



# Law & Finance Committee

March 9, 2022 4PM

Chair: Jonathan Schopf

Members:

Phil Barrett- VC  
Joe Grasso  
John Lant  
Jean Raymond  
Kevin Tollisen  
Matt Veitch

Welcome and Attendance

Approval of the minutes from February 9, 2022

## **BUILDINGS & GROUNDS**

- Authorizing an agreement with Complete Building Solutions, Inc. for cleaning services at the County's leased Mental Health and Addiction Services Building.  
(Chad Cooke, Commissioner of Public Works)  
**BUDGET IMPACT:** No Budget Impact. Funds for this agreement are included in the 2022 Department of Public Works budget.
- Authorizing an agreement with Tri-County Refrigeration for repairs of the cooling tower on Building No. 4.  
(Chad Cooke, Commissioner of Public Works)  
**BUDGET IMPACT:** No Budget Impact. Funds for this agreement are available in the 2022 Department of Public Works budget.
- Authorizing acceptance of an Aviation Capital Grant from the NYS Department of Transportation and amending the 2022 County Budget in relation thereto.  
(Chad Cooke, Commissioner of Public Works)  
**BUDGET IMPACT:** The 10% Local Share of this grant will require an appropriation of \$65,050 from Fund Balance.
- Amending the 2022 County budget to reappropriate unspent funds relating to Department of Public Works Capital Projects.  
(Chad Cooke, Commissioner of Public Works)  
**BUDGET IMPACT:** The unused funds from the 2021 budget for these projects will be reappropriated to the 2022 budget.
- Authorizing an agreement with UTC Associates, Inc. for cyber-security assessment and risk-management services.  
(Eileen Bennett, Director of Information Technology)  
**BUDGET IMPACT:** No Budget Impact. Costs associated with this agreement are included in the 2022 Information Technology Department budget.

- Amending Resolution 72-2018, as amended by Resolution 37-2020, and authorizing an amended agreement with M.M. Hayes Co. Inc. for annual maintenance of the County's employee time and attendance reporting system hardware and software.  
(Eileen Bennett, Director of Information Technology)  
**BUDGET IMPACT:** No Budget Impact. Funds for the amended agreement are included in the 2022 Information Technology Department budget.

## **PUBLIC SAFETY**

- Amending the 2022 County Budget to reappropriate unspent New York State Homeland Security Grant funds under the Sheriff's Office.  
(Michael Zurlo, County Sheriff)  
**BUDGET IMPACT:** The unused funds from the 2021 budget for this project will be reappropriated to the 2022 budget.
- Authorizing the acceptance of a State Law Enforcement Terrorism Prevention Program grant from the New York State Division of Homeland Security and Emergency Services.  
(Michael Zurlo, County Sheriff)  
**BUDGET IMPACT:** None. 100% State Aid
- Amending Resolution 146-2015 and authorizing an amended agreement with Jaqueline Bashkoff, Ph.D. for the provision of expert psychological services to assist the Public Defender's Office.  
(Andrew Blumenberg, Public Defender)  
**BUDGET IMPACT:** None. Funds for the amended agreement are included in the 2022 Public Defender's Office budget.
- Authorizing the Alternatives to Incarceration (ATI) Performance Based Service Plan and authorizing the acceptance of a NYS Division of Criminal Justice Services grant.  
(Steven Bayle, Probation Director)  
**BUDGET IMPACT:** No Budget Impact. 100% State Aid.
- Amending the 2022 County Budget to reappropriate unspent funds for the Animal Shelter relating to the canine pavilion project.  
(Penny Heritage, Animal Shelter Director)  
**BUDGET IMPACT:** The unused funds from the 2021 budget for this project will be reappropriated to the 2022 budget. Any unused funds at the completion of the project will be returned to the Animal Shelter Trust account.
- Authorizing the acceptance of a Counsel at First Appearance grant from the New York State Office of Indigent Legal Services and amending the 2022 County budget in relation thereto.  
(Dawn Phillips, 18-B Administrator)  
**BUDGET IMPACT:** No Budget Impact. 100% State Aid.

## **PUBLIC WORKS**

- Authorizing the implementation, and funding of 100% of the costs of a transportation project, of which qualified costs may be reimbursed from Bridge NY funds and amending the 2022 County budget in relation thereto. (Scotch Bush Road, Town of Ballston)  
(Chad Cooke, Commissioner of Public Works)  
**BUDGET IMPACT:** No Budget Impact. 100% Federal Aid.
- Authorizing an engineering consultant agreement with M.J. Engineering & Land Surveying.  
(Chad Cooke, Commissioner of Public Works)  
**BUDGET IMPACT:** No Budget Impact. Funds for this agreement were appropriated in the previous project approval resolution.
- Authorizing the implementation and funding of 100% of the costs of a transportation project, of which qualified costs may be reimbursed from Bridge NY funds and amending the 2022 County budget in relation thereto. (Spier Falls Rd., Town of Corinth)  
(Chad Cooke, Commissioner of Public Works)  
**BUDGET IMPACT:** No Budget Impact. 100% Federal Aid.
- Authorizing a consultant agreement with CPL Architects, Engineers, Landscape Architect and Surveyors, D.P.C.  
(Chad Cooke, Commissioner of Public Works)  
**BUDGET IMPACT:** No Budget Impact. Funds for this agreement were appropriated in the previous project approval resolution.
- Amending the 2022 County budget to reappropriate unspent funds relating to Public Works capital projects.  
(Chad Cooke, Commissioner of Public Works)  
**BUDGET IMPACT:** The unused funds from the 2021 budget for these projects will be reappropriated to the 2022 budget.

## **HEALTH & HUMAN SERVICES**

- Authorizing the renewal of contracts for the Expanded In-Home Services for the Elderly Program.  
(Sandi Cross, Director of the Office for the Aging)  
**BUDGET IMPACT:** No Budget Impact. Funding for these agreements is included in the 2022 Office for the Aging budget.

## **HUMAN RESOURCES & INSURANCE**

- Authorizing an agreement with Bishop House Consulting.  
(Scot Chamberlain, Director of Human Resources)  
**BUDGET IMPACT:** No Budget Impact. Funds for this agreement are included in the 2022 Human Resources Department budget.
- Amending the 2022 Compensation Schedule to create positions under Sheriff's Department and abolish positions under the Department of Social Services.  
(Scot Chamberlain, Director of Human Resources)  
**BUDGET IMPACT:** No Budget Impact. Funding for these positions is available in the 2022 Sheriff's Office budget.
- Amending the 2022 Compensation Schedule under the Management Matrix.  
(Scot Chamberlain, Director of Human Resources)  
**BUDGET IMPACT:** No Budget Impact.
- Amending the 2022 Compensation Schedule under Human Resources.  
(Scot Chamberlain, Director of Human Resources)  
**BUDGET IMPACT:** No Budget Impact.

## **ECONOMIC DEVELOPMENT**

- Authorizing the acceptance of a 2020 – 2022 Employment Recovery National Dislocated Worker Grant from the NYS Department of Labor and amending the 2022 County budget in relation thereto.  
(Jenniffer McCloskey, WIA Program Director)  
**BUDGET IMPACT:** No Budget Impact. 100% State Aid.
- Authorizing an agreement with Cornell Cooperative Extension for the management of the Saratoga County MS4 Stormwater program.  
(Jason Kemper, Director of Planning)  
**BUDGET IMPACT:** No Budget Impact. Funds for this agreement are included in the 2022 Planning Department budget.

## **LAW & FINANCE**

- Authorizing the acceptance and disbursement of NYS Septic System Replacement Program Grant funds and amending the 2022 County Budget in relation thereto.  
(Steve Bulger, County Administrator)  
**BUDGET IMPACT:** No Budget Impact. 100% State Aid.



- Adopting a revised Weighted Vote for the Board of Supervisors.  
(Steve Bulger, County Administrator)  
**BUDGET IMPACT:** No Budget Impact.
- Approving the restructuring of certain Departments and amending the 2022 Compensation Schedule under Office for the Aging and Planning Department.  
(Steve Bulger, County Administrator)  
**BUDGET IMPACT:** No Budget Impact.
- Amending Resolution 322-2021 to authorize necessary subcontracts for mandated services for the Department of Social Services to implement the 2018 – 2023 Child and Family Services Plan.  
(Michael Hartnett, County Attorney)  
**BUDGET IMPACT:** No Budget Impact. Funds for anticipated local share costs of any agreements are included in the 2022 Department of Social Services budget.
- Approving an agreement with Envision Strategy LLC for grant acquisition services.  
(Steve Bulger, County Administrator)  
**BUDGET IMPACT:** No Budget Impact. Funds for this agreement are included in the 2022 County Administrator budget.
- Authorizing an intermunicipal agreement with the Town of Moreau for the extension of sewer infrastructure.  
(Dan Rourke, Executive Director of Sewer District)  
**BUDGET IMPACT:** No Budget Impact.
- Amending Resolution 139-2019, as amended by Resolution 244-2020 and Resolution 99-2022, to authorize an amended agreement with LaBella Associates, D.P.C.  
(Dan Rourke, Executive Director of Sewer District)  
**BUDGET IMPACT:** No Budget Impact.
- Proclaiming April 2022 as “Donate Life Month” in Saratoga County.  
(Craig Hayner, County Clerk)  
**BUDGET IMPACT:** No Budget Impact.

### **CHAIRMAN’S ITEM**

- Appointments to the Traffic Safety Advisory Board.  
**BUDGET IMPACT:** No Budget Impact.

## **EXECUTIVE SESSION**

- Discussions regarding proposed, pending or current litigation.  
(Michael Hartnett, County Attorney)

## **OTHER BUSINESS**

- Setting agenda for Board Meeting Scheduled For March 16, 2022

## **ADJOURN**

The public will have an opportunity to hear the meeting live via an audio signal using this call-in number and access code: Dial: 1-978-990-5145 Access Code: 1840389



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

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

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

**FROM:** County Administration

**DATE:** February 15th, 2022

**RE:** NYS Septic System Replacement Program - Town of Clifton Park

**COMMITTEE:** Law & Finance

1. Is a Resolution Required:  YES or  NO  
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed:  YES or  NO  
(If yes, budget lines and impact must be provided)

Increase Appropriations: A.90.000-8762 Septic System Replacement Program - \$6,400  
Increase Revenues: A.90-3904 Septic System Replacement Program - \$6,400

3. Are there Amendments to the Compensation Schedule:  YES or  NO  
(If yes, provide details)

4. Specific details on what the resolution will authorize:  
Authorizing the acceptance and reimbursement of a NYS Septic System Replacement Program Grant Funds, and amending the 2022 County Budget in relation thereto

5. Does this item require hiring a Vendors/Contractors:  YES or  NO

- Were bids/proposals solicited:
- Is the vendor/contractor a sole source:
- Commencement date of contract term:
- Termination of contract date:
- Contract renewal and term:
- Contact information:
- Is the vendor/contractor an LLS, PLLC or partnership:
- State of vendor/contractor organization:
- Is this a renewal agreement:  YES or  NO
- Vendor/Contractor comment/remarks:



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution:  YES or  NO  
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution
  - b. Are the terms changing:
  - c. What is the reason for the change in terms:  
A handful of these projects come in throughout the year. Each project differs in amount and location/resident.
7. Is a new position being created:  YES or  NO
- a. Effective date
  - b. Salary and grade
8. Is a new employee being hired:  YES or  NO
- a. Effective date of employment
  - b. Salary and grade
  - c. Appointed position:
  - d. Term:
9. Is a grant being accepted:  YES or  NO
- a. Source of grant funding:
  - b. Amount of grant:
  - c. Purpose grant will be used for:
  - d. Equipment and/or services being purchased with the grant:
  - e. Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):  
A resident in the Town of Clifton Park (635 Kinns Rd.) has completed their NYS Septic System Replacement Program project and are now eligible for reimbursement.  
See attached supporting documentation

**COUNTY OF SARATOGA**  
 COUNTY MUNICIPAL CENTER  
 BALLSTON SPA NY 12020

**VOUCHER**

DEPT. County Administration

Claimant's Name and Address	Robert Sundell 635 Kinns Rd. Clifton Park, NY 12065
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PURCHASE ORDER NO.

VOUCHER NO.

DO NOT WRITE IN THIS BOX		
DATE VOUCHER RECEIVED		
FUND APPROPRIATION	AMOUNT	PO Number
A.90.000-8762	\$6,400	
OPEN \$		
CK	JE	
	TOTAL	
Abstract No.		
Vendor's Ref. No.		DP

DATE	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT
2/8/22		NYS Septic System Replacement Program Reimbursement Request 635 Kinns Rd. Clifton Park, NY 12065		\$6,400
			<b>TOTAL</b>	<b>\$6,400</b>

CLAIMANT'S CERTIFICATION

I, Robert Sundell, certify that the above account in the amount of \$ 6,400 is true  
*Claimant must print name above*

and correct, that the items, services and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and that amount claimed is actually due.

Date	SIGNATURE	TITLE
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**DEPARTMENT APPROVAL**  
 The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

\_\_\_\_\_  
 DATE AUTHORIZED COUNTY OFFICIAL

**APPROVAL FOR PAYMENT**  
 This claim is approved and ordered paid from the appropriations indicated above.





# SARATOGA COUNTY SOIL & WATER CONSERVATION DISTRICT

50 West High Street, Ballston Spa, New York 12020

(518)885-6900 Fax (518)885-3116

[clerksaratogaswcd@gmail.com](mailto:clerksaratogaswcd@gmail.com)

## Request For Disbursement

I, the undersigned and Authorized Person of the County of Saratoga,  
hereby certify and agree as follows:

1. The Environmental Facilities Corporation is hereby requested to make a disbursement to the County from the Septic System Replacement Fund, in the amount of \$ 6,400.00 for septic system project costs submitted to the County for reimbursement under the Septic System Replacement Program, as set forth in the attached Disbursement Worksheet.

2. The amount requested to be transferred to the County pursuant to this request is accurate and reflects the total amount of reimbursement requests from property owners during the time period of 11/1/21 [month, day, year] to 2/8/22 [month, day, year].

3. The County has determined that the reimbursement requests that form the basis for this Request for Disbursement constitute eligible costs under the Clean Water Infrastructure Act of 2017, any Program guidance, rules or policy, and the County's participation agreement with the Environmental Facilities Corporation for the Septic System Replacement Program.

4. The amount requested hereunder is for eligible costs that have not been included in any previous Request for Disbursement.

Date: 2/8/22 County of Saratoga

By:  Name: Dustin Lewis

Title: District Manager



# SARATOGA COUNTY SOIL & WATER CONSERVATION DISTRICT

50 West High Street, Ballston Spa, New York 12020  
 (518)885-6900 Fax (518)885-3116  
[clerksaratogaswcd@gmail.com](mailto:clerksaratogaswcd@gmail.com)

## DISBURSEMENT SUMMARY WORKSHEET

Name of property	Address of septic	Date of	Total cost of	Grant disbursement
Robert Sundell	635 Kinns Rd Clifton Park, NY 12065	12/7/2021	\$ 12,800 <sup>00</sup>	\$ 6,400 <sup>00</sup>
Total Disbursement requested by County				\$ 6,400 <sup>00</sup>

### County Wire Transfer Account Information

Name of Bank: \_\_\_\_\_

Bank Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact Name: \_\_\_\_\_

Bank Phone: \_\_\_\_\_

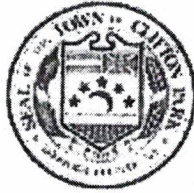
Bank Fax: \_\_\_\_\_

Bank ABA #: \_\_\_\_\_

Account Name: \_\_\_\_\_

Account #: \_\_\_\_\_

Borrower Fed Tax ID #: \_\_\_\_\_



# **Certificate of Compliance**

**Town of Clifton Park  
Saratoga County New York**

**This certifies that the Septic System**

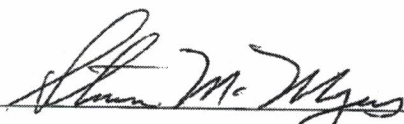
**Located at 635 Kinns Rd**

*has been inspected and is in substantial compliance with the appropriate provisions of the codes of the Town of Clifton Park and said installment is hereby approved for use.*

Pursuant to Building Permit Number **67213**

Issued on the date of **8/11/2021**

**Date** 12/14/2021

  
\_\_\_\_\_  
Authorized Signature



Odorless Sanitary Cleaners, Inc.  
 PO Box 1249  
 Ballston Lake, NY 12019  
 518-399-3482

Date	Invoice #
12/7/2021	60165

**PAID**  
**12/07/2021**

<b>Bill To</b>	<b>Ship To</b>
Robert Sundell 635 Kinns Road Clifton Park, NY 12065	

Due Date
1/6/2022

Serviced	Description	Amount
12/7/2021	Removed 4 large tree stumps and scrubbed area to prepare for the installation of the septic system. Leveled area with approximately 100 yards clean fill sand. Opened, pumped, crushed and removed existing septic tank. Installed new 1500 gallon concrete septic tank with build ups on inlet and outlet covers. Installed new effluent filter. Installed new heavy duty PVC distribution box and 250' of 30" wide drainfields. Finished to level grade and raked all disturbed area. No seeding included at this time. Sales Tax	11,695.50  0.00

Thank you for your business.

<b>Total</b>	\$11,695.50
<b>Payments/Credits</b>	-\$11,695.50
<b>Balance Due</b>	\$0.00

Odorless Sanitary Cleaners, Inc.  
 PO Box 1249  
 Ballston Lake, NY 12019  
 518-399-3482

Date	Invoice #
4/30/2021	57888

**PAID**  
**04/30/2021**

<b>Bill To</b>	<b>Ship To</b>
Robert Sundell 635 Kinns Road Clifton Park, NY 12065	

Due Date
5/30/2021

Serviced	Description	Amount
4/30/2021	Deposit on Installation	1,500.00
	Sales Tax	0.00

Thank you for your business.

<b>Total</b>	\$1,500.00
<b>Payments/Credits</b>	-\$1,500.00
<b>Balance Due</b>	\$0.00



Environmental  
Facilities  
Corporation

Department of  
Environmental  
Conservation

Department of  
Health

## State Septic System Replacement Program

### Program Summary

The Clean Water Infrastructure Act of 2017 (L. 2017, c. 57, Part T) established the Septic System Replacement Fund to provide a source of funding for the replacement of cesspools and septic systems in New York State. This grant program (the "Program") seeks to reduce the environmental and public-health impacts associated with the discharge of effluent from cesspools and septic systems on groundwater used as drinking water, as well as threatened or impaired waterbodies.

The state Department of Environmental Conservation ("DEC") and the state Department of Health ("DOH") have determined priority geographic areas where the Program will provide grants for eligible septic system projects. An area's designation as a priority is based on its vulnerability to contamination (e.g. the presence of a sole-source aquifer, or a known water-quality impairment), population density, soils, hydrogeology, climate, and reasonable ability for septic system projects to mitigate water quality impacts. Under the Program, counties in which priority geographic areas are located can access monies from the Fund to provide grants to reimburse property owners for up to 50% of the eligible costs (up to a maximum of \$10,000) of their eligible septic system projects.

The Program provides grants for eligible "septic system projects" involving:

- the replacement of a cesspool with a septic system, or
- the installation, replacement or upgrade of a septic system or septic system components, or installation of enhanced treatment technologies, including an advanced nitrogen removal system.

### Overview

DEC and DOH have identified priority geographic areas for the replacement of septic systems, and allocated funding to counties from the Fund. Counties that have priority areas within their boundaries, and choose to participate in this program, are called "Participating Counties."

Participating Counties notify owners of property served by septic systems (including residences and small businesses) that they could be eligible for financial assistance from the Septic System Replacement Program. Once notified, property owners who undertake a septic system project may apply to the Participating County for a grant from the Program.

Participating Counties review and evaluate the applications and determine financial assistance awards based on the Program criteria and consideration of a property's location in relation to a waterbody, impacts to groundwater used as drinking water, and the condition of the property owner's current septic system. Participating Counties may set graduated incentive reimbursement rates for septic system projects to maximize



pollution reduction outcomes. Septic system projects located in a priority geographic area identified by DEC as threatened or impaired by nitrogen must reduce nitrogen levels by at least 30% to receive assistance.

After evaluating applications and making funding decisions, Participating Counties notify the property owners of their grant awards by sending them award letters that include the amount, and other terms and conditions, of the grant. Property owners must formally accept the grant award and its terms and conditions by signing and returning the letter to their participating counties, after which property owners may proceed and hire design professionals and contractors to complete the work on their septic system projects.

As the Program provides funding on a reimbursement basis, property owners are initially responsible for the total cost of their septic system projects. Property owners may also choose to have the reimbursement paid directly to their contractors, which could reduce their out-of-pocket costs.

To receive reimbursement, property owners submit a reimbursement request to the Participating County in which they are located upon completion of their septic system projects. Reimbursement requests must include:

- (i) the completed Reimbursement Request form;
- (ii) any applicable design approval for the septic system project;
- (iii) description of all work completed;
- (iv) cost documentation and invoice or invoices for eligible costs; and
- (v) if applicable, a written authorization for a septic system contractor directly to receive the property owner's reimbursement.

Participating Counties review the reimbursement requests, and approve, adjust or deny them, as appropriate. No more often than once a month, Participating Counties aggregate the reimbursement requests they've received, and certify that amount in a disbursement request to the Environmental Facilities Corporation ("EFC"), which administers the Septic System Replacement Fund. EFC reviews the disbursement requests and once it is confirmed that all necessary documentation has been received and verified, disburses monies from the fund to the participating counties, which then issue reimbursement payments to property owners or their contractors for their completed septic system projects.



Department of  
Environmental  
Conservation

Environmental  
Facilities Corporation

# State Septic System Replacement Fund

## PROGRAM OUTLINE

OCTOBER 18, 2021

Kathy Hochul, Governor | Basil Seggos, Commissioner | Maureen A. Coleman, Esq., President and Chief Executive Officer

# Table of Contents

- 1. Background ..... 2
- 2. Definitions ..... 2
- 3. Septic Program Description ..... 2
- 4. Septic Repair and Replacement Priority Geographic Areas – Long Island ..... 3
- 5. Septic Repair and Replacement Priority Geographic Areas – Upstate ..... 4
- 6. Septic System Conditions Warranting Repair, Upgrade, or Replacement..... 4
- 7. Septic Program Eligibility ..... 5
- 8. Administrative and Reimbursement Process ..... 6



# 1. Background

- a. The Clean Water Infrastructure Act of 2017 established the State Septic System Replacement Fund (Fund). The purpose of this Fund is to replace existing cesspools and septic systems that are having significant and quantifiable environmental and/or public health impacts to groundwater used for drinking water, or to a threatened or impaired waterbody.

# 2. Definitions

- a. Cesspool – a drywell that receives untreated sanitary waste containing human excreta, which sometimes has an open bottom and/or perforated sides.
- b. Failure – evidence of dye on the ground surface or in a watercourse, evidence of sewage effluent on the ground surface or in a watercourse, or other obvious failure of system components (e.g., collapse of a septic tank). Observed effluent may need to be confirmed as a failure by the introduction of dye into the treatment system and subsequent field observation for dye.
- c. Fund – the State Septic System Replacement Fund created by the Clean Water Infrastructure Act of 2017.
- d. Participating County – a county that notifies the New York State Environmental Facilities Corporation (EFC) that it seeks authority to administer a Septic System Replacement Program within its municipal boundaries and agrees to abide by the state program's goals, guidelines, eligibility requirements, and reimbursement procedures and provide information to property owners regarding program parameters, including eligibility criteria.
- e. Reasonably Likely to Fail System – as judged by a County Health Department official or other authorized as identified herein, including but is not limited to, a septic system which is improperly located or improperly loaded; or has components that are improperly installed, deteriorated, or otherwise not functioning; and which system can be expected to fail in the near future.
- f. Septic System – a system that provides for the treatment and/or disposition of the combination of human and sanitary waste with water not exceeding 1,000 gallons per day, serving a single parcel of land, including residences and small businesses.
- g. Septic System Project – the replacement of a cesspool with a septic system; the installation, replacement, or upgrade of a septic system or septic system components; or installation of enhanced treatment technologies, including an advanced nitrogen removal system, to significantly and quantifiably reduce environmental and/or public health impacts associated with effluent from a cesspool or septic system to groundwater used as drinking water or to a threatened or an impaired waterbody.
- h. Small Business – a business which is resident in New York State, independently owned and operated, not dominant in its field, and employing not more than 100 individuals.
- i. Priority Geographic Area for surface waterbodies – the area covered by 250 feet from each side of a priority waterbody as listed on the EFC website (<https://www.efc.ny.gov/SepticReplacement>).

# 3. Septic Program Description

- a. Only participating counties are eligible to receive funds.
- b. The Fund is administered by EFC and is authorized to reimburse property owners for up to 50% of the eligible costs incurred for eligible septic system projects, up to ten thousand dollars (\$10,000).

- c. An eligible septic system project means the replacement of a cesspool with a septic system; the installation, replacement, or upgrade of a septic system or septic system components; or installation of enhanced treatment technologies to significantly and quantifiably reduce environmental and/or public health impacts associated with effluent from a cesspool or septic system to groundwater used as drinking water or to a threatened or an impaired waterbody located in a Priority Geographic Area, and selected by a participating county for funding from the Fund.
- d. The Fund is being targeted to Priority Geographic Areas within participating counties that contain: groundwater supplies (e.g., EPA sole source aquifers and primary aquifers); surface water drinking water supplies and other threatened or impaired surface waters where septic systems and cesspools are known or suspected to be adversely impacting the waterbody. The counties and Priority Geographic Areas within these counties are further defined in Sections 4 and 5.
- e. Single family, two family, and small businesses with an existing design sewage flow not exceeding 1,000 gallons per day (GPD) as of the date the participating county signed their participation agreement with EFC are eligible for this program. Seasonal or secondary homes may be eligible for this program if the participating county determines that an existing septic system has the reasonable potential to adversely impact a priority waterbody listed on the EFC website. New construction is not eligible for the Fund.
- f. Wherever feasible, a failed or a Reasonably Likely to Fail System shall be brought into full compliance with Appendix 75-A. When full compliance with the standards of Appendix 75-A is not feasible or practicable, the system should be upgraded based upon best professional judgment to the extent feasible to maximize protection of public health and safety. Advanced or enhanced treatment units may also be considered, where practical. Departure from the parameters of Appendix 75-A shall be minimized to allow for the best feasible upgrade within the borders of the lot, while preserving public health, safety, and the environment.
- g. This program does not require that existing non-complying sewage disposal systems that do not meet the standards of New York State Public Health 10 NYCRR Appendix 75-A (Appendix 75-A) but are not failing nor is a Reasonably Likely to Fail System in the near future be upgraded or replaced to 75-A standards.

## 4. Septic Repair and Replacement Priority Geographic Areas – Long Island

Priority Geographic Areas in Long Island (Nassau and Suffolk Counties):

- a. Areas in the 0–50 year contributing zone to public drinking water wells fields;
- b. Areas in the 0–25 year contributing zone to surface waters;
- c. Areas located in an area where groundwater is less than 10 feet below grade;
- d. Contribute to an area that is listed as a 303(d)-impaired waterbody; and
- e. Under the Long Island Nitrogen Action Plan, Suffolk Counties has developed a Sub-Watershed Wastewater Plan (SWP) and Nassau County's SWP is underway. Both SWPs evaluate parcel-specific nitrogen loads from wastewater, fertilizer, stormwater, and atmospheric deposition to the groundwater and receiving waters of more than 200 sub-watersheds. The SWPs identify Priority Geographic Areas for Septic System replacements/upgrades.



## 5. Septic Repair and Replacement Priority Geographic Areas – Upstate

- a. A list of Priority Geographic Areas can be found at the following website, <https://www.efc.ny.gov/SepticReplacement>. Septic systems located within 250 feet of the waterbodies listed on the above website that are failing or are a Reasonably Likely to Fail System are eligible to participate in the program. Septic systems located greater than 250 feet from the waterbodies listed on the above website that are failing or are Reasonably Likely to Fail Systems may be eligible to participate in the program if the participating county determines that the existing septic system has the reasonable potential to adversely impact any such waterbody.

## 6. Septic System Conditions Warranting Repair, Upgrade, or Replacement

- a. If any of the following conditions are identified during a septic inspection, these are indications the septic system is failing or is a Reasonably Likely to Fail System. The process of repair and replacement may require additional inspections and an additional pump-out.
- i. Indicators of an overloaded and/or clogged absorption area, including seepage pit, leach field, or cesspool.
  - ii. There is back-up of sewage into the facility served by the system or any component of the system because of an overloaded and/or clogged leach field, seepage pit, or cesspool.
    1. There is a discharge of effluent directly or indirectly to the surface of the ground (through ponding or surface breakout) or to a surface water.
    2. The system contains a cesspool without a separate tank component for primary solids separation and storage, (i.e., no septic tank).
    3. The septic tank requires pumping four times a year.
  - iii. Component deficiencies
    1. The septic tank is made of metal and does not comply with the UL-70 standard; or is made of metal, masonry block, or other material and shows signs of deterioration; or is cracked or otherwise structurally unsound, indicating that significant infiltration or exfiltration is occurring or is imminent.
    2. Distribution box is not level.
    3. Services line(s) are cracked/opened.
    4. Pretreatment unit is not functioning properly.
    5. Other system components are deteriorated, not properly installed, or otherwise not functioning correctly.
  - iv. Location deficiencies
    1. Any portion of the absorption area extends to within two feet of the seasonal high groundwater level.

2. Any portion of the absorption area is located within 100 feet of an individual well, or 200 feet of a public water supply, or 200 feet from an individual well that is located downhill and in direct line of drainage from the absorption facility.
3. Any portion of the absorption field is located within 100 feet of a waterbody and the replacement system can be relocated completely outside of the 100-foot buffer.
4. Any portion of the absorption field is located within 100 feet of a waterbody. and the replacement system employs enhanced treatment technology.

v. Technology deficiencies

1. Nassau County and Suffolk County made the determination that replacing septic systems and cesspools with septic systems that remove less than 50% of nitrogen is inadequate. Therefore, in Nassau and Suffolk Counties, only septic systems that remove at least 50% of the nitrogen will be eligible for State Septic System Replacement Program funding.

## 7. Septic Program Eligibility

- a. To be eligible for funding from the Fund, a septic system project must be determined by the participating county to be in a Priority Geographic Area, as described in Sections 4 and 5, and meet the criteria of a septic system warranting repair, upgrade, or replacement, as described in Section 6.
- b. Determinations of eligibility will be made by the participating county based on the criteria contained herein, including the system's impacts to groundwater or surface waters used as drinking water or other waterbodies where septic systems and cesspools are known or suspected to be a major source of pollutants, and the condition of the property owner's current septic system. Septic systems condition may be determined by:
  - i. A County Health Department official;
  - ii. Another designated authority having jurisdiction, pursuant to septic inspections required by a municipal separate storm sewer system permit; or
  - iii. A septic contractor pursuant to the applicable county sanitary code.
- c. The inspection, design, repair, or replacement of a septic systems project must be in accordance with the following:
  - i. Both design and construction of any rehabilitation or replacement must have been approved by the County Health Department or another authorized agent;
  - ii. Septic structures, such as gas baffles or effluent filters in septic tanks and speed levelers in distribution boxes, shall be installed on all systems if practical. When outlet filters are installed, they must be designed and installed so that they can be removed without harming the integrity of the septic tank baffles or sanitary tee;
  - iii. In all cases, the least expensive, technologically appropriate alternative needed to upgrade a system as close as is reasonable to Appendix 75-A will be eligible; and
  - iv. A septic system project located in Nassau or Suffolk counties must reduce nitrogen levels by at least 50%.
- d. Eligible Costs
  - i. To be eligible for reimbursement, incurred costs must be reasonable and necessary for work done to a septic system project. This will be determined by the County Health Department or other authorized agent,



as identified above in 7(b), that such septic system is failing or is a Reasonably Likely to Fail System prior to any repairs, or such system has received a Notice of Violation or Notice of Failure prior to any repairs.

- ii. Design costs are eligible, but limited only to work needed to complete an approved design, including needed site investigation, as-built drawings, and inspections.
  - iii. Installation costs, and costs of the system, system components, and enhanced treatment technologies are eligible.
- e. Ineligible Costs – the following costs are ineligible for reimbursement:
- i. Routine maintenance such as a pump-out of a septic tank;
  - ii. Any expenses that are not appropriately documented;
  - iii. Government permit fees, including but not limited to, fees assessed for building permits, zoning permits, construction compliance certifications, and floodplain disturbance permits;
  - iv. Interest and late fees;
  - v. Fines and penalties;
  - vi. Sales tax payment;
  - vii. Non-essential site beautification;
  - viii. Non-essential interior plumbing changes;
  - ix. Administrative work conducted by the engineer; and
  - x. Construction observation by the engineer if the engineer, or an entity owned, controlled by or employing the engineer, is also conducting the repair or replacement.

## 8. Administrative and Reimbursement Process

- a. A participating county will notify eligible property owners (including residences and small businesses) of the availability of funds. Once notified, a property owner who undertakes a septic system project may apply to the county for funding.
- b. If the septic system project is selected for a grant, the participating county will notify the property owner of the award, which may reimburse up to 50% of the eligible costs of a septic system project, up to a maximum amount of \$10,000 per project. Once the award letter is accepted, the property owner may proceed and hire a design professional and contractor to complete the work on the septic system project.
- c. Funding to the participating counties is on a reimbursement basis; therefore, property owners are initially responsible for the total cost of their septic system projects. The property owner may choose to have the reimbursement paid directly to the contractor.
- d. To receive reimbursement, upon completion of the project, a property owner will be required to submit a request for reimbursement to the county. The request must include:
  - i. A completed reimbursement request;
  - ii. A description of all work completed;
  - iii. A cost documentation and invoice(s) for eligible costs; and

- iv. If applicable, a written authorization for a septic system contractor directly to receive the property owner's reimbursement.
- e. The participating county will then review the reimbursement request, approving, modifying, or denying the request, as appropriate, and issue reimbursement payments to property owners or their contractors.
- f. EFC will provide guidance and a set of template documents to be used by participating counties, including a notification of property's location in a Priority Geographic Area, an application form, an award letter, and a reimbursement request form.



3/16/2022



## **SARATOGA COUNTY BOARD OF SUPERVISORS**

**RESOLUTION** [REDACTED] - 2022

**Introduced by Supervisors Schopf, Barrett, Grasso, Lant, Raymond, Tollisen and M. Veitch**

### **AUTHORIZING THE ACCEPTANCE AND DISBURSEMENT OF NEW YORK STATE SEPTIC SYSTEM REPLACEMENT PROGRAM GRANT FUNDS, AND AMENDING THE 2022 COUNTY BUDGET IN RELATION THERETO**

**WHEREAS**, the New York State Clean Water Infrastructure Act of 2017 established the Septic System Replacement Fund (“the Fund”) to provide property owners a source of funding for the replacement of failing cesspools and septic systems servicing residences and small businesses in New York State; and

**WHEREAS**, the Septic System Replacement Program (“the Program”) is a grant program that seeks to reduce the environmental and public health impacts associated with the discharge of effluent from cesspools and septic systems on groundwater used as drinking water, as well as threatened or impaired waterbodies; and

**WHEREAS**, pursuant to Resolution 79-2018, this board authorized the County to participate in the New York State Environmental Facilities Corporation (“EFC”) Septic System Replacement Program (“the Program”) for the term March 1, 2018 through December 31, 2022, and authorized the execution of a County Participation Agreement with the EFC; and

**WHEREAS**, the Program is being administered for the County by the Saratoga County Soil and Water Conservation District; and

**WHEREAS**, a property owner in the Town of Clifton Park submitted a grant application to the Saratoga County Soil and Water Conservation District requesting an award of Program funds for the replacement of the aging septic system on his property; and

**WHEREAS**, the Saratoga County Soil and Water Conservation District determined that said proposed septic system project would significantly and quantifiably reduce potential environmental and/or public health impacts that could result from the aging septic system, and issued an award letter to the applicant notifying him of the award of Program funds for the reimbursement of his eligible project costs; and

**WHEREAS**, the property owner has completed his septic system replacement project, and has applied to the Saratoga County Soil and Water Conservation District for the disbursement of his grant award of Program funds; and

**WHEREAS**, the Saratoga County Soil and Water Conservation District made an application to the EFC for disbursement of the Septic System Replacement Program funds awarded for this septic system project, and EFC has distributed total funds in the amount of \$6,400 to the County in reimbursement of the eligible costs of said project; and

**WHEREAS**, the acceptance and disbursement of these Septic System Replacement Program grant funds requires this Board’s approval, and an amendment to the 2022 Saratoga County Budget; now, therefore, be it

**RESOLVED**, that the Chair of the Board of Supervisors is hereby authorized to execute all necessary documents with the New York State Environmental Facilities Corporation for the acceptance of Septic System Replacement Program grant funds in the amount of \$6,400, with the form and content of such documents being subject to the approval of the County Attorney; and it is further

**RESOLVED**, that the 2021 Saratoga County Budget is hereby amended as follows:

NON-DEPARTMENTAL

Appropriations

Increase Acct. # A.90.000-8762 – Septic System Replacement Fund Program \$6,400

Revenues

Increase Acct. # A.90-3904 – State Aid – Septic System Replacement Fund \$6,400

;and, be it further

**RESOLVED**, that the Saratoga County Treasurer is hereby authorized to disburse payment of said Septic System Replacement Program grant funds to the following property owner in the following amount in reimbursement of his respective eligible septic system project costs incurred:

<u>Property Owner</u>	<u>Amount</u>
Robert Sundell 635 Kinns Road Clifton Park, NY 12065	\$6,400

BUDGET IMPACT STATEMENT: None. 100% State Aid.



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

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

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

**FROM:** County Administration

**DATE:** 3.3.22

**RE:** Adopting a revised "Weighted Vote" for the Board of Supervisors

**COMMITTEE:** Law & Finance

1. Is a Resolution Required:  **YES** or  **NO**  
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed:  **YES** or  **NO**  
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule:  **YES** or  **NO**  
(If yes, provide details)
4. Specific details on what the resolution will authorize:  
Resolution will adopt a revised weighted vote of the Saratoga County Board of Supervisors in accordance with the 2020 Federal Census
5. Does this item require hiring a Vendors/Contractors:  **YES** or  **NO**
  - a. Were bids/proposals solicited:
  - b. Is the vendor/contractor a sole source:
  - c. Commencement date of contract term:
  - d. Termination of contract date:
  - e. Contract renewal and term:
  - f. Contact information:
  - g. Is the vendor/contractor an LLS, PLLC or partnership:
  - h. State of vendor/contractor organization:
  - i. Is this a renewal agreement:  **YES** or  **NO**
  - j. Vendor/Contractor comment/remarks:



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution:  YES or  NO  
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
  - Are the terms changing:
  - What is the reason for the change in terms:
7. Is a new position being created:  YES or  NO
- Effective date
  - Salary and grade
8. Is a new employee being hired:  YES or  NO
- Effective date of employment
  - Salary and grade
  - Appointed position:
  - Term:
9. Is a grant being accepted:  YES or  NO
- Source of grant funding:
  - Amount of grant:
  - Purpose grant will be used for:
  - Equipment and/or services being purchased with the grant:
  - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- Following the 2020 Federal Census, Saratoga County experienced population growth which necessitates a revision to the weighted vote counts on the Board of Supervisors. The updated vote count is attached to this request.



Attachment:

Agenda Item Request: Adopting a revised "Weighted Vote" for the Board of Supervisors

March 3, 2022

<u>MUNICIPALITY</u>	<u>POPULATION</u>	<u>VOTES PER SUPERVISOR</u>
Ballston	11,831	11,831
Charlton	4,328	4,328
Clifton Park	38,029	19,014.5
Corinth	6,500	6,500
Day	819	819
Edinburg	1,333	1,333
Galway	3,525	3,525
Greenfield	8,004	8,004
Hadley	1,976	1,976
Halfmoon	25,662	25,662
Malta	17,130	17,130
Mechanicville	5,163	5,163
Milton	18,800	18,800
Moreau	16,202	16,202
Northumberland	5,242	5,242
Providence	2,075	2,075
Saratoga	5,808	5,808
Saratoga Springs	28,491	14,245.5
Stillwater	9,022	9,022
Waterford	8,208	8,208
Wilton	17,361	17,361
<u>Total Population:</u>	<u>235,509</u>	
Majority:	117,755	
Three-Fifths:	141,306	
Two-Thirds:	157,007	
Three-Quarters	176,632	



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

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

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

**FROM:** County Administration

**DATE:** 3.3.22

**RE:** Amending Names and Titles of Certain County Departments and Positions

**COMMITTEE:** Law & Finance

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



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

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

Resolution will amend the names of certain departments as follows:  
- From Office for the Aging to the Department of Aging and Youth Services  
- From Planning Department to Planning and Economic Development Department

Resolution will amend the 2022 Compensation Schedule as follows:

UNDER AGING SERVICES  
(Retitle) Director of the Office for the Aging to Director of Aging and Youth Services  
(Retitle) Deputy Director of the Office for the Aging to Deputy Director of Aging and Youth Services  
UNDER PLANNING DEPARTMENT  
(Retitle) Director of Planning to Director of Planning and Economic Development



**SARATOGA COUNTY**  
**AGENDA ITEM REQUEST FORM**

To: Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
Therese Connolly, Clerk of the Board  
Hon. Theodore T. Kusnierz, Jr., Chair of the Board of Supervisors  
Hon. Jonathan Schopf, Chair of Law and Finance

cc: Jason Kemper, Planning Director  
Bridget Rider, Deputy Clerk of the Board  
Stephanie Hodgson, Director of Finance  
Matt Rose, Management Analyst  
Audra Hedden, County Administrator's Office  
Clare Giammusso, County Attorney's Office

From: Michael Hartnett, County Attorney

Date: **March 1, 2022**

RE: Amending Resolution 322-2021

Committee: Law and Finance

1. Is a Resolution Required: Yes
2. Is a Budget Amendment Needed: No budget impact. Appropriations for applicable subcontracts were approved through the Department of Social Services 2022 budget.
3. Are there amendments to the compensation schedule: No
4. Specific details on what the Resolution will authorize:

Amending Resolution 322-2021 to authorize the Chairman and/or Commissioner of Social Services to execute any subcontracts or necessary agreements for mandated services to implement the 2018 – 2023 Saratoga County Child and Family Services Plan.

5. **Does this item require hiring a Vendor/Contract:** No
6. **Is this an annual housekeeping resolution:** Yes. It is anticipated that the adoption and yearly updates to the Saratoga County Child and Family Services Plan will be submitted on an annual basis.
7. **Is a new position being created:** No



**SARATOGA COUNTY**  
**AGENDA ITEM REQUEST FORM**

**8. Is a new employee being hired: No**

**9. Is a grant being accepted: No**

**10. Remarks/Reasoning:**

The Saratoga County Child and Family Services Plan, and yearly updates, are submitted and approved by the NYS Office of Children and Family Services. The Child and Family Services Plan provides an outline for the provision of mandated Child Welfare and Foster Care services as required by various provisions of the Family Court Act, Social Services Law and New York Codes, Rules and Regulations (Title 18, Chapter 2).

In conformance with the County Regulations on Contracts and Spending, this Resolution will amend Resolution 322-2021 to include authorization providing the Chairman and/or Commissioner with the authority to execute any subcontracts or necessary agreements for mandated services to implement the 2018 – 2023 Saratoga County Child and Family Services Plan.

Mandated services provided under the Child and Family Services Plan are provided at standardized rate schedules promulgated by the New York State Office of Children and Family Services and/or the NYS Office of Temporary Disability Assistance.

The approved 2022 County Budget provided appropriations to the Department of Social Services for any anticipated local share expenses associated with the mandated services.

Markup Resolution Attached.



**SARATOGA COUNTY BOARD OF SUPERVISORS**

**RESOLUTION XX - 2022**

**Introduced by Supervisors [Law and Finance Committee]**

**AMENDING RESOLUTION 322-2021 TO AUTHORIZE NECESSARY  
SUBCONTRACTS FOR MANDATED SERVICES FOR THE  
DEPARTMENT OF SOCIAL SERVICES TO IMPLEMENT THE  
2018 – 2023 CHILD AND FAMILY SERVICES PLAN**

**WHEREAS**, Resolution 322-2021 approved and ratified the 2018 – 2023 Child and Family Services Plan year update and authorized the Chair of the Board to sign the update; and

**WHEREAS**, the implementation of the 2018 – 2023 Child and Family Services Plan requires the execution of various subcontracts and agreements with state approved providers for services mandated by the Family Court Act, Social Services Law and Title 18, Chapter II of the New York Codes, Rules and Regulations; and

**WHEREAS**, the mandated services provided under the Child and Family Services Plan are provided through state model contracts at standardized rate schedules promulgated by the New York State Office of Children and Family Services and/or the NYS Office of Temporary Disability Assistance; and

**WHEREAS**, the adopted 2022 County Budget provided appropriations to the Department of Social Services for any anticipated local share expenses associated with the mandated services to be provided under the 2018-2023 Child and Family Services Plan, as updated; and

**WHEREAS**, our Law and Finance Committee and the County Attorney have recommended that Resolution 322-2021 be amended to provide authority to the Chair of the Board and/or Commissioner of Social Services to execute any subcontracts or necessary agreements for mandated services to implement the 2018 – 2023 Child and Family Services Plan or any update thereto; now, therefore be, it

**RESOLVED**, that Resolution 322-2021 is hereby amended to state that the Chair of the Board and/or the Commissioner of Social Services are authorized to execute any subcontracts or necessary agreements for mandated services to implement the 2018 – 2023 Child and Family Services Plan or any update thereto; and it is further

**RESOLVED**, that this Resolution is effective immediately.

**BUDGET IMPACT STATEMENT:** No Budget Impact.



## **SARATOGA COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION 322 - 2021**

**Introduced by Supervisors O'Connor, Barrett, Connolly, Grasso, Lant, Winney and Wood**

#### **APPROVING THE 2018 - 2023 SARATOGA COUNTY CHILD AND FAMILY SERVICES PLAN ANNUAL UPDATE**

**WHEREAS**, the Saratoga County Department of Social Services, Saratoga County Probation Department and Saratoga County Youth Bureau provide services to children and families throughout Saratoga County; and

**WHEREAS**, the New York State Office of Children and Family Services requires the preparation of a Child and Family Services Plan, annual updates and funding applications for provision of listed services; and

**WHEREAS**, the Department of Social Services has submitted its Annual Update to the 2018-2023 Saratoga County Child and Family Services Plan for approval; and

**WHEREAS**, our Health and Human Services Committee and the Commissioner of Social Services have recommended that the Annual Update be approved; now, therefore, be it

**RESOLVED**, that the 2018-2023 Saratoga County Child and Family Services Plan Annual Update is hereby approved and ratified; and it is further

**RESOLVED**, that the Chair of the Board of Supervisors is authorized to sign the 2018-2023 Saratoga County Child and Family Services Plan Annual Update; and it is further

**RESOLVED**, that this Resolution shall take effect immediately.

**BUDGET IMPACT STATEMENT:** No budget impact.



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

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

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

**FROM:** County Administration

**DATE:** 3.8.22

**RE:** Grants Acquisition Services Contract

**COMMITTEE:** Law & Finance

1. Is a Resolution Required:  YES or  NO  
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed:  YES or  NO  
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule:  YES or  NO  
(If yes, provide details)
4. Specific details on what the resolution will authorize:  
Authorize an agreement with Envision Strategy LLC to provide grants acquisition services to the county
5. Does this item require hiring a Vendors/Contractors:  YES or  NO
  - a. Were bids/proposals solicited: Yes
  - b. Is the vendor/contractor a sole source: No
  - c. Commencement date of contract term: 3/17/21
  - d. Termination of contract date:
  - e. Contract renewal and term: 2 year term, with option to extend for up to three, one year periods
  - f. Contact information: Steve Schultz, Managing Director
  - g. Is the vendor/contractor an LLS, PLLC or partnership: LLC
  - h. State of vendor/contractor organization: Washington, D.C.
  - i. Is this a renewal agreement:  YES or  NO
  - j. Vendor/Contractor comment/remarks:





# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution:  YES or  NO  
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution
  - b. Are the terms changing:
  - c. What is the reason for the change in terms:
7. Is a new position being created:  YES or  NO
- a. Effective date
  - b. Salary and grade
8. Is a new employee being hired:  YES or  NO
- a. Effective date of employment
  - b. Salary and grade
  - c. Appointed position:
  - d. Term:
9. Is a grant being accepted:  YES or  NO
- a. Source of grant funding:
  - b. Amount of grant:
  - c. Purpose grant will be used for:
  - d. Equipment and/or services being purchased with the grant:
  - e. Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- Envision Strategy, LLC will provide services to county departments to identify and pursue state and federal funding opportunities to enhance the services and programs provided by the county to Saratoga County residents.
- The proposed contract is for a monthly retainer of \$7,500 for an annual amount of \$90,000.



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

To: Steve Bulger, County Administrator  
Ridge, Harris, Deputy County Administrator  
Therese Connolly, Clerk of the Board  
Hon. Theodore Kusnierz, Jr., Chair of the Board of Supervisors  
Hon. Jonathan Schopf, Chair of Law & Finance

cc: Stephanie Hodgson, Director of Finance  
Jason Kemper, Planning Director  
Matt Rose, Management Analyst  
Bridget Rider, Deputy Clerk of the Board  
Clare Giammusso, County Attorney's Office  
Audra Hedden, Executive Secretary – County Administration

From: Michael Hartnett, County Attorney

Date: March 8, 2022

RE: Intermunicipal Agreement with Town of Moreau for Sewer District infrastructure extension.

Committee: Law & Finance

1. **Is a Resolution required: Yes**
2. **Is a Budget Amendment Needed: No.**
3. **Are there amendments to the Compensation Schedule: No.**
4. Specific details on what the Resolution will authorize:

Authorizing the execution of an intermunicipal agreement with the Town of Moreau for the extension of sewer infrastructure to the Towns of Moreau and Wilton. The Town of Moreau will be taking on the design, planning, and construction of the sewer line extension; and upon completion the infrastructure will be dedicated to the Sewer District. All work completed by the Town will be reviewed by the Sewer District and subject to the Sewer District Rules and Regulations for new system construction.

5. **Does this item require hiring a vendor/contract: No.**
6. **Is this an annual housekeeping item: No.**
7. **Is a new position being created: No.**



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

**8. Is a new employee being hired: No.**

**9. Is a grant being accepted: No.**

**10. Remarks/Reasoning:**

Resolution 100-2022 provided \$2M in ARPA funding for the extension of Saratoga County Sewer District No. 1's infrastructure to the Towns of Wilton and Moreau. This intermunicipal agreement will outline the implementation of the project between the municipalities. The Town of Moreau will be primarily responsible for the design, planning and construction of the infrastructure; and upon completion the infrastructure will be dedicated to the Sewer District. All work completed by the Town will be reviewed by the Sewer District and subject to the Sewer District Rules and Regulations for new system construction and dedication. This resolution and Intermunicipal Agreement does not commit any funding expenditures or appropriations on behalf of the County.

Backup:  
Draft Intermunicipal Agreement  
Resolution 100-2022

**AGREEMENT**

This Agreement ("Agreement") is made and entered into this \_\_\_\_ day of \_\_\_\_ 2022, by and between Saratoga County, a municipal corporation existing by and under the laws of the State of New York and having its principal place of business located at 40 McMaster Street, Ballston Spa, New York 12020, (hereinafter referred to as the "County"), and the Town of Moreau, a municipal corporation existing by and under the laws of the State of New York and having its principal place of business located at 351 Reynolds Road, Moreau, New York 12828, (hereinafter referred to as the "Town"), (collectively referred to herein as the "Parties").

WHEREAS, on March 11, 2021, President Biden signed into law the American Rescue Plan (ARP), a nearly \$1.9 trillion COVID-19 relief package containing, among other provisions, the Coronavirus State and Local Fiscal Recovery Funds; and

WHEREAS, on May 17, 2021, the United States Department of the Treasury issued an Interim Final Rule to implement the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund established under the ARP; and

WHEREAS, the Interim Final Rule expressly lists Investments in Infrastructure as an eligible use in Section II -Subsection D stating that funds may be used “To assist in meeting the critical need for investments and improvements to existing infrastructure in water, sewer, and broadband, the Fiscal Recovery Funds provide funds to State, local, and Tribal governments to make necessary investments in these sectors. The interim final rule outlines eligible uses within each category, allowing for a broad range of necessary investments in projects that improve access to clean drinking water, improve wastewater and stormwater infrastructure systems, and provide access to high-quality broadband service. Necessary investments are designed to provide an adequate minimum level of service and are unlikely to be made using private sources of funds.”; and

WHEREAS, the Interim Final Rule further states that “By permitting funds to be used for water and sewer infrastructure needs, Congress recognized the critical role that clean drinking water and services for the collection and treatment of wastewater and stormwater play in protecting public health”, and

WHEREAS, the statute authorizes State, territorial, and Tribal governments; counties; metropolitan cities; and non-entitlement units of local government (counties, metropolitan cities, and non-entitlement units of local government are collectively referred to as “local governments”) to transfer amounts paid from the Fiscal Recovery Funds to several specified entities. By permitting these transfers, Congress recognized the importance of providing flexibility to governments seeking to achieve the greatest impact with their funds, including by working with other levels or units of government or private entities to assist recipient governments in carrying out their programs. This includes special-purpose districts that perform specific functions in the community, such as fire, water, sewer, or mosquito abatement districts; and

WHEREAS, the Town of Moreau Sewer District 1, Extension 5 is currently constructing sanitary sewer infrastructure to promote economic development and groundwater resource protection beginning at I-87 Exit 17, extending northerly along the

Route 9 commercial corridor, then extending easterly along Bluebird Road to connect with the Moreau Industrial Park sewer system, said improvements referred to as "Phase 1"; and

WHEREAS, Moreau District 1, Extension 5 Phase 1 is expected to be completed by December 2022; and

WHEREAS, Moreau District 1, Extension 5 Phase 2 requires securing treatment capacity to support economic development on public sewers; and

WHEREAS, Moreau District 1, Extension 5 has been unable to secure economically viable treatment capacity from the City of Glens Falls for Phase 2 as is required for long term growth and operation of the District; and

WHEREAS, Saratoga County Sewer District No. 1 has sufficient system capacity to provide service to the Town, and does not require the purchase of reserve capacity; and

WHEREAS, the Town of Moreau recently completed an evaluation of treatment alternatives which are documented within the engineering report titled "Sewer Treatment Transmission Alternatives," prepared by Laberge Group, dated November 2021, and last revised February 18, 2022;

WHEREAS, said engineering report identified that connecting Moreau Sewer District No. 1, Extension 5 to Saratoga County Sewer District No. 1 is the least costly treatment option available to meet the objectives of Phase 2, (henceforth named "County Connection"); and

WHEREAS, said engineering report contains a map and plan showing that the County Connection would require the construction of a new forcemain from District 1, Extension 5 for a final connection with the existing County system near the intersection of Ballard Road and Route 9 in the Town of Wilton; and

WHEREAS, the Parties, through independent and collective discussion, have determined that sewer infrastructure improvements associated with the County Connection will be mutually beneficial to both municipalities; and,

WHEREAS, the Parties desire to enter into an Agreement setting forth the terms, as hereinafter described, and each Party's responsibilities in conjunction therewith; and,

WHEREAS, the County and the Town, both located in the County of Saratoga, mutually desire to accomplish the aforesaid purpose.

NOW, THEREFORE, in consideration of the foregoing and pursuant to the authority vested in the County and the Town by the General Municipal Law, the Town Law, and other statutes of the State of New York, and in consideration of the mutual covenants and agreements hereinafter set forth, the Parties hereto do mutually agree as follows:

#### **ARTICLE I - PURPOSE**

1. The scope of work and purpose is to design, permit, and construct sanitary sewer

infrastructure necessary to discharge flow from Moreau Sewer District 1, Extension 5 to the existing Saratoga County Sewer District No. 1 collection and treatment system.

## **ARTICLE II - TERM**

2. This Agreement shall become effective on such date that the Agreement is fully executed by both parties.
3. This Agreement shall remain in effect until the County Connection is complete.

## **ARTICLE III - TOWN'S RESPONSIBILITIES**

4. The Town shall manage the County Connection in its entirety utilizing the Town's engineering consultants and contractors as necessary to design, permit and construct the infrastructure necessary to complete the County Connection.
5. The total projected cost is currently estimated to be \$9,300,000. In the event the estimated cost are exceeded, the County and the Town must reevaluate alternatives prior to the Town proceeding further.
6. The Town shall:
  - a. Obtain all necessary permits and approvals and comply with all applicable laws necessary to design and construct the County Connection; and,
  - b. Perform all environmental reviews for such work pursuant to its obligations under the State Environmental Quality Review Act ("SEQRA").
  - c. Secure all required funding consisting of loans and grants, which when combined with funds provided by the County as set forth in Article V will allow successful completion of the County Connection.
7. The Town agrees to cooperate with the County through the completion of the County Connection. The Town shall provide an update to the County at key points. This will include, but shall not be limited to, the following: the Town shall notify the County when bids are received and provide a bid summary chart of bids received prior to award; and, upon completion of the County Connection, provide a cost accounting of all costs incurred.
8. The Town agrees to comply with the requirements of Local Law 1 of 2020 including §260-11 entitled "New Sewers, Sewer Extensions and Building Connections" and the requirements of Saratoga County Sewer District No. 1 – "Rules for the Construction and/or Connection of New Sewer Facilities Discharging Into Saratoga County Sewer District No. 1's Sewer System."

## **ARTICLE IV - SARATOGA COUNTY'S RESPONSIBILITIES**

9. The County agrees to cooperate with the Town throughout the final completion of the County Connection.
10. The County shall pay to the Town the sums as set forth in Article V.

**ARTICLE V - COSTS/PAYMENTS**

11. The County shall transfer a share of its ARP funds in the amount or amounts as determined by the County.
12. County funds are to be used by the Town for professional engineering, legal, and construction costs associated with the County Connection.
13. Any unused portion of County funds shall be returned to the County.

**ARTICLE VI- GOVERNING LAW**

16. This Agreement shall be governed by the laws of the State of New York, without giving effect to any conflict of law principles.

**ARTICLE VII- GENERAL TERMS AND CONDITIONS**

17. This Agreement constitutes the entire agreement between the Parties with respect to its subject matter. This Agreement may not be amended except by writing signed by all Parties.
18. No waiver of any breach of any condition of the Agreement shall be binding unless in writing and signed by the party waiving said breach. No such waiver shall in any way affect any other term or condition of this Agreement or constitute a cause or excuse for a repetition of such or any other breach unless the waiver shall include the same.
19. This Agreement shall be binding upon the Parties hereto and shall remain in effect in the event of changes to the governing board of either Party.
20. The headings of this Agreement are illustrative only and shall not affect interpretation of this Agreement.
21. The invalidity or unenforceability of any provision(s) of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect.

-SIGNATURE PAGE TO FOLLOW-

IN WITNESS WHEREOF, the officers below have the requisite authorization and have executed this agreement on the date written above

County of Saratoga

Form and content approved:

\_\_\_\_\_  
Jonathan Schopf  
Vice-Chair of the Board of Supervisors  
Per Resolution \_\_\_\_\_

\_\_\_\_\_  
County Attorney

Town of Moreau

Form and content approved:

\_\_\_\_\_  
Theodore T. Kusnierz, Jr. Supervisor

\_\_\_\_\_  
Town Attorney

J:\2021075\Correspondence\Draft IMA.docx



2/15/22



## **SARATOGA COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION 100 - 2022**

**Introduced by Supervisors Schopf, Barrett, Grasso, Lant, Raymond, Tollisen and M. Veitch**

### **AUTHORIZING A COMMITMENT OF \$2,000,000 IN AMERICAN RESCUE PLAN ACT FUNDING FOR THE EXTENSION OF SEWER INFRASTRUCTURE TO THE TOWNS OF MOREAU AND WILTON**

**WHEREAS**, by Resolution 235-2004, Saratoga County Sewer District No. 1 was expanded to include the Town of Wilton; and

**WHEREAS**, by Resolution 198-2012 Saratoga County Sewer District No. 1 was expanded to include additional municipalities including the Town of Moreau; and

**WHEREAS**, the Towns of Moreau and Wilton have made substantial investment into the expansion of access to sewer infrastructure which will continue to both benefit the entire county through economic development, and benefit Saratoga County Sewer District No. 1 through an increase in user base; and

**WHEREAS**, on March 11, 2021, the Federal Government passed the American Rescue Plan Act of 2021 (ARPA), which is a \$11.9 Trillion economic stimulus package intended to assist the United States recovery from the economic and health effects of the COVID-19 Pandemic and the ongoing recession; and

**WHEREAS**, the U.S. Department of Treasury has issued guidance and rules relative to ARPA funding, including the Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions, and such guidance has provided that an approved use for the funding includes the expansion and/or improvements to infrastructure including wastewater treatment; and

**WHEREAS**, Saratoga County was directly awarded \$22,324,096.50 in 2021 funding and is projected to receive another \$22,324,096.50 in 2022; and

**WHEREAS**, in order to connect additional users in the Town of Wilton and Town of Moreau to the sewer infrastructure maintained by Saratoga County Sewer District No. 1., it will require additional engineering and surveying studies and installation and/or improvements of additional sewer infrastructure such as force mains, manholes and pump stations at an initial projected total cost of \$9.3 million; and

**WHEREAS**, the County's ARPA consultant, Vanesky and Company, has advised that the proposed expenditure is a qualifying expense under the U.S. Treasury guidelines and rules for ARPA expenditures; and

**WHEREAS**, our Law and Finance Committee, the Saratoga County Sewer District No. 1 Commission, and the Executive Director of the Sewer District, have recommended that the County commit ARPA funding for the extension of the Sewer District into the Towns of Moreau and Wilton; now, therefore, be it

**RESOLVED**, that the Saratoga County Board of Supervisors hereby approves the funding for the proposed project extending sewer infrastructure maintained by Saratoga County Sewer District No. 1 to the Towns of Moreau and Wilton; and it is further

**RESOLVED**, that the Board acknowledges and authorizes a commitment of \$2,000,000, of the allotment of 2021 American Rescue Plan Act funding received in 2021, towards the Saratoga County Sewer District No. 1 sewer extension project to the Towns of Moreau and Wilton; and it is further

**RESOLVED**, that this Resolution shall take effect immediately.

**BUDGET IMPACT STATEMENT:** No Budget Impact.



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

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

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

**FROM:** Sewer District

**DATE:** 3/3/22

**RE:** Amending resolutions referencing Chazen Companies to Recognize new Company name, Labella

**COMMITTEE:** Law and Finance

1. Is a Resolution Required:  **YES** or  **NO**  
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed:  **YES** or  **NO**  
(If yes, budget lines and impact must be provided)

See attached spreadsheet for budget lines to be modified

3. Are there Amendments to the Compensation Schedule:  **YES** or  **NO**  
(If yes, provide details)

4. Specific details on what the resolution will authorize:

5. Does this item require hiring a Vendors/Contractors:  **YES** or  **NO**

- a. Were bids/proposals solicited: No
- b. Is the vendor/contractor a sole source: No
- c. Commencement date of contract term:
- d. Termination of contract date: N/A
- e. Contract renewal and term:
- f. Contact information:
- g. Is the vendor/contractor an LLS, PLLC or partnership: Labella - See documents attached
- h. State of vendor/contractor organization:
- i. Is this a renewal agreement:  **YES** or  **NO**
- j. Vendor/Contractor comment/remarks:

This is a name change from The Chazen Companies to Labella. See attached documents for legal names



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution:  YES or  NO  
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution
  - b. Are the terms changing:
  - c. What is the reason for the change in terms:
7. Is a new position being created:  YES or  NO
- a. Effective date
  - b. Salary and grade
8. Is a new employee being hired:  YES or  NO
- a. Effective date of employment
  - b. Salary and grade
  - c. Appointed position:
  - d. Term:
9. Is a grant being accepted:  YES or  NO
- a. Source of grant funding:
  - b. Amount of grant:
  - c. Purpose grant will be used for:
  - d. Equipment and/or services being purchased with the grant:
  - e. Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- See previous resolutions and merger information attached. There is \$70,664.50 in total contract amount that is associated with this contract. \$33,763 is associated with the amendment for in resolution 99 in 2022 and \$36,901.50 associated with resolution 244-2020.

**NEW YORK STATE DEPARTMENT OF STATE**  
**DIVISION OF CORPORATIONS, STATE RECORDS AND UNIFORM COMMERCIAL CODE**  
**FILING RECEIPT**

**ENTITY NAME :** LABELLA ASSOCIATES, D.P.C.  
**DOCUMENT TYPE :** CERTIFICATE OF MERGER  
**ENTITY TYPE :** DOMESTIC PROFESSIONAL SERVICE CORPORATION

**DOS ID :** 506988  
**FILE DATE :** 12/21/2021  
**FILE NUMBER :** 211221002889  
**TRANSACTION NUMBER :** 202112210000902-464665  
**EXISTENCE DATE :** 12/31/2021  
**DURATION/DISSOLUTION :** PERPETUAL  
**COUNTY :** MONROE



**SERVICE OF PROCESS ADDRESS :** THE CORPORATION  
300 STATE ST,  
ROCHESTER, NY, 14614, USA

**FILER :** BRENDA LALOGGIA, PARALEGAL  
WOODS OVIATT GILMAN LLP, 1900 BAUSCH & LOMB PLACE  
ROCHESTER, NY, 14604, USA

**SERVICE COMPANY :** WOODS OVIATT GILMAN LLP  
**SERVICE COMPANY ACCOUNT :** RG

*You may verify this document online at :* <http://ecorp.dos.ny.gov>  
**AUTHENTICATION NUMBER :** 100000809457

<b>TOTAL FEES:</b>	<b>\$95.00</b>	<b>TOTAL PAYMENTS RECEIVED:</b>	<b>\$95.00</b>
<b>FILING FEE:</b>	<b>\$60.00</b>	<b>CASH:</b>	<b>\$0.00</b>
<b>CERTIFICATE OF STATUS:</b>	<b>\$0.00</b>	<b>CHECK/MONEY ORDER:</b>	<b>\$0.00</b>
<b>CERTIFIED COPY:</b>	<b>\$10.00</b>	<b>CREDIT CARD:</b>	<b>\$0.00</b>
<b>COPY REQUEST:</b>	<b>\$0.00</b>	<b>DRAWDOWN ACCOUNT:</b>	<b>\$95.00</b>
<b>EXPEDITED HANDLING:</b>	<b>\$25.00</b>	<b>REFUND DUE:</b>	<b>\$0.00</b>

**STATE OF NEW YORK  
DEPARTMENT OF STATE**

I hereby certify that the annexed copy for LABELLA ASSOCIATES, D.P.C., File Number 211221002889 has been compared with the original document in the custody of the Acting Secretary of State and that the same is true copy of said original.

WITNESS my hand and official seal of the  
Department of State, at the City of Albany,  
on December 21, 2021.



*Brendan C. Hughes*

Brendan C. Hughes  
Executive Deputy Secretary of State

**CERTIFICATE OF MERGER  
OF  
CHAZEN ENGINEERING, LAND SURVEYING,  
LANDSCAPE ARCHITECTURE & GEOLOGY CO., D.P.C.  
AND  
LABELLA ASSOCIATES, D.P.C.  
INTO  
LABELLA ASSOCIATES, D.P.C.**

**Under Section 905 of the New York Business Corporation Law**

The undersigned officer of Chazen Engineering, Land Surveying, Landscape Architecture & Geology Co., D.P.C. and the undersigned officer of LaBella Associates, D.P.C. hereby certify that:

1. The name of each constituent entity that is to merge is: Chazen Engineering, Land Surveying, Landscape Architecture & Geology Co., D.P.C. (the "Subsidiary") and LaBella Associates, D.P.C. (the "Parent").
2. The Certificate of Incorporation of the Subsidiary was filed with the New York Department of State on February 27, 1986, under the original name of Chazen Engineering & Land Surveying Co., P.C.
3. The Certificate of Incorporation of the Parent was filed with the New York Department of State on August 17, 1978, under the original name of LaBella Associates, P.C.
4. An Agreement and Plan of Merger (the "Plan of Merger") was approved by the shareholders of the Parent in accordance with Section 903 of the New York Business Corporation Law. The Plan of Merger was adopted by the Board of Directors of the Subsidiary.
5. The Subsidiary has 9,415 outstanding shares of common stock, which constitutes the only issued and outstanding class of stock of the Subsidiary, all of which are owned by the Surviving Corporation.
6. The name of the surviving corporation shall be LaBella Associates, D.P.C. (the "Surviving Corporation").
7. There shall be no amendments or changes in the Certificate of Incorporation of the Surviving Corporation effected by the merger.
8. The effective date of the merger shall be December 31, 2021.
9. The Agreement and Plan of Merger is on file at the Surviving Corporation's place of business at 300 State Street, Rochester, New York 14614.


[signature page follows]

{8691912: }

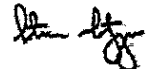
Filed with the NYS Department of State on 12/21/2021 Filing Number: 211221002889 DOS ID: 506988
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**IN WITNESS WHEREOF**, the undersigned have executed this Certificate of Merger and affirm the truth of the statements contained herein under penalty of perjury this 21st day of December, 2021.

**CHAZEN ENGINEERING, LAND SURVEYING,  
LANDSCAPE ARCHITECTURE & GEOLOGY  
CO., D.P.C.**

By:   
Richard Loewenstein, Chief Executive Officer

**LABELLA ASSOCIATES, D.P.C.**

By:   
Steven Metzger, Chief Executive Officer



**CERTIFICATE OF MERGER  
OF  
CHAZEN ENGINEERING, LAND SURVEYING,  
LANDSCAPE ARCHITECTURE & GEOLOGY CO., D.P.C.  
AND  
LABELLA ASSOCIATES, D.P.C.  
INTO  
LABELLA ASSOCIATES, D.P.C.**

**Under Section 905 of the New York Business Corporation Law**

**FILER:**

**BRENDA LALOGGIA, PARALEGAL  
WOODS OVIATT GILMAN LLP  
1900 BAUSCH & LOMB PLACE  
ROCHESTER, NEW YORK 14604**

{8691912: }

Filed with the NYS Department of State on 12/21/2021  
Filing Number: 211221002889 DOS ID: 506988

# Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**LaBella Associates, DPC**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC     C Corporation     S Corporation     Partnership     Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ \_\_\_\_\_

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ \_\_\_\_\_

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
 Exempt payee code (if any) \_\_\_\_\_  
 Exemption from FATCA reporting code (if any) \_\_\_\_\_  
*(Applies to accounts maintained outside the U.S.)*

5 Address (number, street, and apt. or suite no.) See instructions.  
**300 State Street, Suite 201**

6 City, state, and ZIP code  
**Rochester, NY 14614**

7 List account number(s) here (optional)

Requester's name and address (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Social security number**

			-						
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or

**Employer identification number**

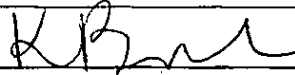
1	6	-	1	1	1	5	7	3	1
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## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification Instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here**    Signature of U.S. person ▶     Date ▶ **01/18/22**

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

5/21/19



## **SARATOGA COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION 139 - 2019**

**Introduced by Supervisors Allen, Kinowski, Ostrander, Pemrick, Schopf, Szczepaniak and Wright**

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH CHAZEN ENGINEERING, LAND SURVEYING & LANDSCAPE ARCHITECTURE CO. DPC FOR DESIGN, CONSTRUCTION ADMINISTRATION AND CONSTRUCTION INSPECTION SERVICES RELATED TO PLANNED UPGRADES TO SARATOGA COUNTY SEWER DISTRICT NO. 1'S KNOX WOODS AND RIVERSIDE #1 PUMP STATIONS**

WHEREAS, the 2019 Capital Budget approved by this Board for Saratoga County Sewer District No. 1 includes upgrades to the Knox Woods and Riverside #1 pump stations; and

WHEREAS, the Riverside #1 pump station was built as part of the original County sewer system installed in the 1970s, and the Knox Woods pump station was installed in 1987; and

WHEREAS, the Saratoga County Sewer District Commission solicited and received professional engineering proposals for the design, construction administration and construction inspection services related to the planned upgrades to the Riverside #1 and Knox Woods pump stations; and

WHEREAS, the Sewer District Commission and the Sewer District's Executive Director have recommended that the proposal of Chazen Engineering, Land Surveying & Landscape Architecture Co. DPC for the provision of said design, construction administration and construction inspection services at a cost of \$110,000 be accepted for the reasons that it provided the best value based on experience and price; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute an agreement with Chazen Engineering, Land Surveying & Landscape Architecture Co. DPC of Poughkeepsie, New York for design, construction administration and construction inspection services relative to the planned upgrades to Saratoga County Sewer District No. 1's Knox Woods and Riverside #1 pump stations, at a cost not to exceed \$110,000; with the form and content of such agreement to be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. Funds are available in the Sewer District's 2019 budget.

11/17/20



## **SARATOGA COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION 244 - 2020**

Introduced by Supervisors Pemrick, Kinowski, Kusnierz, Schopf, Tollisen, Winney and Wright

**AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH THE CHAZEN COMPANIES ENGINEERING D.P.C. FOR EVALUATION AND DESIGN SERVICES FOR INFLOW AND INFILTRATION PROJECTS RELATED TO PLANNED UPGRADES TO SARATOGA COUNTY SEWER DISTRICT NO. 1'S RIVERSIDE #1 PUMP STATION IN THE TOWN OF STILLWATER**

WHEREAS, pursuant to Resolution 139-2019, the County entered into an agreement with Chazen Engineering, Land Surveying & Landscape Architecture Co. DPC ("Chazen") to provide design, construction administration and construction inspection services relative to the planned upgrades to Saratoga County Sewer District No. 1's Knox Woods and Riverside #1 pump stations, at a cost not to exceed \$110,000; and

WHEREAS, the Riverside #1 pump station was built as part of the original County sewer system installed in the 1970s, and incorporated existing pipe in the area that pre-dated the construction of the pump station, which pipe is composed of vitrified clay pipe and is susceptible to multiple failures; and

WHEREAS, the New York State Department of Environmental Conservation ("NYSDEC") has included in its comments on the Riverside pump station upgrades a directive that the Sewer District begin evaluating and designing inflow and infiltration projects for the Riverside area so as to protect the pump station; and

WHEREAS, as the NYSDEC has requested these upgrades be completed in their pump station project review letter, the Sewer District Commission and the Executive Director of the Sewer District have recommended that the County execute an amendment to the existing agreement with The Chazen Companies Engineering D.P.C. for the provision of evaluation and design services for inflow and infiltration projects for the Riverside area at an additional cost of \$83,500; now, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an amendment to the agreement with The Chazen Companies Engineering D.P.C. of Poughkeepsie, New York, for the provision of evaluation and design services for inflow and infiltration projects for the Riverside #1 pump station area in the Town of Stillwater, at an additional cost of \$83,500, thereby increasing the total contract to the not to exceed amount of \$193,500; with the form and content of such amendment to be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. Funds are available in the Sewer District's 2020 budget.

2/15/22



## **SARATOGA COUNTY BOARD OF SUPERVISORS**

### **RESOLUTION 99 - 2022**

**Introduced by Supervisors Schopf, Barrett, Grasso, Lant, Raymond, Tollisen and M. Veitch**

#### **AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH CHAZEN COMPANIES ENGINEERING, D.P.C. FOR CONSTRUCTION INSPECTION SERVICES RELATED TO PLANNED UPGRADES TO SARATOGA COUNTY SEWER DISTRICT NO. 1'S RIVERSIDE #1 PUMP STATION IN THE TOWN OF STILLWATER**

**WHEREAS**, the Riverside #1 pump station was built as part of the original County sewer system installed in the 1970s, and incorporated existing pipe in the area that pre-dated the construction of the pump station, which pipe is composed of vitrified clay pipe and is susceptible to multiple failures; and

**WHEREAS**, pursuant to Resolution 139-2019, the County entered into an agreement with Chazen Engineering, Land Surveying & Landscape Architecture Co., D.P.C. to provide design, construction administration, and construction inspection services relative to the planned upgrades to Saratoga County Sewer District No. 1's Knox Woods and Riverside #1 pump stations, at a cost not to exceed \$110,000; and

**WHEREAS**, pursuant to Resolution 244-2020, the County entered into an amended agreement with Chazen Companies Engineering, D.P.C., for evaluation and design services for inflow and infiltration projects related to the planned upgrades to Saratoga County Sewer District No. 1's Riverside #1 pump station, at an additional cost of \$83,500, thereby increasing the total contract to not exceed \$193,500; and

**WHEREAS**, an amendment of the agreement with Chazen Companies Engineering, D.P.C. to include construction inspection services is needed to complete the planned upgrades to the Riverside #1 pump station; and

**WHEREAS**, our Law and Finance Committee, the Saratoga County Sewer District No. 1 Sewer Commission, and the Executive Director of the Sewer District have recommended that the County execute an amendment to the agreement with Chazen Companies Engineering, D.P.C. for the provision of construction inspection services for the planned upgrades to the Riverside #1 pump station at an additional cost of \$33,763; now, therefore, be it

**RESOLVED**, that the Chair of the Board is hereby authorized to execute an amendment to the agreement with Chazen Companies Engineering, D.P.C. of Poughkeepsie, New York, for the provision of construction inspection services for the planned upgrade of the Riverside #1 pump station in the Town of Stillwater, at an additional cost of \$33,763, thereby increasing the total contract to the not to exceed amount of \$227,263; and it is further

**RESOLVED**, that the form and content of such amendment shall be subject to the approval of the County Attorney; and it is further

**RESOLVED**, that this Resolution shall take effect immediately.

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



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

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

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

**FROM:** Craig A. Hayner, Saratoga County Clerk

**DATE:** March 8th, 2022

**RE:** Proclaiming April 2022 as "Donate Life Month" in Saratoga County

**COMMITTEE:** Law and Finance

1. Is a Resolution Required:  **YES** or  **NO**  
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed:  **YES** or  **NO**  
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule:  **YES** or  **NO**  
(If yes, provide details)

4. Specific details on what the resolution will authorize:

Authorize the Board of Supervisors to proclaim April 2022 as Donate Life Month in Saratoga County.

5. Does this item require hiring a Vendors/Contractors:  **YES** or  **NO**

- a. Were bids/proposals solicited:
- b. Is the vendor/contractor a sole source:
- c. Commencement date of contract term:
- d. Termination of contract date:
- e. Contract renewal and term:
- f. Contact information:
- g. Is the vendor/contractor an LLS, PLLC or partnership:
- h. State of vendor/contractor organization:
- i. Is this a renewal agreement:  **YES** or  **NO**
- j. Vendor/Contractor comment/remarks:





# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

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



## SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~102-2021~~ ?

~~Introduced by Supervisors Schopf, Barrett, Gaston, Tollisen, Veitch, Winney and Wood~~

*Law & Finance*

### PROCLAIMING APRIL <sup>2022</sup> ~~2024~~ AS "DONATE LIFE MONTH" IN SARATOGA COUNTY

WHEREAS, through Saratoga County's membership with the New York State Association of Counties (NYSAC) and New York State Association of County Clerks (NYSACC) New York's Counties have come together to collectively support Donate Life Month in New York State; and

WHEREAS, nationally, one person is added to the organ transplant waiting list every ten minutes, 113,000 men, women and children are awaiting organ transplants and 22 people die each day because the organ they need is not donated in time; and

WHEREAS, organ, tissue, marrow and blood donation are life-giving acts recognized worldwide as expressions of compassion to those in need; and

WHEREAS, a single individual's donation of the heart, lungs, liver, kidneys, pancreas and small intestine can save up to eight lives; an eye and tissue donation can save and heal the lives of up to 75 others; and a single blood donation can help three people in need; and

WHEREAS, no one is too old or too sick to register with the NYS Donate Life Registry. Anyone 16 years of age or older can register; and

WHEREAS, in New York State there are approximately 10,000 people waiting for an organ transplant; with more than 1,500 New Yorkers having been waiting more than five years for an organ transplant; and an estimated 500 New Yorkers dying every year while waiting for an organ transplant; and

WHEREAS, more than 2,600 transplants were performed in New York State in 2019; and

WHEREAS, New York State's County governments play a key role in raising awareness of the need for organ and tissue donation through the interactions County officials have with the public with regard to this subject through local DMV offices, local boards of elections, departments of health, naturalization ceremonies and veterans' programs; and



WHEREAS, such interactions by Saratoga County officials with the public provide opportunities for the provision of information on how individuals can help their fellow New Yorkers by signing up as organ and tissue donors; and

<sup>2022</sup> WHEREAS, Counties across New York State are proclaiming the month of April ~~2021~~ as "Donate Life Month", and engaging in various activities designed to promote an increase in the number of registered organ and tissue donations; and

WHEREAS, one activity that the New York Alliance for Donation has encouraged counties to undertake in order to raise awareness of the need for organ and tissue donations is to raise the "Donate Life Flag" at their county municipal offices; and

<sup>2022</sup> WHEREAS, our Law and Finance Committee and the Saratoga County Clerk's Office, through its Department of Motor Vehicles, wish to promote the month of April 2021 as "Donate Life Month" in Saratoga County; now, therefore, be it

<sup>2022</sup> RESOLVED, that the Saratoga County Board of Supervisors hereby proclaims the month of April ~~2021~~ as "Donate Life Month" in Saratoga County, and encourages those Saratoga County departments and agencies involved in providing information on organ and tissue donations or in registering organ and tissue donors to engage in activities throughout the month to increase the number of organ and tissue donors and promote awareness of the need for organ and tissue donations in Saratoga County; and be it further

RESOLVED, that our County Department of Public Works is directed to raise the "Donate Life Flag" at the Saratoga County Municipal Center at 40 McMaster Street in Ballston Spa for the month of April ~~2021~~ as a means to raise awareness of the need for organ and tissue donors in Saratoga County.

<sup>2022</sup>  
BUDGET IMPACT STATEMENT: No budget impact.



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

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

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

**FROM:** Steve Bulger

**DATE:** March 3, 2022

**RE:** Appointments to Traffic Safety Board

**COMMITTEE:** Law & Finance

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



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution:  YES or  NO  
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
  - Are the terms changing:
  - What is the reason for the change in terms:
7. Is a new position being created:  YES or  NO
- Effective date
  - Salary and grade
8. Is a new employee being hired:  YES or  NO
- Effective date of employment
  - Salary and grade
  - Appointed position:
  - Term:
9. Is a grant being accepted:  YES or  NO
- Source of grant funding:
  - Amount of grant:
  - Purpose grant will be used for:
  - Equipment and/or services being purchased with the grant:
  - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- These appointments are to fulfill retirements, expirations and add new appointments on the Board.



# SARATOGA COUNTY BOARD OF SUPERVISORS

## RESOLUTION ~~14~~-2020

Introduced by Chairman **Allen Kusnierz**

### APPOINTING MEMBERS TO THE SARATOGA COUNTY TRAFFIC SAFETY BOARD

WHEREAS, pursuant to the authority granted by Article 43 of the Vehicle and Traffic Law, the Saratoga County Board of Supervisors adopted Local Law 3-68 establishing a County Traffic Safety Board to perform those functions set forth in said Article; and

WHEREAS, Local Law 2-78 amended §2 of Local Law 3-68 to increase the authorized number of members on the Board to twenty (20); and

WHEREAS, the terms of **two members retirements, three members have expired and there is one new appointment** to fill on the Board; now, therefore, be it

RESOLVED, that the following persons are appointed members of the Saratoga County Traffic Safety Board for the stated terms:

<u>Name</u>	<u>Municipality</u>	<u>Term Expires</u>
Chief Paul Pecor to replace Ray Cordani, Police Commissioner due to Retirement Stillwater Police Department 1 Lansing Road P.O. Box 700 Stillwater, NY 12170		12/31/2022
Chief David Gifford to replace Kevin Judd due to Retirement So. Glens Falls Police Department 5 West Marion Avenue PO Box 1210 So. Glens Falls, NY 12803		12/31/2022
<b><u>Reappointments</u></b>		
Guy Gurney Saratoga County Sheriff's Dept. 6010 County Farm Road Ballston Spa, NY 12866	Sheriff's Department	12/31/2024
Mickey Mahoney Saratoga County Probation Dept. 152 West High Street Ballston Spa, NY 12020	County Probation	12/31/2024

### **New Appointments**

Sgt. Michael Shudt to replace Timothy Williams (expired)  
Waterford Police Dept.  
65 Broad Street  
Waterford, NY 12188

12/31/2024

Sgt. Frank McGarrity  
NYS Park Police  
65 South Broadway, Suite 103  
Saratoga Springs, NY 12866

NYS Park Police

12/31/2024

BUDGET IMPACT STATEMENT: No budget impact.