



Law & Finance Committee

Wednesday, November 13, 2024 4PM
40 McMaster Street, Ballston Spa, NY

Minutes

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

Supervisors Anderson, Arnold, Brennan, Murray, Peck, Wright, Young and Chairman of the Board Philip Barrett; Steve Bulger, Ridge Harris, Audra Hedden, Stephanie Hodgson, Renee Law, Christine Rush, Renee Mariah Ruscio, County Administrator; George Conway, County Attorney; Karen Heggen, District Attorney; Craig Hayner, Lauren Roberts, County Clerk; Dan Rourke, Sewer District; Greg Ball, Public Works; Jason Kemper, Planning and Economic Development; Scot Chamberlain, Katie Bottger, Human Resources; JoAnne Kupferman, Treasurer; Dan Kuhles, Department of Health; Patrick Maxwell, Social Services; Megan Johnson, Mental Health; Anna Stanko, Real Property; Joseph Suhrada, Elections; Kelly Devall, Animal Shelter; Bill Schwerd, Cornell Cooperative; 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 October 9, 2024 meeting were approved unanimously.

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

HEALTH & HUMAN SERVICES

- Authorizing an agreement with Presentation Concepts Corporation for an audiovisual system upgrade for the Department of Health.

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

An RFP was issued, and PCC was selected as the lowest bidder. This contract in the amount of \$18,975 provides upgrades to the current audio/visual system.

- Amending Resolution 296-2021, authorizing amendments to Mental Health agreements to include a state funded stipend for supported housing beds, and amending the 2024 County budget in relation thereto.

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

The NYS Office of Mental Health amended state aid effective April 1, 2024 and increased funding in the amount of \$26,676. This amendment will authorize an increase to two service providers: Rise Housing and Support Services in the amount of \$23,868, and Rehabilitation Support Services for \$2,808.

- Authorizing the transfer of funds to the Mental Health and Addiction Services Department to pay for expenses related to patient services and amending the 2024 County Budget in relation thereto.

BUDGET IMPACT STATEMENT: The budget will be amended to increase expenses and decrease fund balance by \$123,044.

This increased appropriation is to cover the mandated cost of a single patient placed in a NYS Mental Health facility pursuant to court orders.

- Authorizing an agreement with Televox, Inc. for an automated appointment management system.

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

This three year agreement totaling \$31,600 will provide automated appointment reminder notifications as well as automated email notifications for clients of Mental Health and Addiction Services. This agreement also eliminates a vacant part-time position.

- Amending an agreement with TenEleven Group, Inc. to integrate the automated appointment management system.

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

This item is related to the previous item and allows for the integration into the existing health care management system. The total additional cost of this amendment is \$2,172 making the total cost of the five year agreement \$337,272.

- Accepting New York State Shelter Arrears Eviction Forestallment Program funds from the New York State Office of Temporary and Disability Assistance 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 \$17,117.

This grant in the amount of \$171,172 will run from October 1, 2024 through September 30, 2025.

- Accepting a Code Blue Allocation from the New York State Office of Temporary and Disability Assistance, and authorizing an agreement with Shelters of Saratoga Inc. for the operation of a Code Blue Shelter.

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

This allocation will be in the amount of \$426,000. \$405,000 will be paid to Shelters of Saratoga for oversight and operation of the Code Blue Shelter. The remaining \$21,000 will be used by the Department of Social Services for additional expenses related to the program.

- Accepting a Behavioral Health Consultation Grant from the New York State Office of Children and Family Services and amending an agreement with ECS Psychological Services, P.C.

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

This grant award of \$70,000 is for the term starting December 1, 2024 through November 20, 2025. These funds will be used to extend the current agreement with ECS Psychological Services to support behavioral health needs of children and their caregivers who have been negatively affected by substance abuse.

- Renewing an agreement with Together For Youth, Inc. for the operation of the Enhanced Stepping Stones Program.

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

This renewal will extend the current contract through September 30, 2025, for an annual cost of \$114,207 to assist with the County's Raise the Age program. These costs are fully reimbursed by the state.

On a motion made by Mr. Butler the following resolution was tabled unanimously.

PUBLIC WORKS

- Authorizing intermunicipal agreements with the Towns of Clifton Park, Corinth and Moreau and the City of Saratoga Springs for recyclable collection management.

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

This two year agreement in the amount of \$35,000 per year to each municipality will assist in managing their recyclables. There is an option to renew for an additional two year term at the completion of this agreement.

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

PUBLIC WORKS

- Amending an agreement with Prime Highway Contractors, LLC for additional construction services for the County Route 4 over Beecher Creek Bridge replacement project in the Town of Edinburg.

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

This amendment in the amount of \$142,771.54 is due to resurfacing modifications during the project.

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

HUMAN RESOURCES & INSURANCE

- Amending the County's Policy and Procedure Manual to revise the Freedom of Information Policy.

BUDGET IMPACT STATEMENT: No budget impact.

As recommended by the Human Resources and Insurance Policy Review Subcommittee, this resolution will authorize necessary updates to the Freedom of Information policy to reflect current practices and include a new section regarding disclosure of disciplinary records.

- Authorizing an agreement with BSN Sports, LLC for the creation and management of an online store offering customized County branded apparel.

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

This agreement with BSN Sports in the amount of \$100,000 will establish an online apparel store for customized county apparel. Each employee will receive a store credit of \$75 to utilize toward their individual order. The Board originally authorized this funding in 2023.

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

PUBLIC SAFETY

- Authorizing intermunicipal agreements with participating municipalities for 2025 Saratoga County Animal Shelter services.

BUDGET IMPACT STATEMENT: No budget impact.

This is an annual housekeeping item for the Animal Shelter. The period of this agreement will commence on January 1st, 2025 and conclude on December 31st, 2025.

- Amending Resolution 157-2024 to incorporate the 2022 contract amendment with Dr. Kristin St. Denis for professional veterinary services.

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

This item amends Resolution 157-2024 to correct the hourly rate from \$50/hour to \$75/hour. The contract amount of \$30,000 remains unchanged.

- Authorizing an agreement with the Town of Clifton Park for Law Enforcement Services in 2025.

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

This agreement will total \$712,466.20 for a term from January 1 to December 31, 2025.

- Authorizing an agreement with the Town of Halfmoon for Law Enforcement Services in 2025.

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

This agreement will total \$282,735.80 for a term from January 1 to December 31, 2025.

- Authorizing an agreement with the Town of Wilton for Law Enforcement Services in 2025.

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

This agreement will total \$135,737.00 for a term from January 1 to December 31, 2025.

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

ECONOMIC DEVELOPMENT

- Designating the Saratoga Convention & Tourism Bureau, also known as Discover Saratoga, as the County’s Tourism Promotion Agency and authorizing the Saratoga Convention & Tourism Bureau to apply for an “I Love New York” Grant for 2025.

BUDGET IMPACT STATEMENT: No budget impact.

This item will enable Discover Saratoga to register as the County’s Tourism Promotion Agency with the Empire State Development Corporation and apply for the 2025 grant program.

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

BUDGET IMPACT STATEMENT: The budget will be amended to increase expenses and reduce the Economic Development Grant Reserve by \$753.63.

This item will allow for the payment of the 2023 Town of Greenfield grant in the amount of \$753.63.

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

TRAILS & OPEN SPACE

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

BUDGET IMPACT STATEMENT: The budget will be amended to increase expenses and reduce the County Trails Development Reserve by \$20,000.00.

This transfer will allow for the payment of the 2022 Town of Edinburg and 2022 Town of Providence combined snowmobile trail project.

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

REAL PROPERTY TAX

- Approving the 2025 Tax Bill Flyer in accordance with Local Law No. 1 of 2012 establishing truth in taxation in Saratoga County.

BUDGET IMPACT STATEMENT: No budget impact.

This flyer will be included with 2025 Property Tax bills mailed to county residents and will be available on the County's website.

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

LAW & FINANCE

- Amending an agreement with Environmental Design and Research, Landscape Architecture Engineering and Environmental Services, D.P.C. for additional geotechnical and survey work related to the South Broadway Sewer Extension project.

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

This resolution will authorize an additional \$21,648 for a total contract cost of \$224,625.

- Authorizing a change order with Gross Electric, Inc. for additional electrical work at Saratoga County Sewer Districts Ace Pump Station.

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

This item provides an increase in the contract value by \$37,867 for additional electrical work to upgrade the Ace Pump Station, bringing the total contract value to \$215,644.

- Authorizing an agreement with William Scotsman, Inc. for the purchase of a modular office unit.

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

This agreement in the amount of \$70,300 would authorize the purchase of the Office of Court Administration's modular unit next to Building 4.

- Accepting an American Battlefield Protection Program grant from the National Park Service for Implementation of the Turning Point @ 250 Phase 1 Project and amending the 2024 county budget in relation thereto.

BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds, authorize related expenses and decrease fund balance by \$200,000.

This grant in the amount of \$200,000 will be used to implement new technologies in the interpretation of the Battles of Saratoga at specific sites in the Town of Saratoga and the Village

of Schuylerville. It will further authorize the required matching funds of \$200,000 in order to accept this grant.

- Adopting a Local Law amending Local Law No. 3 of 2006 as Amended by Local Law No. 1 of 2023 to provide an extension of the tax exemption for volunteer firefighters, volunteer ambulance workers, and un-remarried spouses of volunteer firefighters and volunteer ambulance workers killed in the line of duty.

BUDGET IMPACT STATEMENT: No budget impact.

This amendment offers the exemption to certain volunteer firefighters or ambulance workers who live in Saratoga County but who serve in a neighboring municipality. A public hearing has been scheduled for November 13th at 4:25 pm.

- Amending an agreement with Bartlett, Pontiff, Stewart & Rhodes. PC. for professional legal services.

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

This amendment in the amount of \$35,000 is to assist the County Attorney's office with litigation related to the Beardsley, et al v. County of Saratoga case.

- Authorizing the payment of a one-time stipend of \$20 per day to early voting Election Inspectors.

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

This will authorize a \$20 per day stipend for the Election Inspectors who were required to work an additional hour during the last three days of the 2024 early voting cycle. The total cost of this additional compensation will not exceed \$3,300.

- Adopting the 2025 County Budget (TO BE TABLED).
- Appropriating amounts finally set forth in the 2025 Saratoga County Budget. (TO BE TABLED).
- Setting December 3, 2024, at 4:30 pm in the County Board Room as the date, time, and place for the public hearing on the 2025 tentative Saratoga County Budget as amended.

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

CHAIRMAN'S ITEM

- Appointing a member to the County Fire Advisory Board.

BUDGET IMPACT STATEMENT: No budget impact.

This appointment will fill a vacant seat in the Town of Moreau. Tyler Corlew will serve out this term which expires December 31, 2024.

On a motion made by Mr. Butler, seconded by Mr. Grasso, the Board Meeting Agenda for November 19, 2024 was approved unanimously.

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

Respectfully submitted,
Bridget M. Rider, Deputy Clerk of the Board

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