

Law and Finance Committee Minutes
June 9, 2021 – 4:00 p.m.

Present: Chairman Jonathan Schopf; Committee members Phil Barrett, Tara Gaston, Kevin Tollisen, Matthew Veitch, Sandra Winney, Tom Wood; Supervisors Preston Allen, Eric Connolly, Ed Kinowski, Dick Lucia, Darren O'Connor, Bill Peck, Jean Raymond, Mo Wright and Chairman of the Board Theodore Kusnierz; Steve Bulger, Ridge Harris, Brian O'Connor, Matt Rose, Audra Hedden, County Administrator; Michael Hartnett, Michelle Granger, County Attorney; Eileen Bennett, Information Technology; Chad Cooke, Public Works; Sandi Cross, Office for the Aging; Craig Hayner, County Clerk; Karen Heggen, District Attorney; Penny Heritage, Animal Shelter; Andrew Jarosh, Treasurer; Jason Kemper, Planning; Daniel Kuhles, Public Health; Marcy McNamara, Stephanie Monaco, Human Resources; Dan Rourke, Sewer; John Warmt, Purchasing.

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

On a motion made by Mr. Wood, seconded by Ms. Winney, the minutes of the May 12, 2021 meeting were approved unanimously.

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

HUMAN RESOURCES & INSURANCE

- Authorizing the position of Clerk Part Time within the Purchasing Department to be changed to Facilities Distribution Coordinator Part Time and amending the 2021 Compensation Schedule.
BUDGET IMPACT: None.

Mr. Bulger said that the new title more accurately reflects the duties required for this position.

- Authorizing an amendment to Chapter 3 Section D of the Saratoga County Policies and Procedures Manual for the revision of the Vacancy Review Policy and Process.
BUDGET IMPACT: None.

Revisions will include vacancies being able to be filled once a position has been vacated, and upon receipt of proper documentation. The Vacancy Review Committee meetings will meet quarterly rather than monthly. Quarterly vacancies will be reviewed for turnover rates, exit interview feedback and staffing levels. This item also received the approval of the Government Review and Efficiency committee meeting held on June 3, 2021.

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

HEALTH & HUMAN SERVICES

- Authorizing major contracts with 11 different ambulance services throughout Saratoga County to facilitate continuation of COVID vaccination for homebound, vulnerable, or under-served residents.

BUDGET IMPACT: None. Funds have been allocated in the 2021 budget.

Mr. Bulger said that all 11 ambulance services were awarded minor contracts effective March 1, 2021 to provide EMS standby at County vaccination sites and administer vaccines to homebound individuals who are otherwise unable to travel the Public Health Points of Dispensing. Projected expenditures are estimated to be less than \$180,000 and are anticipated to be reimbursable through FEMA.

- Authorizing the acceptance of a contribution to the Office of the Aging in the amount of \$500 from Gerald and Carolyn Crawmer.

BUDGET IMPACT: The donation of \$500 will be used to supplement the funding for the Senior Nutrition Program.

- Authorizing the Chairman of the Board to sign annual updates to the 2020-2024 four year service plan from the Office for the Aging.

BUDGET IMPACT: None.

Mr. Bulger said that this was an annual housekeeping item. Due to the COVID-19 pandemic, the requirement of the Chairman signature was temporarily removed by New York State and has since been reinstated. Ms. Gaston noted that the minutes from the Health & Human Services meeting noted that this authorization was specific to the 2021-2022 update, however the transcript indicates the motion was to have all annual updates pursuant to the plan authorized. Ms. Gaston noted that the intent of the change was to make sure that Director Cross did not need to come back every year for updates to a plan that's already been approved. Ms. Gaston clarified that here is a difference between the annual update and the contracts pursuant to it. This is only authorizing signing of the update to the plan.

- Authorizing the acceptance of Expanding Access to COVID-19 Vaccines via the Aging Network (VAC5) funding in the amount of \$25,333.

BUDGET IMPACT: 100% State Aid. The 2021 budget will be amended to accept these funds and authorize the related expenses.

Mr. Bulger said that the Administration for Community Living (ACL) through partnership with the Centers for Disease Control has provided funds to help increase vaccinations among older adults and people with disabilities. This funding will be used to arrange and provide accessible transportation to COVID-19 vaccination sites or this population of Saratoga County.

- Authorizing the acceptance of Aging and Disability Resource Centers Program/No Wrong Door (ADRC/NWD) Vaccine Access Supplemental Funding through the Coronavirus Response and Relief Supplemental Appropriations act of 2021 in the amount of \$22,037.

BUDGET IMPACT: 100% State Aid. The 2021 budget will be amended to accept these funds and authorize the related expenses.

Mr. Bulger said that the New York State Office for the Aging was awarded a discretionary supplemental grant from the Administration for Community Living to support Aging and Disability Resource Center's No Wrong Door systems efforts focusing on COVID-19 vaccine activities.

- Authorizing the acceptance of \$697,838 in funding under the American Rescue Plan Act (ARP) of 2021.

BUDGET IMPACT: 100% Federal Aid. The 2021 budget will be amended to accept these funds and authorize the related expenses.

Funding from the American Rescue Plan Act of 2021 will be used for home delivered meals, congregate meals, transportation and any other eligible service that will benefit adults aged 60 and over in Saratoga County.

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

PUBLIC SAFETY

- Authorizing a renewal agreement with Albany Medical Center for the use of laboratory and Morgue facilities needed by the County Coroner in an amount not to exceed \$30,000 effective January 1, 2021 to December 31, 2021.

BUDGET IMPACT: None. Funds for this service have been allocated in the 2021 budget.

Mr. Bulger said that the County Coroner primarily uses Saratoga Hospital for morgue services. However, there are occasions when Albany Medical Centers morgue services are required.

- Authorizing the acceptance of a \$250,000 grant from the Dormitory Authority of the State of New York (DASNY) State and Municipal Facilities Program for the procurement of a new mobile communications command vehicle.

BUDGET IMPACT: 100% State Aid. The 2021 budget will be amended to accept these funds and authorize the related expenses.

Mr. Bulger said that this will replace the current RV being used, which is approximately 20 years old.

- Authorizing the transfer of \$15,000 from the STOP DWI program reserve for two Sheriff Deputies to attend the Drug Recognition Expert Training held in Orlando Florida and amending the 2021 budget in relation thereto.

BUDGET IMPACT: This transfer will reduce the balance in the DWI Reserve to \$93,074.87.

Mr. Bulger said that part of the transfer is to mitigate the impact of lost STOP DWI revenues due to the pandemic. The Drug Recognition Training is to aid in identification of drivers impaired by cannabis and other drugs.

- Authorizing the acceptance of the Aid to Defense Grant of \$14,656 for the term of April 1, 2021 to March 31, 2022.

BUDGET IMPACT: 100% State Aid. The 2021 budget will be amended to accept these funds and authorize the related expenses.

Funds will be used to pay portions of attorney salaries in the Public Defender's office.

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

BUILDINGS & GROUNDS

- Authorizing a change order to the agreement with Morton Buildings Inc. for the addition of a vinyl system in the future Animal Run-In Building in the amount up to \$20,000

BUDGET IMPACT: None. Funds are allocated within the 2021 budget.

Mr. Bulger said that Morton's current contract amount is \$123,152. Funds for this vinyl system were covered within the transfer of \$155,187 from the Animal Shelter Trust Fund authorized through Resolution 129 of 2021

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

ECONOMIC DEVELOPMENT

- Designating the Saratoga County Chamber of Commerce as the County's Tourism Promotion Agency and authorizing the Saratoga County Chamber of Commerce to apply for an "I Love New York" grant in 2021.

BUDGET IMPACT: None.

Mr. Bulger said that designating the Saratoga County Chamber of Commerce as the County's Tourism Promotion Agency will allow the Chamber to apply for the New York grant, the awarded an amount of \$20,862 will be sent directly to the Chamber once their application is approved by the State.

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

PUBLIC WORKS

- Authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds for the replacement of a culvert on County Road 31 (Fortsville Road over the North Branch of the Snook Kill, in the Town of Moreau, LIN 250, PIN 1761.40, in the amount of \$950,056 for construction, construction support and inspection services.

BUDGET IMPACT: The County's 5% share of \$12,603 will require a transfer from the General Fund.

Mr. Bulger said that the original construction estimate for this project was \$698,000.

- Authorizing the chairman to enter into an amended agreement with Clark Patterson Engineers, Surveyors, Architects and Landscape Architect, DPC for the construction support and inspection services related to the replacement of a culvert on County Road 31 (Fortsville Road over the North Branch of the Snook Kill, in the Town of Moreau, LIN 250, PIN 1761.40, in the amount of \$98,746.

BUDGET IMPACT: None. Funds were already allocated from the previous resolution.

Mr. Bulger said that the County's 5% share of \$4,937 is included in the budget amendment of the first item.

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

GOVERNMENT REVIEW & EFFICIENCY

- Amending Resolution 1 of 2021 – Rules of the Saratoga County Board of Supervisors.

BUDGET IMPACT: None.

Mr. Bulger said that the four changes are: 1. Adding Presentations and Reports to the order of business; 2. Changing the reading of resolutions to recite the Supervisors introducing the item, the title of the resolution and the budget impact; 3. Allowing the correction of minor informalities, such as clear typographical errors that are not substantive amendments to be corrected by the Clerk of the Board without need for a formal amendment motion; and 4. Changing the timing of agenda items and requests to provide that all agenda items must be submitted four County business days before a committee meeting, and the agenda must be published two County business days before a committee meeting.

On a motion made by Mr. Veitch, seconded by Mr. Wood, the following resolutions were approved. Supervisor Gaston was opposed to the item renaming the Saratoga County Supreme Court Law Library.

LAW & FINANCE

- Adopting a Local Law authorizing the conveyance of the Roberts Lane Bridge to Synergy Park, LLC.

BUDGET IMPACT: This will result in an increase of \$1,000 in 2021 revenues.

Mr. Bulger said that a public hearing regarding this item will be held at 3:45pm on June 15 prior to the Board of Supervisors meeting.

- Requesting Home Rule Legislation to authorize the renaming of the Saratoga County Supreme Court Law Library as the Hon. Thomas D. Nolan Jr. Supreme Court Law Library.

BUDGET IMPACT: None.

Mr. Bulger said that Judiciary Law 814 provides the establishment and naming of Supreme Court Law Libraries in each County throughout the State. Saratoga County Supreme Court Law Library Board of Trustees has recommended to rename the Law Library in honor of Judge Nolan. Ms. Gaston said that she is voting no on this item as she does not agree with naming

government facilities after people who are alive. Mr. Veitch said that he is a member of the Saratoga County Supreme Court Law Library Board of Trustees and this was discussed at their meeting last month. Mr. Veitch gave a brief bio. of Judge Nolan and said that when the Law Library relocated from Saratoga Springs to Ballston Spa, Judge Nolan took a lead role in finding and advocating for the new location. Mr. Schopf thanked Judge Nolan for his years of service.

- Authorizing a contract amendment with GPI to increase the scope and fee of the work to be performed for the SCSD's Storage Building and HVAC design.
BUDGET IMPACT: None. Funds for this fee increase are allocated within the 2021 budget.

Mr. Bulger said that the increased scope includes preparing a site survey and stormwater pollution prevention plan for the project. The fee for the additional work is \$37,250. This will increase the total cost to \$277,365.

Mr. Schopf said that Attorney Hartnett has circulated a litigation update, and suggested that if anyone has any questions, the Committee can move into executive session to discuss.

Mr. Schopf said that there have been several request for Proclamations this month. Two from Supervisor Gaston for Juneteenth and Pride Month, one from Supervisor Lant in honor of service member Abigail Jenks, and one from Chairman Kusnierz for Dairy Month. All Proclamations have been issued jointly by Chairman Kusnierz and Vice Chairman Schopf. Ms. Gaston said that she appreciates issuance of the proclamations however it was her intention to bring them forward as resolutions for a vote and/or discussion by the Board.

On a motion made by Mr. Veitch, seconded by Mr. Barrett, the Board Meeting Agenda for June 15, 2021 was approved unanimously.

Mr. Schopf confirmed that the Board meeting would be open to the public.

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

Respectfully submitted,
Therese Connolly
Clerk of the Board