

**Ways & Means Committee
Regular Meeting Minutes**

DATE & TIME: June 13, 2023 – 5:00 PM
LOCATION: KL Binder Library, 6th Floor, County Office Building
PRESIDING OFFICER: Chair Gavaris
LEGISLATIVE STAFF: Natalie Kelder, Legislative Financial Analyst
PRESENT: Legislators Bartels, Cahill, Criswell, Roberts, & Ronk
ABSENT: None
QUORUM PRESENT: Yes

OTHER ATTENDEES: Legislators Erner, Hansut, Heppner, Litts, Maloney, Nolan, Petit, & Uchitelle, Deputy County Executives Contreras, & LaValle, Deputy Clerk Feaster – UC Clerk of the Legislature’s Office, Comptroller Gallagher, Charles Dinstuhl, & Alaina Voulgaropoulos – UC Comptroller’s Office, Interim Commissioner of Finance Juras – UC Department of Finance, Director Doyle – UC Planning Department, Dr. Buckley, Jen Zell, & Jamie Capuano – SUNY Ulster

Chair Gavaris called the meeting to order at 5:01 PM

Resolutions for the June 13, 2023 Session of the Legislature

Resolution No. 332: Approving An Increase In Funding For Capital Project No. 541 - SUNY Ulster – Facilities Equipment, And Amending The 2023 Ulster County Capital Fund – Ulster County Community College

Resolution Summary: This Resolution approves a \$300,000 increase for Capital Project No. 541, SUNY Ulster Facilities Equipment, and amends the 2023 Ulster County Capital Fund, for the purchase of vehicles.

Motion No. 1: MOTION TO APPROVE Resolution No. 332
Motion By: Legislator Ronk
Motion Seconded By: Legislator Cahill

Discussion: None

Voting In Favor: Legislators Bartels, Cahill, Criswell, Gavaris, Roberts, & Ronk
Voting Against: None
Votes in Favor: 6
Votes Against: 0
Disposition: Resolution ADOPTED

Resolution No. 333: Authorizing The Purchase Of Construction And Maintenance Equipment At Ulster County Community College - SUNY Ulster, In And For The County Of Ulster, New York, At A Maximum Estimated Cost Of \$300,000.00, And Authorizing The Issuance Of An Aggregate \$300,000.00 Bonds Of Said County To Pay The Cost Thereof

Resolution Summary: This Resolution authorizes \$300,000 of bonds in relation to Capital Project No. 541, SUNY Ulster Facilities Equipment, for the purchase of vehicles.

Motion No. 2: MOTION TO APPROVE Resolution No. 333

Motion By: Legislator Ronk

Motion Seconded By: Legislator Cahill

Discussion: None

Voting In Favor: Legislators Bartels, Cahill, Criswell, Gavaris, Roberts, & Ronk

Voting Against: None

Votes in Favor: 6

Votes Against: 0

Disposition: Resolution ADOPTED

Resolution No. 334: Establishing Capital Project No. 672 SUNY Ulster – Wayfinding - Amending The 2023 Capital Fund Budget – SUNY Ulster

Resolution Summary: This Resolution establishes Capital Project No. 672, SUNY Ulster – Wayfinding, in the amount of \$250,000 for architectural services.

Resolution No. 335: Authorizing The Design And Installation Of Wayfinding Signage At The Ulster County Community College Campus At SUNY Ulster, In And For The County Of Ulster, New York, At A Maximum Estimated Cost Of \$250,000.00, And Authorizing The Issuance Of \$250,000.00 Bonds Of Said County To Pay The Cost Thereof

Resolution Summary: This Resolution authorizes \$250,000 of bonds for Capital Project No. 672, SUNY Ulster – Wayfinding.

Motion No. 3: MOTION TO BLOCK Resolution Nos. 334 & 335

Motion By: Legislator Ronk

Motion Seconded By: Legislator Cahill

Discussion: None

Voting In Favor: Legislators Bartels, Cahill, Criswell, Gavaris, Roberts, & Ronk

Voting Against: None

Votes in Favor: 6

Votes Against: 0

Disposition: Resolutions BLOCKED

Motion No. 4: MOTION TO APPROVE Resolution Nos. 334 & 335

Motion By: Legislator Ronk

Motion Seconded By: Legislator Cahill

Discussion: Legislator Cahill questioned the cost of signage. Jamie Capuano, Vice President for Administrative Services at SUNY Ulster, explained that they are looking to digitize signs, update outdated signs, plus add ADA and bathroom signage. Ms. Capuano also explained that there would be four additional digital kiosks to assist with wayfinding but would require electrical upgrades.

Legislator Ronk confirmed that the electrical would be underground.

Legislator Cahill added that in the Economic Development, Planning, Education, Employment, Arts, & Agricultural committee the inclusion of the UCAT bus schedule was discussed.

Legislator Nolan asked if any of the signs could be solar powered, and Ms. Capuano agreed that this could be considered.

Voting In Favor: Legislators Bartels, Cahill, Criswell, Gavaris, Roberts, & Ronk
Voting Against: None
Votes in Favor: 6
Votes Against: 0
Disposition: **Resolutions ADOPTED**

Resolution No. 336: Adopting The Ulster County Department Of Health And Emergency Services Medical Reserve Corps Unit Organization And General Operation Policy – Department Of Emergency Services

Resolution Summary: This Resolution adopts a Medical Reserve Corps Policy for volunteers in the support of the County’s Department of Health and Department of Emergency Services with promoting health, preserving life, and preventing disability during times of disaster and/or community need.

Motion No. 5: **MOTION TO DISCUSS Resolution No. 336**
Motion By: Legislator Ronk
Motion Seconded By: Legislator Cahill

Discussion: Legislator Criswell asked Deputy County Executive Contreras to provide an update.

Deputy County Executive Contreras confirmed that there was nothing mandating the volunteers be permanent Ulster County Residents.

Motion No. 6: **MOTION TO POSTPONE Resolution No. 336**
Motion By: Legislator Criswell
Motion Seconded By: Legislator Bartels

Discussion: Legislative Chair Bartels noted that the backup to Exhibit A has not yet been provided.

Legislative Chair Bartels also asked to see how the \$55,000 of advertising funds will be spent and what the future advertising funds will be.

Deputy County Executive Contreras also answered Legislator Criswell’s insurance question and explained that the Insurance Officer of Ulster County has been involved in all discussions and will obtain any additional insurance needed but does not expect any costs greater than what have been allocated in the 2023 Adopted Budget.

Legislator Ronk expressed support for this policy but agreed with Legislator Criswell that a few more outstanding questions remain.

Voting In Favor: Legislators Bartels, Cahill, Criswell, Gavaris, Roberts, & Ronk
Voting Against: None
Votes in Favor: 6
Votes Against: 0
Disposition: **Resolution POSTPONED**

Resolution No. 353: Authorizing The Issuance Of An Additional \$299,999.00 Bonds Of The County Of Ulster, New York, To Pay Part Of The Cost Of The Upgrade To The Countywide Radio System, For Said County

Resolution Summary: This Resolution authorizes the issuance of an additional \$299,999 of bonds for the Countywide Radio System.

Motion No. 7: **MOTION TO APPROVE Resolution No. 353**
Motion By: Legislator Cahill
Motion Seconded By: Legislator Ronk

Discussion: None

Voting In Favor: Legislators Bartels, Cahill, Criswell, Gavaris, Roberts, & Ronk
Voting Against: None
Votes in Favor: 6
Votes Against: 0
Disposition: **Resolution ADOPTED**

Resolution No. 368: Establishing A Policy Prohibiting Dual Agency In Real Estate Transactions In Which The County Is A Purchaser, Seller, Lessor Or Lessee

Resolution Summary: This Resolution establishes a policy prohibiting dual agency in real estate transactions.

Motion No. 8: **MOTION TO APPROVE Resolution No. 368**
Motion By: Legislator Ronk
Motion Seconded By: Legislator Roberts

Discussion: None

Voting In Favor: Legislators Bartels, Cahill, Criswell, Gavaris, Roberts, & Ronk
Voting Against: None
Votes in Favor: 6
Votes Against: 0
Disposition: **Resolution ADOPTED**

Resolution No. 369: Establishing A Policy To Provide Legislators With Restricted Access To The New World Financial Management System

Resolution Summary: This Resolution establishes a policy to provide Legislators with restricted access to the New World Financial Management System.

Motion No. 9: MOTION TO DISCUSS Resolution No. 369

Motion By: Legislator Criswell

Motion Seconded By: Legislator Ronk

Discussion: Legislator Ronk reiterated his concerns but understood the intention.

Legislator Maloney stated that legislators would not have access to employee and payroll information as it is all located in a different system. However, payroll totals, program totals, and vendor information would be available to legislators, adding that most of the information is already available through a Freedom of Information Law (FOIL) Request. Legislator Maloney suggested having Information Services remove access to any areas that legislators are uncomfortable with.

Legislator Cahill expressed that this has the possibility to encroach on the executive's daily operations, security concerns, and stated the responsiveness of the Clerk of the Legislature staff when in need of information.

Legislator Roberts disagreed with the idea that access to the system would be related to operations and considered it oversight, noting that legislators are often provided with confidential information.

Legislator Maloney added that many don't even know what information they could be asking for and access to the system would help to educate legislators as to what information is available. Legislator Maloney expressed consent to the potential amendment in which New World would only be allowed on a county-issued device, although believing that it is unnecessary.

Legislator Ronk stated that the Clerk of the Legislature has staff that can help prevent extra work by understanding the system and allowing the legislator to ask the question while the staff member would know how to best utilize the system to provide an answer.

Legislator Petit stated that sometimes there are extra layers or steps of government that are not necessary, when a legislator cannot look up the answer themselves, and must through legislative staff. Additionally, this could bog down legislative staff, who could be freed up for more labor-intensive projects.

Legislative Chair Bartels expressed concern regarding access from non-county devices but agreed that the majority of the information is available to the public.

Legislator Heppner asked what safeguards would need to be in place, what that process would look like, and asked if Information Services has been consulted.

Motion No. 10: MOTION TO AMEND Resolution No. 369
Motion By: Legislator Ronk
Motion Seconded By: Legislator Roberts

Discussion: Legislative Chair Bartels clarified that the word “only” should be added to the resolved to read “*provided only on said Legislator’s County issued laptop device to review financial documents for the purpose of performing their fiscal duties*”.

Voting In Favor: Legislators Bartels, Cahill, Criswell, Gavaris, Roberts, & Ronk
Voting Against: None
Votes in Favor: 6
Votes Against: 0
Disposition: Resolution AMENDED

Motion No. 11: MOTION TO POSTPONE Resolution No. 369
Motion By: Legislator Bartels
Motion Seconded By: Legislator Criswell

Discussion: Legislator Criswell commented that he has never used or seen the New World financial system and would like to better understand the system and perhaps see a demonstration before deciding.

Legislator Maloney requested a postponement.

Legislator Cahill noted that current employees do not have access to all the modules yet 23 legislators will be given total access to all modules.

Voting In Favor: Legislators Bartels, Criswell, Gavaris, Roberts, & Ronk
Voting Against: Legislator Cahill
Votes in Favor: 5
Votes Against: 1
Disposition: Resolution POSTPONED

Resolution No. 370: Authorizing Legislative Review Of Certain Non-Commodity Draft Bid Documents

Resolution Summary: This Resolution authorizes legislative review of certain non-commodity draft bid documents and provides for two legislative appointments to take part in the Request for Proposal / Request for Quote procurement process.

Motion No. 12: MOTION TO DISCUSS Resolution No. 370
Motion By: Legislator Ronk
Motion Seconded By: Legislator Criswell

Discussion: Legislator Ronk expressed concern utilizing a committee format for operations.

Motion No. 13: MOTION TO POSTPONE Resolution No. 370
Motion By: Legislator Ronk

Motion Seconded By: Legislator Cahill

Discussion: Legislator Maloney explained that this is intended to be a starting point, not a finished product. Legislator Maloney also shared that he has been unsuccessful in receiving Request for Proposals requested from various departments and perhaps the Legislature could be included somewhere within the process, but not hold up the process.

Legislator Cahill requested the total number of RFP's in a year and the total number that utilize the state bid.

Legislative Chair Bartels echoed Legislator Cahill's request for historical RFP information and expressed support for seeing draft RFP's, especially when it comes to legislative initiatives.

Voting In Favor: Legislators Bartels, Cahill, Criswell, Gavaris, Roberts, & Ronk

Voting Against: None

Votes in Favor: 6

Votes Against: 0

Disposition: **Resolution POSTPONED**

Resolution No. 123: Establishing A Policy To Formalize Procedures Relating To Future Hiring Freezes

Resolution Summary: This Resolution establishes a policy to formalize procedures relating to future hiring freezes.

Motion No. 14: **MOTION TO APPROVE Resolution No. 123, AS PRESENTED**

Motion By: Legislator Ronk

Motion Seconded By: Legislator Roberts

Discussion: Legislator Petit explained that Interim Commissioner of Finance Juras was comfortable with the original policy, except for any reference to the state, which was removed from the proposed policy.

Voting In Favor: Legislators Bartels, Cahill, Criswell, Gavaris, Roberts, & Ronk

Voting Against: None

Votes in Favor: 6

Votes Against: 0

Disposition: **Resolution ADOPTED, AS PRESENTED**

Presentation on the Proposed 2023 – 2024 SUNY Ulster County Community College Budget

Jamie Capuano, Vice President of Administrative Services at Ulster County Community College, provided a brief presentation on the proposed 2023 – 2024 SUNY Ulster Community College Budget.

Ms. Capuano informed the committee that the students have taken advantage of the added mental health services and there is a need for additional advising services. Several new initiatives include a review of

enrollment and increasing access to the SUNY Ulster Foundation Scholarship. There are no layoffs or furloughs, unlike some sister colleges.

Ms. Capuano went on to explain that enrollment is projected to increase, state aid has remained flat, there are increased expenses for a financial system upgrade. There is a tuition increase of \$100 per semester for full-time students and \$20 per part-time credit.

The Ulster County Contribution is \$6,900,863 for the 2023 – 2024 school year.

Legislator Cahill thanked Ms. Capuano and the other SUNY Ulster representatives for providing the budget earlier than normal to allow for review. Legislator Cahill went on to express support for the increased contribution.

Legislative Chair Bartels also expressed support for the increased contribution as well as suggesting that more could be done to support the college. Legislative Chair Bartels requested an update on the four-year nursing program and Dr. Buckley, Ulster County Community College president, explained that for the foreseeable future, UCCC will be a Registered Nurse (RN) program, as covid has changed the landscape of healthcare. There are discussions for a 2 + 2 program and a bridge from RN to MSN program.

Legislator Ronk asked how the enrollment is compared to sister counties. Ms. Capuano noted that some of the sister schools appear to have declining enrollment.

Legislator Roberts questioned the enrollment over the last four years. Dr. Buckley referred the committee to the slide that shows enrollment is down 383 FTE's over the last 4 school years. Legislator Roberts noted the community benefits to a good school system but pointed out that costs are increasing even though enrollment is decreasing. Ms. Capuano explained that revenue diversification is being reviewed and some of the costs have or will be decreasing due to retirement incentives. Ms. Capuano explained that even a two or three credit student requires services from financial aid, student accounts, accounting, finance etc.

Legislator Cahill asked if there was an opportunity to improve the utilization of the Kingston Campus, noting that the hospital is now across the street. Ms. Capuano agreed with Legislator Cahill and stated that it is a focus of the master plan.

Chairman Gavaris pointed out the benefits of shared services and it is another way the county can support SUNY Ulster without directly providing funds. Ms. Capuano agreed and informed the committee that there is a shared services contract with the county for purchasing services. Dr. Buckley added that there are also shared services throughout the SUNY community, such as the Chief Information Office

Comptroller Gallagher introduced Alaina Voulgaropoulos, the Quality Analyst within the Comptrollers Department, who provided an update on the contract review process. Ms. Voulgaropoulos provided background on the contract process and explained that there are 236 contract types in the New World Financial System, 96 of which only deal with services, and will ultimately be furthered narrowed to find how many that only deal with constituent services.

Ms. Voulgaropoulos informed the committee that the former division of ACE was responsible for closing contracts and that duty was not reassigned, therefore no contracts have been closed since the dissolution of ACE and the excessive number of open contracts have skewed the data.

Ms. Voulgaropoulos urged committee members to come forward with any vendor that could be reviewed and ultimately wants to provide clarity regarding the services that are provided with taxpayer dollars.

Legislative Chair Bartels asked if the required reporting actually took place. Ms. Voulgaropoulos stated that it is on a case-by-case basis, each department has to be questioned regarding the reports as they are the recipient of said report.

Chairman Gavaris moved on to the Forthcoming Local Laws portion of the agenda.

Forthcoming Resolutions / Local Laws:

Resolution No. 486 of 2022 – Adopting The Ulster County Information Services/ Information Technology Security Policy – Department Of Information Services
(Postponed for 1 month in Ways & Means Committee on 6/6/2023)

Resolution No. 86 - Amending The 2023 Ulster County Budget To Create Two Fully Reimbursable Full-Time Positions – Ulster County Industrial Development Agency
(Postponed in Economic Development, Planning, Education, Arts & Agriculture Committee on 5/30/2023)

Resolution No. 87 – Approving The Execution Of A Contract For \$430,000.00 Entered Into By The County – Ulster County Industrial Development Agency
(Postponed in Economic Development, Planning, Education, Arts & Agriculture Committee on 5/30/2023)

Resolution No. 126 - Dedicating Funding To Housing Justice
(No Action in Health, Human Services & Housing Committee on 5/31/2023)

Resolution No. 127 - Establishing A Policy To Prioritize Meals For Ulster County Residents Living In Emergency Housing
(No Action in Health, Human Services & Housing Committee on 5/31/2023)

Resolution No. 299 - Amending The 2023 Ulster County Budget - Authorizing Payment Of Retroactive COVID Pay – Ulster County
(Postponed in Law Enforcement & Public Safety Committee on 6/1/2023)

Resolution No. 309 - Placing A Spending Cap Of \$XX,XXX,XXX.00 On All Costs Related To The Proposed Government Operations Center At Paradies Lane In New Paltz
(No Action in Law Enforcement & Public Safety Committee on 6/1/2023)

Resolution No. 330 - Dedicating Funding To Housing Affordability, Establishing A Policy For Its Use, And Authorizing The Release Of A Notice Of Funding Availability (NOFA) For 2023 – Department Of Planning
(Postponed in Economic Development, Planning, Education, Arts & Agriculture Committee on 5/30/2023)

Resolution No. 331 - Approving The 2023-2024 Ulster County Community College Budget – SUNY Ulster
(Postponed in Economic Development, Planning, Education, Arts & Agriculture Committee on 5/30/2023)

Resolution No. 364 - Establishing A Restricted Capital Reserve Fund For The Government Operations Center Of The County Of Ulster Under Section 6-C Of The New York State General Municipal Law
(Referred to Law Enforcement and Public Safety Committee in Ways & Means Committee on 6/6/2023)

Chairman Gavaris asked if there was any old or new business.

Adjournment

Motion Made By: Legislator Ronk
Motion Seconded By: Legislator Roberts

No. of Votes in Favor: 6
No. of Votes Against: 0

TIME: 6:21 PM

Respectfully submitted: Natalie Kelder
Minutes Approved: July 11, 2023