



Law & Finance Committee

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

Minutes

Present: Chairman Matthew Veitch; Committee members, Joe Grasso, John Lant, Scott Ostrander, Kevin Tollisen, Kevin Veitch.

Absent: Diana Edwards

Supervisor Ian Murray; Chairman of the Board Philip Barrett; Steve Bulger, Ridge Harris, Renee Law, Matt Rose, Christine Rush, Anne Van Vorst, County Administrator; George Conway, County Attorney; Karen Heggen, District Attorney; Dan Rourke, Sewer District; Dan Kuhles, Department of Health; Chad Cooke, Public Works; Jason Kemper, Planning and Economic Development; Katie Bottger, Human Resources; André Delvaux, Mike Stanley, Emergency Services.

Chairman Veitch called the meeting to order and welcomed all in attendance.

On a motion made by Mr. Ostrander, seconded by Mr. Kevin Veitch, the minutes of the April 10, 2024 meeting were approved unanimously.

On a motion made by Mr. Grasso, seconded by Mr. Kevin Veitch, the following resolutions were approved unanimously.

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.

BUDGET IMPACT: Transfer of associated budget between departments.

This interdepartmental agreement will be in the amount of \$15,252. This program will provide discharge planning services for incarcerated individuals with mental health diagnoses.

- Accepting an Adolescent Tobacco Use Prevention Act Grant from the New York State Department of Health.

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

These grant funds totaling \$63,850 annually will assist Department of Health initiatives to prevent adolescents from using various tobacco products. This grant will run from April 1, 2024, until March 31st, 2029.

On a motion made by Mr. Kevin Veitch, seconded by Mr. Ostrander, the following resolutions were approved unanimously.

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.

BUDGET IMPACT: The budget will be amended to accept these funds, authorize the related expenses, and decrease fund balance by \$935.

The total cost of additional detailed design services for this project will be \$18,689. This will require an appropriation of \$935 from fund balance as the County’s 5% share of the total cost.

- 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.

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

Related to the previous item, this agreement will be amended to reflect the additional detailed design services in the amount of \$18,689 required for the pavement preservation project.

- 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.

BUDGET IMPACT: The budget will be amended to accept these funds, authorize the related expenses, and decrease fund balance by \$676.

The total cost of additional detailed design services for this project will be \$13,514. This will require an appropriation of \$676 from fund balance as the County’s 5% share of the total cost.

- 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.

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

Related to the previous item, this agreement will be amended to reflect the additional detailed design services in the amount of \$13,514 required for the pavement preservation project.

- 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.

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

Resolution 71 of 2024 approved the implementation of funding for BridgeNY funds related to this item. This will authorize an agreement in the amount of \$310,185 with CPL for design services related to the rehabilitation project and utilize the BridgeNY funding.

- 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.

BUDGET IMPACT: The budget will be amended to increase expenses and decrease fund balance by \$31,518.

This agreement will be in the amount of \$107,817.20 for construction services related to the crosswalk project. As the only County owned sidewalk, Saratoga County DPW will administer this project in partnership with the Town of Ballston. The Town's funding contribution totals \$114,000 and the County's share of the project is \$31,518.

On a motion made by Mr. Lant, seconded by Mr. Tollisen, the following resolutions were approved unanimously.

HUMAN RESOURCES & INSURANCE

- Appointing a County Fire Coordinator.

BUDGET IMPACT: No Budget Impact.

Current Fire Coordinator Edward Tremblay will be retiring from the position effective May 30, 2024. After an application and vetting process, Michael Stanley was chosen as Mr. Tremblay's replacement for the remainder of the term which expires December 31, 2025.

- Amending the 2024 compensation schedule under the District Attorney.

BUDGET IMPACT: The budget will be amended to increase expenses and decrease fund balance by \$20,700.

New York State Judiciary Law Section 183-A sets the District Attorney's salary. Effective April 1, 2024, the state notified us that the District Attorney's salary must be increased from \$200,400 to \$221,100.

- Amending resolution 312-2023 to extend a temporary position under the County Attorney.

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

This item will extend the current part time attorney position, held by Laura Kreugler, for an additional seven months at the current rate of pay.

- Amending the Policies and Procedures Manual to revise the Orientation Process Policy.

BUDGET IMPACT: No Budget Impact.

This policy, which was last revised in September of 2009, serves to provide new employees with information about their rights, benefits, and responsibilities. This amendment will allow the policy to remain compliant with NYS Civil Service laws and regulations, as well as County work rules.

On a motion made by Mr. Lant, seconded by Mr. Tollisen, the following resolutions were approved. Mr. Veitch recused from voting.

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.

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

This item will allow for the construction of a ten-foot tower extension and the placement of communications equipment on the County's radio tower in the Town of Milton. This initial two-year term will include a \$30,000 yearly rental charge for AT&T Mobility. This agreement will automatically renew for nine additional terms of two years each. Renewal terms will be subject to a 2% annual increase.

On a motion made by Mr. Grasso, seconded by Mr. Ostrander, the following resolutions were approved unanimously.

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

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

These grant funds totaling \$118,900 will be used to cover salaries and travel reimbursements for Crimes Against Revenue Program training and enforcement.

On a motion made by Mr. Grasso, seconded by Mr. Tollisen, the following resolutions were approved unanimously.

ECONOMIC DEVELOPMENT

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

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

This item will allow for the payment of the Town of Northumberland's 2022 economic development grant project.

On a motion made by Mr. Ostrander, seconded by Mr. Kevin Veitch, the following resolutions were approved unanimously.

TRAILS & OPEN SPACE

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

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

This item will allow for the payment of the City of Mechanicville's 2023 grant project.

The following resolution was removed from the agenda.

- Authorizing an agreement with the Law Office of Robert King PLLC and Stag Liuzza, LLC.
BUDGET IMPACT: No Budget Impact.

On a motion made by Mr. Kevin Veitch, seconded by Mr. Grasso, the following resolution was added to the agenda. Unanimous.

- Urging the State of New York to Enact the Rescue EMS Package of Legislation to Strengthen our Emergency Medical Services
BUDGET IMPACT: No Budget Impact.

On a motion made by Mr. Grasso, seconded by Mr. Tollisen, the following resolution was approved unanimously.

- Urging the State of New York to Enact the Rescue EMS Package of Legislation to Strengthen our Emergency Medical Services
BUDGET IMPACT: No Budget Impact.

On a motion made by Mr. Lant, seconded by Mr. Grasso, the following resolutions were approved unanimously.

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.
BUDGET IMPACT: Transfer of associated budget between funds.

This item will combine project funds originally appropriated for separate project phases and years into a single phase that will be constructed in 2024.

- Amending Res. 135-2023 to authorize an amended agreement with Black Dog Designs, LLC.
BUDGET IMPACT: No Budget Impact.

Resolution 135-2023 awarded the contract for marketing services related to the employee recruitment campaign to Black Dog Designs. This amendment will extend the contract to align with updated project timelines and authorize payment to the vendor beyond June 2024.

- Supporting New York State Assembly Bill A.8374 and Senate Bill S.8958.
BUDGET IMPACT: No Budget Impact.

Saratoga County supports the adoption of this proposed legislation, which authorizes regional planning council's eligibility to apply for federal and/or state grants. A copy of this resolution will be forwarded to the Governor and other relevant elected State representatives.

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

BUDGET IMPACT: No Budget Impact.

This law is intended to protect owners of dwellings in Saratoga County from unlawful occupants commonly referred to as squatters, and lawful occupants of dwellings from unlawful evictions. This Local Law was introduced in April and a public hearing is set immediately following this meeting. Discussion ensued.

- Appointing Members to the County Planning Board.

BUDGET IMPACT: No Budget Impact.

This item will reappoint two members of the County Planning Board whose terms are expiring. These new reappointment terms will be for five years.

- 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.

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

New England Waste Services was selected as the low bid of \$175.37 per wet ton, and \$73 per 30 min demurrage fee. The district processes 21,500 wet tons annually, which equates to approximately \$3.7 million in annual costs.

- Authorizing the transfer of funds from the Sewer Fund to the HP Capital Fund and amending the 2024 County budget in relation thereto.

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.

This transfer of \$2,300,000 is associated with the Interceptor Rehabilitation Project. This project is advancing ahead of schedule and this transfer into the project account will ensure the contractors are still paid in a timely fashion until the project finish date of July 2024.

- Amending Resolution 63-2024 to replace M&J Engineering P.C. with MJ Engineering and Land Surveying P.C.

BUDGET IMPACT: No Budget Impact.

This item will revise the previous resolution with the updated entity name.

- 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.

BUDGET IMPACT: No Budget Impact.

This item will increase the allowable bond amount for the Ammonia removal project to \$48,228,452. This new amount is based on bids received. The project is scheduled to begin in the late summer or early fall of this year.

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

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

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

EXECUTIVE SESSION

A motion was made by Mr. Grasso, seconded by Mr. Tollisen, to enter into Executive Session for the purpose of discussing matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Unanimous.

A motion was made by Mr. Kevin Veitch, seconded by Mr. Grasso, to exit the Executive Session. Unanimous.

No action was taken in Executive Session.

On a motion made by Mr. Ostrander, seconded by Mr. Grasso, the Board Meeting Agenda for May 21, 2024 was approved unanimously.

On a motion made by Mr. Tollisen, seconded by Mr. Kevin Veitch, the meeting was adjourned unanimously.

Respectfully submitted,

Bridget M. Rider, Deputy Clerk of the Board