

**Finance Committee Meeting
August 28, 2024**

Attendees

Committee: Art Merrill, Wayland Gladstone, Wayne Marshfield, John Kosier, Joe Cetta,
George Haynes, Eric Wilson, Tina Molé
Staff: Beverly Shields, Sherri Falcone, Penny Bishop
Guest: Mandy Walsh, Director Public Health Services
Supervisor: Maya Boukai

Mr. Merrill called the meeting to order at 10:30 a.m.

On a motion by Mr. Wilson, seconded by Mr. Gladstone, the minutes of the August 14 committee meeting were unanimously approved.

Real Property Tax Services – Sherri Falcone

Mrs. Falcone reported they have worked out with HIG that they will deliver printers in September so they could be used for the next tax cycle but will not be billed until January. Regarding assessments for the Town of Bovina, she stated a base contract has been drawn and they are working on finalizing it for today's Board meeting. Mr. Merrill noted a resolution will be brought up at the afternoon meeting. Ms. Molé said there are 1,038 parcels in Bovina and this is a two-year pilot program contract. The County will charge Bovina the amount that was being paid to their previous assessor which was around \$18,500 annually. Their assessor left mid-July and Bovina will pay the County the balance through the end of the year, of approximately half of the budgeted amount. Bovina will pay for Pictometry which is not included in the contract. If other towns choose to use the program, the charges would be re-evaluated to determine the cost. In reply to Mr. Cetta, Mrs. Falcone said each town would have their own contract based on number of parcels in each town. Responding to Mr. Gladstone regarding personnel, Mrs. Falcone explained they do have an assessor in their office who is a county employee.

Public Health Services – Mandy Walsh

Ms. Walsh reviewed many aspects of the Public Health Infrastructure Grant which is a federal funding opportunity through CDC to address long-standing weaknesses due to chronic underinvestment in New York's public health system and strengthens preparedness to address new challenges and future public health emergencies. This funding was offered to all public health departments in the nation and is administered through the state. Resolution No. 99 of 2023 was done to accept the funding which was received near the end of 2023. The main goal of the Infrastructure Grant is for the benefit of the staff for recruitment and retention in order to maintain a stable public health workforce. This funding is only for public health employees. Some of these funds have already been used to improve their office environment. Ms. Walsh stated their intent is to do a wellness benefit program for the staff, and instituting the benefit program will impact their personal services budget line. They are proposing a \$500 benefit to each full-time employee and \$150 for each part-time employee including fringe benefits.

Wellness includes a variety of programs including exercise classes, meditation, yoga, Pilates, acupuncture, massage, etc. The intent is to build the wellness benefit into the 2025 Budget for Public Health employees, and she wanted to let Finance know in advance as the personal services line will change to reflect the benefit. She noted this funding is expected to continue through 2027. In response to Mr. Marshfield, Ms. Walsh said the funding could not be used for capital improvements; smaller maintenance and repairs are allowed, and Buildings and Maintenance has already done some work that is permitted. Any building improvements must be non-permanent. They have purchased DocuSign software which is being used by the county, and they purchased Track with Jack which is department time and activity tracking software for use by Public Health. She noted there has been some staff development and training completed. They also have improved the lighting in the shared conference room which benefits everyone who uses it. In addition, they have looked at equipment and will be updating some of their furniture. She thanked the committee.

The July 31 Bank Balance report was reviewed.

Treasurer's Office – Beverly Shields

In reply to Mr. Marshfield, Mrs. Shields reported that 2 and 1/2 staff members were gathering printed, current documents for the County Attorney for validation of a legal foreclosure action. She agreed that because of the additional research that was requested, the sale could very well be pushed into next year.

Mr. Merrill stated that the committee will soon start budget review. The next committee meeting is scheduled for September 11, and they will review a report of the fund balances. All of the department budget worksheets are due on September 12, although not all will come in by that date, but the committee will be able to start looking at department requests after the 12th. Preliminary meetings are scheduled as follows:

September 19 at 9:00 a.m. Board Room
September 23 at 10:00 a.m. Board Room
September 25 extend Finance Committee Meeting to 12:00 noon
September 26 at 1:00 p.m. Board Room
October 3 at 9:00 a.m. Board Room

The only not-prefiled resolution was for the payment of audit.

Travel, equipment, and fill vacancy requests were approved as presented.

Upon a motion the meeting adjourned at 11:15 a.m.