



GOVERNMENTAL OPERATIONS & IMPROVED METHODS COMMITTEE

APPROVED MINUTES

Tuesday, May 20, 2014

Committee Members:

Ralph Angelo, Chair
Margaret Hilton
Dominick Vedora
Dianne Crowley
Mark Venuti
Gregory Bendzlowicz

Others Present:

County Administrator, John Garvey; Deputy County Administrator Darlys McDonough, Elections Commissioners Mary Salotti and Mike Northrup, Records Management Officer, Rosemary Switzer, Real Property Tax Director, Robin Johnson, Real Property Tax Aide, Donna Ciardi

Chairman Angelo called the meeting to order at 4:00 p.m., declaring Supervisor Bendzlowicz necessarily absent. Supervisor Hilton made a motion, seconded by Supervisor Venuti, to adopt the minutes of the April 29, 2014 meeting; motion carried.

Records Management Officer, Rosemary Switzer presented a resolution to approve document preservation services for certain volumes of manuscript volumes important to the county. Funding for the work is in the 2014 budget. *Supervisor Crowley made a motion, seconded by Supervisor Venuti to approve the resolution "2014 Records Conservation Services – Records, Archives & Information Management Services and Kofile Preservation, Inc", motion carried.*

RMO Switzer then presented a resolution allowing the submission of a grant to restore an 1852 map of the county. The grant request will be \$7,500, which will cover the cost of the project, with no associated county cost. *Supervisor Hilton made a motion, seconded by Supervisor Crowley to approve the resolution "Approval of Submission of a Grant Proposal to Greater Hudson Heritage Network", motion carried.*

RMO Switzer updated the Committee regarding the NY Association of Local Government Records Officers (NYALGRO) Conference she will be attending in June. She will be presenting a workshop "Intro to Records Management". Conference attendees are from all over the state and include staff from fire districts, colleges, town clerks, record managers and other that are involved with record management.

Elections Commissioners Mary Salotti and Mike Northrup presented a resolution to pay for this years ballot printing. Supervisor Hilton asked how the cost compared to last year. Commissioner Salotti stated that the cost was about the same. Commissioner Northrup further explained that while the cost to print the ballots was less, the cost of support services was more, so the cost is about the same per ballot as last year. *Supervisor Venuti made a motion, seconded by Supervisor Vedora to approve the resolution "Acceptance of Bid – Election Supplies", motion carried.*

Real Property Tax Director Robin Johnson presented the annual PILOT report, pointing out a number of new PILOT agreements, and a number that have returned to taxable status this year. Director Johnson, then introduced Donna Ciardi, the newest member of the Real Property Tax department. Mrs. Ciardi will be taking over the coordination of the GO Committee meetings.

Being no further business to come before the committee, Supervisor Vedora made a motion to adjourn, seconded by Supervisor Hilton, motion carried. Meeting adjourned at 4:11 p.m.

Respectfully Submitted,
Robin Johnson, Director
Real Property Tax Services