



# Veterans' Affairs Committee

**Tuesday, October 4, 2022 3:30PM**

Chair: Tom Richardson

Members:

C. Eric Butler  
Ed Kinowski  
Sandra Winney  
Mo Wright-VC

- I. Welcome and Attendance
- II. Approval of the minutes of the August 2, 2022 meeting.
- III. Veterans Service Office Report
- IV. Veterans Trust Fund Report
- V. Upcoming Honor Deceased Veterans Ceremonies
- VI. Other Business
- VII. Adjournment



# 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  
Stephanie Hodgson, Director of Budget

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

**DEPARTMENT:** Veterans Service Agency

**DATE:** 9/27/2022

**COMMITTEE:** Veterans' Affairs

**RE:** Veterans Agency Report

1. Is a Resolution Required:

No, Discussion Only

2. Proposed Resolution Title:

n/a

3. Specific Details on what the resolution will authorize:

Monthly Report of Activities of the Veterans Service Agency

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

--

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

County Administrator's Office  
Consulted

8. Is a grant being accepted:  YES or  NO

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Program information summary

Copy of proposal or estimate

Copy of grant award notification and information

Other Copy of report

10. Remarks:

This report will cover August-September 2022 due to cancellation of Veterans Committee meetings.

## **August-September 2022 – Veterans Committee Report**

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

- a. 77 New Claims assembled and submitted
- b. 77 Conducted scheduled appointments
- c. 54 Walk-In clients
- d. 9 DSS Referrals
- e. 0 Medicaid Referral
- f. 17 SF180 Record Requests

### **2. Veterans Events and Trainings Attended**

- a. 8/1- Benefits Review Class
- b. 8/17- Halfmoon Farmers Market
- c. 8/19- Quad Graphics Veterans Ceremony
- d. 8/29- MVAP Golf Outing
- e. 9/7-County American Legion meeting
- f. 9/8- Senior Picnic
- g. 9/9- Benefits Review Class
- h. 9/13- VA Virtual Town Hall
- i. 9/14- Halfmoon Farmers Market
- j. 9/19- TAP
- k. 9/27- Stillwater Farmers Market
- l. 9/28- VCHC Open House
- m. 9/30- NACVOS Camp Lejeune Training
  - i. Upcoming events:
    1. 10/1- Honor Flight
    2. 10/5- County American Legion Meeting
    3. 10/17- Hall of Fame Induction- Frank
    4. 10/27- Malta Veterans Luncheon

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

- a. 38 Van transportation provided Rides for August & September.

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

- a. Tuesdays: Coffee Night
- b. Thursdays: Women's Walking Group



# 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  
Stephanie Hodgson, Director of Budget

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

**DEPARTMENT:** Veterans Service Agency

**DATE:** 9/27/2022

**COMMITTEE:** Veterans' Affairs

**RE:** Veterans Trust Fund Report

1. Is a Resolution Required:

No, Discussion Only

2. Proposed Resolution Title:

n/a

3. Specific Details on what the resolution will authorize:

Current Report of the Veterans Trust and Agency Fund

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

--

- a. G/L line impacted
- b. Budget year impacted
- c. Details



6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Program information summary

Copy of proposal or estimate

Copy of grant award notification and information

Other Copy of report

10. Remarks:

## VETERANS TRUST FUND

DATE	TRANSACTION DESCRIPTION	DISBURSEMENTS	DEPOSITS	ACTUAL BALANCE
3/11/2022	Operation Adopt a Soldier - IMO Red Lucas		\$ 100.00	\$ 141,793.66
3/22/2022	Terri Heritage - IMO Thomas Harrington		\$ 250.00	\$ 142,043.66
		-----	-----	-----
	MONTH TOTAL: MARCH 2022	\$ -	\$ 350.00	\$ 142,043.66
4/1/2022	Town of Ballston Spa - Grant Approval	\$ 1,622.45		\$ 140,421.21
	Town of Waterford - Grant Approval	\$ 2,500.00		\$ 137,921.21
	Town of Moreau - Grant Approval	\$ 2,488.00		\$ 135,433.21
	Town of Galway - Grant Approval	\$ 2,500.00		\$ 132,933.21
	Town of Clifton Park - Grant Approval	\$ 2,500.00		\$ 130,433.21
4/21/2022	Rowland Street Garage -	\$ 924.12		\$ 129,509.09
		-----	-----	-----
	MONTH TOTAL: APRIL 2022	\$ 12,534.57	\$ -	\$ 129,509.09
	MONTH TOTAL: MAY 2022	\$ -	\$ -	\$ 129,509.09
6/17/2022	Thomas & Priscilla Walsh IMO Jane Post		\$ 500.00	\$ 130,009.09
	MONTH TOTAL: JUNE 2022	\$ -	\$ 500.00	\$ 130,009.09
	MONTH TOTAL: JULY 2022	\$ -	\$ -	\$ 130,009.09
	MONTH TOTAL: AUGUST 2022	\$ -	\$ -	\$ 130,009.09
	MONTH TOTAL: SEPTEMBER 2022	\$ -	\$ -	\$ 130,009.09
<b>TOTALS</b>		<b>\$ 120,085.15</b>	<b>\$ 250,094.24</b>	<b>\$ 130,009.09</b>



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

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

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

**DEPARTMENT:** Veterans Service Agency

**DATE:** 9/27/2022

**COMMITTEE:** Veterans' Affairs

**RE:** Upcoming Honor Deceased Veterans Ceremony  
Schedule

1. Is a Resolution Required:

No, Discussion Only

2. Proposed Resolution Title:

n/a

3. Specific Details on what the resolution will authorize:

List of Upcoming HDV Ceremonies

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

--

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

County Administrator's Office  
Consulted

8. Is a grant being accepted:  YES or  NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Copy of schedule

10. Remarks:

## Upcoming Honor Deceased Veterans Ceremonies

<b>Month</b>	<b>Town/City</b>	<b>Veteran Submitted</b>
November	Milton	William Helman
December	Hadley	John Hughes
January 2023	Greenfield	TBD
February	Ballston	TBD