

ADMINISTRATIVE SERVICES COMMITTEE - BOARD OF ELECTIONS

Tuesday, September 6, 2022

10:30 a.m.

MINUTES

ATTENDEES

Legislators R. Ciotoli, W. Brown, and W. Standinger; Commissioner J. Wahls

Absent: Legislator E. Hollenbeck, Commissioner V. Layman

Guests: Cathy Haskell, Peter DeWind

APPROVAL OF AUGUST MINUTES

Motion by W. Standinger, second by W. Brown, all in favor, carried.

FINANCIAL

Board of Elections YTD Budget Report was presented. Due to unforeseen August elections, Election Expense budget line is almost exhausted. Election Inspector budget line will also be low after payments are made for August election. Grant requests in the presented resolutions will help cover election expenses for General Election.

OLD BUSINESS

See August Minutes.

Only 119 Election Inspectors worked Aug. 23 Special Election and Federal Primary. Should have had 136 to meet statutory minimum. 53 Election Inspectors worked Early Voting.

NEW BUSINESS

Re-canvass of Special and Federal Primary in progress, expected to be completed today. Final certification of election results due by Sept 12th, but with completion of the re-canvass, certification will be submitted today or tomorrow.

Certification of General Election ballot by NYS Board of Elections due September 14, and county boards certify on September 15th. Deadline to transmit military ballots (MOVE Act) for General Election is September 23rd. Following this, BOE will order regular absentee ballots from our printer, first batch gets mailed directly from printer facility.

Five Election Inspector Training Classes scheduled in September, and one in October. Legislator Standinger inquired if BOE had sufficient number of election inspectors for the General Election. Based on number of sign-ups for training, the

numbers look good, there may even be sufficient workers to have substitutes available. All scheduled classes are full or mostly full.

Commissioner Layman previously notified Chairwoman Sauerbrey and Peter DeWind of the issues with lead in the water at the Board of Elections. So far the issue has not been resolved. After some discussion, it was determined that the Board of Elections may temporarily install a water cooler dispenser until a permanent solution can be implemented. Peter DeWind will contact Gary Hammond to confirm DPW will cover expense, then Commissioner Wahls will contact Culligan Water to schedule install.

Last-minute items not on agenda:

The "Notice to Candidates and Party Chairs" letter was provided to the committee, which outlines Board of Elections activities pertaining to the upcoming General Election. The letter will be mailed to candidates and party chairs following certification of the 2022 General Election ballot.

Commissioner Wahls informed the committee of a significant increase in FOIL requests since the 2020 General Election. These requests often ask for information or records that are not actually subject to FOIL, and cannot be released without a court order. Over the long weekend we received some "demands" to preserve records and ballots from the 2020 elections because certain groups or individuals are "contemplating" litigation. However, mere contemplation of litigation is insufficient to trigger a hold on records past the scheduled destruction date. It was decided the County Attorney's office will respond to such requests rather than the Board of Elections.

PERSONNEL

There have been very few applications so far for the open Democratic Election Clerk position. The Election Clerk positions are currently simple no-benefits hourly positions. Commissioner Wahls inquired about possibility to include benefits as an option for these positions to make them more attractive to job-seekers, and to help retain employees long-term. The committee responded that the first step is to get a dollar figure from Personnel.

RESOLUTIONS/PROCLAMATIONS

Two resolutions were presented, requesting authorization to utilize remaining HAVA SHOEBOX grant funds, and to apply for the Absentee Ballot Pre-Paid Postage Grant. The Committee had no questions or concerns, and approved the resolutions to move forward.

Meeting adjourned.