



Law & Finance Committee

Tuesday, May 14, 2024 4PM
40 McMaster Street, Ballston Spa, NY

Chair: Matthew Veitch

Members: Diana Edwards, Joe Grasso, John Lant,
Scott Ostrander VC, Kevin Tollisen, Kevin Veitch

Agenda

Welcome and Attendance

Approval of the minutes from April 10, 2024

HEALTH & HUMAN SERVICES

- Authorizing an agreement for a Transitional Management Services Program between the Sheriff's Office and the Department of Mental Health and Addiction Services and amending the 2024 County budget in relation thereto.
(Michael Prezioso, Commissioner of Mental Health & Addiction Services)
BUDGET IMPACT: Transfer of associated budget between departments.
- Accepting an Adolescent Tobacco Use Prevention Act Grant from the New York State Department of Health.
(Daniel Kuhles, Commissioner of Health)
BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

PUBLIC WORKS

- Authorizing the implementation and funding in the first instance 100% of the federal aid and state "Marchiselli" program-aid eligible costs of a transportation federal-aid project, CR 27-Bluebird Road in the Town of Moreau, appropriating funds therefore, and amending the 2024 County budget in relation thereto.
(Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT: The budget will be amended to accept these funds, authorize the related expenses, and decrease fund balance by \$935.
- Amending an engineering consultant agreement with Greenman Pedersen, Inc. for additional detailed design services related to the pavement preservation of CR 27-Bluebird Road in the Town of Moreau.
(Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

- Authorizing the implementation and funding in the first instance 100% of the federal aid and state “Marchiselli” program-aid eligible costs of a transportation federal-aid project, CR 28-Glens Falls-Fort Edward Road in the Town of Moreau, appropriating funds therefore, and amending the 2024 County budget in relation thereto.
 (Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT: The budget will be amended to accept these funds, authorize the related expenses, and decrease fund balance by \$676.
- Amending an engineering consultant agreement with Greenman Pedersen, Inc. for additional detailed design services related to the pavement preservation of CR 28-Glens Falls-Fort Edward Road in the Town of Moreau.
 (Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.
- Authorizing an agreement with Clark Patterson Lee for professional services associated with the rehabilitation of the CR 1 (Stoney Creek Road) bridge over Wolf Creek in the Town of Hadley.
 (Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.
- Authorizing an agreement with DLC Electric LLC for construction services associated with a crosswalk project at the intersection of Kingsley Road and Lake Hill Road in the Town of Ballston and amending the 2024 County budget in relation thereto.
 (Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT: The budget will be amended to increase expenses and decrease fund balance by \$31,518.

HUMAN RESOURCES & INSURANCE

- Appointing a County Fire Coordinator.
 (Andre Delvaux, Director of Emergency Management)
BUDGET IMPACT: No Budget Impact.
- Amending the 2024 compensation schedule under the District Attorney.
 (Karen Heggen, District Attorney)
BUDGET IMPACT: The budget will be amended to increase expenses and decrease fund balance by \$20,700.
- Amending resolution 312-2023 to extend a temporary position under the County Attorney.
 (George Conway, County Attorney)
BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.
- Amending the Policies and Procedures Manual to revise the Orientation Process Policy.
 (Scot Chamberlain, Director of Human Resources)
BUDGET IMPACT: No Budget Impact.

PUBLIC SAFETY

- Authorizing a tower lease agreement with New Cingular Wireless PCS, LLC DBA AT&T Mobility for the placement of communications equipment on the County's Radio Communications Tower in the Town of Milton and amending the 2024 County budget in relation thereto.

(Andre Delvaux, Director of Emergency Management)

BUDGET IMPACT: The budget will be amended to increase revenue and increase fund balance by \$15,000.

- Accepting a 2024 Crimes Against Revenue Program Grant from the New York State Division of Criminal Justice Services.

(Karen Heggen, District Attorney)

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

ECONOMIC DEVELOPMENT

- Authorizing the transfer of funds from the Economic Development Grant Reserve Fund and amending the 2024 County budget in relation thereto.

(Jason Kemper, Director of Planning & Economic Development)

BUDGET IMPACT: The budget will be amended to increase appropriations and reduce the Economic Development Grant Reserve fund by \$14,200.

TRAILS & OPEN SPACE

- Authorizing the transfer of funds from the Trails Reserve Fund and amending the 2024 County Budget in relation thereto.

(Jason Kemper, Director of Planning & Economic Development)

BUDGET IMPACT: The budget will be amended to increase appropriations and reduce the Trails Reserve Account fund by \$10,000.

LAW & FINANCE

- Authorizing an amendment to the County's Capital Project Fund to transfer from the H2023 fund to the H2024 in support of the Animal Shelter's HVAC project.

(Chad Cooke, Commissioner of Public Works)

BUDGET IMPACT: Transfer of associated budget between funds.

- Amending Res. 135-2023 to authorize an amended agreement with Black Dog Designs, LLC.

(Steve Bulger, County Administrator)

BUDGET IMPACT: No Budget Impact.

- Supporting New York State Assembly Bill A.8374 and Senate Bill S.8958.

(Steve Bulger, County Administrator)

BUDGET IMPACT: No Budget Impact.

- Adopting a Local Law authorizing property owners to request the removal of unlawful occupants from dwellings.
(Steve Bulger, County Administrator)
BUDGET IMPACT: No Budget Impact.
- Appointing Members to the County Planning Board.
(Steve Bulger, County Administrator)
BUDGET IMPACT: No Budget Impact.
- Authorizing an agreement with New England Waste Services of ME, Inc. for transportation and disposal of biosolids from the Saratoga County Sewer District #1 Wastewater Treatment Plant.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.
- Authorizing the transfer of funds from the Sewer Fund to the HP Capital Fund and amending the 2024 County budget in relation thereto.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: The budget will be amended to accept these funds, authorize the related expenses and decrease the Sewer Fund balance by \$2,300,000.
- Amending Resolution 63-2024 to replace M&J Engineering P.C. with MJ Engineering and Land Surveying P.C.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: No Budget Impact.
- Setting a public hearing for consideration of the proposed increase in the maximum estimated cost of proposed upgrades to Saratoga County Sewer District No. 1 Wastewater Treatment Plant to properly treat ammonia and meet new limits proposed by NYSDEC.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: No Budget Impact.
- Authorizing an agreement with Law Office of Robert King PLLC and Stag Liuzza, LLC.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: No Budget Impact.
- Authorizing an agreement with the Saratoga County Foundation for support of the 2024 Belmont on Broadway Festival Activities.
(Steve Bulger, County Administrator)
BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

EXECUTIVE SESSION

- Discussion regarding matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

OTHER BUSINESS

- **Setting agenda for Board Meeting Scheduled for May 21, 2024**

ADJOURN



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Department of Public Works

DATE: 4/18/24

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Authorizing an amendment to the County's Capital Project Fund to transfer \$645,840 from the H2023 fund to the H2024 in support of the Animal Shelter's HVAC project.

3. Specific Details on what the resolution will authorize:

The transfer of funds will combine project funds that were originally appropriated for separate project phases in separate calendar years into a single phase that will be constructed in 2024.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted Yes

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted Yes

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
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Expense

Account Number	Account Name	Amount
H2023.50.100-7094	Bldg Components Realty	(\$645,840)
H2024.50.100-7094	Bldg Components Realty	\$645,840

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- G/L line impacted **noted above**
- Budget year impacted **2024**
- Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

Purchasing Office Consulted

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

8. Is a grant being accepted: YES or NO

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Information summary memo

Copy of proposal or estimate

Copy of grant award notification and information

Other _____

10. Remarks:



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: County Administrator

DATE: 4.24.24

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Contract Amendment

2. Proposed Resolution Title:

Amending an Agreement with Black Dog Designs, LLC for Marketing Consulting Services, and Amending Res. 135-2023

3. Specific Details on what the resolution will authorize:

Resolution 135-2023 awards the contract for marketing services related to the employee recruitment campaign to Black Dog Designs. The Resolution specifically outlines a 12-month agreement. The planning and design phase of the campaign took longer than the anticipated timeline, which delayed the campaign implementation. This amendment will extend the contract to align with the implementation strategy of 10 months, and authorize payment to the vendor beyond June 2024. There is no change to the budget for the project.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted Yes

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
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Expense

Account Number	Account Name	Amount
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Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- G/L line impacted
- Budget year impacted
- Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

N/A

Purchasing Office Consulted

N/A

8. Is a grant being accepted: YES or NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

5/16/23



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 135 - 2023

Introduced by Human Resources and Insurance: Supervisors S Tollisen, Butler, Grasso, Lant, Peck, Raymond and Winney

**AMENDING
AUTHORIZING AN AGREEMENT WITH BLACK DOG DESIGNS, LLC
FOR MARKETING CONSULTING SERVICES**

WHEREAS, the County is in need of consulting services to develop and execute a marketing strategy to assist the County in recruiting qualified applicants for hard to fill positions throughout the County workforce; and

WHEREAS, the County sought proposals for consulting services to develop strategies to assist in recruiting qualified applicants for hard to fill positions throughout the County workforce; and

WHEREAS, Black Dog Designs, LLC has submitted a proposal to provide marketing consulting services including strategies to assist in recruiting qualified applicants for hard to fill positions throughout the County, at a cost not to exceed \$66,520; and

WHEREAS, our Human Resource and Insurance Committee and County Administrator have recommended that the proposal of Black Dog Designs, LLC to provide marketing consulting services at a cost not to exceed \$66,520, be accepted; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute an agreement with Black Dog Designs, LLC, of Glens Falls, New York, for the provision of marketing consulting services at a cost not to exceed \$66,520, for a twelve (12) month term, commencing upon execution of the contract; and it is further through November 30, 2024

RESOLVED, that the form and content of such agreement shall be subject to the approval of the County Attorney; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact. Funds are included in the Department Budget.

May 16, 2023 Regular Meeting

Motion to Adopt: Supervisor Edwards

Second: Supervisor Hammond

AYES (187439): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Diana Edwards (819), Kevin Veitch (8004), Arthur M. Wright (1976), Mark Hammond (17130), Thomas Richardson (5163), Scott Ostrander (18800), Theodore Kusnierz (16202), Sandra Winney (2075), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lawler (8208), John Lant (17361)

NOES (0):

ABSENT (48070): Eric Butler (6500), Jean Raymond (1333), Michael Smith (3525), Kevin Tollisen (25662), Willard H. Peck (5242), Thomas N. Wood, III (5808)



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Board of Supervisors

DATE: 4/29/2024

COMMITTEE: Law & Finance



This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Adopting a Local Law authorizing property owners to request the removal of unlawful occupants from dwellings.

3. Specific Details on what the resolution will authorize:

The purpose of this law is to protect owners of dwellings in Saratoga County from unlawful occupants commonly referred to as "squatters" and lawful occupants of dwellings from unlawful evictions.

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted Yes

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
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Expense

Account Number	Account Name	Amount
----------------	--------------	--------

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

Purchasing Office Consulted

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

N/A

8. Is a grant being accepted: YES or NO

County Administrator's Office
Consulted Yes

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Information summary memo

Copy of proposal or estimate

Copy of grant award notification and information

Other Copy of proposed Local Law

10. Remarks:

This Local Law was introduced in April and a public hearing was set for May 14, 2024 at 4:30pm.

INTRODUCTORY NO. 1

PRINT NO. 1

**INTRODUCED BY: Supervisors M. Veitch, Edwards, Grasso, Lant, Ostrander, Tollisen,
and K. Veitch**

**COUNTY OF SARATOGA
LOCAL LAW - 2024**

**A LOCAL LAW AUTHORIZING PROPERTY OWNERS TO REQUEST THE
REMOVAL OF UNLAWFUL OCCUPANTS FROM DWELLINGS**

BE IT ENACTED by the Saratoga County Board of Supervisors as follows:

SECTION 1. PURPOSE: The purpose of this law is to protect owners of dwellings in Saratoga County from unlawful occupants commonly referred to as “squatters” and to protect lawful occupants of dwellings from unlawful evictions.

SECTION 2. DEFINITIONS: As used in this local law:

- (a) **“DWELLING”** means any building or structure or portion thereof which is occupied in whole or in part as the home, residence or sleeping place of one or more human beings.
- (b) **“UNLAWFUL OCCUPANT”**: means a person who knowingly enters or remains unlawfully in a dwelling having entered the dwelling without permission of a party entitled to possession. It does not mean a person who entered the dwelling upon consent of a party entitled to possession even if the consent is later revoked including: (i) tenants whose oral or written lease has expired; (ii) family members who have been in the dwelling unit for at least 30 days; (iii) roommates or other licensees of tenants and occupants who have been in the dwelling unit for at least 30 days or (iv) workers who have been provided housing as part of their job.
- (c) **“ENTERS OR REMAINS UNLAWFULLY”**: means entering or remaining in a dwelling without any current or prior agreement or consent of the owner or an authorized agent of the owner, whether written or oral concerning the use of the dwelling.
- (d) **“OWNER”**: a person or persons who holds legal title to the property upon which a dwelling sits as evidenced by the most recent deed to the property filed in the Saratoga County Clerk’s Office and the property tax records maintained by the Saratoga County Treasurer’s Office.
- (e) **“AUTHORIZED AGENT”**: a person authorized to act on behalf of the owner of the dwelling by a power of attorney on file with the Saratoga County Clerk and/or a deceased owner’s duly appointed Executor or Administrator as evidenced by either Letters of Testamentary or Administration.
- (f) **“ROOMMATE”**: any person occupying the dwelling with the consent of another lawful occupant even if that other lawful occupant has since vacated the dwelling.

- (g) “**LAW ENFORCEMENT**”: any local law enforcement agency or department located in Saratoga County.

SECTION 3. CONDITIONS FOR REMOVAL OF UNLAWFUL OCCUPANT: A property owner or their authorized agent may request from law enforcement the immediate removal of a person or persons unlawfully occupying a dwelling in Saratoga County pursuant to this local law if all the following conditions are met:

- (a) The person requesting the removal is the property owner or authorized agent of the property owner.
- (b) The property that is being occupied is a dwelling.
- (c) An unauthorized person or person has unlawfully entered and remains in the owner’s dwelling.
- (d) The owner of the dwelling or their authorized agent has directed the unlawful occupant to leave the property.
- (e) The person to be removed is not a current or former tenant pursuant to a written or oral rental agreement authorized by the property owner.
- (f) The person to be removed is not a family member of the owner who has been in the dwelling unit for at least 30 days.
- (g) The person to be removed is not a roommate or other licensee of a tenant or any other occupant who has been in the dwelling unit for at least 30 days.
- (h) The person to be removed is not a worker or a member of the worker’s family who has been provided housing as part of their job.
- (i) There is no pending litigation related to the dwelling between the property owner and any known unauthorized person.

SECTION 4. REQUEST FOR REMOVAL: to request the immediate removal of an unlawful occupant of a dwelling, the property owner or their authorized agent must submit an affidavit to law enforcement and sign any other forms required by law enforcement. The affidavit submitted must be in substantially the following form:

“I, (insert name) am the owner or authorized agent of the owner of the real property located at (insert address of the dwelling), state under the penalty of perjury that:

1. I am the current owner of the dwelling or the authorized agent of the current owner of the dwelling located at (insert the complete legal address of the dwelling).
2. I purchased the above referenced dwelling on [insert the date of purchase].
3. I have given no individual(s) my consent, permission, or authority to use, possess or exercise dominion and/or control over the dwelling described herein, or take or remove any property from the dwelling.
4. I have given no individual(s) my consent, permission or authority to damage or otherwise tamper with the above referenced dwelling.
5. The person or persons sought to be removed has or have unlawfully entered and remained in the above referenced dwelling.
6. I have directed the unauthorized person or persons to leave the above referenced dwelling, but they have not done so.
7. Anyone found currently occupying the dwelling is trespassing in violation of Penal law 145.15.
8. The person or persons currently occupying the dwelling are not current or former tenants pursuant to any valid lease authorized by the owner of the dwelling or any former owner

of the dwelling, and any lease produced by an occupant is fraudulent including any claim of an oral lease.

9. The persons or persons sought to be removed are not an owner or co-owner of the property unless the person or persons have engaged in title fraud.
10. The person sought to be removed is not a current or former tenant pursuant to a written or oral rental agreement authorized by the property owner.
11. The person or persons sought to be removed is not a family member of the owner who has been in the dwelling unit for at least 30 days.
12. The person or persons sought to be removed is not a roommate or other licensee of a tenant or any other occupant who has been in the dwelling unit for at least 30 days.
13. The person or persons sought to be removed is not a worker who has been provided housing as part of their job or a member of such a worker's family.
14. There is no pending litigation related to the dwelling between the property owner and any known unauthorized person.
15. There is no person or persons lawfully currently residing in the dwelling.
16. Law enforcement is authorized to enter the dwelling described herein.
17. I hereby express my wishes to have all current occupants of the dwelling described herein investigated, arrested, and prosecuted for trespassing and any other criminal acts they may have committed involving the dwelling described herein.
18. I am requesting law enforcement to immediately remove the unauthorized person(s) from the dwelling.
19. I am also requesting that a local court issue a stay away order of protection directing the person, or persons removed from the dwelling to stay away from me and the dwelling.
20. I realize that law enforcement will rely upon the representations set forth herein in the investigation, arrest and prosecution of the individual named herein for trespass, other offenses and/or the removal of any individual named herein from the premises/property. I understand that law enforcement will act based upon the representations made herein without prior contact with me. If there are any changes to the status of the dwelling, or amendments or changes to this Affidavit. I agree to notify the appropriate law enforcement agency in writing of these changes or amendments immediately.
21. I have read and understood Real Property Actions and Proceedings law 768 which makes it a crime to unlawfully evict a lawful occupant of a dwelling.
22. I understand that a person or persons removed from the property pursuant to this local law may bring a cause of action against me for any false statements made in this affidavit, or for wrongfully using this local law, and that because of such action I may be held civilly liable for actual damages, penalties, costs, and reasonable attorney fees.
23. If applicable, I have affixed hereto either Letters of Testamentary or Administration.
24. I agree to hold harmless and indemnify law enforcement and/or their agents, servants and employees in the event a claim is made alleging that the individual named herein is investigated, arrested and/or prosecuted due to any misrepresentation in this affidavit and/or my failure to give law enforcement written notice of any changes or amendments to the status of the premises/property or any changes or amendments to the representations made herein. This indemnification includes all loss, damages or claims related to any misrepresentation or failure to give written notice of changes or amendments described herein, including attorney's fees necessary to defend the claim.

25. I waive any and all claims against the law enforcement, their officers, employees and/or agents and assume full responsibility for any physical or financial damage to my property or any physical, mental, emotional, or other personal injury that I may suffer as a result of the enforcement of this Trespass Affidavit regardless of how such loss or injury may arise and regardless of who is at fault, even if the loss or injury is caused by neglect, negligence or other fault of law enforcement and/or their officers, employees or agents.
26. I have had an opportunity to consult with an attorney of my own choosing prior to signing this affidavit.
27. I have read every statement made in this affidavit and each statement is true and correct. I understand that the statements made in this petition are being made under penalty of perjury, pursuant to Penal Law 210.40.”

SECTION 5. REMOVAL PROCEDURE: Upon receipt of the affidavit, law enforcement shall verify that the person who submits the affidavit is the record owner of the real property upon which the dwelling sits by having the Saratoga County Attorney’s Office review the records of the Saratoga County Clerk’s Office and the Saratoga County Treasurer’s Office. If verified, law enforcement may take the unlawful occupants into custody and bring them without unreasonable delay before a local court judge on trespassing charges as well as any other applicable charges. At which time, a request for a stay away order of protection directing the unlawful occupants to stay away from the owner and their dwelling shall be requested by law enforcement and entertained by the Court. If there is no local court judge available to hear the matter without unreasonable delay, then law enforcement may issue an appearance ticket for trespass directing the unlawful occupant or occupants to appear in the local court on the next date that the local court is in session. At which time, a request for a stay away order of protection directing the unlawful occupants to stay away from the owner and their dwelling shall be requested by law enforcement and entertained by the Court. Any order of protection issued by the court may be fully enforced by the Sheriff or other law enforcement agency.

SECTION 6. SCOPE: This local law does not limit any law enforcement officer’s authority to arrest an unlawful occupant for trespassing, criminal mischief, burglary, or other crimes absent such an affidavit or any dwelling owner from simultaneously pursuing other remedies available to them pursuant to the Real Property Actions and Procedure Law of the State of New York.

SECTION 7: EFFECTIVE DATE: This local law shall go into effect 60 days after being adopted and shall remain in effect unless or until preempted by state law or rescinded by action of the Saratoga County Board of Supervisors.



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Board of Supervisors

DATE: 4/29/2024

COMMITTEE: Law & Finance



This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

SUPPORTING ASSEMBLY BILL A.8374 AND SENATE BILL S.8958

3. Specific Details on what the resolution will authorize:

Supporting NYS Assembly and Senate bills providing for additional grant eligibility for Regional Planning Councils.

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted Yes

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
----------------	--------------	--------

Expense

Account Number	Account Name	Amount
----------------	--------------	--------

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

N/A

Purchasing Office Consulted

N/A

8. Is a grant being accepted: YES or NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Draft resolution, Senate & Assembly bills

10. Remarks:



BOARD OF SUPERVISORS

05/21/2024

RESOLUTION Draft - 2024

Introduced by Law and Finance: Supervisors M. Veitch, Edwards, Grasso, Lant, Ostrander, Tollisen, and K. Veitch

SUPPORTING ASSEMBLY BILL A.8374 AND SENATE BILL S.8958

WHEREAS, the Saratoga County Board of Supervisors recognizes the importance of Federal and State grants; and

WHEREAS, New York State Association of Regional Planning Councils (NYSARC) is composed of nine locally created regional councils throughout New York State dedicated to studying the needs and conditions of a region and developing strategies that enhance its member counties through intergovernmental cooperation; and

WHEREAS, under the current law, Articles 12-B, Section 239-G and 239-H of the New York State General Municipal Law give affiliated municipalities the legal authority to create regional planning boards/councils. The law states; regional planning councils serve as an increasingly important resource to the state and its localities, helping to establish productive linkages between communities as well as with state and federal agencies; and

WHEREAS, currently, regional planning councils are eligible for some state and federal funds. However, there are many state and federal programs that they are ineligible for; and

WHEREAS, one of the key issues being when new state grant programs are conceived, and eligibility established, regional planning councils are often left out and certain legacy state grants continue to leave regional planning boards out; and

WHEREAS, Assembly Bill No. A.8374 McDonald and Senate Bill S.8958 authorizes regional planning council's (RPC) eligibility for federal and/or state grants; and

WHEREAS, the provisions outlined in the bill, if enacted, ensure regional planning councils can more effectively accomplish the intermunicipal (or regional) purpose for which they were created by the counties which they serve; now, therefore, be it

RESOLVED, that the Saratoga County Board of Supervisors hereby supports New York State Assembly Bill A.8374 and Senate Bill S.8958 in its current form; and, be it further

RESOLVED, that a copy of this resolution be transmitted to the Governor Kathy Hochul, Senator Jim Tedisco, the Majority Leader and Minority Leader of the New York State Senate Andrea Stewart-Cousins and Rob Ort, Assembly members Mary Beth Walsh, Carrie

Woerner, Matthew Simpson and John McDonald, Speaker of the New York State Assembly Carl Heastie; and it is further

RESOLVED, that this Resolution shall take effect immediately

BUDGET IMPACT STATEMENT: No Budget Impact.

STATE OF NEW YORK

8374

2023-2024 Regular Sessions

IN ASSEMBLY

December 13, 2023

Introduced by M. of A. McDONALD -- read once and referred to the Committee on Local Governments

AN ACT to amend the general municipal law, in relation to authorizing regional planning council's eligibility to apply for federal and/or state grants

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

- 1 Section 1. Paragraph (a) of subdivision 3 of section 239-h of the
2 general municipal law, as added by chapter 451 of the laws of 1997, is
3 amended to read as follows:
4 (a) Creation. Any municipal legislative body may collaborate with the
5 legislative body of a contiguous municipal legislative body to create a
6 regional planning council under this article. The legislative bodies of
7 the municipalities participating in the regional planning council shall
8 adopt by resolution an agreement setting forth the terms and conditions
9 of such collaboration. The regional planning council shall be considered
10 an agency of a political subdivision or municipality for purposes of
11 sections one hundred three, one hundred four and article eighteen of
12 this chapter [~~and~~], articles six and seven of the public officers law,
13 and for the purposes of eligibility for federal and/or state grants.
14 § 2. This act shall take effect on the one hundred eightieth day after
15 it shall have become a law.

EXPLANATION--Matter in italics (underscored) is new; matter in brackets [~~-~~] is old law to be omitted.

LBD13715-01-3

STATE OF NEW YORK

8958

IN SENATE

April 3, 2024

Introduced by Sen. HINCHEY -- read twice and ordered printed, and when printed to be committed to the Committee on Local Government

AN ACT to amend the general municipal law, in relation to authorizing regional planning council's eligibility to apply for federal and/or state grants

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

1 Section 1. Paragraph (a) of subdivision 3 of section 239-h of the
2 general municipal law, as added by chapter 451 of the laws of 1997, is
3 amended to read as follows:

4 (a) Creation. Any municipal legislative body may collaborate with the
5 legislative body of a contiguous municipal legislative body to create a
6 regional planning council under this article. The legislative bodies of
7 the municipalities participating in the regional planning council shall
8 adopt by resolution an agreement setting forth the terms and conditions
9 of such collaboration. The regional planning council shall be considered
10 an agency of a political subdivision or municipality for purposes of
11 sections one hundred three, one hundred four and article eighteen of
12 this chapter [~~and~~], articles six and seven of the public officers law,
13 and for the purposes of eligibility for federal and/or state grants.

14 § 2. This act shall take effect on the one hundred eightieth day after
15 it shall have become a law.

EXPLANATION--Matter in italics (underscored) is new; matter in brackets
[-] is old law to be omitted.

LBD13715-01-3



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Chairman's Item

DATE: 5/10/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Appointing Members to the County Planning Board

3. Specific Details on what the resolution will authorize:

Resolution 48-61, amended by Resolution 74-65 and 56-73, established the County Planning Board. This resolution would reappointment two members of the County Planning Board due to expiring terms. Each member has a 5 year term for this board.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted Yes

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted **Yes**

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted
N/A

7. Does this item require the awarding of a contract: Y N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted
N/A

County Administrator's Office
Consulted **Yes**

8. Is a grant being accepted: YES or NO

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Sewer District #1

DATE: 5/6/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorizing the chairman to enter into an Agreement with New England Waste Services of ME, Inc. for the purpose of transporting and disposing of Saratoga County Sewer District No.1's biosolids.

3. Specific Details on what the resolution will authorize:

The existing contract for this expires May 31, 2024. This is a vital service to the district. The Department of Central Services received two bids to perform this work.. The low bid was \$175.37/wet ton, and \$73/30 min demurrage fee. The district process 21,500 wet tons annually and this will equate to approximately \$3.7M in costs annually.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
----------------	--------------	--------

Expense

Account Number	Account Name	Amount
----------------	--------------	--------

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact. Funds are included in the Department Budget

- a. G/L line impacted **ES.81.813-8462**
- b. Budget year impacted **2024**
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

Purchasing Office Consulted

a. Type of Solicitation BID

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

24-SDLTCRDB-1

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

New England Waste Services of ME, Inc.
755 Banfield Road Suit 201
Portsmouth NH 03801

e. Is the vendor/contractor an LLC, PLLC, or partnership: LLC

f. State of vendor/contractor organization: NH

g. Commencement date of contract term: 6/1/2024

h. Termination of contract date: 5/31/2027

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

jeremy.tensen@casella.com
978-817-3333

Human Resources Consulted

8. Is a grant being accepted: YES or NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

.

5/21/19



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 138 - 2019

Introduced by Supervisors Allen, Kinowski, Ostrander, Pemrick, Schopf, Szczepaniak and Wright

I DON'T SEE THIS IN HIS TIME

~~RESCINDING RESOLUTION 100-2019~~ AND AUTHORIZING AN AGREEMENT WITH NEW ENGLAND WASTE SERVICES OF ME, INC. D/B/A CASELLA ORGANICS FOR SLUDGE HAULING FROM SARATOGA COUNTY SEWER DISTRICT NO. 1'S WASTEWATER TREATMENT PLANT

WHEREAS, pursuant to Resolution 137-2017, this Board authorized an agreement with New England Waste Services of ME, Inc. d/b/a Casella Organics ("Casella Organics") for the removal, transportation and disposal of sludge/biosolids from Saratoga County Sewer District No. 1's ("SCSD") Wastewater Treatment Plant for a term of two years commencing on June 1, 2017, subject to a one year extension upon the mutual agreement of the parties, at a cost of \$90.76 per wet ton, plus a surcharge of \$10 per wet ton for each ton collected and transported above 430 wet tons per week and a demurrage fee of \$47.50 per half hour for load times greater than 6 hours caused by the Sewer District's maintenance of its belt filter press; and

WHEREAS, pursuant to Resolution 100-2019, this Board authorized the renewal and amendment of the County's agreement with Casella Organics for the removal, transportation and disposal of sludge/biosolids from Saratoga County Sewer District No. 1's Wastewater Treatment Plant, for a term of one (1) year commencing on June 1, 2019 and terminating on May 31, 2020, subject to the right of the County to terminate the agreement upon ninety (90) days written notice, at a cost of \$93.26 per wet ton, plus a surcharge of \$10 per wet ton for each ton collected and transported above 430 wet tons per week and a demurrage fee of \$47.50 per half hour for load times greater than 6 hours caused by the Sewer District's maintenance of its belt filter press; and

WHEREAS, due to landfills in the western part of the State reducing the amount of sludge they were willing to accept, Casella Organics exercised its right to withdraw its proposal for the renewal agreement authorized pursuant to Resolution 100-2019 as the increased costs of transporting the sludge to alternative locations no longer made the terms and conditions of its proposal for renewal of the agreement financially viable for the company; and

WHEREAS, the Saratoga County Sewer District Commission solicited and received bids for a contract for the removal, transportation and disposal of sludge/biosolids by qualified haulers; and

\$175.37

NEW ENGLAND WASTE SERVICES OF ME

WHEREAS, the Saratoga County Sewer District Commission and the Sewer District's Executive Director have recommended that the new proposal of ~~Casella Organics~~ for sludge hauling services from Saratoga County Sewer District No. 1's Wastewater Treatment Plant for the removal, transportation and disposal of sludge/biosolids from the Sewer District's Wastewater Treatment Plant at a cost of ~~\$129~~ per wet ton, plus a demurrage fee of ~~\$40~~ per half hour for load times greater than 6 hours caused by the Sewer District's maintenance of its belt filter press, the lowest bid received, be accepted; now, therefore, be it

\$73.00

THREE (3)

RESOLVED, that Resolution 100-2019 is hereby rescinded; and, be it further ^{PORTSMOUTH NH}

RESOLVED, that the Chair of the Board is authorized to execute an agreement with New England Waste Services of ME, Inc. ~~with Casella Organics of Saco, Maine~~ for the removal, transportation and disposal of sludge/biosolids from Saratoga County Sewer District No. 1's Wastewater Treatment Plant for a term of ~~two (2)~~ ²⁰²⁴ years commencing June 1, 2019 and terminating on May 31, ²⁰²⁷ 2021, subject to a one year extension upon the mutual agreement of the County and Casella Organics and the right of either party to terminate the agreement upon ninety (90) days written notice, at a cost of ~~\$125~~ per wet ton, plus a demurrage fee of ~~\$40~~ per half hour for load times greater than 6 hours caused by the Sewer District's maintenance of its belt filter press; and, be it further \$175.37 \$73.00

RESOLVED, that the form and content of such agreement shall be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. Funds are available in the Sewer District's ²⁰²⁴ 2019 budget.

I COULDN'T FIND THE NEWEST RESOLUTION



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Sewer District #1

DATE: 5/6/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Authorizing a fund balance transfer to cover costs associated with Saratoga County Sewer District NO. 1's Interceptor Rehabilitation Project.

3. Specific Details on what the resolution will authorize:

The Interceptor Rehabilitation Project has a total cost of \$26.3M. The project is progressing ahead of schedule and the 2023 1 year Bond Anticipation Note (BAN) will not be rolled into long term financing until September. A transfer of \$2.3M into the projects account from fund balance will ensure the contractors bills will be paid as the project is slated to be completed by July. The Bond will fund the entire \$26.3M, and the \$2.3M will be paid back into the districts fund balance. This will temporarily reduce the district's fund balance to approximately \$14.9M

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
HP.81-5037	Transfer from Sewer Dist	\$2,300,000

Expense

Account Number	Account Name	Amount
HP.81.812-7092	Infrastructure	\$2,300,000
ES.81.812-9900.HP	Transfer to Sewer Interceptor	\$2,300,000

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Decrease ES-0599.B Appropriated Fund Balance-Budgetary

Amount: \$2,300,000

5. Identify Budget Impact (**Required**):

Other

- G/L line impacted see above
- Budget year impacted 2024
- Details

The budget will be amended to accept these funds, authorized the related expenses and decrease the Sewer Fund balance by \$2,300,000.

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

Purchasing Office Consulted

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

8. Is a grant being accepted: YES or NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
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Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Sewer District #1

DATE: 5/6/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Amending Resolution 63-2024 to replace M&J Engineering P.C. with MJ Engineering and Land Surveying P.C. in the body of the resolution.

3. Specific Details on what the resolution will authorize:

The resolution was drafted with the incorrect entity. The resolution needs to be amended to reflect the proper entity.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted Yes

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
----------------	--------------	--------

Expense

Account Number	Account Name	Amount
----------------	--------------	--------

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- G/L line impacted
- Budget year impacted
- Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

Purchasing Office Consulted

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

8. Is a grant being accepted: YES or NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:



BOARD OF SUPERVISORS

2/20/2024

RESOLUTION 63 - 2024

Introduced by Law and Finance: Supervisors M. Veitch, Edwards, Grasso, Lant, Ostrander, Tollisen, and K. Veitch

MJ ENGINEERING AND LAND SURVEYING P.C.

AUTHORIZING AN AGREEMENT WITH ~~M&J ENGINEERING, P.C.~~ OR ITS SUCCESSOR WITH THE SAME TAX IDENTIFICATION NUMBER FOR DESIGN SERVICES RELATIVE TO ANALYSIS AND DESIGN OF SEWER FORCE MAIN UPGRADES IN WILTON, NEW YORK

WHEREAS, the Saratoga County Sewer District #1 has an agreement with Wilton and Water and Sewer to take ownership of their sewer system and their capital accounts, and

WHEREAS, the Saratoga County Sewer District #1 has identified a need to begin analyzing a section of said sewer system in the Town of Wilton near Northern Pines, Traver and Jones Rd that is anticipated to reach capacity in the next five to ten years, and

WHEREAS, such work will allow the Saratoga County Sewer District #1 to determine the severity of the potential future capacity issues and develop plans on how to mitigate it, and

WHEREAS, the Saratoga County Sewer District Commission has solicited proposals for engineering services related to analysis and design of sewer force main upgrades in the Town of Wilton, and

WHEREAS, M&J Engineering, P.C. having a corporate headquarters located at ~~3003~~ *1533 CROSBY RD WILTON, NY 12065* Jericho Turnpike in Hyde Park NY, 11040 was shown to provide the most value;

WHEREAS, M&J Engineering P.C. has successfully completed multiple projects for Saratoga County Sewer District #1; and

WHEREAS, M&J Engineering, P.C. is undergoing a legal name change but maintaining its current tax identification number, and

WHEREAS, the Sewer District Commission has recommended that a contract for such engineering services be awarded to MJ Engineering, P.C. or its successors with the same tax identification number and

WHEREAS, this Resolution was reviewed by the Law and Finance Committee and referred to the Saratoga County Board of Supervisors for further action now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute a contract with MJ Engineering, P.C. or its successors with the same tax identification number for engineering

services related to analysis and design of sewer force main upgrades in the Town of Wilton, at a cost not to exceed \$245,200; and, be it further

RESOLVED, that the 2024 County Budget is amended as follows:

SEWER DISTRICT

Increase Appropriations:

ES.81.812-7098	Professional Services for Capital Purpose	\$245,000.00
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Decrease Fund Balance:

ES-0599.B	Appropriated Fund Balance Budgetary	\$245,000.00
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; be it further

RESOLVED, that the form and content of said agreement shall be subject to the approval of the County Attorney; and, be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The budget will be amended to increase appropriations and decrease Sewer fund balance by \$245,200.00.

February 20, 2024 Regular Meeting

Motion to Adopt: Supervisor M. Veitch

Second: Supervisor Winney

AYES (151341.50): Joseph Grasso (4328), Philip C. Barrett (19014.5), Diana Edwards (819), James D. Arnold (3525), Kevin Veitch (8004), Kevin Tollisen (25662), Thomas Richardson (5163), Scott Ostrander (18800), Jesse Fish (16202), Willard H. Peck (5242), Sandra Winney (2075), Ian Murray (5808), Michele Madigan (14245.5), Matthew E. Veitch (14245.5), David Ball (8208)

NOES (0):

ABSENT (84167.50): Eric Connolly (11831), Angela Thompson (19014.5), C. Eric Butler (6500), Jean Raymond (1333), Arthur M. Wright (1976), Cynthia Young (17130), Edward D. Kinowski (9022), John Lant (17361)



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Sewer District #1

DATE: 5/6/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

SETTING A PUBLIC HEARING FOR THE PURPOSE OF CONSIDERING THE PROPOSED INCREASE IN THE MAXIMUM ESTIMATED COST OF PROPOSED UPGRADES TO SARATOGA COUNTY SEWER DISTRICT NO. 1 WASTEWATER TREATMENT PLANT TO PROPERLY TREAT AMMONIA AND MEET NEW LIMITS PROPOSED BY NYSDEC

3. Specific Details on what the resolution will authorize:

This resolution is going to be drafted by Bond Counsel. The maximum project cost will need to increase by \$4,000,000. The increased cost is to structurally upgrade the south aeration tanks and install a permanent dewatering system. This was discovered to be needed as part of past litigation that has since been settled. Some smaller change order such as concrete repair and tank pipe replacement are also included in the cost. The total project cost will increase from \$44,228,452 to \$48,228,452. The approximate cost to the average user based on the increase is \$11.63

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted Yes

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
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Expense

Account Number	Account Name	Amount
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Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

Purchasing Office Consulted

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

8. Is a grant being accepted: YES or NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
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Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: Sewer District #1

DATE: 5/6/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorizing the chairman to enter into an Agreement with Law Office of Robert King PLLC and STAG LIUZZA, L.L.C., for the purpose of providing legal services related to requirements levied due to emerging containment regulations.

3. Specific Details on what the resolution will authorize:

This work is done on a contingency basis. Requirements are coming out now that SCSD will have to comply with which will take time and costs will be incurred.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted

Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
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Expense

Account Number	Account Name	Amount
----------------	--------------	--------

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- G/L line impacted
- Budget year impacted
- Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

Purchasing Office Consulted

a. Type of Solicitation Professional Service

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

Law Office of Robert King PLLC
650 Clinton Square
Rochester NY 14604

e. Is the vendor/contractor an LLC, PLLC, or partnership: PLLC

f. State of vendor/contractor organization: NY

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

8. Is a grant being accepted: YES or NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
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CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Audra Hedden, County Administrator's Office
Samantha Kupferman, County Attorney's Office

DEPARTMENT: County Administrator

DATE: 5.9.2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorizing an agreement with The Saratoga County Foundation for support of the 2024 Belmont on Broadway Festival Activities

3. Specific Details on what the resolution will authorize:

This Resolution will authorize a community benefit agreement in the amount of \$25,000 for the purposes of economic development that support the activities related to the 2024 Belmont on Broadway Festival.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted **Yes**

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact. Funds are included in the Department Budget

- a. G/L line impacted 2024
- b. Budget year impacted A.14.114-8492
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require the awarding of a contract: Y N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? Y N N/A

d. Vendor information (including contact name):

Todd Shimkus
Saratoga County Foundation
21 Congress Street, Suite 202, Saratoga Springs, NY

e. Is the vendor/contractor an LLC, PLLC, or partnership: 501c3

f. State of vendor/contractor organization: New York

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted
N/A

Purchasing Office Consulted

County Administrator's Office
Consulted **Yes**

8. Is a grant being accepted: YES or NO

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Information summary memo

Copy of proposal or estimate

Copy of grant award notification and information

Other _____

10. Remarks: