

Law and Finance Committee Minutes  
March 10, 2021 – 4:00 p.m.

Present: Chairman Jonathan Schopf; Committee members Phil Barrett, Tara Gaston, Kevin Tollisen, Matthew Veitch, Sandra Winney, Tom Wood; Supervisors Eric Connolly, Ed Kinowski, John Lant, Jack Lawler, Dick Lucia, Darren O'Connor, Bill Peck, Jean Raymond, Tom Richardson, Mike Smith, Mo Wright, Benny Zlotnick and Chairman of the Board Theodore Kusnierz; Steve Bulger, Brian O'Connor, Matt Rose, Audra Hedden, County Administrator; Michael Hartnett, County Attorney; Pamela Wright, Clerk of the Board; Karen Heggen, District Attorney; Chad Cooke, Department of Public Works; Marcy McNamara, Adam Kinowski, Human Resources; Michael Prezioso, Mental Health; Sandi Cross, Office for the Aging; Jason Kemper, Planning; Steve Bayle, Probation; Daniel Kuhles, Public Health; Anna Stanko, Real Property Tax; Dan Rourke, Sewer District; Michael Zurlo, Sheriff; Andrew Jarosh, Treasurer; Frank McClement, Veterans; J. Wes Carr, Rebecca Robarge, Youth Bureau; Scott Brackett, CSEA.

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

**On a motion made by Mr. Barrett, seconded by Mr. Tollisen, the minutes of the February 10, 2021 meeting were approved unanimously.**

**On a motion made by Mr. Veitch, seconded by Ms. Winney, the following resolution was approved unanimously.**

**LEGISLATIVE**

- Adopting the 2021 Saratoga County Legislative Agenda.  
**BUDGET IMPACT:** None.

Mr. Bulger said that this resolution is an annual housekeeping item and sets the Legislative agenda for the Saratoga County Board of Supervisors. The proposed agenda was set by the Committee and forwarded on to all Supervisors for review and consists of 11 State and 3 Federal initiatives, including an additional item related to broadband availability that was added as a result of a special meeting of the Committee on Monday, March 8.

**On a motion made by Ms. Gaston, seconded by Mr. Barrett, the following resolutions were approved unanimously.**

**HEALTH & HUMAN SERVICES**

- Authorizing a major contracts for contact tracing services with: Alana Martin in an amount not to exceed \$45,500; Deidre Hughes in an amount not to exceed \$39,000; and Kaitlyn Ellis in an amount not to exceed \$52,000.

**BUDGET IMPACT:** None. Costs associated with this contract will be covered by a Health Research Inc., grant.

- Authorizing the acceptance of \$9,133 in State Aid from the Office of Mental Health (OMH) and the Office of Addiction Services and Supports (OASAS) for Cost of Living Adjustments provided to staff with contracted local agencies.

**BUDGET IMPACT:** No Budget Impact. 100% State Aid.

- Authorizing renewal agreements with 5 separate home care agencies that provide Expanded In-Home Services for the Elderly (EISEP) for the same rates previously agreed to in 2020 and effective from April 1, 2021 until March 31, 2022.

**BUDGET IMPACT:** No Budget Impact. Funding for these contracts are included in the 2021 budget.

For the first item, Mr. Bulger said that the costs associated with these contracts will be covered by a Health Research Inc. Grant. The individuals were currently working under a minor contract which cannot exceed \$15K. For the second item, this is a housekeeping resolution for authorization to renew our Community Mental Health contracts with various service providers for a one year period. The agencies and the County share are unchanged from 2020. Funding for all of these contracts is included in the 2021 adopted budget. For the third item, these home health care agencies provide personal care and do household chores, laundry, shopping, etc. to help seniors stay in their homes as opposed to being placed in a nursing home or other facility. The costs for these services are split 75% State and 25% County.

**On a motion made by Mr. Barrett, seconded by Ms. Gaston, the following resolutions were approved unanimously.**

### **REAL PROPERTY TAX**

- Authorizing the correction to the tax roll and generation of a new tax bill for tax parcel 224.-1-49 in the Town of Charlton in the amount of \$1,942.83.

**BUDGET IMPACT:** None.

- Authorizing a correction to the tax roll and generating a new tax bill for tax parcel 186.-2-44-2 in the Town of Galway in the amount of \$1,091.20.

**BUDGET IMPACT:** None.

- Authorizing a correction to the tax roll and generating a new tax bill for tax parcel 200.-2-3 in the Town of Galway in the amount of \$926.97.

**BUDGET IMPACT:** None.

- Authorizing a correction to the tax roll and generating a new tax bill for tax parcel 210.-1-47 in the Town of Galway in the amount of \$1,190.27.

**BUDGET IMPACT:** None.

- Authorizing the cancellation of delinquent, current and prospective taxes for several tax parcels.

**BUDGET IMPACT:** None.

- Authorizing the Tax Enforcement Officer to permit the cancellation in whole of any interest to which the County shall be lawfully entitled for Tax Parcels #262.-1-4.122 and #262.-1-4.2.

**BUDGET IMPACT:** None

For the first four items, Mr. Bulger said that the per the Town Assessors, the School Taxes were mistakenly relieved to the Town and County tax bills. For the fifth item, the cancellation of a number of delinquent, current and prospective tax parcels are for a variety of reasons. These parcels are located in Towns of Corinth, Greenfield, Wilton, Milton, Waterford and Saratoga. A complete list of these parcels and associated taxes due was provided in the backup to the Real Property Tax committee. For the final item, the resolution authorizes the waiver of interest associated with tax liens for two parcels known as the Patenaude properties in Stillwater located on the border of Mechanicville in Stillwater. The Patenaude properties are comprised of abandoned industrial buildings which at one time contained a paint factory. The County has not foreclosed because by obtaining title, we would assume liability for the underlying environmental problems, which require remediation at significant costs. Decesente distributing is located on the neighboring property, and they have offered to purchase the Patenaude properties, including paying back taxes, in addition to the cost of the environmental cleanup, which will be supervised by DEC and eventually expanding their business operations. Cancellation of the interest is allowed under Real Property Tax Law 1182, if determined that it is in the best interest of the tax district. Best interest here is served by elimination of the interest which would enable the purchase of otherwise blighted tax deficient properties, environmental cleanup without the County assuming liability and restoration of the properties to the tax roll. Total interest for two parcels totals \$56,452.62. Mr. Schopf confirmed that it's contingent on the sale of the property with the associated commitment for cleanup.

**On a motion made by Ms. Gaston, seconded by Mr. Veitch, the following resolution was tabled to next month. Ayes: Schopf, Barrett, Gaston, Tollisen, Veitch. Nays: Winney, Wood. Motion Passed.**

### **VETERANS' AFFAIRS**

- Grant Program Honoring Veterans.

**BUDGET IMPACT:** Up to \$105,000 in FY21 will be appropriated from either fund balance or contingency funding.

Mr. Bulger said that this would be the creation of a new grant program for County municipalities in support of Veteran's initiatives. Each municipality would be reimbursed for up to \$5,000 for expenses incurred in honoring or supporting Veterans in their municipality. Similar to the Economic Development grant fund. The program would be administered through the Veterans

Service Agency and funding can be used for a wide variety of uses to help honor or support Veterans in each municipality during 2021. Mr. Richardson, Chairman of Veterans Committee, said that some of the projects it could be applied toward would be flags for Veterans graves in the City of Saratoga Springs, or a brick walkway in Tallmadge Park in the City of Mechanicville for example. Mr. Veitch said that he brought this item forward to the Veterans Committee but is unsure of how much funding would be appropriate. Mr. Veitch said that this level of funding seems high in his opinion and he has also done some research on distributing amounts based on population, or assessed value, etc. Mr. Veitch said that he was thinking something along the lines of a \$20K total distribution. Mr. Richardson said that the Veterans Sub-committee comprised of Mr. Allen, Mr. Lawler and Mr. Wright had discussions about this and felt that up to \$5K per municipality was an appropriate amount. Especially since this year is the 20<sup>th</sup> anniversary of 9/11. This was decided at a special Veterans Committee meeting on March 8. Mr. Wright agreed and said that it a Veterans concert has not been held since 2016, which normally costs approximately \$45k to \$50K. Mr. Schopf confirmed that this would be a reimbursement grant. Mr. McClement said that it would be administered through the Veteran's Service Agency. Ms. Gaston said that she had not seen the minutes to the special meeting and questioned another item that was approved at an earlier Veteran's meeting, funding for the Peer to Peer program. Mr. McClement said that they just found out the Dwyer funding has been reinstated and therefore they postponed this item. They were initially seeking approximately \$93K for this program. Mr. Kusnierz confirmed that the funding from last year's Peer to Peer budget had been funded and asked Mr. McClement if there are funds allocated in the budget for this year. Mr. McClement said that he is working with Senator Jordan's office on this. Mr. Schopf suggested that the Legislative & Research committee send a letter in support of funding for that in this year's budget. Mrs. Raymond agreed. Mr. Bulger said that it is also listed on the list of items in the Legislative & Research agenda.

Mr. Veitch proposed changing the funding of the new grant program to a max of \$2,500 per community for a total grant amount of \$52,500. Mr. Barrett thanked Mr. Veitch for bringing this item forward and said that \$50K is a large allotment. Considering the amount, which is a large amount for each municipality, and with the thought that they County may need to be prepared to possibly allocate additional funds to help continue the Peer to Peer program through this year and next, that we should keep that in the back of our minds and perhaps not allocate that money right now. Ms. Gaston agreed. Mr. Richardson expressed frustration with tabling the item, especially with the upcoming potential large Federal COVID relief package. Mr. Barrett said that it is a good idea but does not want to rush into the decision. Mr. Wright said that the reason this item was rushed was due to the fact that Memorial Day is not far off, so that people could plan events prior to that.

**On a motion made by Mr. Veitch, seconded by Ms. Gaston, the following resolutions were approved unanimously.**

### **BUILDINGS & GROUNDS**

- Authorizing the acceptance of a Federal Cares Act Airport Grant from the Federal Aviation Administration in the amount of \$23,000.

**BUDGET IMPACT:** No Budget Impact. This grant will be applied toward existing airport related expenses.

- Amending the 2021 budget to reappropriate unspent funds relating to Department of Public Works capital projects.

**BUDGET IMPACT:** This resolution will require an amendment to the 2021 budget in the amount of \$3,627,265. of which \$3,447,062 will be covered by State and Federal Aid, and \$180,203 will require an appropriation of fund balance.

- Adopting a Local Law authorizing the leasing of real property of the County of Saratoga to Gateway House of Peace, Inc.

**BUDGET IMPACT:** None.

Mr. Bulger said that for the first item, the grant will be applied toward existing airport related expenses. For the second item, the projects are related to improvements at the airport and the water tower rehabilitation. For the third item, the resolution will authorize the leasing of County property at 479 Roland Street in the Town of Milton to the Gateway House of Peace. The lease will include an initial term of five years with an option to renew for an additional five years consistent with the previously approved lease agreement signed in 2011. A public hearing was held prior to today's Law and Finance meeting and no comments were received.

**On a motion made by Ms. Winney, seconded by Ms. Gaston, the following resolutions were approved unanimously.**

### **HUMAN RESOURCES & INSURANCE**

- Authorizing the amendment of Chapter 4 Section M of the Saratoga County Policies and Procedures Manual in reference to the Vacation Carryover Policy.

**BUDGET IMPACT:** None.

- Authorizing the ratification of the Collective Bargaining Agreement with the United Public Service Employees Union (UPSEU) to make part of the Union, Registered Professional Nurses and Head Nurse in the Saratoga County Sheriff's Department.

**BUDGET IMPACT:** None.

- Authorizing an agreement with Saratoga Hospital, Inc. Corporate Health Services for the physical examination and testing of County staff in accordance with its fee schedule for an amount not to exceed \$30,000 for the duration of the 2021 calendar year.

**BUDGET IMPACT:** None. Funds are included in the 2021 budget.

- Authorizing the Sheriff's Department to hire transfers at Step 1 instead of base salary.

**BUDGET IMPACT:** None. Funds are available in the 2021 budget.

- Authorizing an amendment to the 2021 Compensation Schedule to reclassify (1) Senior Account Clerk to (1) Special Clerk to the County Treasurer under the Saratoga County Treasurers Department.

**BUDGET IMPACT:** None. A Senior Account Clerk and Special Clerk have the same base salaries.

- Appointing Michael J. Hartnett be appointed as County Attorney, Base/Step1, for a term commencing on April 1, 2021 and ending on December 31, 2021.

**BUDGET IMPACT:** None.

For the first item, Mr. Bulger said that the original policy extended vacation carryover from 60 days of anniversary date to one year of anniversary date. This amendment will allow vacation carryover beyond the one year with approval of the Department head and Director of Personnel if the inability to take vacation time was directly related to work activities associated with the Covid-19 pandemic. For the second item, the Union has requested that the nurses that work in Saratoga County Jail become members of the Union, and that the employer, Saratoga County acknowledges the Union as the selected bargaining agent for those nurses. The County and Sheriff have agreed to this request. The nurses will be entitled to the benefits of the Collective Bargaining Agreement and Memorandum of Agreement. The County will deduct Union dues from the pay of those nurses who have signed Union cards. For the third item, Saratoga Hospital provides physical examinations and laboratory testing required for new and current County employees. For the fourth item, the ability for the Sheriff to hire transfers at step one versus base will significantly aid in the ability for the Sheriff's Department to recruit transfers. For the fifth item, the proposed reclassification will better align with the unique duties performed by the position in the County Treasurer's office.

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

### **PUBLIC SAFETY**

- Authorizing the acceptance of a grant from the NYS Office of Indigent Legal Services in amount of \$423,201 for Distribution No. 11 for the period from January 1, 2021 through December 31, 2023.

**BUDGET IMPACT:** None. 100% State Aid.

- Approving the County's Alternatives to Incarceration (ATI) Performance-Based Service Plan for the period up until June 30, 2021 and authorizing the acceptance of a grant for Alternatives to Incarceration from the New York State Division of Criminal Justice Services in the amount of \$26,224 for the period of July 1, 2020 to June 30, 2021.

**BUDGET IMPACT:** None. 100% State Aid

- Authorizing the adoption of Executive Order 203 Group Report by the Saratoga County Board of Supervisors and authorize the Chairman of the Board to submit verification of compliance with Executive Order 203 to the New York State Division of Budget.

**BUDGET IMPACT:** None.

- Authorizing participation in the 2021 State STOP-DWI program and contracts with local agency participants.

**BUDGET IMPACT:** None. 100% State Aid.

- Authorizing the re-appropriation of \$141,477.89 of previously authorized grant revenue and expenses from the 2020 budget to the 2021 budget in the Sheriff's Department.

**BUDGET IMPACT:** None.

- Authorizing an agreement with Black Creek Integrated Systems for the licensing and support of the Black Creek "SallyPort" for the Saratoga County Correctional facility at a cost not to exceed \$43,564.50 for the 2021 calendar year.

**BUDGET IMPACT:** None. Funding is included in the 2021 budget.

- Proclaiming April 11-17, 2021 as "National Public Safety Telecommunicators Week" in Saratoga County.

**BUDGET IMPACT:** None.

- Authorizing the acceptance of the Crimes Against Revenue Program (CARP) from the New York State Division of Criminal Justice Services in the amount of \$118,900 for a period of January 1, 2021 to December 31, 2021.

**BUDGET IMPACT:** None. 100% State Aid.

- Authorizing the acceptance of the Criminal Justice Discovery Reform grant from the New York State Division of Criminal Justice Services in the amount of \$380,056 for a period of April 1, 2020 to March 31, 2021.

**BUDGET IMPACT:** None. 100% State Aid.

For the first item, the resolution will accept grant funds for the Conflict Defender's office and will fund salaries, supplies, investigators, transcripts, etc. For the second item, of the total \$26,244 grant, \$9,853.20 goes to the Community Work Order Program, and \$16,370.80 goes to the Pretrial Services Program. For the third item, Chairman of the Board of Supervisors appointed Executive 203 Compliance Group in October 2020 to review the Sheriff's Office policies and procedures and to gather community feedback and input. The Compliance Group was comprised of Dr. Michael Prezioso, the Chair, Under Sheriff Rick Castle, Vice Chair, Supervisor Darren O'Connor, Supervisor Tom Richardson, DA Karen Hagen, Public Defender Andrew Bloomberg and community member Opal Hinds. The Compliance Group held eight meetings and invited over 1,000 stakeholder agencies and individuals to participate through meetings, surveys and submitted comments. Following extensive feedback, the group developed a 29 page report that included 10 recommendations for the Sheriff's Office. The Board accepted the report for consideration at the February meeting and opened it to public comment through March 5, 2021. A total of five comments were received, four from community members and one from Sheriff Zurlo. This report is now being offered for adoption by the Board of Supervisors. The report must be adopted or ratified by April 1, 2021. And the Board Chairman must submit verification of compliance to the New York State Division of budget also by April 1. For the fourth item, the Stop DWI program uses DWI fine monies to fund activities that include law enforcement, substance abuse treatment, education and other prevention measures. For the fifth item, the reappropriation of grant funds include the 2018 Explosive Detection K9 Team grant for equipment and training and the 2018, 2019, and 2020 New York State Homeland Security

grants. For the sixth item, the service contract with Black Creek Integrated Systems Corp. for the licensing and support of the Black Creek Sally port Saratoga County Correctional Facility. The cost has not changed from the 2020 rates. The seventh item, is in honor of the men and women of the Saratoga County Sheriff's Office Communications Division, whose diligence and professionalism directly help to keep us all safe. For the eight item, the grant will be used towards salaries and travel reimbursement. For the final item, funds will be put toward expenses related to the implementation of discovery and bail reforms that took effect on January 1 2020. Each County outside of New York City is eligible for this award. Funding is contingent upon the County submission and DCJS approval of a discovery reform funding plan.

**On a motion made by Mr. Veitch, seconded by Ms. Gaston, the following resolutions were approved unanimously.**

### **TRAILS & OPEN SPACE**

- Authorizing Saratoga County to act as Project Manager for the construction for the Champlain Canalway Trail in the Town/Village of Waterford.  
**BUDGET IMPACT:** 100% of the funding for this project will be provided through a grant with Hudson River Valley Greenway with no cost to Saratoga County.
- Authorizing a contract with CHA for bid coordination construction oversight services for the Champlain Canalway Trail.  
**BUDGET IMPACT:** None. 100% State Aid.

Mr. Bulger said that grant funding for the above items is in the amount of \$210,000.

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

### **ECONOMIC DEVELOPMENT**

- Authorizing the creation of a new reserve account, A-0888.ED for unspent monies related to the Municipal Economic Development Assistance grant program.  
**BUDGET IMPACT:** None. \$111,744.02 in unassigned fund balance will be assigned to the new A-0888.ED reserve account.

Mr. Bulger said that this is similar to accounts that have been set up for Trails and Open space. If funds have not been paid out for any of the Economic Development projects, at the close of the budget year, these funds will be placed in the reserve account.

**On a motion made by Ms. Gaston, seconded by Mr. Barrett, the following resolution was approved unanimously.**



## **PUBLIC WORKS**

- Amending the 2021 budget to re-appropriate unspent funds related to the Department of Public Works capital projects in the amount of \$1,363,000.

**BUDGET IMPACT:** None.

Mr. Bulger said that this will reappropriate funds relating to 15 Public Works Projects.

**On a motion made by Ms. Gaston, seconded by Ms. Winney, the following resolutions were approved. Mr. Schopf recused from voting on the SPDES item.**

## **LAW & FINANCE**

- Authorizing the Chairman to execute a change order with Barton & Loguidice, D.P.C. in the amount of \$1,468,300 for a required project to upgrade the Wastewater Treatment Plant and meet State Pollutant Discharge Elimination System (SPDES) permit effluent limits and amending the 2021 budget in relation thereto.

**BUDGET IMPACT:** Currently there is \$500,000 available in the 2021 budget related to this project. An amendment to the 2021 budget in the amount of \$968,300 will fund all remaining costs related to the change order.

- Authorizing a contract amendment for Adirondack Environmental Services, Inc. for work performed in 2020 under their old contract and increasing the not to exceed amount to \$78,058.

**BUDGET IMPACT:** None. Funds are included in the 2021 Budget.

- Adopting a Local Law limiting third-party food delivery service fees during a declared emergency.

**BUDGET IMPACT:** None.

- Authorizing a contract agreement with DiRad Technologies for the outsourcing of an inbound and outbound call center to assist with COVID-19 vaccination response for County residents.

**BUDGET IMPACT:** Funds for this agreement are covered in the 2021 budget.

For the first item, Mr. Bulger said that the proposed change order will raise the total design fee to \$1,574,600 and the total current contract amount to \$2,027,800. This project is required to upgrade the Wastewater Treatment Plant to handle increased ammonia loading from residential and commercial growth as well as industrial discharges. The upgrades are required to ensure we meet our SPDES permit effluent limits. There have been several resolutions in front of the Board previously related to this consent order and associated work at the Sewer District. The proposed upgrades total approximately \$34 million. For the second item, the agreement had a maximum contract amount of \$74,500. The additional cost of sampling for BOD and CBOD is \$3,558. For the third item, Mr. Bulger said that currently third party delivery services for example, Grubhub Doordash, or Uber Eats, charge restaurant fees for delivery services and for listing fees for the restaurant to have their menu listed by the third party delivery service. These

are sometimes referred to as marketing fees. The proposed legislation caps the delivery fee at 15% and also caps the other fees, marketing etc. at 5% of the total order for a combined total of a 20% maximum cap. This law will be in effect during any New York State or County declared emergency plus an additional 90 days after the declared emergency ends. 14 written comments were submitted on this on this Local Law, and they have been distributed to the Board. For the final item, the inbound call center's main purpose will be to enroll County residents and continue to enroll County residents onto the COVID-19 vaccine interest list. This will also alleviate a large number of residents calling into the Public Health phone line, freeing up staff for other vaccination efforts. To date after seven days of this inbound call center, they have registered 1,127 people into the interest list through this inbound call center that was already set up under a minor contract last month. The outbound call center will help schedule thousands of residents on the COVID vaccine interest list for vaccinations. DiRAD will be using an automated system as well as live staff to call residents, schedule them for appointments and pre-register them for their appointments. DiRAD will record this data and coordinate with Public Health to upload all vaccine information directly to the mandated New York State CDMS system. This provides a crucial advantage in the mission to get our County residents vaccinated quickly and efficiently. The agreement will be capped at \$50K.

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

#### **CHAIRMAN'S ITEM**

- Appointments to the County Fire Advisory Board.  
**BUDGET IMPACT:** None.
- Appointment to the Saratoga County Prosperity Partnership  
**BUDGET IMPACT:** None.

Mr. Bulger said that for the first item, it was postponed at the January organizational meeting to give Supervisors time to review the list. For the second item, Mr. Scott Solomon has resigned and Mr. Tim Szczepaniak will be appointed to that position.

**On a motion made by Mr. Veitch, seconded by Ms. Gaston, the following resolutions were approved unanimously.**

- Proclaiming April 2020 as "Donate Life Month" in Saratoga County.  
**BUDGET IMPACT:** None.
- Declaring April as "National County Government Month" in Saratoga County.  
**BUDGET IMPACT:** None.

Mr. Schopf that the first item is from the County Clerk's office and relates primarily to the support of organ and tissue donation. For the second item, Ms. Gaston said that this would be a good opportunity to the County to highlight the County staff and the work that the County does

as a whole. National Association of Counties has an art competition that asks for school aged children to submit art about why they're County matters or what's important to them. Ms. Gaston thought that it would also be something to announce and perhaps we could make and hang copies of the winning art around the County, and provide it as well to our State and Federal elected officials so that they could see the good work that Saratoga County is doing.

Mr. Richardson thanked Dr. Kuhles, Ms. Cross and Mr. Zeilman for their help in Mechanicville today. They were able to vaccinate 140 senior citizens today.

Mr. Richardson also said that he, Mr. Naughton, Mr. Hartnett and Mr. Rourke did some investigative work on possibly providing additional tax relief with Sewer bills for small businesses. At this time, due to State regulations, they are unable to do that but will continue to think outside of the box to possibly come up with something else.

Ms. Gaston also thanked Dr. Kuhles, Ms. Cross and numerous County staff that have been working very hard despite relatively flat allocations of the vaccine in the County itself. They have been working to connect all of the senior housing to vaccinations and have been doing that in a number of areas around the County.

Ms. Gaston said that she will be emailing information regarding Cybersecurity to all Supervisors. A meeting was held today under the National Association of Counties regarding some security concerns with Microsoft Exchange systems that are used by local governments. They are asking that every representative review this link and consider their own security. They are seeing a lot of ransomware, particularly in smaller communities.

**On a motion made by Mr. Veitch, seconded by Ms. Gaston, the Board Meeting Agenda for March 16, 2021 was approved unanimously.**

**On a motion made by Mr. Barrett, seconded by Ms. Gaston, the meeting was adjourned unanimously.**

Respectfully submitted,  
Therese Connolly  
Deputy Clerk of the Board