

Finance & Rules Committee Minutes

May 26, 2026

Members Present: Committee Chair Michael Montigelli, Legislators Robert Cantwell, Philip Reed, Daniel McBride, Robert Ferris, Frances Calarco, Steel Potter, Board Chair William Johnson

Others Present: Legislators Karen Freeman, James Nabywaniec, Patrick Jareo, Christopher Boulio, Corey Grant, Anthony Doldo, County Administrator Ryan Piche, Deputy Administrator Dylan Soper, County Attorney John Sabik, Employment & Training Director Cheryl Mayforth, County Treasurer Brian Peck, Deputy Treasurer Melissa VanBrocklin, Planning Director Hartley Bontiseel-Schweitzer, Public Health Director Steve Jennings, Office for Aging Director Bethany Munn, TIITC Executive Director Corey Fram, Confidential Secretary Jill Jones, Confidential Secretary Jaimie Lee

Chairman Montigelli called the meeting to order at 7:03 p.m. and offered Privilege of the Floor however no one present wished to speak. The Committee approved the minutes of the April meeting, as written.

County Treasurer Brian Peck and Deputy Treasurer Melissa VanBrocklin presented an overview concerning the launch of the Occupancy Tax Registry that includes short-term rentals. They said the Granicus contract has three modules: Address Identification which launched on January 21, 2026; Compliance Monitoring which has also been live since January 21, 2026; and Registration and Tax Collection which soft launched May 25, 2026 and will officially launch on June 1, 2026. Key short-term rental statistics include the following: 763 total short-term rental (STR) units currently advertised; 10 new units were identified in the last 30 days; 91.7% of STR units have their street addresses identified; and there are 1,219 total STR listings across various websites. Two batches of “kick-off” letters were sent to property owners on January 22 and March 12, 2026. The next batch is scheduled for late May, 2026. The STR Registration and Occupancy Tax Payment portal is slated to go live June 1, 2026 and is currently available on the Treasurer’s website. All owners will be required to register and remit a 3% occupancy tax on gross taxable receipts. The project will move into a “hypercare” phase for approximately one month following the June 1 launch of the module. Deputy Treasurer Van Brocklin walked legislators through the process of registering on the portal.

Thousand Islands International Tourism Council Executive Director Corey Fram presented an overview of the Jefferson County Visitors Investment Fund. He said the fund supports reinvestment in tourism-related infrastructure and products to enhance both the visitor experience and the quality of life for residents. The funding is derived from Jefferson County's occupancy tax revenues noting that 2025 collections totaled \$1,177,198.95 (9.96% decrease), and the first quarter of 2026 saw \$230,960.58 (95.9% year to year increase) Mr. Fram noted that there were two rounds of applications for the funding. Round 1 received 34 applications totaling approximately \$700,000, and applications were ranked and reviewed by a Committee that included Legislators and outlined a couple of the funded projects. The deadline for Round 2 is

August 31. Mr. Fram noted that further funding of \$350,000 is allocated for initiatives related to supplemental marketing for the following projects: Watertown International Airport Marketing Asset Development (today), Watertown International Airport Website redesign, Watertown International Airport marketing/advertising 2026-2028, Public Relations, Fort Drum marketing, and Supplemental travel trade.

Chairman Montigelli introduced a resolution Authorizing a Memorandum of Understanding with the Clayton Chamber of Commerce to Support the Bassmasters Elite Series in Clayton, NY and entertained a motion for consideration. A motion was duly made by Legislator McBride seconded by Legislator Cantwell and there being no debate, the Committee agreed to sponsor the resolution as presented.

Chairman Montigelli introduced a resolution Approving Mortgage Tax Report and entertained a motion for consideration. A motion was duly made by Legislator Potter seconded by Legislator Ferris and there being no debate, the Committee agreed to sponsor the resolution as presented.

Chairman Montigelli introduced a resolution Authorizing Appointments/Reappointments to the Workforce Development Board and entertained a motion for consideration. A motion was duly made by Legislator Cantwell seconded by Legislator Reed and there being no debate, the Committee agreed to sponsor the resolution as presented.

Chairman Montigelli introduced a resolution Authorizing Execution of the FY2023 Cybersecurity Grant Agreement and entertained a motion for consideration. A motion was duly made by Legislator Potter seconded by Legislator McBride and there being no debate, the Committee agreed to sponsor the resolution as presented.

Chairman Montigelli introduced a resolution Setting Time and Place for Public Hearing on Tentative 2026-2027 Jefferson Community College Budget and entertained a motion for consideration. A motion was duly made by Legislator Ferris seconded by Legislator Reed and there being no debate, the Committee agreed to sponsor the resolution as presented.

Chairman Montigelli introduced a resolution Amending Jefferson County Administrative Policies and Procedures for Investments and entertained a motion for consideration. A motion was duly made by Legislator Potter seconded by Legislator Calarco and there being no debate, the Committee agreed to sponsor the resolution as presented.

Chairman Montigelli introduced a resolution Authorizing an Agreement with Granicus for a Short-Term Rental and Occupancy Tax Management System and Support and entertained a motion for consideration. A motion was duly made by Legislator Ferris seconded by Legislator Potter and there being no debate, the Committee agreed to sponsor the resolution as presented.

Chairman Montigelli introduced a resolution Supporting Assembly Bill A11024 to Establish a Statewide Competency Restoration Workgroup and entertained a motion for consideration. A motion was duly made by Legislator McBride seconded by Legislator Reed and there being no debate, the Committee agreed to sponsor the resolution as presented.

Chairman Montigelli introduced a resolution Authorizing an Agreement with the New York State 250th Commemoration Commission and a Memorandum of Agreement with the Northern New York Community Foundation for the NY 250 Commemoration Monument Project Honoring Patriots of the Revolutionary War from Jefferson County and entertained a motion for consideration. A motion was duly made by Legislator Calarco seconded by Legislator Ferris and there being no debate, the Committee agreed to sponsor the resolution as presented.

Chairman Montigelli advised that if there were no objections, the resolutions referred from other jurisdictional committees would each be dealt with as a block and legislators could pull out any resolution to discuss or vote on separately if desired. Legislators did not express objections to approving those resolutions in that manner.

On a motion by Legislator Reed seconded by Legislator Ferris and unanimously carried, the Committee approved the following General Services Committee sponsored resolutions:

- ✓ Authorizing an Agreement with McFarland-Johnson, Inc. for Bidding, Construction Administration and Observation Services for the General Aviation Parking Lot Improvements Project at Watertown International Airport and Amending the 2026 County Budget and Capital Plan in Relation Thereto
- ✓ Reappropriating Previously Allocated Funds for the Purchase of a 2024 International Dump Truck and Amending the 2026 County Budget in Relation Thereto
- ✓ Amending the 2026 County Budget for the Highway Department Relative to General Ledger Coding Review
- ✓ Amending the 2026 County Budget to Recognize Insurance Recovery and Allocating the Same in Highway Department Budget
- ✓ Amending the 2026 County Budget in Relation to the Community Development Block Grant and the Housing Improvement Program
- ✓ Amending the 2026 County Budget to Recognize Insurance Recovery and Allocating the Same in Recycling and Waste Management Department Budget
- ✓ Recognizing the New York State Governor's Traffic Safety Committee's Child Passenger Safety Program Grant Award and Amending the 2026 County Budget in Relation Thereto
- ✓ Reappropriating New York State Division of Criminal Justice Services Statewide Targeted Reduction of Intimate Partner Violence (STRIVE) Grant Award Funds Relative to the Sheriff's Office and Amending the 2026 County Budget in Relation Thereto

On a motion by Legislator Potter seconded by Legislator Ferris and unanimously carried, the Committee approved the following Health & Human Services Committee sponsored resolutions:

- ✓ Authorizing Agreements for the Provision of Rent for Congregate Meal Sites for Nutrition Program Services through the Office for the Aging and Amending the 2026 County Budget in Relation Thereto
- ✓ Authorizing an Agreement with ACR Health for Homelessness Street Outreach and Amending the 2026 County Budget in Relation Thereto
- ✓ Amending the 2026 County Budget for Community Services Mental Health Programs and Authorizing an Amended Agreement with the Mental Health Association
- ✓ Amending the 2026 County Budget in Relation to the New York State Department of Health Lead Rental Registry Grant Program

There being no further business of the Committee, on a motion by Legislator Potter seconded by Legislator McBride and unanimously carried, the meeting was adjourned at 7:54 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ryan Piche". The signature is fluid and cursive, with the first name "Ryan" and last name "Piche" clearly distinguishable.

Ryan Piche
Clerk of the Board