

AGENDA SESSION
October 12, 2016 4:30 p.m.
Meeting Minutes

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

PRESENT – Timothy Szczepaniak, Alan Grattidge, Jonathan Schopf, 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, John Lawler, Arthur J. Johnson – 20. ABSENT – Philip C. Barrett, Richard Lucia, Gardner Congdon - 3.

On a motion by Mr. Wood, seconded by Mr. Peck the minutes of the September 14, 2016 meeting were unanimously approved.

Mr. Hellwig presented the following:

TECHNOLOGY

Authorizing an agreement with Tyler Technologies, Inc. for integrated financial software upgrade and services.

Amending the Saratoga County Policy & Procedures manual to consolidate and update information technology policies.

EQUALIZATION & ASSESSMENT

Authorizing a correction to the 2016 tax bills and issuance of a tax credit for a parcel in the Town of Waterford.

Approving and confirming the auction sale of County owned lands acquired for unpaid taxes.

PERSONNEL & INSURANCE

Renewal agreement for health insurance with Blue Shield of Northeastern New York, current vendor, for active as well as retirees.

Renewal agreement with MetLife for Dental Health Insurance coverage for County Employees and retirees.

Renewal agreement with MVP Insurance Company to provide coverage under the Medicare Advantage Plan for retirees that are enrolled in Medicare.

Authorizing amendments to the County's Policies and Procedures Manual to add a Jury Duty Policy, amend the off-the-job Disability Benefits Policy and amend the Health Insurance Policy.

PUBLIC SAFETY

Acceptance of a grant from the NYS Division of Criminal Justice Services for the purchase of active shooter simulation equipment.

Renewal agreement with RS Telecom, Inc. in the amount of \$48,000 per year for two years to provide microwave radio system maintenance to the county's emergency radio network.

BUILDINGS & GROUNDS

Authorize an amendment to the agreement with Greenman-Pederson, Inc. for additional engineering services related to Building #2 roof replacement.

Authorize an amendment to the agreement with Clark Patterson Lee for additional architectural services related to the replacement of the Mack Shack in the Public Works Department.

SOCIAL PROGRAMS

Amend Resolution 200 of 2016 to change the start date of the contract with Northeast Dining and Lodging from January 1, 2017 to November 1, 2016. They will be preparing the meals on wheels program that is run by the Aging Department.

CHAIRMAN'S ITEMS

Appointing a Director of the Saratoga County Capital Resource Corporation.

LAW & FINANCE

Authorizing inter-agency transfers necessary to close out the 2016 budget.

Authorizing an agreement with the Town of Saratoga and the Historic Hudson-Hoosic Rivers Partnership to provide an additional \$300,000 in funding for costs associated with the design and construction of the Gateway Visitor Center. This will be fully reimbursed once the grant funding is received from the State that was approved.

Authorize a contract with GHD to provide engineering and construction administration and construction services relative to an odor control compliance project at the treatment plant.

Renewing a five year agreement with Info Quick Solutions, Inc. to provide computer hardware and software system upgrades, installation, training, technical support and maintenance for the County Clerk's Office.

Changing the names of the Saratoga County Personnel Department, Mental Health Clinic and Data Processing Department effective January 1, 2017.

On a motion by Mr. DeLucia, seconded by Mr. Richardson the agenda was unanimously set for the October 18, 2016 Board Meeting.

Mr. Kinowski reminded the members of the Board that immediately following the Public Hearing scheduled at 4:40 p.m. this date, there will be an armed intruder/active shooter training and encouraged all to stay.

On a motion by Mr. Veitch, seconded by Mr. Martin the meeting was unanimously adjourned.

Respectfully submitted,

Pamela Wright, Clerk

REGULAR SESSION
TUESDAY, October 18, 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, Daniel Pemrick, Arthur M. Wright, Kevin Tollisen, Vincent DeLucia, R. Gardner Congdon, Willard H. Peck John Collyer, Thomas N. Wood, III, Peter Martin, Matthew E. Veitch, Edward D. Kinowski, John Lawler, Arthur J. Johnson – 21. ABSENT - Thomas Richardson, Daniel Lewza - 2.

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

PRESENTATION:

Katie-Lynn Evans is a senior at Ballston Spa High School and is active in many of Cooperative Extension's programs. Ms. Evans told the Board what being a part of the programs meant to her and she thanked the Board for their continued support of Cooperative Extension.

On a motion by Mr. Martin, seconded by Mr. Veitch the minutes of the September 27, 2016 board meeting were unanimously approved.

The Clerk presented the following:

Correspondence from the Saratoga County IDA notifying the Board of a Public Hearing in the Town of Malta regarding an application submitted by MJ Properties of Clifton Park.

Received and Filed.

Correspondence from the US Submarine Veterans, Inc. thanking the Board for their support of the United States Submarine Veterans Memorial Highway.

Received and Filed.

On a motion by Mr. Collyer, seconded by Mr. Richardson Resolutions 195 through 210 were adopted by a unanimous vote.

RESOLUTION 212 - 2016

Introduced by Supervisors Tollisen, Kinowski, Lent, Raymond, Richardson, Schopf and Veitch

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AMENDMENT TO THE AGREEMENT WITH TYLER TECHNOLOGIES, INC. FOR INTEGRATED FINANCIAL SERVICES SOFTWARE AND PROFESSIONAL SERVICES AT A COST NOT TO EXCEED \$450,000

WHEREAS, the County and New World Systems Corporation entered into a contract on or about December, 1997 for the installation and maintenance of financial services software that coordinates the County's internal management of the County's budget, purchasing, payroll, accounting, grant administration and other financial services; and

WHEREAS, on November 16, 2015, New World Systems Corporation merged with and into Tyler Technologies, Inc., with Tyler Technologies, Inc. being the surviving entity; and

WHEREAS, in the near future Tyler Technologies will no longer be supporting the financial software system currently used by the County; and

WHEREAS, after considering various presentations by financial services software providers, the Saratoga County Treasurer and the Director of Data Processing have recommended that the County upgrade its financial management software to a Windows based system offered by Tyler Technologies; and

WHEREAS, the professional services component (project management, implementation, maintenance, tech support, training) of the amended agreement proposed by Tyler Technologies is the primary and predominant part of the services to be provided by Tyler Technologies, which professional services are inextricably integrated with the physical software and hardware components of the agreement, and therefore such services need not be put out to bid; and

WHEREAS, our Law and Finance Committee, the County Treasurer and the Director of Data Processing have recommended that the County’s agreement with Tyler Technologies, Inc. be amended to authorize the installation and maintenance of a new financial services software system and the provision of related professional services at a cost not to exceed \$450,000; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an amendment to the agreement with Tyler Technologies, Inc. of Troy, Michigan, for the installation and maintenance of a new financial services software system and the provision of related professional services at a cost not to exceed \$450,000, with the form and content of such amendment to be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: Funds are available within the 2016 Adopted Budget.

RESOLUTION 213 - 2016

Introduced by Supervisors Tollisen, Kinowski, Lent, Raymond, Richardson, Schopf and Veitch

AMENDING THE POLICIES AND PROCEDURES MANUAL RELATIVE TO THE COUNTY OF SARATOGA’S INFORMATION TECHNOLOGY 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 County’s Data Processing Department has proposed numerous revisions to the County’s Information Technology, Computer Use and Internet Technology Use polices, to include consolidating the policies under the title of “Acceptable Use of County Information Technology Resources Policy”; and

WHEREAS, copies of the proposed revised Acceptable Use of County Information Technology Resources 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 Information Technology, Computer Use and Internet Technology Use policies as set forth in the policy revisions distributed to this Board:

| <u>CHAPTER</u> | <u>SECTION</u> | <u>ORIGINAL TITLE</u> | <u>NEW TITLE</u> | <u>ORIGINALLY ADOPTED</u> | <u>LAST REVISED</u> |
|----------------|----------------|--|--|---------------------------|---------------------|
| 1 | N | Information Technology, Computer Use and Internet Technology Use | Acceptable Use of County Information Technology Resources Policy | 9/24/96 | 3/15/16 |

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 214 - 2016

Introduced by Supervisors Collyer, Congdon, DeLucia, Raymond, Richardson, Szczepaniak and Veitch

CORRECTING 2016 TAX BILL AND AUTHORIZING A TAX CREDIT

WHEREAS, Real Property Tax Law §554 provides the procedure for the correction of errors on the tax rolls, and Real Property Tax Law §556 authorizes the provision of a credit against outstanding tax owed on a corrected tax bill; and

WHEREAS, Real Property Tax Law §550 (2)(e) defines a “clerical error” as an entry on a tax roll which is incorrect by reason of a mistake in the determination or transcript of a special assessment or other charge based on units of service provided by a special district; and

WHEREAS, the owner of the following property has timely submitted proof of an error in their 2016 tax bill, to wit: The Town mistakenly assessed a Waterford Sewer District sewer unit charge to the tax bill for the owner’s property. The property is a cemetery, and is not connected to the Waterford Sewer District; and

WHEREAS, our Director of Real Property Tax Services recommends that the error be corrected and a credit be authorized equal to the amount of the unpaid sewer unit charge and all interest and penalties thereon; now, therefore, be it

RESOLVED, that the application of the following Religious Organization for correction of the 2016 tax rolls be approved, and the tax rolls are so corrected:

| <u>PROPERTY OWNER</u> | <u>TOWN</u> | <u>S/B/L</u> | <u>CORR. TAX</u> |
|--|-------------|--------------|------------------|
| Greek Catholic Church of St. Peter & St. Paul | Waterford | 291.-1-7 | \$0.00 |

and, be it further

RESOLVED, that the County Treasurer is authorized to apply a tax credit in the amount of \$30.90 to the outstanding 2016 Town and County tax bill of the property owner Greek Catholic Church of St. Peter and St. Paul.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 215 - 2016

Introduced by Supervisors Collyer, Congdon, DeLucia, Raymond, Richardson, Szczepaniak and Veitch

APPROVING AND CONFIRMING AUCTION SALE OF COUNTY-OWNED LANDS ACQUIRED FOR UNPAID TAXES

WHEREAS, pursuant to Resolution 166-96, this Board, by its Equalization and Assessment Committee, did offer on September 27, 2016, at auction sale, certain parcels of land in several Towns within the County, which parcels are more particularly described below; and

WHEREAS, the persons named below were the highest responsible bidders for each parcel; and

WHEREAS, the Committee finds that the return of these properties to the tax rolls is in the best interest of County residents; and

WHEREAS, all proposed conveyances of County lands require approval of this Board; now, therefore, be it

RESOLVED, that the following proposed conveyances of County lands to the following bidders or their designee at the auction of September 27, 2016 are hereby approved; and, be it further

RESOLVED, that the Chairman of the Board or, if appropriate, the Commissioner of Social Services, convey the following lands to the following parties or their designee upon their payment of the indicated amount and certain administrative fees to the County Treasurer:

| <u>HIGH BIDDER</u> | <u>TOWN</u> | <u>S/B/L</u> | <u>FORMER OWNER</u> | <u>AMOUNT</u> |
|--|-----------------------------|--------------------------|--------------------------------|---------------|
| Dennis Pokrzywka 41 Middleline Road Ballston Spa, NY 12020 | Charlton | 224.-1-21.2 | Chester & Dorothy O. Febbie | \$100.00 |
| Matthew R. Duemler 125 Charlton Road Ballston Spa, NY 12020 | Charlton | 226.-1-17 | Donna E. Boyles | \$7,950.00 |
| Franklyn Farleigh 8D Glenwood Avenue Queensbury, NY 12804 | Clifton Park | 277.7-3-38.2 | Country Club Acres, Inc. | \$25.00 |
| Kyle Williams 19 Low Street Ballston Spa, NY 12020 | Corinth V/Corinth | 73.27-2-4 & 73.27-2-5 | Peter Coffman | \$7,000.00 |
| Anthony D. Vaccarielli 65 Rifle Range Road Albany, NY 12205 | Corinth | 98.-1-15.112 | Oren M. Everts | \$102,500.00 |
| Christopher Michael Stanley 62 Meehan Road Mechanicville, NY 12118 | Day | 42.12-4-6 | Dean Harrington | \$300.00 |
| Thomas Cwiakala 2524 Hermance Road Galway, NY 12074 | Galway | 187.-1-2.31 | Scott J. Hinchcliff | \$13,000.00 |
| Nicholas J. Denno 33 Atwell Road Porter Corners, NY 12859 | Hadley | 45.-1-34.2 | Michael J. Svoboda | \$100.00 |
| Dennis Pokrzywka 41 Middleline Road Ballston Spa, NY 12020 | Halfmoon | 266.12-1-9.8 | Smith Road Development, LLC | \$25.00 |
| Steven Seguin 25 Knollwood Drive Saratoga Springs, NY 12866 | Milton | 188.-1-68 | Theresa M. Griffen | \$25.00 |
| Anthony D. Vaccarielli 65 Rifle Range Road Albany, NY 12205 | Northumberland | 116.-2-70 | Carol Rapp | \$31,000.00 |
| Shannon Coffey 936 Route 29 | Saratoga V/Victory Mills | 169.52-1-4 | William E. Lloyd | \$29,000.00 |

Saratoga Springs, NY 12866

| | | | | |
|---|--------------------------|-------------|-------------------|-------------|
| Sean Golden 3360 Guilderland Avenue Rotterdam, NY 12306 | Saratoga | 195.9-1-15 | Kenneth H. Zeller | \$30,000.00 |
| Ryan W. Marra 9 Traver Lane Gansevoort, NY 12831 | Waterford V/Waterford | 291.62-1-20 | Michael Walsh | \$3,750.00 |

BUDGET IMPACT STATEMENT: The total revenue of \$230,325 less taxes written off of \$109,873.90 equals a total auction profit of \$120,451.10.

RESOLUTION 216 - 2016

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

AUTHORIZING A HEALTH INSURANCE CONTRACT WITH BLUE SHIELD OF NORTHEASTERN NEW YORK

WHEREAS, pursuant to Resolution 176-2015, this Board authorized an agreement with Blue Shield of Northeastern New York for the provision of medical and prescription health care insurance and administrative services for County employees for the term from January 1, 2016 through December 31, 2016 at a cost not to exceed \$21,339,122 subject to the agreement excluding the imposition of any late payment interest penalties; and

WHEREAS, the performance of Blue Shield of Northeastern New York has been satisfactory; and

WHEREAS, our Personnel and Insurance Committee and the County's Director of Personnel have recommended that the County accept the proposal of Blue Shield of Northeastern New York for the provision of medical and prescription health care insurance and administrative services for County employees for the term January 1, 2017 through December 31, 2017 at a cost not to exceed \$20,472,191, subject to the resulting agreement excluding the payment of any late payment interest penalties; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized and directed to execute any and all agreements including Stop/Loss insurance agreements needed with Blue Shield of Northeastern New York for the provision of medical and prescription health care insurance and administrative services for County employees for the term from January 1, 2017 through December 31, 2017 at a cost not to exceed \$20,472,191, subject to such agreements excluding the imposition of any late payment interest penalties; and, be it further

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

BUDGET IMPACT STATEMENT: Funding will be placed in the 2017 Tentative Budget.

RESOLUTION 217 - 2016

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

AUTHORIZING A DENTAL HEALTH INSURANCE CONTRACT WITH METROPOLITAN LIFE INSURANCE COMPANY, INC.

WHEREAS, pursuant to Resolution 177-2015, this Board authorized an agreement with Metropolitan Life Insurance Company, Inc. ("MetLife") for the provision of dental health care insurance for County employees and the offering of voluntary dental health care insurance plans to County retirees for the term January 1, 2016 through December 31, 2016 at a cost not to exceed \$492,307 subject to such agreement excluding the imposition of any late payment interest penalties; and

WHEREAS, the performance of MetLife has been satisfactory; and

WHEREAS, our Personnel and Insurance Committee and the County's Director of Personnel have recommended that the County accept the proposal of MetLife for the provision of dental health care insurance for County employees and the offering of voluntary dental health care insurance plans to County retirees for the term January 1, 2017 through December 31, 2017, at a cost not to exceed \$648,641, subject to such resulting agreement excluding the payment of any late payment interest penalties; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized and directed to execute any and all agreements needed with Metropolitan Life Insurance Company, Inc. for the provision of dental health care insurance for County employees and the offering of voluntary dental health care insurance plans to County retirees, for the term from January 1, 2017 through December 31, 2017, at a cost not to exceed \$648,641, subject to such agreements excluding the imposition of any late payment interest penalties; and, be it further

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

BUDGET IMPACT STATEMENT: Funding for this contract will be placed in the 2017 Tentative Budget.

RESOLUTION 218 - 2016

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

AUTHORIZING AN AGREEMENT WITH MVP HEALTH PLAN, INC. FOR ALL MEDICARE ELIGIBLE RETIREES

WHEREAS, pursuant to Resolution 178-2015, this Board authorized an agreement with MVP Health Plan, Inc. for the provision of medical and prescription drug health insurance for Medicare eligible retirees from County employment for the period January 1, 2016 through December 31, 2016 at a cost of \$2,133,689, subject to the agreement excluding the imposition of any late payment interest penalties; and

WHEREAS, the performance of MVP Health Plan, Inc. has been satisfactory; and

WHEREAS, our Personnel and Insurance Committee and the County's Director of Personnel have recommended that the County accept the proposal of MVP Health Plan, Inc. for the provision of medical and prescription drug health care insurance for Medicare eligible retirees from County employment under MVP's Medicare Advantage Plan for the term January 1, 2017 through December 31, 2017 at a projected cost of \$2,600,775, subject to the resulting agreement excluding the imposition of any late payment interest penalties; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized and directed to execute any and all agreements needed with MVP Health Plan, Inc. of Schenectady, New York, for the provision of medical and prescription drug health care insurance for Medicare eligible retirees from County employment under MVP's Medicare Advantage Plan for the term January 1, 2017 through December 31, 2017, at a projected cost of \$2,600,775, subject to such agreements excluding the imposition of any late payment interest penalties; and, be it further

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

BUDGET IMPACT STATEMENT: Funding for this contract will be placed in the 2017 Tentative Budget.

RESOLUTION 219 – 2016

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

AMENDING THE POLICIES AND PROCEDURES MANUAL TO REVISE THE COUNTY OF SARATOGA'S HEALTH INSURANCE AND OFF-THE-JOB DISABILITY BENEFITS POLICIES AND TO ADD A JURY DUTY 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 Personnel Department’s ongoing review of the Manual has disclosed the appropriateness of revisions to update the County’s “Health Insurance” policy, to update and retitle the “Off-The-Job Disability Benefits” policy as the “Short-Term Disability Policy” and to add a “Jury Duty” policy; and

WHEREAS, copies of the proposed revised sections of the Health Insurance and the Off-The-Job Disability Benefits policies and the new Jury Duty 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 Health Insurance and the Off-The-Job Disability Benefits policies and to add a Jury Duty policy as set forth in the policy revisions distributed to this Board:

| <u>CHAPTER</u> | <u>SECTION</u> | <u>TITLE</u> | <u>NEW TITLE</u> | <u>ORIGINALLY ADOPTED</u> |
|----------------|----------------|---------------------------------|------------------------------|---------------------------|
| 4 | E | Health Insurance | | 9/27/1994 |
| 4 | K | Off-The-Job Disability Benefits | Short-Term Disability Policy | 5/13/1980 |
| 4 | W | Jury Duty | | New |

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 policies on the County’s Intranet website.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 220 - 2016

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

AUTHORIZING THE CHAIR TO ENTER INTO AN AGREEMENT WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES TO ACCEPT STATE GRANT FUNDS FOR THE PURCHASE OF ACTIVE SHOOTER SIMULATION EQUIPMENT BY THE SHERIFF’S DEPARTMENT, AND AMENDING THE 2016 COUNTY BUDGET IN RELATION THERETO

WHEREAS, through the efforts of Senator Kathleen Marchione, legislative grant funds in the amount of \$11,000 are available from the New York State Division of Criminal Justice Services for the purchase of active shooter simulation equipment by the Sheriff’s Department to improve readiness and response to an active armed assailant event in the County; and

WHEREAS, the acceptance of this grant requires our approval and an amendment to the 2016 Adopted Saratoga County Budget; now therefore, be it

RESOLVED, that the Chair of the Board and/or the County Administrator are hereby authorized to execute all documents necessary to apply for and accept a New York State Division of Criminal Justice Services legislative grant in an amount not to exceed \$11,000 for the purchase of active shooter simulation equipment by the Saratoga County Sheriff’s Department to improve readiness and response to an active armed assailant event in the County; and, be it further

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

UNDER SHERIFF’S DEPARTMENT:

Appropriations:

Increase Acct. #1-30-000-7080 Other Equipment \$11,000

Revenues:

Increase Acct. #1-30-3389 Other Public Safety \$11,000

BUDGET IMPACT STATEMENT: None. 100% State Aid.

RESOLUTION 221 - 2016

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

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH RS TELECOM, INC. TO PERFORM REPAIR AND MAINTENANCE WORK ON THE COUNTY'S PUBLIC SAFETY MICROWAVE RADIO SYSTEM

WHEREAS, pursuant to Resolution 193-13, the Saratoga County Board of Supervisors authorized an agreement with RS Telecom, Inc. to provide repair and maintenance services for the microwave portion of the County's Public Safety Radio System for a term of two years commencing October 1, 2013, with an option to renew for a term of one year; and

WHEREAS, the County exercised its right to renew the agreement with RS Telecom, Inc. for an additional year, which renewal term expired on or about September 30, 2016; and

WHEREAS, our Office of Emergency Services and Purchasing Department issued a Request for Bids for preventive maintenance and repair services for the County's Public Safety Microwave Radio System for a term of two years with an option to renew for one year; and

WHEREAS, our Public Safety Committee and Director of the Office of Emergency Services have recommended that the bid of RS Telecom, Inc., the only bid received, be accepted; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an agreement with RS Telecom, Inc. of Rutland Vermont to provide repair and maintenance services for the microwave portion of the County's Public Safety System for a term of two years commencing October 1, 2016, with an option to renew for a term of one year, at a cost of \$48,000 per year plus \$2,000 for each additional radio tower site that comes online during the term or any renewal term of the agreement, with the form and content of such agreement being subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 222 - 2016

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

AUTHORIZING AN AMENDED AGREEMENT WITH GREENMAN-PEDERSEN, INC. FOR ADDITIONAL ENGINEERING SERVICES RELATED TO THE REPLACEMENT OF THE ROOF OF COUNTY OFFICE BUILDING #2

WHEREAS, pursuant to Resolution 229-2015, this Board adopted the 2016-2020 Saratoga County Capital Plan, which included among its capital projects the replacement of the roof of County Office Building #2 in 2016; and

WHEREAS, the County entered into a contract with Greenman-Pedersen, Inc. to provide necessary engineering services for the replacement of the roof of County Office Building #2 at a cost of \$14,950; and

WHEREAS, as a result of a review of the project plans for the roof replacement conducted by the New York State Department of State's Building Code Enforcement Officer for compliance with the New York State Building Code, Greenman-Pedersen, Inc. was required to render additional engineering services in order to bring the project plans into compliance with the State Building Code; and

WHEREAS, due to an error in the first low bid received for the project, the project had to be rebid, thereby requiring Greenman-Pedersen, Inc. to perform additional engineering services for the rebid; and

WHEREAS, our Public Works Committee and the County's Commissioner of Public Works have recommended that the County's contract with Greenman-Pedersen, Inc. be amended to authorize the provision of the additional engineering services rendered by Greenman-Pedersen, Inc. for the replacement of the County

Office Building #2 roof at a cost of \$2,066, thereby increasing the contract amount to \$17,016; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an amendment to the agreement with Greenman-Pedersen, Inc. of Albany, New York, for additional engineering services associated with the replacement of the roof of County Office Building #2, at a cost not to exceed \$2,066, thereby increasing the contract amount to \$17,016; with the form and content of such amendment to be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: Funds are available within the 2016 Budget to cover these costs.

RESOLUTION 223 - 2016

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

AUTHORIZING AN AMENDED AGREEMENT WITH CLARK PATTERSON ENGINEERS, SURVEYOR, ARCHITECTS AND LANDSCAPE ARCHITECT, D.P.C. FOR ADDITIONAL ENGINEERING SERVICES RELATED TO THE REPLACEMENT OF THE “MACK SHACK” GARAGE BUILDING, AND AMENDING THE BUDGET IN RELATION THERETO

WHEREAS, pursuant to Resolution 135-2015, this Board authorized an agreement with Clark Patterson Engineers, Surveyor, Architects and Landscape Architects, D.P.C. (“Clark Patterson Lee”) for engineering services associated with the replacement of the Public Works garage building known as the Mack Shack, at a cost not to exceed \$62,340; and

WHEREAS, as a result of a review of the building plans for the Mack Shack conducted by the New York State Department of State’s Building Code Enforcement Officer for compliance with the provisions of the New York State Building Code, Clark Patterson Lee was required to render additional engineering services in order to bring the building plans into compliance with the State Building Code; and

WHEREAS, two of the prime contracts for the project had to be rebid, therefore requiring Clark Patterson Lee to perform additional engineering services; and

WHEREAS, our Public Works Committee and the County’s Commissioner of Public Works have recommended that the County’s contract with Clark Patterson Lee be amended to authorize the provision of the additional engineering services rendered by Clark Patterson Lee for the replacement of the Mack Shack at a cost of \$57,380, thereby increasing the contract amount to \$119,720; and

WHEREAS, the County’s fire insurance policy reimburses the full replacement cost of a County building destroyed by fire, including such costs as the additional engineering services rendered by Clark Patterson Lee; and

WHEREAS, an amendment is needed to the 2016 Saratoga County Budget to transfer the additional insurance proceeds in the amount of \$57,380 to the applicable DPW revenue account and to appropriate the expenses; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an amendment to the agreement with Clark Patterson Engineers, Surveyors, Architects and Landscape Architect, D.P.C. of Rochester, New York, for additional engineering services associated with the replacement of the Public Works garage building known as the Mack Shack, at a cost not to exceed \$57,380, thereby increasing the contract amount to \$119,720; and, be it further

RESOLVED, that Resolution 135-2015 is hereby accordingly amended to authorize such additional engineering services and cost increases; and, be it further

RESOLVED, that the form and content of such contract amendment shall be 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 PUBLIC WORKS:

APPROPRIATIONS:

| | |
|--|----------|
| Increase Acct.: #3-50-000-7093 Bldg.-Construction Cost | \$57,380 |
|--|----------|

REVENUES:

Increase Acct.: #3-50-2680 Insurance Recovery \$57,380

BUDGET IMPACT STATEMENT: None. The costs associated with these services will be covered through insurance proceeds.

RESOLUTION 224 - 2016

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

AMENDING RESOLUTION 200-2016 TO AUTHORIZE AN EARLIER COMMENCEMENT DATE FOR THE CONTRACT WITH NORTHEAST DINING & LODGING, INC. D/B/A GOLDEN CORRAL FOR THE ELDERLY NUTRITION PROGRAM

WHEREAS, pursuant to Resolution 200-2016, this Board authorized an agreement with Northeast Dining & Lodging, Inc. d/b/a Golden Corral for the provision of meals for the Elderly Nutrition Program from January 1, 2017 through December 31, 2020 at a cost of \$5.98 per meal from January 1, 2017 through December 31, 2017, with an annual increase commencing on January 1, 2018, and on every January 1, thereafter during the term of the contract, equal to any increase in the August Consumer Price Index for Urban Consumers as reported in August of the preceding year; and

WHEREAS, pursuant to Resolution 236-12, the current contract for the provision of meals to the Elderly Nutrition Program was awarded to Prestige Services, Inc. for the term January 1, 2013 through December 31, 2016; and

WHEREAS, Prestige Services, Inc. was the only other bidder on the contract awarded to Northeast Dining & Lodging, Inc. d/b/a Golden Corral pursuant to Resolution 200-2016 for the provision of meals for the Elderly Nutrition Program from January 1, 2017 through December 31, 2020; and

WHEREAS, on September 29, 2016 Prestige Services, Inc. served written notice on the Saratoga County Office for the Aging advising that it was exercising its contractual right to terminate its contract to provide meals for the Elderly Nutrition Program effective as of October 31, 2016; and

WHEREAS, the loss of a provider of meals for the Elderly Nutrition Program for the period November 1, 2016 through December 31, 2016 requires immediate action by this Board which cannot await competitive bidding; and

WHEREAS, Northeast Dining & Lodging, Inc. d/b/a Golden Corral has proposed commencing the provision of meals for the Elderly Nutrition Program as of November 1, 2016 at the same cost of \$5.98 per meal for meals to be provided in 2017; and

WHEREAS, our Social Programs Committee and the Director of the Office for the Aging have recommended that the proposal of Northeast Dining & Lodging, Inc. d/b/a Golden Corral be accepted, and that Resolution 200-2016 be amended accordingly; now, therefore, be it

RESOLVED, that Resolution 200-2016 is hereby amended to authorize the Chair of the Board to execute an amended agreement with Northeast Dining and Lodging, Inc. d/b/a Golden Corral of 17 Old Gick Road, Saratoga Springs, New York, for the provision of meals for the Elderly Nutrition Program for the additional term of November 1, 2016 through December 31, 2016 at a cost of \$5.98 per meal; with the form and content of such amended agreement being subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 225 - 2016

Introduced by Chairman Wright

APPOINTING A DIRECTOR OF THE SARATOGA COUNTY CAPITAL RESOURCE CORPORATION

WHEREAS, pursuant to Resolution 164-12, this Board of Supervisors authorized the formation of a capital resource corporation in accordance with Not-For-Profit Corporation Law §1411, to be known as the Saratoga County Capital Resource Corporation; and

WHEREAS, pursuant to the provisions of the Corporation's Certificate of Incorporation, the Directors of the Corporation are appointed by this Board of Supervisors for staggered three year terms; and

WHEREAS, the term of one Director expired on December 31, 2015, and a vacancy exists for the unexpired term of that Director; now, therefore, be it

RESOLVED, that the following person is appointed as a Director of the Saratoga County Capital Resource Corporation for the stated term:

| <u>NAME AND ADDRESS:</u> | <u>TERM EXPIRES:</u> |
|--|----------------------|
| Ann Frantti 12 Azalea Court Clifton Park, NY 12065 | 12/31/2018 |

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 226 - 2016

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

AUTHORIZING INTER-AGENCY TRANSFERS NECESSARY TO CLOSE OUT 2016 COUNTY BUDGET

WHEREAS, inter-agency transfers are necessary to accommodate various adjustments to balance and close out the 2016 County Budget; and

WHEREAS, a delegation of the authority to approve these transfers is necessary to implement them in a timely and lawful manner; now, therefore, be it

RESOLVED, that, effective October 18, 2016, the County Administrator is authorized to make any inter-agency transfers necessary to close out the 2016 County Budget and he shall submit a written report thereof to the Law and Finance Committee in 2017.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 227 - 2016

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

AUTHORIZING AN AMENDMENT TO THE COOPERATIVE AGREEMENT WITH THE TOWN OF SARATOGA AND THE HISTORIC HUDSON-HOOSIC RIVERS PARTNERSHIP TO ADVANCE AN ADDITIONAL \$300,000 IN FUNDING FOR THE DESIGN AND CONSTRUCTION OF THE GATEWAY VISITOR CENTER IN THE VILLAGE OF SCHUYLERVILLE

WHEREAS, pursuant to Resolution 140-2015, this Board authorized a cooperative agreement with the Town of Saratoga and the Historic Hudson-Hoosic Rivers Partnership to advance the sum of \$200,000 to the Town of Saratoga for the design and construction of the Gateway Visitor Center on property owned by the Town in the Village of Schuylerville, with said sum of \$200,000 to be repaid in full by the Town and the Partnership out of grant monies awarded to the Partnership by the New York State Office of Parks, Recreation and Historic Preservation for the project; and

WHEREAS, construction has commenced on the Gateway Visitor Center, and various invoices and bills related thereto need to be paid; and

WHEREAS, although the Partnership has been awarded various New York State grants for the design and construction of the Gateway Visitor Center totaling over \$800,000, such grant monies are to be paid in the

form of reimbursement for previously paid expenditures and are not currently available to the Town and the Partnership; and

WHEREAS, for the purpose of assisting and enabling the Town and the Partnership to fulfill their administrative responsibilities under the State grants, the Town and the Partnership have requested that the County advance the additional sum of \$300,000 to the Town for the purpose of the Town paying the retained contractors and vendors for the project, after which the Town shall submit claims for reimbursement to the State to be paid out of the grant funds, and then fully reimburse the County for all monies advanced by the County; and

WHEREAS, our Law and Finance Committee has recommended that the County enter into an amendment to the cooperative agreement with the Town and the Partnership authorizing the County to advance the additional sum of \$300,000 to the Town for the design and construction of the Gateway Visitors Center, subject to the Town's reimbursement of said sum to the County through the State grant funds awarded to the Partnership for the Gateway Visitor Center project; and

WHEREAS, the Gateway Visitor Center project will promote tourism to Saratoga County and will be an important enhancement to the historic, cultural and educational attractions available in Saratoga County; now, therefore, be it

RESOLVED, that the Chair of the Board, is hereby authorized to execute an amendment to the cooperative agreement with the Town of Saratoga and the Historic Hudson-Hoosic Rivers Partnership, and any necessary related documents, to advance the additional sum of \$300,000 to the Town of Saratoga for the design and construction of the Gateway Visitor Center on property owned by the Town of Saratoga in the Village of Schuylerville, with said sum to be repaid in full by the Town and the Partnership out of grant monies awarded to the Partnership by the New York State Office of Parks, Recreation and Historic Preservation for this project; and, be it further

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

BUDGET IMPACT STATEMENT: None. Funds are available in the 2016 County Budget.

RESOLUTION 228 - 2016

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

AUTHORIZING AN AGREEMENT WITH GHD CONSULTING SERVICES, INC. FOR THE PROVISION OF ENGINEERING SERVICES REQUIRED FOR NECESSARY IMPROVEMENTS TO THE ODOR CONTROL SYSTEM AT SARATOGA COUNTY SEWER DISTRICT NO. 1'S WASTEWATER TREATMENT PLANT

WHEREAS, the New York State Department of Environmental Conservation ("DEC") is requiring Saratoga County Sewer District No. 1 to undertake certain improvements to the sludge odor control system at the Sewer District's Wastewater Treatment Plant in order to bring the odor control system into compliance with the Treatment Plant's Title V air emissions permit; and

WHEREAS, the Saratoga County Sewer District Commission solicited proposals from professional engineering firms for the provision of design, administrative and construction phase services for the required upgrades to the sludge odor control system at the Sewer District's Wastewater Treatment Plant; and

WHEREAS, the Sewer District Commission and the Sewer District's Executive Director have reviewed the proposals received and recommended that a contract for professional engineering design, administrative and construction phase services for improvements to the sludge odor control system at the Sewer District's Wastewater Treatment Plant be awarded to GHD Consulting Services, Inc.; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute an agreement with GHD Consulting Services, Inc. of Cazenovia, New York, for the provision of professional engineering design, administrative and construction phase services for necessary improvements required by DEC to the sludge odor control system at Saratoga County Sewer District No. 1's Wastewater Treatment Plant, at a cost of \$109,590, with the form and content of such agreement to be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. Funding for these services is included in the Sewer District's 2016 budget.

RESOLUTION 229 - 2016

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

AUTHORIZING THE CHAIR TO ENTER INTO A RENEWAL AGREEMENT WITH INFOQUICK SOLUTIONS, INC. FOR DIGITIZED RECORD KEEPING, HARDWARE AND SOFTWARE UPGRADES, MAINTENANCE AND VERIFICATION SERVICES FOR THE COUNTY CLERK'S OFFICE

WHEREAS, Resolution 178-11 authorized a five (5) year renewal agreement with InfoQuick Solutions, Inc. (IQS) to provide hardware and software system upgrades, installation, technical support, maintenance and verification services for the purposes of automating services and record keeping in the Saratoga County Clerk's Office; and

WHEREAS, the County's current agreement with IQS expires on November 6, 2016; and

WHEREAS, IQS is willing to renew its agreement for said services for an additional period of five (5) years, and to provide new computer hardware and upgrade existing software systems at the current contract's not to exceed rate of \$193,140 per year; and

WHEREAS, the digitized records system installed by IQS in the Saratoga County Clerk's Office was built from scratch by IQS starting in 2006, and has been customized by IQS to specifically fit the needs of the County Clerk's Office; and

WHEREAS, over the past ten years, IQS has continually developed and implemented updates to their software system, allowing for the acceptance of e-recorded land documents which has grown to approximately 18% of all recorded land transactions; and

WHEREAS, the professional services component (installation, programming, training, maintenance, tech support) of the renewal agreement proposed by IQS is the primary and predominant part of the services to be provided by IQS, which professional services are inextricably integrated with the physical software and hardware components of the agreement, and therefore such services need not be put out to bid; and

WHEREAS, our Law and Finance Committee and the County Clerk have recommended the renewal of the County's agreement with IQS for an additional term of five (5) years at the current annual not to exceed rate of \$193,140; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to enter into a renewal agreement with Info Quick Solutions, Inc. of Liverpool, New York, for the provision of hardware and software system upgrades, installation, technical support, maintenance, and verification services for the purposes of automating services and digitizing land and court records in the Office of the Saratoga County Clerk, said renewal agreement to be for a term of five (5) years commencing November 7, 2016, at a cost of \$12,475 per month plus the cost of document verification services at the rate of 80 cents per document verified, with total annual contract costs not to exceed \$193,140; and, be it further

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

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 230 - 2016

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

AUTHORIZING CHANGES IN THE NAMES OF THREE COUNTY DEPARTMENTS EFFECTIVE JANUARY 1, 2017

WHEREAS, the Director of the Saratoga County Data Processing Department has recommended that the Department’s name be changed to the Saratoga County Information Technology Department to better reflect the Department’s current responsibilities in managing the County’s information technology resources; and

WHEREAS, the Director of the Saratoga County Mental Health Center has recommended that the Department’s name be changed to the Saratoga County Department of Mental Health and Addiction Services in order to better inform the public of the broader range of services provided by the Department, which include not only outpatient mental health services, but also alcohol and drug treatment services as well; and

WHEREAS, the Director of the Saratoga County Personnel Department has recommended that the Department’s name be changed to the Saratoga County Human Resources Department in order to update the Department’s name to conform with the commonly accepted term used today to identify departments that coordinate employee hiring, training, benefits, discipline, etc; and

WHEREAS, our Law and Finance Committee has recommended that the requested department name changes be approved by this Board effective as of January 1, 2017; now, therefore, be it

RESOLVED, that the name of the Saratoga County Data Processing Department is hereby changed to the Saratoga County Information Technology Department; and, be it further

RESOLVED, that the name of the Saratoga County Mental Health Center is hereby changed to the Saratoga County Department of Mental Health and Addiction Services; and, be it further

RESOLVED, that the name of the Saratoga County Personnel Department is hereby changed to the Saratoga County Human Resources Department; and, be it further

RESOLVED, that this Resolution shall take effect on January 1, 2017.

BUDGET IMPACT STATEMENT: No budget impact.

On a motion by Mr. Lucia, seconded by Mr. Allen, Resolution #231 was added to the agenda by a unanimous vote.

On a motion by Mr. Lawler, seconded by Mr. Johnson, Resolution #231 was adopted by a unanimous vote.

RESOLUTION 231 - 2016

Introduced by Chairman Wright

APPOINTING DIRECTORS OF THE SARATOGA COUNTY PROSPERITY PARTNERSHIP, INC. LOCAL DEVELOPMENT CORPORATION

WHEREAS, pursuant to Resolution 106-2014, this Board of Supervisors authorized the formation of the Saratoga County Prosperity Partnership, Inc., an economic development local development corporation in accordance with Not-For-Profit Corporation Law §1411; and

WHEREAS, the Certificate of Incorporation of Saratoga County Prosperity Partnership, Inc. was duly executed by the Chair of this Board, and filed in the New York State Department of State on May 29, 2014; and

WHEREAS, pursuant to the provisions of the corporation’s Certificate of Incorporation, the corporation shall be managed by a Board of Directors consisting of not less than seven (7) nor more than fifteen (15) Directors appointed by and serving at the pleasure of the Saratoga County Board of Supervisors; and

WHEREAS, pursuant to Resolution 14-2016, this Board of Supervisors appointed the current twelve (12) Directors of the corporation’s Board of Directors for terms that expire on December 31, 2017; and

WHEREAS, the Chair of the Board has proposed two candidates to fill existing vacancies on the corporation’s Board of Directors; now, therefore, be it

RESOLVED, that the following persons are appointed as Directors of the Board of Directors of the Saratoga County Prosperity Partnership, Inc. for the stated term:

NAME AND ADDRESS:

Rocco Ferraro, 15 Friar Tuck Court, Clifton Park, New York 12065
 Josh Spain, 1219 Ruffner Road, Niskayuna, New York 12309

TERM EXPIRES:

December 31, 2017
 December 31, 2017

BUDGET IMPACT STATEMENT: No budget impact.

Chairman Wright announced the following appointments:

Local Emergency Planning Committee

Michael Stanley – term expiring 12/31/2016

Mr. Lawler thanked Supervisors for their support of the appointments made to the Saratoga County Prosperity Partnership. He said Mr. Ferraro is the Executive Director of CDRPC and is the Chairman of the Clifton Park Planning Board and will be a great addition to the Board of Directors. Mr. Spain is a General Manager at Momentive and has managed their property in Waterford. Mr. Lawler said each Supervisor received an invitation and agenda to the first Economic Development Summit put on by the Saratoga County Prosperity Partnership to be held on November 10, 2016 beginning at 10am at the Saratoga Springs City Center. This is directed towards municipal officials and business leaders. Mr. Lawler asked the Supervisors to share this information with their towns.

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

Respectfully Submitted,

Pamela Wright, Clerk