Hunt be provisionally promoted to Clinical Manager, and

RESOLVED, that Tracey Hunt's job title be changed to Clinical Manager at a grade 21, and be it

RESOLVED, that the Hamilton County Personnel Office be authorized to make this change effective November 15, 2023, and be it

RESOLVED, that the Hamilton County Treasurer be authorized to transfer \$2,500 from A4050.0121 Director of Patient Services, to A4050.0123 and retitile Clinic Manager, and be it

RESOLVED, that the new position will be reviewed every three months, for a period of one year, so as to determine if Tracey's taking on extra duties is a sustainable plan for the future, and be it

RESOLVED, that if Tracey Hunt is unable to maintain her new job duties as Clinic Manager, she will return to her former Nurse Coordinator position at Grade 18.

Seconded by Mr. Farber and adopted by the following vote:

AYES: RHODES, SNYDER, WELLS, BAIN, ARSENAULT, AND FARBER

NAYS: NONE

ABSENT: FREY AND CREWELL

ABSTAIN: TOMLINSON

After the following resolution was placed on the floor; Mr. Tomlinson abstained. The Chairman stated that they have reviewed a lot of what pertains to this resolution during the discussion of the first resolution. Mr. Farber agreed but stated that there was a provision for Ms. Hunt. She has always been working out of the office remotely and they have been tracking the time. The provision for her to get paid overtime and extra hours is built into the system. It is different than changing the salary of the Department Head. Particularly, when it's not as clearly a promotion. She is being asked to do work that she supervises. He has a lot of trouble with this resolution staying at the 35 hours per week and accomplishing \$27,000 - \$28,000 increase based on just pay more per hour without acknowledging that it's more hours worked. The Chairman stated that he has met with Ms. Tomlinson and is hoping to have another meeting with her. He stated that he could ask her to track her hours outside of 35 per week. Then at the first evaluation the Board would have something to base it off of. Mr. Farber stated that the issue is if they set the salary in this way for 35 hours per week, and they are tracking her time, which all Department Heads should be doing anyways other than elected, they are basically setting the stage to go above and beyond salary wise. She's then accumulating comp time when she tracks those additional hours unless it's part of this and they change it to 40 hours per week. His concern is that it becomes lose, lose if they do those two things in parallel where they add \$27,000 to the salary still calling it 35 hours per week, ask her to track her comp time and all they are going to do is create a paper trail for the County that they owe her above and beyond the \$27,000. That's why if she is working 40 hours per week then they ought to say she's working 40 hours per week as part of the resolution and use those extra hours as part of the means to accomplish the \$27,000 raise. The Chairman stated that he does see the need for tracking it. They did have that conversation and now he understands Mr. Farber's point. In no time during their conversation was she looking to add up comp time or anything else like that. Mr. Farber stated that the County is required to. If someone is working the extra hours then you are creating a liability for us. That is where they got into the situation initially of having comp time rules and limiting the amount of comp time people could accrue because the attorney told them if they are tracking that and accruing that then the County owes it to them. That is not optional. That's why he thought if they were working 40 hours, we ought to say it's 40 hours and track the time. It all works out if that's what's happening anyways. He is

struggling with what the hang up is related to that. Ms. Bain suggested they try 40 hours a week and tracking time for first 3 months. Just to see how it balances out after the first time that they meet. The Chairman stated that then his recommendation would be to table this resolution and he would have to have this discussion again. Mr. Farber stated that he would rather move to table it then have to vote against it so he would be comfortable moving to table. In full disclosure he was more comfortable with this along the way. He became very concerned with the level of burnout when they met the other day. He thought that the meeting went well. It seemed to be congenial. They discussed flexibility and then they got the email withdrawing the interest in doing that. That to him said that things are more stressful than he realized. He thinks that this was handled poorly by the Board. They should have never drawn it out as far as they did without having the serious and deliberate conversation about the details of this. The reality is that they are partners in getting this done. He doesn't think specific to the email they all received that the Director of Public Health can simply say CHHA is no longer her problem. The reality is that the Director of Public Health is responsible for the CHHA just as they are as a Board of Supervisors. They have to take the responsibility and work together on this.

Mr. Farber moved to table resolution. Mr. Arsenault asked what the benefit of tabling the resolution over voting for it. If it passes it passes and if it doesn't it doesn't. He just fears that there will be a Department Head that is going to go back to that original email saying they can't do the Home Health Aides anymore then what do they do as a Board. Mr. Farber stated that she would have to keep working with the Board on finding a solution. She is the Director of Public Health. She can say that she won't do those duties but the reality is that she is the Director and she can't say to the Board/Chairman that it's your problem you work it out. The Chairman confirmed that the issue is if they don't list 40 hours and she is working over 40 hours they are going to be liable for comp time. Mr. Farber added that she would be accruing comp time at \$15 per hour above her current rate. It's a significant amount particularly for those weeks where it's more than 40 hours. Mr. Farber stated that they could put it to a vote instead. Mr. Rhodes asked where the \$15 per hour come from. The Chairman stated that there was a breakdown on a sheet that was handed out. Mr. Rhodes agrees with Mr. Farber that the comp time increases considerably with the \$15 per hour raise. Chairman seconded the motion to table resolution. He will be contacting the Director to try to get this fixed and he will be bringing something to the Board on Friday, November 17th.

TABLED

RESOLUTION NO.

AUTHORIZING THE JOB DESCRIPTION CHANGE FOR DIRECTOR OF PUBLIC HEALTH

DATED: NOVEMBER 15, 2023

BY MR. ARSENAULT:

WHEREAS, the Certified Home Health Agency has had a vacant full time Director of Patient Services position for four months with no applicants, and

WHEREAS, New York State Department of Health states that the Home Health Agency must have this position filled or provide an Administrator and Registered Nurse providing clinical oversight, and

WHEREAS, the Public Health Director has had meetings with other home health agencies and county health departments, and

WHEREAS, the Director of Public Health will assume the additional duties of Home Health Agency Administrator, which will be incorporated to her current job description, be it

RESOLVED, that the Public Health Director will receive a \$15 per hour increase for adding the duties of a Home Health Agency Administrator, and be it

RESOLVED, that the Hamilton County Personnel Office be authorized to make this change effective November 15, 2023, and be it

RESOLVED, that the Hamilton County Treasurer be authorized to transfer \$4,500 from A4050.0121 Director of Patient Services, to A4050.0101 Director of Public Health, and be it

RESOLVED, that the addition of additional duties to the Director of Public Health position be reviewed every three months, for a period of one year, as to determine if these additional duties is sustainable for the future, and be it

RESOLVED, that if the Public Health Director is unable to maintain her additional duties as Home Health Agency Administrator, the job description will change back to Public Health Director and salary will decrease by \$15 per hour.

Seconded by Mr. Snyder.

Motion to Table by Mr. Farber, seconded by Mr. Wells.

RESOLUTION NO. 351-23

APPROVING AND AUTHORIZING THE AMENDMENT TO THE HAMILTON COUNTY NEW YORK STATE DEFERRED COMPENSATION PLAN ADDING VOLUNTARY PARTICIPATION IN ROTH CONTRIBUTIONS TO EMPLOYEES

DATED: NOVEMBER 15, 2023

BY MR. ARSENAULT:

WHEREAS, Hamilton County currently offers the New York State Deferred Compensation Plan (NYSDCP) for voluntary participation to all eligible employees, and

WHEREAS, On December 29, 2022, the Secure 2.0 Act was signed into law, which includes new regulations related to retirement plans, including the New York State Deferred Compensation Plan, and

WHEREAS, Under the Secure 2.0 Act, several key provisions are designed to help promote increased savings and strengthen financial security for more Americans, and

WHEREAS, NYSDCP Secure 2.0 Act has mandated that a ROTH contribution option (after-tax) be offered to all eligible employees by December 31, 2023, and

WHEREAS, ROTH contributions are deducted from employees pay on an after-tax basis, unlike pretax deferral contributions that reduce your gross taxable income, and

WHEREAS, ROTH contributions grow tax deferred, and when a distribution is qualified, it is not subject to federal or New York State income taxes, which is what makes the ROTH tax-free distribution feature attractive, therefore, be it

RESOLVED, that Hamilton County elects to offer ROTH contributions to eligible employees, and be it further

RESOLVED, that the Hamilton County Board of Supervisors approve and authorize the implementation of offering ROTH contributions to all employees effective November 15, 2023.

Seconded by Ms. Bain and adopted by the following vote:

AYES: RHODES, SNYDER, TOMLINSON, WELLS, BAIN, ARSENAULT, AND FARBER

NAYS: NONE

ABSENT: FREY AND CREWELL

RESOLUTION NO. 352-23

AUTHORIZING PURCHASE OF GIS MAINTENANCE – RPTS AND 911

DATED: NOVEMBER 15, 2023

BY MR. FARBER:

WHEREAS, Hamilton County has received a quote from Esri, Inc. for maintenance of the Real Property Tax Service and 911 GIS systems in the amount of \$10,528.38, and

WHEREAS, the Real Property Tax Service portion of said quote is \$3,324.75 and the Emergency Management portion of said quote is \$7,203.63, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to accept said quote and the Real Property Service and Emergency Management Departments are authorized to purchase said maintenance from Esri, Inc. and the County Treasurer, Real Property Tax Service Director and Emergency Services Director be so notified.

Seconded by Mr. Rhodes and adopted by the following vote:

AYES: RHODES, SNYDER, TOMLINSON, WELLS, BAIN, ARSENAULT, AND FARBER

NAYS: NONE

ABSENT: FREY AND CREWELL

RESOLUTION NO. 353-23

AUTHORIZING PURCHASE OF TEXT TO 911 FROM INTRADO LIFE & SAFETY SOLUTIONS CORPORATION – SI19-1010-E00

DATED: NOVEMBER 15, 2023

BY MR. FARBER:

WHEREAS, Hamilton County has received a grant from New York State Department of Homeland Security and Emergency Services (DHSES) in the amount of \$455,011.59, contract C197915, for a new communications system, and

WHEREAS, the concept of text to 911 is new to many PSAP's surrounding Hamilton County and beyond, and

WHEREAS, the Hamilton County PSAP is under construction and renovation of an upgraded center, and

WHEREAS, Intrado was the only vendor found to be able to provide Hamilton County with the text to 911 service, and

WHEREAS, a Non-Competitive Procurement request was put into DHSES and accepted, and

WHEREAS, adding text to 911 to the Hamilton County PSAP clearly streamlines the PSAP and allows for faster initial communication from the caller to Dispatch. In what could be a lifesaving timeline, any approach available for a caller is important. With this new advanced technology that Hamilton County can provide, a difference can be made for a caller due to the remote nature and topography of the county layout, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors authorize the purchase of Intrado services for a cost of \$7,025.00 now and \$3,300.00 every year thereafter for 5 years, with cancellation at anytime, and be it further

RESOLVED, that the Hamilton County Board of Supervisors authorize the purchase with funds coming from A3645.0422 Statewide Communications Grant SI19-1010-E00.

Seconded by Mr. Snyder and adopted by the following vote:

AYES: RHODES, SNYDER, TOMLINSON, WELLS, BAIN, ARSENAULT, AND FARBER

NAYS: NONE

ABSENT: FREY AND CREWELL

RESOLUTION NO. 354-23

AUTHORIZING PAYMENT FOR BUILDING PERMIT FOR INDIAN LAKE COUNTY OFFICES ROOF PROJECT

DATED: NOVEMBER 15, 2023

BY MR. FARBER:

WHEREAS, the Building Permit fee is due to the Department of State for the Indian Lake County Buildings Roof project, be it

RESOLVED, that the Hamilton County Board of Supervisors does hereby authorize payment for building permit in the amount of \$1,967.40 for the Indian Lake building's roof replacement, and be it further

RESOLVED, that the County Treasurer is hereby authorized to make a check payable to the New York State Department of State, Division of Building Standards & Codes, One Commerce Plaza, 99 Washington Ave., Suite 1160, Albany, NY 12231-0001 in the amount of \$1,967.40 for the said building permit and the funds be taken out of Account No. A1620.0414 Capital Building Project and the County Buildings Superintendent and Clerk of the Board be so notified.

Seconded by Ms. Bain and adopted by the following vote:

AYES: RHODES, SNYDER, TOMLINSON, WELLS, BAIN, ARSENAULT, AND FARBER

NAYS: NONE

ABSENT: FREY AND CREWELL

RESOLUTION NO. 355-23

**AUTHORIZING FINAL PAYMENT TO S&L ROOFING & SHEETMETAL, INC. FOR
INDIAN LAKE FACILITIES ROOF PROJECT**

DATED: NOVEMBER 15, 2023

BY MR. SNYDER:

WHEREAS, Resolution No. 184-23 awarded Bid Specification 11-2023 for the roof replacement project for the county owned facilities in Indian Lake, and

WHEREAS, the County has entered into an agreement with S&L Roofing & Sheetmetal to perform the said roof replacement, and

WHEREAS, Resolution No. 345-23 authorized Payment Application No. 1 in the amount of \$276,449.05 to S&L Roofing & Sheetmetal for 95% completion of the contract work, and

WHEREAS, the said project is now 100% completed and S&L Roofing & Sheetmetal have sent payment application No. 2 in the amount of \$24,549.95 and certification for this payment has been approved by Foit-Albert Associates, Project Engineer for this project, and

WHEREAS, the DPW Superintendent recommends the final payment be made, be it

RESOLVED, that the County Treasurer is hereby authorized to make a check payable to S&L Roofing & Sheetmetal, Inc., 5640 Depot Road, Voorheesville, NY 12186 in the amount of \$24,549.95 for payment No. 2, and the funds be taken out of Account No. A1620.0414 Capital Building Projects and the DPW Superintendent and Clerk of the Board be so notified.

Seconded by Mr. Arsenault and adopted by the following vote:

AYES: RHODES, SNYDER, TOMLINSON, WELLS, BAIN, ARSENAULT, AND FARBER

NAYS: NONE

ABSENT: FREY AND CREWELL

A motion was made at 11:25AM to close the Public Hearing on CDBG Project #500HR311-21 by Mr. Farber, seconded by Mr. Rhodes. Carried. No public attended.

The Chairman asked Mr. Farber to introduce the new Supervisor.

Mr. Farber stated that a couple of weeks before the election there had been a lot of conversation in town and Butch Fernandez, New Supervisor Elect, came to see him. Mr. Fernandez asked and found out that he was absolutely, 100% sure. Mr. Fernandez did a great job in a short amount of time going out to talk to everyone in the community about the Town Supervisors job and it was his distinct privilege and honor to introduce Butch Fernandez to the Board of Supervisors. He is

the Supervisor Elect for the Town of Morehouse and will be taking over in 2024. Mr. Farber stressed to him the importance of the County work. He appreciates the fact that he agreed and came today immediately following the election to start getting to know the Board.

Mr. Tomlinson left the meeting at 11:30AM.

Mr. Fernandez stood up and gave some background on himself. He stated that he was from New Jersey; he was a police officer for almost 45 years and a police chief for 30 years. They started coming to this area in 1982 when they would hunt and stay at the Inn at Speculator. They had and sold their property after a number of years in Indian Lake and bought a vacation home in Morehouse in 2019. He started to go to meetings and with some controversy with the other gentlemen running he was asked if he would run. This is going to be a learning experience and he will do his best.

Tentative Budget Review: (*Continued*)

The Budget Officer explained he has information on open items. Thought he could save them until Friday's meeting to go over so they could get through the whole budget once. Mr. Farber stated that he doesn't have a problem with holding off and going back through some of the numbers on Friday and try to get through the budget today but if that is the direction, they are probably going to have to agree to come back on a different date to adopt. They discussed and agreed on having a meeting on Monday, November 27th.

Mr. Arsenault asked why there was an increase to A.6410.402, Publicity Admin from \$25,000 to \$30,100. The Budget Officer stated that it was due to an increase in outside activity. Mr. Farber asked wasn't that the ROOST contract? The Clerk of the Board confirmed that it was part of the ROOST contract. She also stated that matching funds were around \$56,000 and that is from NYS. Mr. Farber stated that he was at a meeting with Jim McKenna, CEO of ROOST, and he had said how matching funds have continued to decline. He genuinely believes it's NYS's overarching view that counties are able to pick up more of that cost. He also stated that organizations like ROOST had been able to do that because of the occupancy tax and the increases. It does create a little bit different dynamic with Hamilton County where we don't have occupancy tax and they do have a fixed appropriation that they make available to ROOST. When there is less matching funds money to go with the County's appropriation it just means there is less they can do.

The Budget Officer stated that there never has been a charge for Veteran's Travel, A.6510.402, so it was removed. The Clerk of the Board stated that this was written into the contract with Fulton County. Mr. Farber suggested that they put the \$900 back in.

The Budget Officer stated that the increase for A.6610.101, Weights and Measures Director, was 3% added to the salary, making it \$19,296. Mr. Farber asked where they were with Herb Schmid's, W&M Director, and his long-term intention. The Clerk stated that she hadn't heard anything further.

The Board continued to review the A Fund.

D Fund Budget Review:

The Budget Officer stated that based on what they had in expenditures so far, they were able to go with a tentative budget amount of \$3,993,824 for the amount to be raised by taxes. That is going to change with everything Mr. Eldridge has provided.

The Board continued to review the D Fund.

Recess at 12:00PM

Reconvene at 1:05PM

Tentative Budget Review: (*Continued*)

The Budget Officer stated that he was able to discuss Moose River Plains with Mr. Eldridge and the contract runs through 2024. There wasn't any activity last year. Mr. Eldridge had told him that he was just contacted recently and they want us to lay some gravel. He thinks that it may be a fairly large job so he wants to put \$30,000 into D.3089.0000, State Aid, NYS DEC Moose River Plains.

The Budget Officer stated that as they go through the D Fund there are going to be a couple of adjustments made based on the Public Works resolution for Friday. The Board will be approving the Administrative Assistant, D.5010.102, moving to be a Deputy. Mr. Farber stated that it looked like there was a higher department request of \$49,939 for A.5010.106, Senior Account Clerk, than the tentative is at \$44,279. The Budget Officer stated that Mr. Eldridge had the wrong amount. A.5010.405, Street Admin, Office Supplies, has increased from \$7,500 to \$8,500 and he thinks that's because they need to replace a computer. A.5110.101, Maintenance of Streets, Personal Services, increased from \$1,320,000 to \$1,340,000. He will take a look at it but he thinks that is sufficient for what he has planned. Mr. Arsenault asked if \$400,000 for D.5110.404, Maintenance of Streets, Asphalt/Emulsion was enough because the total activity was already at \$372,430.51. Mr. Farber stated that this was separate and distinct from CHIP's projects. Last year they had trouble finishing up some paving and so they did paving earlier this year. He suspects that is why they see spending that money early doing the paving and now they just have been completing CHIP's projects. The Budget Officer stated that Mr. Eldridge had stated the price had come down a little from where it was at its peak last year. D.5112.202, Capital Projects, amount of \$1,300,000. Mr. Eldridge had outlined his intentions.

DM Fund Review

The Budget Officer stated that Mr. Eldridge estimates that DM.2665.0000 is going to be a little less, as well as DM.2801.000 Interfund Revenue-Gas, Diesel, Fuel. Mr. Farber asked why Mr. Eldridge thought DM.2655.0000, Sales, Other was going to be less. It decreased from \$575,000 to \$550,000 and looking at the activity for 2022 it was significantly more than that. At the end of August, the activity was \$424,673. The Budget Officer stated that he didn't ask but could follow up if it needs clarification.

DM.5130.201, Road Equipment was increased to \$520,000. The Budget Officer stated that Mr. Eldridge had discussed what he needed to purchase next year. Mr. Farber stated that he had missed the meeting and asked if someone had that information. Mr. Rhodes stated that he is going to purchase 2 tractors. One purchase will be offset partially with the sale of another.

The Budget Officer stated that they are currently under the tax cap with the changes that have been approved in the budget prior to today.

The Budget Officer stated that he wasn't going to go back through the revenues just the expenses. There haven't been any significant changes in revenues since last week. Mr. Farber stated that he wasn't sure that when they went through the Federal Aid Public Health revenues that he got line by line amounts.

The Budget Officer did speak with the District Attorney elect and she wishes to revert to the staffing arrangements she had previously. That would eliminate the Part-Time Assistant DA position and add a Part-Time Clerk. Mr. Arsenault asked if they would eliminate A.1165.105, P/T Assistant District Attorney and the Budget Officer agreed but stated that the line would stay in the budget at \$0. They agreed the new line would be A.1165.103, Part-Time Clerk. Mr. Farber asked about it being part time, stating that the prior position of Account Clerk was full time. The Budget Officer stated that she just asked for an Account Clerk. Mr. Farber stated that he should just put in a Full Time Account Clerk and get the hire rate from Personnel. Mr. Arsenault confirmed that they had left the salary for A.1165.101, District Attorney at the 2023 budgeted amount of \$126,040. A.1165.402, DA Office Supplies, Tentative number should be reduced to \$12,000.

The Budget Officer stated that there were a couple things left to adjust under Public Defender and that the numbers won't be ready until Friday so they would have to come back to it.

A.1325.101, Treasurer, the Budget Officer stated that the Board had determined the salary, and the tentative budget should be reduced to \$91,556.

A.1325.102, Deputy County Treasurer, he has met with the County Treasurer elect and the Deputy would move into Grade 12 Step 3. The middle of the range would be \$54,500 and that is her request. Tentative number should be reduced to \$54,500. A.1325.105, Senior Account Clerk, tentative number is going to be taken out because that person is moving to Deputy.

A.1410.101, County Clerk, tentative number should be reduced to \$87,714.

A.1450.103 and A.1450.104, Board of Election Deputies, tentative number should be reduced to \$5,000. Mr. Farber stated that \$5,000 was agreeable to the Commissioners. They realized that it was a significant increase that they were asking for. The State Board and their experience had indicated to them that there were times when they would benefit from an extra set of eyes to review things like the ballots before they go out which is hard to disagree with. A.1450.109, Election Workers, tentative number should be reduced to \$60,000. A.1450.405, Software Support, tentative number should be reduced to \$40,000. Mr. Farber stated that this was one of the biggest areas of uncertainty at the moment. He reserved the right to come back and discuss this on Friday. He stated that the Commissioners were going to get him more information on the grants. A.1450.411,

Miscellaneous Supplies, the Budget Officer stated that it was a data entry error, and the tentative number should be increased to \$26,000 along with the request line. A.1450.413, Election Workers, the Budget Officer stated that they changed the account name to Election Mileage and the tentative budget number should be reduced to \$7,000. Mr. Farber stated that he had indicated to the Commissioners that they thought clearer language made a lot of sense. He also discussed with them that they had reconstructed this budget a number of years ago with their predecessors in a way that intentionally separated election expense. Those things that went into the chargeback formula from the rest of the budget. A.1450.414, Travel, the Budget Officer stated that the account title was changed to Machine Transport and the tentative budget was reduced to \$9,000.

The Budget Officer stated that they had to add another full time cleaner to Buildings. Account number A.1620.103, Buildings, Cleaner Full-Time and the tentative budget would be \$36,000. Mr. Farber asked if the Budget Officer was adding this or waiting until the resolution on Friday. The Board agreed to add it. The Budget Officer stated that the intention was to retain the part time cleaner. He also stated that he spoke with Mr. Eldridge regarding A.1620.402, Electric Expense LP, he agreed that the tentative budget should increase to \$40,000. He thought that A.1620.403, Heating Expense LP, at \$45,000 was fine. A.1620.409, Heating/Lights – Indian Lake, tentative was fine at \$30,000.

A.1990.401, Contingent Fund, the Budget Officer stated that this is still an open question. They had discussed leaving it at \$180,000 but as they get further in the budget it's always a place to come back to.

A.3110.120, Sheriff 911 Coordinator, and A.3110.121, Sheriff 911 Administrator, the Budget Officer stated that the request and tentative for both should be increased to \$2,000.

The Budget Officer stated that they are going to circle back on some of the Raise the Age questions. He did get a spreadsheet from DSS. There are some blanks to fill in, but they have a pretty good flow chart on where things go.

A.3640.102, Emergency Management, Part-Time EMS Coordinator and A.3640.103, Emergency Management, Fire Coordinator, tentative for both should be reduced to \$7,000. A.3640.104, Temporary, the Budget Officer stated that the title should be changed to Emergency Management Deputy. A.3640.401, Community & Radio Repair, the tentative should be reduced to \$12,000.

A.4010.410, Public Health, Maintenance in Lieu of Rent, the tentative should be increased to \$6,500. A.4050.101, Public Health Director, the Budget Officer stated that the salary would be a Friday discussion. The Chairman stated that he tried to reach the Director over lunch but didn't get a response. A.4050.123, Public Health Registered Professional Senior Nurse, the Budget Officer stated that the title will change, and salary based on the resolution. A.4050.127, Medical Director, the Budget Officer stated that the \$16,397 should be added back into the tentative. The Budget Officer hadn't gotten a response from the Director regarding the Medical Director. Mr. Arsenaault asked about A.4050.201, Automobile. The Budget Officer did confirm with Mr. Eldridge that \$70,000 is a good number. A.4052.101, Immunization Personal Services, the Budget Officer stated that there was a question here, but he doesn't have an answer. The tentative number did come from Public Health though.

A.4310.102, Mental Health Community Services Director, the Budget Officer explained that the Directors salary is split into 2 components. The tentative budget has \$115,834 and that is the correct number. They are going to go further into the budget and eliminate the other one so it's going to be a combined salary. The Budget Officer stated that the only other question he had was A.4310.803, Social Worker Fringe. The Clerk of the Board confirmed that was part of the SCPI contract.

A.6010.111, S/S Admin, Principal Account Clerk, and A.6010.117, S/S Admin, Caseworker C, have title changes. A.6010.202, Automobile, the Budget Officer did confirm that the automobile expense was correct from Mr. Eldridge.

The Board continued to review the budget.

As there was no further business, the Chairman recessed the meeting until November 17, 2023 at 10:30 AM.