

Minutes
Administrative Services Committee
July 13, 2026, 5:00 p.m., Legislative Chambers
Livestreamed on YouTube
Gerace Office Building, Mayville, NY

Members Present: Scudder, Anthony, Vanstrom, Buchanan

Members Absent: Heiser

Others: Chagnon, Lee, Swan, Zafuto, Lyon, Makowski, Torres, Ellis

Complete video of meeting can be viewed on YouTube

Chairman Scudder called the meeting to order at 5:05 p.m.

Approval of Minutes (06/15/26)

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

Unanimously Carried

Privilege of the Floor

No one chose to speak.

Local Law Intro. 9-26 – A Local Law Opting Out of RPTL Section 487 Tax Exemptions for Certain Equipment and Energy Systems—*Presented by Chairman Scudder*

Discussion Item Only- Action taken at full Legislative Meeting

Local Law Intro 10-26 – A Local Law Amending Local Law 7-1990, As Amended, Relating to the Management Salary Plan by Providing for an Annual Adjustment of Management Salary Ranges Based Upon the Consumer Price
— *Presented by Debbie Makowski, Director of Human Resources*

Discussion Item Only- Action taken at full Legislative Meeting

Proposed Resolution – Standard Workday and Reporting Resolution— *Presented by Debbie Makowski, Director of Human Resources*

Unanimously Carried

Proposed Resolution – Authorize Extension of the 2025 Vote by Mail Grant Award from the New York State Board of Elections—*Presented by Luz Torres, Election Commissioner and Nacole Ellis, Election Commissioner*

Unanimously Carried

Proposed Resolution – Authorize Lease Agreement with 310-322 East Third Ventures, LLC

Unanimously Carried

Discussion – 310-322 East Third Ventures, LLC: Regarding Potential Lease Property
—*All members of Administrative Services Committee were present for the presentation given during the Public Facilities Committee meeting on this date. The presentation can be viewed here:*
<https://youtu.be/pIZ7hedCTUc?si=vaVPrmTcBxUwZr7B>

MOVED by Legislator Buchanan, SECONDED by Legislator Anthony to adjourn

Unanimously Carried (5:17 p.m.)

Respectfully submitted and transcribed,
Olivia L. Lee, Clerk of the Legislature/Amanda Guillory, Senior Stenographer