

Minutes
Administrative Services Committee
March 16, 2026, 5:00 p.m., Legislative Chambers
Livestreamed on YouTube
Gerace Office Building, Mayville, NY

Members Present: Scudder, Anthony, Vanstrom, Heiser, Buchanan

Others: Chagnon, Lee, Woodard, Zafuto, Feldmann, Sharp, Pacos, Harp, Button

Complete video of meeting can be viewed on YouTube

Chairman Scudder called the meeting to order at 5:08 p.m.

Approval of Minutes (02/17/26)

MOVED by Legislator Anthony, SECONDED by Legislator Heiser to approve the minutes

Unanimously Carried

Privilege of the Floor

No one chose to speak.

Proposed Resolution – Confirm Appointment – Chautauqua County Ethics Board—
Presented by James Feldmann, Executive Assistant to the County Executive

Unanimously Carried

Proposed Resolution – Government Reduction Initiative Assistance for Town of Pomfret for Sharing and Consolidating of Services Between Municipalities—
Presented by Lauren Sharp, Senior Planner with The Department of Planning & Development and Dan Pacos, Town of Pomfret Supervisor

Unanimously Carried

Proposed Resolution— Cancellation of Uncollectable Tax Liens—*Presented by Todd Button, First Deputy Director of Finance*

Unanimously Carried

Proposed Resolution – Cancellation of Uncollectable Tax Liens—*Presented by Todd Button, First Deputy Director of Finance*

Unanimously Carried

Proposed Resolution – Quit Claim Deeds—Presented by Todd Button, First Deputy Director of Finance

MOVED by Legislator Vanstrom, SECONDED by Legislator Heiser to Amend by Strikethrough and New Text (Amendments shown below) – Unanimously Carried to Amend

Offer Number	Municipality	S/B/L	Purchaser	Foreclosed Owner	Offer Amount	Taxes Owning
PA-232-2025	Carroll	062400-423.00-1-10.1	John Lobb	John Lobb	\$7,800.00	\$3,194.00
PA 250-2025	Chautauqua	062889-228.00-2-17.1	Adam Moulton	Jacqueline Brittain	\$99,000.00	\$3,456.54
				TOTAL	\$106,800.00	\$6,650.54
				TOTAL	\$7,800.00	\$3,194.00

Unanimously Carried as Amended

Proposed Resolution – Amend 2025 Budget for Year End Reconciliations—Assigned Counsel Department—Presented by Sam Zafuto, Deputy Director of Finance

Unanimously Carried

Late Proposed Resolution – Authorize Transfer of Tax Foreclosure Property to the City of Jamestown— Presented by Todd Button, First Deputy Director of Finance

Unanimously Carried

Presentation – Potential Changes to the Administrative Code—Presented by Emily Woodard, County Attorney and Nate Harp, Legislature Parliamentarian

MOVED by Legislator Buchanan, SECONDED by Legislator Vanstrom to adjourn

Unanimously Carried (5:27 p.m.)

Respectfully submitted and transcribed,
Olivia L. Lee, Clerk of the Legislature/Kristi R. Zink, Deputy Clerk