

WARREN COUNTY BOARD OF SUPERVISORS

MEETING: STATE MANDATED SHARED SERVICES PANEL

DATE: JULY 9, 2018

PANEL MEMBERS PRESENT:

RYAN MOORE
RONALD CONOVER
CRAIG LEGGETT
EDNA FRASIER
MATTHEW SIMPSON
JOHN STROUGH
FRANK THOMAS
KEVIN GERAGHTY
ANDREA HOGAN
EUGENE MERLINO
DANIEL HALL
DOUG HUNTLEY

PANEL MEMBERS ABSENT:

DENNIS DICKINSON
CYNTHIA HYDE
PAUL JENKINS
JOHN GORALSKI
ROBERT BLAIS

GUESTS PRESENT:

PETER MCDEVITT, CITY OF GLENS FALLS WARD 2
SUPERVISOR
CLAUDIA BRAYMER, CITY OF GLENS FALLS WARD 3
SUPERVISOR
BENNET DRISCOLL, CITY OF GLENS FALLS WARD 5
SUPERVISOR
DOUGLAS BEATY, AT LARGE SUPERVISOR, TOWN OF
QUEENSBURY
MICHAEL COLVIN, INFORMATION TECHNOLOGY DIRECTOR
JULIE BUTLER, PURCHASING AGENT
KEVIN HAJOS, SUPERINTENDENT OF THE DEPARTMENT OF
PUBLIC WORKS
JOANNE CONLEY, TOURISM DIRECTOR
LEXIE DELUREY, DIRECTOR OF REAL PROPERTY TAX
SERVICES
JESSICA WALDORF, NEW YORK POWER AUTHORITY
SUSAN SAVAGE, NEW YORK STATE DEPARTMENT OF STATE
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE
SPECIALIST

**SEE SIGN IN SHEET FOR OTHER MEETING ATTENDEES*

Please note, the following contains a summarization of the July 9, 2018 Meeting of the State Mandated Shared Services Panel; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2018/shared/>

Ryan Moore, County Administrator, opened the meeting at 10:02 a.m.

Mr. Moore apprised it was important that a quorum was present for the next meeting in order to be able to move forward with adopting the Shared Services Plan.

Motion was made by Mr. Strough, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous meeting, subject to correction by the Clerk of the Board.

Commencing the meeting agenda, Mr. Moore presented a Power Point presentation entitled “Warren County Shared Services Panel” which he reviewed in detail. *A copy of the presentation is on file with the meeting minutes.*

He indicted a first draft of the Plan had to be submitted to the Board of Supervisors before August 1, 2018 and there had to be three public hearings before adoption of the plan. He added before September 15, 2018 the Shared Services Panel would convene to vote on the final Plan. He said he had to submit an approved Plan to New York State and the general public before the deadline of September 15, 2018, informing he would conduct a public presentation of the Plan before October 15, 2018.

Mr. Thomas entered the meeting at 10:06 a.m.

Ms. Braymer entered the meeting at 10:07 a.m.

Mr. Moore informed according to New York State Legislation if a panel member voted against the Plan they would have to submit a letter in writing explaining why they voted in opposition. He added if there was a panel member that was not interested in one of the initiatives they would not be included. He stated his Office would track the list of towns, cities and villages that were not interested in a particular initiative.

Mr. Moore spoke of the 2018 Tax Levy, indicating the total amount collected County-wide was \$170,350,124.

Mr. Merlino entered the meeting at 10:09 a.m.

Mr. Moore advised the Tourism Department was focusing on local events that would result in an increase in Occupancy Tax collections, noting this could be included in the Plan.

Mr. Moore asked for any additional suggestions from the Panel Members. Mr. Conover spoke of the Information Technology (IT) credit card security and Michael Colvin, IT Director, notified they did not save credit card information as credit card services were provided through a vendor. Mr. Leggett inquired if the towns could take advantage of electronic record management and Mr Moore responded he would discuss this with the County Clerk. Mr. Strough commented the towns would have to look at long-term plans for archiving, data storage, redundancy, on and off site servers and the use of a data storage manager. He added it would be beneficial to have advisory practices for the smaller towns that may not have the funds to participate. He said in addition there would be compliance issues with IT that towns and schools may not be aware of, adding the Town of Queensbury outsourced their IT work because it had become too complex and involved. Mr. Moore informed he would add this to the advisory services.

Privilege of the floor was presented to Jessica Waldorf, representing the New York Power Authority (NYPA), who presented a Power point Presentation entitled "*Smart Street Lighting NY*", which she reviewed in detail. *A copy of the presentation is on file with the meeting minutes.*

Mr. Leggett mention LED (Light Emitting Diode) lighting was harsh on the eyes and having the ability to have smart control was a selling feature. He informed the Town of Chester had an \$1,800 monthly utility bill of which a portion was for electricity services and the other portion was for facilities. He asked how that would change if they converted to LED and Ms. Waldorf replied if they converted and took over ownership they would only see the energy portion on their invoice. She indicated the post utility invoice would be 60-70% less than their current invoice. She informed a smart control was not necessary, as they could have a lower color temperature LED light. She notified they recommended 2,000-3,000 kelvin LED lights in a residential area and 4,000-5,000 kelvin LED lights in a commercial area. She indicated Saratoga County wanted 2,700 kelvin LED lights. She said it took years to come to fruition. She added they installed lights that were expensive; however, she informed, they were able to match the style light without going through the same vendor. She explained another advantage was that they searched for products and provided price negotiations for program participants. Mr. McDevitt commented he felt it was to good to be true. He asked why anyone would not want to take advantage of Smart Street Lighting since there was no negative impact and Ms. Waldorf replied there were a significant number of communities that were interested in converting to LED lighting. Ms. Waldorf spoke of communities with only 20-25 lights that did not have an incentive to move forward because there was a lack of savings that would be realized. She added the municipality had the option to do a phase approach that could take up to 5-10 years to be fully executed, noting during which time they would continue to charged maintenance fees.

Mr. Leggett spoke of the amount of debt involved and Ms. Waldorf indicated it would not affect the debt ceiling, which was defined as an upper limit that was set on the amount of money that a government could borrow. She stated there were different financing structures, explaining commercial paper financing which operated similar to a tax exempt municipal lease wherein financing could be paid for through the savings that were achieved through the project, adding it would not affect the debt ceiling. Mr. McDevitt mentioned a municipalities occurring debt could possibly be deterred from participating in the program. Ms. Waldorf advised an individual from the finance team would be made available to answer any questions.

Daniel Hall, Mayor, City of Glens Falls, advised last year he had assembled a Special Project Committee. He advised the City became a Clean Energy Community in October 2017. He indicated the City had ordered street lights and were waiting for a figure from National Grid. He informed he had spoke with individuals from other communities and they recommended NYPA. He urged the panel to consider the program.

Mr. Conover inquired if the change to LED lighting would affect the County's insurance and Ms. Waldorf replied she could provide the reasons why it would not impact insurance. Mr. Conover spoke of cobra lights and dark sky compliance, inquiring if the lights could be changed and Ms. Waldorf replied in the positive.

Mayor Hall discussed the idea of shared tree removal services, advising the City expended \$100,000 on tree maintenance last year.

Mr. Strough spoke regarding the shared services agreement he had drafted and inquired about the status and Mr. Moore explained it was being reviewed by the County Attorney and it was not being included as part of the plan.

Mr. Leggett inquired the status of County-wide assessing and Mr. Moore replied it was discussed with the County Treasurer and the Real Property Tax Services Office following which consensus was that it was a long-term initiative that would potentially produce increased costs for additional employees, vehicles and computers. He commented individual towns provided assessing differently, informing a past study by the County Treasurer indicated it would take 15 years to break even.

Susan Savage, representing the New York Department of State, indicated the Shared Services Initiative was extended in the State budget for 2018.

Mr. Moore encouraged panel members to speak with him or Ms. Waldorf regarding the process to acquire savings, notifying if there were no savings they would not have a Shared Services Plan to present to the State. He advised there was work to be completed before September 15, 2018. He thanked the panel for their cooperation and participation and he concluded positive results would be achieved through the plan.

As there was no further business to come before the State Mandated Shared Services Panel, on motion made by Mr. Strough and seconded by Mr. Simpson, Mr. Moore adjourned the meeting at 11:20 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist

