



Public Safety Committee

Wednesday, October 30, 2024 3:00PM
40 McMaster Street, Ballston Spa, NY

Chair: John Lant

Members: C. Eric Butler VC, Jesse Fish, Ian Murray, Scott Ostrander,
Mo Wright, Cynthia Young

Agenda

- I. Welcome and Attendance
- II. Approval of the minutes of the October 2, 2024 meeting
- III. Kelly Devall, Animal Shelter
 - a. Authorizing intermunicipal agreements with participating municipalities for Saratoga County Animal Shelter services.
 - b. Amending an agreement with Dr. Kristin St. Denis for the provision of professional veterinary services at the Saratoga County Animal Shelter.
- IV. Michael Zurlo, Sheriff
 - a. Authorizing a 2025 Contract for Police Services with the Town of Clifton Park.
 - b. Authorizing a 2025 Contract for Police Services with the Town of Halfmoon.
 - c. Authorizing a 2025 Contract for Police Services with the Town of Wilton.
- V. Other Business
- VI. Adjournment



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: Animal Shelter

DATE: 9/27/24

COMMITTEE: Public Safety

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

AUTHORIZING INTERMUNICIPAL AGREEMENTS WITH
PARTICIPATING MUNICIPALITIES FOR SARATOGA
COUNTY ANIMAL SHELTER SERVICES

3. Specific Details on what the resolution will authorize:

This resolution will authorize contracts for a fixed term of one year between the Saratoga County Animal Shelter (Shelter) and municipalities that wish to utilize the Shelter's impoundment and cremation services. The resolution contains species-specific fees for such impoundment and cremation and authorizes timely reimbursement for the Shelter's Services.

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
----------------	--------------	--------

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

NA

Purchasing Office Consulted

NA

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 copy of proposed new agreement

10. Remarks:

Please see attached
-copy of proposed intermunicipal agreement
-memorandum on modifications
-copy of prior intermunicipal agreement



OFFICE OF THE COUNTY ATTORNEY

GEORGE P. CONWAY, ESQ., COUNTY ATTORNEY

518.884.4770

SARATOGACOUNTYNY.GOV

40 MC MASTER ST, BALLSTON SPA, NY 12020

First Assistant Attorney

Ann Flower E. Stitt, Esq.

Assistant Attorneys

Petra Holden, Esq.

Laura M. Kruegler, Esq.

SERVICE BY EMAIL NOT ACCEPTED

From: Petra Holden, Assistant County Attorney
To: Kelly Devall, Director, County of Saratoga Animal Shelter
Date: September 25, 2024

Memorandum on Modifications to Intermunicipal Sheltering Agreement

The County of Saratoga Animal Shelter provides intake and sheltering services for animals seized by County municipalities under Section 117 of Agriculture and Markets Law and related regulations. The Intermunicipal Sheltering Agreement details the rights and responsibilities between the County and each contracting municipality under the law.

It is the current practice of the Board of Supervisors to pass a yearly authorizing resolution for the Intermunicipal Sheltering Agreements that requires contracts with each municipality to be re-signed every year. The County Attorney's office has modernized this contract to reflect alignment with current Agriculture & Markets laws and related regulations.

The fee structure remains the same as that currently in place in 2024.

Modifications of note:

- (I)(a)(iv) Unlicensed, Stray/At-Large Animals: As required by NYCRR Part 77.2, Municipal Officers shall have a licensed veterinarian provide stabilizing care to critically injured animals before transferal to Shelter.
- (III) Recordkeeping:
 - (a-b) A new paragraph memorializes what is already occurring, that the Shelter provides an intake form, which the Municipality fills out and returns, and that the Municipality maintains its own seizure and disposal logs.
 - (e) The Municipality shall now have thirty (30) days from the receipt of each monthly report submitted by Shelter, instead of 45 days, to dispute any entry in the report by notifying the Shelter's Director, in writing, of any disputed entry or entries.
- (V)(a)(i) Fees Payable to the Shelter:
 - Adds a provision for the sheltering of small companion animals other than dogs and cats. The Shelter is already taking in these animals; adding the contract language memorializes this.
 - V(b): Municipalities will be billed quarterly for efficiency, on the same schedule as other Shelter billing services.

- **(VI)(b) Miscellaneous: Agreement will be in force and effect from January 1, 2025 – December 31, 2025 unless terminated by either party with 90 days' notice.**

Intermunicipal Animal Sheltering Agreement

between

County of Saratoga Animal Shelter and CITY/TOWN

THIS INTERMUNICIPAL ANIMAL SHELTERING AGREEMENT (“Agreement”) is made the _____ day of _____, 2024, between the _____, a municipal corporation in the County of Saratoga, State of New York duly organized under the laws of the State of New York (“Municipality”) with offices located at _____, and the COUNTY OF SARATOGA ANIMAL SHELTER, an administrative unit of the County of Saratoga, a municipal corporation duly organized under the laws of the State of New York with offices at 6010 County Farm Road, Ballston Spa, New York 12020 (“Shelter”).

WITNESSETH that:

WHEREAS, the County of Saratoga has the obligation to maintain a municipal animal shelter and to seize and ensure the proper disposition of animals pursuant to Articles 7 and 26 of the New York State Agriculture and Markets Law, and to assure that the animals are properly sheltered, fed and watered pursuant to the regulations promulgated by the New York State Department of Agriculture & Markets contained at 1 NYCRR Part 77, (hereinafter, “Law”), and the Municipality desires to obtain the services of the County of Saratoga to perform such services as required by Article 7 of the Law for the redemption periods and subsequent legal dispositions specified therein, and as otherwise set forth in this Agreement; and

WHEREAS, the Shelter maintains a shelter for dogs, cats and other small, domesticated companion animals (individually, an “Animal” or collectively, “Animals”) and is desirous of entering into this Agreement to shelter and provide services to Animals brought to it from Animal Control and/or Dog Control Officers, and/or police officers of the Municipality (hereinafter collectively referred to as “Officers”);

NOW THEREFORE, IT IS AGREED between the parties hereto that the Shelter will operate and maintain a municipal shelter in accordance with the Law and will make itself accessible daily to the Municipality for the acceptance of dogs, stray cats or other small, domesticated companion Animals lawfully seized by Officers of the Municipality as follows:

I. UNLICENSED, STRAY/AT-LARGE ANIMALS

a. Seizure and Intake

- i. The seizing Officer will examine the seized Animal for all forms of identification, including but not limited to, tags, microchips, tattoos, or licenses, in accordance with §380(2) of the Law.
- ii. The seizing Officer will make every reasonable attempt to return licensed dogs to their owners from the field, pursuant to §117(1-a) of the Law.

- iii. It shall be the responsibility of the seizing Officer to notify any owner of an Animal bearing a municipal identification tag ("identified") that their Animal has been seized, the location of impoundment, and how many days they have to redeem the Animal. The seizing Officer will notify the Shelter of the method of notification and the date which notification was given or served pursuant to the Law.
- iv. The Municipality agrees, pursuant to NYCRR Part 77.2, that all seized Animals suffering from critical illness or injury will be stabilized by a licensed veterinarian before being brought to the Shelter, and that no such Animal shall be euthanized unless and until a certification that the Animal is unfit for any use is issued by a licensed veterinarian pursuant to §374 of the Law.
- v. The Municipality agrees that any unclaimed deceased Animal brought to the Shelter will be properly prepared for storage, labeled, and securely stored in the provided cooler.
- vi. Shelter staff will provide mutual aid in the entry process for Animals delivered to the Shelter pursuant to this Agreement only during the Shelter's regular public business hours, which are Monday through Saturday (excluding holidays) from 10 A.M. to 4 P.M.
- vii. Officers of the Municipality will be given twenty-four (24) hour access to a designated secure portion of the Shelter's premises for the limited purpose of bringing Animals to the Shelter's overnight kennels when the Shelter is closed, and in accordance with the terms of this Agreement.

b. Redemption Periods

- i. In accordance with the Law, the redemption period for Animals seized under §117 of the Law shall be five (5) days, with the following exceptions:
 - 1. The redemption period for stray or at-large dogs bearing a municipal identification tag ("identified") at the time of seizure shall be seven (7) days if the owner is notified directly and nine (9) days if notification is by registered mail.
 - 2. The redemption period for any unidentified (not bearing a municipal identification tag at the time of seizure) stray or at-large Animal, that is also subject to rabies confinement pursuant to Public Health Law, Article 21, Title 4, Section 2140.7, and requested to be housed at the Shelter for the ten (10) day quarantine period provided by law, shall be extended at the request of the Municipality, provided that the Animal's owner has identified and has either: (1) produced a valid municipal license for the Animal; or (2) licensed the Animal within the five (5) day redemption period provided by §117 of the Law for unidentified Animals. In no event shall the extension of the redemption period exceed twelve (12) days from the date of the human bite incident which gave rise to the quarantine. The Municipality shall bear all per diem expenses

for such extension beyond the statutory redemption period so extended.

3. When the last day of the redemption period falls on a day that the shelter is closed, the redemption period shall be extended until the end of the following business day.
 - ii. The first day of the redemption period for Animals seized as unlicensed or stray/at-large begins at 12:00 am on the day after the Animal is seized.
 - iii. Redemption periods for Animals not seized under §117, i.e. abandonment or incarceration of owner, will be managed on a case-by-case basis in accordance with the Law.
- c. Disposition
- i. Upon expiration of the redemption period, the Shelter has sole discretion to make the Animal available for adoption, transfer, or to humanely euthanize the Animal, as provided for in the Law and accompanying rules and regulations promulgated by the New York State Department of Agriculture and Markets.

II. EXCLUSIONS

- a. The Shelter provides rabies quarantine only for animals that have potentially exposed a human to rabies, not for animals that have potentially exposed another animal, unless mandated by law.
- b. The Shelter shall not be required to shelter any Animal beyond its capacity for humane care and retains sole discretion to deny admittance of any Animal for any reason should the Shelter not have adequate kennel space, during contagious disease outbreaks, and any other time admitting a seized Animal presents an undue risk to the safety of other sheltered Animals or Shelter staff.
- c. The Shelter shall not accept from the Municipality any deceased wildlife/roadkill such as deer, fox, skunk, and opossum for cremation at the Shelter unless there is suspected concern of rabies, which must be supported by appropriate documentation of symptoms and behavior observed, and the prior approval of Saratoga County Public Health Services to test the deceased animal for rabies has been obtained.
- d. The Shelter staff shall not respond to emergency or rabies-related incidents when the Municipality's Officer is unavailable.
- e. The Municipality acknowledges its sole responsibility for securing and funding alternate housing in the event the Shelter must refuse to accept a seized Animal, or when the Shelter requires that an Animal creating undue risk to be removed from the shelter by the Municipality. The Shelter agrees to notify the Municipality as soon as is commercially reasonable in the event of space constraints or disease outbreak that necessitates halting the intake of Animals.
- f. The Shelter is not responsible for providing medical care to critically injured Animals seized under §117 of the Law, other than the prophylactic care necessary for safe sheltering. If the Animal is critically injured, the Municipality shall seek stabilizing veterinarian care before transferring control

of the Animal to the Shelter.

- g. The Shelter expressly reserves the right to euthanize any Animal during its redemption period should the Shelter, in its sole discretion, deem euthanasia legally allowable under §374 of the Law.
- h. The Shelter expressly reserves the right to refuse to perform any euthanasia on any Animal for any reason, in the Shelter's sole discretion.

III. RECORD KEEPING

- a. The Shelter shall provide a seizure and disposition form, either electronically or in triplicate, that meets the requirements of the Commissioner of Agriculture & Markets, and that intake form shall be completed by the Officer that has seized the Animal at the time the Animal is seized, and before it is deposited at the Shelter for sheltering.
- b. The Officer of the Municipality shall maintain a copy of the seizure and disposition form and shall ensure copies are provided, either electronically or in hard copy, to the Shelter at the time of seizure.
- c. The Municipality shall return all completed intake forms to the Shelter for its records, including those of Animals not redeemed by an owner. Animals that are not redeemed by an owner and are transferred to the Shelter under this Agreement shall have a disposition of "transferred" on the completed intake form.
- d. The Municipality shall maintain the seizure and disposition log, as required by Law, and make such log available for inspection by the Shelter upon request for the purpose of reconciling records.
- e. The Shelter shall provide the Municipality with a monthly Officer report detailing each stray and seized dog delivered to the Shelter from the Municipality. The Shelter shall also provide the Municipality with a monthly report of all cats delivered to the Shelter by Municipality's Officers. The Municipality shall have thirty (30) days from the receipt of each monthly report submitted by Shelter to dispute any entry in the report by notifying the Shelter's Director, in writing, of any disputed entry or entries.
- f. Representatives or inspectors from the New York State Department of Agriculture and Markets shall have the right at all reasonable times during the term of the Agreement and any renewal to enter the premises for the purpose of verifying the seizure and disposition log, as required by Law.

IV. FEES PAYABLE TO THE SHELTER

- a. Intake Fees
 - i. At the time of intake, the Municipality shall incur an intake fee of \$40.00 per dog, \$20.00 per cat, \$20 per puppy or kitten, and \$10 per other small, domesticated companion Animal admitted to the Shelter for sheltering as stray, at-large, or unlicensed.
 - ii. Fees for Group Cremation Services by Weight
 - 1. 0-25 lbs: \$15.00
 - 2. 26-50 lbs: \$20.00
 - 3. 51-75 lbs: \$30.00
 - 4. 76-100 lbs: \$35.00

5. Over 100 lbs: \$40.00
- b. All fees for services and sheltering rendered under this Agreement shall be paid to Shelter on a ninety (90) day basis. Shelter shall invoice the Municipality quarterly and invoices shall be paid within thirty (30) days of receipt.

V. MISCELLANEOUS PROVISIONS

- a. Notice
 - i. Any notice required or otherwise given pursuant to this Agreement shall be in writing and either delivered or mailed, as follows:

[addresses here]
 - ii. Each party to this Agreement shall immediately notify the other in writing of any such change of mailing address for purpose of receiving any such notice and failure to do so shall operate as a waiver of any defense based upon said party's claimed failure to receive a notice sent to said party's last reported address.
- b. Effective Date and Renewal
 - i. This Agreement shall become effective on January 1, 2025 and shall terminate on December 31, 2025, unless either Party terminates the Agreement in a writing to the other Party, such termination not to be effective until ninety (90) days from receipt of the writing.
- c. Governing Law and Venue
 - i. This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of New York. Any dispute over this agreement shall be venued in a Court of competent jurisdiction located in the County of Saratoga, New York.
- d. Severability
 - i. If any part or parts of this Agreement shall be held to be unenforceable for any reason, the remainder of this Agreement shall continue in full force and effect.
- e. Indemnification
 - i. The parties have agreed to allocate risk as hereinafter set forth. To the fullest extent permitted by law, the Municipality shall defend, indemnify and hold Shelter, its officers, agents, volunteers and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the Municipality, its officers, agents or employees.
 - ii. To the fullest extent permitted by law, Shelter shall defend, indemnify and hold the Municipality, its board, trustees, councilmembers, officers, agents and employees harmless from and against any and all

liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Shelter, its officers, agents or employees.

f. Other Agreements Permitted

- i. The Municipality acknowledges and agrees that in addition to the animal welfare programs that Shelter performs in fulfillment of its charitable mission, the Shelter performs sheltering and other animal care services for other municipal corporations pursuant to agreements with other such municipal corporations. Nothing in this Agreement shall be construed to grant any right of exclusivity to the Municipality in terms of shelter services or animal care and shall not act as a prohibition or restriction upon the Shelter from entering into sheltering agreements with other municipal corporations.

g. Entire Agreement

- i. This Agreement shall constitute the entire agreement between the parties hereto. Any prior agreement, understanding or representation of any kind, written or oral, preceding the date of the execution of this Agreement is hereby superseded. This Agreement may be modified only in a writing executed by both parties.

IN WITNESS WHEREOF, the parties by their duly authorized representatives have signed as of the date indicated on the first page of this agreement.

By:

INTERMUNICIPAL AGREEMENT

For Shelter Services Rendered January 1, 2024 – December 31, 2024

COUNTY OF SARATOGA, a municipal corporation duly organized under the laws of the State of New York with offices at 40 McMaster Street, Ballston Spa, New York 12020, (**COUNTY**);

-and-

TOWN OF CLIFTON PARK, a municipal corporation duly organized under the laws of the State of New York with a principal office at 1 Town Hall Plaza, Clifton Park, NY 12065 (**TOWN**),

WITNESSETH:

WHEREAS, the **COUNTY** owns and operates the Saratoga County Animal Shelter (hereinafter "Shelter") located at 6010 County Farm Road, Ballston Spa, New York 12020; and

WHEREAS, **COUNTY'S** Shelter provides certain services to contracting municipalities relative to the care and impoundment of animals delivered to the Shelter by municipal animal or dog control officers within Saratoga County; and

WHEREAS, **COUNTY'S** Shelter also provides other services to contracting municipalities such as cremation services; and

WHEREAS, **TOWN** desires to enter into an agreement with **COUNTY** for the provision of shelter and other services offered by **COUNTY'S** Shelter;

NOW, THEREFORE, for and in consideration of the mutual covenants contained in this Agreement, **COUNTY** and **TOWN** agree as follows:

1. The **COUNTY** will maintain and operate a shelter for the care and impoundment of seized and stray dogs in accordance with Article 7 of the Agriculture and Markets Law and its applicable rules and regulations. The **COUNTY'S** Shelter will also provide for the care and impoundment of seized cats delivered to the Shelter by **TOWN**.

2. The **COUNTY** Shelter shall be staffed by **COUNTY** employees and will be open Monday through Saturdays (excluding holidays) from 10 A.M. to 4 P.M. The **COUNTY** shall provide the **TOWN** with a key to access the Animal Control area of the Shelter at all times.

3. The **COUNTY** is responsible for the maintenance of the Shelter's records including the disposition of each animal delivered to the Shelter. The **COUNTY** shall provide the **TOWN** with a monthly Animal Control Officer/Dog Control Officer report detailing each stray and seized dog delivered to the Shelter from within the municipal boundaries of the **TOWN**. The **COUNTY** shall also provide the **TOWN** with a monthly report of all cats delivered to the Shelter by **TOWN'S** Animal or Dog Control Officer. The **TOWN** shall have forty-five (45) days from the receipt of each monthly report submitted by **COUNTY** to dispute any entry in the report by notifying the Shelter's Supervisor, in writing, of any disputed entry or entries.

4. The **COUNTY** will accept trapped feral cats brought by the **TOWN** to the Shelter to be vaccinated and spayed/neutered, subject to **TOWN**'s agreement to take back and recover the cat from the Shelter and release it back into the area in which it was found. If a feral cat is Leukemia or Aids positive, or has serious health issues, the Shelter will humanely euthanize the animal.

5. The **COUNTY** will not accept from the **TOWN** deceased wildlife/roadkill such as deer, fox, skunk, and opossum for cremation at the Shelter unless there is suspected concern of rabies, which must be supported by appropriate documentation of symptoms and behavior observed, and the prior approval of Saratoga County Public Health Services to test the deceased animal for rabies has been obtained.

6. The **COUNTY**'S Shelter staff will not respond to emergency or rabies-related incidents when the **TOWN**'S animal control person is unavailable.

7. For shelter services rendered to animals either delivered to the Shelter by **TOWN** or for which services **TOWN** is otherwise responsible for the payment of pursuant to state law or regulation, **COUNTY** shall charge, and **TOWN** agrees to pay, a fee of \$40.00 per dog, \$20.00 per cat and \$20.00 per puppy or kitten.

8. For the cremation of animals either delivered by the **TOWN** to the Shelter or for which the **TOWN** is otherwise responsible for the payment of the cremation of, **COUNTY** shall charge, and **TOWN** agrees to pay, a fee determined by the weight of the animal cremated in accordance with the following schedule:

0-25 lbs.	\$15.00
26-50 lbs.	\$20.00
51-75 lbs.	\$30.00
76-100 lbs.	\$35.00
over 100 lbs.	\$40.00

9. The **COUNTY** will collect and remit impoundment fees to the **TOWN**.

10. The **TOWN** will pay the **COUNTY** for all services rendered by the **COUNTY** pursuant to this agreement during the period from January 1, 2024 through December 31, 2024, as documented in the monthly reports submitted by the **COUNTY** to the **TOWN**. The **COUNTY** shall submit bills for services to the **TOWN** during the month of April 2025 for said services rendered in 2024, which sum shall be due and payable by **TOWN** on or before September 1, 2025.

[Signature Page to Follow]

IN WITNESS WHEREOF, the parties have hereunto signed this agreement on the day and year appearing opposite their respective signatures.

**APPROVED AS TO
FORM AND CONTENT:**

COUNTY OF SARATOGA

By: _____
County Attorney

By: _____
Theodore T. Kusnierz, Jr., Chair
Board of Supervisors
Pursuant to Resolution: 232-2023

Date: _____

TOWN OF CLIFTON PARK

Date _____

Phil Barrett, Supervisor



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: Animal Shelter

DATE: 9/26/2024

COMMITTEE: Public Safety

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

County Attorney's Office
Consulted Yes

1. Is a Resolution Required:

Yes, Contract Amendment

2. Proposed Resolution Title:

AMENDING RESOLUTION 157-2024 TO INCORPORATE THE
2022 CONTRACT AMENDMENT WITH DR. KRISTIN ST.
DENIS FOR THE PROVISION OF PROFESSIONAL
VETERINARY SERVICES AT THE SARATOGA COUNTY
ANIMAL SHELTER

3. Specific Details on what the resolution will authorize:

Resolution 157-2024 refers to Dr. St. Denis' rate of pay at
\$50/hour instead of the 2022 amended amount of \$75/hour.
This resolution will amend 157-2024 to reflect the accurate
hourly rate.

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 No

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
- 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

County Administrator's Office
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 2022 Contract Amendment

10. Remarks:



BOARD OF SUPERVISORS

06/18/2024

RESOLUTION 157- 2024

Introduced by Public Safety: Supervisors Lant, Butler, Fish, Murray, Ostrander, Wright and Young

AMENDING AN AGREEMENT WITH DR. KRISTIN ST. DENIS FOR THE PROVISION OF PROFESSIONAL VETERINARY SERVICES AT THE SARATOGA COUNTY ANIMAL SHELTER

WHEREAS, the Saratoga County Animal Shelter has an increased need for professional veterinary service being provided by Dr. Kristin St. Denis; and

WHEREAS the Public Safety Committee and the Director of the Saratoga County Animal Shelter have recommended that the County enter into an amended agreement with Dr. Kristin St. Denis increasing the not to exceed amount of her current contract from \$15,000 to \$30,000 starting August 1, 2024, and ending August 2, 2025; and

March 9, 2022

WHEREAS, all other terms of the current agreement dated September 15, 2017 which are not inconsistent with the provisions of the above-stated amendments shall remain in full force and effect, now, therefore, be it

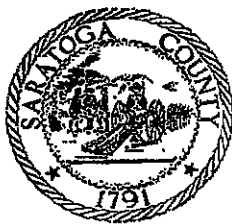
RESOLVED, that the Chair of the Board is authorized to execute an amended agreement increasing the not to exceed amount from \$15,000 to \$30,000 starting August 1, 2024, and ending August 2, 2025; and it is further

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

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

~~June 18, 2024 Regular Meeting-
Motion to Adopt: Supervisor Grasso
Second: Supervisor Butler~~

~~AMES (207,743), Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5),
Angela Thompson (19014.5), C. Eric Buder (6500), Diana Edwards (819), Jean Raymond
(1332), James D. Arnold (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen
(25662), Cynthia Young (17120), Scott Ostrander (18800), Jesse Fish (16202), Sandra Winney
(2075), Ian Murray (5808), Michele Madigan (14245.5), Matthew E. Veitch (14245.5), Edward
D. Kinowski (9022), David Ball (8208)~~



SARATOGA COUNTY ATTORNEY

Saratoga County Municipal Center
40 McMaster Street
Ballston Spa, New York 12020

Telephone: 518-884-4770
Fax: 518-884-4720 (Not for Service)

MICHAEL J. HARTNETT
County Attorney

MICHELLE W. GRANGER
First Assistant

Assistants
HUGH G. BURKE
VIDA L. MCCARTHY-CERRITO
ALEXIS M. OSBORNE
MICHAEL P. NAUGHTON SR.
NICHOLAS M. MARTIN
MARIBETH A. HUNT

Paralegal Specialist
JENNY R. MARCOTTE

MEMORANDUM

DATE: March 10, 2022

TO: Penelope Heritage
Animal Shelter

FROM: Michael Hartnett
Saratoga County Attorney's Office

SUBJECT: Vendor Name : **Kristin St. Denis, DVM**
Vendor Address : 1120 New Loudon Rd, Cohoes, NY 12074
Vendor I.D. # : xxx-xx-5044
Contract Amount : NTE \$15,000 Per Res. 204-2015
Contract Period : Ongoing
Contract I.D. # : NA
Purpose of agreement : Amendment to September 15, 2017
Agreement.

Attached, please find two fully executed copies of the above referenced contract, which had been executed by the County Administrator on March 9, 2022.

Please send this contract to the above named vendor.

cc: Clerk, Board of Supervisors, w/enclosure
County Auditor, w/enclosure
County Administrator, without enclosure

AMENDMENT OF MINOR CONTRACT

Amendment #1 to Minor Contract Dated September 15, 2017.

BY AND BETWEEN,

COUNTY OF SARATOGA, a municipal corporation of the State of New York with offices at 40 McMaster Street, Ballston Spa, New York 12020, (COUNTY),

- and -

Kristin St. Denis, DVM, residing at 1120 New Loudon Road, Cohoes, New York 12074, (CONTRACTOR);

RECITALS:

WHEREAS, COUNTY and CONTRACTOR entered into minor contract dated September 15, 2017, whereby CONTRACTOR agreed to provide veterinary surgical and consultation services, at a rate of \$50 per hour, with the total paid per calendar year not to exceed the sum of \$15,000; and

WHEREAS, it is necessary to amend said contract to \$75 per hour with the total paid per calendar year not to exceed the sum of \$15,000; due to taking on the Saratoga County K-9 unit; and

WHEREAS, both CONTRACTOR and COUNTY desire to amend the Minor Contract dated September 15, 2017, accordingly;

NOW, THEREFORE, the parties agree as follows:

1. Paragraph 2 of the Agreement dated September 15, 2017 is amended to read as follows:

The COUNTY will pay the CONTRACTOR \$75 per hour with the total paid per calendar year not to exceed the sum of \$15,000, upon submission of a properly documented voucher.

2. All other terms of said Agreement dated September 15, 2017, and any amendments thereto not inconsistent with the provisions of this Amendment shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment this 9th day of March, 2022.

Date 3/9/2022

COUNTY OF SARATOGA

By: Steven J. Bulger
STEVEN J. BULGER
County Administrator
Per Resolution #204-2015

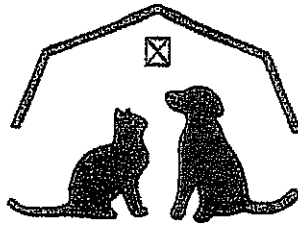
Kristin St. Denis, DVM

Date 2-26-22

By: Kristin St. Denis DVM
Print Name: Kristin St. Denis DVM
Federal I.D. # 083-70-5044

APPROVED:

Michael Hartnett
Michael Hartnett
County Attorney



**Saratoga County
ANIMAL SHELTER**

2/7/2022

Office of the County Administrator:

I am requesting a \$25 increase in the hourly rate for our contract veterinarians for the following reasons:

1. The K-9 unit as a whole does not want to engage any further with the Shelter Staff Veterinarian, Dr. Sosnow. Investigation suggests the Unit is not being unreasonable and their concerns are founded. They would prefer to resume work with the Shelter independent Contract Veterinarians they have worked with in the past.
2. The contract veterinarians are currently paid \$50/hour. This rate, incidentally, has not changed in the last 10 years. Adding the K9 unit to their existing duties would increase their workload by about 1/3.
3. Also, the \$50 rate is reduced by the self-employment tax they must pay thereby reducing their hourly rate by roughly 7.86%
4. The average experienced veterinarian rate is approximately \$85/hour

It would be in the interests of the County and the K-9 Unit to increase the hourly rate. If the Unit was cared for by private veterinarians, the cost increase would be substantial. The Deputies are accustomed to walk in care at the Shelter for minor issues which would no longer be an option. The Animal Shelter frequently provides care well beyond normal business hours, including weekends and holidays when the need arises.

I ask that you take favorable action on this request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kelly E. DeVall".

Kelly E. DeVall
Deputy Director, Animal Shelter



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: Sheriff's Office



DATE: 10/23/2024

COMMITTEE: Public Safety



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

County Attorney's Office
Consulted Yes

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorize the Chairman of the Board to enter into a contract on behalf of the Sheriff to provide specialized law enforcement services to the Town of Clifton Park. Form and content of the contract to be approved by the Sheriff and County Attorney.

3. Specific Details on what the resolution will authorize:

Authorize the Chairman of the Board to enter into a contract on behalf of the Sheriff to provide specialized law enforcement services to the Town of Clifton Park. The term of the contract will be from January 1, 2025 until December 31, 2025 for the amount of \$712,466.20. Form and content of the contract to be approved by the Sheriff and County Attorney.

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 A.30-2262
- b. Budget year impacted 2025
- 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

No

Purchasing Office Consulted

No

8. Is a grant being accepted: YES or NO

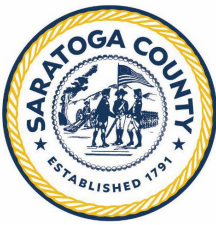
- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

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:

This is an annual resolution to renew a contract for specialized law enforcement services.
The 2024 amount was \$259,439.46.



BOARD OF SUPERVISORS

11/21/2023

RESOLUTION ~~298~~—2023

Introduced by Public Safety: Supervisors Lant, Butler, ~~Grasso, Hammond, Raymond, Tollisen and K. Veitch,~~ Fish, Murray, Ostrander, Wright and Young

AUTHORIZING A ~~2025~~2024 CONTRACT FOR POLICE SERVICES WITH THE TOWN OF CLIFTON PARK

WHEREAS, Resolution 320-2022 last authorized a contract with the Town of Clifton Park for additional police services to be provided by the Sheriff's Office; and the Town wishes to extend its contract; and

WHEREAS, the proposed contract includes reimbursement by the Town for all County expenses including salaries, benefits, training, all transportation expenses and patrol cars; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute the following contract with the Town of Clifton Park for the indicated police services in ~~2025~~2024, at a cost of ~~\$712,466.20~~\$653,161.32;

<u>NUMBER OF PATROLS</u>	<u>SERVICE TIME OF PATROLS</u>	<u>PLACE OF SERVICE</u>	<u>AMOUNT</u>
Two (2)	Mon-Sun 8:00 a.m. – 4:00 p.m.	Entire Town	<u>\$712,466.20</u>
Two (2)	Mon-Sun 4:00 p.m. – 12:00 a.m.	of Clifton Park	<u>\$653,161.32</u>

and; it is further

RESOLVED, that the Sheriff's Office shall provide such additional police services to the Town of Clifton Park for added patrols or special detail assignments as shall be determined by the Sheriff, the cost of which services shall be included within the stated contract amount; and be it further

RESOLVED, that the Sheriff shall have the right to modify the foregoing schedule based upon the changing needs of law enforcement in the Town; and it is further

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.

November 21, 2023 Regular Meeting
Motion to Adopt: Supervisor Grasso
Second: Supervisor: M. Veitch

AYES (199756.5): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Ian Murray (5808), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lant (17361)

NOES (0):

ABSENT (35752.5): Diana Edwards (819), Thomas Richardson (5163), Willard H. Peck (5242), Sandra Winney (2075), Tara N. Gaston (14245.5), John Lawler (8208)



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: Sheriff's Office

DATE: 10/23/2024

COMMITTEE: Public Safety



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

County Attorney's Office
Consulted Yes

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorize the Chairman of the Board to enter into a contract on behalf of the Sheriff to provide specialized law enforcement services to the Town of Halmoon. Form and content of the contract to be approved by the Sheriff and County Attorney.

3. Specific Details on what the resolution will authorize:

Authorize the Chairman of the Board to enter into a contract on behalf of the Sheriff to provide specialized law enforcement services to the Town of Halmoon. The term of the contract will be from January 1, 2025 until December 31, 2025 for the amount of \$282,735.80. Form and content of the contract to be approved by the Sheriff and County Attorney.

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

- G/L line impacted A.30-2262
- Budget year impacted 2025
- 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

No

Purchasing Office Consulted

No

8. Is a grant being accepted: YES or NO

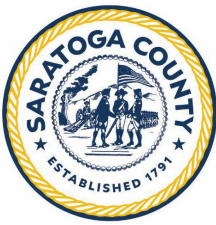
- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

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:

This is an annual resolution to renew a contract for specialized law enforcement services.
The 2024 amount was \$259,439.46.



BOARD OF SUPERVISORS

11/21/2023

RESOLUTION ~~299~~—2023

Introduced by Public Safety: Supervisors Lant, Butler, ~~Grasso, Hammond, Raymond, Tollisen and K. Veitch~~ Fish, Murray, Ostrander, Wright and Young

AUTHORIZING A ~~2025~~2024 CONTRACT FOR POLICE SERVICES WITH THE TOWN OF HALFMOON

WHEREAS, Resolution 321-2022, last authorized a contract with the Town of Halfmoon for additional police services to be provided by the Sheriff's Department and the Town wishes to extend its contract; and

WHEREAS, the proposed contract includes reimbursement by the Town for all County expenses including salaries, benefits, training, all transportation expenses and patrol cars; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute the following contract with the Town of Halfmoon for the indicated police services in ~~2025~~2024, at a cost of ~~\$282,735.80~~\$259,439.46;

<u>NUMBER OF PATROLS</u>	<u>SERVICE TIME OF PATROLS</u>	<u>PLACE OF SERVICE</u>	<u>AMOUNT</u>
One (1)	Tues-Sun 8:00 a.m. – 4:00 p.m.	Entire Town	<u>\$282,735.80</u>
One (1)	Tues-Sat 4:00 p.m. – 12:00 a.m.	of Halfmoon	<u>\$259,439.46</u>

and; it is further

RESOLVED, that the Sheriff's Office shall provide such additional police services to the Town of Halfmoon for added patrols or special detail assignments as shall be determined by the Sheriff, the cost of which services shall be included within the stated contract amount; and be it further

RESOLVED, that the Sheriff shall have the right to modify the foregoing schedule based upon the changing needs of law enforcement in the Town; and it is further

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.

November 21, 2023 Regular Meeting
Motion to Adopt: Supervisor Grasso
Second: Supervisor: M. Veitch

AYES (199756.5): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Ian Murray (5808), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lant (17361)

NOES (0):

ABSENT (35752.5): Diana Edwards (819), Thomas Richardson (5163), Willard H. Peck (5242), Sandra Winney (2075), Tara N. Gaston (14245.5), John Lawler (8208)



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: Sheriff's Office

DATE: 10/23/2024

COMMITTEE: Public Safety



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

County Attorney's Office
Consulted Yes

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorize the Chairman of the Board to enter into a contract on behalf of the Sheriff to provide specialized law enforcement services to the Town of Wilton. Form and content of the contract to be approved by the Sheriff and County Attorney.

3. Specific Details on what the resolution will authorize:

Authorize the Chairman of the Board to enter into a contract on behalf of the Sheriff to provide specialized law enforcement services to the Town of Wilton. The term of the contract will be from January 1, 2025 until December 31, 2025 for the amount of \$135,737.00. Form and content of the contract to be approved by the Sheriff and County Attorney.

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 A.30-2262
- b. Budget year impacted 2025
- 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

No

Purchasing Office Consulted

No

8. Is a grant being accepted: YES or NO

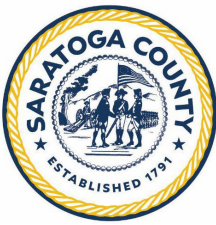
- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

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:

This is an annual resolution to renew a contract for specialized law enforcement services.
The 2024 amount was \$125,147.48.



BOARD OF SUPERVISORS

11/21/2023

RESOLUTION ~~300~~—2023

Introduced by Public Safety: Supervisors Lant, Butler, ~~Grasso, Hammond, Raymond, Tollisen and K. Veitch~~ Fish, Murray, Ostrander, Wright and Young

AUTHORIZING A ~~2025~~2024 CONTRACT FOR POLICE SERVICES WITH THE TOWN OF WILTON

WHEREAS, Resolution 45-2021, last authorized a contract with the Town of Wilton for additional police services to be provided by the Sheriff's Office Department and the Town wishes to extend its contract; and

WHEREAS, the proposed contract includes reimbursement by the Town for all County expenses including salaries, benefits, training, all transportation expenses and patrol cars; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute the following contract with the Town of Wilton for the indicated police services in ~~2025~~2024, at a cost of ~~\$135,737.00~~\$125,147.48;

<u>NUMBER OF PATROLS</u>	<u>SERVICE TIME OF PATROLS</u>	<u>PLACE OF SERVICE</u>	<u>AMOUNT</u>
One (1)	Mon-Fri 8:00 a.m. – 4:00 p.m.	Entire Town of Wilton	<u>\$135,737.00</u> <u>\$125,147.48</u>

and; it is further

RESOLVED, that the Sheriff's Office shall provide such additional police services to the Town of Wilton for added patrols or special detail assignments as shall be determined by the Sheriff, the cost of which services shall be included within the stated contract amount; and be it further

RESOLVED, that the Sheriff shall have the right to modify the foregoing schedule based upon the changing needs of law enforcement in the Town; and it is further

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.

November 21, 2023 Regular Meeting
Motion to Adopt: Supervisor Grasso
Second: Supervisor: M. Veitch

~~AYES (199756.5): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Ian Murray (5808), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lant (17361)~~

~~NOES (0):~~

~~ABSENT (35752.5): Diana Edwards (819), Thomas Richardson (5163), Willard H. Peck (5242), Sandra Winney (2075), Tara N. Gaston (14245.5), John Lawler (8208)~~