

AGENDA SESSION
July 13, 2016 4:30pm
Meeting Minutes

Vice Chairman Kinowski called the meeting to order and welcomed those in attendance.

PRESENT – Timothy Szczepaniak, Alan Grattidge, Philip C. Barrett, Jonathan Schopf, Richard Lucia, Preston Allen, Jean Raymond, Paul Lent, Daniel Pemrick, Arthur M. Wright, Kevin Tollisen, Vincent DeLucia, Thomas Richardson, Daniel Lewza, Willard H. Peck, John Collyer, Thomas N. Wood, III, Peter Martin, Matthew E. Veitch, Edward D. Kinowski – 20. ABSENT – Gardner Congdon, John Lawler, Arthur J. Johnson – 3.

On a motion by Mr. Schopf, seconded by Mr. Veitch the minutes of the June 15, 2016 meeting were unanimously approved.

Mr. Hellwig presented the following:

PERSONNEL & INSURANCE

Agreement with Mark Minick to be appointed as a part-time Assistant Public Defender to fill an existing vacancy.

Amendment to the County's Policies and Procedures Manual to revise the Time Card Policy.

Authorize an amendment to the County's Policies and Procedures Manual to revise the section pertaining to Saratoga County Hazard Communication Right to Know Program.

Amendment to Resolution #240-2015 to approve a revised Standard Workday Resolution for elected and appointed county officials.

SOCIAL PROGRAMS

Authorize the 2016 funding agreements and contracts with the Youth Bureau's human service agencies providing those services.

An agreement with the Town of Halfmoon to provide a grant in the amount of \$25,000 towards the purchase of a senior transportation vehicle.

Authorizing the acceptance of a federal grant for the implementation of the Workforce Development Institutes Child Care Subsidy.

PUBLIC HEALTH

Amendment to the Mental Health contract with Transitional Services Association to provide funding for an additional supported housing bed.

Authorize the Public Health Committee to set and approve all vaccine fees for vaccines administered by the County's Public Health Services Department.

Authorizing acceptance of additional funds for the promotion of the Lead Poisoning Prevention Program that is overseen and provided by the Public Health Services Department.

PUBLIC SAFETY

Authorize acceptance of a grant from the NYS Division of Homeland Security and Emergency Services in the amount of \$72,500 for the purchase of protective equipment as well as cover the cost of related training.

Authorize a transfer of \$99,000 from the Animal Shelter Trust Fund to cover a variety of costs associated with Shelter services.

An agreement with First Light Fiber for the installation of a 10GB Fiber-optic communication line and also authorize a service agreement with them for five years to cover the costs associated with communications that will be transferred over that line.

Acceptance of a Hazardous Materials Emergency Preparedness Grant from the U.S. Department of Transportation which will be used for training associated with the Local Emergency Planning Commission.

BUILDINGS & GROUNDS

Authorize a five year renewal lease with WAM Commercial Associates for the storage of the voting machines and related equipment.

SUPERVISOR'S ITEM

Honoring the memory of Richard Weber, former Supervisor from the Town of Galway.

LAW & FINANCE

Contract amendment with O'Brien and Gere Engineers in the amount of \$16,800 for additional construction administration and inspection services associated with the replacement of two main sewage pumps.

On a motion by Mr. Martin, seconded by Mr. Peck the agenda was set for the July 19, 2016 Board of Supervisors meeting.

Mr. Lent reminded everyone in attendance that the Saratoga County Fair will begin on Tuesday, July 19th and run through Sunday, July 24th. There will be a 175th Ceremony/Ribbon Cutting at 1:00 p.m. at the Fairgrounds and all Supervisors are invited to attend.

On a motion by Mr. Lent, seconded by Mr. Barrett the meeting was unanimously adjourned.

Respectfully Submitted,

Pamela Wright, Clerk

REGULAR SESSION
TUESDAY, JULY 19, 2016
AT 4:00 p.m., E.S.T.

Chairman Wright called the meeting to order.

Roll call was taken. PRESENT – Timothy Szczepaniak, Alan Grattidge, Philip C. Barrett, Jonathan Schopf, Richard Lucia, Preston Allen, Jean Raymond, Paul Lent, Arthur M. Wright, Vincent DeLucia, Gardner Congdon, R., Willard H. Peck, John Collyer, Thomas N. Wood, III, Peter Martin, Matthew E. Veitch, Edward D. Kinowski, John Lawler, Arthur J. Johnson – 19. ABSENT - Daniel Pemrick, Kevin Tollisen, Thomas Richardson, Daniel Lewza - 4.

The invocation was given by Thomas N. Wood, III, Chaplain.

On a motion by Mr. Kinowski, seconded by Mr. Allen the minutes of the June 21, 2016 meeting were unanimously approved.

The Clerk presented the following;

Letter from NYSAC regarding a “Think Differently” initiative.

Received and Filed.

Letter from the Saratoga County Prosperity Partnership regarding Round IV of the CFA process.

Received and Filed.

Letter from the Saratoga County IDA notifying the County of a public hearing at the Town of Ballston on a proposed application submitted by CTI Properties.

Received and Filed.

Mr. Barrett said each Supervisor received posters and tickets for the September 5, 2016 concert at SPAC. He asked the Supervisors to make these available at their Town/City Halls. Stewarts Shops will also be a distribution point for tickets. Groups will be able to request tickets and will be available by contacting the Board Offices, Pam or Therese or by contacting Frank McClement in the Veterans Office. Mr. Barrett said the concert plans are coming along well and are under budget at this point. There will be Navy personnel in uniform to act as ushers. He said they will be looking for Supervisors to volunteer to hand out programs, collect tickets and to usher. The concert will begin promptly at 2 pm with the gates opening at Noon. SPAC personnel will be on hand to provide golf cart rides to those in need. The concessions will be open. Mr. Barrett thanked Pam and Therese in the Board Offices, Nicole an intern in the County Administrator’s Office for putting the tickets in groups of 100, and Frank McClement and Amy Hughes for all of their efforts.

On a motion by Mr. Kinowski, seconded by Mr. Lawler Resolutions 166 thru 182 were adopted by a unanimous vote.

RESOLUTION 166 - 2016

Introduced by Supervisors Wood, Collyer, Grattidge, Kinowski, Lewza, Lucia, and Peck

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH MARK MINICK FOR PART-TIME ASSISTANT PUBLIC DEFENDER SERVICES

WHEREAS, by reason of the resignation of Karen E.S. D’Andrea a vacancy has been created in the contract employee position of part-time Assistant Public Defender; and

WHEREAS, the Saratoga County Public Defender has selected attorney Mark Minick to fill the vacancy in the contract employee position of part-time Assistant Public Defender; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute an agreement with Mark Minick, Esq. of the City of Mechanicville, New York, for part-time Assistant Public Defender services for the term from July 29, 2016 through December 31, 2017, at a rate of compensation equivalent of the Grade 18 rate for 35 hours per biweekly pay period, contingent upon the Public Defender appointing Attorney Minick as an Assistant Public Defender for the stated term; and, be it further

RESOLVED, that the form and content of such agreement shall be subject to the approval of the County Attorney; and be it further

RESOLVED, in accordance with Resolution 121-2014, Mark Minick shall be employed in his capacity as part-time Assistant Defender as a contract employee of the County, and shall not be entitled to any of the standard employee benefits to which Saratoga County employees are entitled; and be it further

RESOLVED, that in the event the State of New York should cease to fully fund this part-time position of Assistant Public Defender at any time during the contract term, the unfunded position shall be abolished from the Saratoga County Compensation Schedule.

BUDGET IMPACT STATEMENT: None. 100% State Aid.

RESOLUTION 167 - 2016

Introduced by Supervisors Wood, Collyer, Grattidge, Kinowski, Lewza, Lucia, and Peck

AMENDING THE POLICIES AND PROCEDURES MANUAL RELATIVE TO THE COUNTY OF SARATOGA’S TIME KEEPING POLICY

WHEREAS, Resolution 330-82 adopted a manual of Policies and Procedures for the conduct of Saratoga County government; and

WHEREAS, since its adoption, the Board of Supervisors has enacted numerous amendments to the Manual; and

WHEREAS, the annual review of the Manual mandated by General Municipal Law §104-b has disclosed the appropriateness of revisions to update the County’s “Time Card” policy; and

WHEREAS, copies of the proposed revised section on Time Card policy were provided to each member of this Board; and

WHEREAS, the implementation of legislative revisions to the Policies and Procedures Manual requires the approval of this Board; now, therefore, be it

RESOLVED, that the following Chapter of the Saratoga County Policies and Procedures Manual is amended to revise the Time Card policy as set forth in the policy revisions distributed to this Board:

<u>CHAPTER</u>	<u>SECTION</u>	<u>ORIGINAL TITLE</u>	<u>ORIGINALLY LAST NEW TITLE</u>	<u>ADOPTED</u>	<u>REVISED</u>
3	M	Time Card Policy	Time Keeping Policy	9/21/1982	12/11/2002

and, be it further

RESOLVED, that the Personnel Department shall distribute copies of these amendments to all County departments and agencies, and shall post the revised policy on the County’s Intranet website.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 168 - 2016

Introduced by Supervisors Wood, Collyer, Grattidge, Kinowski, Lewza, Lucia, and Peck

AMENDING THE POLICIES AND PROCEDURES MANUAL RELATIVE TO THE COUNTY OF SARATOGA’S HAZARD COMMUNICATION RIGHT TO KNOW PROGRAM

WHEREAS, Resolution 330-82 adopted a manual of Policies and Procedures for the conduct of Saratoga County government; and

WHEREAS, since its adoption, the Board of Supervisors has enacted numerous amendments to the Manual; and

WHEREAS, the annual review of the Manual mandated by General Municipal Law §104-b has disclosed the appropriateness of revisions to update the County’s “Hazard Communication Right to Know Program” policy; and

WHEREAS, copies of the proposed revised section on Hazard Communication Right to Know Program were provided to each member of this Board; and

WHEREAS, the implementation of legislative revisions to the Policies and Procedures Manual requires the approval of this Board; now, therefore, be it

RESOLVED, that the following Chapter of the Saratoga County Policies and Procedures Manual is amended to revise the Hazard Communication Right to Know Program policy as set forth in the policy revisions distributed to this Board:

<u>CHAPTER</u>	<u>SECTION</u>	<u>TITLE</u>	<u>ORIGINALLY ADOPTED</u>	<u>LAST REVISED</u>
1	K	Hazard Communication Right to Know Program	3/15/1988	9/22/1998

and, be it further

RESOLVED, that the Personnel Department shall distribute copies of these amendments to all County departments and agencies, and shall post the revised policy on the County’s Intranet website.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 169 – 2016

Introduced by Supervisors Wood, Collyer, Grattidge, Kinowski, Lewza, Lucia and Peck

AMENDING RESOLUTION 181-12, AS LAST AMENDED BY RESOLUTION 240-2015, AND APPROVING A REVISED STANDARD WORK DAY REPORTING RESOLUTION FOR ELECTED AND APPOINTED COUNTY OFFICIALS FOR RETIREMENT PURPOSES

WHEREAS, this Board adopted Resolution 181-12 establishing standard work days for certain elected and appointed County Officials for retirement reporting purposes pursuant to regulations of the New York State and Local Employees Retirement System;

WHEREAS, said regulations of the New York State and Local Employees' Retirement System require that municipalities continually update their standard workday resolutions to reflect changes in the employment status of individual employees, and accordingly Resolution 181-12 was last amended by Resolution 240-2015; now, therefore, be it

RESOLVED, that this Board of Supervisors hereby amends Resolution 181-12, as last amended by Resolution 240-2015, and establishes the following as standard work days for the elected officials named hereafter, and will report the following days to the New York State and Local Employees' Retirement System based on the timekeeping system records or the records of activities maintained and submitted by these officials to this Clerk of this body:

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|---------------------------------------|---------------------|
| Supervisor - Town of Hadley | Arthur M. Wright |
| Supervisor - City of Saratoga Springs | Peter Martin |
| Supervisor - Town of Corinth | Richard Lucia |
| Supervisor - Town of Ballston | Timothy Szczepaniak |
| Supervisor - Town of Waterford | John E. Lawler |
| Supervisor - Town of Halfmoon | Kevin Tollisen |

Supervisor - City of Mechanicville	Thomas Richardson
Supervisor - Town of Milton	Daniel Lewza
Supervisor - Town of Charlton	Alan Grattidge
Supervisor - Town of Northumberland	Willard Peck
Supervisor - City of Saratoga Springs	Matthew Veitch
Supervisor - Town of Clifton Park	Philip Barrett

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 170 - 2016

Introduced by Supervisors Lucia, Allen, Congdon, DeLucia, Martin, Schopf and Tollisen

AUTHORIZING THE YOUTH BUREAU'S 2016 FUNDING APPLICATIONS AND CONTRACTS AND AMENDING THE COUNTY BUDGET IN RELATION THERETO

WHEREAS, the Youth Bureau's Director has proposed a 2016 Resources Allocation for programs and agencies participating in its Youth Development Program (YDP) and its Runaway Homeless Youth Act (RHYA) program to include County sponsorship, administration and payment responsibility for one-half of the programs' costs; and

WHEREAS, this proposal also includes matching funds for the Cooperative Extension 4-H Youth Service Project not to exceed \$22,500; and

WHEREAS, all other agencies or municipalities listed in the proposed YDP allocation will provide, from their current or prospective budgets, the other half of the program expenditures; and

WHEREAS, the State Office of Children and Family Services (OCFS) offers 60% state funding, 40% local share, for qualified local services or agencies participating in its Runaway Homeless Youth Act (RHYA) program; and

WHEREAS, these applications for possible State funds require authorized signatures of the Chair and Clerk of this Board and of our Youth Bureau Director; and

WHEREAS, as a result of a change in OCFS funding for the YDP, it is necessary to amend the 2016 County Budget; now, therefore, be it

RESOLVED, that the County of Saratoga will operate a Youth Bureau in 2016; and, be it further

RESOLVED, that the County confirms that it has appropriated \$22,500 in matching funds for the Cooperative Extension 4-H Youth Service Project in the 2016 County Budget; and, be it further

RESOLVED, that the Chair and Clerk of this Board and the Youth Bureau Director execute all documents required by the State OCFS for approval, reimbursement and implementation of the actual 2016 Youth Bureau Resources Allocation for the County and its local governments; and, be it further

RESOLVED, that the Chair of the Board execute all subcontracts for acceptance of the following 2016 YDP funds by the following agencies:

<u>AGENCY</u>	<u>2016 YDP</u>
Saratoga Center for the Family/Parent & Child Support Services	\$ 7,325
Saratoga Center for the Family/Support Treatment Groups for Children	\$ 1,236
Mechanicville Area Community Services/Center Youth Development	\$ 7,221
Greater Schuylerville Youth/Youth Program	\$ 5,158
4-H Youth Service Project	\$ 5,542
Catholic Charities/Family Enrichment Services	\$ 14,751
Moreau Community Center/Youth Service Program: Camp Moreau	\$ 1,237
Moreau Community Center/Youth Service Program: Kids Korner	\$ 1,237
Community Human Services/Youth Services	\$ 3,404
Southern Adirondack Library/Lively Learning	\$ 1,134
Franklin Community Center LIFT	\$ 2,888
Stillwater Community Center	\$ 2,062

CAPTAIN/Outreach in the Park	\$ 2,682
Community Human Services/Youth Employment Services	\$ 3,507
Big Brothers/Big Sisters	\$ 3,920
Franklin Community/Project Lift	\$ 10,831
Catholic Charities/Mentoring Program	\$ 10,171
Ballston Area Community Center	\$ 8,046
Prevention Council – Cool Out of School	\$ 6,705
T/Ballston/BH-BL Youth Recreation	\$ 1,856
V/Ballston Spa/Area Center for Teens	\$ 825
T/Clifton Park/Job Match	\$ 2,269
T/Clifton Park/Hotline for substance Abuse Prevention	\$ 3,584
T/Clifton Park/CP Library Youth Enrichment	\$ 3,713
T/Clifton Park/CP CPR	\$ 773
T/Clifton Park/CAPTAIN Adolescent	\$ 1,960
T/Corinth/Youth Commission	\$ 3,104
T/Edinburg/Youth Recreation	\$ 1,650
T/Galway/Recreation Program	\$ 1,856
T/Galway/Youth Services	\$ 257
T/Greenfield/Youth Recreation	\$ 3,094
T/Hadley/H-L Youth Commission	\$ 2,888
T/Halfmoon/Recreation Program	\$ 2,661
T/Halfmoon/CAPTAIN Hotline/Substance Abuse	\$ 1,289
T/Malta/Youth Commission	\$ 2,475
C/Mechanicville/Youth Recreation Program	\$ 1,274
T/Milton/BARC	\$ 4,848
T/Milton/Recreation Program	\$ 3,197
T/Moreau/Recreation Program	\$ 3,074
T/Northumberland/Summer Youth	\$ 531
C/Saratoga Springs/Recreation Program	\$ 6,911
T/Saratoga/Recreation Program	\$ 2,166
T/Saratoga/Youth Employment	\$ 515
T/Waterford/Youth Recreation Program	\$ 1,444
T/Waterford/Learn to Swim	\$ 1,341
T/Waterford/Juvenile Aid	\$ 722
V/Waterford/Recreation Program	\$ 464
T/Wilton	\$ 3,610
	<u>\$163,408</u>

and, be it further

RESOLVED, that the Chair of the Board execute the following subcontract for acceptance of the 2016 RHYA funds by the following agency:

<u>AGENCY</u>	2016
CAPTAIN/Youth Shelter	<u>RHYA</u>
	\$31,315

and, be it further

RESOLVED, that the 2016 County Budget is amended as follows:

YOUTH BUREAU:

Appropriations:

Increase Acct.: #1-73-000-7734 RHYA	\$17,779
Increase Acct.: #1-73-000-7733 YthDevProg	<u>\$ 2,405</u>
	\$20,184

Revenues:

Increase Acct.: #1-73-3877 RHYA	\$17,779
Increase Acct.: #1-73-3810 SA Yth Dev	<u>\$ 2,405</u>
	\$20,184

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 171 - 2016

Introduced by Supervisors Lucia, Allen, Congdon, DeLucia, Martin, Schopf and Tollisen

AUTHORIZING AN AGREEMENT WITH THE TOWN OF HALFMOON TO PROVIDE \$25,000.00 IN FUNDING FOR THE PURCHASE OF A TRANSPORTATION VEHICLE FOR SENIORS

WHEREAS, the Saratoga County Office for the Aging administers funds for transportation of the County's elderly citizens; and

WHEREAS, the Town of Halfmoon is purchasing a vehicle for transportation of its senior citizens to local senior programs, and has requested that the County provide funding assistance in the form of a onetime grant in the amount of \$25,000.00 to be applied towards the costs of purchasing such vehicle; and

WHEREAS, the Director of the Office for the Aging recommends approval of this request; now, therefore, be it

RESOLVED, that the Chair of the Board of Supervisors execute an agreement with the Town of Halfmoon providing for the County's issuance of a grant to the Town in an amount not to exceed \$25,000.00 for the Town's purchase of a vehicle to be used in the transportation of local senior citizens to seniors' programs, with the form and content of such agreement being subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. 100% State Aid.

RESOLUTION 172 - 2016

Introduced by Supervisors Lucia, Allen, Congdon, DeLucia, Martin, Schopf and Tollisen

AUTHORIZING THE ACCEPTANCE OF CHILD CARE SUBSIDY FACILITATED ENROLLMENT PROGRAM FUNDS, AND AMENDING THE COUNTY BUDGET IN RELATION THERETO

WHEREAS, the Workforce Development Institute, a not-for-profit organization, and the New York State Office of Children and Family Services (NYSOCFS) entered into a contract to facilitate the enrollment in and expansion of access to child care subsidies for working families earning up to 275% of the Federal Poverty Level in Saratoga County; and

WHEREAS, federal funds provided through the Child Care Subsidy Facilitated Enrollment Program, which is administered by the Workforce Development Institute for NYSOCFS, enables our Department of Social Services to provide needed child care subsidies to working families earning between 200% to 275% of the Federal Poverty Level, thereby filling a previously unmet need in the County; and

WHEREAS, in order to receive available child care subsidies, eligible working parents must apply to the Workforce Development Institute, which then processes and forwards the application to our Department of Social Services for verification of eligibility and issuance of payment; and

WHEREAS, pursuant to Resolution 140-2014 of this Board, the Chair of this Board and/or the Commissioner of our Department of Social Services were authorized to execute any and all agreements and documents with the Workforce Development Institute, or any other appropriate administrative entity, necessary to apply for, accept, and administer a Child Care Subsidy Facilitated Enrollment Program ("CCSFEP") grant in the amount of \$500,000 to provide child care subsidies to working families in Saratoga County earning up to 275% of the Federal Poverty Level; and

WHEREAS, NYSOCFS has authorized the County to utilize rollover Workforce Development Institute CCSFEP funds that were not expended in the amount of \$437,765 and an amendment to 2016 County Budget is therefore needed; and

WHEREAS, Saratoga County’s allocation under the Child Care Subsidy Facilitated Enrollment Program for 2016 is \$468,400, and the acceptance of these federal funds requires our approval and an amendment to the 2016 County Budget; and

WHEREAS, the 2016 adopted County Budget includes in the Department of Social Services’ budget CCSFEP grant funds in the amount of \$100,000; now, therefore, be it

RESOLVED, that the Chair of the Board and/or the Commissioner of the Saratoga County Department of Social Services are hereby authorized to execute any and all agreements and documents with the Workforce Development Institute, or any other appropriate administrative entity, necessary to accept and utilize rollover Child Care Subsidy Facilitated Enrollment Program grant funds in the amount of \$437,765 to provide child care subsidies to working families in Saratoga County earning up to 275% of the Federal Poverty Level; and, be it further

RESOLVED, that the Chair of the Board and/or the Commissioner of the Saratoga County Department of Social Services are hereby authorized to execute any and all agreements and documents with the Workforce Development Institute, or any other appropriate administrative entity, necessary to apply for, accept, and administer a 2016 Child Care Subsidy Facilitated Enrollment Program grant in the amount of \$486,400 to provide child care subsidies to working families in Saratoga County earning up to 275% of the Federal Poverty Level; and, be it further

RESOLVED, that the form and content of the foregoing agreements and documents shall be subject to the approval of the County Attorney; and, be it further

RESOLVED, the 2016 Saratoga County Budget is hereby amended as follows:

SOCIAL SERVICES:

Appropriations:

Increase Acct. #1-60-610-8362.WDI Daycare Workforce	\$806,165
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Revenues:

Increase Acct. #1-60-4655.WDI Daycare Workforce Devlp	\$806,165
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BUDGET IMPACT STATEMENT: None. 100% Federal Aid.

RESOLUTION 173 - 2016

Introduced by Supervisors Grattidge, Collyer, Congdon, Martin, Pemrick, Szczepaniak and Tollisen

AUTHORIZING AN AMENDMENT TO AGREEMENT WITH TRANSITIONAL SERVICES ASSOCIATION, INC. TO ACCEPT ADDITIONAL STATE FUNDS

WHEREAS, Resolution 235-15, authorized ongoing contracts for mental health services, subject to annual appropriations, with various agencies; and

WHEREAS, pursuant to such authorization, Saratoga County entered into an Agreement dated January 22, 2016, with Transitional Services Association, Inc. for the provision of mental health and alcoholism services for the period from January 1, 2016 through December 31, 2016; and

WHEREAS, the New York State Office of Mental Health provides funding to the County for said services rendered by Transitional Services Association, Inc.; and

WHEREAS, additional funds in the amount of \$9,530 are available from the New York State Office of Mental Health to reimburse Transitional Services Association, Inc. for one additional Supported Housing Bed; and

WHEREAS, an amendment to the current contract with Transitional Services Association, Inc., as previously amended pursuant to Resolutions 79-2016, 126-2016 and 156-2016, is necessary to accept these funds; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute an amended contract with Transitional Services Association, Inc. to provide for the indicated increase in funding for the provision of an additional Supported Housing Bed:

<u>ORGANIZATION</u>	<u>TOTAL</u>	<u>FUNDING LINE</u>
Transitional Services Association, Inc.	\$1,401,580	NYS OMH - \$1,158,513 NYS OASAS - \$ 243,067

and, be it further

RESOLVED, that the form and content of such amended contract are subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. 100% State Aid.

RESOLUTION 174 - 2016

Introduced by Supervisors Grattidge, Collyer, Congdon, Martin, Pemrick, Szczepaniak and Tollisen

AUTHORIZING THE PUBLIC HEALTH COMMITTEE TO APPROVE ALL VACCINE FEES FOR VACCINATIONS ADMINISTERED BY SARATOGA COUNTY PUBLIC HEALTH SERVICES

WHEREAS, Resolution 147-08 established the current administrative fee schedule for the administration of the pneumococcal vaccine and the influenza vaccine by our Public Health Services; and

WHEREAS, Resolution 133-2014 established the current administrative fee schedule for vaccinations administered by our Public Health Services to individuals travelling out of the United States and to children under our Public Health Services' Pediatric Immunization Program; and

WHEREAS, administrative fees for other vaccines administered by Public Health Services, such as Shingles, Twinrix and Papillomavirus Quadval, have been set by Public Health Services without approval of this Board; and

WHEREAS, vaccine fees change periodically as the costs charged by pharmaceutical companies fluctuate based on various factors outside the control of Public Health Services; and

WHEREAS, the Medical Director of Public Health Services has recommended that Public Health Services begin offering a new type of pneumonia vaccine called Prevnar 13, at a proposed cost of \$181 per vaccine; and

WHEREAS, today insurance companies cover the costs of most vaccines, and Public Health Services does not seek to recover any uncovered portion; and

WHEREAS, Public Health Services charges uninsured and under-insured clients on a sliding fee scale basis for vaccines; and

WHEREAS, Resolution 170-97 of the Saratoga County Board of Supervisors authorized our Infirmary and Public Health Committee, or its successor, to approve rates and fees charged by Public Health Services for services rendered as a Diagnostic and Treatment Center; and

WHEREAS, the Director of Public Health has requested a clarification as to the authority of the Public Health Committee to approve and establish the fees charged by Public Health Services for the administration of vaccines; and

WHEREAS, our Public Health Committee has recommended that this Board of Supervisors adopt a resolution consistent with Resolution 170-97, authorizing the Public Health Committee to approve and establish fees charged by Public Health Services for the administration of vaccines; now, therefore, be it

RESOLVED, that our Public Health Committee, or its successor, is hereby authorized to approve and establish the amount of the respective fees charged by Saratoga County Public Health Services for the administration of vaccines.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 175 - 2016

Introduced by Supervisors Grattidge, Collyer, Congdon, Martin, Pemrick, Szczepaniak and Tollisen

AUTHORIZING THE CHAIR TO ACCEPT ADDITIONAL AID FROM THE NEW YORK STATE DEPARTMENT OF HEALTH FOR THE LEAD POISONING PREVENTION PROGRAM AND AMENDING THE 2016 BUDGET IN RELATION THERETO

WHEREAS, our Public Health Nursing Service administers various public health programs which include the Children With Special Health Care Needs, Lead Poisoning Prevention, Rabies and Immunization Action Plan Programs; and

WHEREAS, additional federal funding for cost of living increases is available in the amount of \$3,301 through the New York State Department of Health for the Lead Poisoning Prevention Program for the purchase of educational and outreach materials, lead test kits and screening supplies covering the program period April 1, 2016 through March 31, 2017; and

WHEREAS, Public Health Services would like to accept these cost of living increases and appropriate the total COLA funds in the amount of \$3,103 into its 2016 budget for the aforementioned purposes; and

WHEREAS, the acceptance of these COLA funds requires our approval; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized and directed to execute all documents necessary to apply for and accept additional aid through the New York State Department of Health in the form of a cost of living increase totaling \$3,103 for the County Public Health Services' Lead Poisoning Prevention Program; and it is further

RESOLVED, that the 2016 County Budget is amended as follows:

PUBLIC HEALTH

Appropriations:

Increase Acct. #1-40-406-8200 Dept. Supplies	\$ 2,703
Increase Acct. #1-40-406-8242 Medical Supply	<u>\$ 400</u>
	\$ 3,103

Revenues:

Increase Acct.: #1-40-4407 Lead Screening Fed Aid	\$ 3,103
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BUDGET IMPACT STATEMENT: None. 100% State Aid.

RESOLUTION 176 - 2016

Introduced by Supervisors Lent, Allen, Barrett, Johnson, Lawler, Lucia and Szczepaniak

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES TO ACCEPT A 2016 STATE LAW ENFORCEMENT TERRORISM PREVENTION PROGRAM GRANT AND AMENDING THE BUDGET IN RELATION THERETO

WHEREAS, funds are available from the New York State Division of Homeland Security and Emergency Services for a 2016 State Law Enforcement Terrorism Prevention Program (SLETPP) Grant in the amount of \$72,500; and

WHEREAS, said funds are available to pay for diving equipment for the Sheriff's Dive Team, the retention of a consultant to develop appropriate response and deployment support plans and to provide training thereon, and for the production of digitized training manuals that can be accessed online by members of the Sheriff's Department; and

WHEREAS, the acceptance of these grant funds requires this Board's approval; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute all agreements and documents necessary to accept a 2016 New York State Law Enforcement Terrorism Prevention Program (SLETPP) grant in the amount of \$72,500, with the form and content of said documents and agreements being subject to the approval of the County Attorney; and, be it further

RESOLVED, that the 2016 Saratoga County Budget is amended as follows:

DEPARTMENT OF EMERGENCY SERVICES:

Appropriations:

Increase Acct.: #1-30-000-7080 Other Equipment	\$13,500
Increase Acct.: #1-30-000-8190 Other Professional Srv	\$23,500
Increase Acct.: #1-30-000-8150 Training Services	\$34,000
Increase Acct.: #1-30-000-8160 Data Processing Fees	<u>\$ 1,500</u>
	\$72,500

Revenues:

Increase Acct.: #1-30-3306 Homeland Security	\$72,500
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BUDGET IMPACT STATEMENT: None. 100% State Aid.

RESOLUTION 177 - 2016

Introduced by Supervisors Lent, Allen, Barrett, Johnson, Lawler, Lucia and Szczepaniak

AUTHORIZING TRANSFER OF FUNDS FROM THE ANIMAL SHELTER TRUST TTA57A FUND AND AMENDING THE BUDGET IN RELATION THERETO

WHEREAS, Resolution 145-07 of this Board established the Animal Shelter Trust Fund to receive funds received from donors as gifts for the benefit and use of the Saratoga County Animal Shelter; and

WHEREAS, the staff of the Animal Shelter wish to purchase various medical supplies, prescription medications, equipment, food and other needed supplies, and to pay for certain laboratory and diagnostic services, as well as certain surgical services provided by veterinarians and technicians; and

WHEREAS, the purchase of these items and services is an appropriate use of funds from the Animal Shelter Trust Fund; now, therefore, be it

RESOLVED, that the Saratoga County Treasurer is hereby authorized to disperse a sum not to exceed \$99,000 from the Animal Shelter Trust Fund for the purchase of various services, medications, equipment, medical supplies, and general supply items at the Saratoga County Animal Shelter; and be it further

RESOLVED, that the 2016 Saratoga County Budget is amended as follows:

ANIMAL SHELTER:

Appropriations:

Increase Acct. #1-35-000-8221 BldgMatrl	\$ 2,000
Increase Acct. #1-35-000-8222 Bldng Suppl	\$ 7,000
Increase Acct. #1-35-000-8232 AnimalSupl	\$19,000
Increase Acct. #1-35-000-8241 Prescriptn	\$ 2,000
Increase Acct. #1-35-000-8242 Med Supply	\$24,000
Increase Acct. #1-35-000-8293 EquipMntce	\$ 2,000
Increase Acct. #1-35-000-8294 Equip Rep	\$15,000
Increase Acct. #1-35-000-8340 GenMedSrv	\$12,000
Increase Acct. #1-35-000-8343 Doctors	<u>\$16,000</u>
	\$99,000

Revenues:

Increase Acct. #1-35-1554 Donations	\$99,000
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BUDGET IMPACT STATEMENT: This transfer will reduce the balance in the Trust Fund to \$150,315.

RESOLUTION 178 - 2016

Introduced by Supervisors Lent, Allen, Barrett, Johnson, Lawler, Lucia and Szczepaniak

AUTHORIZING AN AGREEMENT WITH FIRSTLIGHT FIBER FOR THE INSTALLATION AND USE OF A 10GB FIBER OPTIC COMMUNICATION LINE CONNECTING SARATOGA COUNTY TO THE SHARED COMPUTER AIDED DISPATCH/E-911 NETWORK WITH ALBANY AND RENSSELAER COUNTIES

WHEREAS, pursuant to Resolutions 245-2015 and 112-2016, this Board authorized an agreement with the County of Albany and the County of Rensselaer to establish a shared interoperability 9-1-1 Telephone, Computer Aided Dispatch ("CAD") and Records Management Network to serve Albany, Rensselaer and Saratoga Counties; and

WHEREAS, as designed, the shared interoperability CAD/Mobile E-911 network calls for the installation of 10GB fiber optic communication line from Galway Road in the Town of Milton to the Communications Center at the Saratoga County Correctional Facility; and

WHEREAS, once installed, the 10GB fiber optic communication line will allow the County to process and provide NEXTGEN 911 services, share both audio and digital files, and will create a much needed redundancy to the County's Primary Safety Answering Point ("PSAP") by establishing a constant connection to both Albany and Rensselaer Counties; and

WHEREAS, FirstLight Fiber, an authorized State contract provider, submitted a proposal: 1) to install the 10GB fiber optic line at a cost of \$7,500, and 2) to provide communication services through said line at a cost of \$2,500 per month for a term of five (5) years commencing from the date the line is placed into service; and

WHEREAS, our Office of Emergency Services proposes to pay for the installation and use of the 10GB fiber optic line using a portion of the Round IV Statewide Interoperable Communication Grant funds received from the New York State Division of Homeland Security in the amount of \$2,961,222 pursuant to Resolution 245-2015, as well as from future Statewide Interoperable Communications Grant funds anticipated to be received; and

WHEREAS, the installation of the 10GB fiber optic line will lead to the replacement of antiquated and expensive T1 service lines around the County; and

WHEREAS, our Office of Emergency Services has renegotiated existing contracts with vendors to reduce costs of services provided on current phone lines, resulting in savings in the cost of services of \$2,000 per month; and

WHEREAS, our Public Safety Committee and the Director of the Office of Emergency Services have recommended that the proposal of FirstLight Fiber be accepted; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an agreement with FirstLight Fiber of Albany, New York, for: 1) the installation of a 10GB fiber optic communications line from Galway Road in the Town of Milton to the Communications Center at the Saratoga County Correctional Facility at a cost not to exceed \$7,500; and 2) the use of said fiber optic communications line for a term of five (5) years commencing from the date the line is placed into service, at a cost of \$2,500 per month; and, be it further

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

BUDGET IMPACT STATEMENT: None. 100% State Aid.

RESOLUTION 179 - 2016

Introduced by Supervisors Lent, Allen, Barrett, Johnson, Lawler, Lucia and Szczepaniak

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES TO ACCEPT A 2016 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT AND AMENDING THE BUDGET IN RELATION THERETO

WHEREAS, funds are available from the U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration, for a 2016 State Hazardous Materials Emergency Preparedness (HMEP) grant

the amount of \$5,172 administered through the New York State Division of Homeland Security and Emergency Services; and

WHEREAS, the County’s Local Emergency Planning Committee wishes to utilize said grant funds to conduct a Tabletop exercise to test the County Hazmat Plan; and

WHEREAS, the acceptance of these grant funds requires this Board’s approval; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute all agreements and documents necessary with the New York State Division of Homeland Security and Emergency Services to accept a 2016 New York State Hazardous Materials Emergency Preparedness (HMEP) Program grant in the amount of \$5,172, with the form and content of said documents and agreements being subject to the approval of the County Attorney; and, be it further

RESOLVED, that the 2016 Saratoga County Budget is amended as follows:

DEPARTMENT OF EMERGENCY SERVICES:

Appropriations:

Increase Acct.:1-36-366-8150 Training Services \$5,172

Revenues:

Increase Acct.:1-36-3306 Homeland Security \$5,172

BUDGET IMPACT STATEMENT: None. 100% Federal Aid.

RESOLUTION 180 - 2016

Introduced by Supervisors Peck, Grattidge, Lewza, Pemrick, Raymond, Richardson and Schopf

AUTHORIZING RENEWAL OF LEASE OF STORAGE SPACE FROM WAM COMMERCIAL ASSOCIATES, LLC FOR BOARD OF ELECTIONS’ VOTING EQUIPMENT AND MATERIALS

WHEREAS, the Help America Vote Act (HAVA) requires the County to assume responsibilities formerly belonging to the Towns and Cities in relation to conducting elections, including the custody and care of voting machines and materials; and

WHEREAS, electronic voting machines and materials require specialized storage not available in county facilities; and

WHEREAS, pursuant to Resolution 141-13, this Board authorized a three year renewal of a lease of storage space from WAM Commercial Associates LLC for the storage of electronic voting machines and materials at 30 Saratoga Avenue, Ballston Spa, New York, which lease term is due to expire on August 31, 2016; and

WHEREAS, WAM Commercial Associates LLC has submitted a proposal to renew said lease for an additional term of five years, with a 0% increase in the current annual rent of \$63,336 the first year; a 2.3% increase in rent the second year (\$64,800); a 3% increase the third year (\$66,744); a 2% increase the fourth year (\$68,076); and a 3% increase the fifth year (\$70,116); and

WHEREAS, our Buildings and Grounds Committee and the Commissioners of Election have recommended that WAM’s proposal be accepted; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute a renewal agreement with WAM Commercial Associates LLC of Ballston Spa, New York, for the lease of space for the storage of approximately 250 electronic voting machines and election materials at 30 Saratoga Avenue, Ballston Spa, New York, for the period of September 1, 2016 to August 31, 2021, at the following rents:

<u>Period</u>	<u>Monthly Rent</u>	<u>Annual Rent</u>	<u>Percentage Increase Over Prior Year</u>
9/1/16 – 8/31/17	\$5,278	\$63,336	0%
9/1/17 – 8/31/18	\$5,400	\$64,800	2.3%
9/1/18 – 8/31/19	\$5,562	\$66,744	3%
9/1/19 – 8/31/20	\$5,673	\$68,076	2%
9/1/20 – 8/31/21	\$5,843	\$70,116	3%

; and, be it further

RESOLVED, that the form and content of said lease renewal agreement shall be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: The first year cost of the renewal lease is the same as the expiring lease.

RESOLUTION 181 - 2016

Introduced by Supervisor Lent

HONORING THE MEMORY OF RICHARD E. WEBER, JR.

WHEREAS, RICHARD E. WEBER, JR. passed away on July 8, 2016; and

WHEREAS, RICHARD "DICK" E. WEBER, JR. was born on July 28, 1927, and was raised in the City of Schenectady; and

WHEREAS, DICK joined the United States Marines in July 1945, and was stationed in China for one year where he was assigned to process Japanese prisoners following the end of World War II; and

WHEREAS, upon his honorable discharge from the Marines, DICK enrolled in Cornell University from which he graduated with a degree in civil engineering in 1952; and

WHEREAS, following his graduation from Cornell, DICK joined his father's construction business, Weber Construction, building critical infrastructure projects such as roads, bridges, dams and canal locks; and

WHEREAS, DICK was an avid aviator, and owned and operated his own helicopter company at the Schenectady Airport from 1969 to 1985; and

WHEREAS, over the course of his life, DICK owned several helicopters, single and twin engine Cessnas, a Steasman bi-plane and a glider, and was co-owner of a hot air balloon; and

WHEREAS, DICK's career in public service began with his tenure as Chairman of the Galway Planning Board from 1985 to 1989; and

WHEREAS, in November 1989 DICK was elected Supervisor of the Town of Galway, a position which he held from January 1, 1990 through December 31, 1999; and

WHEREAS, during his productive tenure as Town Supervisor, DICK guided the Town through the construction of a new Town Hall and Town Garage Complex, and oversaw the computerization of all Town functions; and

WHEREAS, at the County level, DICK served as Chairman of the Solid Waste Committee for three years, and was instrumental in the County obtaining a permit from the New York State Department of Conservation to construct a landfill in the Town of Northumberland; and

WHEREAS, DICK was elected by his fellow Supervisors as Chairman of the Saratoga County Board of Supervisors in 1996, and oversaw such critical projects as the expansion of the Saratoga County Sewer District No. 1 Wastewater Treatment Plant, the relocation of the County Treasurer's Office and Real Property Tax Services to the County's McMaster Street building complex, the renovation of the former Social Services building into Family Court office space, the establishment of the County's first GIS tax mapping system, as well as the permitting of the Saratoga County Landfill; and

WHEREAS, it is appropriate and fitting that this Board commemorate the passing of our friend and former colleague; now, therefore, be it

RESOLVED, that the Board of Supervisors of the County of Saratoga expresses its sense of loss and its sincere sympathies upon the death of RICHARD E. WEBER, JR. to his beloved family; and, be it further

RESOLVED, that the Clerk of the Board forward a certified copy of this Resolution to the family of RICHARD E. WEBER, JR.

RESOLUTION 182 - 2016

Introduced by Supervisors Kinowski, Collyer, Lent, Lewza, Raymond, Tollisen and Veitch

AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH O'BRIEN AND GERE ENGINEERS, INC. TO PROVIDE ADDITIONAL CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES ASSOCIATED WITH THE REPLACEMENT OF TWO MAIN SEWAGE PUMPS AT THE SEWER DISTRICT'S WASTEWATER TREATMENT PLANT, AND AMENDING RESOLUTION 115-2014 ACCORDINGLY

WHEREAS, pursuant to Resolution 115-2014, this Board confirmed and ratified the determination of the Saratoga County Sewer District Commission that a public emergency existed as a result of the repeated mechanical failures of two main sewage pumps at Saratoga County Sewer District No. 1's Wastewater Treatment Plant; and

WHEREAS, pursuant to Resolution 115-2014, this Board further authorized and directed the Sewer District's Executive Director to procure those professional services needed to design replacement sewage pumps at a cost not to exceed \$50,000; and

WHEREAS, pursuant to such authority, the Sewer District's Executive Director selected O'Brien & Gere Engineers, Inc. to provide the necessary engineering services needed for the replacement of the two sewage pumps; and

WHEREAS, the County subsequently entered into a contract with O'Brien & Gere to provide said engineering services at a cost of \$38,100; and

WHEREAS, due to unforeseen conditions resulting in the need for additional engineering design services, the Sewer District's Engineering Committee and Executive Director approved a change order to O'Brien & Gere's contract which increased the contract amount by \$3,800 to \$41,900; and

WHEREAS, as a result of unanticipated construction complexities that required additional shop drawing review time, meetings with the contractor, and construction inspection services, the Sewer District Commission and the Executive Director of the Sewer District have recommended that the County's contract with O'Brien & Gere be amended to increase the contract's amount by \$16,800 to \$58,700 for the provision of such additional construction administration and inspection services; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an amendment to the agreement with O'Brien & Gere Engineering, Inc. of Guilderland, New York, for the provision of additional construction administration and inspection services in connection with the replacement of the two main sewage pumps at Saratoga County Sewer District No. 1's Wastewater Treatment Plant, with such additional engineering services to be provided at a cost not to exceed \$16,800, bringing the total contract amount to \$58,700; and be it further

RESOLVED, that the form and content of such amendment shall be subject to the approval of the County Attorney; and, be it further

RESOLVED, that Resolution 115-2014 is hereby amended to increase the amount authorized to be expended on engineering services for the replacement of the two sewage pumps from \$50,000 to \$58,700.

BUDGET IMPACT STATEMENT: Costs associated with this contract amendment are included in the Sewer District's 2016 Budget.

Mr. Szczepaniak introduced Casey Doherty who is interning at the Town of Ballston. He gave a brief introduction and said she will be majoring in political science with aspirations to be a presidential candidate in 2048.

Mr. Wright said Caroline Ross, an intern in the Planning Department, is also in attendance with her temporary supervisor, Jason Kemper.

Mr. Grattidge said each Supervisor received a new and improved Farm & Forest map updated by Cooperative Extension. If any Supervisor needed more, they could contact Cooperative Extension to get some. He thanked Cooperative Extension for their work on this map.

On a motion by Mr. Lent, seconded by Mr. Allen the meeting was unanimously adjourned.

Respectfully submitted, Pamela Wright, Clerk