
**LEWIS COUNTY BOARD OF LEGISLATORS
FINANCE & RULES COMMITTEE MEETING
February 24, 2026**

Present:

Legislator Jeffrey Nellenback, Vice Chair
Legislator Herbert Frost III
Legislator Thomas Osborne
Legislator Barry Lyndaker

CALL TO ORDER

Legislator Nellenback called the meeting to order at 3:07 PM

APPROVAL OF MINUTES

Motion: Legislator Nellenback moved to approve the minutes of January 20, 2026, Finance & Rules Committee meeting as submitted.

Motion seconded by Legislator Frost and adopted.

Vote: AYE – 4 NAY – 0 Recuse/Abstain - None

Disaster Recovery Capital Project

Presenter: *Conner Biolsi, Director of Information Technology*

Conner Biolsi reviewed the county's disaster recovery and continuity posture with a focus on the risk created by housing the primary data center in the courthouse basement. He explained that core systems and internet connectivity converge at that facility; some data is replicated to cloud services, but primary operations remain dependent on on-site infrastructure, and backup frequency varies by application criticality.

Legislators discussed acceptable recovery timelines, the county's risk appetite, and cost trade-offs among full active redundancy, warm spares, and cold spares. There was informal consensus to accept some operational risk and target recoveries measured in days rather than hours. Funding and next steps were reviewed: work will begin using two grant buckets plus an approved capital allocation, and a resolution to migrate the ERP (Tyler Munis) to a

cloud-hosted model was noted — increasing recurring costs but reducing local operational risk. Open issues include defining exact recovery time objectives for mandated services and quantifying budget needs for tighter recovery SLAs.

Lewis County Land Bank Initiative: Next Steps

Presenter: *Casandra Buell, Director of Planning & Community Development*

Casandra Buell focused on establishing the Lewis County Land Bank, reviewing legal requirements, incorporation tasks, funding options, and board composition. She confirmed the immediate priority is submitting an application to Empire State Development (ESD) in March, which could enable approval at the ESD May meeting if the application is complete. She reviewed the need for a local law or resolution specifying the land bank name and board size and membership, noting the board must be an odd number between five and fifteen members; nominations have been received from each legislative district and the county manager will serve as the county's board representative.

Buell discussed incorporation actions, including preparing articles of incorporation for filing by the county attorney and obtaining Department of Finance approval to use the word “bank” in the title. Funding discussions covered a possible \$50,000 CDBG planning grant to complete a vacant/blighted property inventory (decision expected in March) and anticipated New York State HCR Land Bank Initiative funding of about \$200,000 if restored in the state budget (timeline in June). The meeting concluded with scheduling for April board meetings and identification of two outstanding district nominees.

DRAFT RESOLUTIONS

Draft Resolution No. 1

Amending the Lewis County Employee Meal Policy to require employees to use personal funds for meals with reimbursement, adopt GSA rates for first and last day of travel, and allow all reasonable business meal expenses for Legislative and County Manager functions with itemized receipts.

Motion: Legislator Nellenback moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Frost and adopted.

Vote: AYE – 4 NAY – 0 Recuse/Abstain – None

Draft Resolution No. 2

Authorizing a new agreement with Tyler Technologies to migrate Lewis County to the hosted EERP platform for a one-time fee of \$5,000 and annual software, licensing, and maintenance costs of \$72,322 in the first year, funded through the 2026 IT budget and contingency funds.

Motion: Legislator Nellenback moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Osborne and carried.

Vote: AYE – 4 NAY – 0 Recuse/Abstain - None

Draft Resolution No. 3

Opposing PSC-approved National Grid rate hikes, urging state leaders to cap annual utility increases at 2% to protect residents and businesses, and calling for broader municipal and public support. *County Manager Tim Hunt briefly explained that the draft resolution had been replaced with one opposing the New York State energy policies, not National Grid.*

Motion: Legislator Nellenback moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Frost and carried.

Vote: AYE – 4 NAY – 0 Recuse/Abstain - None

Draft Resolution No. 4

Expressing opposition to the RAPID Act and related regulations that limit local authority over renewable energy project siting, undermine Home Rule, and pose risks to environmental review, property rights, and community input, while urging the State to pursue collaborative approaches with local governments.

Motion: Legislator Nellenback moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Frost and carried.

Vote: AYE – 4 NAY – 0 Recuse/Abstain - None

Draft Resolution No. 5

Awarding the bid and authorizing a contract with Bronze Contracting, LLC for the demolition and removal of a condemned building at 5508 State Route 26, Town of Turin, under the CDBG Imminent Threat Grant Program, at a cost not to exceed \$32,200.

Motion: Legislator Nellenback moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Lyndaker and carried.

Vote: AYE –4 NAY –0 Recuse/Abstain –None

Draft Resolution No. 6

Approving inclusion of three parcels totaling approximately 113 acres in the Towns of Martinsburg, Watson, and Lewis into Agricultural District #6, adopting a negative environmental impact declaration, and authorizing execution of related documents.

Motion: Legislator Nellenback moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Osborne and carried.

Vote: AYE –4 NAY –0 Recuse/Abstain -None

Draft Resolution No. 7

Determining that the Constableville roadway and complete streets improvement project, funded by a \$500,000 NYS ESD County Infrastructure Grant, is a Type II action under SEQRA with no significant environmental impact, requiring no further review.

Motion: Legislator Nellenback moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Frost and carried.

Vote: AYE –4 NAY –0 Recuse/Abstain -None

Draft Resolution No. 8

Authorizing a public hearing on April 7, 2026, at the Lewis County Courthouse to solicit public comments on the accomplishments of the CDBG Lewis County Microenterprise Program (Project #636ME544-24), following the program’s administration requirements.

Motion: Legislator Nellenback moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Lyndaker and carried.

Vote: AYE –4 NAY –0 Recuse/Abstain -None

Draft Resolution No. 9

Accepting franchise tax adjustments and payments from cable providers to towns under existing franchise agreements and authorizing the County Treasurer to apportion and charge back \$13,394.18 as prescribed by law.

Motion: Legislator Nellenback moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Osborne and carried.

Vote: AYE –4 NAY –0 Recuse/Abstain -None

Draft Resolution No. 10

Authorize the formation of the Lewis County Land Bank Corporation as a not-for-profit entity to address vacant and tax-delinquent properties, revitalize communities, and promote affordable housing and economic development, with an 11-member Board appointed by the Legislature.

Motion: Legislator Nellenback moved that this draft resolution be forwarded to the full Board of Legislators for action.

Motion was seconded by Legislator Frost and carried.

Vote: AYE –4 NAY –0 Recuse/Abstain -None

UNFINISHED BUSINESS

Motion No. 1

Approving and adopting the 2026 Finance & Rules Committee goals as presented.

Moved by Legislator Nellenback, seconded by Legislator Frost and adopted.

Vote: AYE –4 NAY –0 Recuse/Abstain -None

EXECUTIVE SESSION

At 3:47 PM Legislator Nellenback moved at this time, and at the request of the County Attorney to an Attorney-Client Privileged session on potential contract re-negotiation,

seconded by Legislator Lyndaker and adopted. Legislator Nellenback invited all legislators, County Attorney, County Manager, Clerk of the Board, and Rob Loud from Corner Stone Group to join.

At 4:10 PM Legislator Frost moved to enter regular session, seconded by Legislator Lyndaker and adopted.

ADJOURNMENT

There being no further business to come before the Committee, Legislator Nellenback moved to adjourn the meeting at 4:11 PM.

Motion seconded by Legislator Frost and carried.

Vote: AYE – 4 NAY – 0 Recuse/Abstain - None

Respectfully submitted,
Cassandra Moser
Clerk of the Board