



County of Schenectady

NEW YORK

ANTHONY JASENSKI
CHAIR OF THE LEGISLATURE

GEOFFREY T. HALL
CLERK OF THE LEGISLATURE

SCHENECTADY COUNTY LEGISLATURE

County Office Building
620 State Street – 6th Floor
Schenectady, New York 12305
Tel: (518) 388-4280 Fax: (518) 388-4591
Website: www.schenectadycounty.com

OCTOBER 2023
COMMITTEE MEETING SCHEDULE

DATE: 29 September 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall; Clerk of the Legislature
SUBJECT: Committee Meetings
Monday, October 2, 2023
620 State Street
Legislative Chambers
Sixth Floor – 7:00 PM

7:00 P.M.	Committee on Codes, Judiciary & Consumer Affairs Legislator Frisoni, Chair	page 1
Followed by:	Committee on Health, Housing & Human Services Legislator Ostrellich, Chair	page 10
Followed by:	Committee on Labor & Civil Service Legislator Frisoni, Chair	page 16
Followed by:	Committee on Public Facilities, Transportation & Infrastructure Legislator Patierne, Chair	page 37
Followed by:	Committee on Ways & Means Legislator Fields, Chair	page 42



Schenectady County Legislature

Committee on Codes, Judiciary and Consumer Affairs

Hon. Pete Frisoni, Chair

6th Floor County Office Building 620 State Street, Schenectady, New York 12305

Phone: (518) 388-4280 Fax: (518) 388-4591

DATE: September 29, 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall, Clerk of the Legislature
SUBJECT: COMMITTEE AGENDA
Committee on Codes, Judiciary and Consumer Affairs
Honorable Pete Frisoni, Chair
Monday, October 2, 2023 at 7:00 p.m.
Schenectady County Office Building,
Legislative Chambers, Sixth Floor

Item	Title	Sponsor	Co-Sponsors
CJCA	11 A RESOLUTION REGARDING MAILING COSTS FOR CIVIL ENFORCEMENT SERVICES PROVIDED BY THE OFFICE OF THE SCHENECTADY COUNTY SHERIFF	Legislator Frisoni	
CJCA	12 A RESOLUTION TO ACCEPT MONIES FROM THE NYS BOARD OF ELECTIONS FOR EXPENSES RELATED TO PRE-PAID POSTAGE FOR ABSENTEE BALLOTS AND APPLICATIONS	Legislator Frisoni	

LEGISLATIVE INITIATIVE FORM

Date: 9/29/2023
Reference: Codes, Judiciary and Consumer Affairs
Dual Reference: Ways and Means
Initiative: CJCA 11

Title of Proposed Resolution:

A RESOLUTION REGARDING MAILING COSTS FOR CIVIL ENFORCEMENT SERVICES PROVIDED BY THE OFFICE OF THE SCHENECTADY COUNTY SHERIFF

Purpose and General Idea:

Provides authorization to amend the Civil Office's Fee Schedule.

Summary of Specific Provisions:

Authorizes the amendments of the Civil Office's fee schedule to increase the cost of certified mailing from \$7.00 to \$9.00.

Effects Upon Present Law:

None.

Justification:

This is due to the increased cost associated with postage over the course of the last few years and will affect the overall cost for any services rendered by the Civil Office via certified mailing.

Sponsor: Legislator Frisoni

Co-Sponsor:


COUNTY OF SCHENECTADY



RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature
From: Rory Fluman, County Manager 
CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Dominic Dagostino, Sheriff
Date: September 29, 2023
RE: Authorization to Amend the Civil Office's Fee Schedule

Attached is a memorandum from Sheriff Dagostino requesting authorization to amend the Civil Office's fee schedule. This would increase certified mailings from \$7.00 to \$9.00. As Sheriff Dagostino indicates, these increases would offset the increase costs of certified and regular mailings.

I recommend your approval.



**SCHENECTADY COUNTY
SHERIFF'S OFFICE**

320 VEEDER AVENUE

SCHENECTADY, NEW YORK 12307

Dominic A. Dagostino - Sheriff

James J. Barrett - Undersheriff

PHONE (518) 388-4300 FAX (518) 388-4593



September 28, 2023

TO: Anthony Jasenski - Chair of the Schenectady County Legislature
Rory Fluman - County Manager
Geoff Hall - Clerk of the County Legislature
Jacklyn Falotico - Commissioner of County Finance

FROM: Sheriff Dominic Dagostino

Request for Civil Office Postage Increase

The Sheriff's Office respectfully requests that the county authorizes the Civil Office to increase the cost of certified mailing from \$7.00 to \$9.00. This is due to the increase cost associated with postage over the course of the last few years. This will affect the overall cost for any services rendered by the Civil Office via certified mailing.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Dominic A. Dagostino".

Sheriff Dominic Dagostino

LEGISLATIVE INITIATIVE FORM

Date: 9/29/2023
Reference: Codes, Judiciary and Consumer Affairs
Dual Reference: Ways and Means
Initiative: CJCA 12

Title of Proposed Resolution:

A RESOLUTION TO ACCEPT MONIES FROM THE NYS BOARD OF ELECTIONS FOR EXPENSES RELATED TO PRE-PAID POSTAGE FOR ABSENTEE BALLOTS AND APPLICATIONS

Purpose and General Idea:

Provides authorization to enter into a Multi-Year Agreement with the New York State Board of Elections for the Absentee Ballot Pre-Paid Postage Grant Program.

Summary of Specific Provisions:

Authorizes the County to enter into a Multi-Year Agreement with the New York State Board of Elections for its Absentee Ballot Pre-Paid Postage Grant program. This agreement has a term starting January 1, 2023 and ending March 31, 2024.

Effects Upon Present Law:

None.

Justification:

As part of this agreement, the County was awarded \$37,261.93. which can be used to fund expenses related to providing postage-paid return envelopes for absentee ballots and applications.

Sponsor: Legislator Frisoni

Co-Sponsor:

COUNTY OF SCHENECTADY

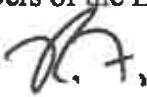


RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Laura Fronk & Darlene Harris, Board of Election Commissioners

Date: September 29, 2023

RE: Authorization to Enter into a Multi-Year Agreement with the New York State Board of Elections for the Absentee Ballot Pre-Paid Postage Grant Program

Attached is a memorandum from Laura Fronk and Darlene Harris, Board of Election Commissioners, requesting authorization to enter into a multi-year agreement with the NYS Board of Elections for its Absentee Ballot Pre-Paid Postage Grant program. This agreement has a term starting January 1, 2023 and ending March 31, 2024. As part of this agreement, the County was awarded \$37,261.93 which can be used to fund expenses related to providing postage-paid return envelopes for absentee ballots and applications.

I recommend your approval.



COUNTY OF SCHENECTADY - CONDADO DE SCHENECTADY
Office of the Board of Election
Oficina de la Junta Electoral
 2696 Hamburg Street, Suite 1, Schenectady, New York 12303
 Tel./Llame: (518) 377-2469
 Fax/Fax: (518) 377-2716
www.voteschenectady.com

Laura Fronk
 Darlene Harris
 Commissioners
 Comisarias Electorales

Cynthia Vincitore Nebolini
 Loretta Rigney
 Deputy Commissioners
 Vice Comisarias Electorales

TO: Hon. Geoffrey T. Hall, Clerk of the Legislature
FROM: Laura Fronk & Darlene Harris, Commissioners
CC: Rory Fluman, Christopher Gardner, Jaclyn Falotico
DATE: September 15, 2023
RE: Acceptance of Additional Absentee Ballot Pre-Paid Postage Grant

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The New York State Board of Elections has established an Absentee Ballot Pre-Paid Postage grant in 2022. This grant covers expenses related to providing postage paid return envelopes for all absentee ballots and absentee ballot applications. Allowable expenses can include postage, envelope openers, envelopes and other related items. Schenectady County Board of Elections was awarded \$37,261.93 in 2022 and an additional amount of \$37,261.93 in 2023. The expense period is 1/1/2023 – 3/31/2024. All claims for payment must be submitted no later than 6/29/2024.

We respectfully ask the Legislature to accept the grant funds. Thank you for your consideration.

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

STATE AGENCY (Name & Address): New York State Board of Elections 40 North Pearl Street, Suite 5 Albany, NY 12207	BUSINESS UNIT/DEPT. ID: BOE01 / 1110000 CONTRACT NUMBER: BOE01 - C004610 -1110000 CONTRACT TYPE: <input type="checkbox"/> Multi-Year Agreement <input type="checkbox"/> Simplified Renewal Agreement <input checked="" type="checkbox"/> Fixed Term Agreement
CONTRACTOR SFS PAYEE NAME: Schenectady County Board of Elections	TRANSACTION TYPE: <input checked="" type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Amendment
CONTRACTOR DOS INCORPORATED NAME: N/A	PROJECT NAME: Absentee Ballot Pre-Paid Postage 2023
CONTRACTOR IDENTIFICATION NUMBERS: NYS Vendor ID Number: 1000002365 Federal Tax ID Number: 14-6002431 DUNS Number (if applicable):	AGENCY IDENTIFIER: N/A CFDA NUMBER (Federally Funded Grants Only): N/A
CONTRACTOR PRIMARY MAILING ADDRESS: CONTRACTOR PAYMENT ADDRESS: <input type="checkbox"/> Check if same as primary mailing address CONTRACT MAILING ADDRESS: <input type="checkbox"/> Check if same as primary mailing address	CONTRACTOR STATUS: <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Municipality, Code: <input type="checkbox"/> Tribal Nation <input type="checkbox"/> Individual <input type="checkbox"/> Not-for-Profit Charities Registration Number: N/A Exemption Status/Code: N/A <input type="checkbox"/> Sectarian Entity

Contract Number: # BOE01 - C004610 -1110000

Page 1 of 2

Master Grant Contract, Face Page

STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

<p>CURRENT CONTRACT TERM:</p> <p>From: 01/01/2023 To: 03/31/2024</p> <p>CURRENT CONTRACT PERIOD:</p> <p>From: 01/01/2023 To: 03/31/2024</p> <p>AMENDED TERM:</p> <p>From: To:</p> <p>AMENDED PERIOD:</p> <p>From: To:</p>	<p>CONTRACT FUNDING AMOUNT (<i>Multi-year</i> - enter total projected amount of the contract; <i>Fixed Term/Simplified Renewal</i> - enter current period amount):</p> <p>CURRENT: \$74,523.86</p> <p>AMENDED:</p> <p>FUNDING SOURCE(S)</p> <p><input checked="" type="checkbox"/> State <input type="checkbox"/> Federal <input type="checkbox"/> Other</p>
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FOR MULTI-YEAR AGREEMENTS ONLY - CONTRACT PERIOD AND FUNDING AMOUNT:
(Out years represent projected funding amounts)

#	CURRENT PERIOD	CURRENT AMOUNT	AMENDED PERIOD	AMENDED AMOUNT
1				
2				
3				
4				
5				

ATTACHMENTS PART OF THIS AGREEMENT:

- Attachment A:
 - A-1 Program Specific Terms and Conditions
 - A-2 Federally Funded Grants

- Attachment B:
 - B-1 Expenditure Based Budget
 - B-2 Performance Based Budget
 - B-3 Capital Budget
 - B-1(A) Expenditure Based Budget (Amendment)
 - B-2(A) Performance Based Budget (Amendment)
 - B-3(A) Capital Budget (Amendment)

- Attachment C: Work Plan
- Attachment D: Payment and Reporting Schedule
- Other:
 - Attachment E: Funding Schedule

Contract Number: # BOE01 - C004610 -1110000

Page 2 of 2

Master Grant Contract, Face Page



Schenectady County Legislature

Committee on Health, Housing and Human Services

Hon. Michelle Ostrelich, Chair

6th Floor County Office Building 620 State Street, Schenectady, New York 12305

Phone: (518) 388-4280 Fax: (518) 388-4591

DATE: September 29, 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall, Clerk of the Legislature
SUBJECT: COMMITTEE AGENDA
Committee on Health, Housing and Human Services
Honorable Michelle Ostrelich, Chair
Monday, October 2, 2023 at 7:00 p.m
Schenectady County Office Building,
Legislative Chambers, Sixth Floor

Item	Title	Sponsor	Co-Sponsor
HHHS	23 A RESOLUTION REGARDING THE ACCEPTANCE OF MONIES FROM THE NYS DEPARTMENT OF HEALTH FOR TUBERCULOSIS SCREENING AND SERVICES	Legislator Ostrelich	

LEGISLATIVE INITIATIVE FORM

Date: 9/29/2023
Reference: Health, Housing and Human Services
Dual Reference: Ways and Means
Initiative: HHHS 23

Title of Proposed Resolution:

A RESOLUTION REGARDING THE ACCEPTANCE OF MONIES FROM THE NYS DEPARTMENT OF HEALTH FOR TUBERCULOSIS SCREENING AND SERVICES

Purpose and General Idea:

Provides authorization to accept funding from the NYS Department of Health for Tuberculosis Related Activities for Asylum Seekers.

Summary of Specific Provisions:

Authorizes the acceptance of \$500,000 in funding from the NYS Department of Health for Tuberculosis. This funding will support the same level of services that the County already provides to its residents, and will support such services during the period starting April 1, 2023 and ending March 31, 2024.

Effects Upon Present Law:

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate funding from the NYS Department of Health in Public Health Services.

Increase Revenue Code By:

A44012.440105	Medical Assistance – Asylum Seekers	\$375,000
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Increase Appropriation Code By:

A44012.415005	Medical Assistance – Asylum Seekers	\$375,000
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Justification:

This funding will be used by the department to provide targeted tuberculosis screenings, evaluations, and treatments for asylum seekers which have arrived in Schenectady County.

Sponsor: Legislator Ostrellich

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Keith Brown, Director of Public Health
Jaclyn Falotico, Commissioner of Finance

Date: September 29, 2023

RE: Authorization to Accept Funding from the NYS Department of Health for Tuberculosis-Related Activities for Asylum Seekers

Attached is a memorandum from Keith Brown, Director of Public Health, requesting authorization to accept funding from the NYS Department of Health in the amount of \$500,000. This funding will be used by the department to provide targeted tuberculosis screenings, evaluations, and treatments for asylum seekers which have arrived in Schenectady County. This will be the same level of services that the County already provides to its residents.

This funding will support services during the period starting April 1, 2023 and ending March 31, 2024.

The attached memorandum from Jaclyn Falotico, Commissioner of Finance, details the necessary budget amendment.

I recommend your approval.



**SCHENECTADY COUNTY
PUBLIC HEALTH SERVICES
INTEROFFICE MEMO**

TO: Rory Fluman, County Manager
FROM: Keith Brown, Public Health Director
RE: Legislative Action for October 2023 meeting: Requesting legislative approval to accept funds from NYSDOH to support TB screening and treatment for Asylum Seekers
CC: Shane Bargy, Deputy County Manager
Jaclyn Falotico, Commissioner of Finance
DATE: 9/11/23

Dear Rory,

Schenectady County Public Health Services (SCPHS) has been awarded funding of up to \$500,000 from the New York State Department of Health to support tuberculosis (TB) related activities for the asylum seekers in Schenectady County. The grant starts retroactively on 4/1/23 and runs through 3/31/24.

Identifying cases of active tuberculosis disease and preventing the spread of TB in the county is a core function of SCPHS. This funding will allow SCPHS to have sufficient resources to provide targeted TB screening, evaluation, and treatment for the newly arrived asylum seekers while continuing to provide the same level of services to all county residents.

I am requesting Legislative approval to accept these grant funds to prevent the spread of TB and protect the health of all residents of Schenectady County.

Sincerely,

Keith Brown, MPH
Public Health Director



Department of Health

KATHY HOCHUL
Governor

JAMES V. McDONALD, M.D., M.P.H.
Commissioner

JOHANNE E. MORNE, M.S.
Acting Executive Deputy Commissioner

Schenectady County Public Health Services
107 Nott Terrace
Schenectady, NY 12308

Re: Tuberculosis Testing for Asylum Seekers

Dear Mr. Brown,

I am pleased to inform you that Schenectady County Public Health Services will receive a non-competitive grant contract to support tuberculosis testing, clinical services, and related expenditures for the asylum-seeking population. The resulting \$500,000 contract will be for the period April 1, 2023, through March 31, 2024. Awarding of this contract is contingent upon approval of the Office of the State Comptroller (OSC) and will not take effect until the date executed by OSC.

To start the contracting process, a budget discussion was held on August 28, 2023 with representatives from Schenectady County Public Health Services and the Center for Community Health. Once the budget and workplan have been finalized, you will be notified that the contract is ready for signature. Contract number T39665GG can be found the Grants Gateway.

Questions regarding this contract can directed to Greg Bucher,
gregory.bucher@health.ny.gov, 518-339-7799.

Sincerely,

Travis O'Donnell

Director, Center for Community Health
NYS Department of Health

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax



Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JF*
DATE: September 19, 2023
SUBJECT: Budget Amendment – Tuberculosis Screening Funding – Public Health Services

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate funding from the NYS Department of Health in Public Health Services.

Increase Revenue Code By:

A44012.440105	Medical Assistance – Asylum Seekers	<u>\$375,000</u>
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Increase Appropriation Code By:

A44012.415005	Medical Assistance – Asylum Seekers	<u>\$375,000</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.



Schenectady County Legislature

Committee on Labor and Civil Service

Hon. Pete Frisoni, Chair

6th Floor County Office Building 620 State Street, Schenectady, New York 12305

Phone: (518) 388-4280 Fax: (518) 388-4591

DATE: September 29, 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall, Clerk of the Legislature
SUBJECT: COMMITTEE AGENDA
Committee on Labor and Civil Service
Honorable Pete Frisoni, Chair
Monday, October 2, 2023 at 7:00 p.m.
Schenectady County Office Building,
Legislative Chambers, Sixth Floor

Item	Title	Sponsor	Co-Sponsor
LCS	10 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS AT THE OFFICE OF THE SCHENECTADY COUNTY CLERK	Legislator Frisoni	
LCS	11 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS IN THE OFFICE OF FACILITIES	Legislator Frisoni	
LCS	12 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS AT THE SCHENECTADY COUNTY PUBLIC LIBRARY	Legislator Frisoni	
LCS	13 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS AT THE SCHENECTADY COUNTY PUBLIC HEALTH SERVICES	Legislator Frisoni	

LEGISLATIVE INITIATIVE FORM

Date: 9/29/2023
Reference: Labor and Civil Service
Dual Reference: Ways and Means
Initiative: LCS 10

Title of Proposed Resolution:

A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS AT THE OFFICE OF THE SCHENECTADY COUNTY CLERK

Purpose and General Idea:

Provides authorization to eliminate and create positions at the County Clerk's Office.

Summary of Specific Provisions:

Authorizes the elimination of the position of Principal Clerk (CSEA Grade 10) and the creation of the position of Supervising Motor Vehicle Auditor (CSEA Grade 10).

Effects Upon Present Law:

The County of Schenectady's Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within the Office of the County Clerk.

Establish and Increase Appropriation Code By:

A511410.111	Personnel Services – Supervising Motor Vehicle Auditor	\$44,332
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Decrease Appropriation Code By:

A511410.111	Personnel Services – Principal Clerk	\$44,332
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Justification:

Changing this position title will enable the County Clerk's office to execute the policies and procedures of the department without changing the existing 2023 Budget.

Sponsor: Legislator Frisoni

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Cara Ackerley, County Clerk
Jaclyn Falotico, Commissioner of Finance
Joe McQueen, Director of Human Resources

Date: September 29, 2023

RE: Authorization to Eliminate and Create Positions at the County Clerk's Office

Attached is a memorandum from Cara Ackerley, County Clerk, requesting authorization to eliminate the position of Principal Clerk (CSEA Grade 10) and create the position of Supervising Motor Vehicle Auditor (CSEA Grade 10). As Ms. Ackerley indicates, changing this position title will enable the County Clerk's office to execute the policies and procedures of the department without changing the existing 2023 Budget.

The attached memoranda from Jaclyn Falotico, Commissioner of Finance, and Joe McQueen, Director of Human Resources, detail the actions necessary to create the position.

I recommend your approval.



**CARA M.
ACKERLEY**
COUNTY CLERK

OFFICE OF THE SCHENECTADY COUNTY CLERK

620 STATE STREET
SCHENECTADY, NY 12305-2114
TELEPHONE (518) 388-4220
FAX (518) 388-4224
WEB PAGE www.schenectadycounty.com

**JESSE
MCGUIRE**

**CARLA
SAGLIMBENI**

**DEPUTY COUNTY
CLERKS**

August 14, 2023

Rory Fluman
Schenectady County Manager
620 State Street
Schenectady, NY 12305

Dear County Manager Fluman:

The Schenectady County Department of Motor Vehicles currently has a vacant Principal Clerk (CSEA Grade 10) position. I am requesting to change this position to Supervising Motor Vehicle Auditor (CSEA Grade 10), as the job duties more properly align with the establishment of policies and procedures.

This change is budget neutral with a salary of \$44,332.00.

Please contact me if you need additional information.

Respectfully,

Cara M. Ackerley
Schenectady County Clerk

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax



Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *jf*
DATE: September 19, 2023
SUBJECT: Budget Amendment – Office of the County Clerk – Creation and Elimination of Various Positions

The County of Schenectady’s Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within the Office of the County Clerk.

Establish and Increase Appropriation Code By:

A511410.111	Personnel Services – Supervising Motor Vehicle Auditor	<u>\$44,332</u>
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Decrease Appropriation Code By:

A511410.111	Personnel Services – Principal Clerk	<u>\$44,332</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Memo

To: Rory Fluman, County Manager

From: Joe McQueen, Director of Human Resources

Date: September 25, 2023

Re: Elimination and Creation of Positions in the County Clerk's Office

The Schenectady County Clerk has requested the elimination of the position Principal Clerk and the creation of the position Supervising Motor Vehicle Auditor.

I recommend the creation of the position Supervising Motor Vehicle Auditor at a CSEA Grade 10.

No additional action is necessary by the Civil Service Commission.

Thank you.

LEGISLATIVE INITIATIVE FORM

Date: 9/29/2023
Reference: Labor and Civil Service
Dual Reference: Ways and Means
Initiative: LCS 11

Title of Proposed Resolution:

A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS IN THE OFFICE OF FACILITIES

Purpose and General Idea:

Provides authorization to eliminate and create a position within the Facilities Department.

Summary of Specific Provisions:

Authorizes the elimination of the position of Assistant Facilities Engineer and the creation of the position of a Senior Project Manager (JC 9).

Effects Upon Present Law:

The County of Schenectady’s Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within the Office of Facilities.

Establish and Increase Appropriation Code By:

A511620.111	Personnel Services – Senior Project Manager	\$17,320
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Decrease Appropriation Code By:

A511620.111	Personnel Services – Assistant Facilities Engineer	\$15,800
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Justification:

This created position will be able to function as a Project Manager position and have the necessary experience with AutoCAD, a modeling and design software program, and to share responsibilities with the Facilities Engineer.

Sponsor: Legislator Frisoni

Co-Sponsor:

COUNTY OF SCHENECTADY

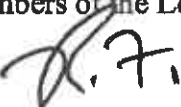


RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Stephen Luciano, Director of Facilities
Erin Reich, Facilities Engineer
Jaclyn Falotico, Commissioner of Finance
Joe McQueen, Director of Human Resources

Date: September 29, 2023

RE: Authorization to Eliminate and Create a Position within the Facilities Department

Attached is a memorandum from Stephen Luciano, Director of Facilities and Erin Reich, Facilities Engineer, requesting authorization to eliminate the position of Assistant Facilities Engineer and create the position of a Senior Project Manager (JC 9). As Mr. Luciano and Ms. Reich indicate, this position will be able to function as a Project Manager position and have the necessary experience with AutoCAD, a modeling and design software program, and to share responsibilities with the Facilities Engineer.

The attached memoranda from Jaclyn Falotico, Commissioner of Finance, and Joe McQueen, Director of Human Resources, detail the actions necessary to create the position.

I recommend your approval.

COUNTY of SCHENECTADY
INTER-DEPARTMENT

MEMORANDUM

To: Rory Fluman, County Manager
Jaclyn Falotico, Commissioner of Finance

From: Erin Reich, Facilities Engineer
Steve Luciano, Director of Facilities

Date: August 21, 2023

Subject: Personnel Request – Office of Facilities

We would respectfully request the creation of a Senior Project Manager position in the Schenectady County Office of Facilities to be added to the Legislative Committee Meeting Agenda.

Currently, the Facilities Department has budgeted the Assistant Facilities Engineer position which is a Grade 20. With the Capital Projects currently underway and projected for 2024, we need to bring in a skilled and qualified candidate that the Assistant Facilities Engineer position could not fill. This individual will be able to perform the same duties as the current Project Manager position but will have experience with AutoCAD and be able to cross responsibilities with the Facilities Engineer position.

We propose abolishing the Assistant Facilities Engineer Position at Grade 20 that is currently budgeted for 2023 in favor of creating the Senior Project Manager Position at \$90,713. We would need to increase our 2023 operating budget to accommodate this addition by \$8,634.00.

We thank you for your consideration.

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax



Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JF*
DATE: September 19, 2023
SUBJECT: Budget Amendment – Office of Facilities – Creation and Elimination of Various Positions

The County of Schenectady’s Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within the Office of Facilities.

Establish and Increase Appropriation Code By:

A511620.111	Personnel Services – Senior Project Manager	<u>\$17,320</u>
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Decrease Appropriation Code By:

A511620.111	Personnel Services – Assistant Facilities Engineer	<u>\$15,800</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Memo

To: Rory Fluman, County Manager

From: Joe McQueen, Director of Human Resources

Date: September 25, 2023

Re: Elimination and Creation of Positions in the Office of Facilities

The Director of Facilities has requested the elimination of the position Assistant Facilities Engineer and the creation of the position Senior Project Manager.

I recommend the creation of the position Senior Project Manager at a JC9.

No additional action is necessary by the Civil Service Commission.

Thank you.

LEGISLATIVE INITIATIVE FORM

Date: 9/29/2023
Reference: Labor and Civil Service
Dual Reference: Ways and Means
Initiative: LCS 12

Title of Proposed Resolution:

A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS AT THE SCHENECTADY COUNTY PUBLIC LIBRARY

Purpose and General Idea:

Provides authorization to eliminate and create a position within the Schenectady County Public Library.

Summary of Specific Provisions:

Authorizes the elimination of the position of Librarian III and the creation of the position of a Librarian I (CSEA Grade 15).

Effects Upon Present Law:

The County of Schenectady's Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within the Schenectady County Public Library.

Establish and Increase Appropriation Code By:

L517410.111	Personnel Services – Librarian I	\$10,888
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Decrease Appropriation Code By:

L517410.111	Personnel Services – Librarian III	\$12,733
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Justification:

The position of Librarian I would be easier to fill as it is an antry-level position, and it would better align with the needs of the Library.

Sponsor: Legislator Frisoni

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Charity Thorne, Executive Director of the Schenectady County Public Library
Jaclyn Falotico, Commissioner of Finance
Joe McQueen, Director of Human Resources

Date: September 29, 2023

RE: Authorization to Eliminate and Create a Position within the Schenectady County Public Library

Attached is a memorandum from Charity Thorne, Executive Director of the Schenectady County Public Library, requesting authorization to eliminate the position of Librarian III and create the position of a Librarian I (CSEA Grade 15). As Ms. Thorne indicates, the position of Librarian I would be easier to fill as it is an entry-level position, and it would better align with the needs of the Library.

The attached memoranda from Jaclyn Falotico, Commissioner of Finance, and Joe McQueen, Director of Human Resources, detail the actions necessary to create the position.

I recommend your approval.



Memo

Date: September 15, 2023

To: Rory Fluman, County Manager

From: Charity Thorne, Executive Director of Schenectady County Public Library

Re: Budget Amendment Request

Request 1: Convert full-time Librarian III position into full-time Librarian I position.

Cost savings: \$9,975 (difference between starting salaries)

Justification: As is true with many libraries in today's employment climate, we are finding it easier to recruit for entry level positions and the responsibilities we are looking for someone to cover can be performed at the Librarian I level. Changing this position out for an entry level one better suits the needs of the Library and allows for greater efficiency and effectiveness in hiring as we are already canvassing for Librarian I positions.

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax



Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JF*
DATE: September 19, 2023
SUBJECT: Budget Amendment – Schenectady County Public Library – Creation and Elimination of Various Positions

The County of Schenectady’s Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within the Schenectady County Public Library.

Establish and Increase Appropriation Code By:

L517410.111	Personnel Services – Librarian I	<u>\$10,888</u>
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Decrease Appropriation Code By:

L517410.111	Personnel Services – Librarian III	<u>\$12,733</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Memo

To: Rory Fluman, County Manager
From: Joe McQueen, Director of Human Resources
Date: September 20, 2023
Re: Elimination and Creation of Positions in the County Library System

The Schenectady County Library System has requested the elimination of the position Librarian III and the creation of the position Librarian I.

I recommend the creation of the Librarian I position at a CSEA Grade 15.

No additional action is necessary by the Civil Service Commission.

Thank you.

LEGISLATIVE INITIATIVE FORM

Date: 9/29/2023
Reference: Labor and Civil Service
Dual Reference: Ways and Means
Initiative: LCS 13

Title of Proposed Resolution:

A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS AT THE SCHENECTADY COUNTY PUBLIC HEALTH SERVICES

Purpose and General Idea:

Provides authorization to eliminate and create a position at Public Health Services.

Summary of Specific Provisions:

Authorizes the elimination of the position of Senior Account Clerk - Typist (CSEA Grade 9) and the creation of the position of a Senior Account Clerk (CSEA Grade 9). There are no financial implications in the 2023 Budget, as the only change is that the typist qualification is being removed.

Effects Upon Present Law:

The County of Schenectady's Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within Public Health Services.

Establish and Increase Appropriation Code By:

A514045.111	Personnel Services – Senior Account Clerk	\$8,146
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Decrease Appropriation Code By:

A514045.111	Personnel Services – Senior Account Clerk – Typist	\$8,146
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Justification:

This change will help the department to more easily fill the position while also aligning it more closely with the needs of the department.

Sponsor: Legislator Frisoni

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Keith Brown, Director of Public Health
Jaclyn Falotico, Commissioner of Finance
Joe McQueen, Director of Human Resources

Date: September 29, 2023

RE: Authorization to Eliminate and Create Positions at Public Health Services

Attached is a memorandum from Keith Brown, Director of Public Health, requesting authorization to eliminate the position of Senior Account Clerk – Typist (CSEA Grade 9) and create the position of a Senior Account Clerk (CSEA Grade 9). The only change between these positions is that the Typist qualification is being removed which, as Mr. Brown indicates, will help the department more easily fill the position while also aligning it more closely with the needs of the department. As a result, there are no financial implications in the 2023 Budget.

The attached memoranda from Jaclyn Falotico, Commissioner of Finance, and Joe McQueen, Director of Human Resources, detail the actions necessary to create the position.

I recommend your approval.



**SCHENECTADY COUNTY
PUBLIC HEALTH SERVICES
INTEROFFICE MEMO**

TO: Rory Fluman, County Manager
FROM: Keith Brown, Public Health Director
RE: Legislative Action for October 2023 meeting
Requesting Legislative Approval to change the title of Senior Account Clerk/Typist
CC: Shane Bargo, Deputy County Manager
Jennifer Bargo, Deputy County Manager
Jaclyn Falotico, Commissioner of Finance
DATE: 9/13/23

Dear Rory,

Schenectady County Public Health Services (SCPHS) is requesting that the Senior Account Clerk - Typist position that will be vacated on 9/29/23 (Grade 9-1, \$42,357) be eliminated, and a Senior Account Clerk (Grade 9-1, \$42,357) position be created in its place. These positions are the same grade and this request requires no additional funding. Removing the Typist qualification from the position will assist with candidate recruitment and align more closely with the current needs of the department. Thank you for your assistance with this request.

Sincerely,

Keith Brown, MPH
Public Health Director

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax



Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JF*
DATE: September 19, 2023
SUBJECT: Budget Amendment – Public Health Services – Creation and Elimination of Various Positions

The County of Schenectady’s Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within Public Health Services.

Establish and Increase Appropriation Code By:

A514045.111	Personnel Services – Senior Account Clerk	<u>\$8,146</u>
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Decrease Appropriation Code By:

A514045.111	Personnel Services – Senior Account Clerk – Typist	<u>\$8,146</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Memo

To: **Rory Fluman, County Manager**
From: **Joe McQueen, Director of Human Resources**
Date: **September 20, 2023**
Re: **Elimination and Creation of Positions in Public Health Services**

The Office of Public Health Services has requested the elimination of the position Senior Account Clerk – Typist and the creation of the position Senior Account Clerk.

I recommend the creation of the position Senior Account Clerk at a CSEA Grade 9.

No additional action is needed by the Civil Service Commission.

Thank you.



Schenectady County Legislature
Committee on Public Facilities, Transportation and Infrastructure
Hon. Richard Patierne, Chair

6th Floor County Office Building 620 State Street, Schenectady, New York 12305
Phone: (518) 388-4280 Fax: (518) 388-4591

DATE: September 29, 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall, Clerk of the Legislature
SUBJECT: COMMITTEE AGENDA
Committee on Public Facilities
Honorable Patierne, Chair
Monday, October 2, 2023 at 7:00 p.m
Schenectady County Office Building,
Legislative Chambers, Sixth Floor

Item	Title	Sponsor	Co-Sponsors
PFTI	22 A RESOLUTION APPROVING CAPITAL BUDGET AMENDMENTS FOR THE PURCHASE OF EQUIPMENT FOR THE SCHENECTADY COUNTY RECREATIONAL FACILITY	Legislator Patierne	

LEGISLATIVE INITIATIVE FORM

Date: 9/29/2023
Reference: Public Facilities, Transportation and Infrastructure
Dual Reference: Ways and Means
Initiative: PFTI 22

Title of Proposed Resolution:

A RESOLUTION APPROVING CAPITAL BUDGET AMENDMENTS FOR THE PURCHASE OF EQUIPMENT FOR THE SCHENECTADY COUNTY RECREATIONAL FACILITY

Purpose and General Idea:

Provides authorization to Amend the 2023 Capital Budget for the Ice Rink Dehumidifier Replacement Project.

Summary of Specific Provisions:

Authorizes the amendment of the 2023 Capital Budget in the amount of \$110,000 for the replacement of a dehumidifier at the ice rink. The project was initially budgeted in the amount of \$254,000, however the lowest bid came in at \$296,355.10

Effects Upon Present Law:

The Schenectady County Department of Finance provides the following amendment to the County’s 2023 Capital Budget to increase the Recreational Facility HVAC Replacement project:

CAPITAL BUDGET

Amend Capital Project 7320230023

Increase Appropriation Code By:

H547320.401000	Recreation – Capital	\$110,000
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Increase Revenue Codes By:

H93333.5710	Obligation Serial Bonds	\$110,000
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Justification:

The existing dehumidifier is reaching the end of its useful life, and the costs of the equipment, paired with the cost of engineering design services have caused the project to be overbudget.

Sponsor: Legislator Patierne

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Stephen Luciano, Director of Facilities
Erin Reich, Facilities Engineer
Jaclyn Falotico, Commissioner of Finance

Date: September 29, 2023

Re: Authorization to Amend the 2023 Capital Budget for the Ice Rink Dehumidifier Replacement Project

Attached is a memorandum from Stephen Luciano, Director of Facilities, and Erin Reich, Facilities Engineer, requesting authorization to amend the 2023 Capital Budget in the amount of \$110,000 in additional funds for the replacement of a dehumidifier at the ice rink. The project was originally budgeted in the amount of \$254,000 and was needed because the existing dehumidifier is reaching the end of its useful life.

As Mr. Luciano and Ms. Reich indicate, however, the lowest bid for the dehumidifier's replacement came in at \$296,355.10. With this cost and the costs of engineering design services, the project is overbudget.

The attached memorandum from Jaclyn Falotico, Commissioner of Finance, details the necessary budget amendment.

I recommend your approval.

COUNTY of SCHENECTADY
INTER-DEPARTMENT

MEMORANDUM

To: Rory Fluman, County Manager
Jaelyn Falotico, Commissioner of Finance

From: Erin Reich, Facilities Engineer
Steve Luciano, Director of Facilities

Date: August 21, 2023

Subject: Ice Rink Dehumidifier Replacement

The Office of Facilities put in for a 2023 Capital Request, in the amount of \$254,000.00 to replace the Ice Rink Dehumidifier unit and structural supports. The dehumidifier and structural supports have both reached the end of their useful life. The project was approved and given the account code, 7320230023. After necessary engineering design services, the remaining balance in the account is \$212,355.10.

The project was recently put out to public bid. Danforth Company is the successful low bidder at \$296,900. The Office of Facilities is requesting that the capital budget be amended by adding an additional \$110,000 to cover the purchase of a new unit and installation.

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JK*
DATE: September 19, 2023
SUBJECT: Capital Budget Amendment – Recreational Facility HVAC Replacement

The Schenectady County Department of Finance provides the following amendment to the County’s 2023 Capital Budget to increase the Recreational Facility HVAC Replacement project:

CAPITAL BUDGET

Amend Capital Project 7320230023

Increase Appropriation Code By:

H547320.401000	Recreation – Capital	<u>\$110,000</u>
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Increase Revenue Codes By:

H93333.5710	Obligation Serial Bonds	<u>\$110,000</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.



Schenectady County Legislature

Committee on Ways and Means

Hon. Philip Fields, Chair

6th Floor County Office Building 620 State Street, Schenectady, New York 12305

Phone: (518) 388-4280 Fax: (518) 388-4591

DATE: September 29, 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall, Clerk of the Legislature
SUBJECT: COMMITTEE AGENDA
Committee on Ways and Means
Honorable Philip Fields, Chair
Monday, October 2, 2023 at 7:00 p.m
Schenectady County Office Building,
Legislative Chambers, Sixth Floor

Item	Title	Sponsor	Co-Sponsors
WM	0 PRESENTATION BY COUNTY MANAGER RORY FLUMAN REGARDING THE 2024 COUNTY BUDGET	Legislator Fields	
PFTI	22 A RESOLUTION APPROVING CAPITAL BUDGET AMENDMENTS FOR THE PURCHASE OF EQUIPMENT FOR THE SCHENECTADY COUNTY RECREATIONAL FACILITY	Legislator Patierne	
LCS	10 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS AT THE OFFICE OF THE SCHENECTADY COUNTY CLERK	Legislator Frisoni	

Item	Title	Sponsor	Co-Sponsors
LCS	11 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS IN THE OFFICE OF FACILITIES	Legislator Frisoni	
LCS	12 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS AT THE SCHENECTADY COUNTY PUBLIC LIBRARY	Legislator Frisoni	
LCS	13 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS AT THE SCHENECTADY COUNTY PUBLIC HEALTH SERVICES	Legislator Frisoni	
HHHS	23 A RESOLUTION REGARDING THE ACCEPTANCE OF MONIES FROM THE NYS DEPARTMENT OF HEALTH FOR TUBERCULOSIS SCREENING AND SERVICES	Legislator Ostrelich	
CJCA	11 A RESOLUTION REGARDING MAILING COSTS FOR CIVIL ENFORCEMENT SERVICES PROVIDED BY THE OFFICE OF THE SCHENECTADY COUNTY SHERIFF	Legislator Frisoni	
CJCA	12 A RESOLUTION TO ACCEPT MONIES FROM THE NYS BOARD OF ELECTIONS FOR EXPENSES RELATED TO PRE-PAID POSTAGE FOR ABSENTEE BALLOTS AND APPLICATIONS	Legislator Frisoni	

LEGISLATIVE INITIATIVE FORM

Date: 9/29/2023
Reference: Ways and Means
Dual Reference: Ways and Means
Initiative: WM 0

Title of Proposed Resolution:

PRESENTATION BY COUNTY MANAGER RORY FLUMAN REGARDING THE 2024 COUNTY BUDGET

Purpose and General Idea:

PRESENTATION BY COUNTY MANAGER RORY FLUMAN REGARDING THE 2024 COUNTY BUDGET

Summary of Specific Provisions:

PRESENTATION BY COUNTY MANAGER RORY FLUMAN REGARDING THE 2024 COUNTY BUDGET

Effects Upon Present Law:

None.

Justification:

PRESENTATION BY COUNTY MANAGER RORY FLUMAN REGARDING THE 2024 COUNTY BUDGET

Sponsor: Legislator Fields

Co-Sponsor: