

## FINANCE COMMITTEE

November 1, 2011

### PRESENT:

Lynda Scheer, Chairwoman  
Lawrence Andrews  
Arthur Baer  
Arthur Bassin  
Roy Brown  
Elizabeth Young  
Raymond Staats  
Jesse DeGroot  
Richard Keaveney

### ABSENT:

Bart Delaney, Jr., notified

### ALSO PRESENT:

Gail DiCosmo, Clerk  
Suzette Booy  
Tal Rappleyea  
Ronald Caponera  
Kenneth Wilber  
Laura Sager

PRESS: 1

**Chairwoman Scheer called the meeting to order at the Soil & Water Conservation District Building at 5:02 PM.**

### **REAL PROPERTY: S. Booy**

#### **UPDATES:**

**Assessor Continuing Education:** Second class for Assessors at the College was held today 11/1 and there were 27 students with 10 counties being represented. The NYS Office of Real Property Tax Services is proposing a Rules Change with regards to Continuing Education for Assessors & Real Property Directors. The proposed rules are expected to be adopted around the first of 2012 and will be effective 10/1/11. These new rules will reduce the required continuing education credits from 24 annually down to 12 annually. We are already looking at having required ethics training at the college next fall.

**Online Tax Bills:** It looks as though we will have about 12 or 13 Towns' tax bills (out of 18) online January 1<sup>st</sup>. Most of the Chargeback Agreements have been returned to the Treasurer's Office and will be processed accordingly. Towns will have the option of having the public search by only tax map number.

**Village of Chatham:** Suzette attended a meeting in the Village of Chatham on 10/27. The Village is looking into the possibility of ceasing its assessment unit status and using the Town of Chatham & Town of Ghent Assessment Rolls for village tax purposes. The village held an informational meeting for its residents and Tom Pinto from the NYS Office of Real Property Tax Services did a presentation.

**School Tax Meeting:** Suzette has scheduled a meeting for 11/14 with the School Tax Collectors/Business Administrators to exchange ideas/concerns. The schools use a program called Infotax for their tax collection and a representative from that company will be at the meeting to do a presentation for the schools as well.

**Town Tax Meeting:** Suzette has worked with BAS to set up a "User Meeting" for the Town Tax Collectors. The meeting has been scheduled for 12/6. Representatives from BAS will do a presentation for the Collectors on changes to the programs, Suzette, Tom Daus & Harold Sharp will be in attendance as well. The new online tax program will be discussed and questions/concerns will be answered.

**Website:** The NYS ORPTS Website has been merged with the Tax & Finance Website. Any links on our website which direct the public to exemption forms, equalization rates, etc have to be changed. Suzette is working with Melissa from MIS to get those updated.

**Sole Assessors:** The Town of Chatham recently adopted a Local Law to switch to from a 3 person Board of Assessors to a Sole Assessor. They will have a Sole Assessor effective 1/1/12. The Town of Taghkanic's residents will be voting on switching to a Sole Assessor November 8<sup>th</sup>.

**Conference Feedback Form:** Submitted by Suzette for the Real Property Directors' Conference that she attended in October. Suzette was sworn in again as Secretary for our State Association, this was reviewed.

**COUNTY ATTORNEY'S OFFICE: T. Rappleyea**

**2005 TAX FORECLOSURE (Sir William Road, Hillsdale) [no change from last month]**

The owner continues to abide by the Chapter 12 Plan, thus we continue to monitor the bankruptcy and the realtor's progress.

**2006 and 2007 TAX FORECLOSURE [no change from last month]**

The CA office has again contacted the adjoining landowners to try to sell the two remaining leftover parcels but have not received any offers. If we are unsuccessful with the neighbors, we will put these properties in the next sale with the 2008 parcels.

**2008 TAX FORECLOSURE [no change from last month]**

We expect to be filing and serving the Petition within the next few weeks now that we have received the title reports and are in the process of compiling an exhaustive list of all interested parties which must be served.

**McDOWELL PROPERTY (Route 66 & Water Street, Ghent)**

Earlier this year the full BOS approved the commencement of a supplementary foreclosure proceeding so that we may ultimately sell this property to an individual who has offered to purchase it, rehabilitate the parcel as a tax producing lot and clean up the eyesore that currently exists.

The Supplemental Foreclosure Petition is about to be filed and will go out for immediate service now that we have received the Release from the AG. After 90 days, assuming the owner does not file an answer, we will immediately file the Judgment and proceed with the sale to the new buyer.

**UPPER HOLLOW ROAD BRIDGE (off Rte 22, Austerlitz)**

The County must secure a temporary detour over a private road while construction on this bridge takes place. The full BOS and this Committee previously authorized an appraisal for the detour over the property owned by Henry Meininger. This Office has made the formal offer of purchase in accordance with Eminent Domain Procedure Law, but has received no formal response. The landowner did call and say that he was looking for an attorney to represent him. The requisite time will have elapsed by our next Committee meeting and therefore am asking that we schedule a public hearing for the December 14 full Board meeting as the next step in the EDPL process. Attached is a proposed resolution setting the public hearing.

Additionally, proposed findings, resolutions, etc., to be completed after the public hearing will be presented at the next Committee meeting. Time Frame to respond is (Ten (10) days from Nov. 1, 2011.

**SOIL AND WATER BUILDING: LEASE WITH SOIL AND WATER DISTRICT**

This Committee meeting was held at the S&W building and was preceded with a tour of the facility and a presentation by the S&W District officers. There are several issues which this Committee should consider over the next month so that a discussion and set of goals established for the negotiation of the final terms of the new lease.

Those issues include a) the square footage to be included in the leased area; b) the amount per square foot to be charged; c) the term of the lease; and d) the impact on the DEC order on consent/mitigation areas at the site and in the building itself. This Office will provide recommendations in advance of the Committee meeting.

Additionally, T. Rappleyea met with Soil and Water District officers early last month and cleared up the back rent issue. The Soil and Water Director has committed to tendering a check at this Committee meeting for payment in full of all rent owed for 2011.

L. Sager distributed to committee members news articles from 1995 pertaining to the Soil and Water Conservation District. L. Sager feels they are paying for sq. footage that they actually do not use. By the end of November 3, 2011 the Facilities Dept, and Commissioner D. Robinson will take the measurements of the Soil & Water building for legal purposes to adjust footage for the 2012 new lease and cost of the Soil and Water Bldg.

A motion to move into EXECUTIVE SESSION at 5:40 PM by L. Scheer, seconded by R. Brown, carried.

**REASON :** to discuss contracts

A motion to return to REGULAR SESSION at 6:01 PM by L. Andrews, seconded by L. Scheer, carried.

**PROPOSED LOCAL LAW FOR DEED FILINGS/DELINQUENT TAXES:**

The County Attorney's Office has been requested to research the possibility of enacting a local law requiring that prior to the filing of any deed within the County; all delinquent taxes must be paid. Currently, there is no requirement under state law.

**RESOLUTION REQUESTS:**

**HEALTH/MEDICAL SERVICES:**

**REQUESTING AUTHORIZATION FOR THE CHAIRMAN OF THE BOARD OF SUPERVISORS TO ENTER INTO A CONTRACT AGREEMENT WITH JACK VENSKY, CPA REGARDING THE POTENTIAL SALE OF THE COUNTY CHHA, THIS REQUEST WAS *TABLED, bring back to home committee.***

**AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO CONTRACT WITH TEN-ELEVEN GROUP, INC. FOR SETUP AND TRAINING (ONE TIME COST OF \$6,000.00 AND ANNUAL LICENSING AND SUPPORT (ANNUALLY \$5,400.00 ECRE-PRESCRIBING OPTION) THIS CONTRACT WILL BE FUNDED BY THE FEDERAL SALARY SHARE),**  
motion by E. Young, seconded by R. Brown, carried.

**AUTHORIZATION TO PAY A CONSULTANT IN THE AMOUNT NOT TO EXCEED \$17,000.00 FOR THE PURPOSE OF CREATING A BUSINESS PLAN FOR THE FRIENDS OF THE NEW LEAF INC. (THIS FUNDS ARE FROM THE FEDERAL SALARY SHARE FUNDING),** motion by R. Brown, seconded by E. Young, carried.

**AUTHORIZING THE HEALTH DEPT. TO FILL THE BUDGETED POSITION OF SENIOR CLERK,** motion by E. Young, seconded by L. Andrews, carried.

**AMENDING RESOLUTION NO. 149-2011 ADDING COMPLETE OT, PT, SLP SERVICES, PLCC, AS RELATED SERVICE AGENCY TO THE PROVIDER LIST,** motion by, seconded by, carried.

**AUTHORIZATION TO APPOINT BOARD OF HEALTH MEMBERS TO A SIX-YEAR TERM, THIS REQUESTED WAS *TABLED.***

**AUTHORIZATION FOR THE ADMINISTRATOR OF THE PINE HAVEN HOME TO PURCHASE A VAN FOR THE RESIDENTS FROM STATE CONTRACT WITH MONEY THAT HAS BEEN DONATED TO THE FACILITY,** motion by L. Andrews, seconded by J. DeGroodt, carried.

**AUTHORIZING THE ADMINISTRATOR OF THE PINE HAVEN HOME TO CREATE AND FILL (1) ONE LAUNDRY WORKER, PER DIEM, GR 10 AT AN HOURLY RATE OF \$12.4846,** motion by L. Andrews, seconded by E. Young, carried.

**HUMAN SERVICES:**

**AUTHORIZATION FOR THE OFFICE OF THE AGING TO CONTRACT WITH A REGISTERED DIETICIAN SERVICES TO PROVIDE NUTRITION COUNSELING AND CONSULTATION SERVICES TO THE OFFICE FOR THE AGING AND IT'S ELDERLY CLIENTS**, motion by E. Young, seconded by L. Andrews, carried.

**AUTHORIZATION FOR THE OFFICE FOR THE AGING TO CONTRACT WITH THE COLUMBIA COUNTY HEALTH DEPARTMENT TO PROVIDE HOME HEALTH AIDE SERVICES TO THE COUNTY'S ELDERLY RESIDENTS IN NEED OF HOME HEALTH AIDES** , motion by E. Young, seconded by R. Keaveney, carried.

**AUTHORIZATION FOR THE OFFICE OF THE AGING TO RENEW THE MEMORANDUM OF UNDERSTANDING WITH THE DEPARTMENT OF SOCIAL SERVICES (DSS), TO PROVIDE MEALS TO THEIR CLIENTS**, motion by J. DeGrootd, seconded by L. Andrews, carried.

**AUTHORIZATION FOR THE OFFICE FOR THE AGING TO CONTRACT WITH THE EDDY VISITING NURSE ASSOCIATION (VNA)**, motion by E. Young, seconded by R. Brown, carried.

**AUTHORIZATION FOR THE OFFICE FOR THE AGING TO CONTRACT WITH THE FOLLOWING SITES TO PROVIDE A LOCATION WHEREBY CONGREGATE MEALS SHALL BE SERVED** , motion by L. Andrews, seconded by R. Brown, carried.

**AUTHORIZATION FOR THE OFFICE OF THE AGING TO CONTRACT WITH FAMILY ADVOCATES TO PROVIDE BASIC LEGAL SERVICES TO THE ELDERLY**, motion by E. Young, seconded by L. Andrews, carried.

**AUTHORIZING THE ADMINISTRATOR OF THE OFFICE FOR THE AGING TO TRANSFER FUNDS FROM A07610004242 RENT-BUILDING TO A07610002010 FURNITURE AND FURNISHINGS IN THE AMOUNT OF \$8,000.00**, motion by R. Keaveney, seconded By A. Bassin, carried.

**AUTHORIZING THE COMMISSIONER OF THE DEPARTMENT OF SOCIAL SERVICES TO FILL A VACANT, BUDGETED POSITION AND TO CREATE AND FILL A TEMPORARY POSITION**, motion by A. Bassin, seconded by A. Baer, carried.

**PUBLIC SAFETY:**

**AUTHORIZATION TO FILL ONE (1) VACANT BUDGETED FULL-TIME POSITION OF CORRECTION OFFICER, ANNUAL SALARY OF \$32,566.00 DUE TO RESIGNATION**, motion by E. Young, seconded by J. DeGrootd, carried.

**AUTHORIZING THE COLUMBIA COUNTY SHERIFF'S OFFICE TO PURCHASE A NEW K9 DOG IN THE AMOUNT OF \$8,000.00**, motion by E Young, seconded by A. Bassin, carried.

**PLANNING/ECONOMIC DEV.:**

**DESIGNATING THE COLUMBIA COUNTY TOURISM DEPARTMENT AS THE TOURISM PROMOTION AGENCY FOR THE "I LOVE NY" MATCHING FUNDS PROGRAM YEAR 2012**, motion by E. Young, seconded by A. Bassin, carried.

**MIS:**

**AUTHORIZING THE MIS DEPARTMENT TO TRANSFER FUNDS FROM .2 TO .4 IN THE AMOUNT OF \$36,000.00**, motion by A. Bassin, seconded by E. Young, carried.

**PUBLIC WORKS:**

**AUTHORIZING THE CHAIRMAN TO EXTEND THE MUNICIPAL SNOW & ICE AGREEMENT WITH NYSDOT FOR 2013/2014 CONTRACT YEAR**, motion by R. Brown, seconded by A. Baer, carried.

**AUTHORIZING THE CHAIRMAN TO EXECUTE AN EXTRA WORK AUTHORIZATION WITH TECTONIC IN THE AMOUNT OF \$9,470.00 FOR OUT-OF-SCOPE SERVICES RELATED TO THE**

**DESIGN OF A NEW TELECOMMUNICATIONS TOWER AT THE COUNTY'S PINE HAVEN SKILLED NURSING FACILITY, motion by E. Young, seconded by R. Keaveney, carried.**

**AUTHORIZING THE CHAIRMAN TO ACCEPT AND EXECUTE A NYS SUPPLEMENTAL AVIATION GRANT WHICH MATCHES AN FAA FFY 2011 AIRPORT IMPROVEMENT PROGRAM GRANT IN THE AMOUNT OF \$179,000.00 , (\$170,000 FEDERAL/\$4475.00 STATE/\$4475.00 COUNTY) motion by A. Baer, seconded by E. Young, carried.**

**AUTHORIZATION TO PURCHASE 2-48 CU YD CONTAINERS, 1-50 CU YD CONTAINER 7-20 CU YD CONTAINERS AND 4-10 CU YD CONTAINERS FROM WASTEQUIP AT THE COST OF \$55,980.00, motion by R. Brown, seconded by E. Young, carried.**

**AUTHORIZATION TO FILL THE POSITION OF PART-TIME LABORER, IN THE SOLID WASTE DEPT, GR 11, STEP ONE (1) HOURLY RATE OF \$13.7336, motion by L. Andrews , seconded by J. DeGrootd, carried.**

**BUDGET AND SALARY REVIEW:**

**AUTHORIZING THE DEPARTMENT OF HUMAN RESOURCES TO TRANSFER FUNDS TO OTHER COUNTY DEPARTMENTS THAT ARE EMPLOYING SUMMER YOUTH, motion by A. Bassin, seconded by E. Young, carried.**

**AUTHORIZATION TO ALLOW THE HUMAN RESOURCES DIRECTOR TO TRANSFER BUDGETED FUNDS FROM .1 TO .4 IN ORDER TO COVER ANTICIPATED LEGAL EXPENSE FOR THE BALANCE OF 2011, motion by L. Andrews, seconded by A. Bassin, carried.**

**FINANCE:**

**RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING PURSUANT TO EMINENT DOMAIN PROCEDURE LAW §201 TO ACQUIRE A TEMPORARY EASEMENT FOR A DETOUR DURING A BRIDGE REPAIR PROJECT IN THE TOWN OF AUSTERLITZ FROM HENRY MEININGER, motion by A, Baer, seconded by R. Brown, carried.**

**APPROVING THE 2012 COLUMBIA COUNTY MUTUAL SELF-INSURANCE BUDGET, motion by R. Brown, seconded by A. Baer, carried.**

**AUTHORIZING FULL AND PART-TIME NON BARGAINING UNITS TO RECEIVE THE SAME BONUS \$300.00 FULL TIME / \$150.00 PART TIME AS THE UPSEU CONTRACTS TO BE PAID BY DECEMBER 31, 2011, motion by E. Young, seconded by J. DeGrootd, carried.**

**DISTRIBUTION OF MORTGAGE TAX MONIES COLLECTED IN THE OFFICE OF THE COLUMBIA COUNTY CLERK FOR THE SIX MONTH PERIOD OF APRIL 2011 THROUGH SEPTEMBER 2011, motion by L. Andrews, seconded by A. Bassin , carried.**

**A motion to move into EXECUTIVE SESSION at 6:18 PM by E. Young, seconded by A. Baer, carried.**

**REASON: to discuss personnel**

**A motion to return to REGULAR SESSION at 6:43 PM by R. Keaveney, seconded by E. Young, carried.**

**With no further discussion or business a motion to adjourn at 6:50 PM by R. Brown, seconded by A. Baer, motion carried.**

