

WARREN COUNTY BOARD OF ELECTIONS

1340 STATE ROUTE 9
LAKE GEORGE, NY 12845
FAX: (518) 761-6480

WILLIAM T VANNESS
REPUBLICAN COMMISSIONER
TEL: (518) 761-6458



BETH McLAUGHLIN
DEMOCRATIC COMMISSIONER
TEL: (518) 761-6459

September 21, 2020 – 11:25am SUPPORT SERVICES COMMITTEE BOARD OF ELECTIONS AGENDA

Committee Members: Supervisors Magowan, Leggett, Wild, Bruno, Driscoll, Hogan and Shepler

- I. Committee meeting called to order by Chairman
- II. Motion to approve the minutes of the prior meeting
- III. Action/New Business

1. Request/Rationale: Grade Increase for Democratic Deputy Commissioner Kim Ross (attachment "A")
2. Request/Rationale: Budget (attachment "B")
 - a) .418- minus \$ 164.00 Ins-General Liability
 - b) .421- minus \$ 5,000.00 Equipment Rental –Truck Rental for delivery
 - c) .439- minus \$45,000.00 Misc. & Expenses – Inspectors
 - d) .470- add \$11,250.00 Contracts
 - e) .840- minus \$ 2,776.00 Worker's Comp
 - f) .861- minus \$ 1,948.00 Retiree's Hosp.
 - g) .862 minus \$ 750.00 Health Insurance Cost Reimbursement
3. Request/Rationale: BMD Voting Machines – Attached is the options of replacing the 25 BMD or Accessible Voting machines. In the past we have discussed new machines from ES&S but they still are not certified with NYSBOE. Our BMD machines are now over 12 years old and in very poor condition. They are not worth anything on trade in. We have attached the quote for the new Dominion "Ice" machine to replace these units. Our recommendation is the latter "Managed Service Agreement 7 Year Lease" program. This program includes Training and maintenance on the leased machines. As you can see the difference is as follows:

Outright Purchase	:	\$275,100.00
Down Payment 8-year Payment	:	\$293,967.00
7 Year Lease w/Maint. & Training	:	\$306,026.00

There is approximately \$264,500.00 in the Capital Reserve Fund for the BOE.

IV. Discussion Items:

1. Assistance with creating, printing, prepping, and delivering over 32,000 cards to the US Post Office per Governor Executive Order. Production in-house with the assistance of Jeremy Scime and Rob Hosford of IT, Connie VanNess from Printing & Mail and our Office Staff saved the County approximately \$22,000. (attachment "D")

V. Referrals/Pending Items:

VI. Privilege of the Floor and Public Comment (please allow for 15 second delay on live stream meeting)

VII. Motion to adjourn

Attachments: "A" - Salary Discussion (2pages)
 "B" - Budget worksheets (5 pages)
 "C" - Pricing from Dominion on new machines (1page)
 "D" - Photos

2020 NON Bargaining Positions

First Name	Last Name	Department/Description	Position Title	GRADE
Charles	Wallace	Building & Fire Code	Administrator Fire & Bldg Code	14
Lisa	Coutu	Mental Health	Deputy Director Clinical	14
Peter	Girard	Tourism	Creative Director	14
Deanna	Park	Office for the Aging	Director Office for the Aging	14
Joy	LaFountain	Legal Defense - Indigents	Assigned Counsel Administrator	13
Maiken	Holmes	DPW/Engineering	Engineer I #3	13
Tawn	Driscoll	Public Health/Preventive Program (CHA)	Public Health Fiscal Manager	13
Tammy	Breen	Social Services/Social Services Admin- 02	Case Supervisor A	13
Julie	Montero	Social Services/Social Services Admin- 02	DSS Fiscal Manager	13
Carrie	Wright	Mental Health	Mental Health Program Analyst	13
Amy	McByrne	Countryside Adult Home	Director Countryside Adult Home	13
Linda	Wright	Mental Health	Children and Youth SPOA Coord.	13
Tod	Beadnell	DPW/Engineering	Engineer I #2	13
Christopher	LaLuna	Information Technology	Programmer II	13
William	Mahar	Information Technology	Network Coordinator	13
Marlo	Barboza	Sheriff/Jail	Corrections Inspector	13
Karin	Badey	DPW/Up Yonda Farm	Environmental Education Admin	12
Betsy	Henkel	DPW/DPW Administration	Fiscal Manager	12
Denise	DiResta	Veterans Service	Director Veterans	12
Harold	Carlson	Mental Health	Dpty Dir Mental Health/Fiscal	12
Mark	Neale	Sheriff/Sheriff Law Enforcement	Systems Maintenance Coordinator	12
Cynthia	Ross	Office for the Aging	Fiscal Manager	12
Herbert	Levin	Weights & Measures	Director Weights & Measures	12
Heidi	LeClair	Treasurer	Payroll Supervisor	12
Jeffrey	Inglee	DPW/Parks and Recreation	Fish Management Specialist	11
John	Osgood	Information Technology	Computer Help Desk Tech II #2	11
Robert	Hosford	Information Technology	Computer Help Desk Technician II	11
Jason	Sbpur	Purchasing	Deputy Purchasing Agent	11
Scott	McLaughlin	Telecommunication	Telecommunications Analyst	11
Sueanne	Linehan	County Clerk	1st Deputy County Clerk	11
Jessica	Burnham	Self Insurance	Deputy Insurance Administrator	11
Monica	Stark	Treasurer	Junior Accountant	11
Sara	Hettel	Public Health/W.I.C.	WIC Coordinator/Nutritionist	11
Adam	Baker	DPW/Engineering	Assistant Engineer #1	10
Kristen	MacEwan	Real Property Tax	Deputy Director Real Property	10
Shannon	Collin	Board of Elections	Deputy Commissioner Elections #1	10
Kimberly	Ross	Board of Elections	Deputy Commissioner Elections #2	10
Amelia	Drexel	Office of Emergency Services/Civil Defense	Emergency Services Coordinator	10
Sarah	McLenithan	Clerk of the Legislative Board	Deputy Clerk of the Board	10
Martin	Fitzgerald	Planning/Planning	Construction Cost Coordinator	10
Peter	Olesheski	DPW/Up Yonda Farm	Naturalist #3	9
Tosha	Brownell	Information Technology	Computer Help Desk Tech. I #1	9
Albert	Smith	Information Technology	Computer Help Desk Tech I #2	9
Darrell	Boutin	Information Technology	Computer Help Desk Tech. I #3	9
Paul	Tackett	Tourism	Assistant Tourism Coordinator	9
Sarah	Casey	Civil Service	Civil Service Specialist	9
Jennifer	Howe	Human Resources	Human Resources Specialist	9
Lisa	Carpenter	DPW/Engineering	Junior Transportation Analyst	9
Amy	Turcotte	County Attorney	Secretary to the County Attorney	9
Stanley	Cianfarano	Historian	County Historian (P/T)	8
Kristy	Miller	Administrative Fiscal Services	Conf Sec to Cty Administrator	8
Samantha	Hogan	Clerk of the Legislative Board	Sr Legislative Ofc Specialist #1	8
Michelle	Rodriguez	Probation/Probation	Princ Steno Confidential	8
Madlyn	Wilson	DPW/Up Yonda Farm	Naturalist #2	8
Paulette	McDonald	District Attorney/District Attorney	Secretary to DA	8

2020 Management Confidential

		INCREMENT										
GRADE		entry	1st	2nd	3rd	4th	5th	10th	15th	20th	25th	30th
	1	\$29,000	\$29,870	\$30,617	\$31,229	\$31,698	\$32,648	\$33,628	\$34,637	\$35,676	\$36,746	\$37,848
6%	2	\$30,740	\$31,662	\$32,454	\$33,103	\$33,599	\$34,607	\$35,646	\$36,715	\$37,816	\$38,951	\$40,119
6%	3	\$32,584	\$33,562	\$34,401	\$35,089	\$35,615	\$36,684	\$37,784	\$38,918	\$40,085	\$41,288	\$42,527
6%	4	\$34,539	\$35,576	\$36,465	\$37,194	\$37,752	\$38,885	\$40,051	\$41,253	\$42,490	\$43,765	\$45,078
6%	5	\$36,612	\$37,710	\$38,653	\$39,426	\$40,017	\$41,218	\$42,454	\$43,728	\$45,040	\$46,391	\$47,783
6%	6	\$38,809	\$39,973	\$40,972	\$41,792	\$42,418	\$43,691	\$45,002	\$46,352	\$47,742	\$49,175	\$50,650
6%	7	\$41,137	\$42,371	\$43,430	\$44,299	\$44,964	\$46,312	\$47,702	\$49,133	\$50,607	\$52,125	\$53,689
6%	8	\$43,605	\$44,913	\$46,036	\$46,957	\$47,661	\$49,091	\$50,564	\$52,081	\$53,643	\$55,253	\$56,910
6%	9	\$46,222	\$47,608	\$48,798	\$49,774	\$50,521	\$52,037	\$53,598	\$55,206	\$56,862	\$58,568	\$60,325
6%	10	\$48,995	\$50,465	\$51,726	\$52,761	\$53,552	\$55,159	\$56,814	\$58,518	\$60,274	\$62,082	\$63,944
6%	11	\$51,935	\$53,493	\$54,830	\$55,927	\$56,765	\$58,468	\$60,222	\$62,029	\$63,890	\$65,807	\$67,781
6%	12	\$55,051	\$56,702	\$58,120	\$59,282	\$60,171	\$61,976	\$63,836	\$65,751	\$67,723	\$69,755	\$71,848
6%	13	\$58,354	\$60,104	\$61,607	\$62,839	\$63,782	\$65,695	\$67,666	\$69,696	\$71,787	\$73,940	\$76,159
6%	14	\$61,855	\$63,711	\$65,303	\$66,609	\$67,609	\$69,637	\$71,726	\$73,878	\$76,094	\$78,377	\$80,728
6%	15	\$65,566	\$67,533	\$69,222	\$70,606	\$71,665	\$73,815	\$76,029	\$78,310	\$80,660	\$83,079	\$85,572
6%	16	\$69,500	\$71,585	\$73,375	\$74,842	\$75,965	\$78,244	\$80,591	\$83,009	\$85,499	\$88,064	\$90,706
6%	17	\$73,670	\$75,880	\$77,777	\$79,333	\$80,523	\$82,939	\$85,427	\$87,989	\$90,629	\$93,348	\$96,148
6%	18	\$78,090	\$80,433	\$82,444	\$84,093	\$85,354	\$87,915	\$90,552	\$93,269	\$96,067	\$98,949	\$101,917
6%	19	\$82,776	\$85,259	\$87,391	\$89,138	\$90,475	\$93,190	\$95,985	\$98,865	\$101,831	\$104,886	\$108,032
6%	20	\$87,742	\$90,375	\$92,634	\$94,487	\$95,904	\$98,781	\$101,745	\$104,797	\$107,941	\$111,179	\$114,514
6%	21	\$93,007	\$95,797	\$98,192	\$100,156	\$101,658	\$104,708	\$107,849	\$111,085	\$114,417	\$117,850	\$121,385
6%	22	\$98,587	\$101,545	\$104,084	\$106,165	\$107,758	\$110,990	\$114,320	\$117,750	\$121,282	\$124,921	\$128,668
6%	23	\$104,503	\$107,638	\$110,329	\$112,535	\$114,223	\$117,650	\$121,179	\$124,815	\$128,559	\$132,416	\$136,388
6%	24	\$110,773	\$114,096	\$116,948	\$119,287	\$121,077	\$124,709	\$128,450	\$132,304	\$136,273	\$140,361	\$144,572
6%	25	\$117,419	\$120,942	\$123,965	\$126,445	\$128,341	\$132,191	\$136,157	\$140,242	\$144,449	\$148,783	\$153,246
			3.00%	2.50%	2.00%	1.50%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2021 APPROPRIATIONS :

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Board Of Elections
BUDGET ACCOUNT CODE: A.1450

OBJECT CODES	2019 EXPENDITURES	2020 ADOPTED	2020 AMENDED	2021 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$273,689.21	\$304,532.00	\$304,532.00	\$304,532.00
200's EQUIPMENT	\$45,274.49	\$700.00	\$23,430.00	\$700.00
400's CONTRACTUAL	\$214,742.50	\$268,999.00	\$338,811.73	\$230,085.00
800's EMPLOYEE BENEFITS	\$86,886.40	\$95,365.00	\$95,365.00	\$90,639.00
TOTALS	\$620,592.60	\$669,596.00	\$762,138.73	\$625,956.00

2019 REVENUES	2020 ADOPTED REVENUES	2020 AMENDED REVENUES	2021 DEPARTMENT REQUESTS
\$151,588.45	\$63,000.00	\$149,542.73	\$63,000.00

SIGNED:

DEPARTMENT HEAD

TITLE:

DATE:

Budget Worksheet Report

Budget Year 2021

Account Number	Account Description	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2021 Departmental Request
REVENUE						
Department 1450 - Board Of Elections						
Intergovernmental Charges						
15	Election Service Charges	63,454.00	63,000.00	63,000.00	63,000.00	63,000.00
	<i>Intergovernmental Charges Totals</i>	\$63,454.00	\$63,000.00	\$63,000.00	\$63,000.00	\$63,000.00
<i>State Aid</i>						
52	NYS Aid to Localities - Early Vote	88,134.45	.00	.00	.00	.00
15	CARES Act (State) - COVID 19	.00	.00	17,309.55	5,625.83	.00
	<i>State Aid Totals</i>	\$88,134.45	\$0.00	\$17,309.55	\$5,625.83	\$0.00
<i>Federal Aid</i>						
15	CARES Act - COVID 19	.00	.00	69,233.18	22,503.31	.00
	<i>Federal Aid Totals</i>	\$0.00	\$0.00	\$69,233.18	\$22,503.31	\$0.00
	Department 1450 - Board Of Elections Totals	\$151,588.45	\$63,000.00	\$149,542.73	\$91,129.14	\$63,000.00
	REVENUE TOTALS	\$151,588.45	\$63,000.00	\$149,542.73	\$91,129.14	\$63,000.00

Budget Worksheet Report

Budget Year 2021

Account	Account Description	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2021 Departmental Request
ind A - General						
	EXPENSE					
	Department 1450 - Board Of Elections					
	Personal Services					
0	Salaries - Regular	239,011.75	253,188.00	253,188.00	148,991.32	253,188.00
0	Salaries - Overtime	191.25	.00	.00	.00	.00
0	Salaries - Part Time	34,486.21	51,344.00	51,344.00	25,768.15	51,344.00
	Personal Services Totals	\$273,689.21	\$304,532.00	\$304,532.00	\$174,759.47	\$304,532.00
	Equipment					
0	Furniture/Furnishings	.00	.00	1,295.00	.00	.00
0	Office Equipment	44,338.99	350.00	11,435.00	11,359.38	350.00
0.1	Office Equipment - Reserve	.00	.00	6,000.00	5,413.00	.00
0	Other Equipment	935.50	350.00	4,700.00	579.44	350.00
	Equipment Totals	\$45,274.49	\$700.00	\$23,430.00	\$17,351.82	\$700.00
	Contractual Expense					
	Supplies	72,626.87	50,000.00	62,923.66	43,378.81	50,000.00
	Ins-General Liability	946.57	994.00	994.00	661.75	830.00 * - \$164
	Equipment Rental	3,397.11	9,000.00	9,000.00	1,429.51	4,000.00 * - \$5,000
	Repair/Maint-Equipment	200.00	200.00	1,295.00	1,094.40	200.00
	Telephone	611.93	685.00	685.00	298.50	685.00
	Postage	14,656.83	22,000.00	42,500.00	35,727.84	22,000.00
	Memberships & Dues	140.00	150.00	150.00	140.00	150.00
	Data Processing & Internet Fees	264.00	350.00	14,054.00	216.00	350.00
	Advertising Fees	1,029.28	2,000.00	2,000.00	787.00	2,000.00
	Misc Fees & Expenses	55,846.30	120,000.00	141,260.07	26,843.08	75,000.00 * - \$45,000
	Travel/Education/Conference	6,811.29	5,000.00	5,000.00	4,088.63	5,000.00
	Foods	92.32	.00	.00	.00	.00
	Contract	58,120.00	58,620.00	58,950.00	49,450.00	69,870.00 * - \$11,250

Budget Worksheet Report

Budget Year 2021

Account	Account Description	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2021 Departmental Request
nd A - General						
EXPENSE						
Department	1450 - Board Of Elections					
Contractual Expense						
	Contractual Expense Totals	\$214,742.50	\$268,999.00	\$338,811.73	\$164,115.52	\$230,085.00
Comments						
Account	Level					
424	Departmental Request					
470	Departmental Request					
	Comment					
	Not knowing what will happen with absentees/mailings for 2021 this could be more.					
	Tenex - 11,250. res. #351 of 2019					
	NTS- 48,620. res#432-2019 ending 12-31-2023					
	Dominion - 10,000. contract 1-31-2021					
Employee Benefits						
Retirement		19,125.28	24,668.00	24,668.00	14,148.75	24,935.00
Social Security		16,361.07	18,882.00	18,882.00	10,451.36	18,882.00
Medicare Contribution		3,826.37	4,418.00	4,418.00	2,444.28	4,418.00
Hospitalization		27,211.22	27,535.00	27,535.00	16,944.16	28,016.00
Dental Insurance		408.20	408.00	408.00	251.20	408.00
	Employee Benefits Totals	\$66,932.14	\$75,911.00	\$75,911.00	\$44,239.75	\$76,659.00
Other Benefits						
Workmen's Compensation		9,925.42	7,691.00	7,691.00	7,690.14	4,915.00
Retirees Hospitalization		8,795.76	9,513.00	9,513.00	5,549.32	7,565.00
Health Insurance Cost Reimbursement		1,233.08	2,250.00	2,250.00	839.19	1,500.00
	Other Benefits Totals	\$19,954.26	\$19,454.00	\$19,454.00	\$14,078.65	\$13,980.00
Department	1450 - Board Of Elections Totals	\$620,592.60	\$669,596.00	\$762,138.73	\$414,545.21	\$625,956.00
	EXPENSE TOTALS	\$620,592.60	\$669,596.00	\$762,138.73	\$414,545.21	\$625,956.00
Fund	A - General Totals					

Budget Worksheet Report

Budget Year 2021

Account	Account Description	2019 Actual Amount	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2021 Departmental Request
	REVENUE TOTALS	\$151,588.45	\$63,000.00	\$149,542.73	\$91,129.14	\$63,000.00
	EXPENSE TOTALS	\$620,592.60	\$669,596.00	\$762,138.73	\$414,545.21	\$625,956.00
Fund A - General	Totals	(\$469,004.15)	(\$606,596.00)	(\$612,596.00)	(\$323,416.07)	(\$562,956.00)
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$151,588.45	\$63,000.00	\$149,542.73	\$91,129.14	\$63,000.00
	EXPENSE GRAND TOTALS	\$620,592.60	\$669,596.00	\$762,138.73	\$414,545.21	\$625,956.00
	Net Grand Totals	(\$469,004.15)	(\$606,596.00)	(\$612,596.00)	(\$323,416.07)	(\$562,956.00)

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: WARREN COUNTY BOARD OF ELECTIONS

DATE: 09/15/2020

- (a) Purpose of Request:
Lease of 25 New Dominion "Ice" Accessible Voting Machines to replace 12 year old current machines.

- (b) Details:
7 Year Lease with an annual payment of \$43,718 including service, maintenance and training with a buyout or extension option at the close. Total 7 year lease \$306,026

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
A .898.00 Capital Reserve - Election Equipment - \$264,500.53

Sample: A.8021 470 Planning & Community Development – Contract

*** as listed in budget and LOGOS**

Vanness, William

From: Gio Costantiello <gio.costantiello@dominionvoting.com>
Sent: Tuesday, November 19, 2019 10:01 AM
To: McLaughlin, Beth; Vanness, William
Subject: Warren County ICE Upgrade Quotes

Good Morning Commissioners,

In addition to the outright purchase quote we are also offering the following financial options:

Down Payment Purchase Plan:

1st year payment: \$152,402
2nd year payment: \$20,224
3rd year payment: \$20,224
4th year payment: \$20,224
5th year payment: \$20,224
6th year payment: \$20,224
7th year payment: \$20,224
8th year payment: \$20,224

outright
\$275,100.00

\$293,967.00

Total Payments under this plan: \$293,967

Managed Service Agreement (7 yrs. lease):

7 annual payments of \$43,718 with option to extend or buyout after year 7.

\$306,026.00
2pc Training Manual

I hope this helps, let me know if you need anything else or would like to discuss.

Thank you!
Gio

GIO COSTANTIELLO | REGIONAL SALES MANAGER
DOMINION VOTING SYSTEMS, INC.
866-654-VOTE (8683) | DOMINIONVOTING.COM
416.580.0084 MOBILE
917.208.3006 DIRECT

From: Gio Costantiello
Sent: November 15, 2019 10:45 AM
To: McLaughlin, Beth <mclaughlinb@warrencountyny.gov>
Cc: Vanness, William <VannessW@warrencountyny.gov>
Subject: RE: [EXTERNAL] RE: ICE Upgrade Quote

Good Morning,

I put a note in the Terms and Conditions section. \$5,000 would be deducted from \$275,100 if you don't need 25 new ATI's. I can include and update the quote if that's the way you'd like to go. Let me know what you prefer.

Thank you,
Gio



