



OFFICE OF LEWIS COUNTY BOARD OF LEGISLATORS

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December 22, 2020

New York Department of State
99 Washington Avenue
Albany, NY 12231-0001

Email: countywidesharedservices@dos.ny.gov
Susan.savage@dos.ny.gov

To Whom It May Concern:

Attached is Lewis County's County-Wide Shared Services Property Tax Savings Plan. As required, Lewis County held 3 public hearings: one (1) on December 1st and two (2) on December 17th. Lewis County Legislature received a draft copy of the shared services plan on Friday, November 13th. On December 21st, a panel vote was conducted on the final plan, and 15 of 25 participating Town and Villages were available to vote and approve the plan. A hard copy was delivered to the Clerk of the Board of Legislature on December 21, 2020.

Lewis County has fulfilled its obligations regarding the plan and the timelines associated. Please accept this plan for 2020 as we work to achieve our goals.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Ryan Piche".

Ryan Piche
County Manager

DECEMBER 2020

LEWIS COUNTY

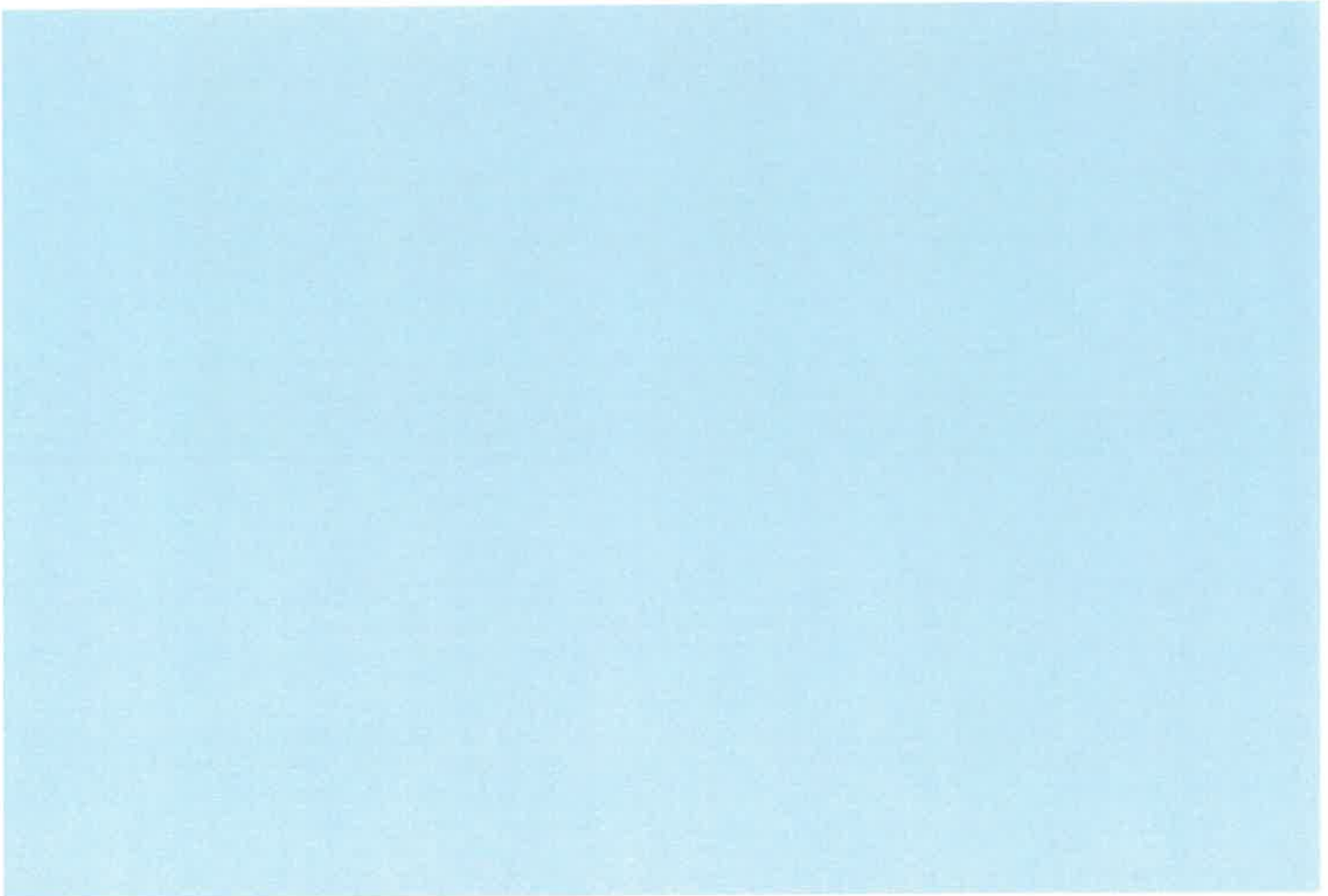
2020 SHARED SERVICES PLAN

Submitted By: Ryan Piche
County Manager

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INTRODUCTION

New York State's County-wide Shared Services Initiative law requires County Manager Ryan Piche, as the chief executive officer of the county, to prepare a property tax savings plan for shared, coordinated and efficient services among the county, towns, and villages within Lewis County. A Shared Services Panel consisting of the County Manager, Mayors of each village, and the Town Supervisors of each town within the county met to discuss the identified savings.



03**SHARED SERVICE REPRESENTATIVES**

County of Lewis: Ryan Piche, County Manager
Town of Croghan: Roger Burriss, Town Supervisor
Town of Denmark: James Derr, Town Supervisor
Town of Diana: David Parow, Town Supervisor
Town of Greig: Marilyn Patterson, Town Supervisor
Town of Harrisburg: Stephen Bernat, Town Supervisor
Town of Lewis: Dawn Zagurski, Town Supervisor
Town of Leyden: Rosalie White, Town Supervisor
Town of Lowville: Randy Schell, Town Supervisor
Town of Lyonsdale: Phillip Boardman, Town Supervisor
Town of Martinsburg: Terry Thisse, Town Supervisor
Town of Montague: Bruce Williams, Town Supervisor
Town of New Bremen: Peter Keys, Town Supervisor
Town of Osceola: Francis Yerdon, Town Supervisor
Town of Pinckney: Sherry Harmych, Town Supervisor
Town of Turin: Jane Gillette, Town Supervisor
Town of Watson: Gerald Crowell, Town Supervisor
Town of West Turin: Edward Hayes, Town Supervisor
Village of Castorland: Mervin Moser, Village Mayor
Village of Constableville: Joseph Genter, Village Mayor
Village of Copenhagen: Kenneth Clarke, Village Mayor
Village of Croghan: Julie Robinson, Village Mayor
Village of Lowville: Joseph Beagle, Village Mayor
Village of Lyons Falls: Anne Huntress, Village Mayor
Village of Port Leyden: Heather Collins, Village Mayor
Village of Turin: Josh Leviker, Village Mayor

COUNTY-WIDE SHARED SERVICES INITIATIVE

“Lewis County and its municipalities have shared services for years; however, many of the efficiencies are difficult to define monetarily. While there are existing shared service efforts underway, Lewis County is looking to explore several new opportunities to save our taxpayers money.”

-Ryan Piche, County Manager

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OPPORTUNITY #1

LEWIS COUNTY TO PROVIDE IT SERVICES FOR TOWNS AND VILLAGES

In November of 2020, the Lewis County Planning and IT Departments collaborated on a municipal IT needs survey that was distributed to all 25 governing bodies in the county. This survey was built to gauge interest in county website and email hosting services as well as municipal need for an IT professional. All but 10 municipalities participated in the survey. According to the survey results, most municipalities acknowledged that they would like to utilize county IT professionals and that most were paying an outside contractor to assist with these services. There were 3 municipalities that would like to utilize Lewis County for website hosting and 5 municipalities that were interested in utilizing the county email server. Municipalities who already have websites reported an approximate average annual cost of \$415.00. The participating municipalities that have existing email servers reported an approximate annual cost of \$437.00; however, this service was typically built into the annual website cost. While many of the participants expressed a desire to utilize the Lewis County IT Department, historical figures on IT services varied and would continue to do so in the future; however, it could be conservatively estimated that any given town would spend roughly \$300.00 annually on technology services and villages, depending on their needs, could spend over \$10,000.00 annually. If Lewis County were to offer these services to the interested municipalities, the estimated savings would be as follows:

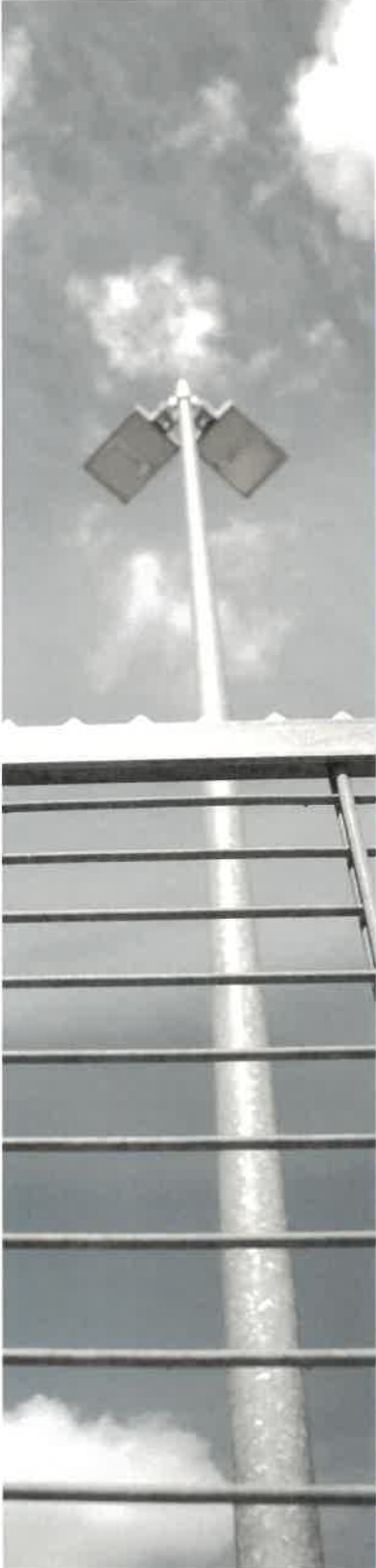
Website Hosting: \$1,245.00
Email Hosting: \$2,185.00
IT Professional Assistance: \$85,100.00
Total Estimated Projected Savings: \$88,530.00



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OPPORTUNITY #2

COORDINATED LED LIGHTING UPGRADES



There are twelve (12) eligible municipalities in both Lewis and Jefferson County that are currently pursuing the New York Power Authority's Energy Efficiency Program for the replacement of existing inefficient lighting fixtures with new LED lighting fixtures. Each municipality will be required to purchase existing lighting and install new LED lighting at a cost provided by NYPA. Once these expenses have been paid, estimated to be a total of \$1,915,160, all 12 participants are expected to see an overall annual savings of \$189,898 within their street lighting budgets. While individually they will benefit from an estimated 69% month-to-month energy cost savings, by coming together as a group to share construction and maintenance costs, municipalities can save even more.

The New York Power Authority (NYPA) provided project savings estimates for their program that include LED light fixtures, equipment, and labor costs. These figures, along with the projected mobilization fees that will be split amongst all of the participating municipalities due to coordination, were calculated to save a total of \$574,519.40. For the five (5) Lewis County municipalities that are expected to participate, the estimated savings are as follows:

Town of Martinsburg: \$23,923.31

Village of Croghan: \$23,195.00

Village of Lowville: \$101,852.48

Village of Lyons Falls: \$32,177.49

Village of Copenhagen: \$24,894.39

Total Estimated Projected Savings: \$206,042.67

07

PUBLIC HEARINGS

AS REQUIRED, THREE PUBLIC HEARINGS WERE HELD ON THE SHARED SERVICE INITIATIVE. DETAILS REGARDING SAID PUBLIC HEARINGS ARE AS FOLLOWS:

FIRST PUBLIC HEARING

THE FIRST PUBLIC HEARING WAS HELD ON TUESDAY, DECEMBER 1ST AT 5:00 PM.

SECOND PUBLIC HEARING

THE SECOND PUBLIC HEARING WAS HELD ON THURSDAY, DECEMBER 17TH AT 10:00 AM.

THIRD PUBLIC HEARING

THE THIRD PUBLIC HEARING WAS HELD ON THURSDAY, DECEMBER 17TH AT 10:15 AM.

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SHARED SERVICES PANEL MEETINGS

AS REQUIRED, TWO PANEL MEETINGS WITH LOCAL OFFICIALS REPRESENTING EACH MUNICIPALITY IN LEWIS COUNTY WERE HELD AS FOLLOWS:

FIRST PANEL MEETING

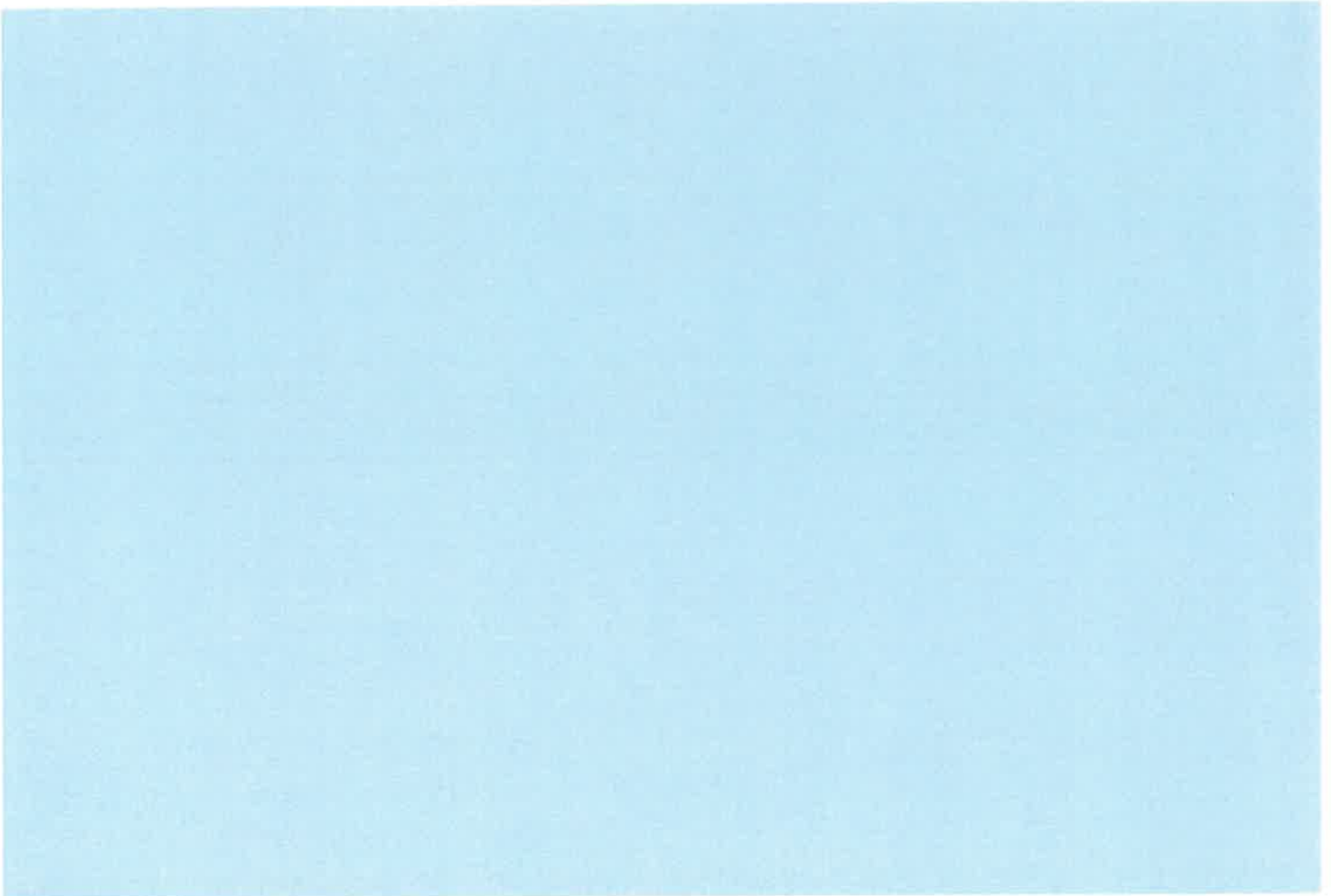
ALL 25 MUNICIPAL OFFICIALS WERE INVITED TO PARTICIPATE IN THE FIRST PANEL MEETING ON MONDAY, DECEMBER 7TH AT 3:00 PM.

SECOND PANEL MEETING

ALL 25 MUNICIPAL OFFICIALS WERE INVITED TO PARTICIPATE IN THE SECOND PANEL MEETING ON MONDAY, DECEMBER 21ST AT 3:00 PM.

09**CONCLUSION**

The final 2020 CWSSI plan was approved by the Shared Services Panel on December 21, 2020. With this plan, Lewis County projects a total anticipated savings of approximately \$294,572.67. All applicable documentation can be found in the Appendixes.





SHARED SERVICES PANEL VOTE

Panel Member Name:

Title:

Municipality:

Yes, I support the plan.

I'm voting in favor of this plan because (check all that apply):

It saves taxpayers money

Promote an efficient use of services county-wide

Other

Signature: James D. [Signature]

Date: 12/17/2020



SHARED SERVICES PANEL VOTE

Panel Member Name: *JULIE ROBINSON*

Title: *MAYOR*

Municipality: *VILLAGE OF CROGHAN*

Yes, I support the plan.

I'm voting in favor of this plan because (check all that apply):

It saves taxpayers money

Promote an efficient use of services county-wide

Other

Signature: *Julie Robinson*

Date: *12-21-2020*



SHARED SERVICES PANEL VOTE

Panel Member Name: *BRUCE WILLIAMS*

Title: *TOWN SUPERVISOR*

Municipality: *MONTAGUE*

Yes, I support the plan.

I'm voting in favor of this plan because (check all that apply):

It saves taxpayers money

Promote an efficient use of services county-wide

Other

Signature:

A handwritten signature in black ink, appearing to read "B. Williams", written over a dotted line.

Date:

12/21/2020





SHARED SERVICES PANEL VOTE

Panel Member Name:

Title:

Municipality:

Yes, I support the plan.

I'm voting in favor of this plan because (check all that apply):

It saves taxpayers money

Promote an efficient use of services county-wide

Other

Signature: Jane Gillett

Date: 12/21/2020



SHARED SERVICES PANEL VOTE

Panel Member Name: *Edward J. Hayes*

Title: *Town Supervisor*

Municipality: *Town of West Twin*

Yes, I support the plan.

I'm voting in favor of this plan because (check all that apply):

It saves taxpayers money

Promote an efficient use of services county-wide

Other

Signature: *Edward J. Hayes Supr*

Date: *12-3-20*



SHARED SERVICES PANEL VOTE

Panel Member Name:

Title:

Municipality:

Yes, I support the plan.

I'm voting in favor of this plan because (check all that apply):

It saves taxpayers money

Promote an efficient use of services county-wide

Other

Signature:

Date: 12/7/20

Terrence Thisse, Supervisor
Town of Martinsburg



SHARED SERVICES PANEL VOTE

Panel Member Name: *Joseph G. Beagle*

Title: *Mayor*

Municipality: *Lowville, Village*

Yes, I support the plan.

I'm voting in favor of this plan because (check all that apply):

It saves taxpayers money

Promote an efficient use of services county-wide

Other

Signature: *Joseph Beagle*

Date: *12/21/2020*



SHARED SERVICES PANEL VOTE

Panel Member Name: *Rosalie White*
Title: *Town Supervisor*
Municipality: *Town of Leyden*

Yes, I support the plan.

I'm voting in favor of this plan because (check all that apply):

It saves taxpayers money

Promote an efficient use of services county-wide

Other

Signature: *Rosalie White*

Date: *12/21/2020*



SHARED SERVICES PANEL VOTE

Panel Member Name: *Gerald Crowell*

Title: *Supervisor*

Municipality: *Town of Watson*

Yes, I support the plan.

I'm voting in favor of this plan because (check all that apply):

It saves taxpayers money

Promote an efficient use of services county-wide

Other

Signature: *Gerald Crowell*

Date: *12-21-2020*



SHARED SERVICES PANEL VOTE

Panel Member Name: *Maudyn Patterson*

Title: *Supervisor*

Municipality: *Town of Greig*

Yes, I support the plan.

I'm voting in favor of this plan because (check all that apply):

It saves taxpayers money

Promote an efficient use of services county-wide

Other

Signature: *Maudyn Patterson*

Date: *12/21/2020*



County-Wide Shared Services Property Tax Savings Plan Summary

Appendix A

County of Lewis			
County Contact: Ryan Piche, County Manager			
Contact Telephone: 315-376-5354			
Contact Email: ryanpiche@lewiscounty.ny.gov			
Partners			
Row 1 – 0 Cities in Lewis County			
	Participating Cities	Panel Representative	Vote Cast (Yes or No)*
1.			
2.			
3.			
Row 2 – 17 (total # of) Towns in Lewis County			
	Participating Towns	Panel Representative	Vote Cast (Yes or No)*
1.	Town of Martinsburg	Terry Thisse	Yes
2.	Town of Diana	David Parow	
3.	Town of Greig	Marilyn Patterson	Yes
4.	Town of Harrisburg	Stephen Bernat	Yes
5.	Town of Lewis	Dawn Zagurski	
6.	Town of Lowville	Randy Schell	Yes
7.	Town of Pinckney	Sherry Harmych	
8.	Town of Turin	Jane Gillette	Yes
9.	Town of Croghan	Roger Burriss	Yes
10.	Town of Denmark	James Derr	Yes
11.	Town of Leyden	Rosalie White	Yes
12.	Town of Lyonsdale	Phillip Boardman	
13.	Town of Montague	Bruce Williams	Yes
14.	Town of New Bremen	Peter Keys	
15.	Town of Osceola	Francis Yerdon	Yes
16.	Town of Watson	Gerald Crowell	Yes



County-Wide Shared Services Property Tax Savings Plan Summary

Appendix A

17.	Town of West Turin	Edward Hayes	Yes
18.			
19.			
20.			

Use Additional Sheets if necessary
 *The written justification provided by each Panel Representative in support of his or her vote on the Plan is attached hereto, as Exhibit 1.

Row 3 – 8 (total # of) Villages in Lewis County

	Participating Villages	Panel Representative	Vote Cast (Yes or No)*
1.	Village of Copenhagen	Kenneth Clarke	
2.	Village of Croghan	Julie Robinson	Yes
3.	Village of Lowville	Joe Beagle	Yes
4.	Village of Lyons Falls	Beau Bailey	Yes
5.	Village of Castorland	Mervin Moser	
6.	Village of Constableville	Joseph Genter	
7.	Village of Port Leyden	Heather Collins	
8.	Village of Turin	Josh Leviker	
9.			
10.			

Use Additional Sheets if necessary
 *The written justification provided by each Panel Representative in support of his or her vote on the Plan is attached hereto, as Exhibit 1.

Row 4 – (total # of) School Districts, BOCES, and Special Improvement Districts in Lewis County

	Participating School Districts, BOCES, and Special Improvement Districts	Panel Representative	Vote Cast (Yes or No)*
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			



County-Wide Shared Services Property Tax Savings Plan Summary

Appendix A

9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			

Use Additional Sheets if necessary

*The written justification provided by each Panel Representative in support of his or her vote on the Plan is attached hereto, as Exhibit 1.

Row 5

2019 Local Government Property Taxes	The sum total of property taxes levied in the year 2019 by the county, cities, towns, villages, school districts, BOCES, and special improvement districts within such county.
	\$55,639,316

Row 6

2019 Participating Entities Property Taxes	The sum total of property taxes levied in the year 2019 by the county, any cities, towns, villages, school districts, BOCES, and special improvements districts identified as participating in the panel in the rows above.
	\$30,817,444

Row 7

Total Anticipated Savings	The sum total of net savings in such plan certified as being anticipated in calendar year 2021, calendar year 2022, and annually thereafter.
	2021 - \$294,572.67; 2022 - \$167,502.46


Row 8

Anticipated Savings as a Percentage of Participating Entities property taxes	The sum total of net savings in such plan certified as being anticipated in calendar year 2021 as a percentage of the sum total in Row 6, calendar year
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County-Wide Shared Services Property Tax Savings Plan Summary

Appendix A

	<p>2022 as a percentage of the sum total in Row 6, and annually thereafter as a percentage of the sum total in Row 6.</p> <p>2021 - .96% ; 2022 - .54%</p>
Row 9	
<p>Anticipated Savings to the Average Taxpayer</p>	<p>The amount of the savings that the average taxpayer in the county will realize in calendar year 2021, calendar year 2022, and annually thereafter if the net savings certified in the plan are realized.</p>
Row 10	
<p>Anticipated Costs/Savings to the Average Homeowner</p>	<p>The percentage amount a homeowner can expect his or her property taxes to increase or decrease in calendar year 2021, calendar year 2022, and annually thereafter if the net savings certified in the plan are realized.</p>
Row 11	
<p>Anticipated Costs/Savings to the Average Business</p>	<p>The percentage amount a business can expect its property taxes to increase or decrease in calendar year 2021, calendar year 2022, and annually thereafter if the net savings certified in the plan are realized.</p>
CERTIFICATION	
<p>I hereby affirm under penalty of perjury that information provided is true to the best of my knowledge and belief. This is the finalized county-wide shared services property tax savings plan. The county-wide shared services property tax savings plan was approved on <u>December 21, 2020</u>, and it was disseminated to residents of the county in accordance with the County-wide Shared Services Property Tax Savings Law.</p>	
<p><u>Ryan Piche</u></p> <p>(Print Name)</p>	<p><u>County Manager</u></p>
<p></p> <p>_____</p> <p style="text-align: center;">(Signature)</p>	<p><u>12/22/2020</u></p> <p>_____</p> <p style="text-align: center;">(Date)</p>