

FINANCE COMMITTEE MEETING MINUTES  
APRIL 7, 2016

FINANCE COMMITTEE PRESENT: Campbell, LaPointe, Shay, Suprenant, Idleman, Haff, Pitts, O'Brien, Fedler, Shaw, Hogan

FINANCE COMMITTEE MEMBERS ABSENT: None.

SUPERVISORS: Henke, Hicks, Gang, Moore, Armstrong

Debra Prehoda, Clerk of the Board

Chris DeBolt, County Administrator

Roger Wickes, County Attorney

Al Nolette, County Treasurer

Laura Chadwick, Real Property Director

Public

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – March 10, 2016
3. Department Requests/Reports:
  - A. Real Property
    - 1) Monthly Report of Corrected Tax Bills & Refunds
  - B. Treasurer
    - 1) Monthly Reports – Sales Tax Report
  - C. County Administrator
    - 1) Budget Amendments – Various Departments
    - 2) Update on Pleasant Valley Fines
    - 3) Update on VIC Van Purchase
4. Code Enforcement
  - 1) Consider Proposal for County Code Enforcement Services as of June 1, 2016 – Town of Kingsbury
  - 2) Code Enforcement Administrator – Place Position on Grade Schedule
5. Discuss Amending Travel Policy–Counsel at First Appearance Requirement–Mileage for PD/DA on-Call Employees–Use of Personal Vehicles
6. Other Business
7. Adjournment

Chairman Campbell called the meeting to order at 9:30 A.M.

A motion to accept the minutes of the March 10, 2016 meeting was moved by Mr. Hogan, seconded by Ms. Idleman and adopted.

REAL PROPERTY – Laura Chadwick, Director, addressed the following items with the committee:

- Monthly Report of Corrected Tax Bills/Refunds – handout attached indicating property with error due to basic star exemption.
- Ag Districts – Mr. Haff asked if the County was eight years behind in the ag district reviews. She stated the ag district reviews have not been done in a timely manner; timing schedule has gone off track. It was asked if Cornell Cooperative Extension is compensated for doing this work. The Budget Officer stated they receive an appropriation from the County. Clarity is needed on this issue. Ms. Idleman stated no one is being compensated for this work. Mr. Campbell stated Cooperative Extension has a part/role in this and he stated when we give them money it is for things they have a part/role in. Ms. Idleman suggested a meeting between all the parties involved.

TREASURER – Al Nolette, Treasurer, addressed the following items with the committee:

- Sales Tax Report – report attached. Sales tax to date totals \$3,930,795.85; \$110,573.10 over year to date. The County is continuing to trend up but noted that the next payment is the first quarter adjustment. He will provide that information when available.
- Returned Taxes – The Tax Collectors settled with the Treasurer this week and attached is a recap of the returned taxes. Approximately \$6.8M in taxes was returned to the Treasurer as unpaid. The number of parcels returned was down all most one-half of one percent, -0.46%, and the dollar amount was down almost a percent, -0.99%.

- Homeland Security Grant – Under the former Public Safety Director, the department purchased several years of the reverse 911 Hyper-Reach program and the State has disallowed \$4400 of that expense. The Treasurer is requesting a 2015 budget amendment to cover the gap not covered by the grant and the funds will come out of the Public Safety budget. They have \$2900 and he needs about \$1500 out of 2015 and they have funds in personal services. The State originally disallowed more than this but through appeals reduced it to the \$4400 amount. The State did not like the lump sum payment covering several years and the Public Safety Department is aware of this concern for future grants. A motion to amend 2015 budget to allow transfer of funds from Public Safety personal services to cover this gap in the grant funding was moved by Mr. O'Brien, seconded by Mr. Hogan and adopted.
- Capital Project – 2014 Improvement Project for the roof, HVAC, J2, 911 Center, etc. When the capital project was opened, the intention of the Board was to fund that through a BAN or bond. The Board passed the bond authorization resolution for \$2.2M. When the Sewer District BAN came due last year, the resolution was given to our bond counsel and Fiscal Advisors. Subsequent to them getting that resolution, we cashed out of Pleasant Valley with more dollars than projected. The former County Administrator and Budget Officer Campbell recommended using \$1.8M of the Pleasant Valley money to fund the project and not borrow but the problem is the borrowing was already in motion. Pleasant Valley cashed out after the bond was in motion. When the bond came to be renewed it indicated we were borrowing for that money. The capital project is now going to be responsible for the interest that was our portion in the amount of \$2900. The Treasurer needs to get money from the contingency in the capital project to pay interest payment on the debt. The interest has to go on the books in the manner that the official statement was written. The official statement was written before we funded it with Pleasant Valley money. The money is in the capital project to return; it was never spent. The Treasurer needs \$2900 out of the capital project contingency to pay the interest. A motion to amend capital project budget to cover interest payment, \$2900, was moved by Ms. Idleman, seconded by Mr. Pitts and adopted.

COUNTY ADMINISTRATOR: Chris DeBolt, County Administrator, addressed the following items with the committee:

BUDGET AMENDMENTS: handout attached.

- Amend Budget – Sheriff's Department for Printer Purchase – A motion to amend Sheriff's budget transferring funds from contractual to equipment to cover the purchase of a printer in the amount of \$363 was moved by Mr. Shay, seconded by Mr. O'Brien and adopted.
- To Adopt Crime Forfeiture Plan and Amend Sheriff Budget – A motion to adopt Crime Forfeiture spending plan as presented by the Sheriff and amend the Sheriff's 2016 budget in the amount of \$225,000 was moved by Mr. O'Brien, seconded by Mr. Shay and adopted. Mr. Haff opposed.
- Amend Budget – Capital Project No. 113 – Homeland Security Grants – A motion to amend Sheriff's Department \$20,000 and Public Safety \$60,000 budgets for receipt of a Law Enforcement Terrorism Prevention Program Grant in the amount of \$80,000 was moved by Mr. Shay, seconded by Mrs. Fedler and adopted.

PLEASANT VALLEY FINES – The County Administrator received information on survey dates of March 20, March 28 and November 5, 2012 where there were a series of violations and the County was going to be fined. He is in receipt of a final stipulation corrected to indicate Washington County not Washington Center as indicated on the original stipulation. The fines total \$18,000.00. There are a series of violations that occurred in 2013 from three different survey dates but no IJs (immediate jeopardy). Only IJs carry fines. He is 75% sure these are the last fines. The County has reserved \$105,000 for payment of Pleasant Valley related fines and the Budget Officer is not comfortable at

this time to liquidate those remaining funds. A motion to authorize Chairman to sign stipulation order and authorize payment of fines was moved by Mr. Pitts, seconded by Mr. Shay and adopted.

UPDATE ON WIC VAN PURCHASE – For the committee's information, Car Pool is going to purchase the old WIC van for the Kelly Blue Book value of approximately \$9500 to \$9700. This vehicle will be part of the car pool.

#### CODE ENFORCEMENT:

- Considered Proposal for County Code Enforcement Services as of July 1, 2016 for the Town of Kingsbury and Village of Hudson Falls. This proposal is for the County to take over the code duties as of June 1, 2016. The agreement is for the County to take over doing fire safety inspections and issuing building permits. He is in receipt of a draft agreement but the County Attorney has not had time to go through it. The County would not be responsible for enforcement of local codes or ordinances. A motion to accept code enforcement proposal from the Town of Kingsbury and Village of Hudson Falls effective June 1<sup>st</sup> was moved by Mr. Haff and seconded by Ms. Idleman. Discussion. Mr. O'Brien expressed concern with taking over code duties as of June 1<sup>st</sup> with the County Code Enforcement Administrator retiring and the pressure that will be put on the Code Officers remaining. By statute, the local entity is to advise the County by June that they plan to have the County provide code enforcement services with a start date of January 1<sup>st</sup>. September was offered as a compromise date. Mr. Hogan recommends speaking with Mr. Armando, Code Enforcement Administrator, because he was under the impression from meetings he has attended with Village representatives and Mr. Armando, Code Enforcement Administrator, that the County could handle this. Mr. Armando was well advised of the June 1<sup>st</sup> date. Mr. Hogan recommends addressing coverage issues with Mr. Armando because it was his understanding that the County would be able to cover taking over the code services as of June 1<sup>st</sup>. Mr. Suprenant stated Mr. Armando thought it was covered based on his proposal that he presented to Public Safety. Mr. Haff withdrew his motion and Ms. Idleman withdrew her second to the motion. This matter was referred to the Public Safety Committee for further discuss with Mr. Armando.
- Code Enforcement Administrator – Discussed placing the Code Enforcement Administrator on the exempt salary schedule but will eventually have to address the salary level to comply with new anticipated Federal Labor Standards or place on the grade schedule at grade 17, \$23.76 per hour/ annual \$49,600. The salary paid the current Code Enforcement Administrator is \$51,879; salary, steps, longevity and stipend. The County Administrator stated there are significant issues of performance in that department and things that need to be addressed and in order to do that a strong manager is needed. He mentioned the problems with trying to fill the Planner and Deputy Superintendent of Public Works positions, he does not feel we will get the caliber of person we need at a grade 15. Mr. Suprenant stated the salary should not be above the Public Safety Director's salary, \$50,142, who has more responsibility. It was stated that the Personnel Director recommends a grade 17. A motion to place Code Enforcement Administrator at grade 17 on the grade salary schedule was moved by Mr. O'Brien, seconded by Mr. Shay and adopted.

TRAVEL POLICY – The County's travel policy states that a car pool car must be used whenever available; a County employee must use a car pool car when available for County related business. In the near future, the County will be implementing counsel at first appearance which will require Public Defenders and Assistant District Attorneys on call for a week. He recommends paying mileage rather than designating a County car for the week to the on call attorneys but that does not comply with the County's travel policy and the policy would need to be amended. A motion to amend the travel policy to reflect the allowance of use of personal vehicles by Public Defenders and Assistant District

Attorney for coverage of counsel at first appearance and allow for mileage reimbursement for the use of the personal vehicles was moved by Mr. O'Brien, seconded by Ms. Idleman and adopted.

Discussion ensued on how the arraignments will take place if the holding cells are approved at the Jail but issues remain to be addressed; not all local Magistrates are on board with having our Superior Court Judge do all of those arraignments. Mr. Mercure stated the recent Magistrates meetings have involved the communications piece, who is making the phone call during this on call program and they have not had a lot of time to talk about if there is a holding facility where will the arraignments be and who will do the arraignments. Judge McKeighan has volunteered to do it. Certain judges would not be comfortable having another judge do the arraignment. This is a new concept that needs to be addressed further by the magistrates.

**OTHER BUSINESS:**

Staffing Request: Public Defender Full Time Clerical Position - Chairman Campbell stated after a phone conversation with OILS, Office of Indigent Legal Services, he received clarification that the contract is as of January 1<sup>st</sup> of this year so anything we do extra after January 1, 2016 will be paid for. The contract has been written but the County has yet to receive it. The OILS representative stated move forward with anything that needs to be done for compliance with Hurrell-Harring. The request is to add a full time Legal Assistant, grade 12 moving the temporary part time to full time. A motion to schedule a Personnel meeting prior to the April 15<sup>th</sup> Board Meeting and submit a resolution at the monthly Board meeting to move forward on this position was moved by Ms. Idleman, seconded by Mr. Hogan and adopted.

Occupancy Tax – The Occupancy tax has lapsed and reauthorization is needed. A motion to set public hearing on Introductory Local Law A of 2016, A local Law to Continue to enact an Occupancy tax as authorized by act of the New York State Legislature, was moved by Mr. O'Brien, seconded by Mrs. Fedler and adopted.

Tax Sale Property – Bullrushes LTD in the Town of Greenwich – The Treasurer stated the property is flagged as a liability with a current cleanup going on. The Town of Greenwich recommendation is to pull it from the auction, leave the property on the tax roll and let him continue to do his cleanup. A motion to remove Bullrushes property in the Town of Greenwich from the auction and leave on the tax roll was moved by Mr. O'Brien, seconded by Ms. Idleman and adopted.

Aflac – Mr. Haff asked why the County provides payroll deduction services for Aflac due to a recent open enrollment flyer included with his pay stub. The Treasurer stated this is a voluntary program that employees can participate in similar to a credit union, life insurance, etc. Mr. Haff asked why participate and noted that the Town of Hartford discontinued this payroll deduction. The Treasurer stated Aflac relates and supports the health insurance program and work related to the program has a very small impact on his office. He feels the employees appreciate having this option.

The meeting adjourned at 11:22 A.M.

*Respectfully submitted,*

*Debra Prehoda, Clerk  
Washington County Board of Supervisors*

**WASHINGTON COUNTY TREASURER  
SALES TAX RECAP  
FOR THE PERIOD 1/1/2014-12/31/2016**

Budget:		2014	Budget:		2015	Budget:		2016		
		\$17,750,000.00			\$18,650,000.00			\$19,450,000.00	(Under)/Over	(Under)/Over
Date	Amount	Date	Amount	Date	Amount			Prior Year	Year-to-Date	
2/6/2013	\$995,094.83	2/6/2015	\$1,145,238.10	2/5/2016	\$1,176,875.82			\$31,637.72	\$31,637.72	
2/12/2013	\$322,790.05	2/13/2015	\$331,683.48	2/16/2016	\$313,824.52			(\$17,858.96)	\$13,778.76	
	\$1,317,884.88		\$1,476,921.58		\$1,490,700.34					
3/6/2013	\$856,007.55	3/6/2015	\$935,061.44	3/7/2016	\$1,014,871.89			\$79,810.45	\$93,589.21	
3/13/2013	\$251,942.47	3/13/2015	\$256,645.88	3/14/2016	\$254,383.55			(\$2,262.33)	\$91,326.88	
	\$2,425,834.90		\$2,668,628.90		\$2,759,955.78					
4/5/2013	\$1,101,445.21	4/6/2015	\$1,151,593.85	4/7/2016	\$1,170,840.07			\$19,246.22	\$110,573.10	
4/15/2013	\$781,294.55	4/13/2015	\$1,287,858.02	4/13/2016	\$1,170,840.07					
	\$4,308,574.66		\$5,108,080.77		\$3,930,795.85					
5/6/2013	\$1,056,688.09	5/6/2015	\$1,163,351.75	5/6/2016	\$1,170,840.07					
5/13/2013	\$461,874.28	5/13/2015	\$330,685.07	5/13/2016	\$1,170,840.07					
	\$5,827,137.03		\$6,602,117.59		\$3,930,795.85					
6/6/2013	\$1,062,883.66	6/8/2015	\$1,147,143.39	6/7/2016	\$1,170,840.07					
6/13/2013	\$285,274.69	6/12/2015	\$319,443.79	6/13/2016	\$1,170,840.07					
6/28/2013	\$558,000.00	6/30/2015	\$564,000.00	6/30/2016	\$1,170,840.07					
7/1/2013	\$738,936.58	7/1/2015	\$735,777.59	7/1/2016	\$1,170,840.07					
	\$8,472,231.96		\$9,368,482.36		\$3,930,795.85					
7/15/2013	\$915,241.27	7/13/2015	\$609,100.62	7/13/2016	\$1,170,840.07					
	\$9,387,473.23		\$9,977,582.98		\$3,930,795.85					
8/6/2013	\$1,252,452.72	8/6/2015	\$1,328,989.67	8/5/2016	\$1,170,840.07					
8/13/2013	\$313,815.69	8/13/2015	\$347,791.89	8/15/2016	\$1,170,840.07					
	\$10,953,741.64		\$11,654,364.54		\$3,930,795.85					
9/6/2013	\$1,245,559.72	9/8/2015	\$1,307,729.96	9/7/2016	\$1,170,840.07					
9/13/2013	\$375,967.99	9/14/2015	\$343,142.05	9/13/2016	\$1,170,840.07					
	\$12,575,269.35		\$13,305,236.55		\$3,930,795.85					
10/7/2013	\$1,190,461.95	10/6/2015	\$1,222,475.07	10/6/2016	\$1,170,840.07					
10/15/2013	\$1,025,432.92	10/13/2015	\$559,947.79	10/13/2016	\$1,170,840.07					
	\$14,791,164.22		\$15,087,659.41		\$3,930,795.85					
11/6/2013	\$1,203,837.22	11/6/2015	\$1,247,147.32	11/7/2016	\$1,170,840.07					
11/13/2013	\$272,159.91	11/13/2015	\$269,850.44	11/14/2016	\$1,170,840.07					
	\$16,267,161.35		\$16,604,657.17		\$3,930,795.85					
12/6/2013	\$1,205,980.11	12/7/2015	\$1,228,632.68	12/6/2016	\$1,170,840.07					
12/13/2013	\$339,804.40	12/14/2015	\$327,293.21	12/13/2016	\$1,170,840.07					
12/31/2013	\$490,000.00	12/31/2015	\$495,000.00	12/30/2016	\$1,170,840.07					
1/2/2014	\$646,529.95	1/4/2015	\$711,097.77	1/3/2017	\$1,170,840.07					
	\$18,949,475.81		\$19,366,680.83		\$3,930,795.85					
1/13/2014	\$739,616.29	1/13/2016	\$598,160.37	1/13/2017	\$1,170,840.07					
	\$19,689,092.10		\$19,964,841.20		\$3,930,795.85					
	\$19,689,092.10		\$19,964,841.20		\$3,930,795.85					
	(\$1,939,092.10)		(\$1,314,841.20)		\$15,519,204.15					

**2016 Real Tax Return Summary Worksheet**  
**Source: 2016 Real Tax Final Settlement Reconciliation by Town & Collectors' Return Document**

Town	# of Parcels Billed	# OF Parcels Returned	2016 Unpaid Taxes Returned	Mailing Fee	5% Return Fee	Total to be Collected by County	Original Warrant	Adjustments	Adjusted Warrant	% Returned Uncollected
Argyle	2392	221	\$468,815.39	\$221.00	\$23,440.87	\$492,477.26	\$3,479,636.02	(\$7,032.29)	\$3,472,603.73	13.50%
Cambridge	1140	76	\$192,280.46	\$0.00	\$9,614.00	\$201,894.46	\$2,087,407.14	(\$7,089.64)	\$2,080,317.50	9.24%
Dresden	938	73	\$192,727.57	\$146.00	\$9,636.41	\$202,509.98	\$2,701,474.46	(\$415.26)	\$2,701,059.20	7.14%
Easton	1407	89	\$287,559.04	\$0.00	\$14,377.98	\$301,937.02	\$2,880,198.83	(\$3,696.53)	\$2,876,502.30	10.00%
Fort Ann	3212	246	\$539,199.19	\$0.00	\$26,959.98	\$566,159.17	\$6,237,275.95	(\$2,591.21)	\$6,234,684.74	8.65%*
Fort Edward	2812	245	\$563,641.88	\$0.00	\$28,182.11	\$591,823.99	\$4,920,795.13	(\$7,768.06)	\$4,913,027.07	11.47%
Granville	3572	411	\$680,984.00	\$0.00	\$34,049.43	\$715,033.43	\$4,088,287.55	(\$4,898.36)	\$4,083,389.19	16.68%
Greenwich	2577	159	\$522,201.14	\$0.00	\$26,110.09	\$548,311.23	\$4,312,049.33	(\$9,408.58)	\$4,302,640.75	12.14%
Hampton	754	74	\$108,359.34	\$148.00	\$5,417.97	\$113,925.31	\$774,974.02	(\$958.29)	\$774,015.73	14.00%
Hartford	1365	125	\$276,035.35	\$0.00	\$13,801.80	\$289,837.15	\$2,108,655.03	(\$6,487.97)	\$2,102,167.06	13.13%
Hebron	1628	192	\$335,646.83	\$0.00	\$16,782.41	\$352,429.24	\$2,083,306.01	(\$2,764.31)	\$2,080,541.70	16.13%
Jackson	1587	114	\$265,796.97	\$0.00	\$13,289.82	\$279,086.79	\$2,088,027.74	(\$4,385.08)	\$2,083,642.66	12.76%
Kingsbury	4848	342	\$787,665.84	\$0.00	\$39,383.32	\$827,049.16	\$7,347,633.28	(\$26,738.01)	\$7,320,895.27	10.76%
Putnam	1050	102	\$115,473.45	\$102.00	\$5,773.72	\$121,349.17	\$2,883,229.59	(\$3,170.51)	\$2,880,059.08	4.01%
Salem	1761	138	\$290,323.35	\$0.00	\$14,516.20	\$304,839.55	\$2,426,747.22	(\$3,435.25)	\$2,423,311.97	11.98%
White Creek	1816	130	\$323,500.31	\$0.00	\$16,175.01	\$339,675.32	\$2,531,334.35	(\$7,877.74)	\$2,523,456.61	12.82%
Whitehall	2409	272	\$540,002.34	\$0.00	\$27,000.19	\$567,002.53	\$2,676,513.10	(\$2,123.51)	\$2,674,389.59	20.19%
<b>Total</b>	<b>35268</b>	<b>3009</b>	<b>\$6,490,212.45</b>	<b>\$617.00</b>	<b>\$324,511.31</b>	<b>\$6,815,340.76</b>	<b>\$55,627,544.75</b>	<b>(\$100,840.60)</b>	<b>\$55,526,704.15</b>	<b>11.69%</b>

**WASHINGTON COUNTY TREASURER  
TAX COLLECTION SUMMARY BY TOWN BY YEAR  
FOR THE PERIOD 01/01/2005 - 12/31/2016**

	2008	2009	2010	2011	2012	2013	2014	2015	2016	
<b>Argyle</b>										
Total Adjusted Tax Levy	\$2,554,071.60	\$2,773,796.66	\$2,836,342.08	\$2,986,753.36	\$3,008,322.65	\$3,212,728.91	\$3,333,307.42	\$3,446,102.68	\$3,472,603.73	
Amount Returned Unpaid	\$359,777.63	\$359,539.12	\$351,613.32	\$368,587.60	\$399,740.45	\$426,565.31	\$452,187.12	\$462,588.64	\$468,815.39	
% Returned Unpaid	14.0864%	12.9620%	12.3967%	12.3407%	13.2878%	13.2774%	13.5657%	13.4235%	13.5004%	<b>0.08%</b>
Total Parcels	2,305	2,333	2,349	2,355	2,367	2,386	2,332	2,387	2,392	
Parcels Returned Unpaid	226	221	201	233	232	242	246	214	221	
% Returned Unpaid	9.8048%	9.4728%	8.5568%	9.8938%	9.8014%	10.1425%	10.5489%	8.9652%	9.2391%	<b>0.27%</b>
<b>Cambridge</b>										
Total Adjusted Tax Levy	\$1,892,236.58	\$1,874,198.09	\$1,924,122.05	\$1,926,707.23	\$1,905,811.90	\$1,939,317.71	\$1,914,341.81	\$2,048,670.61	\$2,080,317.50	
Amount Returned Unpaid	\$260,671.53	\$241,897.06	\$271,179.12	\$266,060.32	\$254,483.66	\$273,246.47	\$220,728.66	\$214,230.63	\$192,280.46	
% Returned Unpaid	13.7758%	12.9067%	14.0937%	13.8091%	13.3530%	14.0898%	11.5303%	10.4571%	9.2428%	<b>-1.21%</b>
Total Parcels	1,101	1,115	1,119	1,124	1,122	1,128	1,114	1,136	1,140	
Parcels Returned Unpaid	100	95	109	108	97	111	89	83	76	
% Returned Unpaid	9.0827%	8.5202%	9.7408%	9.6085%	8.6453%	9.8404%	7.9892%	7.3063%	6.6667%	<b>-0.64%</b>
<b>Dresden</b>										
Total Adjusted Tax Levy	\$2,216,424.60	\$2,230,221.17	\$2,307,044.95	\$2,556,458.82	\$2,595,699.47	\$2,575,904.95	\$2,585,886.33	\$2,667,849.36	\$2,701,059.20	
Amount Returned Unpaid	\$211,945.65	\$245,862.59	\$210,046.88	\$270,773.51	\$314,839.01	\$283,302.69	\$267,564.64	\$218,347.08	\$192,727.57	
% Returned Unpaid	9.5625%	11.0241%	9.1046%	10.5917%	12.1293%	10.9982%	10.3471%	8.1844%	7.1353%	<b>-1.05%</b>
Total Parcels	899	906	910	919	928	940	913	938	938	
Parcels Returned Unpaid	84	102	76	100	106	102	96	78	73	
% Returned Unpaid	9.3437%	11.2583%	8.3516%	10.8814%	11.4224%	10.8511%	10.5148%	8.3156%	7.7825%	<b>-0.53%</b>
<b>Easton</b>										
Total Adjusted Tax Levy	\$2,393,472.92	\$2,449,516.42	\$2,519,889.12	\$2,567,939.15	\$2,632,722.55	\$2,688,077.92	\$2,693,869.21	\$2,766,948.53	\$2,876,502.30	
Amount Returned Unpaid	\$243,327.43	\$320,355.02	\$278,071.96	\$305,563.49	\$263,165.88	\$279,432.85	\$278,240.25	\$301,828.52	\$287,559.04	
% Returned Unpaid	10.1663%	13.0783%	11.0351%	11.8992%	9.9960%	10.3953%	10.3286%	10.9084%	9.9968%	<b>-0.91%</b>
Total Parcels	1,359	1,362	1,372	1,376	1,385	1,390	1,348	1,398	1,407	
Parcels Returned Unpaid	73	95	88	90	79	89	94	95	89	
% Returned Unpaid	5.3716%	6.9750%	6.4140%	6.5407%	5.7040%	6.4029%	6.9733%	6.7954%	6.3255%	<b>-0.47%</b>
<b>Fort Ann</b>										
Total Adjusted Tax Levy	\$5,326,614.03	\$5,570,414.14	\$5,548,056.47	\$5,820,417.23	\$5,988,660.43	\$5,805,704.20	\$6,031,616.85	\$6,199,535.51	\$6,234,684.74	
Amount Returned Unpaid	\$559,442.01	\$578,823.94	\$565,744.55	\$579,016.56	\$550,305.74	\$444,113.45	\$484,170.88	\$449,180.56	\$539,199.19	
% Returned Unpaid	10.5028%	10.3910%	10.1972%	9.9480%	9.1891%	7.6496%	8.0272%	7.2454%	8.6484%	<b>1.40%</b>
Total Parcels	3,093	3,108	3,119	3,132	3,140	3,178	3,120	3,209	3,212	
Parcels Returned Unpaid	266	275	273	283	270	244	271	229	246	
% Returned Unpaid	8.6001%	8.8481%	8.7528%	9.0358%	8.5987%	7.6778%	8.6859%	7.1362%	7.6588%	<b>0.52%</b>

**WASHINGTON COUNTY TREASURER  
TAX COLLECTION SUMMARY BY TOWN BY YEAR  
FOR THE PERIOD 01/01/2005 - 12/31/2016**

	2008	2009	2010	2011	2012	2013	2014	2015	2016	
<b>Fort Edward</b>										
Total Adjusted Tax Levy	\$3,944,114.77	\$4,173,093.86	\$4,465,265.71	\$4,499,792.74	\$4,541,518.26	\$4,718,064.55	\$4,738,011.34	\$4,790,094.45	\$4,913,027.07	
Amount Returned Unpaid	\$766,050.69	\$769,263.59	\$706,650.88	\$649,510.64	\$735,843.04	\$649,199.10	\$620,443.62	\$606,937.85	\$563,641.88	
% Returned Unpaid	19.4226%	18.4339%	15.8255%	14.4342%	16.2026%	13.7599%	13.0950%	12.6707%	11.4724%	-1.20%
Total Parcels	2,759	2,776	2,792	2,801	2,812	2,818	2,771	2,809	2,812	
Parcels Returned Unpaid	300	305	295	286	308	265	260	255	245	
% Returned Unpaid	10.8735%	10.9870%	10.5659%	10.2106%	10.9531%	9.4038%	9.3829%	9.0780%	8.7127%	-0.37%
<b>Granville</b>										
Total Adjusted Tax Levy	\$3,714,832.32	\$3,775,493.96	\$3,868,295.04	\$3,769,166.21	\$3,750,626.25	\$3,850,834.30	\$3,958,377.96	\$4,045,980.79	\$4,083,389.19	
Amount Returned Unpaid	\$648,819.40	\$690,093.11	\$609,844.81	\$653,629.36	\$698,010.65	\$665,088.82	\$688,596.72	\$690,747.95	\$680,984.00	
% Returned Unpaid	17.4656%	18.2782%	15.7652%	17.3415%	18.6105%	17.2713%	17.3959%	17.0724%	16.6769%	-0.40%
Total Parcels	3,498	3,521	3,539	3,548	3,560	3,570	3,468	3,578	3,572	
Parcels Returned Unpaid	343	375	352	366	386	393	387	424	411	
% Returned Unpaid	9.8056%	10.6504%	9.9463%	10.3157%	10.8427%	11.0084%	11.1592%	11.8502%	11.5062%	-0.34%
<b>Greenwich</b>										
Total Adjusted Tax Levy	\$3,389,945.07	\$3,712,383.11	\$3,680,487.21	\$3,713,759.58	\$3,803,057.11	\$3,981,846.35	\$4,101,280.21	\$4,278,152.05	\$4,302,640.75	
Amount Returned Unpaid	\$451,461.84	\$548,939.48	\$452,218.89	\$435,922.98	\$438,143.89	\$583,215.94	\$581,571.99	\$730,621.02	\$522,201.14	
% Returned Unpaid	13.3177%	14.7867%	12.2869%	11.7381%	11.5208%	14.6469%	14.1803%	17.0780%	12.1368%	-4.94%
Total Parcels	2,515	2,524	2,545	2,543	2,551	2,558	2,481	2,577	2,577	
Parcels Returned Unpaid	171	194	189	192	162	200	201	211	159	
% Returned Unpaid	6.7992%	7.6862%	7.4263%	7.5501%	6.3505%	7.8186%	8.1016%	8.1878%	6.1700%	-2.02%
<b>Hampton</b>										
Total Adjusted Tax Levy	\$669,072.28	\$692,993.01	\$682,069.70	\$707,589.32	\$731,915.26	\$747,958.19	\$754,721.19	\$748,734.05	\$774,015.73	
Amount Returned Unpaid	\$94,936.57	\$96,138.25	\$120,182.15	\$106,145.63	\$135,640.06	\$122,057.99	\$126,198.38	\$122,648.92	\$108,359.34	
% Returned Unpaid	14.1893%	13.8729%	17.6202%	15.0010%	18.5322%	16.3188%	16.7212%	16.3808%	13.9996%	-2.38%
Total Parcels	718	732	731	737	741	745	736	751	754	
Parcels Returned Unpaid	74	67	87	84	83	81	99	84	74	
% Returned Unpaid	10.3064%	9.1530%	11.9015%	11.3976%	11.2011%	10.8725%	13.4511%	11.1851%	9.8143%	-1.37%
<b>Hartford</b>										
Total Adjusted Tax Levy	\$1,842,976.07	\$2,026,480.24	\$2,067,187.35	\$1,923,269.83	\$1,952,997.75	\$1,941,269.92	\$2,068,243.90	\$2,071,597.10	\$2,102,167.06	
Amount Returned Unpaid	\$299,300.79	\$397,596.77	\$384,251.72	\$321,787.67	\$353,331.27	\$254,437.79	\$311,671.06	\$293,579.63	\$276,035.35	
% Returned Unpaid	16.2401%	19.6201%	18.5881%	16.7313%	18.0917%	13.1068%	15.0694%	14.1717%	13.1310%	-1.04%
Total Parcels	1,323	1,336	1,344	1,345	1,351	1,359	1,331	1,367	1,365	
Parcels Returned Unpaid	164	182	168	163	165	146	150	135	125	
% Returned Unpaid	12.3961%	13.6228%	12.5000%	12.1190%	12.2132%	10.7432%	11.2697%	9.8756%	9.1575%	-0.72%

**WASHINGTON COUNTY TREASURER  
TAX COLLECTION SUMMARY BY TOWN BY YEAR  
FOR THE PERIOD 01/01/2005 - 12/31/2016**

	2008	2009	2010	2011	2012	2013	2014	2015	2016	
<b>Hebron</b>										
Total Adjusted Tax Levy	\$1,950,159.71	\$2,050,903.91	\$2,140,098.32	\$2,087,079.05	\$2,140,231.54	\$2,128,508.47	\$2,166,580.58	\$2,093,231.14	\$2,080,541.70	
Amount Returned Unpaid	\$321,242.40	\$368,449.57	\$370,393.33	\$355,868.52	\$388,110.46	\$338,311.70	\$397,468.58	\$349,140.67	\$335,646.83	
% Returned Unpaid	16.4726%	17.9652%	17.3073%	17.0510%	18.1340%	15.8943%	18.3454%	16.6795%	16.1327%	<b>-0.55%</b>
Total Parcels	1,645	1,648	1,647	1,641	1,648	1,643	1,618	1,640	1,628	
Parcels Returned Unpaid	225	215	213	207	212	222	244	213	192	
% Returned Unpaid	13.6778%	13.0461%	12.9326%	12.6143%	12.8641%	13.5119%	15.0803%	12.9878%	11.7936%	<b>-1.19%</b>
<b>Jackson</b>										
Total Adjusted Tax Levy	\$1,871,779.73	\$2,038,111.46	\$2,039,796.48	\$2,062,318.10	\$2,052,438.72	\$2,072,330.07	\$2,053,042.73	\$2,072,085.85	\$2,083,642.66	
Amount Returned Unpaid	\$216,420.58	\$310,509.37	\$282,056.28	\$286,749.41	\$302,832.29	\$313,525.08	\$266,954.59	\$259,386.12	\$265,796.97	
% Returned Unpaid	11.5623%	15.2352%	13.8277%	13.9042%	14.7548%	15.1291%	13.0029%	12.5181%	12.7564%	<b>0.24%</b>
Total Parcels	1,585	1,547	1,554	1,562	1,570	1,583	1,562	1,588	1,587	
Parcels Returned Unpaid	112	138	113	128	113	127	116	122	114	
% Returned Unpaid	7.0662%	8.9205%	7.2716%	8.1946%	7.1975%	8.0227%	7.4264%	7.6826%	7.1834%	<b>-0.50%</b>
<b>Kingsbury</b>										
Total Adjusted Tax Levy	\$6,005,084.86	\$6,443,673.26	\$6,404,504.14	\$6,670,449.61	\$6,650,390.76	\$7,106,288.88	\$7,250,045.04	\$7,327,833.19	\$7,320,895.27	
Amount Returned Unpaid	\$967,611.13	\$1,038,661.93	\$936,730.69	\$982,439.43	\$1,023,767.63	\$967,012.96	\$883,897.64	\$836,093.49	\$787,665.84	
% Returned Unpaid	16.1132%	16.1191%	14.6261%	14.7282%	15.3941%	13.6078%	12.1916%	11.4098%	10.7591%	<b>-0.65%</b>
Total Parcels	4,760	4,801	4,820	4,837	4,839	4,639	4,792	4,846	4,848	
Parcels Returned Unpaid	412	400	397	378	388	392	357	373	342	
% Returned Unpaid	8.6555%	8.3316%	8.2365%	7.8148%	8.0182%	8.4501%	7.4499%	7.6971%	7.0545%	<b>-0.64%</b>
<b>Putnam</b>										
Total Adjusted Tax Levy	\$2,411,309.35	\$2,484,685.95	\$2,562,929.66	\$2,719,474.49	\$2,781,316.66	\$2,790,084.91	\$2,830,164.82	\$2,846,746.97	\$2,880,059.08	
Amount Returned Unpaid	\$168,488.22	\$168,867.56	\$158,483.97	\$151,653.30	\$201,844.78	\$203,567.00	\$160,392.64	\$132,966.03	\$115,473.45	
% Returned Unpaid	6.9874%	6.7963%	6.1837%	5.5766%	7.2572%	7.2961%	5.6673%	4.6708%	4.0094%	<b>-0.66%</b>
Total Parcels	1,012	1,016	1,029	1,034	1,039	1,043	1,030	1,048	1,050	
Parcels Returned Unpaid	83	83	77	72	71	82	66	63	102	
% Returned Unpaid	8.2016%	8.1693%	7.4830%	6.9632%	6.8335%	7.8619%	6.4078%	6.0115%	9.7143%	<b>3.70%</b>
<b>Salem</b>										
Total Adjusted Tax Levy	\$2,021,451.24	\$2,064,850.35	\$2,157,594.80	\$2,295,580.11	\$2,278,421.50	\$2,369,092.27	\$2,401,080.32	\$2,454,716.34	\$2,423,311.97	
Amount Returned Unpaid	\$292,972.28	\$268,146.74	\$265,807.20	\$287,441.74	\$360,760.28	\$344,311.73	\$381,044.50	\$353,810.35	\$290,323.35	
% Returned Unpaid	14.4932%	12.9863%	12.3196%	12.5215%	15.8338%	14.5335%	15.8697%	14.4135%	11.9804%	<b>-2.43%</b>
Total Parcels	1,716	1,729	1,742	1,741	1,741	1,743	1,700	1,756	1,761	
Parcels Returned Unpaid	153	130	123	130	147	157	164	156	138	
% Returned Unpaid	8.9161%	7.5188%	7.0608%	7.4670%	8.4434%	9.0075%	9.6471%	8.8838%	7.8365%	<b>-1.05%</b>

**WASHINGTON COUNTY TREASURER  
TAX COLLECTION SUMMARY BY TOWN BY YEAR  
FOR THE PERIOD 01/01/2005 - 12/31/2016**

	2008	2009	2010	2011	2012	2013	2014	2015	2016	
<b>White Creek</b>										
Total Adjusted Tax Levy	\$2,294,141.86	\$2,390,772.66	\$2,602,857.02	\$2,567,834.46	\$2,477,455.41	\$2,569,200.61	\$2,525,786.55	\$2,527,446.82	\$2,523,456.61	
Amount Returned Unpaid	\$389,606.71	\$459,720.38	\$556,967.13	\$531,242.95	\$510,168.56	\$579,577.37	\$402,709.75	\$349,983.48	\$323,500.31	
% Returned Unpaid	16.9827%	19.2289%	21.3983%	20.6884%	20.5924%	22.5587%	15.9439%	13.8473%	12.8197%	-1.03%
Total Parcels	1,782	1,787	1,797	1,803	1,812	1,817	1,754	1,819	1,816	
Parcels Returned Unpaid	142	161	162	177	160	185	164	144	130	
% Returned Unpaid	7.9686%	9.0095%	9.0150%	9.8170%	8.8300%	10.1816%	9.3501%	7.9164%	7.1586%	-0.76%
<b>Whitehall</b>										
Total Adjusted Tax Levy	\$1,945,840.26	\$2,024,288.16	\$2,119,739.57	\$2,223,283.20	\$2,360,952.04	\$2,445,539.56	\$2,588,526.68	\$2,640,438.75	\$2,674,389.59	
Amount Returned Unpaid	\$387,616.87	\$465,265.48	\$496,700.12	\$531,459.63	\$553,140.04	\$570,833.57	\$598,111.10	\$606,785.79	\$540,002.34	
% Returned Unpaid	19.9203%	22.9842%	23.4321%	23.9043%	23.4287%	23.3418%	23.0290%	22.9805%	20.1916%	-2.79%
Total Parcels	2,338	2,372	2,388	2,397	2,396	2,402	2,285	2,400	2,409	
Parcels Returned Unpaid	283	285	312	291	291	293	300	291	272	
% Returned Unpaid	11.2489%	12.0152%	13.0653%	12.1402%	12.1452%	12.1982%	13.1291%	12.1250%	11.2910%	-0.83%
<b>County-wide</b>										
Total Adjusted Tax Levy	\$46,443,527.25	\$48,775,876.41	\$49,926,279.67	\$51,097,872.49	\$51,652,538.26	\$52,942,751.77	\$53,994,882.94	\$55,026,164.19	\$55,526,704.15	
Amount Returned Unpaid	\$6,639,691.73	\$7,328,129.96	\$7,016,943.00	\$7,083,852.74	\$7,484,127.69	\$7,297,799.82	\$7,119,952.12	\$6,978,876.73	\$6,490,212.45	
% Returned Unpaid	14.2963%	15.0241%	14.0546%	13.8633%	14.4894%	13.7843%	13.1863%	12.6828%	11.6885%	-0.99%
Total Parcels	34,408	34,613	34,797	34,895	35,002	34,942	34,355	35,247	35,268	
Parcels Returned Unpaid	3,191	3,323	3,235	3,288	3,270	3,331	3,304	3,170	3,009	
% Returned Unpaid	9.2740%	9.6004%	9.2968%	9.4226%	9.3423%	9.5329%	9.6172%	8.9937%	8.5318%	-0.46%



**WASHINGTON COUNTY  
REAL PROPERTY TAX SERVICES**

WASHINGTON COUNTY MUNICIPAL CENTER  
383 BROADWAY, FORT EDWARD, NEW YORK 12828  
TELEPHONE: (518) 746-2130  
FAX: (518) 746-2132 TDD: (518) 746-2146  
e-mail : Lchadwick@co.washington.ny.us

*Laura B. Chadwick,*  
Director

**Monthly Report to Finance Committee  
Corrected Tax Bills/Refunds**

<u>Town</u>	<u>Tax Roll Year</u>	<u>Tax Map Number</u>	<u>Applicants Name and Address</u>	<u>Error</u>	<u>Original Tax Bill Amount</u>	<u>Corrected Bill Amount or *Refund Amount</u>
Whitehall	2016	51.17-6-6	Lloyd & Elizabeth Millington	RPTL Sect 550 Paragraph 2(c) Should have Basic STAR	\$3,696.71	\$3,347.11

Q:Corrected Tax Bill or Refund Report.doc

**COUNTY OF WASHINGTON**  
**INTRODUCTORY LOCAL LAW NO. "A" OF 2016**  
Introduced by Supervisors

**A LOCAL LAW TO CONTINUE TO ENACT AN OCCUPANCY TAX AS AUTHORIZED BY ACT OF THE NEW YORK STATE LEGISLATURE (CHAPTER 102 OF THE LAWS OF 2009)**

BE IT ENACTED, by the Board of Supervisors of the County of Washington, New York, as follows:

**Section 1. Title & Statement of Intent.**

This local law shall continue to be known as the "Washington County Occupancy Tax Law". The intent of this local law is to continue the implementation an occupancy tax as authorized by act of the New York State Legislature **NYS Tax Law §1202-aa (Chapter 102 of the Laws of 2009)** as enacted by the Washington County Board of Supervisors in Local Law No. 2 of 2009.

**Section 2. Authority.**

The authority for this local law is **Chapter 102 of the Laws of 2009** of New York State codified in New York State Tax Law Sect. 1202-aa and enacted by the Washington County Board of Supervisors pursuant to Local Law No. 2 of 2009.

**Section 3. Continuation of Tax.**

The tax established pursuant to Local Law No. 2 of 2009 and continued by Local Law No. 3 of 2012 is hereby continued for an additional three (3) year period from its expiration.

**Section 4. Separability.**

If any provision of this local law or the application thereof to any person or circumstance shall be held invalid, the remainder of this local law and the application of such provision to other persons or circumstances shall not be affected thereby.

**Section 5. Effective Date.**

This local law shall take effect upon filing in the office of the Secretary of State of New York State.

Resoultion No. **A** April 15, 2016  
By Supervisors

TITLE: To Set Public Hearing on Introductory Local Law "A" of 2016

WHEREAS, Washington County instituted an occupancy tax pursuant to Local Law 2 of 2009 by virtue of the authority granted it by Chapter 102 of the New York State Laws of 2009 also known as NYS Tax Law § 1202-aa, and

WHEREAS, Chapter 102 contained a provision whereby each enactment of such local law may provide for imposition of a hotel or motel tax for a period of time no longer than three years from the date of its enactment, and

WHEREAS, in order to pass a local law providing for reauthorization of the occupancy tax, a public hearing must be held; now therefore be it

RESOLVED, that a public hearing be held on the 20<sup>th</sup> day of May, 2016 at 10:05 AM in the Supervisors' Chambers, County Office Building, Fort Edward, New York for the purpose of hearing testimony in favor of or opposed to the above stated local law.

BUDGET IMPACT STATEMENT: Advertising costs contained in the budget.

Resolution No. **B** April 15, 2016

By Supervisors

TITLE: Amend Budget – Sheriff's Department for Printer Purchase

WHEREAS, the Sheriff's Department has requested to transfer funds from contractual to equipment to cover the purchase of a printer for the Road Sergeant's office; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment:

Increase Appropriation:

A3110.2010	Office Equip. – Sheriff	363
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Decrease Appropriation:

A3110.4030	Office Supplies – Sheriff	363
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BUDGET IMPACT STATEMENT: Transfer funds from contractual to equipment to cover printer purchase.

Resolution No. **C** April 15, 2016

By Supervisors

TITLE: To Adopt Crime Forfeiture Plan and Amend Sheriff Budget

WHEREAS, the Sheriff has provided the committee with his spending plan, and

WHEREAS, the Public Safety Committee recommends the adoption of the spending plan as recommended by the Sheriff; now therefore be it

RESOLVED, that Washington County hereby adopts the 2016 Sheriff's crime forfeiture spending plan; and be it further

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment to the Sheriff's 2016 budget:

Increase Appropriation:

A3110.103	Sheriff - Pers. Svcs. - OT 1.5	10,000
A3110.2900F	Sheriff - Crime Proceeds Federal - Equip.	175,000
A3110.4900F	Sheriff - Crime Proceeds Federal - Cont.	<u>40,000</u>
		225,000

Increase Appropriated Fund Balance:

A599                                      Appropriated Fund Balance                                      225,000

BUDGET IMPACT STATEMENT: Transfers \$225,000 of previously reserved crime forfeiture monies to the Sheriff's 2016 budget.

Resolution No. **D** April 15, 2016

By Supervisors

TITLE: Amend Budget - Capital Project No 113 - Homeland Security Grants

WHEREAS, the Sheriff has received a Law Enforcement Terrorism Prevention Program Grant (LETPP), in the amount of \$20,000 for the period of 09/01/2016 - 08/31/2018, and

WHEREAS, Public Safety has received a Law Enforcement Terrorism Prevention Program Grant (LETPP), in the amount of \$60,000 for the period of 09/01/2016 - 08/31/2018; now therefore be it

RESOLVED, that the County Treasurer is hereby authorized to make the following budget amendment:

**CAPITAL PROJECT NO. 113 - HOMELAND SECURITY GRANTS**

Increase Appropriation:

HDA3110.262008	Sheriff LETPP 9/1/16-8/31/18	20,000
HDA3640.262009	Public Safety LETPP 9/1/16-8/31/18	<u>60,000</u>
		80,000

Increase Revenue:

HDA4389.S8	Federal Aid-Sheriff-LETPP 9/1/16-8/31/18	20,000
HDA4389.P9	Federal Aid-Public Safety-LETPP 9/1/16-8/31/18	<u>60,000</u>
		80,000

BUDGET IMPACT STATEMENT: Recognize grants funds in the capital project.