

VETERANS AFFAIRS COMMITTEE  
December 2, 2021 3:30 p.m.

AGENDA

Chair: Tom Richardson

Members:

Preston Allen

Ed Kinowski

Jack Lawler

Dan Pemrick

Mo Wright

Benny Zlotnick - VC

- I. Welcome and Attendance
- II. Approval of the minutes of the November 1, 2021 meetings
- III. Veterans Office Report
- IV. Veterans Trust Fund Report
- V. Honoring Veterans Grant Program Application – Town of Stillwater
- VI. Veterans Trust Fund Distribution Request – Christmas Support
- VII. Upcoming Honor Deceased Veterans Ceremonies
- VIII. Other Business
- IX. Adjournment

The public will have an opportunity to hear the meeting live via an audio signal using this call-in number and access code:

Dial: 1-978-990-5145

Access Code: 1840389



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
Michael Hartnett, County Attorney  
Therese Connolly, Clerk of the Board

**CC:** Jason Kemper, Planning Director  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office

**FROM:** Frank McClement

**DATE:** 11/22/2021

**RE:** Veterans Service Office Report

**COMMITTEE:** Veterans

1. Is a Resolution Required:  YES or  NO  
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed:  YES or  NO  
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule:  YES or  NO  
(If yes, provide details)
4. Specific details on what the resolution will authorize:
5. Does this item require hiring a Vendors/Contractors:  YES or  NO
  - a. Were bids/proposals solicited:
  - b. Is the vendor/contractor a sole source:
  - c. Commencement date of contract term:
  - d. Termination of contract date:
  - e. Contract renewal and term:
  - f. Contact information:
  - g. Is the vendor/contractor an LLS, PLLC or partnership:
  - h. State of vendor/contractor organization:
  - i. Is this a renewal agreement:  YES or  NO
  - j. Vendor/Contractor comment/remarks:



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution:  YES or  NO  
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution
  - b. Are the terms changing:
  - c. What is the reason for the change in terms:
7. Is a new position being created:  YES or  NO
- a. Effective date
  - b. Salary and grade
8. Is a new employee being hired:  YES or  NO
- a. Effective date of employment
  - b. Salary and grade
  - c. Appointed position:
  - d. Term:
9. Is a grant being accepted:  YES or  NO
- a. Source of grant funding:
  - b. Amount of grant:
  - c. Purpose grant will be used for:
  - d. Equipment and/or services being purchased with the grant:
  - e. Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- Activities of the Veterans Service Agency for the month of November 2021

## **November 2021 – Veterans Committee Report**

### **1. Veteran Service Officer Summary Report**

- a. 42 New Claims assembled and submitted
- b. 24 Conducted scheduled appointments
- c. 32 Walk-In clients
- d. 3 DSS Referrals
- e. 0 Medicaid Referral

### **2. Veterans Events**

- a. 11/1- TAP
- b. 11/8- Virtual Town Hall
- c. 11/9- Virtual Veterans Day Symposium
- d. 11/10-Virtual Toxic Exposure Symposium
- e. 11/10- Gerald B. Solomon Veterans Day event
- f. 11/11- Wilton Memorial Dedication
- g. 11/11- Greenfield Veterans Luncheon
- h. 11/16-HDV Ceremony Restart
- i. 11/18- Handling VA Reduction Webinar

### **3. Saratoga County Veterans Transportation**

- a. 17 Van transportation provided Rides for November.

### **4. Peer to Peer Summary**

- a. Tuesdays: Virtual Coffee Night
- b. Thursdays: Woman's Walk Club
- c. 11/19: Murder Mystery Dinner with Vets



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
Michael Hartnett, County Attorney  
Therese Connolly, Clerk of the Board

**CC:** Jason Kemper, Planning Director  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office

**FROM:** Frank McClement

**DATE:** 11/22/2021

**RE:** Monthly Veterans Trust Fund Report

**COMMITTEE:** Veterans

1. Is a Resolution Required:  YES or  NO  
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed:  YES or  NO  
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule:  YES or  NO  
(If yes, provide details)
4. Specific details on what the resolution will authorize:
  
5. Does this item require hiring a Vendors/Contractors:  YES or  NO
  - a. Were bids/proposals solicited:
  - b. Is the vendor/contractor a sole source:
  - c. Commencement date of contract term:
  - d. Termination of contract date:
  - e. Contract renewal and term:
  - f. Contact information:
  - g. Is the vendor/contractor an LLS, PLLC or partnership:
  - h. State of vendor/contractor organization:
  - i. Is this a renewal agreement:  YES or  NO
  - j. Vendor/Contractor comment/remarks:



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution:  YES or  NO  
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution
  - b. Are the terms changing:
  - c. What is the reason for the change in terms:
7. Is a new position being created:  YES or  NO
- a. Effective date
  - b. Salary and grade
8. Is a new employee being hired:  YES or  NO
- a. Effective date of employment
  - b. Salary and grade
  - c. Appointed position:
  - d. Term:
9. Is a grant being accepted:  YES or  NO
- a. Source of grant funding:
  - b. Amount of grant:
  - c. Purpose grant will be used for:
  - d. Equipment and/or services being purchased with the grant:
  - e. Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):  
Regular Veterans Trust Fund Report to BOS Veterans Committee.

## VETERANS TRUST FUND

DATE	TRANSACTION DESCRIPTION	DISBURSEMENTS	DEPOSITS	ACTUAL BALANCE
	MONTH TOTAL: SEPTEMBER 2021	\$ -	\$ -	\$ 117,401.70
10/5/2021	All Pro - John Dalton Emergency Disbursement	\$ 1,250.00		\$ 116,151.70
	MONTH TOTAL: OCTOBER 2021	\$ 1,250.00	\$ -	\$ 116,151.70
11/1/2021	AT&T - Caroline Chisham Emergency Disbursement	\$ 212.78		\$ 115,938.92
	M&T Bank - Caroline Chisham Emergency Disbursement	\$ 584.51		\$ 115,354.41
11/9/2021	Reds Roll Off - John White Emergency Disbursement	\$ 750.00		\$ 114,604.41
11/9/2021	Town of Greenfield Donation		\$ 3,000.00	\$ 117,604.41
	MONTH TOTAL: NOVEMBER 2021	\$ 1,547.29	\$ 3,000.00	\$ 117,604.41
<b>TOTALS</b>		<b>\$ 103,983.88</b>	<b>\$ 221,588.29</b>	<b>\$ 117,604.41</b>



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
Michael Hartnett, County Attorney  
Therese Connolly, Clerk of the Board

**CC:** Jason Kemper, Planning Director  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office

**FROM:** Frank McClement

**DATE:** 11/22/2021

**RE:** 2021 Honoring Veterans Grant - Stillwater Application

**COMMITTEE:** Veterans

1. Is a Resolution Required:  YES or  NO  
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed:  YES or  NO  
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule:  YES or  NO  
(If yes, provide details)
4. Specific details on what the resolution will authorize:
5. Does this item require hiring a Vendors/Contractors:  YES or  NO
  - a. Were bids/proposals solicited:
  - b. Is the vendor/contractor a sole source:
  - c. Commencement date of contract term:
  - d. Termination of contract date:
  - e. Contract renewal and term:
  - f. Contact information:
  - g. Is the vendor/contractor an LLS, PLLC or partnership:
  - h. State of vendor/contractor organization:
  - i. Is this a renewal agreement:  YES or  NO
  - j. Vendor/Contractor comment/remarks:





# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution:  YES or  NO  
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
  - Are the terms changing:
  - What is the reason for the change in terms:
7. Is a new position being created:  YES or  NO
- Effective date
  - Salary and grade
8. Is a new employee being hired:  YES or  NO
- Effective date of employment
  - Salary and grade
  - Appointed position:
  - Term:
9. Is a grant being accepted:  YES or  NO
- Source of grant funding:
  - Amount of grant:
  - Purpose grant will be used for:
  - Equipment and/or services being purchased with the grant:
  - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):  
Per established procedure. Veterans Committee approval required for each town/city submittal.



## TOWN OF STILLWATER

ESTABLISHED 1788 - SITE OF THE TURNING POINT OF THE AMERICAN REVOLUTION

---

Saratoga County Veterans Service Agency  
Attention: Director, Frank McClements

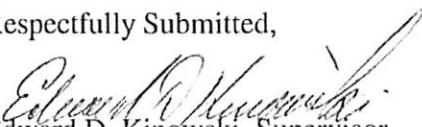
November 12, 2021

Dear Director McClements

The Town of Stillwater here-by submits the attached documentation for the 2021 Veterans Grant Program. Our Town split the \$2,500 grant between our two Town American Legions, the Post 490 and Post 1644. Each Post was asked to accomplish veteran programs, for an amount not to exceed \$1,500, in accordance with the intent of SCVS agency letter dated March 18<sup>th</sup>, 2021.

Our Town passed a resolution on October 7<sup>th</sup> reimbursing each organization \$1,500. Each of their programs met the intent of the County Veterans Grant by conducting a number of veteran programs and honors.

Respectfully Submitted,

  
Edward D. Kinowski, Supervisor  
Town of Stillwater  
518-466-1901

---

BOX 700, STILLWATER, NY 12170 - (518)664-6148 FAX (518)665-0287

**Town Supervisor**  
Edward D. Kinowski  
**Town Clerk**  
Sue Cunningham

**Town Board Members**  
Artie Baker  
Chris D'Ambro  
Valerie Masterson  
Ellen Vomacka

**Attorney**  
TRAINOR LAW, PLLC  
**Engineers**  
The Chazan Companies

**Resolution #75                      Authorizing Reimbursement to  
The American Legion Post 490 and the American Legion Post 1644  
for their Veteran Programs**

Introduced by: Supervisor \_\_\_\_\_

WHEREAS, In the 2021 Saratoga County budget, \$52,500 was allocated (\$2,500 per town/city) to assist Saratoga County Communities with the funding of Veteran's program, events and projects; and

WHEREAS, some examples of intended use include but are not limited to expenses related to parades, ceremonies, or other recognition events for Veterans and Military; and

WHEREAS, The American Legion Post 490 held three special Veterans Honor programs and The American Legion Post 1644 held four events and purchased wreaths for monuments; and

WHEREAS, both organizations met the intent of the County Veteran's programs through their many volunteer efforts giving honor, praise and distinction to our Community Veterans.

Now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the reimbursement of \$1,250.00 to The American Legion Post 490 and the reimbursement of \$1,250.00 to The American Legion Post 1644.

**Motion** by Councilwoman Masterson and seconded by Councilwoman Vomacka to adopt Resolution No. 75 of 2021.

A roll call was taken on Resolution No. 75 of 2021 as follows:

Supervisor Kinowski	YES
Councilman Baker	YES
Councilman D'Ambro	YES
Councilwoman Masterson	YES
Councilwoman Vomacka	YES

**Motion carried.** Resolution No. 75 of 2021 was adopted unanimously.





**Saratoga County Veterans Affairs Committee**  
**2021 Honoring Veterans Grant Program Reimbursement Form**

Date 20 September 2021

**Applicant Information**

Town/City Town of Stillwater

**Grant Information**

Project Name American Legion Post 490 Veteran Special Event Dinners

Date of project completion 12 Nov 21

Amount of grant drawdown (\$2,500K or less) \$1,250

**Attached documentation**

Receipts and cancelled checks

Saratoga County Voucher

**Project Explanation:**

The American Legion Post 490 host three annual dinner events to honor our local veterans. The events take place on St Patrick's Day, Memorial Day and Veterans Day. All events are held at the American Legion Post 490 banquet Hall and open to all area Veterans and families. The Legion also invites all local dignitaries to offer honors for each special occasion. The afternoon and early evening events include Memorial honors, speeches by dignitaries, parades, veteran monument decoration and appreciation lunch or dinner.

  
Signature of Town/City Supervisor

Approval Signature - Veterans Committee Chairman

**DATE:**

Please submit drawdown request form with Saratoga County Voucher, receipts and cancelled checks to: Frank McClement at [fmcclement@saratogacountyny.gov](mailto:fmcclement@saratogacountyny.gov) | 518.884.4115 or mail to Saratoga County Veterans Service Agency, 2144 Doubleday Avenue, Ballston Spa, NY 12020

11/3/2021

Stillwater  
American legion

INSIDE ROUND	2	\$163.04	\$326.08
HRD CUT CORN	1	\$ 14.96	\$ 14.96
GREEN BEANS	1	\$ 16.35	\$ 16.35
DINNER ROLLS	1	\$ 27.98	\$ 27.98
HRD RED			
POTATOES	2	\$ 21.53	\$ 43.06
HEINZ BEEF GRAVY	1	\$ 16.56	\$ 16.56

444.99

5/26/2021 Stillwater American Legion  
3:30

HRD DRK WTR 24PK	28	\$ 2.43	\$ 68.04
PHILLY GOURM BF PATTY 8C	3	\$ 72.03	\$216.09
MINI CHOC CHIP COOKIES	1	\$ 26.77	\$ 26.77
HRD BEEF FRANKS	2	\$ 39.32	\$ 78.64
TOI BFFLO CHKN PASTA SLD	1	\$ 22.50	\$ 22.50
HRD AM DELUXE WH SLICES	1	\$ 20.41	\$ 20.41

4132.45

3/11/2021

Stillwater American Legion

aux

Kelly Henderson

Water	c575a	28	\$ 2.01	\$ 56.28
CORNED BEEF		3	\$ 84.79	\$254.37
SPIRAL 1/2 HAM		1	\$ 79.27	\$ 79.27
RED POTATOES		1	\$ 19.00	\$ 19.00
GREEN CABBAGE		1	\$ 16.70	\$ 16.70
CARROTS BABY		1	\$ 13.09	\$ 13.09
BUTTER		1	\$ 23.91	\$ 23.91
				\$462.62



TOWN OF STILLWATER

No. 027703

REFERENCE/DESCRIPTION	NET AMOUNT
Vendor: HENRY005 HENRY LEFKO POST #1644	
PO: V1-01673 DESC: henry Leftco post 1644	1,250.00
INV: 11052021-1644 AMT: 1,250.00	
Check Date: 11/05/21 Check Amount: \$*****1,250.00	

923-01

MGL PRIN TING SO LUTIONS, (808) 86-1888

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS - SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE - MISSING A FEATURE INDICATES A COPY



TOWN OF STILLWATER  
DISBURSMENT ACCOUNT  
881 HUDSON AVE., P.O. BOX 700  
STILLWATER, NY 12170

BALLSTON SPA NATIONAL BANK  
BALLSTON SPA, NY 12020

No. 027703

50-467

213

TOWN OF STILLWATER  
ESTABLISHED 1788

VOID AFTER 90 DAYS

DATE	CHECK NO.	AMOUNT
11/05/21	27703	\$*****1,250.00

One Thousand Two Hundred Fifty AND 00/100 Dollars

PAY  
TO THE  
ORDER  
OF

HENRY LEFKO POST #1644  
PO BOX 389  
MECHANICVILLE, NY 12118-0389

*Edward A. ...*  
 AUTHORIZED SIGNATURE  
*Elean R. ...*  
 AUTHORIZED SIGNATURE





**Saratoga County Veterans Affairs Committee**  
**2021 Honoring Veterans Grant Program Reimbursement Form**

Date 20 September 2021

**Applicant Information**

Town/City Town of Stillwater

**Grant Information**

Project Name American Legion Post 1644 Special Veteran Events

Date of project completion 20 Jun 21

Amount of grant drawdown (\$2,500K or less) \$1,250

**Attached documentation**

Receipts and cancelled checks

Saratoga County Voucher

**Project Explanation:**

The American Legion Post 1644 host The American Legion Post 1644 devoted their funds to the following events: Traditional St Patrick's Day for Veterans, Veterans Community Hospice event on 13 Apr; Memorial Day Dinner and purchase of wreaths for monuments; and Hosting two funeral events for local Veterans. These afternoon and early evening events include Memorial honors, speeches by dignitaries, veteran monument decoration, appreciation lunch or dinner or after funeral receptions.

  
Signature of Town/City Supervisor

Approval Signature - Veterans Committee Chairman

DATE:

Please submit drawdown request form with Saratoga County Voucher, receipts and cancelled checks to: Frank McClement at [fmcclement@saratogacountyny.gov](mailto:fmcclement@saratogacountyny.gov) | 518.884.4115 or mail to Saratoga County Veterans Service Agency, 2144 Doubleday Avenue, Ballston Spa, NY 12020

# American Legion 1644 Part.

AD - Automatic Deposit • AP - Automatic Payment • ATM - Cash Withdrawal • DC - Debit Card • FT - Funds Transfer • SC - Service Charge • TD - Tax Deductible

NUMBER OR CODE	DATE	TRANSACTION DESCRIPTION	PAYMENT, FEE, WITHDRAWAL (-)	✓	DEPOSIT, CREDIT (+)	BALANCE
						\$ 9465 85
773	4/13/21	Connecticut State Troop	500 00			500 00
		for 1st Lt. [unclear]				9415 85
274	4/26/21	Congress Leg, Dept of Int.	195 00			195 00
		dues for 2021				9220 85
	4/27/21	Deposit			(1500)	75 00
						9295 85
	4/28/21	Legion City for PUP-L	4 00			4 00
						9291 85
	5/30/21	North of [unclear] food for Memorial Day	102 50			102 50
						9189 35
	6/18/21	CB [unclear] [unclear]	300 00			300 00
						8989 35
	7/7/21	Pinner Baker for mother	50 00			50 00
	7/5/21					8939 35

Steve Sluti  
Funeral

Food for  
Memorial Day

Memorial Day  
wreaths

AD - Automatic Deposit • AP - Automatic Payment • ATM - Cash Withdrawal • DC - Debit Card • FT - Funds Transfer • SC - Service Charge • TD - Tax Deductible

Funeral ←

NUMBER OR CODE	DATE	TRANSACTION DESCRIPTION	PAYMENT, FEE, WITHDRAWAL (\$) ✓	DEPOSIT, CREDIT (-)	BALANCE
265	2/12/21	Cash	(300.00)		\$7161.15
		Income tax refund		300.00	7461.15
	2/12/21	deposits, dues & fees	(169.75)		7291.40
	2/17/21	deposit from bank	(89.75)		7201.65
266	2/18/21	Jim Benson	27.00		7228.65
		resign expenses		27.00	7255.65
267	2/25/21	begin bank	(50.00)		7205.65
		for Dawn Baker		50.00	7255.65
	3/2/21	deposit	(46.00)		7209.65

SPATS Day Dinner for Sutein Vets ←

268	3/5/21	Army Regt Dept of Army	103.50		7106.15
		dues		103.50	7209.65
269	3/8/21	flowers	40.00		7169.65
		flowers		40.00	7209.65
270	3/11/21	Cash	(100.00)		7109.65
		SPATS Day		100.00	7209.65
271	3/15/21	Cash	(100.00)		7109.65
		SPATS Day		100.00	7209.65
	3/18/21	deposit H. Pats	(750.00)		6459.65
272	3/25/21	Cash	300.00		6759.65
		Jim Benson		300.00	7059.65
	4/8/21	deposit	(570.00)		6489.65

Funeral ←

Memorial Services  
 1642.50  
 - 1250.00  
 -----  
 392.50

TOWN OF STILLWATER

No. 027695

REFERENCE/DESCRIPTION	NET AMOUNT
Vendor: EARLJ005 EARL J MANNING POST 490	
PO: V1-01672 DESC: veteran's prog post 490	1,250.00
INV: 75-2021 AMT: 1,250.00	
Check Date: 11/05/21 Check Amount: \$*****1,250.00	

DETACH BEFORE DEPOSITING

MGL PRINTING SOLUTIONS, (808) 685-1989 363-01

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS. \*SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE \*MISSING A FEATURE INDICATES A COPY



**TOWN OF STILLWATER**  
DISBURSMENT ACCOUNT  
881 HUDSON AVE., P.O. BOX 700  
STILLWATER, NY 12170

TOWN OF STILLWATER  
ESTABLISHED 1786

BALLSTON SPA NATIONAL BANK  
BALLSTON SPA, NY 12020

No. 027695

VOID AFTER 90 DAYS

50-467  
213

DATE

CHECK NO.

AMOUNT

11/05/21

27695

\$\*\*\*\*\*1,250.00

One Thousand Two Hundred Fifty AND 00/100 Dollars

PAY  
TO THE  
ORDER  
OF

EARL J MANNING POST 490  
1 LEGION RD  
STILLWATER, NY 12170

*Edward J. Manning*  
 AUTHORIZED SIGNATURE  
*Ellen K. Vonnack*  
 AUTHORIZED SIGNATURE





# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
Michael Hartnett, County Attorney  
Therese Connolly, Clerk of the Board

**CC:** Jason Kemper, Planning Director  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office

**FROM:** Frank McClement

**DATE:** 11/22/2021

**RE:** 2021 Trust Fund Distribution Request - Christmas Assistance Program

**COMMITTEE:** Veterans

1. Is a Resolution Required:  YES or  NO  
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed:  YES or  NO  
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule:  YES or  NO  
(If yes, provide details)
4. Specific details on what the resolution will authorize:
5. Does this item require hiring a Vendors/Contractors:  YES or  NO
  - a. Were bids/proposals solicited:
  - b. Is the vendor/contractor a sole source:
  - c. Commencement date of contract term:
  - d. Termination of contract date:
  - e. Contract renewal and term:
  - f. Contact information:
  - g. Is the vendor/contractor an LLS, PLLC or partnership:
  - h. State of vendor/contractor organization:
  - i. Is this a renewal agreement:  YES or  NO
  - j. Vendor/Contractor comment/remarks:



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution:  YES or  NO  
(If yes, attach the last approved resolution)

- a. What were the terms of the prior resolution
- b. Are the terms changing:
- c. What is the reason for the change in terms:

7. Is a new position being created:  YES or  NO

- a. Effective date
- b. Salary and grade

8. Is a new employee being hired:  YES or  NO

- a. Effective date of employment
- b. Salary and grade
- c. Appointed position:
- d. Term:

9. Is a grant being accepted:  YES or  NO

- a. Source of grant funding:
- b. Amount of grant:
- c. Purpose grant will be used for:
- d. Equipment and/or services being purchased with the grant:
- e. Time period grant covers:

10. Remarks/Reasoning (Supporting documentation must be attached to this form):

Historically our Agency has used Trust Fund grant money to purchase gift cards for distribution to needy Veteran families for Christmas. This distribution would allow the Veterans Service Agency Director opportunity to utilize funds up to but not exceeding \$5000 towards holiday support efforts. Committee vote requested to approve distribution of \$5000 to the Veteran Service Agency from the Saratoga County Veterans Trust Fund.



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
Michael Hartnett, County Attorney  
Therese Connolly, Clerk of the Board

**CC:** Jason Kemper, Planning Director  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office

**FROM:** Frank McClement

**DATE:** 11/22/2021

**RE:** Upcoming Honor Deceased Veterans Ceremonies

**COMMITTEE:** Veterans

1. Is a Resolution Required:  YES or  NO  
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed:  YES or  NO  
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule:  YES or  NO  
(If yes, provide details)
4. Specific details on what the resolution will authorize:
5. Does this item require hiring a Vendors/Contractors:  YES or  NO
  - a. Were bids/proposals solicited:
  - b. Is the vendor/contractor a sole source:
  - c. Commencement date of contract term:
  - d. Termination of contract date:
  - e. Contract renewal and term:
  - f. Contact information:
  - g. Is the vendor/contractor an LLS, PLLC or partnership:
  - h. State of vendor/contractor organization:
  - i. Is this a renewal agreement:  YES or  NO
  - j. Vendor/Contractor comment/remarks:





# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution:  YES or  NO  
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution
  - b. Are the terms changing:
  - c. What is the reason for the change in terms:
7. Is a new position being created:  YES or  NO
- a. Effective date
  - b. Salary and grade
8. Is a new employee being hired:  YES or  NO
- a. Effective date of employment
  - b. Salary and grade
  - c. Appointed position:
  - d. Term:
9. Is a grant being accepted:  YES or  NO
- a. Source of grant funding:
  - b. Amount of grant:
  - c. Purpose grant will be used for:
  - d. Equipment and/or services being purchased with the grant:
  - e. Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- As a reminder to the BOS, upcoming Honor Deceased Veterans Ceremonies to be read at full Board Meeting under Committee Reports.

**Upcoming Honor Deceased Veterans Ceremonies**

<b>Month</b>	<b>Town/City</b>	<b>Veteran Submitted</b>
January	Town of Malta	Doris and John Principe- Korea
February	Town of Stillwater	Carney - WWII
March	City of Mechanicville	Christopher Scambati