

# Agenda



## Charter Revision Commission

Date/Time: 2/2/2023 at 5:00 PM  
Zoom Mtg ID: 840 4292 4344

Location(s): 244 Fair St., 6<sup>th</sup> Fl., Kingston, NY  
1250 Penbrook Club Dr., Venice, FL

### Commission Members:

Mihm, Kathleen (Chair)	Kadgen, Thomas**	Simonofsky, D. Mici
Cardinale, Frank	McCarthy, Scott	Woltman, Brian
Donaldson, David*	Parker, LeShawn	
Shannon Harris	Rodriguez, Hector	

\* via videoconference with a physical address of 1250 Penbrook Club Dr., Venice, FL 34285

\*\* via videoconference due to "extraordinary circumstances" pursuant to NYS Public Officers Law Section 103-A and Ulster County Local Law No. 8 of 2022

### Agenda Items:

1. Call to Order / Roll Call / Welcome Guests and Members of the Public
2. Approval of January 12, 2023 meeting minutes [draft attached at pages 3-6 ]
3. Public Comment (if any)
4. Ulster County Board of Elections Commissioners John Quigley and Ashley Torres will speak on proposed Charter revisions
5. Email dated January 31, 2023 from Ulster County Commissioner of Health, Dr. Carol Smith, regarding proposed revision to C-43 [email attached at pages 7-8 ]
6. Ulster County Comptroller March Gallagher will speak on her memorandum "Ulster County Charter Revision Clarifying Departmental Estimates" dated January 25, 2023 [memorandum attached at pages 9-10 ]
7. Commission Member Thomas Kadgen will speak on the following proposed addition to Section C-10(E) of the Charter: "The Commission shall decide at its first meeting by majority vote of the entire membership of the Commission if it will have a chairperson

and vice chairperson by election or a chairperson by rotation. **This decision will continue for the duration of the Commission unless and until changed by majority vote of the entire membership of the Commission.**"

8. Review and Discussion of Charter Sections C-11.1 through C-21 [relevant Charter sections attached at pages 11-15 ]
9. Review of Chart of Proposed Revisions Matrix [attached at pages 16-18 ]
10. Adjournment

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**Other Information:**

**DRAFT**

## **Ulster County Charter Revision Commission Regular Meeting Minutes**

**Date/Time:** January 12, 2023 at 5:00 PM

**Location:** Ulster County Legislative Chambers  
244 Fair Street, 6<sup>th</sup> Floor, Kingston, New York 12401

**Present:** Kathleen Mihm (Chairperson)  
David Donaldson\*  
Thomas Kadgen\*\*  
Scott McCarthy  
D. Mici Simonofsky  
Brian Woltman  
LeShawn Parker  
Shannon Harris

*\* via videoconference with a physical address of 1250 Penbrook Club Dr.,  
Venice, FL 34285*

*\*\* via videoconference due to extraordinary circumstances pursuant to  
NYS Public Officers Law §103-A and Ulster County Local Law No. 8 of  
2022*

**Absent** Frank Cardinale  
Hector Rodriguez

**Quorum:** Yes

**Other Attendees:** Mike Baden, Supervisor, Town of Rochester  
Rokosz Most, Hudson Valley One  
Fawn Tantillo, Senior Legislative Staff  
March Gallagher, Ulster County Comptroller  
Alicia DeMarco, Deputy Comptroller  
Kristin Gumaer, First Assistant County Attorney  
Dante De Leo, Assistant County Attorney

Chairperson Mihm called the meeting to order at 5:16 PM.

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**Motion No. 1:** **Motion to Approve the December 8, 2022 Meeting Minutes**

Motion made by: Commission Member Brian Woltman

Seconded by: Commission Member Scott McCarthy

Discussion: None.

Voting in favor: Commission Members Mihm (Chair), Donaldson, Kadgen, McCarthy, Simonofsky, Woltman, Parker, Harris

Voting against: None

**Disposition: Motion No. 1 passed 8-0.**

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**Public Comment:** None.

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**Motion No. 2: Motion to Add Ulster County Clerk Nina Postupack's Proposed Revision to Article XXXI, Section C-103, as Set Forth in the Letter Dated December 28, 2022, to the Charter Redline**

Motion made by: Commission Member David Donaldson

Seconded by: Commission Member Brian Woltman

Discussion: None.

Voting in favor: Commission Members Mihm (Chair), Donaldson, Kadgen, McCarthy, Simonofsky, Woltman, Parker, Harris

Voting against: None

**Disposition: Motion No. 2 passed 8-0.**

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Ulster County Comptroller March Gallagher and Deputy Comptroller Alicia DeMarco took the floor to discuss Agenda Item No. 5, regarding the Charter's treatment of bank reconciliations, as well as previously proposed revisions.

Commission Members discussed the definition of "departmental estimates" in Section C-6. Ulster County Comptroller March Gallagher advised the Commission that her office will be submitting a proposal to the Commission.

Commission Members discussed Section C-5 of the Charter in relation to the Commission's powers and dissolution.

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**Motion No. 3:            Motion to Add Ulster County Comptroller March Gallagher's Proposed Revision to Section C-57(B), as Set Forth in her Memorandum dated October 4, 2022, to the Charter Redline**

Motion made by:        Commission Member Thomas Kadgen

Seconded by:            Commission Member D. Mici Simonofsky

Discussion:              None.

Voting in favor:        Commission Members Mihm (Chair), Donaldson, Kadgen, McCarthy, Simonofsky, Woltman, Parker, Harris

Voting against:         None

**Disposition:            Motion No. 3 passed 8-0.**

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Commission Members discussed proposed changes to Sections C-1 through C-11 of the Charter.

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**Motion No. 4:            Motion to Approve Proposed Revision to Section C-5 (B) of the Charter Mandating Appointment of a Charter Revision Commission on Years Ending with "5" and "0" Commencing with the Year 2030**

Motion made by:        Commission Member Thomas Kadgen

Seconded by:            Commission Member Scott McCarthy

Discussion:              None.

Voting in favor:        Commission Members Mihm (Chair), Donaldson, Kadgen, McCarthy, Simonofsky, Woltman, Parker, Harris

Voting against:         None

**Disposition:            Motion No. 4 passed 8-0.**

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Commission Member Shannon Harris left the meeting at 6:16 PM.

Chair Mihm recognized Town of Rochester Supervisor Mike Baden, who spoke in his capacity as Vice-Chair of the Ulster County Planning Board about his intent to bring proposed revisions to a future meeting.

Chair Mihm recognized Senior Legislative Staff Fawn Tantillo, who took the floor to remind the Commission that a Charter Revision Commission met and put changes to the ballot in 2012.

Commission Members discussed Section C-10 (E) regarding the election/rotation of a Chairperson for the Commission on Reapportionment. Chair Mihm recognized Fawn Tantillo who took the floor to inform the Commission that the last Reapportionment Commission rotated Chairpersons each meeting through each member and then elected a Chair.

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**Motion No. 5:            Motion to Approve the Proposed Revision to Section C-11(O) of the Charter Increasing the Amount set forth therein from \$50,000 to \$100, 000**

Motion made by:        Commission Member Scott McCarthy

Seconded by:           Commission Member Brian Woltman

Discussion:             Commission Member David Donaldson spoke in support of the proposed revision as a time-saving measure and because the Legislature has other safeguards in place. Commission Member Thomas Kadgen suggested striking the entire subsection.

Voting in favor:        Commission Members Mihm (Chair), Donaldson, Kadgen, McCarthy, Simonofsky, Woltman, Parker

Voting against:        None

**Disposition:           Motion No. 5 passed 7-0.**

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**Motion No. 6: Motion to Adjourn the Meeting**

Motion made by:        Commission Member David Donaldson

Seconded by:           Commission Member Brian Woltman

Discussion:             None.

Voting in favor:        Commission Members Mihm (Chair), Donaldson, Kadgen, McCarthy, Simonofsky, Woltman, Parker

Voting against:        None

**Disposition:           Motion No. 6 passed 7-0.**

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Meeting adjourned at 6:47 PM.

Meeting minutes prepared by Assistant County Attorney Dante De Leo

## Dante DeLeo

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**From:** Johanna Contreras  
**Sent:** Tuesday, January 31, 2023 5:20 PM  
**To:** Carol Smith; Dante DeLeo  
**Cc:** Katrina Rocap  
**Subject:** RE: ME definition in UC Charter

Thank you Dr. Smith. The CE's Office supports this request.

**From:** Carol Smith <csmi@co.ulster.ny.us>  
**Sent:** Tuesday, January 31, 2023 4:04 PM  
**To:** Dante DeLeo <ddel@co.ulster.ny.us>  
**Cc:** Katrina Rocap <kroc@co.ulster.ny.us>; Johanna Contreras <jcon@co.ulster.ny.us>  
**Subject:** ME definition in UC Charter  
**Importance:** High

Good afternoon,

I am writing to request that the condition stipulated in the UC Charter, that the ME "shall be a resident of the County of Ulster"; be removed. The rationale for this request is that it has been historically very difficult to find a physician willing to serve in the role of ME. Allowing otherwise qualified physicians, who are not UC residents, to serve in this role, can potentially increase the likelihood of finding a physician to serve as ME.

Please let me know if you have any questions.

Thank you,  
Dr. Smith

### § A5-4 Medical Examiner. [1]

*The Health Department shall assure the provision of medical examiner services that promote the public health by or under the supervision of qualified Medical Examiner(s), accountable to the Commissioner of Public Health or Public Health Director. The Medical Examiner shall be appointed by the County Executive, on the advice of the Commissioner of Health or Public Health Director, for a term of four years, subject to confirmation by the Legislature. The Medical Examiner shall be a resident of the County of Ulster. He or she shall be a physician duly licensed to practice his or her profession in the State of New York and shall:*

A.

*Be trained to investigate causes of death and order autopsies.*

B.

*Conduct community education as prescribed by the New York State Department of Health.*

C.

Perform all duties which are now required, or which hereafter may be required by law, of the Medical Examiner. In addition thereto, the Medical Examiner shall perform such additional and related duties involving the exercise of professional skills and training as may be prescribed by the County Executive and District Attorney.

D.

Keep such records and reports as are required by the provisions of § 677 of the County Law. Such records shall be open to inspection by the District Attorney of the County at any time and to other persons as provided for in § 677, Paragraph 3(B), of the County Law.

[1]

*Editor's Note: See Charter § C-43.*

Carol M. Smith, M.D., M.S., M.P.H.  
Commissioner of Health  
Ulster County Department of Health  
239 Golden Hill Lane  
Kingston, New York 12401  
845-340-3009  
Fax: 334-8337  
[csmi@co.ulster.ny.us](mailto:csmi@co.ulster.ny.us)



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MEMORANDUM FROM THE

# ULSTER COUNTY OFFICE OF THE COMPTROLLER

March S. Gallagher, Esq.  
Comptroller



Alicia DeMarco, CPA  
Deputy Comptroller

## MEMORANDUM

TO: Charter Review Commission Chair Kathleen Mihm  
Charter Review Commission Members

FROM: Comptroller March Gallagher

RE: Ulster County Charter Revision Clarifying Departmental Estimates

DATE: January 25, 2023

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The Ulster County Charter Article IV § C- 33 reference to “budget estimates,” in our opinion, are meant to refer to the **detailed budget requests** that are submitted by the individual departments to the County Executive during the development of the Executive’s Proposed Budget. The term “budget estimates” referred to specific data reported within the County’s financial system at that time, meaning that the term was specific to the software. Now, the data that contains the departmental budget requests is referred to as “level one budget worksheets,” in the County’s current financial software, New World Financial Systems. While the precise terminology used to identify this data may differ from software to software, it appears the intention of this section of the Charter was looking to capture the information contained in the requests submitted by individual departments, including transactional detail and support for amounts requested.

Our suggestion as it relates to modify the Charter, would be to clarify the definition of “budget estimates” by including the term in Article I §C- 6. The definition could seek to clarify that the Charter is looking to obtain the departmental specific requests submitted, regardless of the terminology used to identify such data in the financial software. We cannot anticipate how future software will refer to such data.

Per our recent discussion of providing more clarity to the definition of the word “department” in Article I § C- 6, we recommend that the Charter Revision Commission consider the following amendment to redefine “department”:

Article I § C- 6

**DEPARTMENT**

**The administrative unit which is the primary level of County government.**

Each of those administrative units of the executive branch set forth in Article V to Article XLIV herein;

This change would clarify that each department outlined in the charter is an independent department within the executive branch and that the executive branch as a whole is not a singular department.

Additionally, the Commission discussed providing additional clarity to the discussion of "budget estimates." We suggest an amendment for the following definition of the term "departmental estimates"

Article I § C- 6

DEPARTMENTAL ESTIMATE

Departmental estimates shall represent the detailed budgets requests submitted by each department to the Executive for the development of the Executive's Proposed Budget. These departmental requests will include any estimates, detail, and supporting documentation provided to justify the departmental requests submitted, and access to any such information in the County's financial software system.

This would bring clarity to Article IV § C- 33 of the Charter that requires the estimates to provided and made public. This section of the Charter while relevant can remain **unchanged**:

Article IV § C- 33 Departmental, agency, office or unit estimates.

[Amended 6-16-2020 by L.L. No. 3-2020]

The head of each department, agency, office or unit of County government shall submit to the County Executive, in writing, and through such channels and processes as specified by him or her, an overall estimate for that department, agency, office or unit and estimates by program within that department, agency, office or unit of expected expenses and expected revenues for the next ensuing fiscal year. A copy of said estimates from each department, agency, office or unit shall be simultaneously submitted to the Clerk of the Legislature. These estimates shall be called "departmental estimates" and shall be organized with proposed grand totals of expenses and revenues for personnel services and other than personnel services for the department, agency, office or unit and proposed subtotal appropriations for personnel services and other than personnel services for each program within each department, agency, office or unit. A statement of actual expenses and actual revenues for the immediately preceding completed fiscal year, budgeted expenditures and revenues for the current fiscal year, and expenditures and revenues to date for the current fiscal year shall be included in departmental submission, prepared in the same specified format for comparison purposes. Each departmental estimate of expenses and revenue by program shall be supported by such other detail and other supporting information concerning the economy, efficiency, and effectiveness of departmental performance as the County Executive shall require. Departmental estimates shall be public records and shall at all reasonable times be open to public inspection.

We hope that this clarification will provide for the transparency that was intended by the original clause, as we note there has been some difficulty in obtaining the documentation by multiple parties in the past.

- L. To create and establish the office of deputy or deputies to the head of any department, agency, or administrative unit;
- M. To determine and make provision for any matter of government not otherwise provided for, including, but not by way of limitation, any necessary matter involved in the transition to this Charter form of government;
- N. To determine and fix real property tax equalization rates among the various taxing districts of the County for County purposes consistent with standards prescribed by the Legislature of the State of New York and file the same in accordance with applicable law;
- O. To approve the execution of all contracts in excess of \$50100,000 entered into by the County; and
- P. To appropriate funds for the annual audit of the books and records of the County by independent auditors. [Amended 8-14-2012 by L.L. No. 9-2012<sup>1</sup>]

Commented [RW4]: Matrix 11  
Matrix 28  
Matrix 29

**§ C-11.1. Audit Committee. [Added 8-14-2012 by L.L. No. 9-2012<sup>5</sup>]**

There shall be an Audit Committee consisting of seven members: The Chairman of the Legislature or his/her designee will serve on and chair the committee and will appoint two additional members, at least one of whom must be a County Legislator; the minority leader will appoint two members, at least one of whom must be a County Legislator; the County Executive or designee; the Comptroller or designee. The County Executive and the Comptroller shall be nonvoting members. It shall take the affirmative action of three out of the five voting members to act.

- A. The Audit Committee shall:
  - (1) Select the independent auditor to perform the annual audit of the books and records of the County;
  - (2) Select the independent auditor in a fashion consistent with the County's existing procurement policy, and the Audit Committee shall consult with the Director of Purchasing in this respect; and
  - (3) Report the independent auditor's findings to the Legislature, County Executive and County Comptroller.

**§ C-12. Submission of enactments for executive approval; veto and veto override.**

- A. Except as otherwise provided by this Charter, every local law, legalizing act, or resolution adopted by the County Legislature, except legislative branch appointments not otherwise subject to County Executive approval and resolutions establishing rules and regulations or other matters pertaining solely to the conduct of the Legislature, shall be certified by the Clerk of the Legislature and submitted within five days after passage to the County Executive for the County Executive's

3. Editor's Note: This local law was approved at referendum by a majority of the duly qualified voters 11-6-2012.

4. Editor's Note: This local law was approved at referendum by a majority of the duly qualified voters 11-6-2012.

5. Editor's Note: This local law was approved at referendum by a majority of the duly qualified voters 11-6-2012.

approval in writing.

- B. If the County Executive approves the local law or resolution, he or she shall sign it and return it to the Clerk of the County Legislature; it shall then be deemed to have been adopted. If he or she disapproves the local law or resolution, he or she shall veto it by returning it within 10 days to the Clerk with his or her objections stated in writing, or 30 days in the case of a local law. Any resolution not returned within 10 days, or 30 days in the case of a local law, will be deemed to have been adopted. The Clerk shall present the local law or resolution with the County Executive's objections to the County Legislature at its next regular meeting, and these objections shall be entered in the Legislature's record, journal or minutes of proceedings.
- C. Within 30 days after such receipt and entry, the County Legislature may reconsider such vetoed enactment and pass the same over the objections thereto by a favorable vote of at least 2/3 of the whole number of its elected members on a roll-call vote.

**§ C-13. Local laws.**

- A. Adoption, amendment and repeal. The County Legislature may adopt, amend and repeal local laws by a majority vote of the total number of its members. Each local law shall embrace only one subject and may relate to property, affairs or government of the County, or any other subject of County concern. In the exercise of such power, and within the limitations provided by Article 4 of the Municipal Home Rule Law, the County may change, supersede or amend any act of the State Legislature.
- B. Procedure. Except as may otherwise be provided in this Charter, all procedural details relating to the adoption, amendment and repeal of local laws, including the conduct of referenda in connection therewith, shall be as provided in the Administrative Code or applicable law.
- C. Referenda. Local laws shall be subject to mandatory or permissive referenda when required by this Charter or applicable law.
- D. Effective date. Every local law shall become effective when filed in the office of the Secretary of State of the State of New York, or on such later date as may be provided in the local law.

**§ C-14. Resolutions.**

- A. Adoption, amendment and repeal. The County Legislature may adopt, amend and repeal resolutions by a majority vote of the total number of its members. Each resolution shall embrace only one subject and may relate to property or any other subject of County concern not required by this Charter or applicable law to be provided by local law. Resolutions shall not be subject to referenda.
- B. Procedure. Except as otherwise provided in the Charter, all procedural details relating to the adoption, amendment and repeal of resolutions shall be as provided in the Administrative Code or applicable law.

**§ C-15. Confirmation of appointments. [Amended 8-14-2012 by L.L. No. 9-2012<sup>6</sup>]**

A proposed appointment or proposed appointments to County office by the County Executive that requires confirmation by the County Legislature under provisions of this Charter shall be presented by the County Executive to the Clerk of the Legislature in writing in sufficient time to allow the Clerk to inform the full Legislature of the proposed appointment or appointments at least 30 days prior to the Legislature's next scheduled meeting. The Legislature shall vote on the confirmation of such individual at its next regular meeting at least 30 days after such nomination has been made by the County Executive. If the Legislature fails to vote upon the proposed appointment or appointments, the proposed appointment or appointments shall be deemed confirmed. When an appointment is not confirmed by the Legislature, but such appointment was considered at a regular meeting of the Legislature, the appointment of the same individual for the same position may not be resubmitted by the County Executive for 12 months after the Legislature votes upon the proposed appointment.

**§ C-16. Advisory committees, commissions and boards.**

Members of all citizens' committees, commissions and boards appointed pursuant to § C-11K of this Charter shall serve at the pleasure of the County Legislature. They shall serve without compensation other than for actual and necessary expenses within appropriations made therefor, unless otherwise provided by resolution of the County Legislature. The Chairman of the County Legislature shall be a member ex officio of all such committees, commissions and boards.

**§ C-17. Organizational meeting.**

- A. The organizational meeting of the County Legislature shall be conducted on or before the second Tuesday in January at the time and place designated in a written notice to be given each Legislator by the Clerk of the County Legislature not later than five days prior to such meeting. In the event of a vacancy in the office of the Clerk of the County Legislature, or his or her inability or failure to act in accordance with the provisions of this section, notice shall be given by the County Clerk.
- B. At this organizational meeting, the members of the Legislature shall select a Chairman at the call of the Clerk of the Legislature in each year. The Chairman shall appoint members of the County Legislature to serve on such committees as are provided by the rules of such Legislature. The Clerk of the County Legislature shall preside at all meetings of the Legislature until such time as a Chairman has been designated by election or appointment. The failure to elect a Chairman or appoint committee members shall not prevent the County Legislature from transacting its ordinary business.
- C. In the event of vacancy in the office of Chairman, the County Legislature shall fill that office in the manner provided by its rules. Should the County Legislature fail to select a Chairman within 30 days after that office shall become vacant for any reason, the County Executive shall appoint a member of the County Legislature to serve as Chairman for the balance of the calendar year.

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6. Editor's Note: This local law was approved at referendum by a majority of the duly qualified voters 11-6-2012.



**§ C-18. Monthly and special meetings; notice.**

The County Legislature shall fix by rule the time and place of its regular meetings, which shall be conducted at least once each calendar month. No prior notice of such meetings shall be required. Special meetings may be conducted at such times and places and upon such conditions and notice to all members as the County Legislature by rule may provide.

**§ C-19. Clerk of the County Legislature. [Amended 8-14-2012 by L.L. No. 9-2012<sup>7</sup>; 2-15-2017 by L.L. No. 1-2017]**

During the first organizational meeting for each new County Legislature, a Clerk of the County Legislature shall be appointed by resolution by the County Legislature, and such appointed Clerk shall serve for the duration of the appointing Legislature's term. In the event of vacancy, the Legislature shall appoint by resolution a new Clerk of the Legislature. The removal of the Clerk shall only be done by resolution with a favorable vote of at least 3/5 of the whole number of the Legislature. Deputy Clerks and employees of the Legislature shall be appointed in accordance with the Rules of Order of the Legislature.

**§ C-20. Counsel to the Legislature; Minority Counsel.**

- A. Appointment. There shall be a Counsel to the Legislature who shall be appointed by the Chairman of the Legislature. At the time of his or her appointment, and throughout his or her term of office, the Counsel to the Legislature shall be and remain duly licensed and entitled to practice law in the State of New York. He or she shall be appointed on the basis of his or her legal experience and other qualifications for the responsibilities of this office. He or she shall be directly responsible to the Chairman of the Legislature and shall serve at the pleasure of the County Legislature.
- B. Duties. The Counsel to the Legislature shall prepare local laws, resolutions, legalizing acts or other legislation or memoranda and opinions regarding these and perform other duties as required and assigned by the Chairman of the Legislature.
- C. Minority Counsel. There shall also be a Minority Counsel who shall be an attorney at law licensed to practice law in the State of New York and who shall generally provide legal advice and assistance to the members of the County Legislature belonging to the political party holding the second largest number of seats in the Legislature. He or she shall be selected by that party's caucus and shall serve at the pleasure of said caucus. [Amended 8-14-2012 by L.L. No. 9-2012<sup>8</sup>]
- D. To advise the Legislature, the Legislature may retain Special Counsel where it deems it necessary notwithstanding the provisions of § C-72 of this County Charter. [Added 8-14-2012 by L.L. No. 9-2012<sup>9</sup>]

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7. Editor's Note: This local law was approved at referendum by a majority of the duly qualified voters 11-6-2012.

8. Editor's Note: This local law was approved at referendum by a majority of the duly qualified voters 11-6-2012.

9. Editor's Note: This local law was approved at referendum by a majority of the duly qualified voters 11-6-2012.

**§ C-21. Filling membership vacancies.**

A vacancy in the County Legislature shall be filled by appointment by the County Legislature of a qualified elector residing within the district no later than 30 days from the time at which the vacancy occurs. If the appointment is not made within 30 days, a special election shall be conducted to fill the vacancy within 90 days after the vacancy occurs; provided, however, that if there is a scheduled general election within 120 days after said vacancy occurs, the vacancy shall be filled at that general election. A person who fills a vacancy, if appointed or elected at a special election, shall serve until commencement of the calendar year next succeeding the first general election after the happening of the vacancy at which a successor may be elected, and the vacancy shall be filled at such election for the unexpired term. A person elected at a general election to fill a vacancy shall serve out the remainder of the term for that seat.

WRITTEN SUBMISSIONS TO ULSTER COUNTY CHARTER REVISION COMMISSION

#	Submitted By	Description of Change	Date Submitted	Date(s) Considered	Determination	Member Note (Y/N/Discuss)	Relevant Charter Section(s)	Redline Page(s)
1	Patrick Long	Remove reference to Consumer Fraud Bureau	9/16/2022	10/6/2022	Revision Accepted		C-93; C-94	C:75
2	Nancy Schmidt	Remove reference to Community Corrections Department	9/29/2022	10/6/2022	Revision Accepted		C-124; C-125	C:111
3	Juan Figueroa	Streamline budget approval process	9/29/2022	10/6/2022	Await further elaboration from Sheriff's Office			
4	Juan Figueroa	County Attorney works for county executive, not the elected officials of the county	9/29/2022	10/6/2022	Await further elaboration from Sheriff's Office			
5	Brian Slack	Increase number of Traffic Safety Board appointees from 12 to 15	10/5/2022	10/6/2022	Revision Declined			
6	Thomas Kadgen	Process for filling vacancies for vacated offices	10/5/2022	10/6/2022	Elaborated in 11/14 submission			
7	Thomas Kadgen	Charter has been ignored/circumvented	10/5/2022	10/6/2022	Elaborated in 11/14 submission			
8	March Gallagher	Convene Charter Revision Commission at least once every five years	10/4/2022	10/6/2022	Revision Accepted		C-5(B)	C-4
9	March Gallagher	Clarify definition of "department"	10/4/2022	10/6/2022; 11/3/2022	Comptroller to provide draft language		C-6	C-6
10	March Gallagher	Add definition for "departmental estimates"	10/4/2022	10/6/2022; 11/3/2022	Pending Further Discussion		C-6	C-6
11	March Gallagher	Raise threshold for executive contracts from \$50,000 to \$100,000	10/4/2022	10/6/2022; 11/3/2022	Revision Accepted 11/12/2023		C-11(O); C-25(M)	C:12; C:18
12	March Gallagher	Make it clear departmental estimates must be shared to the Legislature. Give Legislature and Comptroller view only access to the budget requests made by the departments. In the current financial system (New World/Logos/Tyler ERP) these are called "Level 1 Budget Worksheets". Make Department heads send a hard copy to the Legislature.	10/4/2022	10/6/2022; 11/3/2022	Pending Further Discussion		C-33	C-23
13	March Gallagher	Establish a deadline for public posting of the budget	10/4/2022	10/6/2022	Revise to include deadline of December 31		C-38(J)	C-26
14	March Gallagher	The Commissioner of Finance shall hold no other elected public office or compensated employment and shall devote full time to the duties of the office.	10/4/2022	10/6/2022; 11/3/2022	Pending Further Discussion		C-53(A)	C-39
15	March Gallagher	Add Commissioner of Finance responsibility for timelines to enforce real property tax. Foreclosures should be processed as expeditiously as possible, with an annual review of all hazardous properties, a committee structure to review properties being withheld from the foreclosure action.	10/4/2022	10/6/2022; 11/3/2022	Pending Further Discussion		C-53(B)	C-39
16	March Gallagher	Add enforcement power/duties related to Ulster County's Occupancy Tax so that it's clear the Finance Commissioner has enforcement responsibility.	10/4/2022	10/6/2022; 11/3/2022	Pending Further Discussion		C-53(B)	C-39
17	March Gallagher	Change the required submission date of the AUD to the Legislature to mirror the due date in state law (May 1st). In practice, the AUD is never submitted to the Legislature prior to May 1.	10/4/2022	10/6/2022; 11/3/2022	Pending Further Discussion		C-53(B)(6)	C-39
18	March Gallagher	Place responsibility with Commissioner of Finance for reconciling the county's bank accounts. And create a deadline for notifying the County Comptroller of any new account within 30 days of opening.	10/4/2022	10/6/2022; 11/3/2022	Pending Further Discussion		C-53(B)(9)	C-39
19	March Gallagher	The Comptroller shall hold no other elected public office or compensated employment and shall devote full time to the duties of the office.	10/4/2022	10/6/2022; 11/3/2022	Pending Further Discussion		C-56(A)	C-43



WRITTEN SUBMISSIONS TO ULSTER COUNTY CHARTER REVISION COMMISSION

20 March Gallagher	The Comptroller shall use risk assessment to identify weaknesses in internal controls and shall summarize improvements in internal controls in an annual audit report to the Legislature and Executive by April 1 of each year.	10/4/2022 2; 11/3/2022; 11/10/2022	Revision Accepted	C-57(A)	C-43
21 March Gallagher	Remove bank reconciliations from Comptroller's responsibilities	10/4/2022	10/6/2022; 11/3/2022	Revision Accepted	C-57(B)
22 March Gallagher	Provide Comptroller authority to audit revenues	10/4/2022 2; 11/3/2022; 11/10/2022	Revision Accepted	C-57(C)	C-43
23 March Gallagher	Provide explicit authority to audit public benefit corporations	10/4/2022	10/6/2022; 11/3/2022	Request Opinions from Public Benefit Corporations	C-57(G)
24 March Gallagher	Grant authority to subpoena documents including digital records and access to software licensed or owned by the County	10/4/2022 2; 11/3/2022; 11/10/2022	Pending Further Discussion	C-57(H)	C-44
25 March Gallagher	Remove Charter sections regarding filing of Comptroller vacancy by Legislature	10/4/2022	10/6/2022; 11/3/2022	Pending Further Discussion	C-60
26 March Gallagher	Remove section on residential healthcare facilities	10/4/2022	10/6/2022	Revision Accepted	C-99
27 March Gallagher	Require periodic compensation review commission's findings to be incorporated into County Executive's proposed budget unless previously adopted by local law	10/4/2022	10/6/2022; 11/3/2022	Pending Further Discussion	C-110
28 Ed Jordan	Increase cost threshold for contracts being approved by the Legislature.	11/2/2022	11/3/2022	Pending Further Discussion	C-11(O); C-25(M)
29 Brendan Masterson	Increase cost threshold for contracts being approved by the Legislature.	11/2/2022	11/3/2022	Pending Further Discussion	C-11(O); C-25(M)
30 Dawn Spader	Add language to department head descriptions to include vesting authority, direction, and control over the department, including power to appoint and remove officers and employees within the department	10/13/2022	11/3/2022; 11/10/2022	Revision Accepted	
31 Brian Wollman	Adopt succession plan for County Executive including election of a C.E. and Prime Deputy ticket	11/10/2022	12/1/2022	Pending Further Discussion	
32 Thomas Kadgen	Executive, Comptroller, and County Clerk choose successors, which serve at pleasure of Legislature; can be removed and replaced by supermajority vote of Legislature; next election to take place as soon as a 'complete election cycle' can take place; veto from Acting C.E. can be overridden by simple majority.	11/14/2022	12/8/2022	Pending Further Discussion	
33 Thomas Kadgen	Remove 'alternative sentencing administrative unit' reference from Charter.	11/18/2022			
34 Thomas Kadgen	Extend residency requirements for Executive, County Clerk, and Comptroller to be a registered elector for three years.	11/18/2022			
35 Thomas Kadgen	Mandatory issuance of subpoena if request for material is ignored or denied	11/18/2022			C-11
36 Thomas Kadgen	Add provision to allow Legislature to act on any mandate that fails to be met or impasse	11/18/2022			
37 Thomas Kadgen	Mandate salary recommendations of periodic compensation board be placed before Legislature in separate salary categories for a vote	11/18/2022			
38 Thomas Kadgen	Reimburse up to \$5,000 court fees to any plaintiff that successfully sues County for breaching Charter	11/18/2022			
39 Thomas Kadgen	County Attorney must be confirmed by Legislature	11/22/2022			
40 Thomas Kadgen	Periodic Compensation Board member qualification should exclude former county officials	11/22/2022			
41 Thomas Kadgen	Successor in the instance of a legislator vacancy should come from the same party as the legislator who left the seat	11/22/2022			
42 Human Rights Comm.	Allow for filling of vacant seats by Commissioner	12/8/2022			
43 Human Rights Comm.	Increase number of members from 11 to 15	12/8/2022			

WRITTEN SUBMISSIONS TO ULSTER COUNTY CHARTER REVISION COMMISSION

44	Human Rights Comm.	Chair of Commission selected by commission, not County Executive	12/8/2022	
45	Barbara Hill	Raise maximum term limit for service on CSB	12/8/2022	
46	Barbara Hill	Increase mental health subcommittee size to 11 persons from 9	12/8/2022	
47	Nina Postupack	County Historian Appointed by Clerk instead of Exec	1/12/2023	1/12/2023 Revision Accepted
			C-103	C-89