

Law and Finance Committee Minutes
February 9, 2022 – 4:00 p.m.

Present: Chairman Jonathan Schopf; Committee members Phil Barrett, Joe Grasso, John Lant, Jean Raymond, Kevin Tollisen and Matthew Veitch; Supervisor Mark Hammond, C. Eric Butler, Mo Wright, Bill Peck, Scott Ostrander, Eric Connolly and Chairman of the Board Theodore T. Kusnierz, Jr.; Steve Bulger, Ridge Harris, Matt Rose, Audra Hedden, Christine Rush, County Administrator; Michael Hartnett, Michelle Granger, Jenny Marcotte, County Attorney; Rick Castle, Sheriff; Chad Cooke, Public Works; Andrew Jarosh, Treasurer; Adam Kinowski, Human Resources; Anna Stanko, Real Property; Dan Kuhles, Public Health; Dan Rourke, Sewer District; Jason Kemper, Planning; Craig Hayner, County Clerk; Eileen Bennett, Information Technology; Steve Bayle, Probation; Ed Tremblay, Emergency Services; Jenniffer McCloskey, Employment and Training; Barbara Thomas; Mary Lou Clausen; Press.

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

On a motion made by Mr. Tollisen, seconded by Mr. Lant, the minutes of the January 12, 2022 meeting were approved unanimously.

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

REAL PROPERTY TAX

- Cancelling Delinquent Taxes in the Towns of Clifton Park, Saratoga, Moreau, Corinth, and Greenfield.

BUDGET IMPACT: No Budget Impact.

Mr. Bulger said these delinquent tax liens on the referenced parcels will be cancelled pursuant to Real Property Tax Law 1138 with there being no practical method for enforcement. The total amount of taxes being cancelled is \$6,324.

- Correcting a 2022 a Tax Bill in the Town of Waterford.

BUDGET IMPACT: No Budget Impact.

Mr. Bulger said \$2,787.82 in School taxes for this parcel were re-levied in error.

- Authorizing Agreements with the New York Environmental Protection and Spill Compensation Fund and the Town of Ballston Regarding a Certain Tax Delinquent Parcel in the Town of Ballston.

BUDGET IMPACT: No Budget Impact.

Mr. Bulger said this resolution will authorize two agreements related to the cleanup of the Magnum Site in the Town of Ballston which was a former gas station. The first agreement is with the NYS Spill Fund and will provide a release of liability to the County for the cleanup of the site in exchange for \$7,000 once the County completes the tax foreclosure on the property

and takes title. The second agreement is with the Town of Ballston where following the tax foreclosure, the County will convey the property to the Town of Ballston for \$7,000.

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

BUILDINGS & GROUNDS

- Amending the 2022 Budget to Reappropriate Unspent Funds Related to the Audio/Visual Project in the Board and Committee rooms.

BUDGET IMPACT: The unspent funds from the 2021 budget will be reappropriated to the 2022 budget.

Mr. Bulger said the audio and visual upgrades for both the Board of Supervisors Board Room and the Committee Room were scheduled to be completed in 2021, however, due to equipment shipment delays, this project is now anticipated to be completed in 2022.

- Amending Resolution 151-2021 to Authorize the Buildings & Grounds Committee to Approve Change Orders to the Agreement with Presentation Concepts Corporation.

BUDGET IMPACT: No Budget Impact.

Mr. Bulger said Resolution 151-2021 previously authorized the Technology and Resiliency Committee to approve change orders related to the boardroom audio and visual upgrade project. With the Technology & Resiliency Committee merging into the Buildings & Grounds Committee, this resolution will move this change order approval authority to the Building & Grounds Committee.

- Authorizing an Agreement with Consolidated Waste Services, LLC dba Twin Bridges Waste & Recycling for Refuse Pickup Services.

BUDGET IMPACT: No Budget Impact. Funds for this agreement are included in the 2022 budget.

Mr. Bulger said this project for waste services pick-up was put out to bid in November 2021 and Twin Bridges was the lowest bidder. This agreement will start on March 1st, 2022, and expire November 30th, 2022, with three 1-year renewal options at a cost of \$24,530.04.

- Authorizing an Amendment to the Agreement with H2M Architects and Engineers for Construction Inspection Services Associated with the Pedesphere Rehabilitation Project.

BUDGET IMPACT: No Budget Impact. Funds for this agreement are included in the 2022 budget.

Mr. Bulger said the original contract with H2M was authorized as part of the County's capital plan in 2019. The original contract totaled \$70,500 for rehabilitation of the County's Pedesphere elevated water tank. H2M issued a change order request for \$32,626.63 in late 2021 for additional services completed as part of this project.

- Authorizing an Agreement with Complete Building Solutions, Inc for Cleaning Services at the Clifton Park and Wilton DMV Offices.

BUDGET IMPACT: No Budget Impact. Funds for this agreement are included in the 2022 budget.

Mr. Bulger said the current contract with Complete Building Solutions, Inc. expires on March 31, 2022. This is a one-year renewal for \$22,080 from April 1, 2022 through March 31, 2023 along with two, one year renewal options.

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

PUBLIC SAFETY

- Authorizing an Amended Agreement with Forensic Medical Services, P.C. for Forensic Autopsy and Related services.

BUDGET IMPACT: No Budget Impact. Funds for this agreement are included in the 2022 budget.

Mr. Bulger said Forensic Medical Services P.C. has submitted their updated fee schedule for 2022 and the agreement will be amended to reflect these changes in price.

- Amending the 2022 County Budget to Reappropriate \$73,072.66 in Expenses and Revenues under Emergency Services.

BUDGET IMPACT: No Budget Impact. 100% State Aid.

Mr. Bulger said this grant funding from the NYS Homeland Security Program was originally accepted in 2017 and 2018 for security and emergency services enhancements. Currently, there is \$73,072.66 left over in this funding. This amount will be reappropriated to the 2022 County budget and authorize the remaining related expenses.

- Authorizing a Three-year Lease Agreement with Bancorp for the Lease of 3 Vehicles for the Sheriff's Department.

BUDGET IMPACT: No Budget Impact. Funds for this agreement are included in the 2022 budget.

Mr. Bulger said bids went out in October of 2021, with John Basil Chevrolet of Depew, NY being the awarded the bid.

- Authorizing a Renewal Agreement with Black Creek Integrated Systems Corporation for the Licensing and Support of the Black Creek Sally-Port Jail Management System at the Saratoga County Correctional Facility.

BUDGET IMPACT: No Budget Impact. Funds for this agreement are included in the 2022 budget.

Mr. Bulger said this is an annual housekeeping item for the Sheriff's Department and this renewal agreement will be in an amount not to exceed \$45,842.

- Authorizing a 2022 Contract for Police Services with the Town of Halfmoon.

BUDGET IMPACT: No Budget Impact.

Mr. Bulger said this is an annual housekeeping item for the Sheriff's Dept. The new rate for 2022 reflects a 2% increase compared to 2021 and will be in the amount of \$230,863.29. This rate increase complies with the current agreement with the PBA.

- Authorizing a 2022 Contract for Police Services with the Town of Clifton Park.
BUDGET IMPACT: No Budget Impact.

Mr. Bulger said this is an annual housekeeping item for the Sheriff's Dept. The new rate for 2022 reflects a 2% increase compared to 2021 and will be in the amount of \$596,210.36. This rate increase also complies with the current agreement with the PBA.

- Authorizing an Agreement with the Prevention Council of Saratoga County for a Certified Peer Recovery Advocate to be Assigned to the Saratoga County Correctional Facility.
BUDGET IMPACT: No Budget Impact. Funds for this agreement are included in the 2022 budget.

Mr. Bulger said this agreement is for a one-year term at a cost not to exceed \$38,000 and allows the Advocate to work directly with the inmate population with the focus on assisting inmates with recovery from addiction. Mr. Veitch commended the Sheriff for his work on this item.

- Authorizing the Acceptance of an Indigent Legal Services Grant (Distribution #12) from the NYS Office of Indigent Legal Services.
BUDGET IMPACT: No Budget Impact. 100% State Aid.

Mr. Bulger said these grant funds total \$211,602 and will continue to pay for the services provided by the 18B program for appellate representation of criminal appeals and will also cover 40% of the salary for a full time Social Worker in the Public Defender's office.

- Authorizing the Acceptance of a State Aid Grant for Reimbursement of Expenses Related to the Ignition Interlock Device Program from the NYS Division of Criminal Justice Services.
BUDGET IMPACT: No Budget Impact. 100% State Aid.

Mr. Bulger said this grant provides \$22,088 to reimburse the Probation Department for supervising and monitoring individuals who are court ordered to install an Ignition Interlock Device. The performance period for this grant is October 1st, 2021, until September 30th, 2022.

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

PUBLIC WORKS

- Authorizing an Intermunicipal Agreement with Warren County for the Costs Associated with Guiderail Replacement on the Corinth Bridge (CR9).
BUDGET IMPACT: No Budget Impact. The County share of \$123,503 is included in the 2022 budget.

Mr. Bulger said the total cost for this project is \$247,006 and was included in DPW's targeted capital projects for the 2022 budget. Saratoga County DPW will administer the project and seek Warren County's 50% share (\$123,503) through the requested intermunicipal agreement.

- Authorizing a Consultant Agreement with Creighton Manning Engineering LLP.
BUDGET IMPACT: No Budget Impact. Funds for this agreement are included in the 2022 budget.

Mr. Bulger said this agreement is for construction administration services required for the repair of a yellow flag issued by New York State Dept of Transportation for the County Route 7 bridge over Daly Creek, in the Town of Day in the amount of \$20,000.

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

HEALTH & HUMAN SERVICES

- Amending resolution 296-2021, Authorizing an Amendment to the Agreement with Rise Housing and Support Services Inc to Supplement the Salary and Benefits of an Intake/Crisis Response Specialist (ICRS).
BUDGET IMPACT: No Budget Impact. 100% State Aid.

Mr. Bulger said this Intake/Crisis Response Specialist is employed by Rise to work for the Saratoga County Mental Health Center. This \$11,343 proposed amendment will rectify the existing salary imbalance and serve as an incentive to retain qualified staff.

- Amending resolution 296-2021, to Accept Additional Grant Funds from the NYS Office of Addiction Services and Supports and Amending the 2022 County Budget in Relation thereto.
BUDGET IMPACT: No Budget Impact. 100% State Aid.

Mr. Bulger said the NYS Office of Addiction Services and Supports (OASAS) issued authorization for one time funding in the amount of \$500 for Rise Housing and Support Services Inc. for the purchase of locked boxes for patient medications at the Hedgerow House residential services program.

- Amending the 2022 County Budget to Reappropriate \$1,200 in Expenses and Revenues under Mental Health Addiction Services.
BUDGET IMPACT: No Budget Impact. 100% Local Aid.

Mr. Bulger said this donation was originally accepted in the 2021 County budget and due to unforeseen cancellations, the funds were not spent in 2021.

- Authorizing the Acceptance of Workforce Development Grants from the NYS Office of Mental Health and the NYS Office of Addiction Services and Supports and Amending the 2022 County Budget in Relation thereto.
BUDGET IMPACT: No Budget Impact. 100% State Aid.

Mr. Bulger said NYS notified the County that it is eligible to receive funding initiatives totaling \$85,001 for licensed Outpatient Treatment Programs through the Federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021.

- Accepting a Federal Substance Abuse Prevention and Treatment Block Grant for Mental Health and Addiction Services and Amending the 2022 County Budget in Relation thereto.

BUDGET IMPACT: No Budget Impact. 100% Federal Aid.

Mr. Bulger said Federal funding in the amount of \$25,991 is available through the SAPT Block Grant program to assist with fiscal and program stabilization through the ongoing COVID-19 pandemic. This funding will be used for the allowable purchases of equipment and operating costs to support the delivery of treatment services.

- Amending the 2022 County budget to Reappropriate \$142,123 in Expenses and Revenues under the Department of Social Services.

BUDGET IMPACT: No Budget Impact. 100% State Aid.

Mr. Bulger said Saratoga County currently has an agreement with Shelters of Saratoga Inc for the Emergency Rental Assistance Program for outreach, education, and application assistance for a total cost of \$300,000. At the end of 2021, \$142,123 remained for this agreement. This reappropriated amount will allow for the continuation of these necessary services to County residents.

- Authorizing the Acceptance of an Adult Protective Services Grant from the NYS Office of Children and Family Services and Amending the 2022 County Budget in Relation thereto.

BUDGET IMPACT: No Budget Impact. 100% State Aid.

Mr. Bulger said this funding in the amount of \$47,846 is administered by the Administration for Community Living and will be used to enhance, improve, and expand the ability of Adult Protective Services (APS).

- Authorizing Agreements with Local Ambulance Service Providers for the Provision of Ambulance Services Related to COVID-19 Mitigation and Response.

BUDGET IMPACT: No Budget Impact. Funds for these agreements are included in the 2022 budget.

Mr. Bulger said the current agreements for these 11 EMS agencies expired at the end of 2021. This program established a state-wide model for working with EMS agencies to assist with homebound vaccination efforts.

- Authorizing the Amendment and Extension of an Agreement with Blue Raster, LLC for technical training and support of the ESRI ARC GIS Enterprise System software. (Daniel Kuhles, Commissioner of Health)

BUDGET IMPACT: No Budget Impact.

Mr. Bulger said Blue Raster LLC provides technical and training support related to the maintenance and operation of the County's Covid-19 dashboard. This amended agreement will extend the timeline for provided services until December 31, 2022.

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

HUMAN RESOURCES & INSURANCE

- Authorizing a Renewal Agreement with 4MyBenefits, Inc. for the Continued Maintenance of an Employee Benefits Web Portal.
BUDGET IMPACT: No Budget Impact. Funds for this agreement are included in the 2022 budget.

Mr. Bulger said this amended agreement which will be effective January 1, 2022, includes a not to exceed amount of \$70,000. This agreement will be subject to an automatic renewal for an additional year.

- Authorizing an Agreement with Saratoga Hospital, Inc. Corporate Health Services for the Provision of Physical Examinations and Laboratory Testing Services.
BUDGET IMPACT: No Budget Impact. Funds for this agreement are included in the 2022 budget.

Mr. Bulger said the former agreement with Saratoga Hospital for these services expired at the end of 2021. The new agreement will be in an amount not to exceed \$30,000. Saratoga Hospital will provide these services in accordance with the county's Substance Abuse Policy and Federal CDL regulations. The updated fee schedule was included in the backup materials.

- Amending the 2022 Compensation Schedule to Create Positions under Public Health Services.
BUDGET IMPACT: No Budget Impact. Funding the expansion of the Public Health Department was incorporated into the 2022 budget and included anticipated costs for these new positions.

Mr. Bulger said this amendment will add the positions of Sanitarian, Senior Sanitarian, Principal Sanitarian, Chief Sanitarian, Public Health Engineer, and Health Program Administrator to the County's Compensation Plan as part of the Public Health Department's transition to a full-service Public Health Department which will include providing environmental health services. Mr. Barrett said these positions are part of the continuous effort to prepare for the build out of the Environmental Health section of Public Health and they are moving as aggressively as possible while maintaining close contact with NYS through the transition.

- Amending the 2022 Compensation Schedule to provide a stipend for Senior Planner under the Planning Department.
BUDGET IMPACT: No Budget Impact. Funds for this stipend are included in the 2022 Planning Department budget.

Mr. Bulger said the Senior Planner position within the Planning Department provides most of the administrative support to the Saratoga County IDA. The \$5,000 stipend for this position was discussed and approved during the 2022 budget process.

- Amending the 2022 Compensation Schedule to Create a Position under Sheriff's Department.

BUDGET IMPACT: No Budget Impact. Funds for this position are included in the 2022 budget.

Mr. Bulger said this will decouple and address the Corrections Administrator position which was adopted in the 2022 County Compensation Schedule. The Corrections Administrator will align with a salary increase to mirror grade 18.

- Amending the Saratoga County Policies and Procedures Manual to Revise the Use and Maintenance of County Owned Vehicles and Operation of Personal Vehicles for County Business Policy.

BUDGET IMPACT: No Budget Impact.

Mr. Bulger said due to a national shortage of CDL drivers, NYS recently passed a law allowing drivers 18 years or older to pursue CDL-A licenses. This resolution will provide consistency with state regulations and aim to increase the participation in employees seeking Commercial Drivers licenses within the Public Works Dept. and Sewer District.

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

ECONOMIC DEVELOPMENT

- Authorizing Issuance of Third and Fourth Quarter 2021 Payments to Saratoga Economic Development Corporation for Marketing and Promotion Services.

BUDGET IMPACT: No Budget Impact.

Mr. Bulger said the total of these two quarterly amounts totals \$69,189.01. The funds for this request will be used from the 2021 budget.

- Authorizing an Agreement with Hudson Valley Community College for the Expansion of the HVCC North Campus in the Town of Malta and Amending the 2022 County Budget in Relation thereto.

BUDGET IMPACT: Funding for this agreement will require an appropriation from the unappropriated fund balance in the amount of \$1,500,000.

Mr. Bulger said HVCC has received numerous funding sources for the construction of a new Science, Technology and Healthcare Training and Education Building at the HVCC North Tec-Smart location in Malta. This funding will satisfy the requested Saratoga County share for construction of this facility and will be subject to a Memorandum of Agreement to work out the details.

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

TRAILS & OPEN SPACE

- Approving Amendments to the Boundaries of Saratoga County Consolidated Agricultural Districts #1 & #2 and Authorizing the Issuance of a Negative Declaration under SEQRA.

BUDGET IMPACT: No Budget Impact.

Mr. Bulger said the public hearing related to this item is scheduled to occur later today. If no public comment is received during that time, this resolution will approve the petitions to add a parcel in the Town of Wilton and Town of Stillwater to Agricultural District #1; and a parcel in Clifton Park to Agricultural District #2.

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

LAW & FINANCE

- Adopting a Local Law Identified as Introductory No. 1 of 2022 Print No. 1 entitled “A Local Law to Amend Local Law No. 2 of 1968 to Increase the Population Threshold for an Additional County Supervisor.

BUDGET IMPACT: No Budget Impact.

Mr. Bulger said the public hearing related to this item is also scheduled to occur later today following the committee meeting. Local Law 2 of 1968 provides for a weighted voting system and number of Supervisors on the Board based on census numbers for Town and City population. 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.

- Amending the 2021 County Budget to increase Revenue and Appropriations by \$12,000,000 to cover additional revenue distribution costs in accordance with the sales tax formula.

BUDGET IMPACT: The additional sales tax distribution costs will be covered by recognizing \$12,000,000 in unbudgeted sales tax revenue.

Mr. Bulger said this \$12 million distribution to the 19 towns and City of Mechanicville represents 50% of the expected \$24 million in sales tax revenue above the budgeted 2021 amount.

- Authorizing Acceptance of a Grant from the William G. Pomeroy Foundation and Amending the 2022 County Budget in Relation thereto.

BUDGET IMPACT: No Budget Impact. 100% Local Aid.

Mr. Bulger said this \$1,140 grant will be used to erect a Legends and Lore marker at the intersection of Mill Road and Middle Grove Road in the Town of Greenfield. This marker will identify the former area of Splinterville (named after the splint factory that produced splints for fan and basket making) and commemorate Native American basket maker Sam Hill, who sold his baskets to tourists in Saratoga Springs in the early 1800s.

- Requesting Home Rule Legislation to Amend Section 131 of the Family Court Act to Provide for an Additional Family Court Judge in Saratoga County.

BUDGET IMPACT: No Budget Impact.

Mr. Bulger said Saratoga County has been utilizing two family court judges since 1984. In 2021, these judges presided over 16,685 appearances in Family Court. This Resolution will request the enactment of State legislation to add a third judge for Saratoga County Family Court.

- Amending Resolution 278-2021 Authorizing a Lease Amendment and Extension Agreement with Wilton Mall, LLC for a Satellite Office for the Department of Motor Vehicles.

BUDGET IMPACT: No Budget Impact.

Mr. Bulger said this resolution will be needed to reflect corrected amounts for the fixed costs in the 2022-2024 lease extension for electricity rates from \$4.32 per square foot to \$4.49 per square foot and water rates from \$35.00 per month to \$37.13 per month. All other terms will remain the same.

Mr. Bulger said the next four items were approved at the Sewer Commission meeting held on February 8, 2022.

- Authorizing a Bond Resolution for the Saratoga County Sewer District's Interceptor Relining Project at a Cost not to exceed \$29,800,000.

BUDGET IMPACT: No Budget Impact.

Mr. Bulger said this project is part of the Sewer District's capital plan and will be funded by the Sewer Districts rate schedule. The Board of Supervisors approved the project resolution for this work in 2020. The Sewer District owns and maintains a 19-mile interceptor sewer that runs from Saratoga Springs to the WWTP in Halfmoon and is approaching the end of its useful life.

- Amending the 2022 Budget to Reappropriate Unspent Funds Relating to Capital and other 2021 Saratoga County Sewer District No. 1 Projects.

BUDGET IMPACT: The unspent funds from the 2021 budget will be reappropriated to the 2022 budget.

Mr. Bulger said this is an annual housekeeping item for the Sewer District. Total amount of reappropriated funds is \$11,700,574.24.

- Authorizing an amendment to an agreement with Chazen Engineering DPC for pipe rehabilitation work in the Town of Stillwater.

BUDGET IMPACT: No Budget Impact. Funds for this agreement are included in the 2022 Sewer District budget.

Mr. Bulger said this amended agreement will add construction inspection services in the amount of \$33,763 for the Riverside #1 pump station upgrades.

- Authorizing a commitment of \$2M in ARPA funds for the extension of the Saratoga County Sewer Line into the Towns of Moreau and Wilton.

BUDGET IMPACT: These funds have been included in the recommended ARPA Infrastructure expenditures list for the County's Long Range Capital Planning Committee and will be taken from the \$22M County ARPA Fund payment scheduled in June 2022.

Mr. Bulger said this project was unanimously endorsed by the Sewer District Commission at their February 8th meeting and would extend existing Sewer District infrastructure in the Town of Wilton near RTE. 9 and Ballard Road north and carries a total approximate cost of \$9.3

million. This is important to the Sewer District to expand their service area and spread infrastructure costs over a larger number of customers in the two towns.

On a motion made by Mr. Tollisen, seconded by Mr. Veitch, the Board Meeting Agenda for February 15, 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