

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC SAFETY

DATE: SEPTEMBER 28, 2015

COMMITTEE MEMBERS PRESENT:

SUPERVISORS WOOD
GIRARD
TAYLOR
BROCK
SEEBER
SIMPSON

COMMITTEE MEMBER ABSENT:

SUPERVISOR FRASIER

OTHERS PRESENT:

CHARLES WALLACE, ADMINISTRATOR, FIRE PREVENTION & BUILDING CODE ENFORCEMENT
REPRESENTING THE OFFICE OF EMERGENCY SERVICES:
BRIAN LAFLURE, DIRECTOR/FIRE COORDINATOR
AMY HIRSCH, DEPUTY DIRECTOR
REPRESENTING THE WARREN COUNTY SHERIFF'S OFFICE:
SHAWN LAMOUREE, UNDERSHERIFF
MICHAEL GATES, CORRECTIONS CAPTAIN
MARY WEAVER, SENIOR ACCOUNT CLERK
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BEATY
KENNY
DAVID STRAINER, TOWN OF QUEENSBURY RESIDENT
DON LEHMAN, *THE POST STAR*
THOM RANDALL, *ADIRONDACK JOURNAL*
SAMANTHA HOGAN, SECRETARY TO THE CLERK OF THE BOARD

Ms. Wood called the meeting of the Public Safety Committee to order at 9:00 a.m.

Motion was made by Mr. Girard, seconded by Mr. Simpson and carried unanimously to approve the minutes of the prior Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Charles Wallace, *Administrator, Fire Prevention & Building Code Enforcement*, who distributed copies of his agenda to the Committee members; *a copy of the agenda can also be found on file with the meeting minutes.*

Commencing the agenda review, Mr. Wallace presented a request to authorize three staff members (*Tracy VanNess, Andrew Neville and John Pagano*) to attend the Capital District Building Officials Educational Conference in Colonie, NY on October 19-21, 2015; he indicated that the funding for this travel was available within the existing budget.

Motion was made by Mr. Taylor, seconded by Mr. Girard and carried unanimously to approve the travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the meeting minutes.*

Next, Mr. Wallace requested authorization to amend the fee schedule used by his Office when assessing charges for certain services provided. He noted that the agenda packet included a copy of the current fee schedule, as well as the amendments proposed, and he proceeded to provide a brief overview of same. Mr. Wallace commented that by implementing the revisions suggested they could generate up to an additional \$20,000 in revenues per year.

Motion was made by Mr. Taylor, seconded by Mr. Simpson and carried unanimously to approve the amendments to the fee schedule, as presented, and the necessary resolution was authorized for the October 16th Board Meeting.

Mr. Wallace apprised the next agenda item related to the review of the 2016 Budget Request for the Fire Prevention & Building Code Enforcement Office. A review of the Budget Request was held, during which

no suggestions for budget adjustments were made. *A copy of the 2016 Budget Request for the Fire Prevention & Building Code Enforcement Office can be found on file with the meeting minutes.*

Concluding his review with the Information for Discussion/Review section, Mr. Wallace indicated that the agenda packet included the following reports which he outlined briefly:

- 2014 final numbers for permits issues and fees collected
- 2014 final numbers for fire safety inspections and fees collected
- 2015 year-to-date numbers for permits issued and fees collected
- Yearly comparisons
- 2015 year-to-date numbers for fire safety inspections and fees collected

Chairman Geraghty questioned the response time for permit requests and Mr. Wallace indicated that they tried to address these within a couple of days for residential projects and for larger commercial projects, they tried to bring their review work early so that they were ready to issue permits when the projects were ready for them. He indicated that any lag in permit issuances was typically caused by a delay in the person seeking the permit submitting necessary documentation.

Mr. Taylor commended Mr. Wallace on the job he was doing, noting that since Mr. Wallace had assumed the Administrator position he had not heard any complaints about delays in permit issuances. Mr. Wallace thanked Mr. Taylor for his compliment and he indicated he had received positive feedback from various sources in this regard. He noted one of his primary goals had been to lessen delays in permit issuances because they had a trickle-down effect that negatively impacted materials suppliers and the jobs they provided.

Privilege of the floor was extended to Brian LaFlure, *Fire Coordinator/Director of the Office of Emergency Services*, and Amy Hirsch, *Deputy Director of the Office of Emergency Services*, who distributed copies of their agenda to the Committee members; *a copy of the agenda is also on file with the meeting minutes.*

Commencing the agenda review, Mr. LaFlure presented a request to authorize himself and James Schrammel, *Fourth Deputy Fire Coordinator*, to attend the Hazardous Materials Leadership Forum in Cooperstown, NY on October 30-31, 2015.

Motion was made by Mr. Girard, seconded by Mr. Simpson and carried unanimously to approve the travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the meeting minutes.*

Next, Mr. LaFlure presented a request to authorize himself to attend the Regional Fire Administrator's Conference in Montour Falls, NY on November 19-21, 2015.

Motion was made by Mr. Taylor, seconded by Mr. Simpson and carried unanimously to approve the travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the meeting minutes.*

Concluding the agenda review, Mr. LaFlure and Mrs. Hirsch provided an overview of the 2016 Budget Request for the Office of Emergency Services, following which no suggestions for budget adjustments were made. *A copy of the Office of Emergency Service's 2016 Budget Request can be found on file with the meeting minutes.*

Privilege of the floor was extended to Shawn Lamouree, *Undersheriff*, who distributed copies of his agenda to the Committee members; *a copy of the Sheriff's agenda can also be found on file with the meeting minutes.*

Commencing the agenda review, Undersheriff Lamouree presented a request for a new contract with Exacom to provide emergency and routine maintenance to the Communication Center's multi-media

logging recorder at a cost not to exceed \$3,875 per year for the term commencing October 16, 2015 and terminating October 15, 2016 with the option of extending for two additional one-year terms with no escalation cost. He explained the company that had originally installed the recording system had provided for a three-year maintenance agreement at a cost of slightly less than \$8,000 per year; he further explained they had released a new bid for maintenance services and the response received had included costs ranging from \$11,000 to \$26,000 for the three-year term. Undersheriff Lamouree indicated that while Exacom was the manufacturer of the recording equipment, they were not the company that had been providing maintenance services for the expiring three-year term, but had been the lowest responsible bidder for the new contract. He concluded that they would achieve a \$12,000 to \$13,000 savings over a three-year term by contracting with Exacom for the maintenance services.

Motion was made by Mr. Girard, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the October 16th Board Meeting. *A copy of the request is on file with the meeting minutes.*

Next, Undersheriff Lamouree presented a request to amend the County Budget in the amount of \$20,000 to reflect the receipt of unanticipated revenues and appropriations in association with the 2015 SLETPP (*State Law Enforcement Terrorism Prevention Program*) Grant. He noted that these funds would be used to purchase a portable radio repeater system which could be deployed wherever it was needed, as well as headphones and microphones for the accompanying radios.

Motion was made by Mr. Girard, seconded by Mr. Taylor and carried unanimously to approve the request and refer same to the Finance Committee. *A copy of the request is on file with the meeting minutes.*

Ms. Seeber apprised she had recently learned of a new mobile phone application (*app*) that was available to the public called "Mobile Patrol" which she opined was an exceptional community service; she asked Undersheriff Lamouree to speak about this as it highlighted the exceptional work the Sheriff's Office was doing. Undersheriff Lamouree stated that this app was created by a company called Appriss, which also provided victim notifications in New York and other states, that allowed the Warren County Sheriff's Office to export data daily from the Correctional Facility to allow residents to see who was in jail and when they were scheduled to be released. Undersheriff Lamouree stated that this provided a means of notification for those members of the public with concerns that they might be victimized by an incarcerated person. He said this was a free app that represented another tool for the community. Ms. Seeber pointed out another great benefit of this app was that it provided for sex offender status updates and reflected where these individuals were located. Undersheriff Lamouree apprised that the Sheriff's Office currently partnered with the Probation Office and the Glens Falls Police Department on a contract with Offender Watch to provide an internet-based program to the public that showed where sex offenders were located and allowed for individuals to be notified if sex offenders moved into their area. Ms. Seeber commented that they were not required to provide these services; however, many counties across the State had elected to join together in offering these benefits to their residents and she thanked Undersheriff Lamouree and the Warren County Sheriff's Office for doing so, as well.

Concluding the agenda review, Undersheriff Lamouree provided a review of the 2016 Budget Request for all divisions of the Warren County Sheriff's Office. During this review, Undersheriff Lamouree acknowledged a mistake in Budget Code A.3150 120, *Sheriff's Correction Division, Salaries-Overtime*, which reflected a total expenditure of \$460,000 that should have been reduced to \$350,000 as a result of meetings with the Budget Team.

There being no further business to come before the Public Safety Committee, on motion made by Mr. Simpson and seconded by Mr. Taylor, Ms. Wood adjourned the meeting at 10:18 a.m.

Respectfully submitted,
Samantha Hogan, Secretary to the Clerk of the Board
As transcribed by Amanda Allen, Clerk of the Board