

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

Present: Chairman Jonathan Schopf; Committee members Phil Barrett, Kevin Tollisen, Matthew Veitch, Sandra Winney, Tom Wood; Chairman of the Board Todd Kusnierz; Supervisors Tara Gaston, John Lant, Darren O'Connor, Michael Smith and Mo Wright; Steve Bulger, Ridge Harris, Matt Rose, Audra Hedden, Christine Rush, County Administrator; Michael Hartnett, Michael Naughton, County Attorney; Rick Castle, Richard Emery, Sheriff; Chad Cooke, Public Works; Andrew Jarosh, Stephanie Hodgson, Treasurer; Scot Chamberlain, Adam Kinowski, Human Resources; Michael Prezioso, Mental Health; Anna Stanko, Real Property; Sandi Cross, Aging; Karen Heggen, District Attorney; Dan Kuhles, Public Health; Dan Rourke, Sewer District; Jason Kemper, Planning; Craig Hayner, County Clerk; Eileen Bennett, Information Technology; John Warmt, Purchasing; Steve Bayle, Probation; Chris Schall, Auditor; Donna Miter, CSEA; Pam Wright.

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

**On a motion made by Mr. Wood, seconded by Mr. Veitch, the minutes of the October 13, 2021 and October 19, 2021 meetings were approved unanimously.**

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

**REAL PROPERTY TAX**

- Authorizing the conveyance of tax-acquired lands.  
BUDGET IMPACT: None.

Mr. Bulger said that this resolution with authorize the Chair of the Board to issue a quitclaim deed to the party listed in the resolution for tax parcel 140.-2-4.113 in the Town of Wilton and this total payment amount of \$48,224.48 includes all penalties, interest, or other charges.

- Approving the 2022 Tax Bill Flyer in accordance with Local Law No. 1 of 2012 Establishing Truth in Taxation in Saratoga County.  
BUDGET IMPACT: None.

Mr. Bulger said in accordance with Local Law No.1 of 2012, the Board of Supervisors approves the annual Tax Bill Flyer, which will be included in each 2022 Property Tax bill mailed to county residents.

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

**HEALTH & HUMAN SERVICES**

- Authorizing ongoing Mental Health contracts for 2022-2024.  
BUDGET IMPACT: None. Funds for these agreements have been allocated in the 2022 Tentative budget.

Mr. Bulger said this is a regular housekeeping item for the Department of Mental Health and that the current agreements for these 15 service providers are set to expire at the end of the year and will be renewed for a 3-year term.

- Authorizing a renewal contract with Shelby Farrelly for contact tracing services.  
BUDGET IMPACT: None. Costs associated with this contract will be covered by a Health Research, Inc. grant.

Mr. Bulger said that Public Health is requesting this renewal to a major contract to continue their contact tracing efforts in the Department.

- Authorizing 2022 subcontracts for the Office for the Aging pursuant to the 2021-2022 Annual Implementation Plan.  
BUDGET IMPACT: None. Funds for these agreements are included in the 2022 tentative budget.

Mr. Bulger said this is a housekeeping item to authorize 2022 renewal contracts with the agencies that provide homecare services for the elderly in their homes.

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

### **HUMAN RESOURCES & INSURANCE**

- Authorizing a salary revision in the Public Defender’s Office.  
BUDGET IMPACT: None. Funds for the position are included in the 2021 budget.

Mr. Bulger said that this resolution will authorize (1) Assistant. Public Defender position to be placed on step 4-A under the 2021 Compensation Schedule.

- Authorizing an agreement with Bartlett, Pontiff, Stewart and Rhodes, P.C. for Labor Relations Services.  
BUDGET IMPACT: None. Funds for this agreement are included in the 2022 Tentative budget.

Mr. Bulger said the county solicited proposals for the provision of professional legal services in comprehensive labor relations upon expiration of the previous agreement with Goldberg Segalla LLP. This new agreement will take effect on January 1, 2022.

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

### **BUILDINGS & GROUNDS**

- Setting a Public Hearing on proposed amendment and extensions of the East and West Facilities Airport leases with North American Flight Services, Inc. through December 31, 2061.

BUDGET IMPACT: None.

Mr. Bulger said North American Flight Services has proposed building a new hanger and improvements to the adjoining apron at the West site of the county airport and the cost of the improvements is estimated between \$6 and \$7 million, which will be privately funded by North American. They have proposed that in exchange for the improvements, the leases for both the east and west sites be modified and extended to 2061. Before the leases can be amended or extended, a public hearing must be set – and this resolution will set the public hearing date for December 15, 2021, at 3 pm.

- Designating Axis Communications, exacqVision Professional and LenelS2 NetBox as the standard to be used in purchase contracts involving building security equipment and software.

BUDGET IMPACT: None.

Mr. Bulger said that this resolution is to provide standardization of purchase contracts for security cameras, door access and related software systems with the three listed companies for purposes of efficiency and economy. General Municipal Law section 103(5) requires a resolution by three fifths vote to standardize purchase contracts for those services.

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

### **PUBLIC SAFETY**

- Authorizing an agreement with the New York State Division of Criminal Justice Services to accept a 2022 Crimes Against Revenue Program Grant in the amount of \$118,900.

BUDGET IMPACT: None. 100% State Aid.

Mr. Bulger said funds received from this grant program will provide continued salary support and travel reimbursement to the District Attorney's office for the investigation and prosecution of crimes related to the nonpayment of taxes and the commission of Medicaid, welfare, unemployment, and workers compensation fraud.

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

### **TRAILS & OPEN SPACE**

- Adopting an official bike route map for Saratoga County.

BUDGET IMPACT: None.

Mr. Bulger said that with the adoption of this County Bike Route Map, the goal will be to include such amenities as widened shoulders, safe bridge crossings, and other measures into future road

improvement projects and in the short term, DPW will be installing signage on these routes to properly identify them.

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

### **GOVERNMENT REVIEW & EFFICIENCY**

- Amending the County's Public Relations Policy.

BUDGET IMPACT: None.

Mr. Bulger said that this Public Relations Policy updates the current Press Release Policy to reflect the duties of the newly formed position of Public Relations Director and that the updated policy is intended to ensure that accurate and consistent information is provided to the public and media in all activities and materials that promote awareness, stimulate interest, and/or generate a better understanding of county government functions.

- Amending the County's Travel and Discretionary Spending Policy.

BUDGET IMPACT: None.

Mr. Bulger said this updates the county's travel and spending policy which was last addressed in 1998 and provides more discretion to our county wide elected officials.

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

### **LAW & FINANCE**

- Establishing the 2022 Scale of Charges for the Saratoga County Sewer District No.1.

BUDGET IMPACT: None.

Mr. Bulger said the scale of charges represents a uniform increase of \$5 per user per year or approximately a 2% increase. This item was approved at the most recent Sewer Commission meeting held on November 4th, 2021, and a public hearing was held on the proposed rates with no comment.

- Water Infrastructure Improvement grant and SRF financing program.

BUDGET IMPACT: None.

Mr. Bulger said this item will be two separate resolutions as it is for two major sewer district projects that were recently approved by the Board of Supervisors, those being the bio solid digester facility and the ammonia treatment project. These resolutions will authorize the Chair to submit grant funding applications through the New York Environmental Facilities Corporation to supplement funding for those projects. The total projected grant awards for both projects is approximately \$21 million.

- Adopting the 2022 County Budget (TO BE TABLED).

BUDGET IMPACT: None.

- Appropriating amounts finally set forth in the 2022 Saratoga County Budget (TO BE TABLED).  
BUDGET IMPACT: None.
- Setting November 30, 2021, at 4:45pm in the County Board Room as the date, time and place for the public hearing on the 2022 tentative Saratoga County Budget as amended.  
BUDGET IMPACT: None.

**On a motion made by Mr. Wood, seconded by Mr. Tollisen, the Board Meeting Agenda for November 16, 2021 was approved unanimously.**

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

Respectfully submitted,  
Bridget Rider  
Deputy Clerk of the Board