

Scott B. Samuelson, Chairman  
Gene Benson, Vice Chairman

Ann Marie Martin, Clerk



**SULLIVAN COUNTY LEGISLATURE**  
**SULLIVAN COUNTY GOVERNMENT CENTER**  
100 NORTH STREET  
PO BOX 5012  
MONTICELLO, NY 12701  
845-807-0435  
845-807-0447 (fax)

**SPECIAL EXECUTIVE COMMITTEE**  
**September 20, 2012 at 10:30AM**

**COMMITTEE MEMBERS:** Samuelson, Benson, LaBuda, Vetter, Rouis, Gieger,  
Edwards, Steingart, Sorensen

**I. DISCUSSION**

1. Consolidate two registration districts in the Town of Fallsburg
2. NYS Real Property Tax Cap

**II. RESOLUTIONS :**

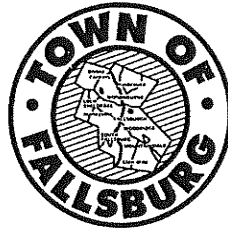
1. Authorize the preparation and submission of a 2013 Corporation for National and Community Service Retired Seniors Volunteer Program

**III. PUBLIC COMMENT**

DONNA AKERLEY

*Town Clerk, Registrar  
and Tax Collector*

www.townoffallsburg.com



TOWN CLERK'S OFFICE  
TOWN OF FALLSBURG  
P.O. Box 2019  
19 Railroad Plaza  
South Fallsburg, New York 12779  
Phone: (845) 434-8810 Ext. 1  
Fax: (845) 434-8809

September 12, 2012

Sullivan County Legislators  
100 North Street  
Government Center  
Monticello, NY 12701

Dear Sullivan County Legislature,

In accordance with Section 4120.2.(a) of the Public Health Law (see attached), I am requesting that you sponsor a resolution to get the approval from the Sullivan County Legislature to combine the Vital Statistic Registration District # 5291 – Woodbourne Correctional Facility and District # 5254 – Town of Fallsburg. A sample resolution and a list of addresses are also enclosed for your convenience.

The New York State Department of Health Vital Records Unit has asked that I begin the process of assisting them in consolidating the Woodbourne Correctional Facility death records with the Town of Fallsburg. The Woodbourne Correctional Facility issues approximately 1 to 2 death certificates per year on average. Therefore, it no longer makes sense for the Woodbourne Correctional Facility to be its own registration district.

More importantly, it would better serve the public to have the certificates transferred to the Town of Fallsburg since most people would contact the Town Clerk looking for records. The general public is unaware that Woodbourne Correctional Facility is its own registration district for deaths that occur within the prison itself.

I Donna Akerley, Town Clerk & Registrar for the Town of Fallsburg have agreed to take possession of the certificates with the approval of the Sullivan County Legislature.

If you need additional information, please do not hesitate to contact me regarding this request.

Sincerely,

  
Donna Akerley  
Town of Fallsburg Town Clerk / Registrar

cc: File

Woodbourne Correctional Facility  
NYS Dept. of Health  
Town of Fallsburg Town Board  
Sullivan County Legislature

RECEIVED  
SEP 13 2012  
SULLIVAN COUNTY LEGISLATURE

## Public Health

§ 4120. Vital statistics; registration districts; establishment. 1. Except as otherwise provided in this article, each city, incorporated village and town in the state shall constitute a separate primary registration district, except that the commissioner may designate any county, except those comprising the city of New York, as a primary registration district with the approval of the board of supervisors of such county.

2. To facilitate registration, the commissioner may:

(a) with the approval of the legislative body of the county in which each affected district is located, combine two or more primary registration districts into a single primary registration district; or,

(b) divide one primary registration district into two or more primary registration districts; or,

(c) establish any state hospital, charitable or penal institution as a primary registration district.

3. Whenever a county or part-county primary registration district has been established or two or more primary registration districts have been combined, the records of birth and death and all papers pertaining to such records in the possession of the original primary registration district or districts shall be transferred as directed by the commissioner.

New York State Commissioner of Health  
Nirav R. Shah, M.D., M.P.H.,  
New York State Department of Health  
Corning Tower  
Empire State Plaza  
Albany, New York 12237

Town Clerk, Town of Fallsburg  
Donna Akerley  
P.O. Box 2019  
South Fallsburg, New York 12779

Supervisor, Town of Fallsburg  
Steven Vegliante  
P.O. Box 2019  
South Fallsburg, New York 12779

Woodbourne Correctional Facility  
Superintendent Cunningham  
P.O. Box 1000  
Woodbourne, New York 12788-1000

Sullivan County Attorney  
Sam Yasgur  
Sullivan County Government Center  
P.O. Box 5012  
Monticello, New York 12701

Sullivan County Public Health Director  
Carol Ryan, RN, BSN, MPH  
Public Health Services  
P.O. Box 590  
Liberty, New York 12754



STATE OF NEW YORK

**DEPARTMENT OF CORRECTIONS  
AND COMMUNITY SUPERVISION**

WOODBOURNE CORRECTIONAL FACILITY  
99 Prison Road  
P.O. Box 1000  
Woodbourne, NY 12788

**BRIAN FISCHER**  
COMMISSIONER

**ROBERT F. CUNNINGHAM**  
SUPERINTENDENT

September 14, 2012

Scott Samuelson, Chairman  
Sullivan County Legislature  
Sullivan County Government Center  
100 North Street, PO Box 5012  
Monticello, NY 12701

Dear Chairman Samuelson,

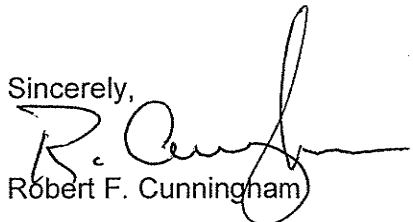
In accordance with Section 4120.2 (a) of the Public Health Law (see attached), Donna Akerley, Town of Fallsburg Town Clerk/Registrar and I are requesting that you support and sponsor a resolution to obtain the approval from the Sullivan County Legislature to combine the Vital Statistics Registration District #5291 (Woodbourne Correctional Facility) and District #5254 (Town of Fallsburg).

The New York State Department of Health Vital Records Unit and Commissioner Brian Fischer of the New York State Department of Corrections and Community Supervision support the combining of Vital Statistics Registration Districts #5291 and #5254. I am in full agreement with Fallsburg Town Clerk Donna Akerley that in view of the limited activity at Woodbourne Correctional Facility it does not make sense for us to have our own registration district. It would better serve the public to have all certificates transferred to the Town of Fallsburg.

Attached for your review is a sample resolution, a copy of the public health law and a copy of correspondence (dated September 12, 2012) from Donna Akerley agreeing to take possession of all certificates with the approval of the Sullivan County Legislature.

Please contact me if you need any additional information.

Sincerely,



Robert F. Cunningham

RFC:psh  
CC: Donna Akerley  
Town of Fallsburg Registrar  
PO Box 2019  
South Fallsburg, NY 12779

file

**RECEIVED**

**SEP 18 2012**

SULLIVAN COUNTY LEGISLATURE

DONNA AKERLEY

*Town Clerk, Registrar  
and Tax Collector*

www.townoffallsburg.com



TOWN CLERK'S OFFICE  
TOWN OF FALLSBURG

P.O. Box 2019  
19 Railroad Plaza  
South Fallsburg, New York 12779  
Phone: (845) 434-8810 Ext. 1  
Fax: (845) 434-8809

September 12, 2012

Woodbourne Correctional Facility  
% Superintendent Cunningham  
99 Prison Road  
P.O. Box 1000  
Woodbourne, New York 12788-1000

Dear Superintendent Cunningham,

In accordance with Section 4120.2.(a) of the Public Health Law (see attached), I am requesting that you sponsor a resolution and enter into agreement with the Town of Fallsburg to get the approval from the Sullivan County Legislature to combine the Vital Statistic Registration District # 5291 – Woodbourne Correctional Facility and District # 5254 – Town of Fallsburg. A sample resolution and a list of addresses are also enclosed for your convenience.

The New York State Department of Health Vital Records Unit has asked that I begin the process of assisting them in consolidating the Woodbourne Correctional Facility death records with the Town of Fallsburg. The Woodbourne Correctional Facility issues approximately 1 to 2 death certificates per year on average. Therefore, it no longer makes sense for the Woodbourne Correctional Facility to be its own registration district.

More importantly, it would better serve the public to have the certificates transferred to the Town of Fallsburg since most people would contact the Town Clerk looking for records. The general public is unaware that Woodbourne Correctional Facility is its own registration district for deaths that occur within the prison itself.

I Donna Akerley, Town Clerk & Registrar for the Town of Fallsburg have agreed to take possession of the certificates with the approval of the Sullivan County Legislature and your approval.

If you need additional information, please do not hesitate to contact me regarding this request.

Sincerely,

  
Donna Akerley  
Town of Fallsburg Town Clerk / Registrar

cc: File

Woodbourne Correctional Facility  
NYS Dept. of Health Vital Records Unit  
Town of Fallsburg Town Board  
Sullivan County Legislature

REC'D WCF  
SUPT. OFFICE  
2012 SEP 13 11:09 AM

## Public Health

§ 4120. Vital statistics; registration districts; establishment. 1. Except as otherwise provided in this article, each city, incorporated village and town in the state shall constitute a separate primary registration district, except that the commissioner may designate any county, except those comprising the city of New York, as a primary registration district with the approval of the board of supervisors of such county.

2. To facilitate registration, the commissioner may:

(a) with the approval of the legislative body of the county in which each affected district is located, combine two or more primary registration districts into a single primary registration district; or,

(b) divide one primary registration district into two or more primary registration districts; or,

(c) establish any state hospital, charitable or penal institution as a primary registration district.

3. Whenever a county or part-county primary registration district has been established or two or more primary registration districts have been combined, the records of birth and death and all papers pertaining to such records in the possession of the original primary registration district or districts shall be transferred as directed by the commissioner.

## RESOLUTION

**WHEREAS**, the Registrar of Vital Statistics of the Town of Fallsburg and the Woodbourne Correctional Facility Vital Statistics Reporting District have entered into an agreement to consolidate the Woodbourne Correctional Facility Primary Registration District Number 5291 with the Town of Fallsburg Primary Registration District Number 5254 for vital statistics into one primary registration district of the Town of Fallsburg; and

**WHEREAS**, in accordance with Section 4120.2(a) of the Public Health Law such action is subject to the approval of the Sullivan County Legislature; and

**WHEREAS**, based upon approval by the Sullivan County Legislature, the New York State Commissioner of Health may issue an order combining the two districts;

**NOW THEREFORE BE IT RESOLVED**, that upon request of the Town of Fallsburg Primary Registration District and the Woodbourne Correctional Primary Registration District, the Sullivan County Legislature does hereby approve the consolidation and combination of the Woodbourne Correctional Facility Primary Registration District and the Town of Fallsburg Primary Registration District into one Town of Fallsburg Primary Registration District; and be it further

**RESOLVED**, that the Clerk of the Legislature be, and the same is hereby directed to send a certified copy of the resolution to the New York State Commissioner of Health, the Clerk of the Town of Fallsburg, the Supervisor of the Town of Fallsburg, the Woodbourne Correctional Center, the County Attorney and the Sullivan County Public Health Director.



**CONSOLIDATION OF VITAL STATISTIC REPORTING DISTRICTS**

The Registrar for the Vital Statistics Registration District Number 5254 (Town of Fallsburg) and the Registrar for the Vital Statistics Registration District Number 5291 (Woodbourne Correctional Facility), hereby agree to the consolidation of their respective reporting districts. All vital records in District Number 5291 shall be transferred to the Town of Fallsburg District Number 5254. The purpose of this consolidation is to facilitate vital records registration and to better serve the public.

The Town Clerk and Registrar for the Town of Fallsburg (Registration District Number 5254), Donna Akerley, agrees to accept and maintain in accordance with the policies and procedures of the New York State Department of Vital Records, all vital records that are on file at the Woodbourne Correctional Facility (Registration Number 5291). Superintendent Cunningham of the Woodbourne Correctional Facility, upon authorization of the State Health Commissioner and the approval of the Sullivan County Legislature, shall effectuate the transfer of the certificates to Donna Akerley, the Town Clerk and Registrar of the Town of Fallsburg.

Date: \_\_\_\_\_

\_\_\_\_\_  
**Town Clerk / Registrar Donna Akerley, District # 5254**

Date: \_\_\_\_\_

\_\_\_\_\_  
**Superintendent Robert Cunningham, District # 5291**



**COUNTY OF SULLIVAN  
LEGISLATIVE  
MEMORANDUM**

TO: County Legislature  
 FROM: Deborah E. Allen  
 TITLE: Director  
 DEPARTMENT: Office for the Aging (RSVP)

**COMMITTEE WITH JURISDICTION**

<u>Check all that apply</u>	<input type="checkbox"/>	Community Development & Planning	<input type="checkbox"/>	Public Safety	<input checked="" type="checkbox"/>	Health & Family Services
	<input type="checkbox"/>	Financial Management	<input type="checkbox"/>	Executive Committee	<input type="checkbox"/>	General Services
	<input type="checkbox"/>	Public Works	<input type="checkbox"/>	Real property	<input type="checkbox"/>	Veterans
	<input type="checkbox"/>	Personnel				

SUBJECT OF RESOLUTION: Authorize County Manager to Execute any and all necessary documents to submit the 2013 RSVP application for funding with the Corporation for National & Community Service.

PURPOSE OF RESOLUTION: Authorize County Manager to Execute any and all necessary documents to submit the 2013 RSVP application for funding with the Corporation for National & Community Service.

DATE OF FIRST SUBMISSION: September 12, 2012

BRIEF DESCRIPTION: Corporation for National Service has notified the SCOFA that they are eligible to re-compete as the incumbent agency for federal funding of \$53,861.00 in Federal Funds for the period April 1, 2013 through March 31, 2014. There is a required match of \$67,240 on the total projected 2013 budget of \$224,132.00 with the actual total match amount being \$170,271.00.

Costs to Other County Programs: None

Mandated

Budgeted

Budget Revision Necessary

**FINAL IMPACT:**

Projection:

	Balance of			
	YR1	YR2	YR3	YR4
County Cost	170,271.00			
State Funds				

Federal Funds	53,861.00			
Other	0			
Total	224,132.00			

If NONE, check here:

**RESOLUTION \_\_\_\_\_ INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE PREPARATION AND SUBMISSION OF A 2013 CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS) / RETIRED SENIORS VOLUNTEER PROGRAM (RSVP) GRANT APPLICATION; AND TO ACCEPT AN AWARD OF FUNDS IF GRANTED.**

**WHEREAS**, the Sullivan County Office for the Aging (*SC OFA*) presently operates a Retired Senior Volunteer Program (*RSVP*) federally funded via the Corporation for National and Community Service (*CNCS*); and

**WHEREAS**,, the *CNCS* has notified the *SC OFA* that they are eligible to re-compete as the incumbent agency for federal funding of \$53,861.00 for the period of April 1<sup>st</sup>, 2013 through March 31<sup>st</sup>, 2014. There is a required 30% match of \$67,240 on the total projected 2013 budget of \$224,132.00 with the actual total match amount being \$170,271.00.

**WHEREAS**, the *SC OFA* seeks to continue the *RSVP* as part of the effort to improve lives, strengthen our communities and foster civic participation through senior service and volunteering; and

**WHEREAS**, the *SC OFA* is considered eligible to submit an application for 2013 *RSVP* funding.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager and / or the Chairman of the County Legislature (*as required by the funding source award agreement / contract*) to execute any and all necessary documents to submit the 2013 *RSVP* application for funding, to accept the award should one be granted, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that should the 2013 *RSVP* funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2012.



**CERTIFICATE OF AVAILABILITY OF FUNDS**

Department Requesting the CAF: Office for the Aging RSVP

Reason/Justification for the CAF: To accept funding from the RSVP Corporation for National and Community Services for 2013. This funding does not require any contracts. It reimburses employee salaries. The county cost for RSVP is \$ 170,721.00.

The funding amount is \$58,861.00 \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Line Items to be Expensed/Encumbered:

<u>Dept. #</u>	<u>Orig. Balance</u>	<u>Balance Forward</u>	<u>Ending Balance</u>
A7610-89	-	2013 Projected Budget	

FAO APPROVAL \_\_\_\_\_

COMMISSIONER/DIRECTOR APPROVAL Michael E. Allen

BUDGET OFFICE APPROVAL [Signature]