

ADMINISTRATIVE SERVICES COMMITTEE - BOARD OF ELECTIONS
Tuesday, January 3, 2023
11:30 a.m.
MINUTES

ATTENDEES

Legislators Ciotoli, Brown and Standinger; Commissioners Layman and Wahls

APPROVAL OF DECEMBER MINUTES

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

FINANCIAL

Board of Elections YTD Budget Report was presented.

Commissioner Wahls explained the election commissioners' plan to increase Election Inspector pay to coincide with the minimum wage increase. Budget increase will be required for 2024, but not 2023 assuming there are no surprise elections. Legislators did not object.

OLD BUSINESS

Claims were submitted for remainder of available HAVA-SHOEBOX grant funding. Claims prepared for 2022 Absentee Pre-Paid Postage Grant, but resolution required to accept funding. Awaiting invoice from FoxPointe Solutions for Disaster Recovery Plan consultation, via ITCS, so claim can be submitted through Elections Cybersecurity Remediation Grant Program.

Reminder that commissioners will be attending NYS Election Commissioners Winter Conference in Albany, Jan 17-20, 2023.

See December Minutes.

NEW BUSINESS

Board of Elections Annual Meeting, required by Election Law, will be held on Wednesday, January 11. This is the official organizational meeting for the Board of Elections, and staff will plan for 2023.

NVRA Purge to be completed late January. Inactive voters who have not voted in two consecutive federal elections will be purged from the voter rolls, per National Voter Registration Act.

Templates for Certificates of Offices up for Election have been sent to Town Clerks and County Clerk; sign certificates due back to BOE by February 1st.

Poll Site Agreements for year of 2023 are to be mailed to poll sites this month.

Representatives from the NYS Board of Elections will be visiting our office on January 27th to check in and discuss/review things like NVRA purge, grants.

Candor CSD has contracted our election services for their Capital Project Vote to be held on March 21, 2023. The school district covers cost of materials and labor, but we do not make a profit.

PERSONNEL - None

RESOLUTIONS

Resolution to "Accept Reimbursement from Absentee Ballot Pre-Paid Postage Grant and Amend 2022 Budget" was presented. No questions or concerns from legislators.

PROCLAMATIONS – None

ADJOURNMENT