

General Services Committee Minutes May 19, 2026

Members Present: Committee Chair James Nabywaniec, Legislators Philip Reed, Christopher Boulio, Robert Ferris, Steel Potter
Board Chair Johnson

Others Present: Legislators Patrick Jareo, Karen Freeman, Anthony Doldo, County Administrator Ryan Piche, Deputy Administrator Dylan Soper, County Attorney John Sabik, Director of Aviation Grant Sussey, Planning and Community Development Director Hartley Bonisteel Schweitzer, Code Enforcement Director Jason Crump, Probation Director Kristine Maloney, Confidential Secretary Jill Jones, Confidential Secretary Jaimie Lee

Chairman Nabywaniec called the meeting to order at 6:00 p.m. and offered Privilege of the Floor, however no one present wished to speak. The Committee approved the minutes of the April meeting.

Probation Director Kristine Maloney gave a presentation to the Committee outlining the New York State training requirements for probation officers and highlighted the Jefferson County Probation Department's role in hosting the Northern Regional Academy. Through a partnership with Jefferson Community College, the academy uniquely provides housing and meal plans while training dozens of officers from multiple surrounding counties. Ultimately, hosting this program builds state-wide credibility and positions the department as a professional leader, which helps strengthen the case for future funding and resources. Director Maloney gave recognition to her whole department coming together to help this happen.

Chairman Nabywaniec introduced a resolution 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 and entertained a motion for consideration. A motion was duly made by Legislator Reed, seconded by Legislator Boulio, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Authorizing Agreements for the Human Services Building Reception Security and Renovation Project and entertained a motion for consideration. A motion was duly made by Legislator Potter, seconded by Legislator Boulio, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced Local Law Intro No. 1 of 2026 Requiring Building Permits for All Commercial Renewable Energy Conversion Systems and entertained a motion for consideration. A motion was duly made by Legislator Potter and seconded by Legislator Reed. Chairman Nabywaniec clarified for the committee that this Local Law will only affect the County's zoning and jurisdiction and will not supersede that of municipalities that enforce their own codes. There being no further discussion, the Committee agreed to sponsor the local law as presented.

Chairman Nabywaniec introduced a resolution Setting a Time and Place for a Public Hearing on Local Law Intro. No. 1 of 2026 and entertained a motion for consideration. A motion was duly made by Legislator Potter, seconded by Legislator Boullo, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Authorizing a Concurrent Use and Occupancy Agreement with New York State Department of Environmental Conservation in Relation to a Culvert Replacement at County Route 8, Millens Bay Road in the Town of Lyme and entertained a motion for consideration. A motion was duly made by Legislator Reed, seconded by Legislator Potter, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Reappropriating Previously Allocated Funds for the Purchase of a 2024 International Dump Truck and Amending the 2026 County Budget in Relation Thereto and entertained a motion for consideration. A motion was duly made by Legislator Boullo, seconded by Legislator Ferris, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Amending the 2026 County Budget for the Highway Department Relative to General Ledger Coding Review and entertained a motion for consideration. A motion was duly made by Legislator Potter, seconded by Legislator Ferris, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Amending the 2026 County Budget to Recognize Insurance Recovery and Allocating the Same in Highway Department Budget and entertained a motion for consideration. A motion was duly made by Legislator Ferris, seconded by Legislator Boullo, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Amending the 2026 County Budget in Relation to the Community Development Block Grant and the Housing Improvement Program and entertained a motion for consideration. A motion was duly made by Legislator Boullo, seconded by Legislator Ferris, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Amending the 2026 County Budget to Recognize Insurance Recovery and Allocating the Same in Recycling and Waste Management Department Budget and entertained a motion for consideration. A motion was duly made by Legislator Reed, seconded by Legislator Potter, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution Increasing Recycling and Waste Management Petty Cash Fund and entertained a motion for consideration. A motion was duly made by Legislator Reed, seconded by Legislator Potter, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution 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 and entertained a motion for

consideration. A motion was duly made by Legislator Boullo, seconded by Legislator Potter, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec introduced a resolution 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 and entertained a motion for consideration. A motion was duly made by Legislator Potter, seconded by Legislator Boullo, and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Nabywaniec announced that the slideshow running prior to the meeting coming to order were the planned Jefferson County Public Transit bus routes and the names announced. Legislator Boullo added that these routes are anticipated to start running on July 9th, 2026.

There being no further business of the Committee, on a motion by Legislator Ferris, seconded by Legislator Potter, and unanimously carried, the meeting was adjourned at 6:29 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