



# Law & Finance Committee

Wednesday, July 10, 2024 4PM  
40 McMaster Street, Ballston Spa, NY

## Minutes

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

Absent: Diana Edwards, John Lant

Supervisor Eric Connolly; Chairman of the Board Philip Barrett; Steve Bulger, Ridge Harris, Audra Hedden, Stephanie Hodgson, Renee Law, Christine Rush, County Administrator; George Conway, County Attorney; Jeff Brown, Sheriff; Karen Heggen, District Attorney; Craig Hayner, County Clerk; Dan Rourke, Sewer District; Chad Cooke, Public Works; Jason Kemper, Planning and Economic Development; Scot Chamberlain, Katie Bottger, Human Resources; André Delvaux, Emergency Services; Jenniffer McCloskey, Workforce Development; Michael Prezioso, Mental Health and Addiction; Rachel Maxwell, Public Health; Donna Miter, CSEA.

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

**On a motion made by Mr. Grasso, seconded by Mr. Kevin Veitch, the minutes of the May 8, 2024 meeting were approved unanimously.**

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

### REAL PROPERTY TAX

Authorizing an agreement with LiRo GIS, Inc. d/b/a LiRo-Hill for updating tax map information and streamlining processes.

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This agreement in the amount of \$39,432.84 will allow LiRo to help the County update and streamline the County's tax map information and processes. This project was put out to RFP and the County received a total of 8 responses, with LiRo determined to be the best value.

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

## HEALTH & HUMAN SERVICES

Authorizing the acceptance of additional funds for the Safe Harbour: NY Program from the New York State Office of Children and Family Services and amending the 2024 County budget in relation thereto.

BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds, authorize the related expenses, and increase fund balance by \$6,000.

This additional funding from OCFS will total \$35,000 and will be used to support the Social Services Department's ongoing human trafficking awareness program.

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

## PUBLIC WORKS

Rescinding Resolutions 124 through 126 of 2024 and amending the 2024 County budget in relation thereto.

BUDGET IMPACT STATEMENT: The budget will be amended to reverse these previously accepted funds, reverse the previously authorized expenses, and increase fund balance by \$676.

This item will rescind the Board's acceptance of funding issued in error by the NYS Department of Transportation for this project and rescind consultant agreements related to the projects.

Authorizing an agreement with Carver Construction, Inc. for construction services associated with the replacement of the County Route 24 culvert over a tributary to the Hudson River in the Town of Corinth and amending the 2024 County budget in relation thereto.

BUDGET IMPACT STATEMENT: The budget will be amended to authorize the related expenses and decrease fund balance by \$283,545.

The total cost of the project is \$981,145 with the balance already included in the 2024 budget.

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

## AIRPORT IMPROVEMENT

Authorizing the acceptance of a Federal Aviation Administration Airport Improvement Program Grant for the reconstruction of the airport apron related to the new Fixed-Base Operator Terminal project.

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

These funds will total \$500,000 comprised of \$450,000 from the FAA, \$25,000 from NYSDOT, and a \$25,000 County match.

Authorizing utility easements on County Airport property related to improvements associated with the new Fixed-Base Operator Terminal project.

BUDGET IMPACT STATEMENT: No budget impact.

This resolution will allow for needed utility easements to be signed as the project moves forward.

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

### PUBLIC SAFETY

Authorizing an agreement with the Town of Colonie for the placement of communications and related equipment in the Town of Colonie's communications shelter and at the tower's site.

BUDGET IMPACT STATEMENT: No budget impact.

The item allowing the placement, operation, and maintenance of communications equipment in the Town of Colonie's Shelter and Tower site will improve the County's emergency radio communications in the southern region of Saratoga County.

Amending an agreement with Pittsfield Communications Systems, Inc. for additional services related to the removal, installation, programming, and maintenance of the County's Public Safety Radio Equipment.

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

Due to equipment and vehicle delivery delays, the Sheriff's Office currently has a backlog of patrol cars awaiting upfitting. As a result, the agreement with Pittsfield will change from \$35,000 to \$79,200.

Authorizing an agreement for specialized law enforcement services with the Village of Corinth.

BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and increase fund balance by \$99,115.

This is an annual housekeeping item for the department. The rate for these services will be \$176,088.69 and will be effective from June 1, 2024, until May 31, 2025.

**On a motion made by Mr. Grasso, seconded by Mr. Kevin Veitch, 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 STATEMENT: No budget impact.

This item will allow for the payment of the Town of Halfmoon (2022 and 2023), Town of Moreau (2023), Town of Wilton (2023), and Town of Edinburg (2023) grant projects.

Accepting a Summer Youth Employment Program grant from the New York State Office of Temporary Disability Assistance.

BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and authorize the related expenses.

This is an annual housekeeping item for the Workforce Development Department. This funding represents an increase of \$17,376 over the 2023 level. The total amount of \$295,679 will allow the County to place eligible youth in subsidized employment at worksites around the County during the summer.

Accepting a Workforce Innovation and Opportunities Act Grant from the United States Department of Labor and amending the 2024 County budget in relation thereto.

BUDGET IMPACT STATEMENT: The budget will be amended to decrease funds and decrease the related expenses.

Saratoga County will accept the total award of \$1,956,660 in funding. Saratoga County's portion of this funding will be \$820,900.32, with the remainder of the funding passed through to Warren and Washington Counties.

Approving the Workforce Development Board budget for program year 2024-2025 and authorizing agreements with Warren and Washington Counties to fund Workforce Development Board services.

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This proposed budget of \$323,367 was approved by the Workforce Development Board at their most recent meeting held on June 5th, 2024.

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

#### LAW & FINANCE

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 the New York State Department of Environmental Conservation.

BUDGET IMPACT STATEMENT: No budget impact.

The public hearing for this will be set for August 14th at 4:30pm.

Authorizing an agreement with Mid State Industries, LTD. for roof demolition and replacement services at the Saratoga County Sewer District No. 1's Wastewater Treatment Plant.

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

The roof on building #7 has reached the end of its useful life and will need to be replaced. This agreement will be in the amount of \$78,811.

Amending Resolution 181-12, as last amended by Resolution 166-2024, and establishing or revising a standard workday reporting resolution for elected and appointed County officials for retirement purposes.

BUDGET IMPACT STATEMENT: No budget impact.

This item will update the Records of Activities (ROA) for Supervisors Phil Barrett, J.D. Arnold, Angela Thompson, and Michele Madigan for a new 8-year span.

Amending an agreement with Bonadio & Co., LLP for professional consulting services.

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

Due to the increasing number of records and analysis required of Bonadio, this item will allow the current minor contract to be moved to a major contract. This agreement will be capped at \$25,000.

Amending the Policies and Procedures Manual to revise the County's Internship Program Policy.

BUDGET IMPACT STATEMENT: No budget impact.

This resolution will provide revisions to update the County's Internship Program Policy to reflect current procedures and practices, as well as clarifying the role of interns as temporary employees.

**A motion was made by Mr. Grasso, seconded by Mr. Kevin Veitch, to enter into Executive Session for the purpose of discussion regarding the proposed acquisition, sale or lease of real property and to discuss collective negotiations pursuant to article fourteen of the Civil Service Law. Unanimous.**

**Chairman Veitch reported that a motion was made by Mr. Grasso, seconded by Mr. Kevin Veitch, to return to regular session. Unanimous.**

Chairman Veitch reported that no action was taken in Executive Session.

**A motion was made by Mr. Ostrander, seconded by Mr. Kevin Veitch, to add the following resolutions to the agenda. Unanimous.**

Approving the terms of the June 18, 2024 Memorandum of Agreement with the Saratoga County General Unit of the CSEA, Inc., Local AFSCME, AFL-CIO (CSEA) and authorizing the 2024 Collective Bargaining Agreement with the Saratoga County General Unit of the CSEA, Inc., Local AFSCME, AFL-CIO (CSEA), and amending the 2024 Compensation Schedule.

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the 2024 County budget.

This five year contract was approved yesterday by CSEA members and will be implemented accordingly.

Setting 2024 salaries for certain county employees to include a base wage increase of \$4,000 and amending the 2024 Compensation Schedule.

(Scot Chamberlain – Director Human Resources)

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the 2024 County budget.

This will authorize 2024 wage adjustments for certain non-union full-time employees.

Setting 2024 salaries for certain temporary and part-time employees to include an hourly wage increase and revising the 2024 Compensation Schedule in relation thereto.

(Scot Chamberlain, Director Human Resources)

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the 2024 County budget.

This will authorize 2024 wage adjustments for certain temporary and part-time employees.

Introducing a proposed Local Law identified as introductory no. 2, print no. 1 of 2024, relative to amending the 2024 Saratoga County Compensation Schedule to provide salary increases for certain county officials, and setting a date for a public hearing thereon.

(Scot Chamberlain – Director Human Resources)

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the 2024 County budget.

This resolution will authorize 2024 wage adjustments for anyone appointed or elected to a term of office, and will be subject to a permissive referendum.

Increasing the Salaries of the Saratoga County Board of Supervisors Pursuant to County Law §§ 200 and 359 and amending the 2024 Saratoga County Compensation Schedule in relation thereto.

BUDGET IMPACT STATEMENT: No Budget Impact. Funds are included in the 2024 County Budget.

This resolution authorizes a 3% compensation increase for the Board of Supervisors.

**A motion was made by Mr. Tollisen, seconded by Mr. Grasso, to approve the aforementioned agenda items. Unanimous.**

**On a motion made by Mr. Tollisen, seconded by Mr. Grasso, the Board Meeting Agenda for July 16, 2024 was approved unanimously.**

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

Respectfully submitted,  
Therese M. Connolly, Clerk of the Board

DRAFT