

Law and Finance Committee Minutes  
January 12, 2022 – 4:00 p.m.

Present: Chairman Jonathan Schopf; Committee members Phil Barrett, Joe Grasso, John Lant, Jean Raymond, Kevin Tollisen, Matthew Veitch; Chairman of the Board Todd Kusnierz; Supervisors C. Eric Butler, Diana Edwards, Tara Gaston, Mark Hammond, Bill Peck, Mo Wright; Steve Bulger, Ridge Harris, Matt Rose, Audra Hedden, Christine Rush, County Administrator; Michael Hartnett, Michelle Granger, County Attorney; Andrew Jarosh, Stephanie Hodgson, Treasurer; Scot Chamberlain, HR; Karen Heggen, District Attorney; Dan Rourke, Sewer District; Craig Hayner, County Clerk; Lauren Roberts, Historian, Eileen Bennett, Information Technology; Carl Zielman, Sheriff's Office; Susan Masa-Hayes, Coroner; Roger Schiera, Bill Fruci, Elections; Karl Sleight, Daniel Lecours, Harris Beach; Donna Miter, CSEA.

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

**On a motion made by Mr. Veitch, seconded by Mr. Tollisen, the minutes of the December 8, 2021 meeting were approved unanimously.**

Mr. Schopf announced the appointment of Phil Barrett as committee Vice Chair.

**On a motion made by Mr. Tollisen, seconded by Mr. Lant, the following resolutions were approved. Please note that Mr. Grasso recused himself from voting on the authorization of an amendment to resolution 96-2021.**

**LAW & FINANCE**

- Authorizing the acceptance of a 2020 Statewide Interoperable Communications Grant from the New York State Division of Homeland Security and Emergency Services and amending the 2022 County budget in relation thereto.  
BUDGET IMPACT: None. 100% State Aid. The 2022 budget will be amended to accept these funds and authorize the related expenses.

Mr. Bulger said this grant program helps improve our emergency services communications.

- Authorizing a renewal agreement with Mission Critical Partners LLC for maintenance of the Capital District Computer-Aided Dispatch System.  
BUDGET IMPACT: No budget impact.

Mr. Bulger said this resolution allows Mission Critical Partners LLC to continue providing monitoring, technical support, on-site computer aided dispatch, and records management support for the period ending June 30th, 2022.

- Authorizing an amended agreement with Saratoga Hospital for the use of Laboratory & Morgue Facilities.  
BUDGET IMPACT: None. Funds are included in the 2021 and 2022 budget.

Mr. Bulger said the current agreement with Saratoga Hospital for these facilities is limited to a total cost of \$40,000 annually. This amendment will increase the not to exceed limit to \$65,000 for 2021 and 2022.

- Appointing Eugene LaDue as Deputy Coroner.  
BUDGET IMPACT: No budget impact.
- Renewing and amending an agreement with Tim Godlewski for Morgue Assistant services.  
BUDGET IMPACT: None. Funds are included in the 2022 budget.

Mr. Bulger said Mr. Godlewski is the main provider of Morgue Assistant services for our County Coroner. This new agreement increases the rate per case from \$125 to \$150.

- Authorizing the acceptance and disbursement of NYS Septic System Replacement Program Grant Funds and amending the 2021 County Budget.  
BUDGET IMPACT: None. 100% State Aid. The 2021 budget will be amended to accept these funds and authorize the related expenses.

Mr. Bulger said the Saratoga County Soil and Water Conservation District administers this state program on behalf of the County. A \$10,000 project was completed in 2021 and requires an amendment to the 2021 budget. These funds have already been received by the County.

- Authorizing major contracts for contact tracing services with: Meredith Locke in an amount not to exceed \$45,500; Tiffany Foley in an amount not to exceed \$45,500; and Carolyn Hinchliffe in an amount not to exceed \$45,500.  
BUDGET IMPACT: None. Costs associated with these contracts will be covered by a Health Research, Inc. grant. Mr. Tollisen asked if the County has an exit strategy for contact tracing with the recent Governor's announcement that contact tracing is optional. Mr. Kuhles said the efficacy of contract tracing is less at times of high transmission and they will continue to make good use of the resources the Board provides.
- Authorizing an agreement with Maxim Healthcare Services to provide nursing services for preschool students.  
BUDGET IMPACT: No budget impact.

Mr. Bulger said this agreement will provide for mandated nursing services to students with disabilities while on their way to school and throughout the school day. Mr. Grasso asked for financial information and a draft resolution before the board meeting and Mr. Bulger provided the rates for the nurses and said they would get that information out to the full Board before the meeting.

- Setting a Public Hearing for amendment of Consolidated Agricultural Districts #1 and #2.  
BUDGET IMPACT: No budget impact.

Mr. Bulger said the Agricultural and Farmland Protection Board has approved petitions from three landowners for inclusion into existing agricultural districts in the Towns of Wilton, Stillwater, and Clifton Park. The County has held the required 30-day review and this Resolution will set the public hearing for the proposed amendments to Agricultural Districts #1 and #2.

- Authorizing an amendment to resolution 96-2021 for design, construction administration, and construction inspection services related to a 1.2-mile section of the Champlain Canalway Trail in the Town and Village of Waterford.

BUDGET IMPACT: None. 100% State Aid.

Mr. Bulger said Resolution 96 of 2021 authorized CHA Consulting to provide these services in an amount not to exceed \$35,000. CHA is requesting a contract amendment in the amount of \$5,000 to cover additional work related to the construction project.

- Authorizing the County Auditor to approve tax refunds, corrections and credits in amounts not to exceed \$2,500.

BUDGET IMPACT: No budget impact.

Mr. Bulger said this is an annual housekeeping item and a joint recommendation made by the Director of Real Property and the County Treasurer. The Auditor will report all refunds, corrections, or credits to the Real Property Committee.

- 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: No budget impact.

Mr. Bulger said the public hearing for the North American Flight Services lease extension was originally scheduled in December 2021. This is a request to reschedule the hearing in February 2022 on a date and time that is convenient for the Board of Supervisors.

- Authorizing the extension of a Cyber Security Grant Eligibility Period from the New York State Board of Elections.

BUDGET IMPACT: No budget impact.

Mr. Bulger said the original resolution authorized the acceptance of grant funds to reimburse expenses related to security improvements that have been incurred up until December 31, 2021. The state has now extended the eligibility period of this grant to December 31, 2023 and this resolution will authorize the acceptance of the change of eligibility period end date. There is no change to the previous grant amount of \$128,891.50.

- Authorizing acceptance of a grant from the William G. Pomeroy Foundation and amending the 2022 County Budget in relation thereto.

BUDGET IMPACT: None. 100% Local Aid.

Mr. Bulger said the County Historian secured a grant to erect two historic markers, both of which are in the Village of Ballston Spa. The first acknowledging the long history of the Saratoga County Fairgrounds on Fairground Avenue, and the second being a Legends and Lore marker covering the story of Franklin Spring located on Malta Avenue.

- Introducing a Local Law to amend Local Law 2 of 1968 to increase the population threshold for an additional County Supervisor and scheduling a public hearing.

BUDGET IMPACT: No budget impact.

Mr. Bulger said Local Law 2 of 1968 provides for weighted voting system and number of Supervisors on the Board based on Census numbers for Town and City populations. Local Law 2 of 1968 has been amended each decade to raise the population threshold for an additional

supervisor. Most recently in 2011 the population threshold for an additional Supervisor was raised to 25,000. As a result of the 2020 County wide federal census, an amendment is necessary to maintain the existing number of Supervisors. The proposed local law would raise the population threshold for an additional Supervisor to 27,500. This Resolution will set a public hearing in February 2022 on a date and time that is convenient for the Board of Supervisors.

- Adopting a Local Law to provide salary and cost of living increase for certain County officials.

BUDGET IMPACT: None. Funds are included in the 2022 budget.

Mr. Bulger said this Local Law adopts the salary and cost-of-living increase for certain elected or appointed County officials previously approved by the Board of Supervisors. A public hearing was held earlier today at 3:45 pm and no comments were received.

- Authorizing an agreement with Gill Technical, Inc. for cabling for the Public Safety Building.

BUDGET IMPACT: None. Funds are included in the Public Safety Building Capital Fund.

Mr. Bulger said Gill Technical will provide and install communication equipment for the total cost of \$22,773.27.

- Amending an agreement with Twinstare for the Public Address System and Intercoms at the Public Safety Building.

BUDGET IMPACT: None. Funds are included in the Public Safety Building Capital Fund.

Mr. Bulger said this resolution will amend the “not to exceed” with Twinstare from \$20,454.47 to \$34,100.43.

- Rescinding Resolution 291-2021 and authorizing an agreement with Mid State Technologies Ltd. for the replacement of a roof at Building 2 of the Saratoga County Sewer District’s Wastewater Treatment Plant.

BUDGET IMPACT: None. Funds are included in the 2022 budget.

Mr. Bulger said Resolution 291-2021 awarded this contract to VAD Contracting, Inc., who withdrew from the bid award before a contract was executed. This Resolution would award the contract to the second lowest bidder, Mid State Industries for \$352,811.

- Authorizing an agreement with Adirondack Environmental Services Inc. to conduct continuing lab testing and wastewater analysis.

BUDGET IMPACT: None. Funds are included in the 2022 budget.

Mr. Bulger said the resolution will authorize the chairman to execute a renewal agreement in an amount not to exceed \$70,000 for lab testing. Mr. Schopf asked if this was for COVID wastewater testing and Mr. Rourke said it was for SPDES testing.

- Authorizing an amendment to an agreement with Arcadis of New York, Inc.

BUDGET IMPACT: None. Funds are included in the 2022 budget.

Mr. Bulger said the Executive Director of the Sewer District has recommended that the testing of chemical parameters be increased across different aeration basins in different seasons to assist the Sewer District in assessing the effects of certain chemicals discharged to the Wastewater

Treatment Plant. This amendment will change the “not to exceed” amount from \$24,500 to \$68,500.

- Authorizing an agreement with a former employee for the Department of Motor Vehicles.  
BUDGET IMPACT: None. Funds are included in the 2022 budget

Mr. Bulger said this agreement will allow the former Director of Motor Vehicles to provide consulting services to assist the County Clerk.

- Authorizing the establishment and application process for the Saratoga County Non-Profit COVID Relief Grant Fund.  
BUDGET IMPACT: No budget impact.

Mr. Bulger said the Board of Supervisors will be offering the opportunity to non-profit groups across the County who were negatively impacted by the pandemic to apply for funding to support programs and projects that are beneficial to the residents of our County. A total of \$2 million will be made available for grants ranging in size from \$500 to \$50,000. The Law & Finance Committee will review all applications and make recommendations to the full Board for final approval. Applications will be made available online following approval of this program by the Board.

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

#### **CHAIRMAN’S ITEM**

- Appointment to the Community Services Board.  
BUDGET IMPACT: No budget impact.

Mr. Hartnett and Mr. Grasso said Dick Doyle from the Town of Ballston is appointed.

- Appointment to the Water Authority.  
BUDGET IMPACT: No budget impact.

Mr. Hartnett said Supervisor Hammond will replace Darren O’Connor.

- Appointments to the Sewer District.  
BUDGET IMPACT: No budget impact.

Mr. Bulger said Joseph O’Neill from Saratoga Springs is appointed and Mr. Hartnett said Kyle Filion from Wilton is also appointed.

**A motion was made by Mr. Veitch seconded by Mr. Tollisen, to enter into Executive Session for the purpose of discussing proposed, pending or current litigation. Unanimous.**

**A motion was made by Mrs. Raymond, seconded by Mr. Barrett, to exit the Executive Session. Unanimous.**

**No action was taken in Executive Session.**

**On a motion made by Mr. Tollisen, seconded by Mr. Veitch, the Board Meeting Agenda for January 18, 2022 was approved unanimously.**

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

Respectfully submitted,  
Bridget Rider  
Deputy Clerk of the Board