

**Safety and Rules Committee Meeting**  
**Chenango County Office Building – Committee Room**  
**Wednesday, January 22, 2020 – 10:00 am**

**Present Were:** Chairman Charles A. Mastro, Supervisor Daniel S. Jack, Supervisor Grace A. Nucero-Alger, Supervisor Dolores Nabinger, Supervisor Robert T. Starr, Supervisor Jeremiah J. Micklas, Supervisor Stanley Foulds, Chairman Lawrence Wilcox, Probation Director Kristin Snow, Sgt. Tonya Shoales, Public Defender John Cameron, and District Attorney Michael Ferrarese.

Chairman Charles A. Mastro called the meeting to order at 10:00 am.

**Sgt. Tonya Shoales, Corrections Sergeant**  
**Refill – Deputy Sheriff:**

Sgt. Shoales stated that she was requesting to refill a Deputy Sheriff position because one of the deputies transferred to Cortland County for more money and because he did not want to work 12 hour shifts.

Sgt. Shoales stated that the last day this individual worked was 01/09/20 and they are requesting to refill the position effective 01/10/20.

Mr. Jack made a motion, seconded by Ms. Nucero-Alger, to refer to the Personnel Committee in order to refill Deputy Sheriff Position #A3110.121. Carried.

Referral to Personnel Committee

**Bulletproof Vest Appropriation:**

Sgt. Shoales stated that they received an award under the Bulletproof Vest grant program for the purchase of 5 bulletproof vests. Sgt. Shoales stated that she is requesting to appropriate the grant funds. The award amount was for \$4,000 and that the federal share was \$2,264.02 and the local share was \$1,375.98.

Mr. Starr made a motion, seconded by Ms. Nabinger, to refer to the Finance Committee in order to appropriate grant funds received under the Bulletproof Vest grant program. Carried.

Referral to Finance Committee

**Kristin Snow**  
**Update on Bail Reform:**

Ms. Snow stated that she wanted to provide an update regarding the steps she has taken to comply with the new bail reform legislation.

Ms. Snow stated that the County has not taken steps to appoint an agency to oversee the supervision of individuals released without bail awaiting court appearances. In the meantime the Probation Department will do what it can to help with this requirement. Ms. Snow stated that she completed an application for those services sent out by the Office of Court Administration (OCA). Ms. Snow stated that one of the questions wanted to know the number of staff dedicated to this program. Ms. Snow stated that she left that unanswered because she

does not have an answer for that question because she does not know how much time this program will take. Ms. Snow stated that the OCA will not approve the application because the County didn't indicate they had any staffing.

Ms. Snow stated that she did not commit her staff to several of the requirements because she had several questions that have yet to be answered by the OCA. Ms. Snow stated that the OCA doesn't have any clear guidelines established yet either. Ms. Snow stated that there were several areas of concern that she has regarding the supervision of these individuals. Ms. Snow stated that these individuals are not sentenced, they are individuals waiting to go to trial or other court appearance where the disposition of the case is unknown. Ms. Snow stated she is unclear on the steps regarding urine screening, consequences for not showing up for court appearances, how they are supposed to handle the supervision of individuals ordered to comply with electronic bracelet monitoring and what happens if they remove the bracelet. Ms. Snow stated that she has expressed those concerns to the OCA and they have no answers for her.

Ms. Snow stated that until she has clear guidance set forth by the OCA she does not want her department to be responsible for the supervision of those individuals. Ms. Snow stated that she has notified the OCA that she does not want any of the courts to contact her office to oversee their supervision. Ms. Snow stated that the courts will have to keep track of those individuals in the meantime.

Ms. Snow stated that she is fortunate to have an officer on staff at the moment who is willing to tackle this and see if our department can provide this service. Ms. Snow stated that they are unsure if her staff will need additional training or if and how many additional staff members this will require. Ms. Snow estimated that there would be close to 300 new individuals added to their caseload as a result of this.

Ms. Snow stated that she could not speak for the Sheriff, however she believed that 1/3 of the jail's inmate population was released due to bail reform changes. Ms. Snow stated that the State is also having discussion regarding lessening the amount of time an individual can be held on a probation violation. Ms. Snow stated this change will place more work on her officers as well due to having to supervise those individuals upon their release.

Ms. Snow stated that the State will allow non-profit agencies to oversee the supervision of individuals released without bail. Ms. Snow stated that some counties are looking at combining their resources and contracting with the same non-profit agency. Ms. Snow stated that if the State was willing to let non-profit agencies oversee the supervision of these individuals, it would appear that it doesn't matter what those individuals are doing while they are waiting for their court appearance. However, the OCA still isn't clear on how to handle these individuals either.

Ms. Snow stated that she was not trying to be difficult or imply that her office would not oversee the program, she just wanted to let everyone know that until she has a full understanding of what their responsibility will be, they do not want to fully commit the County to the program.

**John Cameron, Public Defender**  
**Appropriations for Assigned Counsel:**

Mr. Cameron stated that he has some claims from 2019 to pay for assigned counsel conflict and needed \$65,000 to pay for those claims.

Mr. Cameron stated that there were still some outstanding claims that his office was waiting for from an attorney who recently fell ill and needed to have surgery. Mr. Cameron stated that they have allowed for a slight extension for that attorney to submit claims.

Mr. Cameron stated that he does not have any funding in his budget to cover those expenses being claimed during the 2019 calendar year.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to refer to the Finance Committee in order to transfer an additional \$65,000 into the Assigned Counsel Conflict line. Carried.

Referral to Finance Committee

**Reorganization:**

Mr. Cameron stated that during a previous committee meeting he discussed removing the Assigned Counsel's office out of the Public Defender's Office.

Mr. Cameron stated that they initially thought that this would involve hiring one person to oversee that office, however the ILS looked at our plan and advised them that they should have an administrator to oversee that office. Mr. Cameron stated that the ILS has recommended one full time staff member to handle the claims and day to day office function and one part time attorney to act as the office administrator.

Mr. Cameron stated that he was going to work with the Personnel Officer to come up with the job descriptions and titles for those individuals.

Mr. Cameron stated that his next step would be to go before the Personnel Committee to have those positions created and approved.

Mr. Starr made a motion, seconded by Mr. Jack, to refer to the Personnel Committee in order create the positions in order to proceed with the process of removing the Assigned Counsel Office from the Public Defender's Office. Carried.

Referral to Personnel Committee

**Mike Ferrarese, District Attorney**

**Refill – ADA:**

Mr. Ferrarese stated that the Criminal Law Associate that he went out on a limb to hire with the expectation that he would fill the vacant ADA position once he was admitted by the Bar Association notified him that he was resigning and relocating to St. Lawrence County. Mr. Ferrarese expressed to committee members how disappointed he was with this situation.

Mr. Ferrarese stated that there is an attorney from Broome County that was interested in the ADA position. Mr. Ferrarese stated that this individual was a former ADA for Broome County and has eight years of prosecuting experience. Mr. Ferrarese stated that he is requesting to refill the ADA position in order to offer the job to this attorney. Mr. Ferrarese stated that this attorney is aware of the current salary as adopted in the 2020 budget.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to refer to the Personnel Committee in order to refill the ADA position #A1165.121 and set salary. Carried.

Referral to Personnel Committee

**Refill – ADA PT:**

Mr. Ferrarese stated that his part-time ADA has let him know that he would like to return to working his private practice full time. Mr. Ferrarese stated that he has an attorney who was willing to fill the position and he is

requesting permission to refill the part time ADA position #A1165.17 with a recommended salary of \$25,750, which is what was approved in the 2020 budget.

Ms. Nucero-Alger made a motion, seconded by Mr. Jack, to refer to Personnel Committee in order to refill the Part time ADA position #A1165.17 and set salary. Carried.

Referral to Personnel Committee

**Diversions Program Distribution:**

Mr. Ferrarese stated that the Traffic Diversion Program Director, Mr. Turner, was out on medical leave and that this individual was extremely ill as a result of complications surrounding what was supposed to be a simple, routine surgery. Mr. Ferrarese stated that he does not know how long this person will be out sick, but he expected that this will require a long term recovery process.

Mr. Ferrarese presented the 2019 Traffic Diversion Revenue Report to committee members.

Mr. Ferrarese stated that the total program revenue was \$285,000 and less expenses the revenue was \$235,212.52. Mr. Ferrarese stated that the County share was \$117,606.26 with the remaining \$117,606.26 to be distributed to the towns, villages and city.

Mr. Ferrarese stated that Mr. Turner worked with the Treasurer's Office to compile the report.

Mr. Starr made a motion, seconded by Ms. Nabinger, to refer to the Finance Committee in order to appropriate the Traffic Diversion Program revenue. Carried.

Referral to Finance Committee

A discussion occurred regarding the possible need to hire temporary staff to fill in for the Diversion Program Director during his absence. No action will occur at this time, Mr. Ferrarese will continue to monitor the situation.

Committee members and Mr. Ferrarese held a discussion regarding the new bail reform laws and what was happening across the State as a result of those changes. Mr. Ferrarese indicated that there was no movement at the State level to redact the changes or to revise it either. Mr. Ferrarese stated that he spoke to Senator Akshar and that the Senator told him that when the Senate minority tried to bring about discussion regarding the matter, they were shut down by the democratic majority who supported this law. Mr. Ferrarese stated that this would more than likely come down to the elections in order to bring about change.

**Safety and Rules Committee Meeting**  
**Chenango County Office Building – Committee Room**  
**Wednesday, February 19, 2020 – 10:00 am**

**Present Were:** Chairman Charles A. Mastro, Supervisor Daniel S. Jack, Supervisor Grace A. Nucero-Alger, Supervisor Dolores Nabinger, Supervisor Robert T. Starr, Supervisor Jeremiah J. Micklas, Chairman Lawrence Wilcox, Chenango County Sanctuary 2A Representative Joe Cirigliano, County Clerk Mary Weidman, Public Health Director Marc Flindt, Environmental Health Director Isaiah Sutton, Sheriff Ernie Cutting, Fire Coordinator/Director of Emergency Management Matt Beckwith, Elections Commissioner Mary Lou Monahan, Public Defender John Cameron, and 1<sup>st</sup> Assistant Public Defender Zachary Wentworth.

Chairman Charles A. Mastro called the meeting to order at 10:00 am.

**Joe Cirigliano, Chenango County Sanctuary 2A**  
**2A Sanctuary Effort:**

Mr. Cirigliano introduced himself and spoke about shooting sports that he was involved in.

Mr. Cirigliano stated that he created a Facebook group on December 20, 2019, hoping to get 300 to 500 like-minded 2<sup>nd</sup> Amendment supporters to join the group. Mr. Cirigliano stated that overnight there were over 500 members in the group and within 72 hours they exceeded 1,000 members. Mr. Cirigliano stated that currently there are more than 2,400 and the group is still growing.

Mr. Cirigliano stated that in less than 30 days they gathered over 2,000 signatures on a petition that supported the Second Amendment Sanctuary Ordinance (SASO) preliminary document. Mr. Cirigliano stated that they have formed a coalition with 12 other counties in the State that are seeking the same SASO status. The counties are Chemung, Delaware, Herkimer, Otsego, Schoharie, Steuben, Sullivan, Washington, Wayne, Wyoming and Yates. Mr. Cirigliano stated that the goal of this ordinance is to prevent potential gun laws that are in violation of the Constitution to be null and void here in Chenango County.

Mr. Cirigliano stated that SASO ensures that our constitutional rights are protected locally. Mr. Cirigliano stated that local governments have the right to create local laws that protect us from unconstitutional laws put forward by a corrupt government entity. Mr. Cirigliano stated that the constitution says what it means and means what it says “The right to bear arms shall not be infringed”. Mr. Cirigliano stated that it does not state shall be banned or severely limited.

Mr. Cirigliano stated that currently there are over 300 federal gun laws and over 20,000 state and local laws. Mr. Cirigliano stated that they were well past infringement and that the state is severely infringing on our rights. Mr. Cirigliano stated that the second amendment does not state who can own firearms, what firearms they can own nor does it state that they can limit the types of firearms people can own. Mr. Cirigliano stated that the point of the second amendment was to give the people the power to fight back against tyrannical government.

Mr. Cirigliano stated that the Second Amendment and the Bill of Rights was not added to the Constitution to grant rights to the people, they were added to recognize and protect inalienable rights that people have. They restrict the government from infringing on those rights.

Mr. Cirigliano stated that on January 11, 2019 they held a Second Amendment rally in East Park in Norwich. Mr. Cirigliano stated that there were over 130 people in attendance and an additional 100 to 150 people stopped

to show their support and sign the petition. Mr. Cirigliano stated that there were several businesses allowing the petitions to be signed at their place of business.

Mr. Cirigliano stated that they held a public hearing on January 30, 2019 at the Norwich American Legion with over 230 people in attendance. Mr. Cirigliano stated that the goal of this meeting was to inform community members of proposed anti-gun legislation.

Mr. Cirigliano stated that he could discuss how Sheriff Cutting, Claudia Tenney and Joe Angelino plan on backing this, but that was not why he was at this meeting. Mr. Cirigliano stated that he was here to present the Committee with the initial draft of the SASO for Chenango County. Mr. Cirigliano stated that he wanted them be able to create an ordinance for the people of Chenango County and to make sure they remain free, like our founding fathers intended. Mr. Cirigliano stated that he encouraged the committee members to look long and hard at the language used in the SASO and add what they believe needed to be added in order for them to join them in making SASO a reality here in Chenango County.

Mr. Cirigliano stated that he looks forward to being able to present SASO to the BOS in the near future. Mr. Cirigliano stated that he will ask the BOS to stand up for the constitutionally protected rights of law abiding Chenango County residents. Mr. Cirigliano stated that he hoped that this committee was willing to have discussions about their initiative in the upcoming days and weeks ahead.

Mr. Cirigliano stated that they were going to continue their efforts by collecting signatures in support of the Chenango County SASO. Mr. Cirigliano stated that he wanted to inform the committee of their efforts so far and their desire to move forward with this initiative.

Mr. Cirigliano provided members with a draft copy of the 2020 SASO for Chenango County that included a list of proposed bills at the State level from the last year. Mr. Cirigliano stated that their fear was the Governor would double down on his efforts and move forward without any fear of being vetoed because he has the majority of both houses.

Mr. Cirigliano stated that the Second Amendment works and that the State should focus its efforts on preventing criminals from committing crimes, not stripping the rights or infringing on law abiding owners right to bear arms.

Mr. Jack stated that he has been following this initiative for quite some time now and the committee held a discussion on the matter.

Mr. Cirigliano stated that he had a power point presentation that he would send to committee members for their review and determine when there would be an opportune time for him to present this to the full BOS.

**Mary Weidman, County Clerk**  
**Implementing Fee - Deed information:**

Ms. Weidman stated that the State passed new legislation that anyone that records deeds has to send out written notices of conveyance of real property.

Ms. Weidman stated that having to send out the notices would require additional work for her staff because they will have to search all of the documents in their office in addition to documents located in the Real Property Tax Services Department.

Ms. Weidman stated that they will need to charge an additional \$10.00 fee for this in order to offset the costs of sending out those notices and that resolution to charge this additional fee was needed in order to implement the fee.

Ms. Nucero-Alger made a motion, seconded by Ms. Nabinger, to refer to the next BOS meeting in order to adopt a resolution that authorizes the Clerk's Office to implement a \$10.00 fee for written notices of the conveyance of real property. Carried.

Resolution to Follow

**Marcas Flindt, Director, Public Health**  
**New Regulations – Wind Generation Towers & Solar Arrays:**

Mr. Flindt stated that they are currently charging a permitting fee for windmill and solar projects in the County and that due to new State legislation that will become effective in May, 2020 they will no longer be allowed to charge a fee for those projects.

Mr. Sutton stated that the State will now have oversight over those projects and that at the county level they would only enforce code violations.

Mr. Flindt stated that he wanted to let the committee know about this change.

Mr. Mastro asked if the County could override this legislation. Mr. Flindt stated that the County could draft a local law however, the State would need to approve it afterwards. It is unlikely that the State would approve it.

Mr. Sutton asked the Committee if they wanted to remove the fees from their fee schedule now or wait until May when the law went into effect. The committee members agreed that it could be done at this time.

Ms. Nabinger made a motion, seconded by Mr. Micklas, to refer to the next BOS meeting in order to authorize the elimination of solar and wind powered projects from the fee schedule for Environmental Health. Carried.

Resolution to Follow

**Ernie Cutting, Sheriff**  
**Building Maintenance:**

Sheriff Cutting stated that they needed to replace the backup power supply and that they were able to do that with funds from within the budget for \$4,000.

Sheriff Cutting stated that a lot of little repairs have crept up on them.

**Training Position for Deputy Sheriff:**

Sheriff Cutting stated that a Deputy will be retiring in August and that if he waited for the next academy following this individual's retirement he would be without that position filled for 14 months. Sheriff Cutting stated that he would like approval to create a temporary Deputy Sheriff training position in order to be able to hire someone prior to August so that he could get someone hired and into the next academy. Sheriff Cutting stated that he would fund this position from unused personnel lines from his budget.

Ms. Nucero-Alger made a motion, seconded by Mr. Jack, to refer to the Personnel Committee in order to create a temporary Deputy Sheriff training position. Carried.

Referral to Personnel Committee

## **Updates:**

Sheriff Cutting stated that the 12 hour shifts seem to be working out very well for the deputies and that their overtime expenses are down by about 20%.

Mr. Mastro asked how many prisoners were currently in the correctional facility. Sheriff Cutting stated that there are around 61 inmates currently in the facility. Sheriff Cutting stated that prior to bail reform the inmate population was around 107 individuals and that 32 people were released due to the law changes.

Mr. Mastro asked if any of those 32 individuals have returned. Sheriff Cutting stated yes, several of them have been arrested again since being released and are back in jail.

Sheriff Cutting stated that overtime was down in the jail at the moment due to some of the housing units being closed.

## **Matt Beckwith, Fire Coordinator/ Director of Emergency Management Acceptance of the 2020 Statewide Interoperable Communications Grant - \$544,575.00:**

Mr. Beckwith stated that he received notification that his grant application in the amount of \$544,575 was approved and he is asking for approval to accept the funding.

Mr. Beckwith stated that he received this funding each year and that the application process was in place in order for the State to approve of how those dollars are spent.

Mr. Beckwith stated that he will be upgrading some of the existing microwaves with this funding.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer to the Finance Committee for the acceptance and appropriation of \$544,575 received under the Statewide Interoperable Communications Grant. Carried.  
Referral to Finance Committee

## **Fire Training Center Update:**

Mr. Beckwith stated that the fire training center was turned over to the County by the City of Norwich.

Mr. Beckwith stated that now that the property is owned by the County some repairs were necessary in order to bring things up to date or repair safety concerns. Mr. Beckwith stated that he is working on a list and will prioritize those items and return to the Committee with that list. Mr. Beckwith went into some detail with the committee for some of the items that he knows will need to be repaired or replaced. Mr. Beckwith stated that some of the repairs would require funding from the County and that he will work with Mr. Butler in the Planning Department to seek grant opportunities for the repairs as well.

Mr. Beckwith stated that he would like the training center to be designated as the backup EOC to assist with some logistical issues that arise during an emergency that cannot occur at the EOC that is located above the Norwich Police station, such as a staging area for apparatus and storage facilities for items brought in during an emergency. Mr. Beckwith stated that this would need to be designated as the backup EOC location by Board resolution.

Ms. Nucero-Alger made a motion, seconded by Mr. Jack, to refer to the next BOS meeting in order to adopt a resolution to designate the Chenango County Fire Training Center as the backup location for the Emergency Operations Center for the County. Carried.



## Resolution to Follow

**Dolores Nabinger**

### **Polling Place – Bainbridge:**

Ms. Nabinger stated that four years ago the polling place for Bainbridge was moved from the town hall to the Historical Society. Ms. Nabinger stated that they were told that the Historical Society was more handicapped accessible, however the Historical Society's parking lot was uneven with cracks and holes in the pavement and that there was not enough room at that polling location and people had to stand outside in line. Ms. Nabinger stated that last year it was cold and raining and everyone had to stand outside in those elements. Ms. Nabinger stated that no one in the Town of Bainbridge was in favor of having the polling place located at the Historical Society and they wished to see it return to the town hall.

Ms. Nabinger stated that it was her understanding that the polling place was changed because the workers complained about having to pull the machines up over the curb. Ms. Nabinger stated that the town hall was 100% handicapped accessible and that there was better lighting in the parking lot and room for people to stand in line inside. Ms. Nabinger stated that the Historical Society would be happy to break the contract with the County and no longer be the polling place for the Town. Ms. Nabinger stated that no one was opposed to having it moved back to the town hall either.

Committee members wanted to know what the Board of Elections had to say on the matter and invited Ms. Monahan to the meeting to discuss the matter.

Ms. Monahan stated that the main reason they moved the polling location was due to safety concerns for the machine locators. Ms. Monahan stated that the machine locators were very tolerant and put up with a lot of issues at various polling locations throughout the county but the town hall in Bainbridge was the only location that they complained. Ms. Monahan stated that cones were supposed to be placed on the street to prevent people from parking there in order to allow for a safe location for the machines to be unloaded and moved into the building and that the cones were never set out for them. Ms. Monahan stated that the machines were heavy and that there was a safety concern for the workers.

Ms. Nabinger asked if they ever looked for a different spot to unload those machines at the town hall. Ms. Nabinger stated that the machines could be unloaded in the back parking lot where there wasn't any traffic safety issues and the sidewalk was even with the pavement.

Ms. Monahan stated that they absolutely could not change the polling location during a presidential election because of the logistics involved in changing it. Ms. Monahan stated that a survey would need to be conducted and that they would need to send out notices to notify all of the voters of the change of location for the polling place. Ms. Monahan stated that they could not do that this year.

Ms. Monahan stated that next year they could coordinate this change and put the new polling place on the notifications that get sent out with the location change to occur in 2022.

Ms. Nabinger stated that the Historical Society was more than happy to get out of the contract and see this change occur quicker. Ms. Nabinger stated that she would get a letter from the Historical Society stating that they would like to discontinue the contract with the County and no longer act as the polling location and return to Committee for further action.

**John Cameron, Public Defender & Zachary Wentworth, 1<sup>st</sup> Assistant Public Defender**  
**Approval to apply for a grant renewal, Distribution #10:**

Mr. Cameron stated that he was seeking the Committee's approval to apply for the renewal grant funding under the Distribution #10 program. Mr. Cameron stated that this funding paid for a portion of the Public Defender's salaries.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to approve an application to be submitted by the Public Defender's Office for a renewal grant under the Distribution #10 program. Carried.

**Appointment - Assigned Counsel Administrator position, April 1:**

Mr. Cameron stated that he was asking for the Committee's approval and appoint him as the Assigned Counsel Administrator. Mr. Cameron stated that his experience would help to get this office up and running for the first year of its existence and allow time for them to find someone to run the program in later years.

Mr. Mastro stated that he did not object and that it was a perfect transition for Mr. Cameron and the County.

Mr. Starr made a motion, seconded by Ms. Nabinger, to refer to the next BOS meeting in order to obtain a resolution to appoint Mr. John Cameron as the Assigned Counsel Administrator as per Resolution #34-20P. Carried.

Resolution to Follow

**Appointment - Public Defender:**

Mr. Cameron stated that he would like to talk to the Committee about his recommendation for the upcoming vacant position for Public Defender.

Mr. Mastro stated that they would need to go into executive session to discuss the appointment of the next Public Defender and refilling the First Assistant Public Defender position due to some personnel related questions that the Committee had.

At 11: 31 a.m. Mr. Jack made a motion, seconded by Ms. Nucero-Alger to enter into executive session to discuss personnel for the position of Public Defender. Carried.

At 11:50 a.m. Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to adjourn the executive session. Carried.

Mr. Mastro stated that the Committee would need to make a recommendation to the Personnel Committee to appoint the next Public Defender for the County as well as a referral to refill the 1<sup>st</sup> Assistant Public defender position and any subsequent backfills.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to refer to the Personnel Committee with the recommendation of this committee to appoint Mr. Zachary Wentworth for the County Public Defender position. Carried.

Referral to Personnel Committee

**Refill - First Assistant PD position:**

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to refer to the Personnel Committee to refill the 1<sup>st</sup> Assistant Public Defender position and any subsequent backfills that might occur and to set applicable salaries for the positions. Carried.

Referral to Personnel Committee

**Other**

**Refill – ADA:**

Mr. Mastro stated that the 1<sup>st</sup> Assistant District Attorney resigned in order to move back to NYC.

Mr. Mastro stated that the District Attorney's Office was now down to just the 2<sup>nd</sup> ADA position being filled and that this individual resided outside of the county. Mr. Mastro stated that the 1<sup>st</sup> ADA position required the individual to reside in the County.

Ms. Nucero-Alger made a motion, seconded by Mr. Jack, to refer to the Personnel Committee to refill the 1<sup>st</sup> ADA position and set the salary for the position. Carried.

Referral to Personnel Committee

**Adjournment:**

Ms. Nucero-Alger made a motion, seconded by Mr. Jack, to adjourn the meeting. Carried.

Mr. Mastro adjourned the meeting at 12:02 p.m.

slh

**Safety and Rules Committee Meeting  
Chenango County Office Building – Committee Room  
Wednesday, April 22, 2020 – 10:00 am**

**Present Were:** Chairman Lawrence Wilcox and Clerk of the Board/County Auditor RC Woodford.

**Present Via Teleconference Were:** Chairman Charles A. Mastro, Supervisor Daniel S. Jack, Supervisor Grace A. Nucero-Alger, Supervisor Dolores Nabinger, Supervisor Robert T. Starr, Supervisor Jeremiah J. Micklas, Sheriff Ernie Cutting and Fire Coordinator/Director of Emergency Management Matt Beckwith.

Chairman Charles A. Mastro called the meeting to order at 10:00 am.

**Ernie Cutting, Sheriff  
Updates:**

Sheriff Cutting stated the dry cleaning service that he has been using closed and that he found a dry cleaner in Oneonta that has a contract with the State Police to clean their uniforms. Sheriff Cutting stated that in addition to the State Police this dry cleaning service also cleans uniforms for Norwich Police Department, Sidney Police Department, Oneonta Police Department and the Otsego County Sheriff's Office.

Sheriff Cutting stated that they did not have a formal contract with them yet but they still needed to continue to have the uniforms cleaned and that right now they have a verbal agreement with the company.

Sheriff Cutting stated that they had no issues with the COVID virus with either his staff or in the jail. Sheriff Cutting stated that everything was moving along and that like everyone else they are waiting to get things back to normal.

**Credit Card Clothing Allowance:**

Sheriff Cutting stated that under the labor management contract he has to provide plain clothes for the Detectives. Sheriff Cutting stated that his regular uniform vendor was no longer able to provide that type of clothing for them and that he was looking at being able to use the credit card to purchase clothing from JC Penney's, Kohl's, Sears or some other department store. Sheriff Cutting stated that McLaughlin's did not carry that type of clothing so he was not able to purchase the clothing from them. Sheriff Cutting stated that he was asking for permission to be able to use the credit card or to open up a store credit card in order to make those purchases.

Ms. Nucero-Alger made a motion seconded by Mr. Starr, to refer to the Finance Committee in order to allow for the purchase of clothing for the Detective's Division on the County's credit card. Carried.

**Referral to Finance Committee**

Discussion: Mr. Starr asked if it was possible to pay the clothing allowance directly to the employees. Sheriff Cutting stated that there was no set amount established in the contract for this expense and that this was at the discretion of the Sheriff. Sheriff Cutting stated that initially he purchased a little more clothing for them and then after that it was mostly just a maintenance expense for them to take care of the stuff that they have to have.

**Canine**

Sheriff Cutting stated that unfortunately their canine, Jerone, wasn't doing well and that they were working with Pet Street Station for his care and that they had to take him over to Cornell University for treatment and it was discovered that Jerone was full of cancer and needed to be euthanized.

Sheriff Cutting stated that Jerone had an outstanding career with them and that he was probably the best K-9 that the Sheriff's Office has ever had.

Sheriff Cutting stated that he would like to take a look at reinstating the K-9 program sometime next year with next year's budget.

Mr. Jack stated that last year the Sheriff spoke about the concern over the legalization of marijuana and asked the Sheriff if he considered that this next K-9 would not be trained for marijuana. Sheriff Cutting stated that he had thought of that and that they would gear towards tracking and explosives with the next K-9.

**Matt Beckwith, Fire Coordinator/ Director of Emergency Management**  
**Referral – FEMA Grants Coordinator:**

Mr. Beckwith stated that he spoke with Supervisor Flanagan regarding the FEMA COVID Declaration. Mr. Beckwith stated that he had some questions regarding the FEMA grant applications and if the County was going to file several separate applications for each department or if the County was going to file one large application for all of them.

Mr. Beckwith stated that Supervisor Flanagan asked him if he could undertake this responsibility. Mr. Beckwith stated that he explained to Supervisor Flanagan that under the current situation with his current workload with the distribution of PPE's and other responsibilities he was not able to take on this task because of the magnitude of this disaster. Mr. Beckwith stated that this disaster was unlike any other event and that this was not like a snow storm or a tornado event. Mr. Beckwith stated that this was a pretty historic event for not only this County, but for the State.

Mr. Beckwith stated that when you included all of the private not-for-profits and all of the various agencies of potential applicants that would be eligible for FEMA reimbursement this was going to be a very large project. Mr. Beckwith stated that Supervisor Flanagan presented this concern at the BOS meeting and the referral was made. Mr. Beckwith stated that after talking with Supervisor Mastro, he was envisioning that if this was to go forward, this person would be strictly assigned to oversee the applicants' briefings, all of the paperwork, coordination efforts with the private not-for-profits and county agencies, assisting with the paperwork and application filings, preparation beforehand and making sure that everything is being properly documented and this individual would need to sit down with all of the applicants individually and work with them to help guide them through the process. Mr. Beckwith stated that this individual would not necessarily prepare the applications for all of them, but would be available to help them, Mr. Beckwith stated that this individual would certainly be responsible for the County's application and work alongside the FEMA and OEM representatives assigned to the County for this declaration.

Mr. Beckwith stated that as long as they were working on strictly related COVID activities the salary and fringe benefits would be 75% FEMA reimbursable. Mr. Beckwith stated that this would not be a technical position, it would be more of an administrative assistant type position. Mr. Beckwith stated that this person would be handling papers and files and putting everything together so that when it was time to write the application everything would be put together.

Mr. Mastro asked if this individual would be working for Mr. Beckwith. Mr. Beckwith stated that was what would be envisioned.

Mr. Mastro asked if this would be a civil service position. Mr. Beckwith stated that there were a couple of ways that this could be done. Mr. Beckwith stated that one was under civil service and that he would ask for Ms. Kerr's guidance with that and the other way could be subcontracting with someone that would be hired specifically to work on this disaster. Mr. Beckwith stated that the unfortunate thing was that this needed to be a newly created position and that someone could not be reassigned to do it.

Mr. Mastro stated that he and Mr. Beckwith spoke about the timing of this and that they would need to move forward with this today to get the process started because there was going to be a lot of work coming out of this.

Mr. Mastro asked if this was a necessary position. Mr. Beckwith stated that the problem with this was that this situation was so big and he was not sure how they would be able to handle it without this position. Mr. Beckwith stated that this was something that was not going to be done in one or two meetings. Mr. Beckwith stated that they have not begun the application process yet because this disaster isn't over with yet and in order to encompass all of the various different agencies to make sure we included everybody, this was going to be large and it was going to take a while. Mr. Beckwith stated that this was something that would not be done within a month or two.

Mr. Mastro stated that he thinks that this was something that they should move forward with and move it forward to the Personnel Committee today with a recommendation to create a FEMA Coordinator position to work on the COVID-19 FEMA grants.

Mr. Micklas made a motion, seconded by Ms. Nucero-Alger, to refer to the Personnel Committee for the creation of a FEMA Coordinator position for COVID-19 related FEMA grant applications. Carried.  
Referral to Personnel Committee

Discussion following the approval of the motion: Mr. Woodford stated that Mr. Beckwith mentioned either a position or subcontractor. Mr. Woodford stated that as a point of reference if they were looking at putting someone on payroll a referral to Personnel was logical, however if they were looking at hiring a contractor it was not necessarily the purview of Personnel. Mr. Woodford stated that it was something to keep in mind and if they were looking at hiring a contractor this would not be a personal services item, it would be strictly a contract for services provided as it related to COVID response.

Mr. Woodford stated that this committee and the Finance Committee would oversee that process because there would be appropriations related to that. Mr. Woodford stated that he only wanted to make that differentiation because as they moved forward with this, they needed to make sure if this was going to be a payroll item or a contract item.

Mr. Mastro stated that they could create the position, but never fill it if they decided to contract this out. Mr. Woodford stated that was correct.

### Updates:

Mr. Beckwith stated that yesterday was a busy day and that the National Guard came in to assist the AAOA and the Sheriff's Office with the distribution of meals. Mr. Beckwith stated that they distributed 700 meals yesterday and that today and the rest of the week they would be distributing more meals. Mr. Beckwith stated that they would be delivering over 3,100 meals throughout the county this week.

Mr. Beckwith stated that early on in this disaster they asked Catholic Charities if they needed any assistance with their meal delivery program and that initially they stated that they were all set. Mr. Beckwith stated that they have since been in contact with Catholic Charities and that they may be getting a request from them for help from the National Guard.

Mr. Beckwith stated that he received a shipment of 10,000 masks week and that they delivered at least 50 masks to all of the local municipalities for their employees and DPW's, fire & EMS departments, law enforcement agencies and COB employees. Mr. Beckwith stated that in less than 24 hours all of those masks were gone.

Mr. Beckwith stated that they received an additional 8,000 masks yesterday and that right now they did not have that many requests for those masks, however they did have some requests for them.

Mr. Beckwith stated that they received 17,000 cloth masks that will be distributed out to public places with high volumes of people. Mr. Beckwith stated that those masks would be delivered to local businesses for them to hand out to people who did not have a mask or a means to obtain one otherwise. Mr. Beckwith stated that they would be getting those distributed later today. Mr. Beckwith stated that unfortunately he ordered 54,000 masks but only received 17,000 of them.

Mr. Beckwith stated that he held a teleconference with County Fire and EMS departments to draft policies for response procedures and decontamination procedures for equipment and apparatus.

Mr. Beckwith stated that they also went over DOH guidelines and began to draft policies for responding to fire and EMS calls during the COVID-19 situation because they could not follow social distancing recommendations during those calls.

Mr. Mastro and Committee members thanked Mr. Beckwith for his efforts.

Mr. Beckwith stated that he really needed to thank his personnel for volunteering all of their time to come in and assist him. Mr. Beckwith stated that they were taking time off from their regular jobs to come in and do this work for nothing. Mr. Beckwith stated that they have been a big help and that he would not have been able to accomplish half as much as he has without their help.

Mr. Micklas asked him who people should contact for assistance with meal deliveries. Mr. Beckwith stated that they should contact AAOA or Catholic Charities.

Mr. Starr stated that the New Berlin Police Department could use some more masks. Mr. Beckwith stated that he would arrange for more masks to be delivered to them.

## **Other**

### **Referral to Evaluate Backfills and Positions for Essential Staffing:**

Mr. Woodford stated that this referral was for department heads to take a look at their staffing for FEMA reimbursement and also to take a look at backfill positions. Mr. Woodford stated that according to the Governor's Executive order, municipalities were ordered to send 50% of their non-essential workforce home to create distance within the workplace. Mr. Woodford stated that if they were going to be rehiring someone that was in a non-essential position, only to turn around and send them home, they should refrain from hiring anyone until the restrictions have been lifted.

### **Adjournment:**

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to adjourn the meeting. Carried.

Mr. Mastro adjourned the meeting at 10:33 a.m.

**Safety and Rules Committee Meeting**  
**Chenango County Office Building – Committee Room**  
**Wednesday, May 20, 2020 – 10:00 am**

**Present Were:** Chairman Lawrence Wilcox and Clerk of the Board/County Auditor RC Woodford.

**Present Via Teleconference Were:** Chairman Charles A. Mastro, Supervisor Grace A. Nucero-Alger, Supervisor Dolores Nabinger, Supervisor Robert T. Starr, Supervisor Jeremiah J. Micklas, Elections Commissioners Carol Franklin & Mary Lou Monahan, Assigned Counsel Administrator John Cameron and Sheriff Ernie Cutting

**Absent:** Supervisor Daniel S. Jack.

Chairman Charles A. Mastro called the meeting to order at 10:00 am.

**Carol Franklin & Mary Lou Monahan, Elections Commissioners**  
**Line Item Transfer for Polling Sites:**

Mr. Mastro stated that this was a request for Plexiglas and that this would be a line item transfer and there was no need for a resolution to authorize the transfer.

Ms. Franklin stated that the company they would be ordering the supplies from was ES&S and that they would be purchasing sneeze guards that were adjustable and came with protective carrying cases.

Ms. Franklin stated that they would need 56 of them to go to the polling sites. Ms. Franklin stated that the shields were \$6,160, the cases were \$280, and shipping and handling was \$345 for a total of \$6,785.

Mr. Mastro asked if this was for the general election in November. Ms. Franklin stated that they would also be used at the Sheriff's Department for the June primary election. Ms. Franklin stated that the Sheriff's Department was going to be their sole voting place for the June 23<sup>rd</sup> primary elections.

Ms. Monahan stated that not all of the guards would be used for the primary election, but they would definitely be using some of those because the polling place would be at the Sheriff's station. Ms. Monahan stated that they were still working on early voting for the election. Ms. Monahan stated that their preference would be for it to occur at their office, but they completely understood that with the number of people it would not be possible. Ms. Monahan stated that they were still working on this with the Sheriff.

Mr. Mastro stated that his main question was why they were doing an early voting polling site with everything being by absentee ballot. Ms. Monahan stated that was a question that he would have to direct to the Governor.

Ms. Monahan stated that another thing that they were getting was a lot of people were calling in and stating that they are concerned about sending in the application for an absentee ballot and then getting their ballot sent back in and it not being counted so they still wanted to show up on Election Day. Ms. Monahan stated that some people are asking if they turn in the absentee ballot can they still show up on Election Day. Ms. Monahan stated that they had a recipe for a perfect storm because they had no idea what the response was going to be.

Ms. Monahan stated that they have gotten back about 425 absentee ballot applications and that over 12,000 applications were sent out last Friday and that they were working on sending out the Democratic applications. Ms. Monahan stated that they really did not know what was going to happen,



Mr. Mastro stated that the democratic primary was going to occur. Ms. Franklin stated that it was on and that there were 7,250 of those applications to be sent out.

Ms. Monahan stated that she wanted to mention that they were saving thousands of dollars by using Chenango Union Printing for printing the materials necessary for this election.

Mr. Mastro stated that in regards to the sneeze guards, they needed a line item transfer in order to purchase them.

Ms. Franklin stated that they were taking the money out of appropriation account #A1450.40 – Election Services to appropriation account #A1450.42 – Supplies and Materials.

Mr. Starr made the motion, seconded by Ms. Nucero-Alger, to approve the transfer of \$6,785 from #A1450.40 – Election Services to appropriation account #A1450.42 – Supplies and Materials. Carried.

**John Cameron, Assigned Counsel Administrator**  
**Office Space:**

Mr. Cameron stated that since April 1<sup>st</sup> they have been sharing office space with the Public Defender's Office because at one point they anticipated that they would be moving up to the 5<sup>th</sup> floor of the Eaton Center and that move has been put on hold. Mr. Cameron stated that they have gotten to a point for social distancing matters, among others, because it was pretty crowded in the Public Defender's Office, they needed another place for their offices.

Mr. Cameron stated that he believed that there had been talk of finding a spot over in the COB but in the long term it makes the most sense to leave his office over at the Eaton Center for obvious reasons. Mr. Cameron stated that for the short term and cost effectiveness he could understand why because there was space in the COB. Mr. Cameron stated that he spoke with Mr. Woodford and the IT Department to find out the feasibility of setting up their offices at the COB. Mr. Cameron stated that he was told that it was feasible, but there were a couple of issues regarding the phones with Frontier.

Mr. Cameron stated that they already have a phone and that they have ordered a computer for his account clerk/typist. Mr. Cameron stated that the computer has been in the IT Department for a few weeks and that things are in flux at the moment so he did not have the computer brought over to his office. Mr. Cameron stated that they would need to purchase a desktop printer and then a scanner, copier and fax machine to use if they moved because the original plan was to share equipment with the Public Defender's Office. Mr. Cameron stated that they obviously could not do that if they moved over to the COB and that he would need permission to purchase those items from his equipment line. Mr. Cameron stated that the main thing was trying to find an office for his department over at the COB.

Mr. Mastro asked if there was office space available at the Eaton Center now rather than going back and forth and spending money that seemed like a waste. Mr. Woodford stated that a few weeks ago Mr. Cameron reached out to the folks at the Eaton Center and there were a couple of vacant offices located near the Public Defender's Office. Mr. Cameron stated that was correct and that the office space was about 305 square feet and that they would charge \$480 per month for it with electric included in that amount. Mr. Cameron stated that the cost would be approximately \$5,760 for the year to rent that space. Mr. Cameron stated that the space was right around the corner from the Public Defender's Office and that if they moved into that space they would be able to continue to use their equipment.

Mr. Mastro asked if that option could become permanent because at some point they would have to find a permanent location anyway. Mr. Cameron stated that he was unsure because things were kind of up in the air at the moment as to whether or not they were going to be moving up to the 5<sup>th</sup> floor or not. Mr. Cameron stated that it could end up being a permanent site if everyone remained where they were or they could end up being moved up to the 5<sup>th</sup> floor with the Public Defender's Office and the District Attorney's Office. Mr. Cameron stated that it would be a lot easier for the purpose of convenience and communication if they were able to remain in the Eaton Center, but having said that, they will go wherever it was decided.

Mr. Mastro asked if they were moved to the COB would there be clients coming in and out of the COB to see them. Mr. Cameron stated that they anticipate that there would be people coming in and out to get applications from time to time and anticipated approximately 10 people coming in daily. Mr. Cameron stated that he worked part time and the account clerk/typist was full time and she would be by herself so for security reasons he was trying to make it so that there would be a slot in the door for them to drop off the applications and a box outside the door for them to pick up blank applications.

Mr. Mastro asked if any of those expenses would be paid for through the ILS grant. Mr. Cameron stated that he spoke with the ILS and told them that he would expect those expenses to be paid for under their grant funding, however it was still up in the air as to whether or not the grant would cover those expenses.

Mr. Woodford stated that if in fact they were looking at leasing space at the Eaton Center or relocating the office to the COB they had a little over a week to determine and or evaluate the potential for the ILS to cover those expenses before the Finance Committee met. Mr. Cameron stated that it would allow him more time to get a more definitive decision from the ILS on the matter.

Mr. Woodford stated that there would certainly be some efficiencies gained by having the Public Defender's Office and the Assigned Counsel Office located in close proximity to one another, which had value as well. Mr. Cameron stated that was true and that it would save them on the whole printer issue.

Mr. Mastro asked if it was better to forward this on to the Finance Committee while waiting for more information and let that committee make the decision. Mr. Woodford stated that it sounded reasonable to him and that Chairman Wilcox nodded his head in agreement that it was also a good idea. Mr. Woodford stated that if they could firm up the details, essentially all it would amount to was appropriating a few thousand dollars of ILS aid into the Assigned Counsel budget to cover the cost of the lease or at least a portion of that lease. Mr. Cameron stated that he would definitely work on it in the meantime.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer to the Finance Committee for the appropriation of funds for office space and or expenses associated with moving the location of the Assigned Counsel Office. Carried.

Referral to Finance Committee

**Ernie Cutting, Sheriff**

**Appropriation of 2020 PSAP Grant funds:**

Mr. Mastro stated that they have a request to appropriate PSAP grant funds and that they needed to send this to the full Board for a resolution.

Sheriff Cutting stated that this grant was one that they renewed each year and that this each year they were allotted a certain amount of funding under this grant program as a result of the 911 surcharge fees.

Sheriff Cutting stated that they were going to use this funding to upgrade a lot of their computer equipment for the 911 Center and some personnel lines.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer to the Finance Committee in order to authorize the appropriation of 2020 PSAP grant funds. Carried.

Referral to Finance Committee

**Updates:**

Sheriff Cutting stated that the inmate phone system, that they have a resolution for to utilize the money for, was upgrading. Sheriff Cutting stated that the company would be providing them with tablets at no cost and that they would be coming into the facility to upgrade some of the equipment that was located there. Sheriff Cutting stated that once they moved to using the tablets, it would open up communication capabilities between the inmates and their families, which would all be controlled through the company's system.

Sheriff Cutting stated that the company would also increase the amount of revenue that the Sheriff's Office received from close to 40% to close to 80%. Sheriff Cutting stated that not only were they providing the equipment for free, but they were also increasing the revenue that they received and that this would be additional revenue coming in for inmate programming that would keep additional money from coming off of the tax base.

Sheriff Cutting stated that two of his senior staff members would be retiring at the end of June, Tom Thompson and Gloria Galley.

Sheriff Cutting stated that he also had another full time member submit his resignation last week and that he was one of the newer people that said he just could not do this type of work.

Sheriff Cutting stated that he had another one that just gave notice today that she was leaving on June 20<sup>th</sup> to move back to Arizona.

Sheriff Cutting stated that with those resignations and lack of part time staffing he was down the equivalent of nine full time positions in the facility for the next four to six weeks. Sheriff Cutting stated that he threw that out there because they did not have a list that was current and he may have to hire provisionally to remain at the required minimal staffing required.

Sheriff Cutting stated that everything else was going fine and that there were no incidences of illnesses at the Sheriff's Office for personnel or inmates.

Sheriff Cutting stated that overtime was down about 32% in the jail due to the decrease in jail population.

Sheriff Cutting stated that road patrol's overtime was down around 46% due to them moving to 12 hour shifts.

**Other**

**Refill Secretary to the Assistant District Attorney and Subsequent Backfills:**

Mr. Mastro stated that they had a refill request for the District Attorney's Office. Mr. Mastro stated that a secretary was leaving and that this position was quite necessary for his office to keep it functioning.

Mr. Woodford stated that this request was also for backfills that might be created.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the Personnel Committee in order to refill the Secretary to the Assistant District Attorney position and any subsequent backfills. Carried.

Referral to Personnel Committee

**Adjournment:**

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to adjourn the meeting. Carried.

Mr. Mastro adjourned the meeting at 10:26 a.m.

slh

**Safety and Rules Committee Meeting**  
**Chenango County Office Building – Committee Room**  
**Wednesday, June 17, 2020 – 10:00 am**

**Present Were:** Chairman Lawrence Wilcox and Clerk of the Board/County Auditor RC Woodford.

**Present Via Teleconference Were:** Chairman Charles A. Mastro, Supervisor Daniel S. Jack, Supervisor Grace A. Nucero-Alger, Supervisor Dolores Nabinger, Supervisor Robert T. Starr, Supervisor Jeremiah J. Micklas, Public Defender Zachary Wentworth and Sheriff Ernie Cutting

Chairman Charles A. Mastro called the meeting to order at 10:01 am.

**Zachary Wentworth, Public Defender**  
**Refill Receptionist/Typist:**

Mr. Mastro stated that because the Public Defender's Office was back to 100% of its workforce, the Board referral to evaluate positions regarding the FEMA declaration did not apply.

Mr. Wentworth stated that one of his Receptionist/Typists was leaving his office the end of this week to accept a position with the District Attorney's Office. Mr. Wentworth stated that he was asking to refill that position in order to continue to move forward and meet their goals at the Public Defender's Office. Mr. Wentworth stated that it would be difficult to not refill that position because they were still trying to catch up on things with COVID-19 and they did not know which courts had what cases yet.

Ms. Nucero-Alger asked Mr. Wentworth if he had anyone in mind for that position. Mr. Wentworth stated not yet.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer to the Personnel Committee to refill the Receptionist/Typist position. Carried.

Referral to Personnel Committee

**Ernie Cutting, Sheriff**  
**Criminal Justice Advisory Board:**

Sheriff Cutting stated that last week the Governor signed an executive order under law enforcement review requiring law enforcement agencies to create advisory committees moving forward.

Sheriff Cutting stated that a lot of the things within that legislation they already did at the Sheriff's Office because they were an accredited agency. Sheriff Cutting stated that a lot of the stuff as it pertained to reviewing policy and procedures and training were already in place because they did a lot of that stuff anyway. Sheriff Cutting stated that it was probably 90 to 99 percent of the stuff that they do.

Sheriff Cutting stated that they had to create a Criminal Justice Advisory Committee in order to meet the requirements of the executive order, otherwise the State would withhold all state funding for Chenango County. Sheriff Cutting stated that he wanted to get ahead of the game and that he has always tried to be transparent. Sheriff Cutting stated that the District Attorney and County Attorney should be involved initially and as they

move forward they needed to try to identify what Chenango County needed as far as a municipality so that when the April 1, 2021 deadline hit, they would be all set.

Mr. Mastro asked who should be on this committee. Sheriff Cutting stated that they really did not identify a lot because every community was different. Sheriff Cutting stated that the order required any municipality with a police agency to do this. Sheriff Cutting stated that he believed that the State was giving them the flexibility to create what was needed in each community and that obviously he was responsible for the County.

Sheriff Cutting stated that as far as the County, probably someone from the insurance industry due to the liability in law enforcement. Sheriff Cutting stated that ideally he should meet with the County Attorney and the District Attorney to identify who they thought those individuals should be.

Sheriff Cutting stated that he would like to have a small group of maybe five people because it gets unproductive otherwise with a large group of people. Mr. Starr stated that five members was typical.

Sheriff Cutting asked if Mr. Mastro was interested as the Chairman of the Safety & Rules Committee. Mr. Mastro stated if he had time. Sheriff Cutting stated that they may need to meet once or twice a year and that most of the stuff they could do over the phone because they were already accredited and they already did most of the stuff that was mandated. Sheriff Cutting stated that he did not see where it was a big issue for them other than they needed to create the advisory board and identify goals that they wanted to accomplish, which they already did that as well.

Mr. Mastro asked if it was more towards meeting goals or how our police force was trained because that seemed to be what they were emphasizing. Sheriff Cutting stated that it was a little bit of everything. It was a review of use of force, which they did not really have any issues to begin with. Mr. Starr asked if the Sheriff's Office was already accredited. Sheriff Cutting stated yes, across the board, all of his departments were accredited.

Mr. Wilcox stated that the order also demanded that the County had to pass a local law that encompassed the findings of this committee. Mr. Wilcox stated that this was why they needed to have something in place by late November or early December so that they had this in place by April 1, 2021 and were complying with the executive order.

Sheriff Cutting stated that he was trying to get out ahead of the game and be proactive and transparent in order to do whatever it was they needed to do to make sure the funding that the County received was not jeopardized.

Mr. Mastro asked who put the committee together. Sheriff Cutting stated that he thought the County Board would put this committee together and that obviously he would have a role in it. Sheriff Cutting stated that the order did not outline it and the issue with the order was that the County Sheriff was a constitutional officer elected by the people. So obviously he had to have a role in this because ultimately the direction that the Sheriff's Office went in was his responsibility.

Mr. Woodford stated that they had several options. One possibility was that the Board had the authority to establish special committees, by way of the Chairman. Mr. Woodford stated that the special committee would have a charter and would be in existence for a certain period of time and the expiration date would be April 1, 2021. Mr. Woodford stated that their thought would be that their work was done by then. Mr. Woodford stated that if they had a small group that the Sheriff recommended to the Chair in July or August that could be established by Board action to get the ball rolling. Sheriff Cutting stated that he liked that idea. Mr. Mastro also agreed with the idea.

Mr. Mastro stated that the Sheriff could get a list to Mr. Wilcox and then Mr. Wilcox could reach out to the individuals on the list.

Mr. Mastro asked if this expired on April 1<sup>st</sup> and if it would be done by then. Mr. Woodford stated that by the executive order it needed to be done by then. Mr. Mastro asked if the committee would dissolve after that. Mr. Woodford stated yes, when the committee was formed it would have an expiration date attached to it. Mr. Woodford stated that he believed by county law that was a requirement for a special committee.

Sheriff Cutting stated that as he said, they already did approximately 95% of it and that it was probably just identifying a few things that might be out there that needed to be addressed.

Mr. Mastro stated that he would volunteer himself for the special committee. Mr. Mastro stated that it was something that he did not think would require much time and the EMS committee has been put on hold at the moment due to the COVID-19 pandemic.

Mr. Starr stated that if he was needed, he would also volunteer for the committee.

Sheriff Cutting stated that he would put some names together and submit the list to Chairman Wilcox.

### **Updates:**

Sheriff Cutting stated that everything was going well. The Public Safety Building was still kind of locked down. Sheriff Cutting stated that they were developing a plan to begin inmate visitations again and that as they begin to transition into Phase IV that would be the time to start allowing those visitations to occur. Sheriff Cutting stated that they would screen the individuals that came in and because of the close proximity of the inmates they had to be careful as they moved forward with visitation.

Sheriff Cutting stated that they are housing six prisoners from other places in the facility currently, generating \$75,000 so far this year. Sheriff Cutting stated that if they held, they should have a fairly decent amount of revenue generated from that.

Sheriff Cutting stated that as far as overtime they were down pretty much across the board. Sheriff Cutting stated that they were up about 18% in the kitchen due to staff illnesses and injuries that people sustained while at home. Sheriff Cutting stated that overtime in the law enforcement division was down by 46% and the corrections overtime was down by 32%. Sheriff Cutting stated that the inmate population was down with a current inmate population of 61 incarcerated individuals.

Sheriff Cutting stated that the protest in Norwich went well, he only needed to address a couple of contentious moments. Sheriff Cutting stated that the protest occurred without any damage to anything and that he was worried about the monuments getting spray painted. Sheriff Cutting stated that all of the groups that were there were pretty decent.

Sheriff Cutting stated that overall things were going well and he hated to make that statement because things have changed so much this year and that it was probably one of the craziest years he has seen in his 30 years of law enforcement.

Mr. Mastro asked the Sheriff where the location for the Primary Elections would be held within the Sheriff's Office. Sheriff Cutting stated that they would be in one of the metal buildings downstairs that had a big open room that they used for self-defense training and other trainings. Sheriff Cutting stated that there would be people down there and that they would have things all set up directing people where to go.

**RC Woodford, Clerk of the Board/County Auditor**  
**Laptop for the Journal Clerk:**

Mr. Woodford stated that since they have been conducting the meetings remotely the laptop that the Journal Clerk used in the Board room has been on the internet to help manage the conference calls. Mr. Woodford stated that the laptop should not be connected to the internet because it was not current or up to date.

Mr. Woodford asked for a referral to the Finance Committee in order to replace the laptop.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the Finance Committee in order to purchase a new laptop. Carried.

Referral to Finance Committee

Discussion: Mr. Woodford stated that the laptop would cost \$1,400 to \$1,500 with software included.

**Other:**

Mr. Woodford stated that committee members may have seen or heard that there was some discussion during the last Finance Committee meeting regarding remote meetings and the technology involved whereby the County may be purchasing some type of device for the Supervisors to use.

Mr. Woodford stated that more sooner than later they would be meeting in person for the Committee meetings, however because of the group's size the Board meetings may continue to be a different story. Mr. Woodford stated that as budget season approached it would be more important to have folks sitting across from each other at the table, with social distancing practices adhered to.

Mr. Woodford stated that as far as how the restrictions would be lifted regarding gatherings was anybody's guess, but they were starting to see some relaxing of the group size restrictions.

**Adjournment:**

Mr. Starr made a motion, seconded by Mr. Jack, to adjourn the meeting. Carried.

Mr. Mastro adjourned the meeting at 10:18 a.m.

slh



**Safety and Rules Committee Meeting  
Chenango County Office Building – Committee Room  
Wednesday, July 22, 2020 – 10:00 am**

**Present Were:** Chairman Charles A. Mastro, Supervisor Dolores Nabinger, Supervisor Robert T. Starr, Sheriff Ernie Cutting, Fire Coordinator/Emergency Management Director Matthew Beckwith, Board Chairman Lawrence Wilcox and Clerk of the Board/County Auditor RC Woodford.

**Present Via Teleconference Were:** Supervisor Grace A. Nucero-Alger, Supervisor Jeremiah J. Micklas and Supervisor Daniel S. Jack joined at 10:03 am.

Chairman Charles A. Mastro called the meeting to order at 10:00 am.

**Ernie Cutting, Sheriff**

**Authorizing Appropriation of Grant Funds from the New York State Governor’s Traffic Safety Committee for Police Traffic Services Program - \$6,440:**

Sheriff Cutting stated that the grants on the agenda were grants that his office was awarded on an annual basis.

Sheriff Cutting stated that moving forward into 2021 the Sheriff’s Office was awarded funds in the amount of \$6,440 from the NYS Governor’s Traffic Safety Committee for the Police Traffic Services grant.

Sheriff Cutting stated that he was asking to appropriate the grant funds.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the Finance Committee to authorize the appropriation of the \$6,440 awarded to the Sheriff’s Office under the 2021 Police Traffic Services Program. Carried.

**Referral to Finance Committee**

**Authorizing Appropriation of Grant Funds from the New York State Governor’s Traffic Safety Committee for Child Safety Seat Program - \$9,000:**

Sheriff Cutting stated that the second grant that he was awarded by the Governor’s Traffic Safety Committee was for the Child Passenger Safety Program in the amount of \$9,000.

Sheriff Cutting stated that the Sheriff’s Office was the only agency in the County to offer this program and offer child safety seats from infant seats to booster seats for children in the county. Sheriff Cutting stated that he had around seven people trained for this program and that they were always looking for more individuals to train.

Sheriff Cutting stated that the grant was for \$9,000 and again, he thinks that they are the only agency in the county that gives car seats to underprivileged people in the County.

Sheriff Cutting stated that he was requesting to appropriate the \$9,000 grant and this was for the 2021 fiscal year.

Mr. Starr made a motion, seconded by Mr. Nucero-Alger, to refer to the Finance Committee to authorize the appropriation of the \$9,000 awarded to the Sheriff's Office under the 2021 Child Passenger Safety Program. Carried.

Referral to Finance Committee

### **Police Radios & Body Cameras:**

Sheriff Cutting stated that in the patrol cars there were police radios that allowed communications back and forth between the officers and dispatchers. Sheriff Cutting stated that they have had several cars damaged and radios that got burned out. Sheriff Cutting stated that they had a couple extra radios on hand but they have used up all of those spare radios and he had a need, right now, for three new radios. Sheriff Cutting stated that he did not have the exact number in front of him, and that he had the money in his budget in the equipment line. Sheriff Cutting stated that he put \$30,000 in his budget for the purchase of a new live scan unit, however he received grant funding that would be paying for a large chunk of that.

Sheriff Cutting stated that one of the issues that came up yesterday was that body cameras have become important for today's policing. Sheriff Cutting stated that he had three individuals who were graduating from the academy in the next month that he needed to purchase body cameras for.

Sheriff Cutting stated that it was not anything that he needed additional funds for. He just needed to change what he appropriated that money for in order to be able to make those purchases.

To recap those purchases, Sheriff Cutting stated that he would be purchasing three new police radios for the patrol cars and three body cameras.

Mr. Mastro asked if the total amount was known for those purchases. Sheriff Cutting stated that he did not have the amount with him however the body cameras were around \$500 each and the police radios were around \$850 at the most. Somewhere within the ball park of \$5,000 or less to purchase all of the items. Sheriff Cutting stated that he had the money in the equipment line in his budget already.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to authorize the Sheriff's Office to purchase the police radios and body cameras. Carried.

### **Update:**

Sheriff Cutting stated that currently they were housing about 5 prisoners for other places, whether it was for the federal marshals or other county jails. Sheriff Cutting stated that they have done pretty well with that this year and that they have brought in around \$85,000 of revenue for housing in inmates for other agencies; which in today's environment where almost all of the jails have seen a drastically reduced inmate population due to reforms. Sheriff Cutting stated that it was good news for them because the revenue was going to be more than what they figured for the year.

Sheriff Cutting stated that under the COVID restrictions they have all been locked down and that the jail has been locked down as well. Sheriff Cutting stated that it was done for the safety of the inmates and that they were obviously in a confined area, which meant that they stopped inmate visitations with the approval of the State Commission of Corrections.

Sheriff Cutting stated that as they've gone through this with no incidents of individuals with COVID in the facility, for either the staff or the inmates. Sheriff Cutting stated that it has been three and a half months since visitations were suspended. Sheriff Cutting stated that they have provided additional phone calls for the inmates, paid for out of the inmate commissary account, but for the welfare of the inmates they needed to have more contact with their families. Sheriff Cutting stated that they petitioned the Commission of Corrections to

begin inmate visitations again. Sheriff Cutting stated that when they constructed the facility they put in seven non-contact rooms. Sheriff Cutting stated that as seen on TV in movies the areas were separated by glass and there was no chance of physical contact. Sheriff Cutting stated that when they constructed the facility, they looked at that as a good opportunity to help manage population for disciplinary reasons. Sheriff Cutting stated who would have thought about a pandemic 15 years ago and those rooms have actually become very beneficial to run non-contact visitations. Sheriff Cutting stated that there would be no physical contact, but at least they were able to see one another and could communicate.

Sheriff Cutting stated that they petitioned the Commissions of Corrections and got approval from them and approval from Marc Flindt, the Public Health Director. Sheriff Cutting stated that Mr. Flindt and Matt Beckwith reviewed the procedures and got approval from everyone. Sheriff Cutting stated that they screen the visitor as they come in and take their temperatures as well as cleaning the rooms in between visitation sessions. They allow 14 individuals to come in from the outside and 7 inmates at a time for each visitation. Sheriff Cutting stated that they began visitations last weekend and it went very well and the inmates were very grateful to be able to see their loved ones again.

Sheriff Cutting stated that overall things were going well. Sheriff Cutting stated that they get pulled in a lot of different directions and that domestic violence calls have increased recently. Sheriff Cutting stated that unattended deaths were way up too, whether it was from overdoses or suicides, unattended deaths seemed to be up this year. Sheriff Cutting stated that outside of that things were going well and they were here and answering the calls. If you need them, give them a call and they'll go.

Ms. Nucero-Alger asked if there had been a recent increase in the number of burglaries in the county because it seemed like she has seen a lot of people talking about them on Facebook and social media. Sheriff Cutting stated that they have seen pockets of incidents occurring throughout the county and that they were addressing it. Sheriff Cutting stated that burglaries were some of the hardest crimes to solve because people were floating around and that you almost had to catch them in the act or someone had to have knowledge of it and turn the individuals responsible for those crimes in. Sheriff Cutting stated that they also stumble upon things and found out that people pawned the stolen items as well. Sheriff Cutting stated that burglaries do seem to be up, but it was typical for this time of year to see an increase in the reported number of burglaries. Ms. Nucero-Alger asked if the Sheriff could send out a reminder to the public or put something in the Evening Sun newspaper to remind people of what they needed to do to protect themselves. Sheriff Cutting stated that they could certainly do that through multiple media venues. Ms. Nucero-Alger stated that it was a good idea because people forgot to take those extra measures. Sheriff Cutting stated that yes, people have been cooped up for so long and sometimes they forget to take those extra steps to protect themselves. Mr. Micklas stated that he agreed that it was a good idea and that it would help put a bug in the burglars' ears that people are alert and watching what other people were doing. Sheriff Cutting stated that they could expand on that for the public. If you see something say something. Give the Sheriff's Office a call and they will come out and check things out.

#### **Matt Beckwith, Fire Coordinator/ Director of Emergency Management**

#### **Authorizing the Appropriation of Emergency Management Performance Supplemental Grant - \$11,035:**

Mr. Beckwith stated that they had an emergency management supplemental COVID grant that was awarded to them at the beginning of July. Mr. Beckwith stated that the amount of the grant was for \$11,035. Mr. Beckwith stated that the grant was to be used specifically for COVID related expenditures.

Mr. Beckwith stated that they were currently storing all of the PPE COVID supplies in the patrol vehicle garage at the Sheriff's Office and that as the winter months approached the Sheriff's Office would need that area to park the patrol vehicles in. Mr. Beckwith stated that they were taking this opportunity to purchase a storage shed to store those items and to also provide his office with additional storage space at the fire training center. Mr. Beckwith stated that one of the concerns that they had was the storage of PPE's, hand sanitizer, non-touch

thermometers, N-95 masks and test kits. Mr. Beckwith stated that those items could not be subjected to extreme temperatures and that they would be insulating the shed and purchasing a small heater to keep the temperature in the shed above freezing in the winter time to prevent the liquid hand sanitizer, and other items that needed to remain in a climate controlled environment, from freezing.

Mr. Beckwith stated that they submitted their proposal for the purchase of a storage shed and again the shed would be placed at the fire training center to be used for the storage of PPE supplies that his office received from the state and federal government as they moved forward with COVID 19. Mr. Beckwith stated that they were waiting for official word from the State that the contract was awarded but in order to move this forward he is asking for approval to accept the contract and appropriate the funding.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer to the Finance Committee in order to accept the award and to authorize the appropriation of \$11,035 under the Emergency Management Performance Supplemental Grant for COVID related expenditures. Carried.

Referral to Finance Committee

### **FEMA Coordinator position:**

Mr. Beckwith stated that at the beginning of COVID-19 the Board was gracious enough to support his office with the hiring of staff to help them out with the distribution of everything. Mr. Beckwith stated that he wanted to thank everyone and that he appreciated it. Mr. Beckwith stated that it was a tremendous help to him to be able to have that extra help. Mr. Beckwith stated that those individuals were still working for him almost every day.

Mr. Beckwith stated that one of the discussions was hiring someone to be the FEMA Coordinator for the County. Mr. Beckwith stated that initially the discussion was to hire immediate help to assist with the response to COVID and later on when they got to the point of needing someone to assist with the FEMA applications they would look at hiring someone.

Mr. Beckwith stated that as they have progressed through this he began working with the State to gather all of the various documentation from the various county departments for FEMA reimbursement. Mr. Beckwith stated that he was quickly realizing the need to hire this individual because of the amount of work and time that was needed to get this accomplished. Mr. Beckwith stated that it has become a very overwhelming task for him with everything else going on.

Mr. Beckwith stated that now was a good time to ask for permission to hire an individual for the FEMA Coordinator's position. Mr. Beckwith stated that the individual would be paid under his extra hire account line and that currently there was about \$13,000 in the account. Mr. Beckwith stated that he was not asking to expand that line at this time, because he did not know if he would need to. Mr. Beckwith stated that early on this position would easily be 20 to 25 hours per week to begin the process of collecting necessary documentation from the various department heads and the Treasurer's Office.

Mr. Beckwith stated that he was asking for permission to create the position and hire an individual. Mr. Beckwith stated that the position would be paid for out of account #3410.13 - \*Clerk Part Time.

Mr. Beckwith stated that initially there was a cutoff date of September 21<sup>st</sup> to have things submitted for reimbursement. Mr. Beckwith stated that he has since learned that he would be allowed to file for an extension for the deadline date because the disaster still did not have an end date. Mr. Beckwith stated that the State officials believe that this would go on for another year, possibly two. Mr. Beckwith stated that during this timeframe they would still be able to incur costs and apply for reimbursement for those expenditures right up until the declared end date for this disaster. Mr. Beckwith stated that this was unlike a snow storm with no known end date, they were eligible for reimbursement as this went along. Mr. Beckwith stated that even though

he submitted paperwork today, he could go ahead and submit additional paperwork for further reimbursement later on.

Mr. Mastro stated that this was a pretty big task and asked if Mr. Beckwith had someone in mind for the position. Mr. Beckwith stated that it was a big task and that he had a couple of people in mind for the position.

Ms. Nucero-Alger asked if this individual would be able to assist the towns with FEMA reimbursements, when feasible. Mr. Beckwith stated that although the towns were required to submit their own applications, this individual could provide assistance through that process.

Mr. Starr asked if there was an end date for the need for this position or would this position be needed for many years to come. Mr. Beckwith stated that there was a need for this individual for a couple of years for the COVID-19 disaster, but as the years progressed he did not see why this individual would not be called upon to assist with weather related disasters and be able to assist the County and towns with FEMA reimbursement submissions. Mr. Beckwith stated that it would be a judgement call to make as they moved forward. Mr. Starr stated that he wondered if it was a starred position that would end when the disaster ended and the money reimbursement ended and became the County's responsibility to pay for it. Mr. Beckwith stated that the account would be starred and when COVID-19 ended the Board could make a decision at that point in time but his recommendation would be to have the position remain starred and fall under the COVID-19 declaration. Mr. Beckwith stated that this position could be reassessed by the Board down the road and possibly only hire someone when the need for FEMA related projects occurred during future disasters so that their salary would be covered under FEMA reimbursement funds.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the Personnel Committee in order to create a FEMA Coordinator position for COVID-19 related FEMA activities. Carried.

Referral to Personnel Committee

### **Fire Training:**

Mr. Beckwith stated that during the beginning of the COVID-19 pandemic they have been ordered to suspend all training activities. Mr. Beckwith stated that fortunately they have been able to conduct EMS training virtually. Mr. Beckwith stated that the State Department of Health has given approval to begin the practical evolutions and that they have modified some of those classes.

Mr. Beckwith stated that the State has now approved them to begin teaching State fire training classes, effective the beginning of July. Mr. Beckwith stated that they were in the middle of teaching a beginner fire fighter class at the beginning of the pandemic and had to stop the class. Mr. Beckwith stated that because all training was suspended they shut down the training center and the center will remain closed until they can make the necessary preparations to open it back up.

Mr. Beckwith stated that if the Committee remembered the County took possession of the training center and since it has been closed they have been spending Friday's at the training center cleaning it up. Mr. Beckwith stated that the training center was a mess and they have been removing old pallets and other construction and debris from the facility. Mr. Beckwith stated that they have cut and cleared a lot of brush and overgrown trees from around the outside of the facility. Mr. Beckwith stated that they have been cleaning things up in preparation for classes to resume.

Mr. Beckwith stated that there were social distancing regulations that needed to be followed and they were making accommodations for that as well. Mr. Beckwith stated that the classroom is too small and in order to meet the regulations they would need to hold classes in the apparatus bay of the facility. Mr. Beckwith stated that this would involve moving the trucks outside to set up the classroom and then tearing down the classroom and moving the trucks back inside each day.

Mr. Beckwith stated that they have spent a lot of time cleaning at the training facility and they would be spending more time down there to finish cleaning things up in preparation of opening up the facility in order to resume classes.

Mr. Beckwith stated that during a previous Committee meeting he came in with a list of items that needed to be addressed at the training center. Mr. Beckwith stated that they had some obligations that they had to meet when they took ownership of the facility. Mr. Beckwith stated that they needed to discontinue use of the septic and hook up to the City's sewer system and they needed to move the entrance to the facility, take care of the driveway and take care of the shutters on the building. Mr. Beckwith stated that they have been working on what they could, but unfortunately due to the pandemic the County Highway Department was unable to help them meet some of those obligations. Mr. Beckwith stated that some of those projects would need to be put on hold at least until the highway construction season ended and some projects would be put off until next year.

Mr. Beckwith stated that they have been working on as much as they could to ensure that they did not have any safety issues at the facility when classes resumed. Mr. Beckwith stated that while the facility was closed they were presented with an opportunity to get things taken care of that they could. Mr. Beckwith stated that they were slated to open the facility back up on August 8, 2020.

Mr. Beckwith stated that the one of the biggest concerns was the condition of the shutters on the smoke building. Mr. Beckwith stated that some of the windows were falling and that they also needed to be replaced in addition to the shutters. Mr. Beckwith stated that if those fell they would do serious harm or kill someone.

Mr. Beckwith stated that there were a lot of things going on down there and invited the Committee members to stop down on Fridays to see all of the work that is being done.

Mr. Beckwith stated that they have met with the instructors and are also going over their training needs for the facility as well.

### **Fire Training Center – Oil and Stone:**

Mr. Beckwith stated that one of the things that they have identified as needing repair was the driveway to the facility. Mr. Beckwith stated that there were large potholes in the driveway and the County landfill's leachate truck turned around in that driveway multiple times each day. Mr. Beckwith stated that it was safer for the truck to turn around in the driveway than it was to stop on Hale Street and back up into the dumping site location at the City's DPW site or back out onto Hale Street upon leaving the facility. Neither of those options is safe to do with a tanker truck. Mr. Beckwith stated that the truck was causing damage to the driveway to the training center. Mr. Beckwith stated that there were huge potholes in the driveway that made it difficult to plow in the wintertime. Mr. Beckwith stated that it was a safety hazard and in addition to that, every time they came in there to turn around they were stirring up dust. Mr. Beckwith stated that even though they were driving slowly and carefully, as soon as they made the turn, the rear dual tires on the tanker stopped turning and spilled dirt and dust all over the inside the training facility. The dust was so much that they needed to wipe the dust off of the computer screens and tables daily and sweep the floors.

Mr. Beckwith stated that one of the projects identified was to do something with the driveway. Mr. Beckwith stated that they could not afford to be able to lay blacktop over the driveway so looked into putting oil and stone over the driveway. Mr. Beckwith stated that since moving the entrance to the facility would not be able to get done this year he thought that they could split up the driveway work over the course of two years. Mr. Beckwith stated that they would oil and stone the portion of the driveway that the truck turned around on this year and finish the rest next year when the new entranceway was put in. Mr. Beckwith stated that this would also split the cost of the project over two years.

Mr. Beckwith stated that the highway department would be able to help with grading off the area and that they suggested that he get a quote from Suit Kote for the oil and machinery to do that. Mr. Beckwith stated that he met with Suit Kote and got a price estimate in the amount of \$10,978 for the portion of the driveway where the leachate truck turned around and the parking lot area of the driveway. Mr. Beckwith stated that did not have the funding in his budget to pay for the oil and stone work.

Mr. Jack stated that putting down oil and stone would not fix the issue with the leachate truck and suggested that he look into putting down concrete or some other material to help with that issue in addition to the oil and stone. Other Committee members agreed with Mr. Jack and following further discussion the Committee felt that this should be done all at once when the entrance was done in order to prevent damage being done to the driveway if it was oil and stoned this year.

Mr. Mastro stated that the other concern was funding for the project. Mr. Mastro stated that the funding was not currently in the budget which meant that they would need to pull the funds out of contingency. Mr. Woodford stated that would be correct. Following further discussion, since the funding was not in the budget this year they suggested to Mr. Beckwith to wait for the other entrance to be completed and put the entire project amount for the driveway in his 2021 budget requests.

**Other:**

Mr. Beckwith thanked the BOS and the Chairman for the additional stipend that was awarded to him following the July Board meeting. Mr. Beckwith stated that he was grateful, humbled, very appreciative and thankful by the act. Mr. Mastro thanked Mr. Beckwith and stated that it was well deserved.

**Referrals:**

**Resolution Requesting Amendment of Public Officers Law Relative to Remote Meeting Attendance and Participation:**

Mr. Mastro stated that there was a referral from the Board in relation to the Public Officer's Law for remote meeting attendance and participation. Mr. Mastro stated that this request was to allow for the continuance of the option for remote meetings after the Governor's Executive Order expired.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the next BOS meeting in order to request a resolution to amend the Public Officer's Law as relative to remote meeting attendance and participation. Carried.

**Resolution to Follow**

**Resolution Requesting Amendment of Article 14 of Elections Law Relative to Campaign Finance Reporting:**

Mr. Mastro stated that this was also referred to them by the Board to raise the requirements for Board of Elections. Mr. Mastro stated that if they had to spend more than \$1,000 they had to file with the State. Mr. Mastro stated that this was asking the State to raise that requirement with no specific amount, just that they raise it to something to other than \$1,000.

Ms. Nucero-Alger stated that she would like to see a ceiling dollar amount placed on it.

Mr. Mastro stated that his personal opinion on the matter was that he was fine with it the way it is at \$1,000. Mr. Mastro stated that his feeling was that if he were running for an office, other than a town, \$1,000 wasn't a lot and he should be filing with the state. Mr. Mastro stated that \$1,000 in his own mind, he was sorry, but he would never spend that much money for a town office.

Mr. Mastro stated that it was up to the Committee as to whether or not they wanted to send this to the full board to make their decision on it.

Mr. Starr stated that he was kind of in agreement with Mr. Mastro. As far as running for a town office or even county level office. If you were going to run for state office he could see that. Mr. Starr stated that he agreed with Mr. Mastro and to leave it at what it was.

Mr. Mastro asked for a motion to forward this to the full board. There was no motion on the matter.

**Other:**

Mr. Mastro stated that he was requesting to go into executive session to discuss the referral from the Personnel Committee,

At 11:01 a.m. Mr. Starr made a motion, seconded Ms. Nucero-Alger, to enter into an executive session, Carried.

At 11:20 a.m. Mr. Starr made a motion, seconded by Mr. Micklas, to adjourn the executive session, Carried.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas to refer to the Personnel Committee to award a one-time stipend in the amount of \$3,500, each to the Commissioners of the Board of Elections. Carried.

**Referral to Personnel Committee**

Mr. Wilcox stated that next month all of the committee would start seeing budgets come in. Mr. Wilcox stated that the 2021 year was going to be a difficult year with state and federal cuts. Mr. Wilcox asked that they look at day to day travel and other expenses within those budget requests. Mr. Wilcox stated that he was not saying that they needed to cut those to zero, but they needed to make sure that they took a hard look at them and if someone came in with a big amount in those lines they needed to really specifically say what they needed it for. Mr. Wilcox stated that it was going to be a tough budget session for the County.

Mr. Mastro stated that since they would be starting the budget process next month, he recommend that everyone try to come in for those meetings because it was a lot better to have everyone in person for those.

**Adjournment:**

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to adjourn the meeting. Carried.

Mr. Mastro adjourned the meeting at 11:23 a.m.

slh



**Safety and Rules Committee Meeting**  
**Chenango County Office Building – Committee Room**  
**Wednesday, August 19, 2020 – 10:00 am**

**Present Were:** Chairman Charles A. Mastro, Supervisor Robert T. Starr, Supervisor Daniel S. Jack, Supervisor Grace A. Nucero-Alger, Supervisor Jeremiah J. Micklas, Sheriff Ernie Cutting, Fire Coordinator/Emergency Management Director Matthew Beckwith, Board Chairman Lawrence Wilcox and Clerk of the Board/County Auditor RC Woodford.

Absent: Supervisor Dolores Nabinger.

Chairman Charles A. Mastro called the meeting to order at 10:00 am.

**Lawrence Wilcox, Chairman of the Board of Supervisors**  
**2021 Budget Update:**

Mr. Wilcox stated that as they delved into the budgets during the meeting today he wanted to say that the department heads and different departments have done a good job as far as being responsive to getting their budget requests in timely and they have done a good job. Mr. Wilcox stated that as tough a year as it's going to be going into 2021, they always need to be looking for a little bit more. Mr. Wilcox stated that if they could cut \$200,000 across the County, it would certainly help their budget prospects.

Mr. Wilcox stated that throughout the budget process he thought that if each committee could cut \$35,000 from the budgets that came before them, they would get there. Mr. Wilcox stated that they would appreciate anything that the committees could do to get them there.

**Ernie Cutting, Sheriff**  
**Transfer for Extra Hire:**

Sheriff Cutting stated that since the lockdown of the COB due to COVID-19 he reassigned his School Resource Officers to work in the lobby to provide security for the building.

Sheriff Cutting stated that this was something that he did not anticipate the need for last year during budget time and normally the SRO's would be used very little during the summer.

Sheriff Cutting stated that when the schools opened in September he was anticipating having to send them back to work in the schools, but it was certainly a dialogue that they needed to have if the County wanted to continue to have security in the building. Sheriff Cutting stated that he knew that it was time to look at the budgets and he wanted to throw that out there because it was probably getting close to the SRO's going back in the schools sometime within the next three weeks.

Sheriff Cutting stated that he had some money in his vehicle fuel line within the 126 budget that he was looking at transferring into the extra hire line. Sheriff Cutting stated that gas prices have been down tremendously this year and he would like to initially shift \$15,000 from the fuel line to the extra hire line to get through the next few months just to see where they were at.

Sheriff Cutting stated that he wanted to talk to the Treasurer's Office to start some dialogue for what they think would be best. Sheriff Cutting stated that was just his initial thought and he needed to have the approval to shift

some money into the extra hire line. Sheriff Cutting stated that by the time he went to the Finance Committee meeting he would have a better idea of where to get that funding from.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer to the Finance Committee in order to authorize the transfer of \$15,000 into the extra hire line. Carried.

Referral to Finance Committee

**Refill – Deputy Sheriff:**

Sheriff Cutting stated that Deputy Eric Blincoe would be retiring later this month and he was requesting to refill his vacancy. Sheriff Cutting stated that the last date worked would be August 28, 2020 and the last date paid would be August 29, 2020.

Sheriff Cutting stated that the next academy was not set to start until March of next year, but in the meantime he wanted to start looking at hiring someone to fill that spot. Sheriff Cutting stated that there was potential that someone was interested in transferring back to the Sheriff's Office. Sheriff Cutting stated that if he had the ability, that person may transfer back. Sheriff Cutting stated that it was a Deputy Sheriff, Road Patrol position.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the Personnel Committee in order to refill Deputy Sheriff position #A3110.195. Carried.

Referral to personnel Committee

**Updates:**

Sheriff Cutting stated that everything was going well at the Sheriff's Office. There have been no incidents of anyone having the coronavirus, inmates or staff. Sheriff Cutting stated that all of the precautions that they took have prevented the virus from getting into the facility so far.

Sheriff Cutting stated that they were still currently housing five prisoners either from the Marshall's Service or other counties. Sheriff Cutting stated that revenue generated from housing prisoners so far this year was a little over \$100,000.

Sheriff Cutting stated that the facility was holding up well and they were in the process of getting the budgets completed.

Sheriff Cutting stated that the kitchen staff was doing well, he had some employees out recently due to injuries that occurred while they were home so his overtime expenses for the kitchen was a little high this year.

Sheriff Cutting stated that across the board as far as overtime they were down pretty significantly. Road Patrol was down since switching over to 12 hour shifts by 19% to 20% from last year. Corrections was down due to bail reform. Sheriff Cutting stated that they currently had 62 prisoners in the facility and two housing pods that were closed that has helped them. Sheriff Cutting stated that they were still down 4 full-time and 14 part-time officers in the jail.

Sheriff Cutting stated that the 911 Center was doing well.

Sheriff Cutting stated that overall everything was going well.

**John Williams, Deputy Treasurer**

**Appropriation for IRS filings – 207c:**

Mr. Williams stated that they were currently experiencing 207c injuries with the Corrections Division at the Sheriff's Office. Mr. Williams stated that there were two individuals. One individual just went out and another one went out in 2018 that has filed 207c to recover the lost wages.

Mr. Williams stated that they would like to appropriate some money to have an outside agency come in and redo the quarterly payroll reports. Mr. Williams stated that the injury happened in 2018 so they would need to have the quarterly reports from the last part of 2018 and three quarters from 2019. Mr. Williams stated that would be four quarters for the state and federal filing and they also had to do the W-2 which was the annual filing. Mr. William stated that they also had to resubmit their 2020 filings as well for the last three quarters. Mr. Williams stated that the individual went out in 2018, came back and went out in 2019 and 2020.

Mr. Williams stated that with the budget cycle upon them and all the extra work in his office, there was a lot involved in this process. Mr. Williams stated that they had to do this a few years ago with a local firm and it did not work very well. Mr. Williams stated that they have an outside agency that has done this type of work in the past and they would like to appropriate some money to be able to use them.

Mr. Williams stated that he did not currently have a quote, but they did not believe that it would exceed \$10,000. Mr. Williams stated that they would like to have the authority to appropriate funds not to exceed \$10,000 to have the outside agency redo the forms for them.

Mr. Mastro asked where the money was coming from. Mr. Williams stated that it would come out of the Correction's budget, Prisoner Charges revenue line.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer to the Finance Committee in order to transfer no more than \$10,000 from the Prisoner Charges line to pay for services as it related to 207c payroll reporting. Carried.

Referral to Finance Committee

**Year-End:**

**Establishing November and December Meeting Dates for the Fall Term of Annual Session – Year 2020:**

Mr. Mastro stated that setting the November and December meeting dates was something that they did every year and asked if someone wanted to move to establish the dates.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the next BOS meeting in order to adopt a resolution establishing the November and December meeting dates for the fall term of the annual session. Carried.

Resolution to Follow

**Alan Gordon, County Attorney**

**2021 Tentative Budget - 114 – County Attorney:**

Mr. Gordon stated that the budget was the same as previous years with the exception of an increase in salaries as per the approved compensation schedule.

Mr. Gordon stated that as he was preparing for the meeting today, he and his secretary were going over the budget and determined that there was a line in the budget that they could zero out. Mr. Gordon stated that #A1420.42 - Other Supplies and Expenses had \$750 in it and they could get by with the amount that was in the #A1420.44 – Other Expense line because both of those lines were used for the same purposes. Mr. Gordon stated that the line could be eliminated and remove the \$750 from the budget.

Mr. Starr made a motion, seconded by Mr. Jack, to eliminate line #A1420.42 – Other Supplies and Expenses from the budget. Carried.

Ms. Nucero-Alger asked about the \$500 for training because she thought that they were going to be scrutinizing anybody that put money in their training and conference line and she wanted to confirm that they really needed it. Mr. Gordon stated that there was an annual training, NYS Association of County Attorneys that he attended and sometimes there was training for the Assistant County Attorneys, especially the one that worked with the juvenile delinquent cases.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer the 2021 Tentative Budget – 114-County Attorney as amended to the Finance Committee. Carried.

Referral to Finance

**Mary Weidman, County Clerk**

**2021 Tentative Budget - 113 – County Clerk:**

Ms. Weidman went over the tentative budget with the Committee members.

The budget decreased 2.6% or \$4,514.90.

During her budget presentation, Ms. Weidman stated that with the COVID-19 close down those months experienced a decrease in revenue. Ms. Weidman stated that since the reopening with the online revenue and appointments in the office, their revenue will meet or exceed what was budgeted for this year. Ms. Weidman stated that they have had a lot of volume, they have a drop box located in the lobby, seeing 60 to 75 people per day in DMV on an appointment basis and another 10 to 15 people a day on the records side. Ms. Weidman stated that the electronic filing and recording has been increasing tremendously. Ms. Weidman stated that those changes have really been creating a different flow of traffic for them in the records office.

Ms. Weidman stated that she wanted to put in a pitch for the security officers that have been out in the lobby of the COB. Ms. Weidman stated that they were doing an excellent job for them. The officers screen people who come into the building for COVID-19 symptoms and that it has been an excellent resource for her office and she was sure for the rest of the COB too. Ms. Weidman stated that hopefully they would be able to continue having them in the lobby after school started because it has been an excellent resource and has kept the flow of traffic in her office working smoothly and taken care of a lot of volume of people that might be hanging out in the halls.

Mr. Mastro stated that there was still funding left over in this year's equipment line and asked if she planned on using it. Ms. Weidman stated that they were in the process of purchasing a scanner for \$12,000.

Mr. Mastro asked if there was usually a Shred-it line in the budget. Ms. Weidman stated that was moved over into a capital account and that various departments used that account. Ms. Weidman stated that it was now a chargeback to all of the departments that used it.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer the 2021 Tentative Budget - 113 – County Clerk to the Finance Committee as presented. Carried.

Referral to Finance Committee

**Mary Lou Monahan & Carol Franklin, Elections Commissioners**  
**High Speed Letter Opener Purchase from State Contract – \$1,198:**

Ms. Monahan stated that they found a letter opener for \$1,189 that they would like to get. Ms. Monahan stated that it would be very necessary for the upcoming election and future elections. Ms. Monahan stated that it was a needed tool because all six of them were opening ballots for the primaries for two days.

Ms. Franklin stated that was only for around 5,000 ballots and they had no idea how many ballots would be mailed in for the primary election.

Mr. Mastro asked if they had the money in their equipment line. Ms. Monahan stated they did have the money, but it was not in the equipment line, it would need to be transferred.

Ms. Franklin stated that they had the money in the supplies line and asked if that could be used to purchase the opener. Mr. Woodford stated that they could not purchase it from the supplies and materials line, they would have to transfer the funds by resolution.

Ms. Franklin stated that they could transfer it out of A1450.42 – Supplies and Materials.

Ms. Monahan stated that the amount would be for \$1,198. Mr. Woodford stated that they would round it up to \$1,200.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to refer to the Finance Committee in order to transfer \$1,200 from appropriation account #A1450.42-Supplies & Materials to appropriation account #A1450.21 – Other Equipment. Carried.

Referral to Finance Committee

### **2021 Tentative Budget -116 – Elections:**

Ms. Franklin and Ms. Monahan went over the budget changes with the Committee.

Ms. Franklin stated that they would not have as many elections next year, there was a countywide election for Sheriff and County Clerk and the elections for the towns. Ms. Franklin stated that they would have to pay for the inspectors and poll workers and everything else was as low as they could get it.

Ms. Monahan stated that there was a substantial decrease in next year's budget.

Ms. Franklin explained what the expenses were for this year to compare to why there was a decrease in next year's budget.

The budget decreased by 26.9% or \$113,209.30.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer the 2021 Tentative Budget -116 – Elections to the Finance Committee as presented. Carried.

Referral to Finance Committee

Mr. Mastro stated that he wanted to thank Ms. Franklin and Ms. Monahan for doing an excellent job this year and for doing a great job with the budget.

### **Matt Beckwith, Fire Coordinator/ Director of Emergency Management** **2021 Tentative Budget - 131 – Fire & Emergency Management:**

Mr. Beckwith stated that the budget stayed very flat for next year with the exception of two things. The extra hire account that was put into his budget this year and they moved his staff over to that account. So it will show a little bit of an increase in that line and a decrease to the other lines that were zeroed out.

Mr. Beckwith stated that the operational budget remained the same.

Mr. Beckwith stated that last month he was directed by this Committee to put funding in his budget for the paving of the parking lot and fence repairs for the Fire Training Center in the 2021 budget. Mr. Beckwith stated that he did not put that in the budget because it would have shown a 56% increase in the budget and he came back today with a three year plan for the projects.

Mr. Beckwith stated that he thought it was worthy to discuss it before they went into it and if they wanted to modify it here they could go ahead and do that.

Mr. Beckwith went over a packet of materials that he prepared for the Committee members to look at in regards to the plan for the repairs at the training center. Mr. Beckwith explained how the County Highway's leachate truck currently entered and exited the facility and the proposed plan for the truck to enter and exit the facility as per the agreement with the City of Norwich when the property was deeded over to the County. Mr. Beckwith stated that most of the items that needed to be done as per the agreement was complete with the exception of two items, repairing the fence and new driveway and blacktop.

Mr. Beckwith stated that the paving would cost around \$39,600 and the fence would cost around \$27,760. Mr. Beckwith stated that the total for both of those projects would be around \$67,360. Mr. Beckwith stated that he was not naive to the 2% tax cap and the current climate and that it was a lot of money to budget for in one year.

Mr. Beckwith stated that he had some eligibility of some grant funding under the Emergency Management Performance Grant in the amount of \$23,000. Mr. Beckwith stated that they were checking with the grant program administrator to see if the possibility of paying for the fence with that funding would be an allowable expense. Mr. Beckwith stated that he was waiting to find out if that would be a possibility. Keeping in mind that even if the grant program administrator said they could apply for the fence, the State Comptroller Office or Homeland Security may not allow it.

Mr. Beckwith stated that instead of trying to budget the \$67,000 in the budget, he would like to be able to put \$44,000 in the 2020 budget. There would be two options at that point, either create a capital account so that the money would roll over. Or in the event that he could not use the EMPG grant to replace the fence, he would use a portion of that \$44,000 for the fence. Next year the money would stay there for the 2022 budget and appropriate the remaining funds for the driveway. Mr. Beckwith stated that the fence would be repaired and the gates would be put in, they would continue to access the training center the same way and the driveway portion of it would be done in 2022. Mr. Beckwith stated that the reason he was asking for \$44,000 was because if the EMPG grant was approved for the fence, he would have enough for the driveway project to get it done next year instead of waiting until 2022.

Following a discussion the Committee determined that he could ask for \$27,000 for the capital project account and that they would move that separate from the 2021 tentative budgets.

Mr. Beckwith stated that other than the changes to the extra hire account, everything else remained status quo. Mr. Beckwith stated that there was \$10,000 in the Fire Training Facility line for several projects that were slated for next year.

The budget increased by 2.5% or \$4,080.

Mr. Mastro asked why state aid dropped from \$15,000 to \$12,000. Mr. Beckwith stated that last year Finance dropped the A3410.54 account to \$12,000 but did not drop the revenue account for it, so he dropped that down to match the expense account.

Mr. Jack asked what he used the \$4,000 in the Fire Prevention Program line for. Mr. Beckwith stated that they use that for fire prevention materials to hand out during Fire Prevention Week to citizens and that this year they used the money to purchase PPE supplies.

Mr. Mastro stated that the Radio Systems line had \$2,000 in it and to date they have only spent \$575 this year and last year he only spent \$1,100. Mr. Beckwith stated that according to what he had for this year as of July 31<sup>st</sup> he has spent \$1,227. Mr. Beckwith stated that pays for radio issues and installations for his paid staff. Mr. Beckwith stated that he had had a couple of more radios to move into vehicles this year that would spend that down. Mr. Mastro asked if he needed that much next year. Mr. Beckwith stated he believed that he would use that next year too.

Mr. Micklas made a motion, seconded by Mr. Starr, to move the 2021 Tentative Budget - 131 – Fire & Emergency Management to the Finance Committee as approved. Carried.

Referral to Finance Committee

### **2021 Tentative Budget - 189 – E911 Emergency Telephone System:**

Mr. Beckwith stated that there was no local share to this budget because it was based off of revenue received from E911 surcharge fees and tower rental and went over the budget with the Committee.

Mr. Beckwith stated that there was \$694,000 sitting in the reserve account and they were only taking \$76,000 out of that, leaving a balance of about \$617,000 in reserve. Mr. Mastro asked how much went into the reserve account during the year. Mr. Beckwith stated they right now roughly \$230,000 came in from both landline and cellular 911 surcharge fees.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to move the 2021 Tentative Budget - 189 – E911 Emergency Telephone System. Carried.

Referral to Finance Committee

Mr. Mastro asked if anyone wanted to move the capital reserve account for the Fire Training Center to Finance for \$27,000.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to refer to the Finance Committee in order to create and fund a capital project account in the amount of \$27,000 for repairs to the Fire Training Center. Carried.

Referral to Finance Committee

### **Generator Maintenance Contract renewal from Penn Power Systems**

Mr. Beckwith stated that they were looking to continue the preventative maintenance contract for the tower generators with Penn Power Systems in the amount of \$7,020 per year. Mr. Beckwith stated that this was for a two year contract and the money would be coming out of this year's 911 budget.

Mr. Jack made a motion, seconded by Ms. Nucero-Alger, to refer to the next BOS meeting in order to adopt a resolution authorizing the two year agreement with Penn Power Systems for generator maintenance. Carried.

Resolution to Follow

**Zachary T. Wentworth, Public Defender**  
**2021 Tentative Budget - 104 – Public Defender:**

Mr. Wentworth stated that their staffing was essentially the same from last year and the one thing that they changed from last year to this year was taking the Assigned Counsel Administrator out of his budget and into their own department.

Mr. Wentworth stated that for equipment under the #A1170.22 – Equipment Indigent Services Grant, they were looking for \$7,300 for the PD's to use laptops during court proceedings. Mr. Wentworth stated that it would be easier for their office to be able to access their system when they were out in the courts.

Mr. Wentworth stated that all of the other lines stayed the same. Mr. Wentworth stated that they continued the requests that they started this year with Other Expense Indigent Services Grant and Office Expense to continue the services that they were providing and for office furniture. Mr. Wentworth stated that the furniture expenses would be coming out of the ILS Hurrell Hearing funds.

The local share to the budget increased by 0.1% or \$503.16.

Mr. Jack asked if the \$4,000 for conference and training was part of the Indigent Services Grant. Mr. Wentworth stated that it was, they put all of that under the ILS budget. Mr. Jack stated that he was wondering if there was a way of decreasing that number in order to bring the budget down at all so that it all fell under the grant. Mr. Wentworth stated that they may be able to and that one of the things they tried to do was find cost effective training in order to get the most bang for their buck. Mr. Woodford stated that if they claimed 100% of the grant it would affect the grant dollars, causing a decrease in revenue.

Mr. Jack asked for clarification for office equipment and if they budgeted that money for new office equipment. Mr. Wentworth stated yes, under the #A117.45 line they budget money to purchase new furniture. Mr. Wentworth stated that even though it hasn't happened yet, part of that was from last year when they talked about moving their office. Mr. Wentworth stated that they still needed to purchase office furniture because they did not have enough desks for his staff. Mr. Jack asked if the desks they were currently using were inoperable, were the drawers broken. Mr. Wentworth stated that they were currently using a table for one of his employees and another desk was given to them from an old office that vacated the Eaton Center and the drawers were falling out of it. Mr. Mastro asked if this was being funded under one of the grant programs that their office received. Mr. Wentworth stated yes it was.

Mr. Micklas asked why the Contractual and Expert testimony line was as high as it was without that much being spent out of it this year. Mr. Wentworth stated that line was part of that larger grant that his office received and that line was used for legal services if they needed to retain an expert for trials or other court cases that his office handled. Mr. Wentworth stated that this year the funds were primarily used for psychological reports that they have asked for and because of COVID-19 they haven't had any major trials where they have needed to retain an expert for.

Mr. Micklas asked about the day to day travel line and stated that he was assuming that not much had been spent yet because courts have not been in session. Mr. Wentworth stated that was correct, that line was used for traveling to various court locations. Mr. Wentworth stated that from the end of March to the end of July most of those appearances have been online. As of the beginning of August most of the town courts were beginning to open back up for in person appearances.

Mr. Mastro stated that in the day to day travel they spent \$2,100 in 2019, and even though they had a few more staff people did he think that they anticipated needing \$3,500. Mr. Wentworth stated that he would think so, they still had the same number of courts in the county that they were covering and with more staff that number would be split up amongst them. Mr. Mastro stated that the courts were asking for two ADA nights and asked



Mr. Wentworth if that would be affecting his office as well. Mr. Wentworth stated that it did in the sense that if they were scheduling arraignments for ADA nights, his staff needed to be present for those arraignments because of the requirement for Counsel at first arraignment. Mr. Mastro asked Mr. Wentworth if he felt the \$3,500 was needed. Mr. Wentworth stated yes.

Mr. Wentworth stated that the other piece of the travel request was that they would also be required to go out in the middle of the night for arraignments.

Mr. Starr asked if the day to day travel was paid out in mileage or fuel. Mr. Wentworth stated mileage, which was set by the compensation schedule at \$0.50 per mile.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to move the 2021 Tentative Budget - 104 – Public Defender to the Finance Committee as presented. Carried.

Referral to Finance Committee

**Mike Ferrarese, District Attorney**  
**2021 Tentative Budgets -103 – District Attorney:**

Mr. Ferrarese stated that the budget was down 3.1% overall.

Mr. Ferrarese stated that the salary requests remained the same and that he did not anticipate needing additional staff next year. Mr. Ferrarese stated that as the courts were opening back up they have been requested to attend court in person more often than what it has been traditionally. Mr. Ferrarese stated that he believed that this requirement would be becoming more traditional because he did not see a vaccine for COVID-19 coming any time soon and the office of Court Administration has put a lot of restrictions on the courts for court appearances. Mr. Ferrarese stated that in many of their townships and villages they are required to go at least twice if not three times per month, and they were doing a lot less cases per court appearance than they used to do prior to COVID-19. Mr. Ferrarese stated that they would have to play that out and see how things went over a period of time.

Mr. Ferrarese stated that under #A1165.21 – Equipment. \$3537 was requested for next year to purchase a laptop, two desks and a phone system because they were still anticipating moving his office next year up to the fourth floor at the Eaton center. Mr. Ferrarese stated that it was supposed to happen this year, but it was obviously postponed due to COVID-19. Mr. Ferrarese stated that for the first time since he took office he was up to full staffing and until the move up to the fourth floor he was borrowing desks from the Eaton Center. They have two desks that they are using that are not owned by the County. Mr. Ferrarese stated that space in his office was fairly limited and he was sharing his office with another staff member.

Mr. Ferrarese stated that he budgeted \$1,500 for equipment for the Traffic Diversion program. He initially budgeted \$500 for the purchase of a new computer, however he was notified by the Treasurer's Office that \$500 would not cover the cost of a new computer and all of the software that would be needed to be installed on it.

Mr. Ferrarese stated that day to day travel was budgeted at \$7,000 which was the same as last year, but he may need to increase that over the year because of the increased travel that was required of them now.

Mr. Ferrarese stated that he was requesting an additional \$500 for conference and training because now that he has more personnel he would be sending more people to conferences and trainings.

Mr. Ferrarese stated that the other change in his budget was for prosecutor expenses. Mr. Ferrarese stated that he believed that it would still be a little short and he may be back next year to ask for an increase. Mr. Ferrarese stated that because they have not been able to prosecute some of the cases this year that should have been, such

as Cody Coleman, their expert witness fees would probably not be completed until next year because he did not expect that any trials would be held for the rest of this year. Mr. Ferrarese stated that the other expense that was going to come out of that account was the appeal for the Ramsaran murder case. Mr. Ferrarese stated that there was a motion at the beginning of that case to conflict him out of it because he represented one of the material witnesses in that case on another matter.

Mr. Ferrarese stated that fringe was down \$10,000 because they had a change in staff at the office where family medical coverage was no longer needed for an individual as a result of a divorce.

Mr. Ferrarese stated that they were down 3.1% total.

Mr. Mastro asked Mr. Ferrarese if he anticipated hitting \$123,000 this year for Traffic Diversion revenue. Mr. Ferrarese stated no, with the directive that came out this year the police officers were not approaching cars as much as they used to for a period of time. Mr. Ferrarese stated that the directive has been lifted, but in the meantime they lost four months of tickets. Mr. Ferrarese stated that he was anticipating a full number next year, assuming there wasn't a huge COBID-19 outbreak next year.

Ms. Nucero-Alger asked Mr. Ferrarese why there wasn't an increase to his salary. Mr. Ferrarese stated that he did not control his salary because it was set by statute.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer the 2021 Tentative Budget – 103-District Attorney to the Finance Committee as presented. Carried.

Referral to Finance

**Sheri Howe, Stop DWI Coordinator**  
**2021 Tentative Budget - 121 – Stop DWI:**

Ms. Howe stated that this year in the budget she was pretty conservative with the numbers and that she did lower it a little bit because she was concerned that fine revenue would see a decrease.

Ms. Howe stated that she moved around some of the expenses. She decreased some of the reimbursement for law enforcement because the crackdown grant increased for next year which would help offset that expense. Ms. Howe stated in the STOP-DWI budget she decreased that line from \$10,000 down to \$8,000 this year because the crackdown grant increased by \$5,000.

Ms. Howe stated that she increased the District Attorney to \$11,000 and the Probation Office to \$11,000 for salary and added an additional \$285 to pay for test kits. Ms. Howe stated that there was \$500 in other expenses to cover the cost of breath tubes and test kits for law enforcement.

Mr. Jack made a motion, seconded by Mr. Micklas, to refer the 2021 Tentative Budget – 121-STOP-DWI to the Finance Committee as presented. Carried.

Referral to Finance Committee

**2021 Stop DWI Plan:**

Ms. Howe stated that she provided the Committee with a copy of the summary page for the 2021 STOP-DWI Plan.

Ms. Howe stated that in the Plan, law enforcement was budgeted for \$23,500 with \$8,500 under the local plan and \$15,000 under the crackdown grant.

Ms. Howe stated that she budgeted \$11,000 for prosecution, \$11,285 for probation, \$300 for public information and \$6,872 for administration. Ms. Howe stated that administration covered her salary, fringe benefits and IT reimbursement.

Ms. Howe stated that this would need to be moved to the full board for a resolution adopting the 2021 STOP-DWI Plan.

Mr. Woodford stated that one other bit of information was that within the Plan was the rollover fund balance that was also listed on the summary sheet that provided for the zero local share.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to approve the 2021 STOP-DWI Plan and to refer to the next BOS meeting in order to obtain a resolution for the adoption of said plan. Carried.

Resolution to Follow

### **Other 2021 Tentative Budgets**

#### **100 – Legislative Board:**

Mr. Mastro stated that upon review it looked like there was a 1.5% increase that was due to personnel.

Ms. Nucero-Alger asked what the survey and study expense was. Mr. Woodford stated that for many years the primary use was for Airport Day, but they now received donations for Airport Day. Mr. Woodford stated that occasionally there might be an issue that came before the Board that they would want to look at so there were a few seed dollars in there for those purposes.

Mr. Mastro asked if it could be less. Mr. Wilcox stated that there currently has been talk about getting an appraisal done on some surplus land that they were looking to get rid of and that would be a place to pay for it.

Mr. Woodford stated that it was primarily a personal services budget.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to move the 2021 Tentative Budget – 100-Legislative Board to the Finance Committee as presented. Carried.

Referral to Finance

#### **127 – Probation:**

Mr. Woodford stated that the Probation budget was indicative of what the Chairman was saying earlier, that the department heads really stepped up and Ms. Snow has always been very careful with her budgets.

Mr. Micklas asked what A3140.121 - Alterations & Renovations line was used for. Mr. Woodford stated that the Probation Department, DA and Public Defender offices were located at the Eaton Center and pre COVID-19 there was a plan in the works to do some renovations to their offices. Mr. Woodford stated that line normally wouldn't be there but in this case it was in there this year and was carried over because it was intended to be a grant funded expense. Mr. Woodford stated that the renovations haven't happened yet so it looked like she was just carrying that expense forward. Mr. Woodford stated that they would revisit it when the time was more prudent.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to move the 2021 Tentative Budget – 127-Probation to the Finance Committee as presented. Carried.

Referral to Finance Committee

#### **182 – Fire Code Enforcement:**

Mr. Woodford stated that the Fire Code Budget was essentially the same as the prior year with the exception of a \$20,000 decrease because this year there was a vehicle in the budget and next year there wouldn't be.

Ms. Nucero-Alger made a motion, seconded by Mr. Jack, to refer the 2021 Tentative Budget – 182-Fire Code Enforcement to the Finance Committee as presented.

Carried

### **102 – Assigned Counsel**

Mr. Woodford stated that when they look at this budget year over year it would look like a startling increase, but remember that this budget was started in April of this year so this budget represented a full year.

Mr. Mastro asked why the computer time went down as much as it did. Mr. Woodford stated that when he initially designed the budget, he guessed at what that number would be and he overshot it a little bit.

Mr. Mastro asked if the Assigned Counsel Office had their own office space now. Mr. Woodford stated that they were in their own office now.

Mr. Mastro asked where they were at with the assigned counsel conflict line at the moment because it was only at \$23,000. Mr. Woodford stated with the courts being closed the need for that expense had gone down. Mr. Mastro stated that maybe they would end up with a balance this year and asked if that money was rolled over. Mr. Woodford stated that they would roll that money over.

Mr. Jack made a motion, seconded by Mr. Micklas, to refer the 2021 Tentative Budget – 102-Assiigned Counsel to the Finance Committee as presented. Carried.

### **Referral to Finance Committee**

### **Adjournment:**

Mr. Mastro adjourned the meeting at 11:55 a.m.

slh

**Safety and Rules Committee Meeting  
Chenango County Office Building – Committee Room  
Wednesday, September 23, 2020 – 10:00 am**

**Present Were:** Supervisor Daniel S. Jack, Supervisor Grace A. Nucero-Alger, Supervisor Jeremiah J. Micklas, Elections Commissioners Carol Franklin and Mary Lou Monahan, Sheriff Ernie Cutting, Undersheriff Daniel Frair, Board Chairman Lawrence Wilcox and Clerk of the Board/County Auditor RC Woodford.

**Present via Teleconference Were:** Chairman Charles A. Mastro and Supervisor Robert T. Starr.

Chairman Charles A. Mastro called the meeting to order at 10:00 am.

**Mary Lou Monahan & Carol Franklin, Elections Commissioners  
Authorizing Transfer of Funds for Purchase of Computer:**

Ms. Monahan stated that they were requesting to purchase a new laptop computer they use for training because the screen on theirs cracked.

Ms. Monahan stated that the cost would be around \$1,150.

Ms. Nucero-Alger asked if they have funding in their budget to cover the expense. Ms. Monahan stated they could transfer the funds from Elections Services to Equipment.

Mr. Woodford stated that there was a draft resolution in their meeting packet to refer to.

Ms. Nabinger made a motion, seconded by Ms. Nucero-Alger to refer to the Finance Committee in order to transfer \$1,200 from Appropriation Account #A1450.40 – Elections Services to Appropriation Account #A1450.21 – Equipment. Carried.

**Referral to Finance**

**Refill – Deputy Elections Commissioner & Subsequent Backfills:**

Ms. Franklin stated that her Deputy Commissioner was no longer in her office so the Sr. Elections Clerk was going to move up into that position. Ms. Franklin stated that position #A1450.17 would be moving up to position #A1450.15 and therefore that would leave her an opening for a Sr. Election Clerk.

Ms. Franklin stated that the individual that left had 29 vacation days, leaving the refill date of October 22, 2020. Ms. Franklin stated if there was any way that someone could be hired prior to that date because of elections due to unforeseen circumstances it would be greatly appreciated.

Ms. Nucero-Alger asked if they could move that along to backfill the positions sooner due to the elections.

Mr. Mastro asked if there was a way that they could move that along. Mr. Woodford stated that it would be part of Personnel's discussion and that they could move that along with a request to fill the position sooner as well as request the backfill.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refill the Deputy Elections Commission position and any subsequent backfills as well as set the salaries for the positions and fill the positions prior to October 22, 2020. Carried.

Referral to Personnel

**Ernie Cutting, Sheriff**

**Refill – Custodial Worker:**

Sheriff Cutting stated that one of the custodial workers was retiring on September 29, 2020 and the refill for the position would be November 11, 2020.

Sheriff Cutting stated that it was a CSEA position so they would need to offer it to other CSEA members as well as advertise for the position.

Sheriff Cutting stated that he was requesting to refill that position for the Public Safety Facility.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the Personnel Committee in order to refill the Custodial Worker position #A3170.1851. Carried.

Referral to Personnel

**2021 Tentative Budget 130 – Traffic:**

Sheriff Cutting stated that he was essentially the messenger for this budget and there were really no changes to the budget from last year's other than for computer services which was why it reflected a 1.1% increase.

Ms. Nabinger made a motion, seconded by Ms. Nucero-Alger to refer the 2021 Tentative Budget 130 – Traffic to the Finance Committee as presented. Carried.

Referral to Finance

**2021 Tentative Budget 126 – Sheriff:**

Sheriff Cutting stated that most of the initial lines were contractual increases in salary for the Deputy Sheriff's. Sheriff Cutting stated they were currently negotiating their contract and hopefully that would be wrapped up before the end of this year.

Sheriff Cutting stated the rest of the budget was very similar to what it has been. The only increase he made was under the School Resource Officers line. Sheriff Cutting stated that Unadilla Valley School approached him to hire an SRO following the retirement of their former SRO. Sheriff Cutting stated that there were SRO's in five school districts in the county: BOCES, Sherburne Earlville, Afton, Otselic Valley and Unadilla Valley. Sheriff Cutting stated there was a corresponding reimbursement line for the positions as well as some vehicle maintenance and fuel expenses

Sheriff Cutting stated in essence the rest of the budget was very similar. Sheriff Cutting stated that they were down in overtime this year, with COVID. Sheriff Cutting stated that the courts have been closed so he did not have an accurate picture of what his overtime might be. Sheriff Cutting stated that courts were closed for three or four months and were just starting to open. Sheriff Cutting stated that they really did not have a lot of major crimes either and he thought as they move forward next year he could look at the overtime line and maybe reduce that a little bit, but he wanted to have a true representation of what that might be.

Sheriff Cutting stated that on the equipment line there was \$185,700 and went over the list of equipment that he would like to purchase next year. Sheriff Cutting stated that he still had two or three patrol vehicles that were on

back order from 2019 that were supposed to be delivered any time now and he had three vehicles that were back ordered for this year. Sheriff Cutting stated that he only put in for two vehicles for next year, a vehicle for the K-9 unit and one more marked unit.

Mr. Mastro stated that he had one question for the equipment line, the actual expenses through August 31, 2020 were \$14,000 out of \$182,000 and asked if the Sheriff had a lot left to buy before the end of this year. Sheriff Cutting stated that he was waiting for five vehicles from 2019 and this year to be delivered. Sheriff Cutting stated that he was assured that he would have them no later than October. Sheriff Cutting stated the vehicle purchases would eat all of that up.

Mr. Mastro asked if he would use all of the office supplies and were they down in that expense due to the COVID situation. Sheriff Cutting stated that they have not been able to attend any public relations details due to COVID and they also needed to print their annual reports from that line. Mr. Mastro stated that in 2019 they only spent \$12,475 and asked if he thought they would get close to spending \$20,000 and asked if they could cut that line back for next year. Sheriff Cutting stated he would like to look at it a little more before he agreed to it. Sheriff Cutting stated that he could take a look at it and mention it to the Finance Committee. Mr. Mastro stated that he would look at it again during the Finance Committee meeting. Sheriff Cutting stated that he was trying to do his part with the budget and he wanted to get it submitted in order to have a better idea of what they were looking at. Sheriff Cutting stated that he would take a look at that line and by the time he went before the Finance Committee he may be able to make an adjustment to it.

Ms. Nabinger made a motion, seconded by Ms. Nucero-Alger, to refer the 2021 Tentative Budget 126 – Sheriff to the Finance Committee as presented. Carried.

Referral to Finance

### **2021 Tentative Budget 129 – Public Safety Building/ Corrections:**

Sheriff Cutting stated that the largest part of the budget was for contractual expenses for staff salaries.

Sheriff Cutting stated that most of the lines were very similar. Sheriff Cutting stated that he would have no problem looking at overtime and make an adjustment to that before the Finance Committee meeting. Sheriff Cutting stated that overtime expenses were down because inmate numbers were down. Sheriff Cutting stated that recently the inmate numbers were increasing as the courts opened up.

Sheriff Cutting stated that the Extra Hire-Clerical line was used to pay Patty Collier and Sheri Howe under when they needed to come in to do additional work for his office. Sheriff Cutting stated that he planned on hiring an additional part time clerk, but due to COVID restrictions he held off on that.

Sheriff Cutting stated that Conference & Trainings would be down this year in both lines but he had officers that needed to attend the basic corrections academy that would eat that up next year.

Sheriff Cutting stated that the Quarter Master line was down right now, but as the winter months approached he would be purchasing winter gear, which typically ran higher than normal gear.

Sheriff Cutting stated that last year the Finance Committee cut \$27,000 from his Equipment Maintenance Contracts. Sheriff Cutting stated that during the time of year that he presented his budget there was money there because a lot of his contracts came due at the end of the year. Sheriff Cutting stated just like last year they were due at the end of the year and for 2020 he was going to have to come back to Committee to find money in his budget to move back into that Equipment Maintenance Contracts line to cover the contractual expenses for those maintenance contracts. Sheriff Cutting stated that he made an adjustment again for 2021 for 2022 contracts, which was why there was an increase to that line.

Sheriff Cutting stated that the budget reflected about a 25% increase, but with the sales tax down a little bit they made an adjustment to the sales tax revenue and dropped that down \$350,000. Sheriff Cutting stated that was what largely impacted the budget.

Sheriff Cutting stated that there was \$150,000 in the Equipment line and went over the equipment list with the Committee.

Mr. Mastro asked the Sheriff if he had vehicles left to purchase this year. Sheriff Cutting stated yes, he submitted for two vehicles in 2020. Sheriff Cutting stated that he may have some money left over this year because one of the vehicles he put in for, a transport van with a disability lift on it, came in with a cheaper bid that he anticipated.

Mr. Mastro stated that usually towards the end of the year the Sheriff asked to purchase equipment under the Inmate Phone Account and asked the Sheriff if he had any requests this year. Sheriff Cutting stated that he would be purchasing 50 new mattresses, 100 new blankets, lawn mowing equipment and snow blowers. Sheriff Cutting stated that the nurses needed a centrifuge to run the blood that they drew through prior to sending it out to the lab. Sheriff Cutting stated that the centrifuge was \$400 and he would make that purchase from the medical line. Sheriff Cutting stated that he could go ahead and make those purchases but out of transparency he wanted to let the Committee know about them. Sheriff Cutting stated that there were some more building needs this year that he could also take out of the inmate phone line.

Ms. Nabinger stated that much like the 126 budget there was the possibility of looking at the office supplies line to possibly reduce that as well in this budget. Sheriff Cutting stated that he would take a look at that line prior to the Finance Committee meeting as well.

Sheriff Cutting stated that he could look at overtime and extra hire too. He was down on staffing and he held off on hiring part time officer's because the inmate population was down. Sheriff Cutting stated that the inmate population was down around 55 inmates and now that the courts have opened back up he was up to around 75 inmates. Sheriff Cutting stated that they have made a lot of arrests, and once the courts fully open up those numbers would begin to increase.

Ms. Nabinger made a motion, seconded by Mr. Jack, to refer the 2021 Tentative Budget 129 – Public Safety Building/Corrections to the Finance Committee as presented. Carried.

#### Referral to Finance

Discussion: Mr. Mastro stated that they already made \$80,000 under prisoner charges this year. Sheriff Cutting stated that he currently had \$100,000 billable and they were currently housing four inmates for other agencies. Mr. Mastro asked the Sheriff if that would continue or if it was a shot in the dark. Sheriff Cutting stated that it was kind of a shot in the dark, years ago they were doing really well but the numbers were way down for inmates being housed in correctional facilities right now because a lot of inmates were released. Mr. Mastro asked the Sheriff if they could increase that from \$50,000 to \$75,000. Sheriff Cutting stated that he did not dare do that and he spoke to the Treasurer and he suggested that they keep that to right around where they were at. Mr. Mastro stated that maybe they could talk about it during the Finance Committee meeting because the Treasurer would be at that meeting.

#### Updates:

Sheriff Cutting stated that yesterday he was going to be meeting with the group that was organizing the protests around several of the surrounding counties, but unfortunately one of the individuals had been arrested several times by the State Police, so they weren't prepared to meet with him yesterday. He believed that next week he would be meeting with them.



Sheriff Cutting stated that he had some meetings with some other organizations as they started to talk about police reform. Sheriff Cutting stated that he had been working on that quite a lot lately.

Sheriff Cutting stated that they were busy on the road, calls keep coming in and they seem to be managing that.

Sheriff Cutting stated that the inmate population consisted of much harder prisoners. They had a lot more issues and a lot more medical and mental health issues and much more likely not to follow the rules. Sheriff Cutting stated that the staff was having a much harder time managing them.

Sheriff Cutting stated that they were looking to put the tablets in the facility that would be another tool to help manage inmate behavior.

Sheriff Cutting stated that he had some more retirements coming up that would challenge them. He has a detective due to retire and an individual in the Communications Division due to retire. Sheriff Cutting stated that they met those challenges and kept moving forward in order to do what they had to do.

**Other:**

**Refill - Receptionist/Typist – Public Defender’s Office:**

Mr. Mastro stated that this was an important position that the Public Defender’s Office needed to refill.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to refer to the Personnel Committee in order to refill the Receptionist/Typist position #A1170.132. Carried.

**Authorizing Adoption of Retention and Disposition Schedule for New York Local Government Records (Lgs-1):**

Mr. Mastro stated that this was something that they just did for the Town of Sherburne last week and it was basically something for the town clerks to be able to do with their records.

Mr. Woodford stated that it looked like the new schedule for records retention and disposition was effective on August 1<sup>st</sup>. Mr. Woodford stated that it would be posted on the County website. Mr. Woodford stated that he did not include it in their packet because it was 411 pages.

Mr. Micklas asked where he could find a copy of it. Mr. Woodford stated that he could go online and search for New York State Archives.

Mr. Micklas made a motion, seconded by Mr. Starr, to refer to the next BOS meeting in order to adopt a resolution authorizing the adoption of retention and disposition schedule for local government records. Carried.  
Resolution to Follow

**Adjournment:**

Mr. Jack made a motion, seconded by Mr. Micklas, to adjourn the meeting. Carried.

Mr. Mastro adjourned the meeting at 10:30 a.m.

**Safety & Rules Committee Meeting**  
**Chenango County Office Building – Committee Room**  
**Wednesday, October 21, 2020 – 10:00 am**

Those present were: Chairman Charles Mastro, Supervisor Robert Starr, Supervisor Daniel Jack, Public Health Director Marcus Flindt, Environmental Health Director Isaiah Sutton, Sheriff Ernie Cutting, Fire Coordinator/Director of Emergency Management Matt Beckwith, Chief Dispatcher A. Wesley Jones, City of Norwich Fire Chief Jan Papalino, Clerk of the Board/County Auditor RC Woodford and Chairman Lawrence Wilcox.

Present via teleconference were: Supervisor Grace Nucero-Alger, Supervisor Dolores Nabinger and Supervisor Jeremiah Micklas.

Chairman Mastro called the meeting to order at 10:00 a.m.

**Marc Flindt & Isaiah Sutton, Department of Public Health**  
**Adopt Addendum 1203 – Code Enforcement:**

Mr. Flindt stated they needed to make some adoptions from the state code.

Mr. Sutton stated that they were looking at making some changes to the local law that governed Code Enforcement. Mr. Sutton stated they were standard housekeeping changes that make the local law overall reflect the changes made to the State Building Codes.

Mr. Sutton stated there were four major sections effected by the changes:

Section 16 - change in definition for Order to Remedy, which shall mean issued by Code Enforcement Official.

Section 10 – changed which sections covered Operating Permits for different parts of the code. The first example in this section was for the number of Fire Ordinances. Manufacturing, handling and storage of materials is now listed in tables 5003.11 and a number of sections consistent with that. Mr. Sutton stated this was just a numbering change to reflect the numbering changes made to the code.

Parking Garage Operating Permit section changed. Mr. Sutton stated parking garages were never listed separately in their code, and this section now listed out separately how to permit, inspect and review a parking garage, of which the county did not have any of. Mr. Sutton stated this was not real germane to the County, but the State would like to see this in the County's local law.

Change to the violation section under Section 16. Mr. Sutton stated that it used to be that they would go out and conduct an inspection and find a deficiency, issue an order to remedy and set the time table with the operator. Mr. Sutton stated that if it was something that was not hazardous, but would be hard to fix they could give them a longer period of time. Mr. Sutton stated the State now wants every Order of Remedy set with a maximum of 30 days. If the situation was hazardous, they could set the time shorter, but the maximum was 30 days. Mr. Sutton stated their hands were tied on this and it was not their favorite rule change, but the State put this into law.

Mr. Sutton stated that there were not a lot of areas that they had control over in making those changes.

Mr. Mastro asked if an extension could be granted. Mr. Sutton stated yes, they could issue subsequent orders as long as they could quantify why they were granting the extension.

Mr. Mastro asked what the penalty was. Mr. Sutton stated the penalty was set by law with a maximum fine of up to \$200 per day and or jail time for noncompliance, which would be determined by a judge.

Ms. Nucero-Alger stated she thought it was a good idea to go with a 30 day maximum, but Code Enforcement was already a busy department and asked Mr. Sutton how they would be able to keep up with the changes. Mr. Sutton stated they would continue to address them by severity and handle the most imminent hazards first and work backwards from there.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the next BOS meeting in order to call for a public hearing in order to adopt 1203 Code Enforcement addendum to the local law. Carried.

Resolution to Follow

### **Surplus Vehicle – 2007 Ford Ranger:**

Mr. Sutton stated that they recently replaced a 2007 Ford Ranger. Mr. Sutton stated the truck had 181,000 miles on it, a hole about the size of a 55 gallon drum in the bed of the truck and there were some frame issues with it.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to declare the 2007 Ford Ranger as surplus. Carried.

Resolution to Follow

### **Ernie Cutting, Sheriff**

#### **Transfer of Funds:**

Sheriff Cutting stated when they went to 12 hour shifts they knew there would be a little differences in salaries. Sheriff Cutting stated it was about \$21,000 and he had money in his fuel line account to transfer over to salaries.

Sheriff Cutting stated he also wanted to make a line item transfer to enter into a contract to have an app that his office would use to communicate with the public.

Sheriff Cutting stated that there were about 39,000 cellphones registered in the county.

Sheriff Cutting stated under the police reform changes this would also allow people to file complaints against officers as well as publish positive statements.

Sheriff Cutting stated it was only line item transfers where only a signature from the Committee Chair was needed.

Sheriff Cutting stated that he was also transferring \$6,800 from #A3110.21-Equipment and \$6,800 from A3171.21-Equipment for a total of \$13,600 to equipment maintenance contracts in order to enter into a contract for the app.

Mr. Mastro asked if this would be an annual contract. Sheriff Cutting stated yes, it would be coming out of the maintenance contracts line in his budget.

Mr. Mastro stated the Sheriff mentioned there were 38,000 cellphones in the county. Sheriff Cutting stated there were about 39,000 cellphones registered in the county with a population of about 48,000 people.

#### **Updates:**

Sheriff Cutting stated that they were still on the front lines and things were going well.

Sheriff Cutting stated that he was around \$130,000 in billables for housing in prisoners. Sheriff Cutting stated that was going well and they would have a little extra revenue to set aside for building repairs, which seemed to be occurring more and more lately.

**Matthew Beckwith, Fire Coordinator/Director of Emergency Services**  
**SHSP Grant Acceptance:**

Mr. Beckwith stated this was an annual grant application and that in past years the law enforcement portion was split out under a separate application, however this year the application process changed and they both went in under one application.

Mr. Beckwith stated that the total award was for \$15,008. His portion would be for reoccurring costs for the Firehouse software and half of Ellen Cohen's salary. The law enforcement portion would be going towards counter terrorism measures and drone items.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the Finance Committee in order to accept and appropriate SHSP grant funds in the amount of \$105,008. Carried.

Referral to Finance Committee

**EMPG Grant Acceptance:**

Mr. Beckwith stated this was also an annual grant and this year the application was approved for fencing around the Fire Training Center.

Mr. Beckwith stated the grant award was for \$32,582. He would use that funding towards the fence and any of the funds that were set aside in the project account would be used to offset the cost of the fence and hopefully he would be able to use the remaining funds in the project account towards driveway repairs.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to refer to the Finance Committee for the acceptance and appropriation of the EMPG grant in the amount of \$32,582. Carried.

Referral to Finance Committee

**County EMS Update:**

Mr. Beckwith went over the following points of discussion for the County EMS:

- September 9, 2020 AMR changed its deployment practices based off the data they collected over the past 1.5 years.
  - Resulted in a decreased number of ambulances posted in Chenango County.
    - Norwich post decreased
      - Missed 32 calls for service (9/9/2020 to 9/30/2020)
    - Bainbridge post remained the same.
      - Missed 20 calls for service 9/9/202 to 9/30/2020
        - Total of 52 calls for service from 9/9/2020 to 9/30/2020
- September 30, 2020 AMR met with representatives from Chenango County to discuss EMS crisis.
  - AMR is conducting "System Status Management" operations
    - Rotating Ambulances to "Higher call areas".

- 9 posting assignments out of the Oneonta base.
  - Norwich is ranked 6<sup>th</sup> out of 9 bases
  - Bainbridge is ranked higher and more routinely filled.
  - Typical daily ambulances “in Service” is 4
    - Fluctuates daily depending on crews.
- Since September 30<sup>th</sup>, an ambulance has been posted in Norwich on one or two occurrences.
- As a result, the following agencies are operating outside their CON territory.
  - Norwich
  - Sherburne
  - Greene
  - New Berlin
  - South New Berlin
    - Handling 911 calls
    - Inner facility transports from Chenango Memorial Hospital.
      - *Areas that do not have a Contract or Ambulance provider and rely on AMR routinely.*
        - *McDonough*
        - *Pharsalia*
        - *Smyrna*
        - *Mt. Upton*
      - *Areas that have “Ambulances” but routinely require Mutual Aid for first response.*
        - *Oxford*
        - *Guilford (becoming more regular)*
        - *Afton*
        - *Bainbridge*
        - *South Otselic*
- October 13, 2020 – Smyrna Town Board Meeting
  - Invited to discuss the Town and Village of Smyrna’s option for providing / receiving Ambulances to cover EMS calls in the municipality.
    - Option 1
      - Fire Department & Emergency Squad could turn their rescue into an Ambulance and begin transporting patients (BLS)
        - Town and Village could file for a Municipal CON
          - Contract with the Fire Department to provide EMS Transport
    - Option 2
      - Town and Village to file for a Municipal CON and contract with another provider for EMS coverage
        - Sherburne
        - Norwich
        - AMR for a dedicated ambulance
      - Currently have a proposal for \$15,000.00 from Sherburne to serve as their primary EMS agency.
        - Average of \$.30 per thousand.
    - Option 3
      - Do nothing and allow AMR to respond and cover their EMS calls.

- This means AMR may respond from Bainbridge, Oneonta or other posts if Norwich post is not filled.
  - Extreme delay in arrival times.
    - >60 minutes in some cases.
  - Village of Sherburne Mayor stated in the Town Board Meeting, Sherburne is considering pulling from the County's Mutual Aid Plan, along with Norwich.
    - Been a long standing discussion in various City of Norwich Common Council Meetings.
  - Town Supervisor stated he would evaluate the choices and would be talking with Representatives from AMR about covering calls in Smyrna.
- October 15, 2020 – Discussion with County Attorney regarding Mutual Aid Plan
  - Discussed changing the dispatching policy that AMR would be dispatched no matter where the ambulance was posted.
    - Current policy is if Norwich post is vacant, M/A is started.
    - This would be changed that AMR would be dispatched and requested to respond no matter where the post – increasing response times – as a result of Norwich and Sherburne pulling from the EMS M/A plan.
  - Discussion focused around Smyrna, McDonough, Pharsalia and Mt. Upton.
    - AMR (only) would be dispatched to these areas.
    - AMR (only) is primary Mutual Aid response to other areas throughout the County.
      - Oxford, South Otselic, etc.
    - If the Dispatch Center dispatched AMR for a call in Smyrna and the response time is >60 minutes, would the 911 Center, County of Chenango and it's employees be liable for the delayed response times?
    - Discussion ensued about the possible additional response times and what if AMR was responding from Oneonta and called for M/A from another closer ambulance.
- October 15, 2020 – Phone Conversation with John Morrissey regarding dispatching of ambulances and mutual aid.
  - *AMR is not legally compelled to do 911 work in Chenango County*
  - *Having extended ambulance response time to critical calls has been and issue for County dispatch centers. (Onondaga County was successfully sued for this issue.)*
  - *I am understand that you elected officials are struggling with understanding the EMS system both from a regulatory, final, ethical, and moral obligations for providing 911 service.*
  - *With more and more services now not willing to do mutual aid with services that are not responding and or towns that do not have a primary 911 EMS agency this is not only a financial burden but is also a personnel issue in that they cannot get staffing (paid or volunteer) to cover the additional calls.*
  - *Chenango County is not alone and a number of counties are in a similar situation in that they have had to put in place a county run/coordinated system to get effective coverage for the community. There are a number of different ways that this can be financed and configured. Your idea of sale tax and then contracting with existing county service to provide the service is a good example of a viable model.*
  - *When Dan and I came down and meet with public safety committee you and I both agree that some eyes were opened up about these issues and that the full legislature would benefit for some education on some of these issues that are not well understood. To that end you I agree having someone from Central office address the legislature would be a good thing. You indicated that you would meet with your legislative subcommittee and then be looking to do a zoom meeting*

*with the full legislature. I have cc Program Leadership on this note so they are aware of you plan. If this works out you will get back to us with dates and time. You also mentioned that will provide a summary document with fact and figures on the Chenango county system that would be available for review prior to the meeting with the legislature.*

- October 20, 2020 – Conversation with AMR
  - Bill Beevers stated they are trying to bring a Syracuse Ambulance down to cover
    - Volunteer – Overtime Assignment
    - Daytime Coverage
      - No Overnights
    - Trying to cover 7 days a week
    - No definitive time as to a start date
  - Long Term Plan
    - Increase staff
    - Offer Norwich post on a regular basis
      - No date as to when that will happen.
- October 20, 2020 – City Common Council Meeting
  - EMS discussion amongst the committee members and select members of the public.
  - Discussion ensued regarding Norwich responding to calls outside their CON territory.
  - Common Council decided that any call that Norwich responded to outside their CON district, they would submit a bill to the County to assist in covering the cost of the call.
    - \$400.00 for each call
    - Patient would be billed as well.
  - Discussion also ensued that if the County would not pay the bill, the City would pull out of the Mutual Aid contract.

#### **Options / Suggestions moving forward:**

- **Bring John Morrissey and representatives from NYS DOH – BOEMS to the next Full Board Meeting for a presentation**
  - Every Board member is encouraged to attend
    - Establish a date for the meeting.
    - May be a virtual platform
  - Review the current situation the County is in
    - Decreasing ambulance service
    - Current mutual aid policy
  - Review the CON Process
    - Including a Municipal CON
  - Discussion of EMS across the State
    - Discussion over liability of the 911 Center
    - National Standards for EMS response
      - Onondaga County Lawsuit
- **Is this a “Local Problem” or a “County Problem”**
  - County Issue - adoption of the Board of Supervisors??
  - Local Issue – Each municipality will need to submit to the office, what agency will be handling EMS calls in their district.

- Including contracts
    - Who they want for Mutual Aid.
- Discussion over filing for a Municipal CON
  - Countywide CON
  - Individual Municipal CON's
- Discussion over funding options
  - Creating Countywide legislation increasing "Sales Tax" strictly for EMS protection
  - Appropriating current "Sales Tax Revenue" of areas not providing EMS, to contract for EMS.
- Researching Other County Models for EMS protection
  - Other Counties in the State of New York have already addressed this problem and developed a solution.
    - Review those models
- Develop a Countywide model / solution
  - Agencies bill the County for calls outside their CON jurisdiction
    - Bill paid out of sales tax money.
      - County collected with increase in Sales Tax
      - Portion paid out of the moneys already dispersed to the local municipality
  - Staff leasing to increase providers
  - Support the local agencies and expand coverage areas based off contracts
  - Develop a County EMS agency to supplement local agencies
  - Abolish local agencies and fully implement a Countywide system consolidation

Following the discussion, the committee agreed that a full Board presentation would be the best way to get this information out to them and begin discussion on the matter. Mr. Beckwith would like John Morrissey from the NYSDOH to attend the meeting and present the possible options. Once the details of holding a meeting where all of the Supervisors could be present are known, a meeting date will be set.

**Other**

**Authorizing Transfer of Funds for Overtime – Clerk's Office:**

Mr. Mastro stated the Clerk's Office was requesting to make a transfer of funds in the amount of \$7,000 from appropriation account #A1410.18-Extra Hire to appropriation account #A1410.190-Overtime.

Ms. Nucero-Alger asked why they needed the overtime. Mr. Woodford stated it was for DMV.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer to the Finance Committee for the request to transfer \$7,000 from appropriation account #A1410.18-Extra Hire to appropriation account #A1410.190-Overtime. Carried.

**Resolution to Follow**

**Year End Resolutions**

**Declaration of Official Democratic Newspaper:**



A resolution designating the New Berlin Gazette as the official democratic newspaper for 2021.

Mr. Starr made a motion, seconded by Ms. Nabinger, to refer to the next BOS meeting in order to designate the New Berlin Gazette as the official democratic newspaper for 2021. Carried.

Resolution to Follow

**Declaration of Official Republican Newspaper:**

A resolution to designate the Evening Sun as the official republican newspaper for 2021.

Mr. Jack made a motion, seconded by Mr. Starr, to refer to the next BOS meeting in order to designate the Evening Sun as the official republican newspaper for 2021. Carried.

Resolution to Follow

**Adjournment:**

A motion to adjourn was made by Mr. Starr, seconded by Mr. Jack, all in favor.

Mr. Mastro adjourned the meeting at 11:20 a.m.

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**Safety & Rules Committee Meeting**  
**Chenango County Office Building – Committee Room**  
**Wednesday, November 18, 2020 – 10:00 am**

Those present were: Chairman Charles Mastro, Supervisor Robert Starr, Sheriff Ernie Cutting, Fire Coordinator/Director of Emergency Management Matt Beckwith, Clerk of the Board/County Auditor RC Woodford and Chairman Lawrence Wilcox.

Present via teleconference were: Supervisor Grace Nucero-Alger, Supervisor Dolores Nabinger and Supervisor Jeremiah Micklas.

Absent: Supervisor Daniel S. Jack.

Chairman Mastro called the meeting to order at 10:00 a.m.

**Ernie Cutting, Sheriff**  
**Refill Public Safety Dispatcher:**

Sheriff Cutting stated he was requesting to refill one of the dispatchers who was resigning in order to move to North Carolina.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the Personnel Committee in order to refill the Public Safety Dispatcher position. Carried.

Referral to Personnel

**Refill Administrative Assistant:**

Sheriff Cutting stated his administrative assistant retired. She has agreed to work part time and he was paying her under the part time clerk's personnel line in his budget. Sheriff Cutting stated he was hoping that she would remain working for him. Sheriff Cutting stated she submitted her letter of retirement last week and he needed to ask for permission to refill the Administrative Assistant position to start the process of refilling it.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to refer to the Personnel Committee in order to refill the Administrative Assistant position. Carried.

Referral to Personnel

**Transfers for OT and Differentials:**

Sheriff Cutting stated he had some end of the year transfers for overtime. Sheriff Cutting stated he was requesting to move money from part time dispatchers to overtime and night differential for dispatchers and transfers from part time officers to overtime and night differential for officers. Sheriff Cutting stated the total amount he was requesting to move was \$63,000 to cover those expenses through the end of the year.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer to the Finance Committee to authorize a transfer of funds for the payment of payroll expenses. Carried.

Referral to Finance

**Out of State Travel Requests – National Sheriff's Association and Ft. Indiantown Gap, PA:**

Sheriff Cutting stated this was something that he has consistently done at the end of the year over the years, which was out of state travel approval to attend the National Sheriff's Association winter and summer conferences as well as training at Ft. Indiantown Gap, PA.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer to the BOS for approval for the out of state travel requests for the Sheriff's Office. Carried.

**Authorizing Renewal of Various Agreements for 2021:**

Sheriff Cutting stated some of the renewals for the agreements were for the psychiatric center in Marcy, the Rochester Psychiatric Center, the School Resource Officers for Afton, Sherburne, Otselic, BOCES and Unadilla Valley schools, Broome County for housing their prisoners and American Mobile Dental for inmate dental services.

Sheriff Cutting stated those agreements were from January 1, 2021 to December 31, 2021 with the exception of the school contracts which was for the 2021-2022 school year.

Mr. Mastro asked why there were agreements for two psychiatric centers. Sheriff Cutting stated sometimes there was only room for one bed at any of the one particular centers at a time.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the next BOS meeting for the authorization of the renewal of various agreements for the Sheriff's Office. Carried.

Resolution to Follow

**Tablet Purchase:**

Sheriff Cutting stated that he was requesting to transfer \$5,000 from Conference and Training to Equipment for the purchase of two iPads for the Undersheriff and himself. Sheriff Cutting stated a lot of times they needed to use their phones to complete work while they were out of the office and the iPads would give them a bigger screen to work off from.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer to the Finance Committee in order to purchase two iPads by transferring \$5,000 from Conference and Training to Equipment. Carried.

Referral to Finance

**Appointments - Chenango County Correctional Facility for the Year 2021:**

Sheriff Cutting stated this was for the Jail Chaplain, Don MacIntosh, who has been the facility chaplain for a number of years and for the Jail Physician Dr. Masarech.

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the next BOS meeting in order to appoint Don MacIntosh as the Jail Chaplain and Dr. Martin Masarech as the Jail Physician for 2021. Carried.

Resolution to Follow

**Jail Physician – Transition from Contractual Expense to Payroll**

Sheriff Cutting stated now that Dr. Masarech was the Jail Physician and also the Medical Examiner for the county they needed to start to transition him over from contractual expenses for the Jail Physician over to a regular payroll account. Sheriff Cutting stated the money would come from the contractual expense line and go into the payroll line. Sheriff Cutting stated this was something that Mr. Woodford, the Treasurer's Office and he talked about doing.

Mr. Mastro stated this would be referred to the Personnel Committee.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to refer to the Personnel Committee in order to transition the Jail Physician contractual expense over to payroll. Carried.

#### Referral to Personnel

Mr. Woodford stated the transition would take place on January 1, 2021 and they would set up a personal services line to pay him out of. Mr. Woodford stated it was not an issue before but now that he is on payroll as the Medical Examiner, it was a violation to pay someone both a salary and contractually for the same work.

#### Updates:

Sheriff Cutting stated he wanted to talk about something that did not need any action at this time. Sheriff Cutting stated within his budget he had a revenue line for housing in inmates. He budgeted \$50,000 this year and has brought in between \$130,000 to \$140,000. Sheriff Cutting stated that at the beginning of next year he wanted to have a discussion about taking some of that excess revenue and transferring it over to the capital project account that was set up for building repairs. Mr. Mastro stated they wanted to try and lock that in because otherwise it would go over to the fund balance rather than being used for the jail.

Sheriff Cutting stated have a great holiday and that they were not counting cars in parking lots or at people's homes. Sheriff Cutting stated they were also not counting people because they had other things to do.

#### **John Williams, Deputy Treasurer**

##### **Transfers for LEA 12 Hour Shifts:**

Mr. Williams stated that they were going to be short in the salary lines for the road patrol members because they switched to 12 hour shifts earlier this year. Mr. Williams stated they weren't quite sure what the impact was going to be financially at the time but now they had a pretty good indication of where they were going to be. Mr. Williams stated they were going to be about \$21,000 short in paying them out based on the experience from the past year. Mr. Williams stated the Sheriff has money within his budget to cover the shortfalls.

Mr. Woodford stated when the contract amendment for the 12-hour shifts was authorized with the LEA they also authorized the necessary modifications to the budget. Mr. Woodford stated that this was just of interest because when the contract amendment was made, they weren't exactly sure how that would fall because it was the first go around. Mr. Woodford stated the amount was around \$20,000 and the dollars were available internally.

#### **Matt Beckwith, Fire Coordinator/Director of Emergency Management**

##### **Fence Update:**

Mr. Beckwith stated that he sent out a request for proposals for the fence at the Fire Training Center to Atlas Fence, Butler Fence and Oneonta Fence. Mr. Beckwith stated Atlas Fence and Butler Fence were both from the Syracuse area and Oneonta Fence was from the Oneonta area.

Mr. Beckwith stated he only received one proposal back from Atlas Fence for \$27,760. Mr. Beckwith stated he received \$23,000 from the EMPG grant for the fence and the remaining dollars for the fence would come out of the capital project account that was previously set up by the Board.

Mr. Beckwith stated as soon as the bid was authorized, he wanted to get the work started because the amount would increase if it went into the next year.

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to accept the bid received in the amount of \$27,760 by Atlas Fence for fencing for the Fire Training Center. Carried.

**EMS Update:**

Mr. Beckwith stated that he tried to set up the meeting with John Morrissey from the NYSDOH and the BOS, however Mr. Morrissey was advised that because of political reasons and COVID restrictions he would need to have authorization by the Executive Chambers to hold the meeting. Mr. Beckwith stated they were still working on those details as well as finding a suitable location to hold the meeting that was compliant with the current COVID restrictions. Mr. Beckwith stated it was likely not to happen until after the first of the year.

Mr. Beckwith stated that the call numbers for EMS related calls in the County, excluding fires and MVA's, was 1,102 from September 9<sup>th</sup> to November 16<sup>th</sup>. Mr. Beckwith stated out of those 1,102 calls, 259 required some sort of mutual aid, which meant that they were for areas without an agency or their agency was unable to respond. Out of those 259 calls, AMR did not respond to 184 of those calls. Mr. Beckwith stated that meant that AMR was not available because they did not have an ambulance in the county or it was a situation where they had an ambulance in the county but they were in Bainbridge and the call was in South Otselic. Mr. Beckwith stated AMR did not respond 75 times out of those 259 calls. Mr. Beckwith stated to keep in mind that some of those calls were within their primary operating certificate area, those would be calls for Pharsalia, McDonough, and Smyrna etc. Mr. Beckwith stated that Greene responded 47 times, Norwich responded 46 times, out of county units responded 43 times, Sherburne responded 31 times and the other 17 calls were grouped together for other agencies that responded.

Mr. Beckwith stated last month Norwich removed themselves from the mutual aid calls because they were down two ambulances. Since that time, they have been able to get one of those ambulances up and running and are now able to respond for mutual aid calls.

Mr. Beckwith stated that he met with the Afton Town Board and the Afton Board of Fire Commissioners to discuss the EMS concerns. Mr. Beckwith stated that Afton was only able to respond to two EMS calls this year due to provider shortages. Mr. Beckwith stated they talked about the EMS shortage concerns and that he would also be meeting with the Afton Village Board members to discuss the EMS shortage concerns.

Mr. Beckwith stated that AMR agreed to move their ambulance base from Bainbridge to Guilford in order to be more centrally located.

Mr. Beckwith stated that he was holding an EMT class in Bainbridge and they were down to less than nine students. Mr. Beckwith stated fiscally it did not make much sense to run the class because there were not enough students in the class to pay for the instructor, but he felt that it was necessary to hold the class because they needed providers.

Mr. Beckwith stated that Afton investigated employing a provider and the cost of having someone for 16 hours per day for 7 days per week was \$150,000. Mr. Beckwith stated that the local community could not afford that option. Mr. Beckwith stated that Afton was trying to come up with a more viable solution. Mr. Beckwith stated that they were very concerned that the DOH would remove their CON based on their response numbers. Mr. Beckwith stated that he assured Afton that he would work with DOH and he has not heard that they would be removing their CON. Mr. Beckwith stated that DOH did not like to pull CON's, but in the same token they also realized that it was an issue.

Mr. Beckwith stated this was an issue among the smaller communities, they could not afford it. Mr. Beckwith stated that it would be better to come up with a solution among a broader tax base. Mr. Beckwith stated that he was not in favor of property tax and he felt that sales tax was probably the better way to be able to do this.

Mr. Beckwith stated like so many people have said, they couldn't afford EMS, but they couldn't afford to be without EMS.

Mr. Starr asked if Bainbridge and Afton have considered paying for an EMS provider together. Mr. Beckwith stated that they were going to have discussions to see if they could try to split the costs of having 24-hour coverage.

Mr. Mastro stated the goal in all of this was to hold a meeting with all 23 BOS. It was a good start meeting with Afton, but they needed to get everyone involved so that they could make those decisions.

Mr. Beckwith stated that John Morrissey from the DOH told him that the EMS issue was a statewide issue, and that Chenango County was not alone in this.

Mr. Beckwith stated that he would be meeting with Bill Beevers from AMR on November 19<sup>th</sup> to discuss the Norwich post, but he was not anticipating any changes where the Norwich post was concerned.

Mr. Micklas stated that he would be having a discussion with his Town Board on the issue. Mr. Mastro stated that he has also been discussing this with his Town Board.

## **Other**

### **Transfers for Personnel Services (OT and Extra Hire) – Board of Elections:**

Mr. Mastro stated this transfer for overtime and extra hire expenses for the Board of Elections needed to be approved and moved to Finance.

Mr. Starr made a motion, seconded by Ms. Nucero-Alger, to refer to the Finance Committee for the transfer of overtime and extra hire for the Board of Election in the amount of \$6,519.43. Carried.

Referral to Finance

### **Transfer of Funds for Board of Elections from Conference and Training to Day to Day Travel:**

Mr. Mastro stated this was a line item transfer for \$22,000 that needed to be approved by the committee.

Mr. Starr made a motion, seconded by Mr. Micklas, to approve the line item, transfer of \$22,000 from Conference and Training to Day to Day Travel for the Board of Elections. Carried.

## **Year End Resolutions**

### **Designation of Final Day:**

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the next BOS meeting in order to designate the final day of adjournment of the Annual Session of the BOS for the 2020 year as December 21, 2020. Carried.

Resolution to Follow

### **Designating the Date for the 2021 Organizational Meeting of the Chenango County Board of Supervisors:**

Ms. Nucero-Alger made a motion, seconded by Mr. Starr, to refer to the next BOS meeting in order to designate the 2021 Organizational Meeting of the BOS as Monday, January 4, 2021 at 10:30 a.m. Carried.

Resolution to Follow

**Establishing Monthly Board Meeting Dates for 2021:**

Ms. Nucero-Alger made a motion, seconded by Mr. Micklas, to refer to the next BOS meeting in order to establish the monthly Board meeting dates for 2021. Carried.

Resolution to Follow

**Authorizing Renewal of License Agreements for Rental of Space to Abstract Companies – County Clerk:**

Mr. Starr made a motion, seconded by Ms. Nabinger, to refer to the next BOS meeting in order to authorize the renewal of license agreements for the rental of space to Abstract Companies. Carried.

Resolution to Follow

**Adjournment:**

A motion to adjourn was made by Ms. Nucero-Alger, seconded by Mr. Starr. Carried.

Mr. Mastro adjourned the meeting at 11:00 a.m.

slh