

ORGANIZATIONAL BOARD MEETING
WEDNESDAY, January 5, 2022
AT 4:00 p.m., E.S.T.

Board called to order by Chairman Kusnierz.

Roll call was taken. PRESENT – Eric Connolly, Joseph Grasso, Philip C. Barrett, Jonathon Schopf, Eric Butler, Diana Edwards, Jean Raymond, Michael Smith, Kevin Veitch, Arthur M. Wright, Kevin Tollisen, Mark Hammond, Scott Ostrander, Thomas Richardson, Theodore Kusnierz, Sandra Winney, Thomas N. Wood, III, Tara Gaston, Matthew E. Veitch, Edward D. Kinowski, John Lawler, John Lant - 22. ABSENT – Willard H. Peck - 1.

The invocation was given by Thomas N. Wood, III, Chaplain.

On a motion by Mr. Kusnierz, seconded by Mr. Grasso, Mr. Kevin Tollisen was named Temporary Chairman by a unanimous vote.

On a motion by Mr. Schopf, seconded by Mr. Lant and Mr. Grasso, Mr. Theodore T. Kusnierz, Jr. was appointed Chairman of the Board for 2022 by the following vote:

AYES (201227): Eric Connolly (9776), Joseph Grasso (4133), Philip C. Barrett (18352.5), Jonathon Schopf (18352.5), Eric Butler (6531), Diana Edwards (856), Jean Raymond (1214), Michael Smith (3545), Kevin Veitch (7775), Arthur M. Wright (2048), Kevin Tollisen (21535), Mark Hammond (14765), Thomas Richardson (5196), Scott Ostrander (18575), Theodore Kusnierz (14728), Sandra Winney (1995), Thomas N. Wood, III (5674), Matthew E. Veitch (13293), Edward D. Kinowski (8287), John Lawler (8423), John Lant (16173).

NOES (13293): Tara N. Gaston (13293)

ABSENT (5087): Willard H. Peck (5087)

Mr. Kusnierz's oath of office was administered by County Clerk Craig Hayner.

Mr. Kusnierz said "First of all good afternoon and Happy New Year to everyone. I'd like to welcome our returning Supervisors back to the Board of Supervisors and looking forward to working with each and every one of you. I'd also like to welcome our newly elected Supervisors and congratulate each of you on your victories. We have Supervisor Eric Butler from the Town of Corinth, Supervisor Diana Edwards from the Town of Day, Supervisor Mark Hammond who's on the phone from the Town of Malta, Scott Ostrander from Town of Milton and Kevin Veitch from the Town of Greenfield. Thank you very much, and we look forward to collaborating with you as we work to meet the needs of our county residents.

I first off want to start by thanking our Clerk of the Board, Therese Connolly for opening the meeting, and Supervisor Tollisen for accepting the role of temporary Chairman. And also I'd like to thank Supervisor Wood for offering the prayer at the beginning of the organizational meeting. I'd also like to especially thank Supervisor Schopf and Lant for their nominations for Chairman of the Board of Supervisors.

Thank you to my colleagues for the opportunity to continue to serve as your Chairman of the Board of Supervisors. It's a distinct honor and pleasure and a responsibility that I do not take lightly.

I also want to thank the residents of the Town of Moreau who re-elected me to the Town Board for the seventh time, third time as Supervisor. And most importantly, I would like to thank my family, I have my mom, Ann in the back of the room, I have my wife, Mary Ellen, and our daughter, Jacqueline, and our son Ted, unfortunately could not be with us today. And I also have two sisters. I have my sister Adele Kurtz, and my sister Rachel Zimmerman, who is here with her son, my nephew, Will Zimmerman who is also my campaign chair. So all my victories are credit to Will.

At this time, I'd also like to recognize our County elected officials that are with us. We have our County Sheriff Michael Zurlo, District Attorney Karen Heggen, County Clerk Craig Hayner and County Treasurer Drew Jarosh. Thank you for being with us this afternoon.

Last year at this time, I stood before you and committed to ensuring that we would hone our focus on the COVID 19 pandemic crisis and put forth an action plan that would mobilize all aspects of county government. Not only did we do that, our employees rose to the occasion, and they have done an incredible job under the leadership of our County Administrator Steve Bulger. So thank you for that, Steve. We also affirm to Commissioner, Dr. Dan Kuhles, I believe he's on the line as we speak, that he would receive whatever manpower, financial assistance, or tools he would need to best protect the residents and meet whatever new public health challenges may arise in 2021. True to form, Saratoga County became a leader in the public health arena in New York State. With Dr. Kuhles knowledge, his skills and tireless efforts as a trained epidemiologist, over the past year, Saratoga County has held 262 vaccine clinics across the county, and we have provided over 40,000 vaccines to our county residents. And that doesn't take into account our public private partnerships that we have throughout the county. As a result, we are now one of the top three counties in New York State for the highest percentage of individuals that are fully vaccinated and have received the booster vaccine. So I think they all deserve a round of applause for that.

We also partnered with the Syracuse based Quadrant Biosciences to open the large scale COVID testing site for symptomatic individuals that is centrally located in the county off of Exit 12 of the Northway in the Town of Malta. And our Public Health Department led the State in other initiatives to slow the transmission of COVID-19. We were the first county to vaccinate 90% of our teachers. Were the first county to provide in-home vaccinations to homebound individuals throughout Saratoga County. We were also the first county to create a high risk sports protocol so our students would get back to playing sports. And we're also the first county to offer a science based option to reduce the length of quarantine by partnering with the Centers for Disease Control and Prevention, to offer a test to stay program for K through 12, to keep healthy children in our schools learning. All these initiatives are those which became templates across New York State, and I'd like to thank Dr. Kuhles for his hand in that. He's a leader in public health in our State and we're fortunate to have him on our staff. So a round of applause for Dr. Kuhles.

With the release of the 2020 census figures the numbers confirmed what we already know here in this room, Saratoga County is a great place to live and raise a family. We're the fastest growing County in upstate New York. Since 1980 our population has increased by 53%. As a matter of fact, in the last Newsday rankings, Saratoga County is rated number one for social and economic indicators out of every county in New York State. And these include factors such as education, employment, income, family and social support, and community safety. And with that, I have to give a shout out to our Sheriff Michael Zurlo. We are one of the safest counties in New York State. And just as an aside, we talk about all of our departments that are playing a role in ensuring that our residents are protected especially with COVID-19. The Sheriff's Department, County Administrator Steve Bulger, and Carl Zeilman's Office, Office of Emergency Services. When we received our individual screening tests yesterday at noon, within an hour they were being distributed to all the Towns in the county. They got it done by three o'clock. So our hats are off to you and like to applaud the Sheriff and everything for that.

We also have the lowest property tax rate of any other county in New York State and the lowest county sales tax rate. What this translates to is that the work of this legislative body is critically important to ensuring that Saratoga County's business friendly climate that creates jobs continues and that our county remains a great place to live and raise our families. However, this phenomenal success comes with greater needs. In working with my colleagues, the County adopted a \$381 million budget this fall for 2022 that not only meets the needs of our residents, but also plans for the future here in Saratoga County. Some of the highlights of that budget include a slight decrease in the property tax rate, we did not exceed the State's property tax cap. The budget includes nearly \$5 million dollars in community support grants, of which \$2 million is earmarked for nonprofit grant program. We will be making \$4 million in new

investments in the Sheriff's office and the District Attorney's office for body cameras to meet the requirements of the judicial discovery laws that include funding for officer training and mandated jail programs. And we have earmarked \$3 million to support key health and human services initiatives to assist the County's Public Health Departments transition to a full service Department of Health office. And that is another State mandate that we don't receive funding for, but they expect us to get it done. And it's going to be an arduous task, it's gonna take several millions of dollars to get it done. They want us to do it in a year, we're gonna try and do it maybe a couple years, two or three years. In addition, the budget includes a Capital Facilities Bond, with approximately \$11.4 million in proposed capital investments to spread the county's cost of long term capital projects over a 10 year span. We've also made allocations for infrastructure investments, including needed upgrades to Saratoga County's first responders' communication network, residential broadband expansion, and other facilities improvements. Also included in the budget, we made investments in open space preservation and conservation, including increased outlays for open space preservation and trail and forestland maintenance, as well as the next extension of the Zim Smith Trail. And finally, the 2022 budget provides for \$1.1 million in economic development funding, as well as funding for tourism. All this was accomplished by the incredible team that we have assembled here, and all of our departments at the County, with direct input from the elected officials whom they work for. And we all have the common goal of serving our residents in the best ability that we have. So with an immense sense of gratitude, I like to thank each of you, and every one of you, and I look forward to working with you and the upcoming year. Thank you very much."

On a motion by Mr. Tollisen, seconded by Mr. Grasso, Mr. Jonathan Schopf was appointed Vice Chairman of the Board by a unanimous vote.

Mr. Schopf's oath of office was administered by County Clerk Craig Hayner.

On a motion by Mr. Veitch, seconded by Mr. Grasso Resolution #13 was tabled by a unanimous vote.

On a motion by Mr. Veitch, seconded by Mr. Smith, Resolutions 2 through 27 with the exception of Resolution # 13 were adopted by a unanimous vote.

RESOLUTION 2 - 2022

Introduced by Chair of the Board

ADOPTING A SCHEDULE OF 2022 REGULAR MEETINGS OF THE SARATOGA COUNTY BOARD OF SUPERVISORS

WHEREAS, County Law §153(1) requires that the Board of Supervisors shall hold regular meetings at stated intervals; and

WHEREAS, pursuant to Resolution 1-2022, this Board adopted the 2022 Rules of the Board of Supervisors, which establishes that Regular Board Meetings must occur at least once per calendar month and that the specific dates and times of the Regular Meetings shall be adopted by Resolution; now, therefore be it

RESOLVED, that the Regular Meetings of the Saratoga County Board of Supervisors will be held at the Chambers of the Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020 on the following dates and times:

January 18, 2022 at 4:00P.M.
February 15, 2022 at 4:00P.M.
March 16, 2022 at 4:00P.M.
April 19, 2022 at 4:00P.M.
May 17, 2022 at 4:00P.M.
June 21, 2022 at 4:00P.M.
July 19, 2022 at 4:00P.M.
August 16, 2022 at 4:00P.M.
September 20, 2022 at 4:00P.M.
October 18, 2022 at 4:00P.M.
November 15, 2022 at 4:00P.M.
December 20, 2022 at 4:00P.M.

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 3 - 2022

Introduced by Chair of the Board

AUTHORIZING BLANKET OFFICIAL UNDERTAKING FOR COUNTY OFFICERS REQUIRED BY LAW TO EXECUTE AND FILE OFFICIAL UNDERTAKINGS

WHEREAS, certain County Officers are required to execute and file undertakings by reason of certain provisions of the County Law; and

WHEREAS, Public Officers Law §11 allows for the substitution of a blanket undertaking for such individual undertakings; and

WHEREAS, the County of Saratoga has in effect a blanket undertaking for all County Officers required by law to execute and file undertakings; and

WHEREAS, said blanket undertaking provides coverage for the failure of said officers to faithfully perform their duties or to account for all moneys or property received by them by virtue of their positions, and for their fraudulent or dishonest acts; and

WHEREAS, Public Officers Law §11 requires this Board to approve the blanket undertaking as to form and sufficiency of coverage; now, therefore, be it

RESOLVED, that the Board approves a blanket undertaking issued as Policy Number 106291261 by Travelers Insurance Company in the amount of \$1,000,000.00 (One Million and 00/100) coverage for all County officers and employees, and providing employee dishonesty coverage and faithful performance of duty coverage for said officers and employees as required by Public Officers Law §11, with an appropriate deductible established at the time of the purchase of the policy in accordance with the usual practice of the County; and, be it further

RESOLVED, that a certified copy of this Resolution be attached to said blanket undertaking and a copy thereof be filed in the Office of the County Clerk.

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 4 - 2022

Introduced by Chair of the Board

DESIGNATING OFFICIAL COUNTY NEWSPAPERS

WHEREAS, County Law §214(2) requires annual designation of two newspapers for publication of all local laws, notices, and other matters required by law to be published; now therefore, be it

RESOLVED, that the following newspapers are designated as official County newspapers for the publication of all local laws, notices, and other matters required by law to be published:

“THE SARATOGIAN”, published in the City of Saratoga Springs, County of Saratoga; and

“THE DAILY GAZETTE”, published in the City of Schenectady, County of Schenectady with circulation in the County of Saratoga; and

“THE SARATOGA TODAY”, published in the City of Saratoga Springs, County of Saratoga with circulation in the County of Saratoga; and

“THE POST STAR”, published in the City of Glens Falls, County of Warren, with circulation in the County of Saratoga; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

RESOLUTION 5 - 2022

Introduced by Chair of the Board

APPOINTING A COUNTY ATTORNEY

WHEREAS, County Law §500 authorizes the appointment of a County Attorney; and

WHEREAS, in the past the County Attorney has been designated as the person to hear appeals regarding the denial of access to public records under the Freedom of Information Law pursuant to Resolution 66 of 1978; now, therefore, be it

RESOLVED, that Michael J. Hartnett be and hereby is appointed full-time County Attorney at a salary of \$148,080 and that his term shall expire on December 31, 2023; and it is further

RESOLVED, that the duties of said County Attorney shall be the same as prescribed by County Law §501; and it is further

RESOLVED, that pursuant to Public Officers Law, Article 6, that Michael J. Hartnett be and is hereby designated as the person to hear appeals regarding the denial of access to public records under the Freedom of Information Law; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 6 - 2022

Introduced by Chair of the Board

APPOINTING A COUNTY AUDITOR

WHEREAS, County Law §600 authorizes the appointment of a County Auditor; now, therefore, be it

RESOLVED, that Christopher Schall be and hereby is appointed County Auditor at a salary of \$91,390 and that his term shall expire on December 31, 2023; and it is further

RESOLVED, that the duties of said County Auditor shall be the same as prescribed by County Law §600; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 7 - 2022

Introduced by Chair of the Board

APPOINTING A DIRECTOR OF PURCHASING

WHEREAS, County Law Article 16, §625 authorizes the appointment of a Director of Purchasing; now, therefore, be it

RESOLVED, that John Warmt be and hereby is appointed Director of Purchasing at a salary of \$96,267 and that his term shall expire on December 31, 2023; and it is further

RESOLVED, that the duties of said Director of Purchasing shall be the same as prescribed by County Law Article 16; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 8 - 2022

Introduced by Chair of the Board

APPOINTING A COUNTY HISTORIAN

WHEREAS, Arts and Cultural Affairs Law §57.07 authorizes the appointment of a County Historian; now, therefore, be it

RESOLVED, that Lauren Roberts be and hereby is appointed County Historian at a salary of \$69,268 and that her term shall expire on December 31, 2023; and it is further

RESOLVED, that the duties of the County Historian shall be the same as prescribed by Arts and Cultural Affairs Law Article 57; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 9 - 2022

Introduced by Chair of the Board

APPOINTING A PUBLIC DEFENDER

WHEREAS, County Law §716 and Resolution 191-2019 authorizes the appointment of a Public Defender; now, therefore, be it

RESOLVED, that Andrew C. Blumenberg be and hereby is appointed Public Defender at a salary of \$141,105 and that his term shall expire on December 31, 2023; and it is further

RESOLVED, that the duties of the Public Defender shall be the same as prescribed by County Law Article 18-A; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 10 - 2022

Introduced by Chair of the Board

APPOINTING A CONFLICT DEFENDER

WHEREAS, pursuant to Resolution 205-2020 this Board created the position of Conflict Defender and such position was previously appointed by the County Administrator; and

WHEREAS, pursuant to Resolution 316-2021, the 2022 Compensation Schedule was modified to create (2) Assistant Conflict Defender positions; and

WHEREAS, the County Administrator has recommended that the Office of the Conflict Defender be an independent department which would result in a modification to the County organizational structure; now, therefore be it

RESOLVED, that George P. Conway, be and hereby is appointed Conflict Defender at a salary of \$110,856; and that his term shall expire on December 31, 2023; and it is further

RESOLVED, that the duties of the Conflict Defender shall be as prescribed by County Law Article §722; and it is further

RESOLVED, that for purposes of County organizational structure, that the Conflict Defender's Office shall be considered an independent department and will no longer be considered a subsidiary department of the County Administrator's Office; and it is further

RESOLVED, that the Conflict Defender is hereby authorized as the appointing authority for purposes of appointments of Assistant Conflict Defenders to positions within the Conflict Defender's Office, such appointments to be effectuated in the same manner as Assistant Public Defenders pursuant to County Law §716; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 11 - 2022

Introduced by Chair of the Board

APPOINTING A WORKERS' COMPENSATION ADMINISTRATOR

WHEREAS, the County Law authorizes the appointment of certain County officers for definite terms; and

WHEREAS, pursuant to Resolution 4-2017, this Board updated the title of the County's Self-Insurance Administrator to "Workers' Compensation Administrator"; and

WHEREAS, the term of the County's Workers' Compensation Administrator has expired; now, therefore, be it

RESOLVED, that Scot Chamberlain is appointed as Workers' Compensation Administrator for the term of two years expiring on December 31, 2023; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 12 - 2022

Introduced by Chair of the Board

APPOINTING A RECORDS MANAGEMENT OFFICER

WHEREAS, New York Arts and Cultural Affairs Law §57.19 authorizes the appointment of a County Records Management Officer; now, therefore, be it

RESOLVED, that Craig Hayner be and hereby is appointed County Records Management Officer; and that his term shall expire on December 31, 2023; and it is further

RESOLVED, that the duties of said Records Management Officer shall be the same as prescribed by New York Arts and Cultural Affairs Law §57.19; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 13 - 2022

Introduced by Chair of the Board

APPOINTING COMMISSIONERS OF SARATOGA COUNTY SEWER DISTRICT NO. 1

WHEREAS, Resolution 230-71, as amended by Resolution 127-72, established the nine member Commission for Saratoga County Sewer District No. 1; and

WHEREAS, the terms of three Commissioners have expired; now, therefore, be it

RESOLVED, that the following individuals are appointed as Commissioners of Saratoga County Sewer District No. 1, for the stated terms:

<u>NAME</u>	<u>MUNICIPALITY</u>	<u>Term Expires</u>
Richard Doyle 67 Lake Hill Road Burnt Hills, NY 12027	Town of Ballston	12/31/2024
George Cannon 9 Elizabeth Lane Saratoga Springs, NY 12866	City of Saratoga Springs	12/31/2024
Kyle Fillion 1 Carlyle Terrace Saratoga Springs, NY 12866	Town of Wilton	12/31/2024

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 14 - 2022

Introduced by Chair of the Board

APPOINTING MEMBERS TO THE NYRA LOCAL ADVISORY BOARD FOR SARATOGA RACETRACK

WHEREAS, Section 212(6)(a) of the Racing, Wagering and Breeding Law of the State of New York established a Local Advisory Board to the New York Racing Association (NYRA) Franchise Oversight Board for Saratoga Racetrack comprised of fifteen (15) members serving for a term of two (2) years each, with five (5) members to be appointed by the Saratoga County Board of Supervisors; and

WHEREAS, Chapter 59, Part NN, of the Laws of the State of New York for 2017 continues the operation, duties and functions of the Local Advisory Board beyond the dissolution of the Franchise Oversight Board and the re-privatization of NYRA; and

WHEREAS, the terms of five members having expired; now, therefore, be it

RESOLVED, that the following officials are appointed as members of the NYRA Local Advisory Board for the stated terms:

<u>Appointment</u>	<u>Current Office Holder</u>	<u>Term Expires</u>
Chair of the Board of Supervisors	Theodore T. Kusnierz, Jr. 40 McMaster Street Ballston Spa, NY 12020	12/31/2022
County Administrator	Steven Bulger 40 McMaster Street Ballston Spa, NY 12020	12/31/2022
County Director of Planning	Jason Kemper 50 West High Street Ballston Spa, NY 12020	12/31/2022
County Historian	Lauren Roberts 40 McMaster Street Ballston Spa, NY 12020	12/31/2022
Chair's Appointment	Matthew Veitch 40 McMaster Street Ballston Spa, NY 12020	12/31/2022

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 15 - 2022

Introduced by Chair of the Board

APPOINTING MEMBERS TO THE COUNTY JURY BOARD

WHEREAS, pursuant to Judiciary Law §503, the Board of Supervisors is required to appoint a member of the Board of Supervisors to the County Jury Board; now, therefore, be it

RESOLVED, that the following member of the Board of Supervisors is appointed as a member of the County Jury Board, for the stated term:

<u>NAME</u>	<u>MUNICIPALITY</u>	<u>TERM EXPIRES</u>
Eric Butler Corinth Town Hall 600 Palmer Avenue Corinth, NY 12822	Corinth	12/31/2023

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 16 - 2022

Introduced by Chair of the Board

APPOINTING A MEMBER TO THE FISH AND WILDLIFE MANAGEMENT BOARD – REGION 5

WHEREAS, pursuant to Environmental Conservation Law §11-0501, the Board of Supervisors created the Fish and Wildlife Management Board – Region 5; and

WHEREAS, a term of one member has expired; now, therefore, be it

RESOLVED, that the following individual is appointed as a member of the Fish and Wildlife Management Board – Region 5, for the stated terms:

<u>NAME</u>	<u>REPRESENTING</u>	<u>TERM EXPIRES</u>
Arthur Wright	Board of Supervisors	12/31/2023

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 17 - 2021

Introduced by Chair of the Board

APPOINTING DIRECTORS OF THE SOIL AND WATER CONSERVATION DISTRICT

WHEREAS, pursuant to Resolution 59-47 and §5 of the Soil and Water Conservation Districts Law, our County is a Soil and Water Conservation District; and

WHEREAS, pursuant to §6 of said Law and Resolution 15-92, the District's seven Directors are appointed by the Board of Supervisors; and

WHEREAS, the terms of certain members of the Soil and Water Conservation District have expired and additional members are being appointed; now, therefore, be it

RESOLVED, that the following persons are appointed Directors of the County Soil and Water Conservation District for the stated terms:

<u>NAME</u>		<u>TERM EXPIRES</u>
Kevin Veitch Greenfield Town Hall 7 Wilton Road Greenfield Center, NY 12020	Supervisor	12/31/2022
Joseph Grasso Charlton Town Hall 758 Charlton Road Charlton, NY 12019	Supervisor	12/31/2022
Victoria Garlanda PO Box 71 Saratoga Springs, NY 12866	Landowner	12/31/2024

; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 18 - 2022

Introduced by Chair of the Board

APPOINTING MEMBERS TO THE CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

WHEREAS, Resolution 44-1984 authorized the establishment of the Capital District Regional Planning Commission for the Counties of Albany, Rensselaer, Saratoga, and Schenectady; and

WHEREAS, the terms of all Saratoga County members on the Capital District Regional Planning Commission expired on December 31, 2021; now therefore, be it

RESOLVED, that the following individuals are appointed as members of the Capital District Regional Planning Commission for the stated terms:

<u>NAME</u>	<u>TERM EXPIRES</u>
Joseph Grasso 1218 Eastern Avenue Charlton, NY 12010	12/31/2023
Opal Hinds 6498 Antioch Road Middle Grove, NY 12850	12/31/2023
Jason Kemper Saratoga County Director of Planning 50 West High Street Ballston Spa, NY 12020	12/31/2023
Craig Warner 12 Teaberry Place Malta, NY 12020	12/31/2023

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 19 - 2022

Introduced by Chair of the Board

APPOINTING MEMBERS TO THE COMMUNITY SERVICES BOARD

WHEREAS, Mental Hygiene Law §41.11 requires the appointment of a Community Services Board to advise the local mental hygiene director on the policies and performances of local programs; and

WHEREAS, there are vacancies on the County’s Community Services Board due to term expirations and/or resignations; now therefore, be it

RESOLVED, that the following individuals are appointed as members of the Community Services Board for the County of Saratoga for the following terms:

<u>NAME/ADDRESS</u>	<u>REPRESENTING</u>	<u>TERM EXPIRES</u>
Daniel Patrick Morley 6012 County Farm Road Ballston Spa, NY 12020	Law Enforcement	12/31/2025

Michaelah Townley 6012 County Farm Road Ballston Spa, NY 12020	Youth Services	12/31/2025
Christina Holst 2144 Doubleday Ave., Suite 15 Ballston Spa, NY 12020	Veteran’s Services	12/31/2025
Amy Hughes 6 Brookside Drive Saratoga Springs, NY 12866	Mental Health Treatment	12/31/2025

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 20 - 2022

Introduced by Chair of the Board

APPOINTING MEMBERS TO THE BOARD OF ETHICS

WHEREAS, Local Law 3-89, as amended by Local Law 11-90, establishes the current Code of Ethics for certain County officials, employees, and appointees and provided for its administration by an Ethics Advisory Council and Ethics Board; and

WHEREAS, five vacancies on the Board of Ethics now exist due to an expiration of terms; now, therefore, be it

RESOLVED, that the following persons are appointed as members of Ethics Board for the stated terms:

<u>NAME</u>	<u>TERM EXPIRES</u>
John Fleming 5 Lakeview Drive, Gansevoort, NY 12831	12/31/2025
David Meager 28 Collins Terrace, Saratoga Springs, NY 12866	12/31/2025
Jonathan Schopf 40 McMaster Street, Ballston Spa, NY 12020	12/31/2025
Jennifer Weaver 2 Winner Place, Saratoga Springs, NY 12866	12/31/2025
Robert Wilcox 32 Northcrest Drive, Clifton Park, NY 12065	12/31/2025

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 21 - 2022

Introduced by Chair of the Board

APPOINTING MEMBERS OF THE ETHICS ADVISORY COUNCIL

WHEREAS, Local Law 3-89, as amended by Local Law 11-90, establishes the current Code of Ethics for certain County officials, employees, and appointees and provided for its administration by an Ethics Advisory Council and Ethics Board; and

WHEREAS, five vacancies on the Ethics Advisory Council now exist due to vacancies and an expiration of terms; now, therefore, be it

RESOLVED, that the following persons are appointed as members of Ethics Advisory Council for the stated terms:

<u>NAME</u>	<u>TERM EXPIRES</u>
Opal Hinds 6498 Antioch Road, Middle Grove, NY 12850	12/31/2025
William Baker 40 Huntington Parkway, Ballston Lake, NY 12019	12/31/2025
Mildred Reib P.O. Box 323, Hadley, NY 12832	12/31/2025
Stephen Rodriguez 32 Vichy Drive, Saratoga Springs, NY 12866	12/31/2025
Phil Barrett 40 McMaster Street, Ballston Spa, NY 12020	12/31/2025

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 22 - 2022

Introduced by Chair of the Board

APPOINTING MEMBERS OF THE INDUSTRIAL DEVELOPMENT AGENCY

WHEREAS, General Municipal Law §890-h established the County of Saratoga Industrial Development Agency; and

WHEREAS, the terms of three members have expired; now, therefore, be it

RESOLVED, that the following individuals are appointed as members of the County Industrial Development Agency, for the stated terms:

<u>NAME</u>	<u>TERM EXPIRES</u>
Yvonne Manso 83 County Route 75 Mechanicville, NY 12118	12/31/2023
Erinn Kolligian 105 Fieldstone Drive Wilton, NY 12831	12/31/2023
Kevin Tollisen 40 McMaster Street Ballston Spa, NY 12020	12/31/2023

; and it is further

RESOLVED, that the Clerk of the Board be and is hereby directed to file the certificates of appointment with the Secretary of State; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 23 - 2022

Introduced by Chair of the Board

APPOINTING COMMISSIONERS OF THE SARATOGA LAKE PROTECTION AND IMPROVEMENT DISTRICT

WHEREAS, pursuant to Chapter 460 of the Laws of 1986, the five Commissioners of the Saratoga Lake Protection and Improvement District are appointed by the Board of Supervisors; and

WHEREAS, the terms of two Commissioners have expired; now, therefore, be it

RESOLVED, that the following individuals are appointed as Commissioners of the Saratoga Lake Protection and Improvement District for the stated terms:

<u>NAME</u>	<u>MUNICIPALITY</u>	<u>Term Expires</u>
Victor Mazzotti 2 Stonecreek Drive	Town of Stillwater	12/31/2024

Stillwater, NY 12170

Dennis Baker
 57 Stony Point Road
 Ballston Spa, NY 12020

At-Large Appointment

12/31/2024

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 24 - 2022

Introduced by Chair of the Board

APPOINTING MEMBERS TO THE TOURISM ADVISORY COMMITTEE

WHEREAS, Local Law No. 1 of 2016, as authorized by Tax Law §1202-g, establishes a nine member advisory committee to advise and recommend to this Board of Supervisors expenditures to be made for the promotion of tourism and conventions in Saratoga County using revenues derived from the collection of the County’s occupancy tax; and

WHEREAS, Local Law No. 1 of 2016 provides that the Tourism Advisory Committee shall be comprised of the Chair of the Board of Supervisors, the Chair of the Board’s Law and Finance Committee, the Chair of the Board’s Economic Development Committee, one member of the Board of Supervisors who also serves as a director of the Saratoga County Prosperity Partnership, Inc., the Saratoga County Treasurer, and one representative from each of the Saratoga County Chamber of Commerce, the Chamber of Southern Saratoga County, the Saratoga Convention and Tourism Bureau, and the Saratoga Springs City Center Authority; all of whom shall be appointed by the Saratoga County Board of Supervisors; and

WHEREAS, pursuant to Local Law No. 1 of 2016 members of the Tourism Advisory Committee are appointed on an annual basis; now, therefore, be it

RESOLVED, that the following individuals are appointed members of the Tourism Advisory Committee for the stated terms:

<u>Appointment</u>	<u>Current Office Holder</u>	<u>Term Expires</u>
Chair, Board of Supervisors	Theodore T. Kusnierz, Jr. 40 McMaster Street Ballston Spa, NY 12020	12/31/2022
Chair, Law and Finance Committee	Jonathan G. Schopf 40 McMaster Street Ballston Spa, NY 12020	12/31/2022
Chair, Economic Development Committee	[Name] 40 McMaster Street Ballston Spa, NY 12020	12/31/2022

Director, Saratoga County Prosperity Partnership, Inc.	Phil Barrett 28 Clinton Street Saratoga Springs, NY 12866	12/31/2022
County Treasurer	Andrew Jarosh 40 McMaster Street Ballston Spa, NY 12065	12/31/2022
Saratoga County Chamber of Commerce	Tara Pleat Saratoga Co. Chamber of Comm. 28 Clinton Street Saratoga Springs, NY 12866	12/31/2022
Chamber of Southern Saratoga County	Peter Bardunias Chamber of Southern Saratoga Co. 58 Clifton Country Rd., Ste. 102 Clifton Park, NY 12065	12/31/2022
Saratoga Convention and Tourism Bureau	Darryl Leggieri Saratoga Conv. & Tourism Bureau 60 Railroad Place, Ste. 301 Saratoga Springs, NY 12866	12/31/2022
Saratoga Springs City Center Authority	Ryan McMahon Saratoga Springs City Center Auth. 522 Broadway Saratoga Springs, NY 12866	12/31/2022

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 25 - 2022

Introduced by Chair of the Board

APPOINTING DIRECTORS OF THE SARATOGA COUNTY CAPITAL RESOURCE CORPORATION

WHEREAS, pursuant to Resolution 164-12, this Board of Supervisors authorized the formation of a capital resource corporation in accordance with Not-For-Profit Corporation Law §1411, to be known as the Saratoga County Capital Resource Corporation; and

WHEREAS, pursuant to the provisions of the Certificate of Incorporation of the Saratoga County Capital Resource Corporation, the Board of Supervisors appoints the Directors of the Corporation for staggered three year terms; and

WHEREAS, the terms of two Directors having expired; now, therefore be it

RESOLVED, that the following persons are appointed as Directors of the Saratoga County Capital Resource Corporation, for the stated terms:

<u>NAME/ADDRESS</u>	<u>Term Expires</u>
Art Johnson 55 Timbira Drive Gansevoort, NY 12831	12/31/2024
Anthony Morelli 29 Gloucester Drive Clifton Park, NY 12065	12/31/2024

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 26 - 2022

Introduced by Chair of the Board

APPOINTING DIRECTORS OF THE SARATOGA COUNTY PROSPERITY PARTNERSHIP, INC. LOCAL DEVELOPMENT CORPORATION

WHEREAS, pursuant to Resolution 106-2014, this Board of Supervisors authorized the formation of the Saratoga County Prosperity Partnership, Inc., an economic development local development corporation in accordance with Not-For-Profit Corporation Law §1411; and

WHEREAS, the Certificate of Incorporation of Saratoga County Prosperity Partnership, Inc. was duly executed by the Chair of this Board, and filed with the New York State Department of State on May 29, 2014; and

WHEREAS, pursuant to the provisions of the corporation’s Certificate of Incorporation, the corporation shall be managed by a Board of Directors consisting of not less than seven (7) nor more than fifteen (15) Directors appointed by and serving at the pleasure of the Saratoga County Board of Supervisors; and

WHEREAS, the terms of eleven (11) Directors having expired; now, therefore be it

RESOLVED, that the following persons are appointed as Directors of the Board of Directors of the Saratoga County Prosperity Partnership, Inc. for the stated term:

<u>NAME/ADDRESS</u>	<u>Term Expires</u>
Steven Bulger	12/31/2023
Rocco Ferraro	12/31/2023
Theodore Kusnierz, Jr.	12/31/2023
Maria Moran	12/31/2023

Timothy Szczepaniak	12/31/2023
David Wood	12/31/2023
Jake DeVito	12/31/2023
Eric Butler	12/31/2023
Mark Hammond	12/31/2023
David Karpinski	12/31/2023
Scott Ostrander	12/31/2023

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

RESOLUTION 27 - 2022

Introduced by Chair of the Board

APPOINTING MEMBERS TO THE SARATOGA COUNTY WATER AUTHORITY BOARD

WHEREAS, Chapter 678 of the Laws of 1990 enacted the “Saratoga County Water Authority Act” as Title 8-F of Article 5 of the Public Authorities Law; and

WHEREAS, the terms of four members of the Board of the Saratoga County Water Authority have expired; now, therefore, be it

RESOLVED, that the following persons are appointed as members of the Board of the Saratoga County Water Authority for the stated terms:

<u>NAME/ADDRESS</u>	<u>Term Expires</u>
Phil Barrett	12/31/2023
Theodore Kusnierz, Jr.	12/31/2023
Jack Lawler	12/31/2023

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

Ms. Gaston requested a separate vote on Resolution 1.

Ms. Gaston questioned why there are several committees with different numbers of members. Mr. Kusnierz said that some of the numbers were dropped from 7 to 5 in an effort to foster government efficiency. He believes having a five member board is adequate to carry out business of certain committees.

On a motion by Mr. Tollisen, seconded by Mr. Veitch Resolution #1 was adopted by the following vote.

AYES (201227): Eric Connolly (9776), Joseph Grasso (4133), Philip C. Barrett (18352.5), Jonathon Schopf (18352.5), Eric Butler (6531), Diana Edwards (856), Jean Raymond (1214), Michael Smith (3545), Kevin Veitch (7775), Arthur M. Wright (2048), Kevin Tollisen (21535), Mark Hammond (14765), Thomas Richardson (5196), Scott Ostrander (18575), Theodore Kusnierz (14728), Sandra Winney (1995), Thomas N. Wood, III (5674), Matthew E. Veitch (13293), Edward D. Kinowski (8287), John Lawler (8423), John Lant (16173).

NOES (13293): Tara N. Gaston (13293)

ABSENT (5087): Willard H. Peck (5087)

RESOLUTION 1 - 2022

Introduced by Chair of the Board

RESCINDING RESOLUTION 1-2021, AND ADOPTING THE 2022 RULES OF THE SARATOGA COUNTY BOARD OF SUPERVISORS

WHEREAS, County Law Section 153 refers to the Rules of Procedure of the Board of Supervisors; and

WHEREAS, the Board of Supervisors has voted upon and approved the “2022 Rules of The Saratoga County Board of Supervisors”, attached hereto; now, therefore, be it

RESOLVED, that Resolution 1-2021 is hereby rescinded, and the Rules of the Board of Supervisors adopted by Resolution 1-2021 are repealed; and it is further

RESOLVED, that the attached “2022 Rules of The Saratoga County Board of Supervisors” are designated as the adopted Rules for this Board of Supervisors effective January 6, 2022 and operative until this Board of Supervisors votes to amend or repeal said rules; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

2022 Rules of the Saratoga County Board of Supervisors

Section 1: Meetings

I. Organizational Meetings

- a. The Board of Supervisors shall convene no later than the 8th day of January to conduct its Organizational Meeting in accordance with NYS County Law §151. The place of the meeting will be the Chambers of the Saratoga County Board of Supervisors at 40 McMaster Street, Ballston Spa, New York 12020.
- b. The specific date and time of the Organizational Meeting will be established by Resolution at the preceding December Regular Meeting.

II. Regular Meetings

- a. The Board of Supervisors will convene Regular Meetings at least once per calendar month. The place of the Regular Meetings will be the Chambers of the Saratoga County Board of Supervisors at 40 McMaster Street, Ballston Spa, New York 12020.
- b. The specific date and time of the monthly Regular Meetings will be established by Resolution at the Organizational Meeting. Regular Meetings may be rescheduled by Resolution based on a weighted majority vote of the Board of Supervisors.

III. Special Meetings

- a. Special Meetings of the Board of Supervisors may be called upon the following conditions:
 - i. Upon the direction of the Chair of the Board of Supervisors; or
 - ii. Upon the direction of the Vice-Chair, provided that a weighted majority of the Board Members ratify the meeting when called; or
 - iii. Upon a written appeal to the Chair of the Board, signed by the weighted majority of the whole number of Board Members; or
- b. Notice to Board Members for Special Meetings shall be prepared by the Clerk of the Board Supervisors not less than 48 hours before the time for holding a Special Meeting.
- c. No business shall be transacted at a Special Meeting other than that specified in the notice of meeting.

Section 2: Quorum

I. Definition of Quorum

- a. A majority of the Board of Supervisors weighted vote shall constitute a quorum as defined by NY County Law §153. No business can be conducted at the Organizational Meeting, Regular Meetings, or Special Meetings without a quorum being present.

II. Attendance at Meetings

- a. Any member who enters the meeting room after the roll call of an Organizational Meeting, Regular Meeting, or Special Meeting, shall be entitled to take a seat and the Chair shall instruct the Clerk to note the presence of the Member in the minutes.
- b. No member shall withdraw from the session without leave being granted by the Chair.

Section 3: Chair and Vice-Chair

I. Selection of a Chair and Vice-Chair

- a. At the Organizational Meeting of the Board of Supervisors, held in accordance with NYS County Law §151, the Board shall select a Chair and a Vice-Chair.

- b. Prior to the Chair being selected, the Board of Supervisors shall select a Temporary Chair, upon a motion and second, with the weighted majority vote selecting the Temporary Chair. The Chair and Vice-Chair shall be selected upon a vote of the weighted majority of the members of the Board of Supervisors.

II. Role and Responsibilities of the Chair and Vice-Chair

- a. The role of the Chair of the Board shall be defined per the provisions of the NYS County Law. In the absence of the Chair, the Vice-Chair shall assume the duties of the Chair.
- b. The Chair of the Board of Supervisors shall serve as the Parliamentarian to the Board of Supervisors.
- c. The Chair shall have the power, and is hereby delegated the authority, to issue proclamations on behalf of the Board of Supervisors and the County of Saratoga including, but not limited to, proclamations of congratulations and condolences, and citations of citizens or groups.
- d. The duties to be performed by the Vice-Chair shall be as follows:
 - i. To have and exercise all the powers and duties of the Chair at any meeting over which the Vice-Chair is called to preside or which the Chair is not present; and
 - ii. To execute as Acting Chair all documents and agreements authorized to be executed by the Chair of the Board of Supervisors; and
 - iii. To have and exercise those additional powers and duties authorized by Resolution of the Board of Supervisors, provided such Resolution shall specify (a) the specific date and/or time which the Vice-Chair may exercise those powers and duties; and (b) that the powers and duties authorized to the Vice-Chair shall not be exercised by the Chair during such designated dates and/or times.

Section 4: Conduct of Meetings

- I. Rules of Order: Except as otherwise provided in the Rules of the Board of Supervisors, Robert's Rules of Order (10th Edition) shall be deemed to govern the conduct and parliamentary procedure of the Organizational Meeting Regular Meetings and Special Meetings.
- II. Order of Business
 - a. The order of business at Regular Meetings will include:

- Calling of the roll of members present
- Attention to the flag
- Chaplain invocation
- Presentations

- Public Input
 - Approval of the minutes of prior meetings
 - Correspondence
 - Reports of Committees
 - Reports
 - Executive Session (if necessary)
 - Resolutions
 - Request for separate votes
 - Motion and adoption of Resolutions
 - Unfinished business and new proposals
 - Other business
 - Adjournment
- b. The Chair of the Board of Supervisors shall have the discretion to modify the sequence of items within the Order of Business in setting the agenda and during the meeting to accommodate participation or to maintain decorum and order.
- c. The meeting shall be called to order by the Chair at Regular Meetings and the roll called.

III. Decorum and Order

- a. The Chair of the Board as presiding officer shall have to the fullest extent allowed by New York State Law the sole authority to regulate public comment at any meeting, as they in their sole discretion see fit, including but not limited to, the authority to set priority for topics of comment and to declare any person to be out of order for failure to follow their directives in this regard.
- b. Rules of Decorum and Order:
- i. For Members of the Board of Supervisors: Each Member of the Board of Supervisors shall conduct themselves with decorum and shall not delay or interrupt the proceedings or the peace of the Board of Supervisors nor disturb any member while speaking or refuse to obey the orders of the presiding officer.
 - ii. Speaker to be Recognized: No Member of the Board of Supervisors wishing to speak shall proceed until they have been recognized by the presiding officer.
 - iii. No Member shall speak more than once on the same question unless every Member desiring to speak to that question shall have the opportunity to do so.
 - iv. For members of the Public: Members of the public shall not engage in any of the following activities during a Board of Supervisors meeting: shouting, unruly behavior, or speaking when not recognized by the presiding officer. Defamation, intimidation, personal affronts, threats of violence, profanity and other disruptive behaviors shall not be allowed.

- c. The Chair of the Board as presiding officer, shall consider, but not be strictly bound, by the following guidelines:
 - i. To ensure that meetings of the Board of Supervisors are conducted in a way that allows the business of the County to be effectively undertaken; and
 - ii. To ensure that members of the public who attend meetings of the Board of Supervisors can be heard in a fair and impartial manner; and
 - iii. To ensure that the meetings of the Board of Supervisors are conducted in a way that is open to all viewpoints and which is protective of the content of each speaker's speech and expression, yet is free from hateful, abusive, obstructive, or intimidating behavior; and
 - iv. To ensure that the rules of decorum and order are understood by persons attending Board of Supervisors meetings; and
 - v. To ban egregious, inappropriate, intimidating, and obstructive behavior at meetings of the Board of Supervisors.
- d. Sergeant-at-Arms: The Saratoga County Sheriff or any member of the Sheriff's Department as they may designate shall be Sergeant-at-Arms of the Board of Supervisors and may carry out all Orders given by the presiding officer for purposes of maintaining decorum and order at the Board of Supervisors meetings.
- e. Persons Authorized to be within the Rail: No person except members of the Board of Supervisors and County staff shall be permitted within the rail without the consent of the presiding officer.
- f. Enforcement of Rules of Decorum:
 - i. Upon a violation of the rules of decorum, the presiding officer shall request the person or persons violating a rule or rules to cease the violation.
 - ii. If a violation continues, the presiding officer warns the person(s) that they may be required to leave the Board of Supervisors Chambers if the violation continues.
 - iii. If the person(s) does not cease the violation the presiding officer shall declare the person to be out of order at which time the Sergeant-at-Arms may take steps to remove the person(s) from the meeting room. Such person shall be subject to civil and criminal penalties that may apply to their conduct.

IV. Public Input

- a. Each Regular Meeting of the Board of Supervisors will have fifteen (15) minutes set aside for public input, to allow members of the public to address the Board of Supervisors on matters relating to Saratoga County business.

- b. The Chair of the Board of Supervisors shall have the sole discretion to extend the 15-minute time limit to accommodate a large number of people wishing to address the Board.
- c. Any person wishing to speak during Public Input must sign their name and address on a sign-up sheet for speakers prior to the commencement of the Meeting. At the commencement of the meeting the Clerk of the Board shall gather the sign-up sheet and deliver it to the presiding officer.
- d. Members of the public may submit written public comments to the Clerk of the Board at any time by mail or electronic mail. The Clerk of the Board shall circulate any submitted written public comments to the Members of the Board.
- e. Speakers will be limited to three (3) minutes unless their time is extended by the Chair of the Board of Supervisors. All remarks shall be directed to the Board of Supervisors as a body and not at specific individual, staff or member of the public.
- f. The Chair of the Board of Supervisors shall have the right to establish other rules and reasonable time limits governing the appearance of persons before the Board of Supervisors.

V. Public Hearings

- a. Any person wishing to speak at a Public Hearing held by the Board of Supervisors must sign their name and address on a sign-up sheet for speakers prior to the commencement of the Hearing. At the commencement of the hearing the Clerk of the Board shall gather the sign-up sheet and deliver it to the presiding officer.
- b. Speakers will be limited to three (3) minutes unless their time is extended by the Chair of the Board of Supervisors.
- c. Speakers will be called in the order in which they sign-up. Speaking time may not be transferred from one speaker to another.
- d. All written comments sent by mail or electronic mail will be accepted and included in the minutes of the hearing.
- e. The purpose of Public Hearings is for Members of the Board to receive and listen to public comment and is not a forum for debate by Members of the Board on items being considered.
- f. The Chair of the Board of Supervisors shall have the right to establish other rules and reasonable time limits governing the appearance of persons before the Board of Supervisors.

VI. Resolutions and Reports

- a. All Resolutions to be presented for consideration of the Board of Supervisors shall be delivered to the Clerk by 12:00 Noon on the business day preceding the Board meeting.

- b. The Clerk of the Board will prepare an agenda of resolutions and share the agenda with the Members of the Board of Supervisors as soon as practicable either by mail or through electronic mail.
- c. All Resolutions presented to the Board of Supervisors shall be in writing with the name of the Supervisors from the Standing Committee presenting and voting in favor of such resolution appearing thereon. If a Resolution is not introduced through the Standing Committee process, the Supervisor, and any co-sponsor as applicable, shall be listed on the Resolution. Resolutions shall include a notation if the Resolution was amended or previously tabled by the Board of Supervisors.
- d. All Resolutions and Reports of Committees shall be numbered consecutively by the Clerk of the Board as presented. Prior to adoption of a Resolution, the Clerk of the Board shall read the name of the Committee or Supervisor(s) introducing the Resolution, the title of the Resolution, and the budget impact statement. Any Member of the Board of Supervisors may request of the Chair of the Board to direct the Clerk to read the WHEREAS and RESOLVED portions of a Resolution(s). Granting of such requests shall be at the discretion of the Chair of the Board.
- e. The Clerk of the Board shall enter the names of Members moving and seconding a Resolution into the minutes.
- f. Discussion on Resolutions and Reports:
 - i. No Member shall be allowed to debate upon any report, resolution, or notice, or amendment or subsidiary motion thereto, or otherwise hold the floor at a Board meeting, for a longer period than five (5) minutes without the consent of the weighted vote of the members present.
 - ii. No Member shall be allowed a second opportunity to speak on an item until all other Members have had an opportunity to speak on that item.
- g. The ayes and noes shall be recorded on all Resolutions and Reports of Committees. On any question, the ayes and noes shall be recorded if requested by any member. Such votes shall be recorded in accordance with Local Law 2-68, as amended, which establishes the weighted vote of each Member.
- h. Any Member may request a separate vote on any Resolution. A request for a separate vote shall not require a second. Separate votes shall be required in instances where a Member needs to recuse themselves or otherwise abstain on an individual resolution.
- i. Any Resolution not delivered to the Clerk by 12:00 Noon on the business day preceding the Board meeting, and not taken up during the Unfinished Business and New Proposals portion of the Board's meeting agenda, shall be moved to the next scheduled Regular Meeting.
- j. Substantive amendments to any Resolution that has been duly moved and seconded shall require a weighted majority vote to pass. Any amendment with a budget impact shall be considered a substantive amendment.

- k. **Minor Informalities:** A minor informality is a matter of form rather than substance based on the content of a proposed Resolution, such as a typographical error that may be corrected promptly. If a minor informality is identified during the discussion on a resolution that has been moved and seconded, the Chair of the Board may direct the Clerk of the Board to correct the minor informality without need for a motion to amend the Resolution. The Chair of the Board, in consultation with the County Attorney, shall determine if an identified error in a proposed Resolution is to be considered a minor informality or a substantive amendment.
- l. **Unfinished Business and New Proposals:**
- i. Any Resolution not so presented by time stated above and not on the published agenda, may be considered during the Unfinished Business and New Proposals portion of the Board's meeting agenda, provided that the item is motioned and duly seconded and approved for addition to the agenda by a majority of the weighted vote of the Board of Supervisors.
 - ii. If the item is not requested to be acted on immediately during the Unfinished Business and New Proposals portion of the meeting agenda may be referred by the Chair of the Board to the appropriate standing committee for review and action at a future meeting. No further Board action is required to refer an item to a standing committee for review.
 - iii. If the item is requested to be acted on immediately during the Unfinished Business and New Proposals portion of the meeting agenda is subject to the following rules:
 1. The item must be moved and duly seconded to be added to the agenda, and a vote of the weighted majority to add the item to the agenda is obtained; and
 2. The item, before being voted upon, shall be reduced to writing with the appropriate WHEREAS, RESOLVED and Budget Impact sections included; and
 3. The Clerk of the Board shall read aloud the WHEREAS, RESOLVED and Budget Impact portions of the new item; and
 4. Once drafted, the item must be moved and duly seconded for adoption and a weighted majority vote being necessary to pass the item.
- m. **Other Business:**
- i. During the Other Business portion of the meeting agenda, there is an opportunity for open discussion where any item can be brought up by Members of the Board of Supervisors for comment; and
 - ii. Questions may be asked of County Staff, comments, remarks, or announcements on any item relevant to Saratoga County can be discussed. The Chair shall decide whether a Supervisor's topic is relevant to Saratoga County; and

- iii. All Members must ask permission of the Chair of the Board to speak during the Other Business portion of the meeting and shall be limited to no more than (5) minutes on any given topic.

- n. Adjournments: Any motion to adjourn, having been duly seconded shall require a roll call vote of the majority of the weighted vote of the Members present voting in the affirmative before the session is adjourned.

Section 5: Committees

I. Standing Committees:

- a. The following Standing Committees shall be appointed by the Chair of the Board:

<u>Committee Name</u>	<u>Number of Members</u>
Buildings and Grounds	7
Economic Development	7
Government Review and Efficiency	5
Health and Human Services	7
Human Resources and Insurance	7
Law and Finance	7
Legislative and Gaming Affairs	5
Public Safety	7
Public Works Committee	7
Real Property Tax	5
Trails and Open Space	5
Veteran’s Affairs	5

II. Appointment and Scheduling of Standing Committees:

- a. The Chair of each Standing Committee shall be selected by the Chair of the Board of Supervisors.

- b. The Vice-Chair of each Standing Committee shall be selected by the Chair of the Committee from the appointed Members of the Committee.

- c. The Chair of the Board of Supervisors shall be an ex-officio member of all Standing Committees.

- d. Committee Chairs will confer with the Clerk of the Board to establish the schedule of Committee meetings for the year as soon as practicable following the Organizational Meeting.

- e. The Law and Finance Committee meeting shall be the last Committee meeting scheduled prior to the Regular Meeting of the Board of Supervisors. Items approved by the Law and Finance Committee shall constitute the agenda of the Board of Supervisors Regular Meetings.

III. Quorum for Standing Committees:

- a. A quorum for Standing Committees shall consist of a simple majority of its members.
- b. All Standing Committee actions shall not be approved unless a majority of its constituted members vote in the affirmative on an action. The determination if an item before a Standing Committee requires a roll call or voice vote shall be in the discretion of the Chair of the Standing Committee.

IV. Standing Committee Definition and Scope:

- a. Buildings and Grounds Committee: To have charge of all County property, its use, maintenance, renovation, space allocation, repairs and replacement, including maintenance operation or development of the Saratoga County Airport; to oversee and approve all lease agreements involving the County of Saratoga; to oversee parking regulations and facilities; and supervise the provision of construction, technical, engineering and legal services necessary or appropriate for the construction of County facilities. To oversee all aspects of County Internet Technology (IT) and Information Systems and to oversee the County's IT infrastructure.
- b. Economic Development Committee: To have supervision over County planning matters and activities as provided under NYS County Law §220 and NYS General Municipal Law Article 12(b); to meet periodically with the County Planning Board for the purpose of correlating its activities and objectives; generally managing and dealing with all matters of transportation, excluding those assigned to the Public Works Committee; to act as liaison with the Capital District Transportation Authority; to handle matters under the Mass Transportation Act; to develop, as the need arises, long range plans affecting any forms of transportation within the County; to work in conjunction with various County publicity and promotion committees in fostering continuous for the County and to formulate a County promotion program; to consult with industrial and business firms regarding matters of mutual interest and concern; to assist local efforts to attract new business and industry to the County in a continuous effort to improve the commercial and industrial climate of the area' to have general supervision over the operations of the County's Office of Employment and Training; to meet periodically with an to maintain liaison with appropriate economic development organizations and to make such recommendations to the Board of Supervisors as it deems in the best interest of the County; to have general cognizance of all matters relating to the preservation and improvement of agriculture and husbandry; and maintain liaison with Boards Directors of the County Extension Association, the County Fair, and the Saratoga County Prosperity Partnership.
- c. Government Review and Efficiency Committee: To promote, chart and improve the scope, efficiency, effectiveness, and economy of County government and to recommend means of improving the coordination of the entire County operation and of its various departments with each other. To annually review and make additions, modifications, and deletions to the Rules of the Board of Supervisors and to the County's Policies and Procedures, and the Saratoga County Code; to review and ensure that the County appointment book contains the most relevant and appropriate statutory committees.
- d. Health and Human Services Committee: To oversee generally all County health programs, including the Physically Handicapped Children's Program (Early Intervention); and to have general supervision over the operations and programs of

Saratoga County Public Health Services and Saratoga County Mental Health and Addictions Services. To have the general supervision over the operations of all agencies and departments now or hereafter involved with social programs, including the Social Services Department, Office of the Aging and Youth Bureau; to maintain liaison with federal and state agencies in connection with such programs; to recommend any changes in personnel or appropriations required for the efficient operation of said County departments; to hear any Member's recommendation to the Board of Supervisors in connection therewith; to explore all federal and/or state social programs applicable to the County, its departments or municipalities; to make recommendations to the Board of Supervisors as to the advisability of County participation and to forward pertinent data thereon to other interested County municipalities.

- e. Human Resources and Insurance Committee: To have general supervision over all county personnel matters; to have charge of safety concerns regarding County personnel and property; to have charge of a County Risk Management Program; to have jurisdiction over all county liability insurance; to supervise County compliance with the Occupational Safety and Health Act; to have jurisdiction over the Saratoga County Workers' Compensation Plan and to advise and assist the Workers' Compensation Administrator in the management of the Workers' Compensation Plan; to oversee and make recommendations regarding the creation, abolishment, and reclassification of job descriptions and regarding the functions, staffing, and salaries of County departments; and to review and evaluate compensation and performance of county employees who are not members of collective bargaining units, including county officials and department heads.
- f. Law and Finance Committee: To have general supervision over all matters where County funds or laws are concerned; to review the tentative annual budget for consideration of the Board; to have general supervision over matters pertaining to the offices the County Auditor, Budget Officer, County Treasurer, County Clerk, and County Attorney; to have general oversight over matters related to the operation of Saratoga County Sewer District No. 1 and matters referred to the Board of Supervisors by the Saratoga County Sewer District Commission; to supervise negotiations with employee organizations; to coordinate Committee programs and to make recommendations relative to office management, equipment, and personnel; to have jurisdiction over all referred matters from ad hoc or special committees created by either the Chair of the Board or the Board of Supervisors; to have initial jurisdiction over all referred matters not specifically within the jurisdiction of another committee, and to confer with the Chair and members of a Committee when a matter overlaps or infringes on the functions of such Committee.
- g. Legislative and Gaming Affairs: To confer with members of other legislative bodies; to urge such bodies to approve or disapprove legislation affecting the County of Saratoga; to attend sessions of other legislative bodies, particularly the State Legislature; to examine all proposed legislation affecting the County or any of its subdivisions; to report to the Board of Supervisors for its approval or disapproval such legislation; to maintain liaison with Boards of Supervisors of other counties. To consider matters related to the horse racing and electronic gaming industries in Saratoga County and to oversee and develop County policies and activities in support of the racing and electronic gaming industries in Saratoga County; and to make such recommendations to the Board of Supervisors as it deems in the best interests of the County.

- h. Public Safety Committee: To have supervision over County matters pertaining to the courts, law enforcement, and emergency services agencies, including the Sheriff's Department, District Attorney, Public Defender, Conflict Defender, Probation Department, Commissioner of Jurors, STOP-DWI, Civil Defense, Office of Emergency Management, the County's emergency radio communications systems, the operation of the County Animal Shelter and the facilities and operations of the Supreme, County, Surrogate, and Family Courts, and the Supreme Court Law Library.
- i. Public Works Committee: To consider all requests and recommendations made by the County Commissioner of Public Works as to order and type of roads to be constructed, programs and projects for road construction, reconstruction or maintenance; snow and ice control; purchase of machinery; acquisition of rights of way for State and County highways; to confer with State officials with reference to location of proposed State highways within the County; to provide requested engineering services to other County Departments; and to supervise the privatization of the County's recycling program.
- j. Real Property Tax Committee: To have general oversight of the County's real property tax enforcement proceedings, including the setting of the dates of the County's real property auctions, reviewing tax delinquent parcels that may be acquired through the tax foreclosure process, approving requested second pulls of parcels from the County's real property auction, approving repurchase offers for tax acquired properties, approving the results of the County's real property auction, approving the pre-auction conveyance of a tax acquired parcel to an authorized municipal or public entity which is not the former owner of such parcel, and, when appropriate, recommending to the Board alternatives to the disposition of tax acquired parcels other than sale at public auction; recommending to the Board the retention of a tax acquired parcel or parcels for municipal purposes; review the reports of the County Auditor in amounts up to \$2,500; recommending to the Board the approval of any requested tax bill corrections, tax refunds, or tax credits over the amount of \$2,500; recommending to the Board the denial of any requested tax bill corrections, tax refunds or tax credits, regardless of amount at issue; recommending to the Board the cancellation of taxes, when appropriate, recommending to the Board the appropriate action to be taken relative to any new tax exemptions or changes in current tax exemptions; and maintaining a Manual of Policies and Procedures of the Committee relative to the various real property tax services provided by the Committee and the County.
- k. Trails and Open Space Committee: To administer the County's trails and open space grant programs; to oversee and work with the Planning Department on the management of the County Forest trails; to oversee the management, development, and improvement of County parks; to have general cognizance of all matters relating to the preservation and improvement of the environment; to maintain liaison with the Environmental Management Council; to have general cognizance of all matters relating to the propagation of fish and game birds, reforestation projects and care of trees, forest fires, bounties, soil conservation; and to meet periodically and maintain liaison with Boards of Directors of the Soil Conservation District, Saratoga PLAN, and other similar organizations.
- l. Veteran's Affairs Committee: To oversee all programs for military Veterans through the County; to confer with members of other legislative bodies on appropriate benefits for military Veterans; to conduct suitable events to honor and memorialize Veterans.

V. Standing Committee Agendas and Resolutions:

- a. The establishment, modification and approval of Standing Committee agendas shall be in the discretion of the Chair of the Committee.
- b. Committee Chairs, in consultation with the County Attorney, and if necessary the respective affected Department Head(s) and County Administrator, shall have agenda items prepared for each monthly Standing Committee meeting no later than four (4) County business days before the scheduled Standing Committee meeting.
- c. The Clerk of the Board will distribute each Committee agenda of proposed items and supporting materials to the Committee members as soon as practicable, but not less than twenty-four (24) hours prior to the Committee meeting by electronic mail or, if requested, by printed copy in the Member's mailbox receptacle.

VI. Standing Committee Participation:

- a. No person, other than a Member of the Board of Supervisors, shall be permitted to address any Standing Committee unless twenty-four (24) hours' prior notice is provided to the Clerk of the Board and the Committee Chair setting forth the identity of the person or organization and the subject matter to be presented to the Committee. Such notice may be in writing, by telephone or electronic communication.
- b. Regardless of the notice provisions set forth in subdivision III(a) above, a person or organization may be permitted to address a meeting of a Standing Committee upon approval of a majority of the members of the Committee in attendance.
- c. Committee Chairs may call upon County Staff as appropriate during discussion of any agenda item before a Standing Committee.

Section 6: Amendments to the Rules of the Board of Supervisors

I. Rule Amendment Procedure and Requirements:

- a. Amendments to the Rules of the Board of Supervisors require an affirmative vote of 2/3 weighted majority of the Board of Supervisors.
- b. Amendments are recommended to be submitted to the Government Review and Efficiency Committee for review and comment prior to adoption.
- c. Rule amendments shall not be acted upon until laid over to the next meeting of the Board of Supervisors.
- d. Any Rule may be suspended for a single meeting upon a vote of the weighted majority of the Board of Supervisors.
- e. Amendments to the rules shall be notated and recorded by the Clerk of the Board and listed on the working document as established.

Chairman Kusnierz announced the appointment of the Law & Finance Committee for 2022:

Jonathan Schopf (Chair)

Phil Barrett

Joe Grasso

John Lant

Jean Raymond

Kevin Tollisen

Matt Veitch

Mr. Kusnierz said that prior to the next Board meeting he will be distributing a list of the remainder of the Committees as established by the Rules of the Board. Ms. Gaston questioned if there would be Committee meetings this month. Mr. Kusnierz said that the Committee meeting schedule will not be interfered with. Appointments will be made prior to the schedule.

On a motion by Mr. Richardson, seconded by Mr. Tollisen the meeting was adjourned by a unanimous vote.

Respectfully submitted,

Therese Connolly
Clerk of the Board