

County of Schoharie
County-Wide Shared Services Initiative
2018 Final Plan
September 21, 2018



County-Wide Shared Services Property Tax Savings Plan Summary

County of Schoharie			
County Contact: Steve Wilson			
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Partners			
Row 1 – (0) Cities in Schoharie County			
	Participating Cities	Panel Representative	Vote Cast (Yes or No)*
1.			
2.			
3.			
Row 2 – (16) Towns in Schoharie County			
	Participating Towns	Panel Representative	Vote Cast (Yes or No)*
1.	Blenheim	Don Airey	Yes
2.	Broome	Stephen Weinhofer	Excused
3.	Carlisle	John Leavitt	Yes
4.	Cobleskill	Leo McAllister	Yes
5.	Conesville	Bill Federice	Yes
6.	Esperance	Earl VanWormer	Yes
7.	Fulton	Philip Skowfoe, Jr.	No
8.	Gilboa	Tony VanGlad	Yes
9.	Jefferson	Margaret Hait	Yes
10.	Middleburgh	Gerald (Pete) Coppolo	No
11.	Richmondville	Richard Lape	Yes
12.	Schoharie	Alan Tavenner	Yes



County-Wide Shared Services Property Tax Savings Plan Summary

13.	Seward	John Bates, Jr.	Yes
14.	Sharon	Sandra Manko	Yes
15.	Summit	Harold Vroman	Yes
16.	Wright	Alex Luniewski	Yes

Use Additional Sheets if necessary

*The written justification provided by each Panel Representative in support of his or her vote on the Plan is attached hereto, as Exhibit 1.

Row 3 – (6) Villages in Schoharie County

Participating Villages		Panel Representative	Vote Cast (Yes or No)*
1.	Cobleskill	Linda Holmes	Excused
2.	Esperance	Charles Johnston	Excused
3.	Middleburgh	Matthew Avitabile	Excused
4.	Richmondville	Kevin Neary	Excused
5.	Schoharie	John Borst	Yes
6.	Sharon Springs	Doug Plummer	Excused
7.			
8.			
9.			
10.			

Use Additional Sheets if necessary

*The written justification provided by each Panel Representative in support of his or her vote on the Plan is attached hereto, as Exhibit 1.

Row 4 – (1) School Districts, BOCES, and Special Improvement Districts in County that indicate participation

Participating School Districts, BOCES, and Special Improvement Districts		Panel Representative	Vote Cast (Yes or No)*
1.	Cobleskill-Richmonville SD	Carl Mumenthey	Excused
2.			
3.			
4.			
5.			
6.			
7.			



County-Wide Shared Services Property Tax Savings Plan Summary

Use Additional Sheets if necessary *The written justification provided by each Panel Representative in support of his or her vote on the Plan is attached hereto, as Exhibit 1.	
Row 5	
2017 Local Government Property Taxes	The sum total of property taxes levied in the year 2017 by the county, cities, towns, villages, school districts, BOCES, and special improvement districts within such county.
	\$77,930,696
Row 6	
2017 Participating Entities Property Taxes	The sum total of property taxes levied in the year 2017 by the county, any cities, towns, villages, school districts, BOCES, and special improvements districts identified as participating in the panel in the rows above.
	\$77,930,696
Row 7	
Total Anticipated Savings	The sum total of net savings in such plan certified as being anticipated in calendar year 2018, calendar year 2019, and annually thereafter.
	\$0
Row 8	
Anticipated Savings as a Percentage of Participating Entities property taxes	The sum total of net savings in such plan certified as being anticipated in calendar year 2018 as a percentage of the sum total in Row 6, calendar year 2019 as a percentage of the sum total in Row 6, and annually thereafter as a percentage of the sum total in Row 6.
	\$0
Row 9	
Anticipated Savings to the Average Taxpayer	The amount of the savings that the average taxpayer in the county will realize in calendar year 2018, calendar year 2019, and annually thereafter if the net savings certified in the plan are realized.
	\$0
Row 10	
Anticipated Costs/Savings to the Average Homeowner	The percentage amount a homeowner can expect his or her property taxes to increase or decrease in calendar year 2018, calendar year 2019, and annually



County-Wide Shared Services Property Tax Savings Plan Summary

	thereafter if the net savings certified in the plan are realized.
	\$0
Row 11	
Anticipated Costs/Savings to the Average Business	The percentage amount a business can expect its property taxes to increase or decrease in calendar year 2018, calendar year 2019, and annually thereafter if the net savings certified in the plan are realized.
	\$0
CERTIFICATION	
<p>I hereby affirm under penalty of perjury that information provided is true to the best of my knowledge and belief. This is the finalized county-wide shared services property tax savings plan. The county-wide shared services draft submission to the legislature with certified property tax savings was approved on July 20, 2018, and it was disseminated to legislature of the county in accordance with the County-wide Shared Services Property Tax Savings Law.</p>	
<u>Earl Van Wormer, III</u> (Print Name)	<u>County Chief Executive Officer</u>
<u>Earl Van Wormer, III</u> (Signature)	<u>9-21-2018</u> (Date)

Process in 2019

The Chief Executive Officer of Schoharie County is Earl VanWormer, III, Chairman of the Board of Supervisors. The CEO called the first shared services meeting for June 15, 2018 to begin discussing those projects identified as potential shared service opportunities in the 2017 process. Through the 2017 Interim Plan, last year's Panel identified the following potential projects to be considered in this year's process:

1. County-Wide Assessing: This proposal seeks to combine all assessing functions into one county department with full-time dedicated staff. Panel participants saw this as an opportunity to consolidate functions, possibly save money, have more consistent standards of appraisal throughout the county and solve a perceived future challenge of finding qualified assessors.
2. Energy Purchasing: This proposal will examine the possibility of allowing other jurisdictions to "piggyback" onto the county's energy purchasing contract. The current contract with energy consultant John Hamor has saved the county considerably over the past several years, and allowing other localities to join the contract could yield similar savings to them. Additionally, adding additional municipalities to the buying group could result in a better cost rate than is currently being received by the county alone.
3. Highway Consolidation And/Or Additional Sharing of Services: Currently, most municipalities and the county are sharing some highway and/or DPW services and equipment. The Panel acknowledges this and would like to determine whether additional sharing up to full highway consolidation could add to economies of scale and efficiency to save money. Although this topic has been previously studied in a report issued in December of 2011, the Panel felt that a fresh review is warranted.
4. Shared Grant Writing Services: The Capital Region BOCES Grants and Development program offer a number of services that municipalities were interested pursuing together. Obtaining grants could save each municipality money if those grants replace what would have normally been paid for locally and could raise the level of service municipalities can provide.
5. Pharmacy Purchasing Coalition: The Capital Region BOCES Pharmacy Purchasing Program may be an opportunity to save each jurisdiction significant costs on prescription drug costs. This program directly taps into volume purchasing and eliminates "middlemen and industry insiders" as cost-drivers.
6. GASB 75 Requirements: Beginning in 2018 for all county jurisdictions, there will be new reporting standards for post-employment benefits which could have substantial impact on governments in the county. Capital Region BOCES offers consulting services to support the new reporting requirements that may identify insight into post-employment cost reduction opportunities.

7. Technology Support via Northeastern Regional Information Center (NERIC): The Panel viewed NERIC's technology support services as an opportunity to partner with other jurisdictions to save money. NERIC services offer municipalities comprehensive, proactive technology support.
8. Comprehensive Review of Potential Shared Salt Shed Facilities and Related Equipment: Based on a potential shared service between the County and Town of Blenheim to share use of a salt shed, the Panel will review, on a comprehensive basis, opportunities for other salt shed/equipment facility sharing.
9. Combining Zoning Boards of Appeal: The Town of Sharon and Village of Sharon Springs will review a shared service opportunity to combine their respective Zoning Boards of Appeal into one entity.

Additionally, three new proposals had been informally discussed after last year's panel had completed its work:

1. Consolidated Health Care: Combining municipalities to form a larger health care purchasing group. Using economies of scale principles, a larger group conceivably could command a better price from private insurance companies.
2. Social Service Delivery Sharing in Schools: Both the county's Department of Social Services and local school districts provide student services. Examining and coordinating services offered by each entity could yield efficiency savings.
3. Mental Health Sharing in Schools: Both the county's Department of Community Services (Mental Health) and local school districts provide student services. Examining and coordinating services offered by each entity could yield efficiency savings.

2018 Shared Services Meeting #1 (June 15, 2018)

2018's first Shared Services Panel meeting was held on June 15, 2018 at 1pm (agenda and minutes of this meeting can be found in Appendices 1 and 2 respectively). During that meeting, two presentations were made. The first was on health care consortium and was given by Jeff Pohl from NYS Department of Financial Services. Mr. Pohl outlined the regulations and steps necessary to form a healthcare consortium to purchase health care as a group.

The second presentation, made by Susan Savage, Special Projects Coordinator for the NYS Department of State, Division of Local Government Services, outlined successful topics from around the state. Such projects as health care, contract or shared assessing, shared fuel purchasing, conversion to LED lighting, and shared highway services were identified as successful in other counties in the state. Additionally, Ms. Savage suggested that setting up a website that lists all equipment has been proven a good strategy to coordinate sharing and informed the Panel that the state is committed to three years of reimbursement through 2021.

Projects Identified for Further Review in 2018

During the June 15th meeting, County Administrator Steve Wilson outlined a process to identify potential projects for Panel review, a schedule for completion, and a method of studying projects and estimating possible savings. A copy of Mr. Wilson’s PowerPoint presentation to the Panel is located in Appendix 3.

Through the process outlined by the County Administrator, the Panel agreed to review the following projects from the list above and form work groups to study each topic. It is expected that future iterations of County-Wide Shared Services Panels will review some of the other topics originally identified as potential sharing opportunities in the 2017 process.

TOPIC	WORK GROUP LEAD	COUNTY STAFF SUPPORT
Count-Wide EMS Services	Steve Weinhofer	Mike Hartzel
County-Wide Assessing	Leo McAllister	Lisa Thom
Shared Grant Writing Services	Peggy Hait & Bill Federice	Shane Nickle
DSS In Schools	Alan Tavenner	Tina Sweet
Shared Technology	Peggy Hait	Scott Haverly

Work Group Leads agreed to begin studying their specific topics and report back to the Panel at its next meeting. County support staff was briefed by the County Administrator as to their responsibilities and asked to contact their Work Group Leads to begin the research and evaluation process. Both Work Group Leads and County Staff Support personnel were given an Excel document to define the topic, identify options and their cost/savings potential, and make a recommendation to the Panel. A copy of this Excel document can be found in Appendix 4.

2018 Shared Services Meeting #2 (July 20, 2018)

The Chairman convened a second Shared Services Panel meeting on July 20th at 1pm (Agenda and Minutes of this meeting can be found in Appendices 6 and 7 respectively) . During that meeting, Work Groups presented their preliminary results to the Panel for discussion. Subsequent discussions determined that additional modifications were needed in the Work Group proposals to describe in greater detail what potential proposal options and more clearly quantify potential savings.

Additionally, a final shared services panel meeting was set for September 14th at 9am. The final public hearing on the proposed plan will be held, and a final vote will be taken at this meeting.

County Administrator Steve Wilson told the panel that he would coordinate the efforts of county staff to provide the research, information, and data requested by the Panel. Immediately following the conclusion of the July 20th Shared Services Panel meeting, the county staff support team met with the County Administrator to discuss next steps. The following week, the County Administrator met individually with each member of the support team to assist them with the modification and quantification process.

2018 Shared Services Meeting # (September 14, 2018)

The July 20th meeting set a date for final review and vote on the Shared Services Plan on September 14th. The Panel, however, failed to reach a quorum for that meeting, making any Panel action non-binding. A new date was set for another Panel meeting on September 21, 2018 at 9am in the Board Chambers and the Panel adjourned. A sign-in sheet and agenda are provided in Appendix __ for reference.

Below are the final Work Group determinations for the discussed topics:

Topic: Shared Grant Writing Services

Current Condition

The theory behind sharing grant writing services between municipalities is simple: pool together resources that are already being spent, hire one person or contract with one organization to provide grant writing services, and by consolidating, savings can be achieved. However, since municipalities in Schoharie County do not appropriate significant monies for grant writing, there is likely no potential tax savings from sharing these services.

In general, rural county grant writing and administration services is a challenge. Writing an application for a grant is a professional task that takes significant time to complete, and many municipalities do not have the staff time or expertise to create competitive grant applications. Most grants require a host of technical information, data which is complicated to compile and difficult to record in an application. Additionally, if a grant is awarded, it must be administered per the regulations of the grant. Usually stringent and paperwork heavy, these requirements often place significant administrative burden on municipalities above and beyond those of the grant application. In both circumstances, applying for and administering a successful grant application, a municipality must commit resources to any grant process, and in Schoharie County, they have chosen, in general, not to allocate staff time or money.

The County attempted three times to collect town, village, and school district fiscal information regarding current resource allocations for annual grant writing and administrative services. Only six municipalities (28%) responded back to our request for information regarding their individual costs from grant writing. Based upon these responses and the twenty-two years of experience working with County municipalities and departments by Shane Nickle, Senior Planner in the Office of Community Development Services, the Work Group has made the following conclusions:

- No Towns in Schoharie County allocate yearly funding for grant project development, grant writing, or grant administration. Such work is either provided on a voluntary basis by residents, provided by County staff when requested, or provided by consultants that only get paid for administration of the grant if a grant is awarded. Any cost for grant writing services would be a new expense for the Towns.

- Five of six Villages in the County allocate funding for grants, but none spend the same amount annually. The Village of Middleburgh allocates up to \$10,000.00 annually for grants, but this amount includes funds needed for grants awarded with a local match. The Village of Sharon Springs allocates up to \$5,000.00 annually that can be used for grants, but it is also funding for land use plan and regulation updates. The Village of Schoharie has a grant/economic development fund available for grant writing services up to \$22,500.00, but this amount is typically used for local grant matching purposes along with grant writing. The Villages of Cobleskill, Esperance, and Richmondville allocate small amounts of funding, but typically work with consultants to develop grant applications that administration fees can be used to pay the consultant for project management if a grant is awarded.
- Two school districts reported that they do not allocate funding for grant writing services. It is unknown if the other four districts expend funds or not, but it is highly unlikely. The needs of school districts for grants is so specialized that sharing such service with Towns and Villages would not be beneficial.
- There are ongoing efforts on the County level to provide grant writing and administration services. Various Schoharie County staff provide grant writing and administration services to all Town and Villages when requested and if work load allows. Depending on the year, the value of this service in work hours from the Office of Community Development Services varies between \$5,000.00 and \$50,000.00. The County also applies for and administers Countywide grants that assist all municipalities (e.g. CDBG Microenterprise Grants). The County allocates \$30,000.00 annually for consultant grant writing services, but this consultant does not perform grant administration work.
- SUNY Cobleskill has staff and students that provide grant writing support. These services, however, are beyond the scope of the Work Group’s analysis, as property tax savings would not likely be yielded by sharing with SUNY Cobleskill. But it is important to highlight that such a service does exist in the county.
- Middleburgh Telephone Company employs a grant writer and administrator that assists with projects in the Town and Village of Middleburgh, at no cost to these communities.

Sharing Opportunity Description

The CWSSI “Shared Grant Writing” Work Group’s premise was that municipal resources for grant writing can be pooled together to purchase services at a savings. Principle options to deliver shared grant writing services would be:

- An additional full-time staff person (i.e. a municipal grant writer); OR
- Contract for services (i.e. Capital Regions BOCES)

- Train existing staff on grant writing to provide an additional service level

Either option could serve as a central clearing house of grant writing services for the county, its departments, and the municipalities within the county.

Challenges

Sharing grant writing services in Schoharie County have a number of challenges that needed to be analyzed before a recommendation from the Work Group could be made.

Centralized grant writing would need to satisfy the varying needs of sixteen towns, six villages, six school districts, and twenty or more county departments and save taxpayers money. Such a personnel position or contract would certainly help in advancing the number of successful grant applications in the County, but one person or a limited number of contracted service units would not be able to satisfy the needs of so many jurisdictions and departments with varying directives. Additionally, a centralized grant writer would lack the institutional municipal information needed to produce an expertly crafted grant application. These concerns would need to be addressed before a centralized grant writing system could be successful.

The Work Group's analysis also determined that there is no consistent allocation of resources by municipalities into grant writing services. For example, the Village of Middleburgh allocates funds for grant writing, but those funds can also be used for a grant's local "match." The Village of Schoharie has \$22,500 available, but these funds typically are used for local grant match purposes rather than grant writing. The Villages of Richmondville and Sharon Springs spend up to \$2,500 annually on grant services, but these funds can also be used for land use plans and regulation updates¹. Based on these findings, the Work Group concluded that municipalities are not consistently allocating resources for the sole purpose of grant writing. However, for the purposes of determining if sharing grant writing services could save taxpayer dollars, the Work Group made a calculation assumption that the figures reported above would be used for grant writing services rather than other uses.

Option Cost/Savings Analysis

The two options reviewed by the Work Group included:

- Option 1: Municipalities pool funds to contract to provide grant writing services (.5 FTE);

¹ The sixth of the county's six villages, Esperance, does not allocate resources for grant writing services.

- Option 2: Municipalities pool funds to contract with the county to provide grant writing services. The county would hire and house this position, which would provide grant writing services to municipalities.

In Option 1, the grant writing service from Capital Region BOCES was contractor reviewed to provide this shared service. However, the costs of the contract, \$75,438, for .5 FTE of service was higher than what is currently being spent. Additionally, concern was expressed at the amount of service to be allocated (.5 FTE) among 22 municipalities. Further research identified the fact that Capital Region BOCES grant writing experience is wholly with school districts and has no experience writing grants for municipalities. This option would not lower taxes for property owners.

For Option #2, costs were analyzed on the basis of centralizing all grant writing services into one county-employed person. The position’s skill level was determined to be a Grade 15 position, which would equate to an annual salary of \$41,324. Adding fringe costs and equipment requirements to the position, the total cost for 2019 is calculated to be \$62,984, which was determined to be \$12,984 more than what is being spent currently. In subsequent years, the equipment costs would drop off, but the currently negotiated salary step increase for a Grade 15 employee is \$1,809 per year for the subsequent five years after hiring. This option would not lower taxes for property owners either.

As the calculations show, based on a comprehensive current annual expenditure amount of \$50,000.00 for grant writing and administration services, no savings or increased level of service would be gained in spending the identical amount split amongst the jurisdictions. The actual cost to hire such person and pay salary and fringe benefits would exceed what is spent now. Additionally, one person could not meet the needs of so many jurisdictions. The grant needs of just the sixteen Towns alone would overwhelm one person. Villages would have a small savings, but one person would not be able to give the attention needed to all communities to justify the savings. Five Villages could hire a person for just Village grant work, but this cost would also exceed what is currently spent.

At this time, with only a few number of communities allocating annual funds, sharing grant writing services would not be cost effective. Shared grant writing services seems like a worthy pursuit, but savings to taxpayers is not evident.

Topic: DSS in Schools (2018)

Current Condition: DSS has several programs in Schoharie County school districts. Programs include: Home Run Program, Visions Program, Turnabout Program, Stepping Stones Program

Question: Can certain contracted service be brought “in-house” and executed by county personnel for a savings to taxpayers?

2018 Current: After last year’s Shared Service Panel and during the 2018 Budget Formulation Process, Schoharie County was able to eliminate the

contracted services provided through the “Stepping Stones” program and hire positions “in house” to provide those services.

2018 Savings Calculation:

	<u>Cost</u>	<u>Externally Funded Costs</u>	<u>Cost to Local Taxpayers</u>
2018 Contract Costs	\$160,662	\$99,570	\$61,052
2018 Additional Personnel Costs to County	\$99,591	\$99,591	\$0
		SAVINGS:	\$61,052

Recommendation(s):

- Continue this program and collaborate with school districts to identify other services that can be shared or consolidated
- As the above savings are already incorporated in the county FY 2018 budget, the Work Group does not believe these savings are eligible for one-time reimbursement from the state.

Topic: DSS in Schools (2019)

Current Condition: DSS has several programs in Schoharie County school districts. Current preventative services: 9 Family Specialist Positions in 4 school districts.

Question: Can current programs be modified to provide current or better level of services more efficiently to save taxpayer dollars?

2019 Options: TBD

Savings Calculation: TBD

Recommendation(s):

- Due to the complexity of social service programmatic delivery, additional work group meetings have been scheduled to review programs, search for service duplication, and look for opportunities to promote higher scholastic success rates.
- Anticipated start date of potential sharing or consolidation of services will be September 2019.

Topic: County-Wide Assessing

As the function of property tax and assessment administration has grown increasingly complex, many jurisdictions, especially smaller ones, have found it difficult to find qualified persons to serve as assessors and to allocate proper resource levels to support the job. This is true of Schoharie County.

Many county assessors over the past twenty years or so have been retirees, farmers and people who work more than one job. Due to these realities, the county's Real Property Tax Office (RPTO) has been providing shared services to all the towns for many years.

2019 will see the end of the appointed assessors' current term, which has prompted the county to examine the feasibility of county-wide assessing or some variation of it.

2018 Status of Assessing in Schoharie County

- Currently Schoharie County has 16 towns, and 6 non-assessing Villages, summed up as follows:
- 2 CAP's (Coordinated Assessing Programs)- CAP1- Esperance and Schoharie, Sole Assessor, PT with a
- PT clerk and CAP 2- Carlisle, Seward & Sharon, Sole Assessor, PT with a PT clerk
- Blenheim- Sole Assessor, PT
- Broome- Three-member Board of Assessors, PT
- Cobleskill- Sole Assessor, PT
- Conesville- Sole Assessor, PT
- Fulton- Three-member Board of Assessors, PT
- Gilboa- Three-member Board of Assessors, PT
- Jefferson- Sole Assessor, PT
- Middleburgh- Sole Assessor, PT
- Richmondville- Sole Assessor, FT
- Summit- Sole Assessor, PT
- Wright- Sole Assessor, PT
- (Sole Assessor is appointed, three-member boards are elected)

At the county level, RPTO has 7 full-time employees, all of whom support town assessor functions, for \$412,795 (cost of staffing with fringe), assisting all assessing offices in the county. RPTO support functions include researching and preparing all deed transfers of property and entering data into State & County databases, making all digital map changes resulting from these sales, preparing tentative and final assessment rolls including assessor's reports, printing annual sets of tax maps for assessors, town and village clerks, municipal code/zoning offices, as well as performing a number of required administrative functions. The county also pays the NYS RPS

Program Licensing fee of \$13,600 annually for all the towns within Schoharie County. Currently the Real Property Tax office does not have assessors, appraisers, valuation specialists, exemption administration personnel or data collectors on staff, which are necessary positions to perform the full range of assessing duties.

All towns in the County have their own level of assessment, or percentage of market value that their properties are being assessed in each town, ranging from 2%-100%. The only towns to do a recent reassessment are CAP 1 (Towns of Esperance and Schoharie), Richmondville, Broome and Conesville.

In addition to the county's cost of assessing, current costs for the Assessing at the town level is \$285,450. This figure includes the personnel and fringe costs for 10 part-time assessors, 1 full time assessor and 2 part-time clerks.

The Work Group explored four potential options for county-wide assessing. They are:

Option 1- County-wide (County-Run) Assessing

This option involves complete consolidation of the assessment function at the county level, with elimination of the municipal assessing units and assessment rolls. A county-wide voter referendum would be required to adopt such a system of assessing. In counties with no cities, a simple majority vote would be the decision standard. If a referendum is successful, a county-wide reassessment would need to be conducted in order to achieve a "common level of assessment" as required by law. A County Assessor also would be appointed, and the RPTO Director position be eliminated (RPTO Director could become the assessor).

With this option, the county would also need to create and fill a County Board of Assessment. The primary function of this Board of Assessment Review is to hear grievances from parcel owners, generally in May after the Tentative property tax roll is filed and prior to the Final property tax roll filing date. Any decisions made by the Board would become final and transferred into the database for the Final Assessment roll.

Logistically, this option would require the county to hire assessment staff, valuation staff, data collectors and exemption administration staff., along with a larger office area would be needed to accommodate the increased staff. At a minimum, the Work Group determined that four (4) additional positions would need to be created at the county level to provide the same level of service currently being performed.

Current cost of services at the town level is: \$285,450, with the current cost at the county level is \$412,795 for staffing with fringe, \$13,600 for NYS RPS Licensing annual fee and \$1500² for supplies related to the assessor's work we do. All told, total assessment spending at all municipal levels and the county is \$713,345.

The Work Group estimates the following costs for County-Run Assessing:

² Currently budget \$2000 for supplies, estimate \$1500 goes to assessor functions.

- **Current RPTO Staffing: \$412,795 (current staffing w/Fringe)**
- **Additional positions: 1 Grade 18 (\$61,194 w/fringe), 1 Grade 16 (\$54,623 w/fringe) and 2 Grade 10's (\$39,969 w/fringe)**
- **One-time reassessment cost of \$1,610,400 (16,104 parcels @ \$100/parcel)³**
- **RPS fee of \$13,600**
- **Supplies as above \$1500**

Total costs for this option is \$2,234,050. Towns would save \$285,450, and the County's recurring costs would be \$195,755. However, what makes this option prohibited is the \$1.6 million reassessment costs. The standard for reassessing properties is once every four to six years. Amortizing the cost of a county-wide reassessment over those 5 years is \$536,800, which would result in an annual increase \$341,045 to taxpayers. Also note that this total does not include additional office space and equipment needed to accommodate the additional employees since this number has yet to be quantified.

Option 2- Contract of Services for Towns

NYS Real Property Tax Law (RPTL) 1537 provides the option for County Assessment services to be provided to municipalities. This law allows for an assessing unit to enter into an agreement for appraisal services, data collection services, exemption administration services, or full assessment services.

Must enter into an agreement regarding the provision of specified services in accordance with Section 1537 of Real Property Tax Law. Legislatively, such agreements must be approved by a majority vote of the legislative body for the assessing unit of the participating municipality and the County legislature.

In effect, the county would bill a per parcel charge for whichever services were agreed upon with the participating municipality. This option would require the county to hire assessment staff, valuation staff, data collectors and exemption administration staff. As with Option 1 (above), a larger office area would be needed to accommodate the increased staff.

Current cost of services at the town level is: \$285,450, with the current cost at the county level is \$412,795 for staffing with fringe, \$13,600 for NYS RPS Licensing annual fee and \$1500⁴ for supplies related to the assessor's work we do.

Costs for this option at the town level are figured per parcel based on the contents of the contract for services. For this exercise, we assume an average cost per parcel currently for towns which is \$11.03⁵. So, 23,617 parcels at 11.03 each equals a cost of \$260,496. Costs for this option at

³ Cost as stated in the 2008 Countywide Assessment Study, adjusted for inflation and the judgement of the Director of County Real Property Tax Office

⁴ Currently budget \$2000 for supplies, estimate \$1500 goes to assessor functions

⁵ Figure is calculated by dividing total current costs for assessing into total number of parcels in the county

the county level are \$412,795 (current staffing w/Fringe), additional positions: 1 Grade 18 (\$61,194 w/fringe), 1 Grade 16 (\$54,623 w/fringe) and 2 Grade 10's (\$39,969 w/fringe), RPS fee of \$13,600, supplies as above \$1500 for a total of \$623,650. If we take the \$623,650 and subtract the revenue gained from the towns of \$260,496, this would result in a savings to the county in the amount of the revenue received. This total does not include additional office space and equipment needed to accommodate the additional employees since this number has yet to be quantified.

The Work Group estimates the following costs for County Contracting services:

- **Current RPTO Staffing: \$412,795 (current staffing w/Fringe)**
- **Additional positions: 1 Grade 18 (\$61,194 w/fringe), 1 Grade 16 (\$54,623 w/fringe) and 2 Grade 10's (\$39,969 w/fringe)**
- **One-time reassessment cost of \$1,610,400 (16,104 parcels @ \$100/parcel)**
- **RPS fee of \$13,600**
- **Supplies as above \$1500**

Option 3- County Coordinated Assessing

(Also known as County-Assisted Municipal Run Assessing)

This option provides functional consolidation of assessing tasks at the county level without eliminating municipal assessing units. Individual towns or a group of towns, can enter in a coordinated program with a county where the county provides all assessment services, including having a county employee act as a local assessor. Coordinated assessing does not require a voter referendum, as in County-run assessing, but rather the agreement of the municipalities and the County. Under the terms of such contract, the involved municipalities would coordinate their assessing functions and contract with the County for all assessment services.

This option would require the hiring of assessment staff, valuation staff, data collectors and exemption administration staff. A larger office area would be needed to accommodate the increased staff.

Current cost of services at the town level is: \$285,450, the current cost at the county level is \$412,795 for staffing with fringe, \$13,600 for NYS RPS Licensing annual fee and \$1500⁶ for supplies related to the assessor's work we do.

Costs for this option at the county level are \$412,795 (current staffing w/Fringe), additional positions: 1 Grade 18 (\$61,194 w/fringe), 1 Grade 16 (\$54,623 w/fringe) and 2 Grade 10's (\$39,969 w/fringe), Reassessment cost of \$1,610,400 (16,104 parcels @ \$100/parcel), RPS fee of \$13,600, supplies as above \$1500 for a total of \$2,234,050. This total does not include

⁶ Currently budget \$2000 for supplies, estimate \$1500 goes to assessor functions

additional office space and equipment needed to accommodate the additional employees since this number has yet to be quantified.

The Work Group estimates the following costs for County-Coordinated Assessing:

- **Current RPTO Staffing: \$412,795 (current staffing w/Fringe)**
- **Additional positions: 1 Grade 18 (\$61,194 w/fringe), 1 Grade 16 (\$54,623 w/fringe) and 2 Grade 10's (\$39,969 w/fringe)**
- **One-time reassessment cost of \$1,610,400 (16,104 parcels @ \$100/parcel)**
- **RPS fee of \$13,600**
- **Supplies as above \$1500**

Option 4- Coordinated Assessing (CAP)

In order to form a “Coordinated Assessing Program”, at least two towns must retain their assessing unit status but agree to share a single assessor and coordinate their assessing function.

The assessor will prepare separate assessment rolls for each town, the local law must specify the same percentage of value for assessments, same assessment calendar is used, identical equalization rates are established, separate and different tax rates can be used for each local government in a school district or within a county. Each town will have their own Board of Assessment Review.

For this option the county would continue to do what they presently do for all municipalities, including any that enter into a coordinated assessing program. The county would not need to hire any additional staff for this, since current staffing is handling these tasks presently. The sharing of services would come between the municipalities that enter into a CAP, where staff resources can be shared.

The challenge with forming a CAP is that each municipality participating in the CAP must have the same equalization rate, and to do that, a reassessment may need to be done to bring all parcels within participating municipalities to the same level of assessment. The cost of reassessment can be significant.

Current cost of services at the town level is: \$285,450, the current cost at the county level is \$412,795 for staffing with fringe, \$13,600 for NYS RPS Licensing annual fee and \$1500* for supplies related to the assessor's work we do.

- **Costs for this option at the town level would include reassessment for towns entering into the CAP to get a common level of assessment at \$100 per parcel, but then one assessor could assess all the towns in the CAP.**
- **His/her salary would have to increase to accommodate the increased workload.**
- **Costs for this option at the county level are \$412,795 (current staffing w/Fringe),**
- **RPS fee of \$13,600,**

- supplies as above \$1500⁷
- for a total of \$427,895.

Work Group Recommendation:

None of the options reviewed by the Work Group offered property tax relief. However, Work Group does recommend a modified version of Option 2, which would help coordinate tasks on the county level to free up assessor time for assessing more than one town. This recommendation generally would entail a Town contracting with the County for certain functions of the assessor's office, freeing up an assessor to possibly share their services with another town. With this option the county could continue looking for opportunities to take on more assessment tasks to support municipal functions. This would require, however, that county staff will need to be added to provide full-service assessor contracting functions.

Specifically, the Work Group identified "exemption administration" as a first contract service the county could provide towns. Currently, Real Property Tax Office staff can handle exemption administration functions for some towns. This service, would be a cost to the municipalities, but would save the typical assessing office considerable time early in the year before Tentative roll, which comes out May 1st. Since RPTO can perform these services without additional staff, there is little-to-no cost to county to provide exemption administrative services.

The result would free some assessor time that could be "shared" with other municipalities. Potentially there could be some savings in that sharing, but the Work Group did not figure it to be significant since most assessing offices are part-time and do not have administrative capacities. However, for towns that are anticipating the retirement of an assessor in 2019, the time flexibility could allow for shared assessors between two or more municipalities. The Work Group found that costs in these potential sharing situations would increase, especially if reassessments are necessary. But this modified solution does begin to answer the challenge of potential assessor retirements in 2019.

An additional recommendation from the Work Group is to undergo another Assessment Study, similar to the one performed at the county in 2007. Since many of the calculations in this analysis are estimates based on averages or other assumptions, it makes sense to better quantify some of the cost approximations made here. The county will look to Local Government Efficiency or other relevant grant opportunities to look to have another study conducted.

Topic: Shared EMS Services

Current Condition of Service Delivery:

1. EMS Squad Statistics (Table 1)

⁷ Currently budget \$2000 for supplies, estimate \$1500 goes to assessor functions

Schoharie County has different types of volunteer EMS squads within the county that can be broken into fire-based squads and independent squads.

The seven (7) fire-based squads are all housed within and are managed by the Fire Department/District they reside in. Esperance Fire Department and Rescue Squad is owned by the Village of Esperance, while all others are owned by the Fire District in which they reside. Fire Districts are separate political subdivisions established for the purpose of providing fire protection and responding to emergencies in an area of a town. The ambulance squads owned by Fire Districts are not legally able to bill insurance for services rendered under sections 209-b (4) and 122-b (1)(e) of the General Municipal Law, and section 184 (1) of the town law.

The four (4) independent squads are legally incorporated 401c3 agencies. Cobleskill Rescue Squad is owned by the Village of Cobleskill, while the remaining three are completely independent agencies. While Scho-Wright Ambulance Squad is housed in a building in which they own, Cobleskill Rescue Squad is housed in the village owned Fire Department facility, and Middleburgh Emergency Volunteer Ambulance Corporation (MEVAC) and Richmondville Volunteer Emergency Squad (RVES) are housed in buildings owned by the towns in which they serve. Independent Squads can, and do, bill insurance agencies for the services they provide to citizens and visitors of their municipalities.

Table 1: Schoharie County EMS Squad Statistics

Rescue Squad	Type	Owned By	Location	Billing Status
Carlisle	Fire Based	Fire District	Fire Department	Can NOT bill
Central Bridge	Fire Based	Fire District	Fire Department	Can NOT bill
Conesville	Fire Based	Fire District	Fire Department	Can NOT bill
Esperance	Fire Based	Village of Esperance	Fire Department	Can NOT bill
Jefferson	Fire Based	Fire District	Fire Department	Can NOT bill
Sharon Springs	Fire Based	Fire District	Fire Department	Can NOT bill
Summit	Fire Based	Fire District	Fire Department	Can NOT bill
Cobleskill	Independent	Village of Cobleskill	Fire Department	Currently Billing
MEVAC	Independent	MEVAC	Town Owned Building	Currently Billing
RVES	Independent	RVES	Town Owned Building	Currently Billing
Scho-Wright	Independent	Scho-Wright	Scho-Wright Owned Building	Currently Billing

2. Financial Contributions

A Fire District can levy taxes and incur debt without approval from any other governmental entity. It is responsible for adopting an annual budget, subject to certain expenditure limitations, after a public hearing. Once approved, the district’s budget is filed with the town(s) in which the fire district is located. The county then levies the fire district tax, and the tax is collected by the town and turned over to the fire district (Table 2).

Instead of establishing a new fire district, a town may choose an area within its boundaries (generally outside of a village) in which to create a fire protection district. As with other types of town special districts (water, sewer, lighting), a fire protection district is an administrative area of the town, rather than a separate local government. The town acquires fire protection services through a contract with a nearby village, fire district, or with an incorporated fire company that is not part of a municipal or fire district fire department. The fire protection district’s budget is part of the town’s annual budget. The cost of these contracted services and any other fire protection district expenses is levied against the properties within the district (Table 2).

EMS Squads housed in fire departments receive a small portion of the tax dollars paid to the fire department, based on the yearly budget of the fire district/department.

Table 2: 2018 Municipal Budget Special Districts				
	Fire Services			
Municipal Budget	Tax \$ Contr	Rate	Special District	Department
Blenhiem	\$ -	\$ -		
Broome	\$ 89,000	\$ 0.855433	Broome Fire Prot	Broome FD
Carlisle	\$ 186,868	\$ 1.629044	Carlisle Fire Dist	Carlisle FD
Cobleskill	\$ 91,073	\$ 0.862258	Cobleskill Fire Prot	Cobleskill FD
Cobleskill Village	\$ 87,250	\$ 0.862258	Cobleskill Fire Prot	Cobleskill FD
Conesville	\$ 200,050	\$ 1.233830	Conesville Fire Dist	Conesville FD
Esperance	\$ 59,840	\$ 2.608350	Central Bridge Fire Dist	Central Bridge FD
	\$ 65,910	\$ 1.358486	Esperance Fire Prot	Esperance FD
Fulton	\$ 126,556	\$ 2.032059	WFulton Fire Dist	WFulton FD
	\$ -	\$ 1.240886	Fulton Fire Prot.	WFulton FD
Gilboa	\$ 68,000	\$ 15.529438	Gilboa Fire Prot	Conesville FD
	\$ 38,000	\$ 15.529438	Gilboa Fire Prot	Grand Gorge FD
	\$ 60,000	\$ 64.691282	Stamford Fire Dist	Stamford FD

Jefferson	\$ 192,242	\$ 2.087847	Jefferson Fire Dist	Jefferson FD
	\$ 27,588	\$ 2.940252	Stamford Fire Dist	Stamford FD
Table 2: 2018 Municipal Budget Special Districts (Con't)				
Fire Services				
Municipal Budget	Tax \$ Contr	Rate	Special District	Fire Department
Middleburgh	\$ 75,831	\$ 1.325034	Middleburgh Fire Prot	Middleburgh FD
	\$ 50,000	\$ 1.325034	Middleburgh Fire Prot	Huntersland FD
Richmondville	\$ 101,662	\$ 0.554181	Cobleskill Response	Cobleskill FD
Richmondville Village	\$ 102,170	\$ 0.576151	Richmondville Response	Richmondville FD
Schoharie	\$ 113,049	\$ 2.405168	Central Bridge Fire Dist	Central Bridge FD
	\$ 138,720	\$ 1.401480	Schoharie Fire Prot	Schoharie FD
Seward	\$ 35,133	\$ 0.826574	Cobleskill Response	Cobleskill FD
	\$ 36,357	\$ 1.056287	Sharon Response	Sharon Springs FD
	\$ 7,929	\$ 0.992682	Richmondville Response	Richmondville FD
Sharon	\$ 156,926	\$ 1.048241	Sharon Springs Fire Dist	Sharon Springs FD
Summit	\$ 146,100	\$ 3.096218	Summit Fire Dist	Summit FD
	\$ 71,434	\$ 3.229258	Charlotteville Fire Dist	Charlotteville FD
Wright	\$ 171,082	\$ 1.363177	Wright Fire Dist	Gallupville FD
County Total	\$ 2,498,770			

The four (4) independent agencies as well as Summit Rescue Squad contract with municipal governments for coverage. These agencies receive a fee each year from the municipal budget in which they serve (Table 3).

Table 3: 2018 Municipal EMS Contracts

Independent Squad	Ambulance Services		
	Contract Amount	\$ Break out	Municipality
Cobleskill Rescue Squad	\$ 68,200		Cobleskill Village
MEVAC contract by town		\$ 5,000	Blenhiem
		\$ 6,750	Broome
		\$ 7,188	Fulton
		\$ 5,910	Middleburgh
MEVAC Total	\$ 24,848		
RVES	\$ 8,100		Richmondville
Scho-Wright contract by town		\$ 30,000	Schoharie
		\$ 23,300	Wright
Scho-Wright Total	\$ 53,300		
Summit	\$ 2,500		Fulton
County Total	\$ 156,948		

All ambulance squads, regardless of type or location, also collect donations and raise money by holding local events. Events include community meals, banquets, raffles, and holiday parties. Volunteer squads have become an important part of the community, and participate in parades, open houses, boot drives and school visits.

3. Current Insurance Reimbursement

Middleburgh Emergency Volunteer Ambulance Corp (MEVAC) and Scho-Wright Volunteer Ambulance membership is supplemented by County EMS employees. Squads reimburse the cost to the county at a rate of \$125/per 12-hour shift. This allows for more coverage to respond to calls, and cuts the local contribution needed to cover operating expenses.

Cobleskill Volunteer Ambulance and Richmondville Volunteer Emergency Squad will be starting supplemental coverage by county EMS employees in September 2018. They will also reimburse the cost to the county at a rate of \$125/per 12-hour shift.

The cost of supplemental coverage outweighs the loss of insurance reimbursement due to lack of volunteers needed to respond to calls. Table 4 shows the number of calls each squad was dispatched to and responded to in 2017. The variance shows the number of calls (and potential \$ amount of insurance reimbursement) that were unable to be made by each squad due to lack of volunteers. With supplemental coverage, squads are (or will be) able to make roughly 95% of their calls and increase revenue by \$246,000, thereby reducing tax contribution.

Independent Squad Potential Revenue Increase

Call #	Name	Dispatched		Responded		Variance	
		# Calls	Potential \$	# Calls	Current \$	# Calls	Variance \$
5091	Cobleskill	863	\$ 258,900	420	\$ 126,000	443	\$ 132,900
9691	MEVAC	492	\$ 147,600	325	\$ 97,500	167	\$ 50,100
9791	RVES	309	\$ 92,700	162	\$ 48,600	147	\$ 44,100
9891	Scho-Wright	424	\$ 127,200	361	\$ 108,300	63	\$ 18,900
Entire County		2088	\$ 626,400	1268	\$ 380,400	820	\$ 246,000

*Source: 911 Dispatch; Computer Aided Dispatch (CAD) System

*Report includes 1/1/17 to 12/6/17

4. Proposed Independent Agencies

Changing all volunteer ambulance squads to independent agencies will reduce the overall tax dollar contribution, by allowing these agencies to bill for services rendered. Towns would be able to offset their yearly budgets by the amount collected by each agency (Table 5).

EMS Shared Services
Potential Insurance Revenue

Call #	Ambulance Squad	2017 # Calls Dispatched	*Potential Revenue
2091	Carlisle	171	\$ 51,300
3091	Central Bridge	290	\$ 87,000
6091	Conesville	113	\$ 33,900
7091	Esperance	201	\$ 60,300
1091	Jefferson	239	\$ 71,700
1591	Sharon Springs	225	\$ 67,500
1691	Summit	174	\$ 52,200
5091	Cobleskill**	443	\$ 132,900
9691	MEVAC**	167	\$ 50,100
9791	RVES**	147	\$ 44,100
9891	Scho-Wright**	63	\$ 18,900
Entire County		2233	\$ 669,900

Calls Dispatched include 1/1/17 to 12/6/17 CAD System

*Potential Revenue based on average \$300/call receipt

**Additional Revenue with supplemental EMS

Ambulance squads will remain housed in their current locations. Squads will be incorporated and will create by-laws to govern the body. Their current EMS Operating Certificate of Need (CON) and License will be transferred, through application to the Regional EMS Council. Operating territories would remain the same.

Schoharie County will coordinate the billing process for all squads. Our current billing agent, Certified Ambulance Group (CAG) will continue as billing agent, and all squads would utilize EMS Charts software to electronically send pre-hospital care reports (PCR's) to CAG for billing. This will allow for a smooth transition as Schoharie County is already trained and can assist local squads. Schoharie County Office of Emergency Services will add an Admin Support position to handle all billing.

We will add an additional five full time EMT’s to supplement volunteer squads and ensure that agencies are able to respond to all calls. Other start-up costs include Medicare Applications (in order to bill) and tablet computers (Table 6).

Table 6: Startup Costs

New Employee Salary: Admin Support I (Grade 8)	\$ 29,742.00
New Employee Fringe (85%)	\$ 25,281.00
New EMT's Salary: (5 @ \$25,267)	\$ 126,335.00
New EMT's Fringe: (85%)	\$ 107,385.00
Tablet computers for billing (7 @ \$950)	\$ 6,650.00
Medicare Application Fees (7 @ \$500)	\$ 3,500.00
Total	\$ 298,893.00

In summary, EMS Shared Services will save \$710,495 in tax dollars for Schoharie County as follows:

Table 7: EMS Shared Services First Year Net Tax Savings

Independent Squad Increased Revenue	\$ 246,000.00
New Independent Squad Revenue (Fire Based)	\$ 669,900.00
Reimbursed Supplemental EMT Cost (40%)	\$ 93,488.00
First Year Startup Cost	\$ (298,893.00)
Total	\$ 710,495.00

Commentary:

The Work Group has determined that there is potential to deliver property tax relief through a reorganization of EMS services in the county. However, the “savings” comes in the form of additional revenues as the newly reorganized EMS squads begin to bill insurance companies for these services. In order to get to that point, a number of logistics will need to be accomplished:

1. Squads will need to be organized and incorporated according to the plan outlined above. By-laws and other governing documents will need to be created for each new organization.
2. Current EMS Operating Certificates of Need (CONs) and Licenses will need to be transferred to the new organizations.
3. Schoharie County will need to develop a system to coordinate billing for each squad.

Given the amount of coordinate and administrative work required to implement this proposal, the Work Group determined that it was unlikely that this proposal could become operational in 2019. However, the Work Group will continue to engage stakeholders and progress through this list of tasks throughout 2019 to see if savings can be realized in subsequent years.

Topic: Shared Technology

Current Condition

Schoharie County Information Technology Services currently provides services to municipalities which can be defined as shared services. In each instance, the county provides the technology service to a municipality free of charge or at a greatly reduced rate. In this way, the county provides centralized IT support so that municipalities do not need to contract with outside companies to provide that service and incur the expense of those services. The municipalities are receiving services free of charge or at significantly reduced rates, which translates into lower property taxes in municipal jurisdictions.

Below is a list of currently shared IT services provided by the county to municipalities. Each services section quantifies the service and calculates the amount of savings each municipality realizes by participating in these programs.

Tax Collection

Schoharie County provides all Towns/Village and a majority of the County School Districts with a tax collection system. This system is part of an overall County system which starts with the creation of the paper tax bills in the County Real Property Office, collection and reporting at the local level, and finally delivery of collection information to the County Treasures Office. This package also has a public look up web application. This system is shared by all three partners to aid in collection issues. All apportionments or adjustments to the bills are made by the Real Property Office and this information is real time to the collectors.

The cost outlined below without County Shared Servicing is an average annual cost for a tax collection package. Gilboa-Conesville CSD currently does not part with Schoharie Co. Research indicates that the average price for a standalone tax collection system is about \$2,200.

Overall, by the county providing these services, municipalities together will save for their respective tax payers \$54,778 by participating with the county for tax collecting services.

	<u>Cost w/o County SS</u>	<u>2017 Current Cost</u>	<u>2018 Q1/Q2 Current</u>	<u>2018 Full Yr. Projected</u>	<u>Savings</u>
Town of Blenheim	\$2,200.00	\$37.00	\$46.00	\$92.00	\$2,108.00
Town of Broome	\$2,200.00	\$37.00	\$46.00	\$92.00	\$2,108.00
Town of Carlisle	\$2,200.00	\$130.00	\$46.00	\$92.00	\$2,108.00
Town of Cobleskill	\$2,200.00	\$189.00	\$131.00	\$262.00	\$1,938.00
Town of Conesville	\$2,200.00	\$71.00	\$46.00	\$92.00	\$2,108.00
Town of Esperance	\$2,200.00	\$59.00	\$46.00	\$92.00	\$2,108.00
Town of Fulton	\$2,200.00	\$593.00	\$107.00	\$214.00	\$1,986.00
Town of Gilboa	\$2,200.00	\$37.00	\$161.00	\$322.00	\$1,878.00
Town of Jefferson	\$2,200.00	\$93.00	\$90.00	\$180.00	\$2,020.00
Town of Middleburgh	\$2,200.00	\$37.00	\$72.00	\$144.00	\$2,056.00
Town of Richmondville	\$2,200.00	\$37.00	\$148.00	\$296.00	\$1,904.00
Town of Schoharie	\$2,200.00	\$37.00	\$46.00	\$92.00	\$2,108.00
Town of Seward	\$2,200.00	\$59.00	\$46.00	\$92.00	\$2,108.00
Town of Sharon	\$2,200.00	\$59.00	\$46.00	\$92.00	\$2,108.00
Town of Summit	\$2,200.00	\$119.00	\$134.00	\$268.00	\$1,932.00
Town of Wright	\$2,200.00	\$77.00	\$0.00	\$0.00	\$2,200.00
Village of Cobleskill	\$2,200.00	\$154.00	\$0.00	\$0.00	\$2,200.00
Village of Esperance	\$2,200.00	\$0.00	\$0.00	\$0.00	\$2,200.00
Village of Middleburgh	\$2,200.00	\$0.00	\$0.00	\$0.00	\$2,200.00
Village of Richmondville	\$2,200.00	\$0.00	\$0.00	\$0.00	\$2,200.00
Village of Schoharie	\$2,200.00	\$22.00	\$0.00	\$0.00	\$2,200.00
Village of Sharon Springs	\$2,200.00	\$0.00	\$0.00	\$0.00	\$2,200.00
Cobleskill-R'ville School Dist	\$2,200.00	\$67.99	\$0.00	\$0.00	\$2,200.00
Gilboa-Conesville School Dist	\$2,200.00	\$2,200.00	\$2,200.00	\$4,400.00	-\$2,200.00
Jefferson Central School Dist	\$2,200.00	\$11.33	\$0.00	\$0.00	\$2,200.00
Middleburgh School Dist	\$2,200.00	\$45.33	\$0.00	\$0.00	\$2,200.00
Schoharie Central School Dist	\$2,200.00	\$79.31	\$0.00	\$0.00	\$2,200.00
Sharon Springs School Dist	\$2,200.00	\$305.91	\$0.00	\$0.00	\$2,200.00
County of Schoharie	\$0.00				
TOTALS:	\$61,600.00	\$4,556.87	\$3,411.00	\$6,822.00	\$54,778.00

Web Hosting

Schoharie County provides all Towns/Village with a free web site. These sites are part of our overall public facing information sites to assist the public with the rapid lookup of information. For web designers that did list their prices, we found that the going rate in 2018 to build a modern, professional small business website was typically \$3,000-\$6,000 but could be as much as \$20,000 depending on the number of pages on the site and the amount of customization required.

	Cost w/o County SS	2017 Current Cost	2018 Q1/Q2 Current	2018 Full Yr. Projected	Savings
Town of Blenheim	\$3,000.00	\$37.00	\$68.00	\$88.40	\$2,911.60
Town of Broome	\$3,000.00	\$37.00	\$130.00	\$169.00	\$2,831.00
Town of Carlisle	\$3,000.00	\$130.00	\$362.00	\$470.60	\$2,529.40
Town of Cobleskill	\$3,000.00	\$224.00	\$195.00	\$253.50	\$2,746.50
Town of Conesville	\$3,000.00	\$106.00	\$196.00	\$254.80	\$2,745.20
Town of Esperance	\$3,000.00	\$59.00	\$176.00	\$228.80	\$2,771.20
Town of Fulton	\$3,000.00	\$183.00	\$121.00	\$157.30	\$2,842.70
Town of Gilboa	\$3,000.00	\$44.00	\$161.00	\$209.30	\$2,790.70
Town of Jefferson	\$3,000.00	\$127.00	\$90.00	\$117.00	\$2,883.00
Town of Middleburgh	\$3,000.00	\$37.00	\$72.00	\$93.60	\$2,906.40
Town of Richmondville	\$3,000.00	\$204.00	\$131.00	\$170.30	\$2,829.70
Town of Schoharie	\$3,000.00	\$64.00	\$252.00	\$327.60	\$2,672.40
Town of Seward	\$3,000.00	\$64.00	\$188.00	\$244.40	\$2,755.60
Town of Sharon	\$3,000.00	\$162.00	\$101.00	\$131.30	\$2,868.70
Town of Summit	\$3,000.00	\$186.00	\$311.00	\$404.30	\$2,595.70
Town of Wright	\$3,000.00	\$127.00	\$305.00	\$396.50	\$2,603.50
Village of Cobleskill	\$3,000.00	\$154.00	\$67.00	\$87.10	\$2,912.90
Village of Esperance	\$3,000.00	\$37.00	\$46.00	\$59.80	\$2,940.20
Village of Middleburgh	\$3,000.00	\$37.00	\$46.00	\$59.80	\$2,940.20
Village of Richmondville	\$3,000.00	\$48.00	\$46.00	\$59.80	\$2,940.20
Village of Schoharie	\$3,000.00	\$194.00	\$46.00	\$59.80	\$2,940.20
Village of Sharon Springs	\$3,000.00	\$48.00	\$46.00	\$59.80	\$2,940.20
Cobleskill-R'ville School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Gilboa-Conesville School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jefferson Central School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Middleburgh School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Schoharie Central School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sharon Springs School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
County of Schoharie	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS:	\$66,000.00	\$2,309.00	\$3,156.00	\$4,102.80	\$61,897.20

Overall, by the county providing these services, municipalities together will save for their respective tax payers \$61,897.20 by participating with the county in web hosting services.

Dog Licensing

The county provides “On-line Dog Licensing” services to municipalities by developing custom software written to current NYS mandated specification. No current system is available commercially that meets NYS standards.

To attempt to quantify an equivalent private sector estimated cost to this service, we use a tiered model pricing approach. Solutions can be as little as \$12/user/month for a basic package and top out to \$999/month at enterprise level. High service level needs may also require a price quote or customer support call for more information. As this is a custom written web application for a specific need, the high end number will be used for estimate purposes.

To quantify an equivalent private sector estimated cost to this service, we use a tiered model pricing approach. Solutions can be as little as \$12/user/month for a basic package and top out to \$999/month at enterprise level. A high service (customized) level needs may also need a price quote or customer support call for more information.

As this Dog Licensing system had to be custom designed and written web based application for ease of use by the collectors, give information for NYS required reporting, and an on-line look

up feature to allow animal shelters to track down owners from a license tag I am placing the estimated commercial cost at the \$999/month level.

	Cost w/o County SS	2017 Current Cost	2018 Q1/Q2 Current	2018 Full Yr. Projected	Savings
Town of Blenheim	\$11,988.00	\$48.00	\$46.00	\$92.00	\$11,896.00
Town of Broome	\$11,988.00	\$48.00	\$46.00	\$92.00	\$11,896.00
Town of Carlisle	\$11,988.00	\$130.00	\$46.00	\$92.00	\$11,896.00
Town of Cobleskill	\$11,988.00	\$189.00	\$131.00	\$262.00	\$11,726.00
Town of Conesville	\$11,988.00	\$71.00	\$46.00	\$92.00	\$11,896.00
Town of Esperance	\$11,988.00	\$59.00	\$46.00	\$92.00	\$11,896.00
Town of Fulton	\$11,988.00	\$328.00	\$107.00	\$214.00	\$11,774.00
Town of Gilboa	\$11,988.00	\$44.00	\$117.00	\$234.00	\$11,754.00
Town of Jefferson	\$11,988.00	\$93.00	\$90.00	\$180.00	\$11,808.00
Town of Middleburgh	\$11,988.00	\$47.00	\$72.00	\$144.00	\$11,844.00
Town of Richmondville	\$11,988.00	\$52.00	\$69.00	\$138.00	\$11,850.00
Town of Schoharie	\$11,988.00	\$37.00	\$46.00	\$92.00	\$11,896.00
Town of Seward	\$11,988.00	\$59.00	\$61.00	\$122.00	\$11,866.00
Town of Sharon	\$11,988.00	\$59.00	\$46.00	\$92.00	\$11,896.00
Town of Summit	\$11,988.00	\$119.00	\$134.00	\$268.00	\$11,720.00
Town of Wright	\$11,988.00	\$77.00	\$46.00	\$92.00	\$11,896.00
Village of Cobleskill	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Village of Esperance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Village of Middleburgh	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Village of Richmondville	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Village of Schoharie	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Village of Sharon Springs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cobleskill-R'ville School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Gilboa-Conesville School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jefferson Central School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Middleburgh School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Schoharie Central School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sharon Springs School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
County of Schoharie	\$0.00				
TOTALS:	\$191,808.00	\$1,460.00	\$1,149.00	\$2,298.00	\$189,510.00

Overall, by the county providing these services, municipalities together will save for their respective tax payers \$189,510 by participating with the county in dog licensing services.

Electronic Document Management

The county provides electronic public announcements for towns and villages. Research shows commercial costs \$200-\$900 / year.

This research is based on pricing both job listings and social media marketing. The variances between platforms is high⁸.

The question that we get most often about social media marketing is how much it costs — which makes sense. Like so many major decisions in business and in life, the major constraining factor tends to be your budget (that is, if it isn't time).

⁸ <https://www.contentfac.com/how-much-does-social-media-marketing-cost/>

So how much does it cost to outsource social media marketing services?

The shortest, easiest (and, admittedly, the least satisfying) answer to this question is this: it varies – a lot.

Depending on the experience level of the social media management agency you hire, the size of your business, the suite of services you require, and a bunch of other factors, professional social media marketing can cost you anywhere from **\$1,000 per month to \$20,000 per month**.

Job Posting Cost

So how much does it cost to post a job online? Recruiters can purchase online job postings either “one job at a time” or through the monthly subscription option. The job posting cost for “one job at a time” postings are \$21 apiece.

Comparison: At Schoharie County we give free public advisory notifications, public meeting announcements, time frame document announcement postings, and multiple types of long term document cataloging. The county considers this a previously shared service between municipalities and the county itself.

The county also provides a service that allows municipalities to upload documents to our web servers. Commercial cloud storage for document costs roughly \$55/user/month. The Work Group considered these two similar services as one, naming it “Electronic Document Management” and used an average \$1,500 per year in cost calculations.

	Cost w/o County SS	2017 Current Cost	2018 Q1/Q2 Current	2018 Full Yr. Projected	Savings
Town of Blenheim	\$1,500.00	\$37.00	\$130.00	\$169.00	\$1,331.00
Town of Broome	\$1,500.00	\$37.00	\$46.00	\$59.80	\$1,440.20
Town of Carlisle	\$1,500.00	\$138.00	\$46.00	\$59.80	\$1,440.20
Town of Cobleskill	\$1,500.00	\$208.00	\$215.00	\$279.50	\$1,220.50
Town of Conesville	\$1,500.00	\$109.00	\$196.00	\$254.80	\$1,245.20
Town of Esperance	\$1,500.00	\$59.00	\$46.00	\$59.80	\$1,440.20
Town of Fulton	\$1,500.00	\$556.00	\$130.00	\$169.00	\$1,331.00
Town of Gilboa	\$1,500.00	\$37.00	\$161.00	\$209.30	\$1,290.70
Town of Jefferson	\$1,500.00	\$56.00	\$90.00	\$117.00	\$1,383.00
Town of Middleburgh	\$1,500.00	\$37.00	\$72.00	\$93.60	\$1,406.40
Town of Richmondville	\$1,500.00	\$37.00	\$102.00	\$132.60	\$1,367.40
Town of Schoharie	\$1,500.00	\$37.00	\$252.00	\$327.60	\$1,172.40
Town of Seward	\$1,500.00	\$37.00	\$188.00	\$244.40	\$1,255.60
Town of Sharon	\$1,500.00	\$37.00	\$176.00	\$228.80	\$1,271.20
Town of Summit	\$1,500.00	\$37.00	\$311.00	\$404.30	\$1,095.70
Town of Wright	\$1,500.00	\$77.00	\$305.00	\$396.50	\$1,103.50
Village of Cobleskill	\$1,500.00	\$154.00	\$86.00	\$111.80	\$1,388.20
Village of Esperance	\$1,500.00	\$37.00	\$156.00	\$202.80	\$1,297.20
Village of Middleburgh	\$1,500.00	\$37.00	\$231.00	\$300.30	\$1,199.70
Village of Richmondville	\$1,500.00	\$37.00	\$144.00	\$187.20	\$1,312.80
Village of Schoharie	\$1,500.00	\$57.00	\$88.00	\$114.40	\$1,385.60
Village of Sharon Springs	\$1,500.00	\$37.00	\$253.00	\$328.90	\$1,171.10
Cobleskill-R'ville School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Gilboa-Conesville School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jefferson Central School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Middleburgh School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Schoharie Central School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sharon Springs School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
County of Schoharie	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS:	\$33,000.00	\$1,895.00	\$3,424.00	\$4,451.20	\$28,548.80

Overall, by the county providing these services, municipalities together will save for their respective tax payers \$28,548.80 by participating with the county in electronic document management services.

Computer Support

Schoharie County IT provides computer quotes, purchases, and support for towns and villages. The county has corporate accounts for vendors on NYS OGS contract, which allows it to purchase for Towns and Villages at a lower price.

County ITS Department also provides work station-level support to municipalities. Specifically, this involves maintenance and installation of computers and printers attached to those computers, security monitoring and response, and assistance with back up devices. Current average price in NYS for a Computer Support professional is \$36 / hour.

	Cost w/o County SS	2017 Current Cost	2018 Q1/Q2 Current	2018 Full Yr. Projected	Savings
Town of Blenheim	\$270.00	\$232.00	\$0.00	\$0.00	\$270.00
Town of Broome	\$990.00	\$519.00	\$0.00	\$0.00	\$990.00
Town of Carlisle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Town of Cobleskill	\$3,033.00	\$1,163.00	\$29.00	\$58.00	\$2,975.00
Town of Conesville	\$919.00	\$246.00	\$108.00	\$216.00	\$703.00
Town of Esperance	\$504.00	\$109.00	\$78.00	\$156.00	\$348.00
Town of Fulton	\$1,188.00	\$104.00	\$235.00	\$470.00	\$718.00
Town of Gilboa	\$1,134.00	\$509.00	\$40.00	\$80.00	\$1,054.00
Town of Jefferson	\$1,740.00	\$390.00	\$376.00	\$752.00	\$988.00
Town of Middleburgh	\$1,146.00	\$356.00	\$117.00	\$234.00	\$912.00
Town of Richmondville	\$841.00	\$190.00	\$213.00	\$426.00	\$415.00
Town of Schoharie	\$1,008.00	\$340.00	\$108.00	\$216.00	\$792.00
Town of Seward	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Town of Sharon	\$459.00	\$0.00	\$75.00	\$150.00	\$309.00
Town of Summit	\$1,841.00	\$759.00	\$316.00	\$632.00	\$1,209.00
Town of Wright	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Village of Cobleskill	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Village of Esperance	\$261.00	\$0.00	\$132.00	\$264.00	-\$3.00
Village of Middleburgh	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Village of Richmondville	\$9.00	\$7.00	\$0.00	\$0.00	\$9.00
Village of Schoharie	\$459.00	\$125.00	\$0.00	\$0.00	\$459.00
Village of Sharon Springs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cobleskill-R'ville School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Gilboa-Conesville School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jefferson Central School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Middleburgh School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Schoharie Central School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sharon Springs School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
County of Schoharie	\$0.00				
TOTALS:	\$15,802.00	\$5,049.00	\$1,827.00	\$3,654.00	\$12,148.00

Overall, by the county providing these services, municipalities together will save for their respective tax payers \$12,148 by participating with the county in electronic document management services.

Anti-Virus Services

For all the work stations purchased through Schoharie County for Towns and Villages, we provide our anti-virus support software. The average cost of an off the shelf product for one computer is about \$40.

	Cost w/o County SS	2017 Current Cost	2018 Q1/Q2 Current	2018 Full Yr. Projected	Savings
Town of Blenheim	\$40.00	\$7.00	\$7.00	\$7.00	\$33.00
Town of Broome	\$280.00	\$49.00	\$49.00	\$49.00	\$231.00
Town of Carlisle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Town of Cobleskill	\$240.00	\$42.00	\$42.00	\$42.00	\$198.00
Town of Conesville	\$120.00	\$21.00	\$21.00	\$21.00	\$99.00
Town of Esperance	\$80.00	\$14.00	\$14.00	\$14.00	\$66.00
Town of Fulton	\$160.00	\$28.00	\$28.00	\$28.00	\$132.00
Town of Gilboa	\$120.00	\$21.00	\$21.00	\$21.00	\$99.00
Town of Jefferson	\$320.00	\$56.00	\$56.00	\$56.00	\$264.00
Town of Middleburgh	\$80.00	\$14.00	\$14.00	\$14.00	\$66.00
Town of Richmondville	\$160.00	\$28.00	\$28.00	\$28.00	\$132.00
Town of Schoharie	\$80.00	\$14.00	\$14.00	\$14.00	\$66.00
Town of Seward	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Town of Sharon	\$200.00	\$35.00	\$35.00	\$35.00	\$165.00
Town of Summit	\$80.00	\$14.00	\$14.00	\$14.00	\$66.00
Town of Wright	\$120.00	\$21.00	\$21.00	\$21.00	\$99.00
Village of Cobleskill	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Village of Esperance	\$40.00	\$7.00	\$7.00	\$7.00	\$33.00
Village of Middleburgh	\$120.00	\$21.00	\$21.00	\$21.00	\$99.00
Village of Richmondville	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Village of Schoharie	\$280.00	\$49.00	\$49.00	\$49.00	\$231.00
Village of Sharon Springs	\$80.00	\$14.00	\$14.00	\$14.00	\$66.00
Cobleskill-R'ville School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Gilboa-Conesville School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jefferson Central School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Middleburgh School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Schoharie Central School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sharon Springs School Dist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
County of Schoharie	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS:	\$2,600.00	\$455.00	\$455.00	\$455.00	\$2,145.00

Overall, by the county providing anti-virus services, municipalities together will save for their respective tax payers \$2,145.

Summary of Current Shared Service Savings

Tax Collecting	\$54,778.00
Web Hosting	\$61,897.20
Dog License Software	\$189,510.00
Electronic Document Management	\$28,548.80
Computer Support	\$12,148.00
Anti-Virus	\$2,145.00
TOTAL:	\$349,027

Under the current services provided, the Work Group estimated that County IT services to municipalities will save municipal tax payers \$349,027 in 2018. These services have been ongoing for several years and, therefore, are not reimbursable under state policy.

The Work Group, however, anticipates that technology needs of municipalities will increase as time progresses and has identified a number of future services that the county can provide to

municipalities. Similar to the above calculations, the Work Group anticipates that County IT will be able to provide those services at considerable savings.

<u>Service</u>	<u>Estimated Cost</u>
Cloud-based backup solutions for municipalities	\$9,600
Automated vehicle locators	TBD
Cloud-based mapping systems across the county	\$2,600
Network Support Services	\$77,000

Potential Services:

Towns and Villages would benefit from cloud-based backup solutions. Either a vendor would be chosen to provide a cloud backup (\$800/month) or additional equipment be purchased to maintain it at the county (custom quoting would be needed)

Automated Vehicle locators. There is the potential for increased productivity if vehicle trackers were added to the County and Town Highway fleets.

In 2015 we had the following pricing:

Verizon Networkfleet

The county was provided with a trial unit that was used by the Highway Department. The mapping of units is web based. Schenectady County currently uses this system in their Highway Department and the county I.T. director has given positive feedback of the system. Plans include Road side assistance of 25-mile tow.

Pricing is as follows for cellular service:

- 2 sensor base Unit: \$110.23
- up to 6 sensor hardware expansion modules: \$150.00 (gives 4 additional)
- Base Installation per unit: \$65.00 (not necessary if installed at highway)
- Monthly service fee: \$18.95

GIS Mapping:

Given the electronic age, have a cloud-based mapping system available across County and Towns would be beneficial.

ArcGIS Online		
Overview Capabilities Resources Pricing Launch ArcGIS Online		
What you can do:	Contributor (Level 2 Named User) \$500 per year/user Buy Now	Viewer (Level 1 Named User) \$100 per year/user Buy Now
View maps and apps from any device	✓	✓
View demographic data	✓	✓
View internal information shared with you	✓	✓
Find patterns in data	✓	✓
Search locations around the globe	✓	✓
Create maps and apps in 2D & 3D using your own data	✓	
Geocode (convert addresses into x,y coordinates)	✓	
Manage an ArcGIS Online organization	✓	
Address content from the Living Atlas of the World	✓	
Build maps with smart mapping capabilities based on your data	✓	
Share content	✓	
Turn your maps into content to share with the field office & community	✓	
Deal by Cost Data sets	✓	
Perform spatial analysis	✓	

SUMMARY OF RESULTS

The County of Schoharie formed its County-Wide Shared Services Panel and researched five potential topics: shared grant writing, shared information technology services, shared property assessment services, shared EMS services, and shared social services in schools. Work Groups consisting of Panel members and county support staff were set-up to review topics in depth and provide recommendations to the Panel on ways to save taxpayer dollars if appropriate. After reviewing the information presented, the Panel has determined that there are no available taxpayer savings for 2019 through this process. Therefore, the County's CEO, Chairman of the Board of Supervisors Earl Van Wormer III, is certifying "no savings" for the 2019 process.

The Panel, through the research conducted by two of its Work Groups, identified potential future savings: savings by collaborative efforts to provide social services in schools, and potential savings through a reorganization of EMS services throughout the county. As documented above, the Work Groups will continue their efforts outside of the Shared Services Panel structure over the course of the year to deliver better services to county residents and save tax dollars in the process. The hope is to successfully report savings for these two topics in subsequent years.

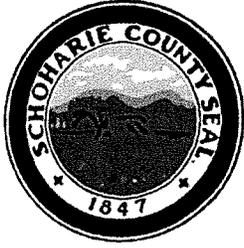
2019's Panel will start with the remaining topics identified as potential savings opportunities in the 2017 process and will most certainly add new topic ideas as they are proposed. It will also update the progress of the two topics identified above in the hopes that municipal services in Schoharie County can be delivered to provide more effective services to its citizens at a lower cost to taxpayers.

PLAN APPROVAL

On September 14, 2018 a County-Wide Shared Services Panel meeting was convened to vote on the Final Plan (see Appendix 8). Absent a quorum, a new meeting was scheduled on September 21st. At that meeting, the Final Plan was presented to the public and the plan was formally approved by the Panel.

Minutes from the September 21st meeting, a meeting agenda, meeting sign-in sheet, public presentation PowerPoint and the written justification for votes are included in this plan in Appendix 9.

Appendix 1: June 15th Meeting Agenda



Schoharie County
County-Wide Shared Services Panel Meeting
June 15, 2018

Meeting Agenda

- Introductory Remarks from Chairman
- Agenda Review
- Presentation on Health Care Consortiums: Jeff Pohl, NYS Dept. of Financial Services
- Presentation on General Shared Services: Susan Savage, Special Projects Coordinator, NYS Dept. of State (Division of Local Government Services)
- Presentation on Process: Steve Wilson, County Administrator
- Discussion of Possible Shared Service Topics to Review
 - From Interim Report
 - Any new possibilities?
- Panel Decision on Topics to Review
- Forming Work Groups, Work Group Lead & Staff Lead
- Next Meeting

Appendix 2: June 15th Meeting Minutes

COUNTY-WIDE SHAREED SERVICES PANEL MEETING MINUTES

June 15, 2018

“Committee of the Whole” Panel Members (those present at this meeting are in BOLD):

The Chairman considers the panel group a Committee of the Whole, with some members, due to other obligations, unable to make all meetings. All information and deliverables will be emailed to all panel members so that each may participate in this process, whether they can make a particular meeting or not.

Chairman Earl Van Wormer III, John Bates, Phillip Skowfoe, Alex Luniewski, Margaret Hait, Richard Lape, John Leavitt, Sandra Manko, Anthony Van Glad, Peter Coppolo, Stephen Weinhoffer, Allan Tavenner, Bill Federice, Harold Vroman, Leo McAllister, Don Airey, Theresa Billington, Linda V. Holmes, John J. Borst, Matthew Avitabile, Doug Plummer, Carl Mummenthey, David Blanchard, Patterson Green, Brian Dunne, Joe Dragone

Others Present: Steve Wilson, Fonda Chronis, Barb Schaffer, Susan Savage, Jeffrey Pohl, Tina Sweet

Chairman called the meeting to order at 1:20pm

Chairman’s introductory comments

- Outline of last year’s process and outcomes
- Discussed topics from other municipalities

County Administrator Steve Wilson:

- Reviewed meeting agenda
 - Outlined potential list of projects
 - Today’s task: review projects and discuss any new opportunities
 - Select topics for study in 2018
 - Form work groups and determine a project “Chair” to work with county staff and prepare a report on the project type

Jeffrey Pohl (Dept. of Financial Services): Health Care Consortiums

- Dept. of Financial Services regulates insurance and banks; also Article 47 of the Insurance Law as it pertains to Municipal Health Care Cooperatives
- Currently there are 14-15 coops in NYS
- Purpose: municipalities join together and self-fund their health care benefits; must purchase stop-loss coverage to protect the coop
- Cooperative requirements:
 - At least 3 municipalities
 - At least 2,000 people covered (includes active employees and retirees, but not dependents)

- Must purchase stop-loss coverage
- Must have reserve levels at 25% of expenses → possible phase-in if needed
- Set up a cooperative agreement for all parties
- There are no geographic requirements
- All plans must contain all federal and NYS health coverage mandates
- Unions must be given representation on governing board
- There are no minimum municipal sizes if a coop is formed via Article 47

Susan Savage (Dept. of State/Local Government): General shared services

- Topics she has seen be successful: health care, contract or sharing assessing, shared fuel purchasing, conversion to LED lighting, highway services
- Set up a website with all equipment; good way to coordinate sharing
- 3 years of reimbursement through 2021

Steve Wilson (County Administrator): Process Presentation

- Steve reviewed the slides of the presentation (attached)
- August 1st → present initial plan to Board for comment
- Steve reviewed the calendar
- Steve suggested the Panel pick projects to work on over the next month

WORK GROUPS:

TOPIC	WORK GROUP LEAD	COMMENTS
County-Wide EMS Services	Steve Weinhoffer	May not save money, but services might be better
County-Wide Assessing	Leo McAllister (via Earl VanWormer)	Mr. Skowfoe: we did this once before, no savings
Shared Grant Writing	Peggy Hait & Bill Federice	May not be a money saver
DSS in Schools	Alan Tavenner	
Shared Technology	Peggy Hait	Some confusion about how this topic could save money

MOTION: To study the above 5 topics and report back to the Panel on July 20th meeting (Motion by Lape, Seconded by Tavenner: Approved by Voice Vote)

MOTION: To set a public hearing for July 20th for public input of the initial plan (Motion by Tavenner, Seconded by Weinhoffer: Approved by Voice Vote)

Meeting adjourned at 2:30pm (By Lape, Seconded by VanGlad).

Appendix 3: June 15th PowerPoint Presentation



County-Wide Shared Services Initiative

Schoharie County
June 15, 20018

Review of 2017's Interim Plan

- County produced an “interim report” that identified 9 potential projects to study
- “Interim Report” was submitted to NYS prior to the deadline
- “Interim Report” outlined a schedule to complete the Shared Service Initiative prior to the September 15, 2018 deadline

Potential Projects to Consider

2017 Projects

- County-Wide Assessing
- Energy Purchasing
- Highway Consolidation
- Shared Grant Writing Services
- Pharmacy Purchasing Coalition
- Shared Technology Support Services
- GASB 75 Requirements
- Comprehensive Review of Salt Shed & Equipment Usage
- Combining ZBAs for Sharon & Sharon Spring

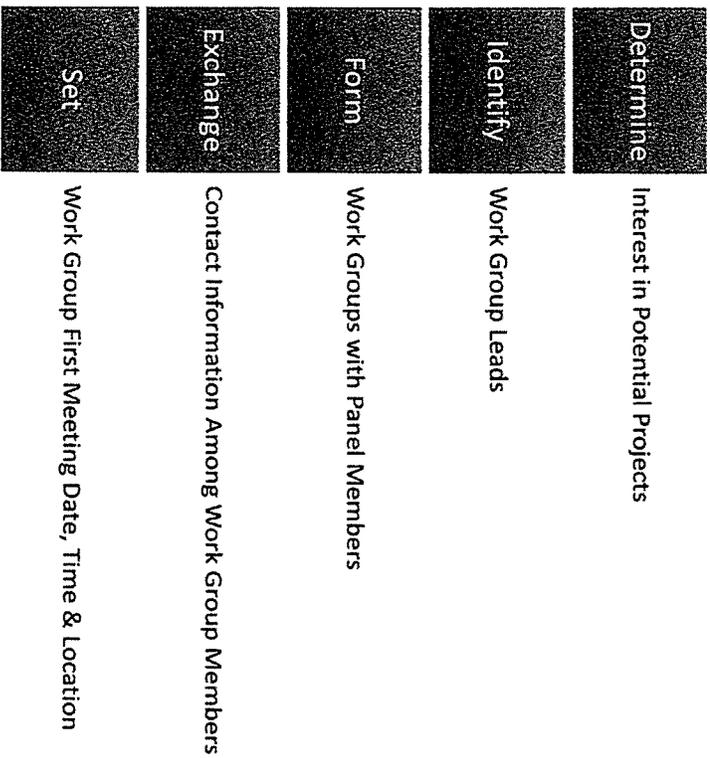
2018 New Potential Projects

- Health Care Consolidation
- DSS Services with Schools
- Mental Health Services with Schools

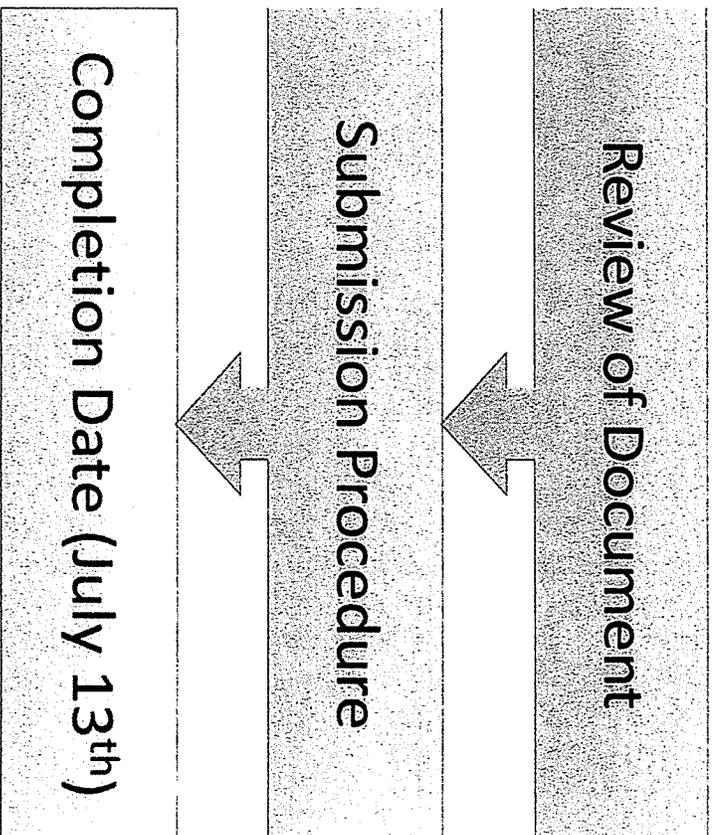
Determining Projects of Interest & Work Groups

PROJECT	INTEREST?	STAFF LEAD	WORK GROUP LEAD	GROUP MEMBERS
County-Wide Assessing	Yes / No	Lisa Thom		
Highway Consolidation	Yes / No	Dan Crandell		
Shared Grant Writing Services	Yes / No	Shane Nickle		
Pharmacy Purchasing	Yes / No	Fonda Chronis		
Shared Technology Support	Yes / No	Scott Haverly		
Comprehensive Review of Salt Shed and Equipment Sharing	Yes / No	Dan Crandell		
Combining ZBAs	Yes / No	Zach Thompson		
Health Care Consolidation	Yes / No	Fonda Chronis		
DSS Services in Schools	Yes / No	Tina Sweet		
Mental Health Services in Schools	Yes / No	Bonnie Post		

What We Need to Accomplish Today



Work Group
Submission
Document
Info



Appendix 4:

Excel Document for Shared Service Topic Analysis

2018 Schoharie County Shared Service Panel

List Potential Sharing Options Work Group Reviewed:

1. _____

1. _____

1. _____

4. _____

Recommended Option: _____

Property Tax Savings Calculation of Recommended Option

Total Current Costs: _____

Est. Total New Costs: _____

Net Savings: **\$0.00**

Summary of Cost Savings Per Option

	<u>Current Costs</u>	<u>New Costs</u>	<u>Savings</u>
Option 1	\$0.00	\$0.00	\$0.00
Option 2	\$0.00	\$0.00	\$0.00
Option 3	\$0.00	\$0.00	\$0.00
Option 4	\$0.00	\$0.00	\$0.00

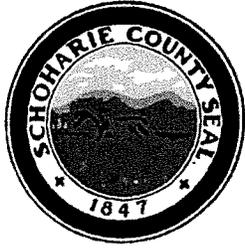
Work Group Certification **Work Group Lead:** _____

Signature of Work Group Lead

Submit to: Fonda.Chronis@co.schoharie.ny.us

Submission Deadline: COB July 13, 2018

Appendix 6: July 20th Meeting Agenda



Schoharie County
County-Wide Shared Services Panel Meeting
July 20, 2018

Meeting Agenda

- Introductory Remarks from Chairman
- Open Public Hearing
- Initial Report Presentation
- Discussion on Report and Shared Services Topics
- Close Public Hearing
- Set Date for Next Panel Meeting and Public Hearing

Appendix 7: July 20th Meeting Minutes

COUNTY-WIDE SHAREED SERVICES PANEL MEETING MINUTES

July 20, 2018

“Committee of the Whole” Panel Members (those present at this meeting are in BOLD):

The Chairman considers the panel group a Committee of the Whole, with some members, due to other obligations, unable to make all meetings. All information and deliverables will be emailed to all panel members so that each may participate in this process, whether they can make a particular meeting or not.

Chairman Earl Van Wormer III, John Bates, Phillip Skowfoe, Alex Luniewski, Margaret Hait, Richard Lape, John Leavitt, Sandra Manko, Anthony Van Glad, Peter Coppolo, Stephen Weinhofer, Allan Tavenner, Bill Federice, Harold Vroman, Leo McAllister, Don Airey, Linda V. Holmes, John J. Borst, Matthew Avitabile, Doug Plummer, Carl Mummenthey, David Blanchard, Patterson Green, Brian Dunne, Joe Dragone

Others Present: Steve Wilson, Fonda Chronis, Susan Savage, Tina Sweet, Lisa Thom, Julie Sammons, Scott Haverly, Michael Hartzel, Shane Nickle

Chairman called the meeting to order at 1:10pm

Chairman’s introductory comments

- Shared Service Initiative is worthwhile to go through
- County is already doing a lot of consolidation, prior to this initiative
- Chairman opened the Public Hearing on the shared services report

County Administrator Steve Wilson:

- Reviewed calendar and timeline for this year’s process
- Reviewed potential list of projects to study
- Reviewed priority projects are determined by the Panel on 6/15/18
- General comments:
 - Short time frame; we have made a start, but many action items still remain
 - Have not identified savings on preliminary analysis
 - We are required to certify any savings identified, so far we cannot certify any savings
 - There may be some savings out there
 - Office of the County Administrator will coordinate with Work Groups to determine any savings
 - Overall, the process may find some savings, but it will not be a lot
 - Our projects are “better ways” to deliver services; we should not expect a lot of savings, but we should see more effective government

- Some of these projects may help address impending crises (Assessors, EMS)

EMS: Steve Weinhofer and Mike Hartzel

- Steve Weinhofer Comments
 - We did not see a lot of savings: we are already consolidating; services are poor, so not spending a lot
 - Explained that EMS through fire rescue cannot by law bill insurance companies
 - 38% of national calls do not get invoiced; squads that bill are successful in receiving revenue
- Mike Hartzel Comments
 - Looked at regionalized approach
 - Combining squads will save operations costs and require fewer volunteers
 - Recommendation is to combine squads and make those combined squads independent so they can bill insurance companies
 - Combining could save \$200,000; billing could generate \$1 million in revenues
- Mr. McAllister: volunteerism issue is a growing problem; regionalization like this could be a solution
- Mr. Federice:
 - Good chance that EMS will evolve into a regional county-provided service
 - This is a good exercise to know the costs as part of a greater program

EMS: County-Wide Assessing: Leo McAllister and Lisa Thom

- Lisa Thom Comments
 - Each town does its own assessing; 2 CAPs
 - All assessors are part-time except for Richmondville
 - Terms runs consistently; September 2019 is the next term end
 - Some assessors (3-4) are retiring
 - Adding a town to an existing CAP or making a new CAP need to be at same level of assessment
 - Another approach: county could contract with towns to do some services
 - County-Run Assessment: most expensive (2008 Study); town loses identity
- Leo McAllister Comments
 - This is becoming a critical issue in Town of Cobleskill; no revaluation since 2005; might want to join Esperance/Schoharie CAP (been saving money in budget for revaluation)
- Susan Savage Comments
 - Contract assessing (county could hire assessors and towns contract for these services); towns do not need to be at same assessment level
 - Thinking has evolved since the study, making contracting less disruptive
 - 6 counties doing contracting assessment proposals
 - Lisa Thom: county would need to hire additional staff
- Mr. Federice: Conesville assessor is retiring

Shared Grant Writing Services: Bill Federice and Shane Nickle

- Bill Federice Comments
 - This is something he has heard from other supervisors
 - Towns would have to have interest
 - May end up costing rather than saving
- Shane Nickle Comments
 - He is continuing to gather cost information from municipalities
 - Shane believes some municipalities are spending money on grant writing, mostly villages and probably not towns
 - Some municipalities may have firms write grants, and if those projects are awarded, those firms take an administrative fee as payment
 - Up to 5 villages may do this
 - 1 village interested in sharing
 - Continuing to determine interest from other municipalities
- Alan Tavenner: big problems are that many grants are due at the same time (CFA) and that grant writers need expertise on the subject matter to write a strong grant

Shared Technology: Scott Haverly

- Scott Haverly Comments
 - Schoharie is already doing a lot for towns on shared services (ex: dog license permits, tax collection program that we do in “unheard of” throughout the state)
 - Currently, towns are not doing these services, so they do not expend tax dollars so there to be savings
- Steve Wilson Comments:
 - Scott identified services county IT Department can provide to towns for better efficiency, and he identified the cost of these services

DSS in Schools: Alan Tavenner and Tina Sweet

- Tina Sweet Comments
 - In 2017 budget, 2 department collaborated to eliminate a social services contract by providing services in-house in Mental Health Department, whose costs are reimbursable
 - Meeting with Cobleskill-Richmondville Superintendent (Carl Mummmenthey) to discuss opportunities to find savings → Savings will not be realized until September 2019
 - Need more schools to participate
 - Schematic of services could find duplications that can be addressed
- Alan Tavenner Comments
 - Not all school districts are taking advantage of programs available
 - The overall goal is to eliminate child placements, which is extremely costly

Next Steps:

- Steve Wilson: Steve recommends that the Panel “okays” continuing the work of staff in identifying better cost and savings figures
- There is a state-imposed deadline of August 1st to submit a document to the Board of Supervisors for an advisory opinion
- Steve recommends that the Panel give permission to submit a report to the Board of Supervisors with a finding of “no savings”

Panel Action:

- Motion: To close Public Hearing by Tavenner; seconded by McAllister (PASSED, voice vote)
- Motion: To adopt a report to be submitted to the Board of Supervisors with no certified savings by Tavenner, seconded by McAllister (PASSED, voice vote)
- Next Public Hearing: Board of Supervisors Meeting, August 17th
- Next Meeting: September 14th at 9am (Board Chambers)

Meeting adjourned at 2:10pm (By Bates, Seconded by McAllister)

Appendix 8: September 14th Meeting

Sign-In Sheet

Agenda

Appendix 9: September 21th Meeting

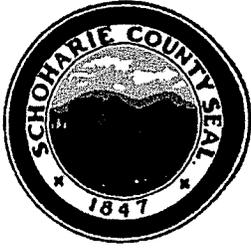
Sign-In Sheet

Agenda

Minutes

Public Presentation PowerPoint

Explanation of Votes



Schoharie County

County-Wide Shared Services Panel Meeting

September 21, 2018

Meeting Agenda

- Meeting Opens
- Plan Presentation to Public
- Panel Q&A Period for Final Plan
- Motion to approved 2018 County-Wide Shared Services Plan and authorize the Chairman to sign the “Property Tax Savings Plan” certifying \$0 in savings for this year’s plan.
 - Voice Vote
 - Ballot Completion for Each Member’s Vote Rationale
- Meeting Adjourns

COUNTY-WIDE SHAREED SERVICES PANEL MEETING MINUTES

September 21, 2018

“Committee of the Whole” Panel Members (those present at this meeting are in BOLD):

The Chairman considers the panel group a Committee of the Whole, with some members, due to other obligations, unable to make all meetings. All information and deliverables will be emailed to all panel members so that each may participate in this process, whether they can make a particular meeting or not.

Chairman Earl Van Wormer III, John Bates, Phillip Skowfoe, Alex Luniewski, Margaret Hait, Richard Lape, John Leavitt, Sandra Manko, Anthony Van Glad, Peter Coppolo, Stephen Weinoffer, Allan Tavenner, Bill Federice, Harold Vroman, Leo McAllister, Don Airey, Linda V. Holmes, John J. Borst, Matthew Avitabile, Doug Plummer, Carl Mummenthey

Chairman called the meeting to order at 9:48am

Chairman’s introductory comments

County Administrator Steve Wilson:

- Required by the Shared Services law to do a public presentation of the final plan
- Mr. Wilson presented a PowerPoint of the plan (attached)

Susan Savage, NYS DOS Division of Local Government Services, took questions on the requirement of the shared services law, in particular the requirement for a written justification of a panel member’s roll call vote.

MOTION (Roll Call Vote, by VanGlad, Seconded by Tavenner): To approve the 2018 County-Wide Shared Services Final Plan and authorize the Chairman to sign the “Property Tax Savings Plan” certifying \$0 in savings for this year’s plan. APPROVED (14 Yes; 2 No; 7 excused)

Blenheim	Don Airey	Yes
Broome	Stephen Weinhofer	Excused
Carlisle	John Leavitt	Yes
Cobleskill	Leo McAllister	Yes
Conesville	Bill Federice	Yes
Esperance	Earl VanWormer	Yes
Fulton	Philip Skowfoe, Jr.	No
Gilboa	Tony VanGlad	Yes
Jefferson	Margaret Hait	Yes
Middleburgh	Gerald (Pete) Coppolo	No
Richmondville	Richard Lape	Yes
Schoharie	Alan Tavenner	Yes
Seward	John Bates, Jr.	Yes
Sharon	Sandra Manko	Yes
Summit	Harold Vroman	Yes
Wright	Alex Luniewski	Yes
Cobleskill	Linda Holmes	Excused
Esperance	Charles Johnston	Excused
Middleburgh	Matthew Avitabile	Excused
Richmondville	Kevin Neary	Excused
Schoharie	John Borst	Yes
Sharon Springs	Doug Plummer	Excused
Cobleskill-Richmonville SD	Carl Mummenthey	Excused

Motion to adjourn at 10:04am (By Vroman, Seconded by Tavenner). Approved



Schoharie County County-Wide Shared Services Panel

2018 Final Plan

September 21, 2018

Projects Analyzed

- The Panel decided to review 5 potential areas for savings:
 - Shared Grant Writing Services
 - Shared Social Service Programs in Schools
 - Shared Accessing Functions
 - Shared EMT Services
 - Shared Information Technology Services
- Work groups were formed to study these areas
- Findings are summarized in the report and the next several slides

Shared Grant Writing

- A minimal number of municipalities appropriate funds for grant writing
- Much of the grant writing process is provided by private companies as part of a project
- In most cases, sharing grant writing services would cost the municipality, since most are not allocating money to the function currently.
- There may be some value in pooling resources in the future, but there would be no cost savings to do so.

Shared Social Services in Schools

- County provides several programs in county-located school districts
- For 2018, County re-allocated costs and brought the “Stepping Stones” program in-house. Doing so eliminated a contract and saved county taxpayers \$61,052
- Work group looked for additional opportunities such as the “Stepping Stones” example
- Due to complexity of services, Work Group was unable to identify specific programs to begin sharing services.
- **Work Group will continue examining the situation to identify saving opportunities for the 2019-2020 school year.**

Shared Assessing Functions

- Work Group looked at 4 potential options, all of which were determined to cost more than the current system:
 - County-run assessing
 - Contract services with towns
 - County-assisted municipal run assessing
 - Coordinated assessing program
- Start-up costs, including hiring new staff and wide-spread reassessment, make these options prohibitive
- County's RPTO already provides a number of services to towns at no charge
- County's RPTO will look to further coordinate tasks to free up more town resources to allow municipalities the opportunity to share functions.

Shared EMT Services

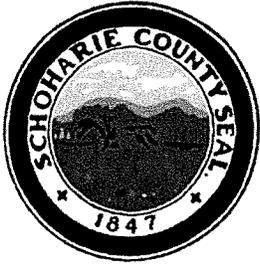
- Delivering EMT Services in the county has become problematic, mostly due to volunteer issues → County has needed to augment the volunteer force with paid EMTs (both full-time and part-time)
- The financial opportunity lies in organizing rescue squads to be able to bill for services (only 4 out of 11 can bill currently)
- This potential re-organization will take time, resources, & much collaboration to implement
- Additional revenue potential could translate into reduced property taxes: Estimated net revenues about \$700,000
- **The county's OES Director will be spearheading this effort to determine project viability**

Shared Information Technology Services

- County ITS performs a number of services to municipalities at no charge or at a discounted rate. Work group determined current estimated savings these shared services are already providing:
 - Tax Collecting Services: \$54,778
 - Web Hosting: \$61,897
 - On-Line Dog Licensing: \$189,510
 - Electronic Document Management: \$28,549
 - Computer Support Services: \$12,148
 - Anti-Virus: \$2,145
 - TOTAL CURRENT SHARED SERVICE SAVINGS: \$349,027
- Other opportunities to provide enhanced ITS services by the county would cost additional money to municipalities overall, but far less than if it were to source those services in the marketplace

Property Tax Savings in 2018 Plan

- Panel did not identify any specific savings in this year's process
- Panel identified 2 projects that could yield savings in the future:
 - Social Services in Schools
 - Shared EMT Services
- County will help in coordinating these 2 projects throughout the rest of the year
- We will report progress to next year's CWSSI Panel



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, Leo McAllister, representative from the Town / Village / School District (please circle appropriate) of Cableskill, cast the following vote for Schoharie County's 2019 County-Wide Shared Services Plan:

Approve

Do not approve

An explanation of this vote is required. Below is the reason for my vote:

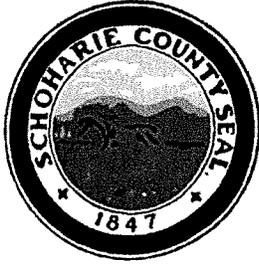
Towns, villages and the county have been sharing services prior to the state mandating came into being. Having the state telling the counties, etc to do this is unnecessary.

Signature of Panel Member: Leo McAllister

Printed Name: Leo McAllister

Date Submitted: 9/21/18

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



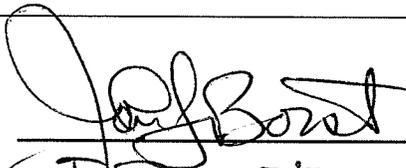
Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, John J. Borst, representative from the Town / Village /
School District (please circle appropriate) of SCHOHARIE, cast
the following vote for Schoharie County's 2019 County-Wide Shared
Services Plan:

- Approve**
 Do not approve

An explanation of this vote is required. Below is the reason for my vote:

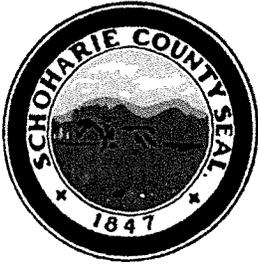
Shared Services is a complex, technical process as this plan development has shown. This Plan is a good initial step that has forced us to look at shared services opportunities. It has formalized a process and has required us to work together as a team. Despite no identified tax savings, it is good exercise.

Signature of Panel Member: 

Printed Name: JOHN J. BORST

Date Submitted: 9-21-2018

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, Phil Skowfere, representative from the Town / Village / School District (please circle appropriate) of _____, cast the following vote for Schoharie County's 2019 County-Wide Shared Services Plan:

- Approve
 Do not approve

An explanation of this vote is required. Below is the reason for my vote:

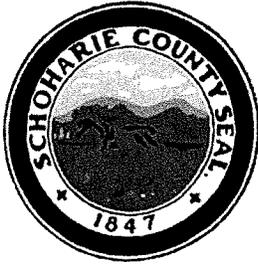
Believe that the cost outweighs the saving because we already do many of the shared services that go between the towns and County

Signature of Panel Member: Philip R Skowfere

Printed Name: Philip R Skowfere JR

Date Submitted: 9-21-18

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, SANDRA MANKO, representative from the Town / Village /
School District (please circle appropriate) of SHARON, cast
the following vote for Schoharie County's 2019 County-Wide Shared
Services Plan:

Approve

Do not approve

An explanation of this vote is required. Below is the reason for my vote:

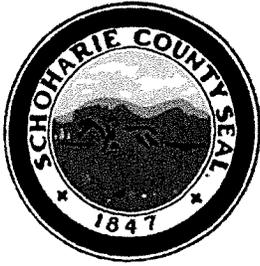
*The program forces supervisors to look
at additional ways to economize and
document potential savings.*

Signature of Panel Member: Sandra Manko

Printed Name: SANDRA MANKO

Date Submitted: 9/21/18

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, Don Airey, representative from the Town / Village /
School District (please circle appropriate) of Blenheim, cast
the following vote for Schoharie County's 2019 County-Wide Shared
Services Plan:

Approve

Do not approve

An explanation of this vote is required. Below is the reason for my vote:

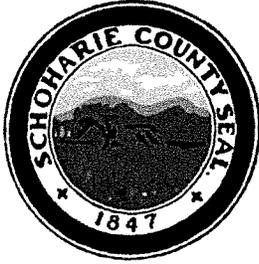
No explanation - many of these
directions are already being done!

Signature of Panel Member: 

Printed Name: Don Airey

Date Submitted: 9-21-2018

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, Margaret Hait, representative from the Town / Village /
School District (please circle appropriate) of Jefferson, cast
the following vote for Schoharie County's 2019 County-Wide Shared
Services Plan:

- Approve**
- Do not approve**

An explanation of this vote is required. Below is the reason for my vote:

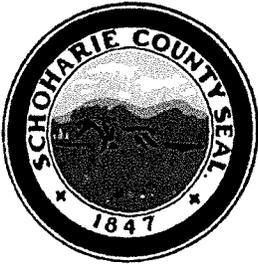
These are things that we already do. And we
do and are looking at things down the
road anyway without being told we
have to do these

Signature of Panel Member: Margaret Hait

Printed Name: Margaret Hait

Date Submitted: 9-21-2018

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, JOHN BATES JR, representative from the Town / Village / School District (please circle appropriate) of SEWARD, cast the following vote for Schoharie County's 2019 County-Wide Shared Services Plan:

- Approve
 Do not approve

An explanation of this vote is required. Below is the reason for my vote:

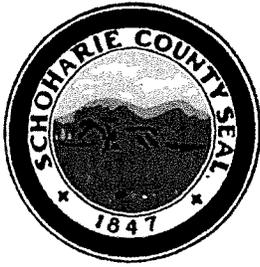
I AM IN FAVOR IN THE HOPE THAT THESE IDEAS WILL SAVE THE COUNTY MONEY IN THE FUTURE.

Signature of Panel Member: John Bates Jr.

Printed Name: JOHN BATES JR

Date Submitted: SEPT 21, 2018

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, Alex K. Luniewski, representative from the Town / Village /
School District (please circle appropriate) of WRIGHT, cast
the following vote for Schoharie County's 2019 County-Wide Shared
Services Plan:

- Approve
 Do not approve

An explanation of this vote is required. Below is the reason for my vote:

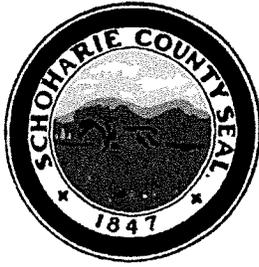
SHARED SERVICES IS SOMETHING OUR COMMUNITIES HAS DONE
FOR YEARS. NOW WITH ^{THIS} REQUIREMENT, THE STATE CAN
FUNNEL FUNDS TO THE AREAS WITH THE LARGEST BUDGETS,
RICHEST POPULATION, AND THE LARGEST ^{PUBLIC} WORKFORCE. GO IF
WE VOTE NO, ~~THEY~~ THEY HAVE REASONING TO CUT FUNDING.
NOTE: WE FIGURE "0" SAVINGS, THUS WE ARE CUT TO THE BONE
ALREADY.

Signature of Panel Member: _____

Printed Name: _____

Date Submitted: _____

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, W. A. Federice, representative from the Town / Village /
School District (please circle appropriate) of Conesville, cast
the following vote for Schoharie County's 2019 County-Wide Shared
Services Plan:

Approve

Do not approve

An explanation of this vote is required. Below is the reason for my vote:

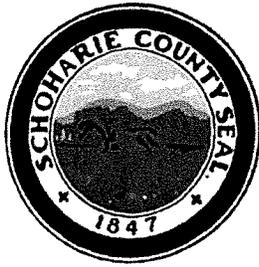
I am satisfied with the effort to research
and identify potential shared services and
the results reported.

Signature of Panel Member: W. A. Federice

Printed Name: W. A. Federice

Date Submitted: Sept. 21, 2018

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, John Leavitt, representative from the Town / Village /
School District (please circle appropriate) of Carlisle, cast
the following vote for Schoharie County's 2019 County-Wide Shared
Services Plan:

Approve

Do not approve

An explanation of this vote is required. Below is the reason for my vote:

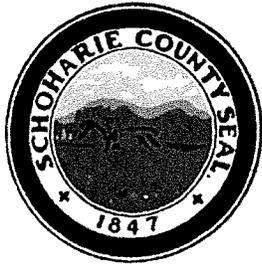
Way of saving tax payers money.

Signature of Panel Member: John Leavitt

Printed Name: John Leavitt

Date Submitted: 9/24/18

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, ANTHONY T. VAN GLAD representative from the Town / Village /
School District (please circle appropriate) of GLAZBOA, cast
the following vote for Schoharie County's 2019 County-Wide Shared
Services Plan:

Approve

Do not approve

An explanation of this vote is required. Below is the reason for my vote:

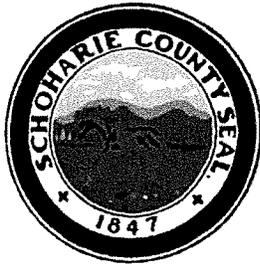
I THINK THE SERIOUS LOOK AT EMT
IS WELL NEEDED!

Signature of Panel Member: 

Printed Name: ANTHONY T. VAN GLAD

Date Submitted: 9/21/18

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, RICHARD T. LAPE, representative from the Town / Village /
School District (please circle appropriate) of RICHMONDVILLE, cast
the following vote for Schoharie County's 2019 County-Wide Shared
Services Plan:

Approve

Do not approve

An explanation of this vote is required. Below is the reason for my vote:

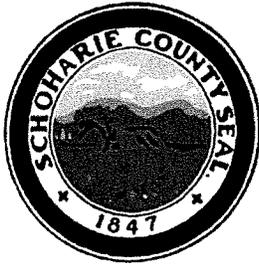
WE HAVE MET AS A GROUP OVER THE PAST FEW MONTHS
TO DISCUSS AND LOOK INTO SHARED SERVICES. DIFFERENT
AREAS PERTAINING TO SHARED SERVICES HAVE BEEN ANALYZED
AND THE RESULTS ARE SHOWN IN THE COUNTY REPORT.
THIS PLAN IS COMPREHENSIVE AND SHOWS THE AREAS
WE AS A GROUP HAVE DETERMINED CAN BE UTILIZED
TO HELP IN SHARED SERVICES.

Signature of Panel Member: _____

Printed Name: RICHARD T. LAPE

Date Submitted: 29-21-2018

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, Earl Van Wormer, Jr., representative from the Town / Village / School District (please circle appropriate) of Esperance, cast the following vote for Schoharie County's 2019 County-Wide Shared Services Plan:

Approve

Do not approve

An explanation of this vote is required. Below is the reason for my vote:

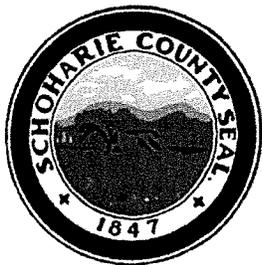
Because we have developed items that are important to our towns, villages and the county.

Signature of Panel Member: Earl Van Wormer, Jr.

Printed Name: Earl Van Wormer, Jr.

Date Submitted: 9-21-2018

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, HAROLD L. UROMANI, representative from the Town / Village /
School District (please circle appropriate) of Summit, cast
the following vote for Schoharie County's 2019 County-Wide Shared
Services Plan:

Approve

Do not approve

An explanation of this vote is required. Below is the reason for my vote:

IT IS ALWAYS GOOD TO TALK ABOUT
WAYS TO SHARE SERVICES AND
SAVE MONEY FOR THE TAXPAYERS

Signature of Panel Member: _____

Harold L. Uromani

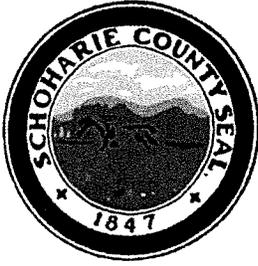
Printed Name: _____

HAROLD L. UROMANI

Date Submitted: _____

9-21-18

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.



Schoharie County
2018 County-Wide Shared Services Panel
Ballot

I, *Gerald Coppola* representative from the Town / Village /
School District (please circle appropriate) of *Middleburgh*, cast
the following vote for Schoharie County's 2019 County-Wide Shared
Services Plan:

- ~~Approve~~
 Do not approve

An explanation of this vote is required. Below is the reason for my vote:

We already have shared services

Signature of Panel Member:

Gerald Coppola

Printed Name:

Gerald Coppola

Date Submitted:

9/21/18

Instructions: This ballot will allow you to provide a rationale for your vote on the 2018 Shared Services Plan, as required by statute. Also per state requirements, your voice vote must be cast in accordance with NYS Public Meeting laws.