

Law and Finance Committee Minutes
February 15, 2012 – 4:00 p.m.

Present: Chairman Grattidge; Supervisors Daly, Sausville, Veitch, Wormuth, Wright, Kinowski, Wood, Jenkins, Collyer, Southworth, Peck, Raymond, Yepsen, and Lucia; Spencer Hellwig, Administrator; Ryan Moore, Mgmt. Analyst; Ed Tremblay, Emergency Services; Cindy Baker, George Martin, Treasurer; Jason Kemper, Planning; Chad Cooke, Bill Davis, Sewer District; Brian O’Conor, Auditor; Kyle Wessel, Benetech; Joseph Ritchey, Public Works; Joanne Bosley, Real Property; Karen Levison, Public Health; Maplewood Manor; Kathy Marchione, County Clerk; John Adams, Probation; Daniel Butler, Animal Shelter; Steve Dorsey, County Attorney; Jasper Nolan, County Chairman; Press.

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

On a motion made by Mrs. Wormuth, seconded by Mr. Wright the minutes of the January 11, 2012 meeting were approved unanimously.

EQUALIZATION AND ASSESSMENT

- **Authorizing a correction to the 2012 tax roll from \$173,301.68 to \$134,691.68, a difference of \$38,610.00, for a parcel located in the Town of Stillwater.**
- **Accepting tender offers on parcels in the Towns of Greenfield (\$1,618.04), Malta (\$55,916.29) and Providence (\$6,767.41)**

Mr. Hellwig said the first item is a correction to the 2012 tax roll for a parcel in the town of Stillwater. The change is due to a clerical error. The sewer district faxed to the town assessor a change to the number of sewer units on a parcel from 400 to 35 and the assessor did not receive the fax and, therefore, did not reduce the number of sewer units. The correction is in the amount of \$38,610.

The second item are tender offers totaling \$64,301 on parcels located in the towns of Malta, Greenfield and Providence. The payments are for taxes due in 2008, 2009, 2010 and 2011, which include all penalties and interest.

On a motion made by Mr. Sausville, seconded by Mr. Veitch the above resolutions were approved unanimously.

LEGISLATIVE AND RESEARCH

- **Approving the 2012 Saratoga County Legislative Program**

Mr. Hellwig said this years legislative program will have twelve items that were approved at the committee's February meeting. The trip to the Capital has been scheduled for Tuesday, March 6th at 1:00 p.m with the members of the State Legislature. Anyone interested in attending should contact the Clerk of the Board.

On a motion made by Mrs. Wormuth, seconded by Ms. Daly the above resolution was approved unanimously.

ECONOMIC DEVELOPMENT

- **Authorizing the Chairman to enter into a renewal agreement with Cornell Cooperative Extension to manage the MS4 Stormwater Management Program at a cost not to exceed \$50,000.**
- **Authorizing the Chairman to enter into a two-year logging agreement with G&T Enterprises for the harvesting of a forestry lot in the Town of Moreau. The County will receive approximately \$95,000 for the timber over the life of this contract.**

Mr. Hellwig said the first item is for authorization of a contract with Cornell Cooperative Extension to manage the MS4 Stormwater Management Program. The \$50,000 that is given to Cornell Cooperative Extension to run this program on behalf of the county is included in the Planning Department's budget. The program is one of three pollutant discharge elimination system programs that are required under the EPA and DEC regulations.

The second item authorizes a revenue contract with G&T Enterprises for the harvesting of timber in the Town of Moreau. The Planning Director has also requested that the resolution authorize that the second bidder, Heath Reynolds Logging, be allowed to perform the services if G&T Enterprises is unable to begin on time. The high quote for the harvesting of the timber was estimated to be approximately \$95,000. Heath Reynolds Logging provided a quote of \$86,920.

Mrs. Wormuth asked if there was a definition of what not starting on time meant. Mr. Kemper said a month to submit the required security deposit along with the necessary insurance and paperwork. Mr. Kemper said his concern would be if they couldn't move it in within that time frame because another harvest will have to be done this year in order to meet budget projections. Mrs. Wormuth suggested that something be put in writing referencing the time frame.

Mr. Dorsey said the resolution would read one month from the execution of the contract.

On a motion made by Mrs. Wormuth, seconded by Ms. Daly the above resolutions were approved unanimously.

BUILDINGS AND GROUNDS

- **Authorizing the Chairman to enter into an agreement with Smart Watt Energy, Inc. to upgrade building, lighting and controls at a cost not to exceed \$8,392.50 per month for 60 months**

Mr. Hellwig said the county has a contract with Smart Watt Energy for the upgrade of inefficient and outdated lighting fixtures and the installation of automatic lighting controls. This is a five-year agreement with a monthly cost of \$8,392.50. The monthly savings in electrical costs after the upgrades, which will be completed sometime within the next three months, is projected to be \$11,763 with a net monthly savings of \$3,370 for the first five years of the contract.

PUBLIC HEALTH

- **Authorizing an amendment to the agreement with Burnt Hills Ballston Lake Community Human Services Corp. for the provision of respite services at a rate of \$39 per hour plus activities fees not to exceed \$15 per episode.**
- **Authorizing an amendment to the agreement with Transitional Services Association, Inc. to conform to the funding streams for various programs as reflected in the 2012 adopted budget.**

Mr. Hellwig said the first item is a contract with the Burnt Hills Ballston Lake Community Human Services Corp where they provide community support services for families that are working with the Mental Health Department. This amendment will authorize the firm to provide respite services for caretakers to provide temporary relief for a child's primary caregiver to allow family situations to stabilize.

The second item is an agreement that the county has with Transitional Services to provide case management and housing services for Mental Health clients. That agreement needs to be realigned so that the amounts listed in the contract conform with the current amounts provided under the various New York State Office of Mental Health funding streams. There is no budget impact and the contract total will remain the same.

On a motion made by Mr. Wright, seconded by Mr. Veitch the above resolutions were approved unanimously.

PUBLIC SAFETY

- **Authorizing the Chairman to enter into an extended agreement with the Division of Criminal Justice Services to accept Alternatives to Incarceration grant funding in the amount of \$13,477 for the period beginning January 1, 2011 and ending June 30, 2012.**

Mr. Hellwig said this item is to authorize an extension of a contract with the State for the Alternative to Incarceration Program. Typically, the program runs January through

December. In the 2011 contract there was a request to extend it for an additional six months to June 20th. The programs that are covered under this funding stream are the Community Work Order Program and the Pre-Trial Release Program.

On a motion made by Mr. Veitch, seconded by Ms. Daly the above resolution was approved unanimously.

SOCIAL PROGRAMS

- **Authorizing the Chairman to enter into renewal contracts for the Expanded In-Home Services for the Elderly Program (EISEP) to provide housekeeping and personal aide care to the elderly.**
- **Authorizing the Chairman to sign Memorandums of Understanding (MOU's) with Saratoga Hospital and the Visiting Nurses of Schenectady and Saratoga Counties, Inc. (VNA) to serve as the community-based organization (CBO) in the application for federal funding under the Community-Based Care Transitions Program.**

Mr. Hellwig said the first item is a renewal of contracts with ten separate agencies that provide homecare services for the elderly in their homes. The services include personal care as well as housekeeping. This allows seniors to stay in their homes as opposed to being placed in an institution or other facility. The Medicaid rates are unchanged from last year.

The second item is to sign a Memorandum of Understanding with Saratoga Hospital and Visiting Nurses of Schenectady and Saratoga County. This is part of an application process to receive federal funding for a pilot program. The program is designed to improve the transition process for high risk Medicare beneficiaries from an in-patient hospital setting to other care settings, improving the quality care and reducing admissions for this high risk group, and ultimately reduce the costs for admissions.

On a motion made by Mr. Veitch, seconded by Mrs. Wormuth the above resolutions were approved unanimously.

SUPERVISOR'S ITEM

- **Acknowledging and congratulating the Burnt Hills-Ballston Lake 2011 Girls Volleyball Team for their successes including their victory in the New York State Class A Volleyball Championship at the Glens Falls Civic Center on November 20, 2011.**

CHAIRMAN'S ITEM

- **Appointing Ian Murray to the Saratoga County Planning Board for a term to expire 5/30/2015.**

- **Appointing John King, Town of Greenfield, to the Fire Advisory Board for a term to expire 12/31/2012.**

LAW AND FINANCE

- **Amending the 2012 budget to re-appropriate \$1,045,707 in expenses and revenues to complete the balance of work related to capital projects.**

Mr. Hellwig said the first item is a reappropriation of \$1,047,707 for an assortment of unfinished 2011 sewer district capital projects.

On a motion made by Ms. Daly, seconded by Mr. Veitch the above resolution was approved unanimously.

- **Authorizing the Director of Data Processing to replace 34 computers identified by the Technology Committee as being in need of replacement at a cost not to exceed \$20,000 and amending the budget in relation thereto.**

Mr. Hellwig said this item is authorizing the replacement of 34 computers in various departments that have been identified by the Technology Committee as being in need of replacement based on the analysis of the processing power and available memory. The funding for these purchases will be obtained through transfers out of the Data Users Fund into the various departments where the computers are going to be used.

On a motion made by Mr. Veitch, seconded by Ms. Daly the above resolution was approved unanimously.

- **Authorizing a minor contract with ICOM Tech Services to develop a web-based radio service management system for the Office of Emergency Services at a cost not to exceed \$2,608.50.**

Mr. Hellwig said this item is a minor contract with ICOM Tech Services. Emergency Services currently tracks repair requests on the Emergency Services radios through a process that involves a large amount of paperwork and staff time. ICOM is currently hosting the county's website and managing email services. They have offered to develop a web-based radio service management system that will centralize the process at a secured web-based portal, which will be managed by Emergency Services, allowing the repair requests to be logged and tracked more efficiently. The one time cost associated with this is \$2,608.50. There will be no additional charge for hosting and it will be located on the county website.

On a motion made by Mr. Veitch, seconded by Ms. Daly the above resolution was approved unanimously.

- **Authorizing the Director of Data Processing to purchase new hardware and software for the Public Defender's Office at a cost not to exceed \$18,500 and amending the budget in relation thereto.**

Mr. Hellwig said this item is to authorize the purchase of some new computers, server, scanner and laser printer at the Public Defenders office. The purchase will be made with State funding to replace equipment that is outdated.

On a motion made by Mrs. Wormuth, seconded by Mr. Sausville the above resolution was approved unanimously.

- **Authorizing the Chairman to enter into agreements with the NYS Board of Elections to accept a Voting Access for Individuals with Disabilities Polling Place Access Improvement grant in the amount of \$9,137.00 in the Elections Department.**

Mr. Hellwig said there is a \$9,137 grant that is available from January 2012 to September 2016 that will reimburse the county for costs associated with making polling places more accessible for individuals with disabilities.

On a motion made by Mr. Sausville, seconded by Mr. Wright the above resolution was approved unanimously.

- **Amending Resolution 189-08 to decrease the contribution of the State of New York from \$1,042,850 to \$586,968 for the purchase of development rights on 134+/-acres along Hop City Road in the Town of Ballston.**

Mr. Hellwig said resolution 198-08 authorized the Farmland Open Space Protection Program and in that resolution there was authorization for \$176,000 in county funding to purchase development rights on Willow Marsh Farm in the Town of Ballston. The State's match has been reduced to \$568,968. An amendment is needed to reflect the change, so the County can follow through with their commitment to make a payment on their share.

On a motion made by Mr. Sausville, seconded by Mr. Wright the above resolution was approved unanimously.

- **Amending Resolution 273-89 to increase the service charge for returned checks from \$15 to \$20.**

Mr. Hellwig said the Treasurer's Department is requesting an increase in the service charge that is collected when checks don't clear because of insufficient funds. The original amount of \$15 was set in 1989. Over the past twenty years the banks have increased their charges, so the Treasurer is asking to increase the amount from \$15 to \$20 which is consistent with the charges being levied by the banks when checks are sent back to the county Treasurer.

On a motion made by Mrs. Wormuth, seconded by Mr. Sausville the above resolution was approved unanimously.

A copy of the monthly budget report along with the county's sales tax report for the month was distributed to all committee members for their review.

Mr. Pitcheralle said for the end of 2011 overall the County and Towns together were up 4.3% from a year ago.

Mr. Burke said the Open Meetings Law has been revised and took effect on February 2nd. The law provides prior access to written material that is subject to an open meeting. If a member of the press or public would like to obtain a document prior to the meeting they can request it ahead of time. What can be asked for would include resolutions, regulations, local laws, and policies if they were subject to part of a discussion. Anything that cannot be accessed through FOIL cannot be accessed through the Open Meetings Law.

Mr. Veitch said the Technology Committee has been talking about an on-line Agenda system. There is a potential that the Data Processing Department might be able to setup something that is a little more efficient.

On a motion made by Mr. Wright, seconded by Mr. Veitch the meeting was adjourned.

Respectfully submitted,
Chris Sansom