

ORGANIZATIONAL MEETING  
WEDNESDAY, January 4, 2023  
AT 4:00 p.m., E.S.T.

Board called to order by Clerk of the Board, Therese M. Connolly.

Roll call was taken. PRESENT – Eric Connolly, Joseph Grasso, Philip C. Barrett, Jonathon Schopf, Eric Butler, Diana Edwards, Jean Raymond, Michael Smith, Kevin Veitch, Arthur M. Wright, Kevin Tollisen, Mark Hammond, Scott Ostrander, Thomas Richardson, Theodore Kusnierz, Tara Gaston, Matthew E. Veitch, Edward D. Kinowski, John Lawler, John Lant - 20. ABSENT – Willard H. Peck, Sandra Winney, Thomas N. Wood, III - 3.

The invocation was given by Craig Hayner on behalf of Thomas N. Wood, III, Chaplain.

On a motion by Mr. Ostrander, seconded by Mr. Butler, Mr. Tollisen was named Temporary Chairman by a unanimous vote.

On a motion by Mr. Lant, seconded by Mrs. Edwards, Mr. Kusnierz was named Chairman of the Board for 2023 by the following vote:

AYES (199116.5): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Thomas Richardson (5163), Scott Ostrander (18800), Theodore Kusnierz (16202), Matthew E. Veitch (14245.5), John Lawler (8208), John Lant (17361)

NOES (9022): Edward D. Kinowski (9022)

ABSTAIN (14245.5): Tara N. Gaston (14245.5)

ABSENT (13125): Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808)

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

Chairman Kusnierz gave remarks and outlined his goals for 2023.

On a motion by Mr. Barrett, seconded by Mr. Hammond, Mr. Schopf was appointed Vice Chairman of the Board for 2023 by a unanimous vote.

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

Ms. Gaston requested a separate vote on Resolution 1.

On a motion by Mr. Grasso, seconded by Mr. Smith, Resolutions 2 through 14 were adopted by the following vote:

AYES (208138.5): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond

(17130), Thomas Richardson (5163), Scott Ostrander (18800), Theodore Kusnierz (16202), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lawler (8208), John Lant (17361)  
NOES (14245.5): Tara N. Gaston (14245.5)  
ABSENT (13125): Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808)

## RESOLUTION 2 - 2023

Introduced by the Chair of the Board

### ADOPTING A SCHEDULE OF 2023 REGULAR MEETINGS OF THE SARATOGA COUNTY BOARD OF SUPERVISORS

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

WHEREAS, pursuant to Resolution 1-2023, this Board adopted the 2023 Rules of the Board of Supervisors, which establishes that Regular Board Meetings must occur at least once per calendar month and that the specific dates and times of the Regular Meetings shall be adopted by Resolution; now, therefore be it

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

Tuesday, January 17, 2023 at 4:00P.M.  
Thursday, February 23, 2023 at 4:00P.M.  
Tuesday, March 21, 2023 at 4:00P.M.  
Tuesday, April 18, 2023 at 4:00P.M.  
Tuesday, May 16, 2023 at 4:00P.M.  
Tuesday, June 20, 2023 at 4:00P.M.  
Tuesday, July 18, 2023 at 4:00P.M.  
Tuesday, August 15, 2023 at 4:00P.M.  
Tuesday, September 19, 2023 at 4:00P.M.  
Tuesday, October 17, 2023 at 4:00P.M.  
Tuesday, November 21, 2023 at 4:00P.M.  
Tuesday, December 19, 2023 at 4:00P.M.

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

## RESOLUTION 3 - 2023

Introduced by the Chair of the Board

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

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

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

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

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

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

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

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

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

#### RESOLUTION 4 - 2023

Introduced by the Chair of the Board

#### DESIGNATING OFFICIAL COUNTY NEWSPAPERS

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

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

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

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

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

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

RESOLUTION 5 - 2023

Introduced by Chair of the Board

APPOINTING COMMISSIONERS OF SARATOGA COUNTY SEWER DISTRICT NO. 1

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

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

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

| <u>NAME AND ADDRESS</u>  | <u>MUNICIPALITY</u>   | <u>Term Expires</u> |
|--|-----------------------|---------------------|
| Eric Smassanow<br>538 Middle Line Road<br>Ballston Spa, NY 12020 | Town of Milton        | 12/31/2025          |
| Mike Butler<br>135 Ellsworth Avenue<br>Mechanicville, NY 12118   | City of Mechanicville | 12/31/2025          |
| Paul Hotaling<br>18 Chamber Court<br>Mechanicville, NY 12118     | Town of Halfmoon      | 12/31/2025          |

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

RESOLUTION 6 - 2023

Introduced by Chair of the Board

APPOINTING MEMBERS TO THE COMMUNITY SERVICES BOARD

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

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

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

| <u>NAME AND ADDRESS</u>  | <u>REPRESENTING</u>     | <u>TERM EXPIRES</u> |
|--|-------------------------|---------------------|
| Edmond Amyot, Ph.D.<br>219 Woodlawn Avenue<br>Saratoga Springs, NY 12866 | Doctor/Physician        | 12/31/2026          |
| Rudolph Stutzman<br>1 Crossway Street<br>Glens Falls, NY 12801           | Mental Health Treatment | 12/31/2026          |

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

RESOLUTION 7 - 2023

Introduced by Chair of the Board

APPOINTING MEMBERS TO THE COUNTY FIRE ADVISORY BOARD

WHEREAS, pursuant to County Law §225-a, the Board of Supervisors created the County Fire Advisory Board; and

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

RESOLVED, that the following individuals be appointed as members of the County Fire Advisory Board for terms expiring on December 31, 2024:

| <u>MUNICIPALITY</u>  | <u>NAME AND ADDRESS</u>   |
|----------------------|---|
| Town of Corinth      | Graham Champagne<br>327 1 <sup>st</sup> Street, Corinth, NY 12822 |
| Town of Charlton     | Aaron Dyer<br>123 Jenkins Road, Burnt Hills, NY 12027             |
| Town of Clifton Park | Patrick Champagne<br>P.O. Box 1272, Clifton Park, NY 12065        |
| Town of Galway       | Kevin L. Barkley, Jr.   |

|                          |  |
|--------------------------|--|
|                          | 1201 Perth Road, Hagaman, NY 12086                                 |
| Town of Greenfield       | Robert Williams<br>23 Cider Mill Way, Saratoga Springs, NY 12866   |
| Town of Halfmoon         | Arthur T. Hunsinger<br>5 North Pointe 8S, Halfmoon, NY 12065       |
| Town of Malta            | Peter F. Shaw<br>31 Collamer Drive, Malta, NY 12020                |
| City of Mechanicville    | Matt Dunn<br>510 Park Avenue, Mechanicville, NY 12188              |
| Town of Milton           | Joseph Spofford<br>59 Rip Van Lane, Saratoga Springs, NY 12866     |
| Town of Northumberland   | Thomas E. Wood<br>13 Peach Lane, Gansevoort, NY 12831              |
| Town of Saratoga         | Brian Myers<br>25 Chestnut Street, Schuylerville NY 12871          |
| City of Saratoga Springs | Joseph Dolan<br>60 Lake Avenue, Saratoga Springs, NY 12866         |
| Town of Stillwater       | Thomas J. Rinaldi<br>8 County Route 76, Stillwater, NY 12170       |
| Town of Waterford        | Don Baldwin<br>P.O. Box 58, Waterford, NY 12188                    |
| Town of Wilton           | William Morgan<br>712 Wilton-Gansevoort Road, Gansevoort, NY 12831 |

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

RESOLUTION 8 - 2023

Introduced by Chair of the Board

APPOINTING MEMBERS TO THE FISH AND WILDLIFE MANAGEMENT BOARD – REGION 5

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

WHEREAS, there are vacancies on the Fish and Wildlife Management Board – Region 5 due to term expirations and/or resignations; now, therefore, be it

RESOLVED, that the following individuals are appointed as members of the Fish and Wildlife Management Board – Region 5, for the stated terms:

| <u>NAME AND ADDRESS</u>  | <u>TERM EXPIRES</u> |
|--|---------------------|
| Garth Ellms<br>468 Charlton Road<br>Ballston Spa, NY 12020     | 12/31/2024          |
| Donald Friedman<br>8 Birchwood Drive<br>Clifton Park, NY 12065 | 12/31/2024          |
| Ronald Rybicki<br>3902 Lewis Road<br>Ballston Spa, NY 12020    | 12/31/2024          |

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

RESOLUTION 9 - 2023

Introduced by Chair of the Board

APPOINTING DIRECTORS OF THE SOIL AND WATER CONSERVATION DISTRICT

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

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

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

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

| <u>NAME AND ADDRESS</u>  |            | <u>TERM EXPIRES</u> |
|--|------------|---------------------|
| Michael Smith<br>Galway Town Hall<br>5910 Sacandaga Road<br>Galway, NY 12074 | Supervisor | 12/31/2023          |





RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

RESOLUTION 11 - 2023

Introduced by Chair of the Board

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

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

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

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

WHEREAS, the terms of four (4) Directors having expired; now, therefore be it

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

| <u>NAME AND ADDRESS</u>  | <u>Term Expires</u> |
|--|---------------------|
| Justin Baker<br>22 Clubhouse Court<br>Saratoga Springs, NY 12866 | 12/31/2024          |
| Phillip Barrett<br>1 Town Hall Plaza<br>Clifton Park, NY 12065   | 12/31/2024          |
| Jeremy Connors<br>26 Church Hill Road<br>Halfmoon, NY 12065      | 12/31/2024          |
| Jeffrey Jones<br>3 Lincoln Town Drive<br>Clifton Park, NY 12065  | 12/31/2024          |

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

RESOLUTION 12 - 2023

Introduced by Chair of the Board

APPOINTING DIRECTORS OF THE SARATOGA COUNTY CAPITAL RESOURCE CORPORATION

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

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

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

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

| <u>NAME AND ADDRESS</u>  | <u>Term Expires</u> |
|--|---------------------|
| Jean Raymond<br>Edinburg Town Hall<br>45 Military Road, Northville, NY 12134             | 12/31/2025          |
| Matthew Veitch<br>Saratoga Springs City Hall<br>474 Broadway, Saratoga Springs, NY 12866 | 12/31/2025          |

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

RESOLUTION 13 - 2023

Introduced by Chair of the Board

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 of 1968 establishing a Traffic Safety Board to perform those functions set forth in said Article; and

WHEREAS, Local Law 2 of 1978 amended §2 of Local Law 3 of 1968 to increase the authorized members of the Board to twenty (20); and

WHEREAS, as a result the expiration of the terms of members and existing vacancies, new appointments are appropriate; now, therefore, be it

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

| <u>NAME</u>         | <u>MUNICIPALITY AND ADDRESS</u>  | <u>TERM EXPIRES</u> |
|---------------------|--|---------------------|
| Michael Zurlo       | Saratoga County Sheriff's Office<br>6012 County Farm Road<br>Ballston Spa, NY 12020              | 12/31/2025          |
| Daniel Morley       | Saratoga County Sheriff's Office<br>6012 County Farm Road<br>Ballston Spa, NY 12020              | 12/31/2025          |
| Chief Paul Pecor    | Stillwater Police Dept.<br>1 Lansing Road<br>P.O. Box 700<br>Stillwater, NY 12170                | 12/31/2025          |
| Chief David Gifford | So. Glens Falls Police Dept.<br>5 West Marion Avenue<br>PO Box 1210<br>So. Glens Falls, NY 12803 | 12/31/2025          |
| Donald Fourgere     | NYS Police – Troop G<br>760 Troy-Schenectady Road<br>Latham, NY 12110                            | 12/31/2023          |
| Frank McGarity      | NYS Park Police<br>65 S. Broadway<br>Saratoga Springs, NY 12866                                  | 12/31/2025          |
| Susan Costanzo      | Saratoga County Probation Dept.<br>6012 County Farm Road<br>Ballston Spa, NY 12020               | 12/31/2025          |
| Daniel Mullan       | Saratoga Springs Police Dept.<br>5 Lake Avenue<br>Saratoga Springs, NY 12866                     | 12/31/2025          |
| Janine Stuchin      | Prevention Council<br>125 High Rock Avenue<br>Saratoga Springs, NY 12866                         | 12/31/2025          |
| Cindy Dort          | Cornell Cooperative Extension<br>50 W. High Street   | 12/31/2025          |

Ballston Spa, NY 12020

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

RESOLUTION 14 - 2023

Introduced by Chair of the Board

APPOINTING MEMBERS OF THE INDUSTRIAL DEVELOPMENT AGENCY

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

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

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

| <u>NAME AND ADDRESS</u>  | <u>TERM EXPIRES</u> |
|--|---------------------|
| Tom L. Lewis<br>60 Franklin Street<br>Saratoga Springs, NY 12866 | 12/31/2024          |
| Philip Klein<br>29 Walter Drive<br>Saratoga Springs, NY 12866    | 12/31/2024          |
| Michael Mooney<br>84 Cobblehill Drive<br>Gansevoort, NY 12831    | 12/31/2024          |
| Rod J. Sutton<br>12 Fifth Avenue<br>Saratoga Springs, NY 12866   | 12/31/2024          |

; and it is further

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

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

Discussion took place regarding Resolution 1-2023.

Ms. Gaston made a motion to amend the 2023 Rules of the Board to change Section 4 Conduct of Meetings, Item 2 Order of Business, that Public Input be moved higher in the order to after the Presentations. To read: Calling of the roll, Attention, Chaplain, Presentations, Public Input. There was no second on the motion.

After discussion, on a motion by Mr. Barrett, seconded by Ms. Gaston, Resolution #1 was adopted by the following vote:

AYES (208138.5): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Thomas Richardson (5163), Scott Ostrander (18800), Theodore Kusnierz (16202), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lawler (8208), John Lant (17361)

NOES (14245.5): Tara N. Gaston (14245.5)

ABSENT (13125): Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808)

## RESOLUTION 1 - 2023

Introduced by the Chair of the Board

### RESCINDING RESOLUTION 1-2022, AND ADOPTING THE 2023 RULES OF THE SARATOGA COUNTY BOARD OF SUPERVISORS

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

WHEREAS, the Board of Supervisors has voted upon and approved the “2023 Rules of The Saratoga County Board of Supervisors”, attached hereto; now, therefore, be it

RESOLVED, that Resolution 1-2022 is hereby rescinded, and the Rules of the Board of Supervisors adopted by Resolution 1-2022 are repealed; and it is further

RESOLVED, that the attached “2023 Rules of The Saratoga County Board of Supervisors” are designated as the adopted Rules for this Board of Supervisors effective January 4, 2023 and operative until this Board of Supervisors votes to amend or repeal said rules; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

2023 Rules of the Saratoga County Board of Supervisors

#### Section 1: Meetings

##### I. Organizational Meetings

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

## II. Regular Meetings

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

## III. Special Meetings

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

## Section 2: Quorum

### I. Definition of Quorum

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

### II. Attendance at Meetings

- a. Any member who enters the meeting room after the roll call of an Organizational Meeting, Regular Meeting, or Special Meeting, shall be entitled to take a seat and the Chair shall instruct the Clerk to note the presence of the Member in the minutes.

- b. No member shall withdraw from the session without leave being granted by the Chair.

### Section 3: Chair and Vice-Chair

#### I. Selection of a Chair and Vice-Chair

- a. At the Organizational Meeting of the Board of Supervisors, held in accordance with NYS County Law §151, the Board shall select a Chair and a Vice-Chair.
- b. Prior to the Chair being selected, the Board of Supervisors shall select a Temporary Chair, upon a motion and second, with the weighted majority vote selecting the Temporary Chair. The Chair and Vice-Chair shall be selected upon a vote of the weighted majority of the members of the Board of Supervisors.

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

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

### Section 4: Conduct of Meetings

- I. Rules of Order: Except as otherwise provided in the Rules of the Board of Supervisors, Robert's Rules of Order (10<sup>th</sup> Edition) shall be deemed to govern the conduct and

parliamentary procedure of the Organizational Meeting Regular Meetings and Special Meetings.

## II. Order of Business

a. The order of business at Regular Meetings will include:

- Calling of the roll of members present
- Attention to the flag
- Chaplain invocation
- Presentations
- Approval of the minutes of prior meetings
- Correspondence
- Reports of Committees
- Reports
- Resolutions
- Request for separate votes
- Motion and adoption of Resolutions
- Unfinished business and new proposals
- Executive Session (if necessary)
- Other business
- Public Input
- Adjournment

b. The Chair of the Board of Supervisors shall have the discretion to modify the sequence of items within the Order of Business in setting the agenda and during the meeting to accommodate participation or to maintain decorum and order.

c. The meeting shall be called to order by the Chair at Regular Meetings and the roll called.

## III. Decorum and Order

a. The Chair of the Board as presiding officer shall have to the fullest extent allowed by New York State Law the sole authority to regulate public comment at any meeting, as they in their sole discretion see fit, including but not limited to, the authority to set priority for topics of comment and to declare any person to be out of order for failure to follow their directives in this regard.

b. Rules of Decorum and Order:

- i. For Members of the Board of Supervisors: Each Member of the Board of Supervisors shall conduct themselves with decorum and shall not delay or interrupt the proceedings or the peace of the Board of Supervisors nor disturb any member while speaking or refuse to obey the orders of the presiding officer.
- ii. Speaker to be Recognized: No Member of the Board of Supervisors wishing to speak shall proceed until they have been recognized by the presiding officer.



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

#### IV. Public Input

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

#### V. Public Hearings

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

## VI. Resolutions and Reports

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

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

- ii. Questions may be asked of County staff, comments, remarks, or announcements on any item relevant to Saratoga County can be discussed. The Chair shall decide whether a Supervisor’s topic is relevant to Saratoga County; and
- iii. All Members must ask permission of the Chair of the Board to speak during the Other Business portion of the meeting and shall be limited to no more than (5) minutes on any given topic.
- n. Adjournments: Any motion to adjourn, having been duly seconded shall require a roll call vote of the majority of the weighted vote of the Members present voting in the affirmative before the session is adjourned; except that the Chair of the Board may waive the requirement for a roll-call vote to adjourn the session, and may accept a voice vote in the affirmative to adjourn a session.

Section 5: Committees

I. Standing Committees:

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

| <u>Committee Name</u>              | <u>Number of Members</u> |
|------------------------------------|--------------------------|
| Buildings and Grounds              | 7                        |
| Economic Development               | 7                        |
| Health and Human Services          | 7                        |
| Human Resources and Insurance      | 7                        |
| Law and Finance                    | 7                        |
| Legislative and Government Affairs | 5                        |
| Public Safety                      | 7                        |
| Public Works Committee             | 7                        |
| Airport Improvement Committee      | 5                        |
| Real Property Tax                  | 5                        |
| Trails and Open Space              | 5                        |
| Veterans’ Affairs                  | 5                        |

II. Appointment and Scheduling of Standing Committees:

- a. The Chair of each Standing Committee shall be selected by the Chair of the Board of Supervisors.
- b. The Vice-Chair of each Standing Committee shall be selected by the Chair of the Committee from the appointed Members of the Committee.
- c. The Chair of the Board of Supervisors shall be an ex-officio member of all Standing Committees.
- d. Committee Chairs will confer with the Clerk of the Board to establish the schedule of Committee meetings for the year as soon as practicable following the Chairman’s appointment of members to standing committees.

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

### III. Quorum for Standing Committees:

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

### IV. Standing Committee Definition and Scope:

- a. Buildings and Grounds Committee: To have charge of all County property, its use, maintenance, renovation, space allocation, repairs and replacement, to oversee and approve all lease agreements involving the County of Saratoga; to oversee parking regulations and facilities; and supervise the provision of construction, technical, engineering and legal services necessary or appropriate for the construction of County facilities. To oversee all aspects of County Internet Technology (IT) and Information Systems and to oversee the County's IT infrastructure.
- b. Economic Development Committee: To have supervision over County planning matters and activities as provided under NYS County Law §220 and NYS General Municipal Law Article 12(b); to meet periodically with the County Planning Board for the purpose of correlating its activities and objectives; generally managing and dealing with all matters of transportation, excluding those assigned to the Public Works Committee; to act as liaison with the Capital District Transportation Authority; to handle matters under the Mass Transportation Act; to develop, as the need arises, long range plans affecting any forms of transportation within the County; to consult with industrial and business firms regarding matters of mutual interest and concern; to assist local efforts to attract new business and industry to the County in a continuous effort to improve the commercial and industrial climate of the area' to have general supervision over the operations of the County's Office of Employment and Training; to meet periodically with and to maintain liaison with appropriate economic development organizations and to make such recommendations to the Board of Supervisors as it deems in the best interest of the County; to have general cognizance of all matters relating to the preservation and improvement of agriculture and husbandry; and maintain liaison with Boards Directors of the County Extension Association, the County Fair, and the Saratoga County Prosperity Partnership.
- c. Health and Human Services Committee: To oversee generally all County health programs, including the Early Intervention program; and to have general supervision over the operations and programs of Saratoga County Health Department and Saratoga County Mental Health and Addictions Services. To have the general supervision over the operations of all agencies and departments now or hereafter involved with social programs, including the Department of Social Services, Department of Aging and Youth Services; to maintain liaison with federal and state agencies in connection with

such programs; to recommend any changes in personnel or appropriations required for the efficient operation of said County departments.

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

the County Animal Shelter and the facilities and operations of the Supreme, County, Surrogate, and Family Courts, and the Supreme Court Law Library.

- h. Public Works Committee: To consider all requests and recommendations made by the County Commissioner of Public Works as to order and type of roads to be constructed, programs and projects for road construction, reconstruction or maintenance; snow and ice control; purchase of machinery; acquisition of rights of way for State and County highways; to confer with State officials with reference to location of proposed State highways within the County; to provide requested engineering services to other County Departments; and to supervise the privatization of the County's recycling program.
- i. Airport Improvement Committee: To provide general supervision of the Saratoga County Airport Terminal Project. To consider all requests and recommendations made by the County Commissioner of Public Works and other Departments related to the Saratoga County Airport Terminal Project including the construction of the new Fixed Base Operator Terminal Building. To review and consider all matters related to the contracting, construction, reconstruction, or maintenance of the new terminal building; to confer with State and Federal officials with reference to planning and implementation of construction of the terminal building.
- j. Real Property Tax Committee: To have general oversight of the County's real property tax enforcement proceedings, including the setting of the dates of the County's real property auctions, reviewing tax delinquent parcels that may be acquired through the tax foreclosure process, approving requested second pulls of parcels from the County's real property auction, approving repurchase offers for tax acquired properties, approving the results of the County's real property auction, approving the pre-auction conveyance of a tax acquired parcel to an authorized municipal or public entity which is not the former owner of such parcel, and, when appropriate, recommending to the Board alternatives to the disposition of tax acquired parcels other than sale at public auction; recommending to the Board the retention of a tax acquired parcel or parcels for municipal purposes; review the reports of the County Auditor in amounts up to \$2,500; recommending to the Board the approval of any requested tax bill corrections, tax refunds, or tax credits over the amount of \$2,500; recommending to the Board the denial of any requested tax bill corrections, tax refunds or tax credits, regardless of amount at issue; recommending to the Board the cancellation of taxes, when appropriate, recommending to the Board the appropriate action to be taken relative to any new tax exemptions or changes in current tax exemptions; and maintaining a Manual of Policies and Procedures of the Committee relative to the various real property tax services provided by the Committee and the County.
- k. Trails and Open Space Committee: To administer the County's trails and open space grant programs; to oversee and work with the Planning Department on the management of the County Forest, land, and trails; to oversee the management, development, and improvement of County parks; to have general cognizance of all matters relating to the preservation and improvement of the environment; to maintain liaison with the Environmental Management Council; to have general cognizance of all matters relating to the propagation of fish and game birds, reforestation projects and care of trees, forest fires, bounties, soil conservation; and to meet periodically and maintain liaison with Boards of Directors of the Soil Conservation District, Saratoga PLAN, and other similar organizations.



- l. Veteran's Affairs Committee: To oversee all programs for military Veterans through the County; to confer with members of other legislative bodies on appropriate benefits for military Veterans; to conduct suitable events to honor and memorialize Veterans.

V. Standing Committee Agendas and Resolutions:

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

VI. Standing Committee Participation:

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

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

I. Rule Amendment Procedure and Requirements:

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

Chairman Kusnierz announced the following appointments:

2023 Law & Finance Committee

Jonathan Schopf – Chairman  
 Philip Barrett  
 Diana Edwards  
 Joe Grasso  
 John Lant  
 Kevin Tollisen  
 Matthew Veitch

Adirondack Park Agency – Local Government Review Board

|                |           |            |
|----------------|-----------|------------|
| Bruce Brownell | Delegate  | 12/31/2023 |
| Diana Edwards  | Alternate | 12/31/2023 |

County Agriculture and Farmland Protection Board

|                 |                      |            |
|-----------------|----------------------|------------|
| Kevin Veitch    | Supervisor           | 12/31/2023 |
| Jason Kemper    | Planning             | 12/31/2023 |
| Chris Koval     | Farmer               | 12/31/2024 |
| Eric Smassanow  |                      | 12/31/2024 |
| William Schwerd | CCE Rep              | 12/31/2024 |
| Steve Ropitzky  | Soil & Water, Chair  | 12/31/2025 |
| Chad Barber     | Farmer               | 12/31/2026 |
| Charles Hanehan | Farmer               | 12/31/2026 |
| Rob Davies      | Land Preservationist | 12/31/2026 |

Great Sacandaga Lake Advisory Council

|                |           |                              |            |
|----------------|-----------|------------------------------|------------|
| Diana Edwards  | Member    | Town of Day Resident         | 12/31/2023 |
| Lauren Roberts | Member    | Town of Edinburg Resident    | 12/31/2023 |
| Jason Kemper   | Member    | Town of Day/Edinburgh/Hadley | 12/31/2023 |
| Jean Raymond   | Alternate | Town of Day/Edinburgh/Hadley | 12/31/2023 |

Local Early Intervention Coordinating Council

|                         |                                  |            |
|-------------------------|----------------------------------|------------|
| Daniel Kuhles           | Public Health                    | 12/31/2023 |
| Maureen Mitchell        | NYS DDSO                         | 12/31/2023 |
| Tina Potter             | Social Services                  | 12/31/2023 |
| Michael Prezioso, Ph.D. | Mental Health                    | 12/31/2023 |
| Dr. Laurie Newcomer     | Saratoga Springs School District | 12/31/2023 |
| Brianne Hazelton        | Mechanicville Central Schools    | 12/31/2023 |
| Richard T. Rothwell, PT | Provider                         | 12/31/2023 |
| Martha Frank            | EI Provider                      | 12/31/2023 |
| Kimberly Slocum         | Provider                         | 12/31/2023 |
| Christine Murphy        | Provider                         | 12/31/2023 |
| Patricia Anderson       | EI Provider                      | 12/31/2023 |

|                     |                    |            |
|---------------------|--------------------|------------|
| Bree Pisacane       | Provider           | 12/31/2023 |
| Nancy Wheeler       | Childcare Provider | 12/31/2023 |
| Rebecca Ahern       | Childcare Provider | 12/31/2023 |
| Crissy Grady        | Childcare Provider | 12/31/2023 |
| Ellen Kirker        | Parent             | 12/31/2023 |
| Sally Draina        | Parent             | 12/31/2023 |
| Caroline Bobick     | Parent             | 12/31/2023 |
| Julia Digioacchino  | Parent             | 12/31/2023 |
| Marcella Carbone    | Parent             | 12/31/2023 |
| Jennifer Speenburgh | Parent             | 12/31/2023 |

#### Local Emergency Planning Committee

|                   |  |            |
|-------------------|--|------------|
| Michael Zurlo     | Member, Sheriff                              | 12/31/2023 |
| Shelley Zieske    | Member, Sheriff's Dept. Employee             | 12/31/2023 |
| Steve Gordon      | Member, Sheriff's Dept. – Communications     | 12/31/2023 |
| Michael Stanley   | Member, OES Employee                         | 12/31/2023 |
| Frank Frisone     | Member, OES Employee                         | 12/31/2023 |
| Ed Tremblay       | Member, County Fire Coordinator              | 12/31/2023 |
| Mike McEvoy       | Member, County EMS Coordinator               | 12/31/2023 |
| Michael Prezioso  | Member, Commissioner of Mental Health        | 12/31/2023 |
| Jason Kemper      | Member, Director, Saratoga County Planning   | 12/31/2023 |
| Chad Cooke        | Member, Commissioner of Public Works         | 12/31/2023 |
| Sandra Cross      | Member, Director, Office for the Aging       | 12/31/2023 |
| Bill Morgan       | Member, Saratoga County HazMat Team          | 12/31/2023 |
| Marilyn Rivers    | Member, Saratoga Springs Representative      | 12/31/2023 |
| Joe Dolan         | Member, Saratoga Springs Fire Representative | 12/31/2023 |
| Shane Crooks      | Member, Saratoga Springs Police Rep.         | 12/31/2023 |
| Rebecca Carman    | Member, School District Official             | 12/31/2023 |
| Kevin Barkely     | Member, US Navy Base Rep (HAZMAT)            | 12/31/2023 |
| Jacob Brizzell    | Member, US Navy Base Representative          | 12/31/2023 |
| Melany Putman     | Member, NYSEG Representative                 | 12/31/2023 |
| Paul Felts        | Member, Momentive Representative             | 12/31/2023 |
| Brian Hupe        | Member, Momentive Representative             | 12/31/2023 |
| Stuart Field      | Member, Slack Chemical Representative        | 12/31/2023 |
| Charles Friderici | Member, Saratoga Hospital Representative     | 12/31/2023 |
| John Yakel        | Member, Evonik Corporation                   | 12/31/2023 |
| Nancy Swarts      | Member, Sysco                                | 12/31/2023 |
| Michael Lewis     | Member, New York State Police                | 12/31/2023 |
| Robert Coughlin   | Member, Red Cross                            | 12/31/2023 |
| Shannon Finegan   | Member, NYS Division of Homeland Security    | 12/31/2023 |
| John Callaghan    | Member, Hudson River Black River Reg. Dist   | 12/31/2023 |
| Joseph Whalen     | Member, Town of Ballston Hway Super          | 12/31/2023 |
| Robert Williams   | Member, Town of Wilton                       | 12/31/2023 |
| Scott Gresens     | Member, National Grid                        | 12/31/2023 |
| Justin Reed       | Member, Global Foundries                     | 12/31/2023 |

#### Office for the Aging Advisory Council

|                |              |            |
|----------------|--------------|------------|
| Patricia Allen | Charlton     | 12/31/2026 |
| Manoj Amjera   | Clifton Park | 12/31/2026 |
| John Randall   | Corinth      | 12/31/2026 |

|                     |                  |            |
|---------------------|------------------|------------|
| Liz Feulner         | Galway           | 12/31/2026 |
| Patricia Veitch     | Greenfield       | 12/31/2026 |
| Leland Aldrich      | Hadley           | 12/31/2026 |
| Eileen Pettis       | Halfmoon         | 12/31/2026 |
| Kathy Eitzmann      | Malta            | 12/31/2026 |
| Barbara McGuire     | Mechanicville    | 12/31/2026 |
| Barbara Broderson   | Milton           | 12/31/2026 |
| Roger Dillon        | Moreau           | 12/31/2026 |
| Ruth Lee            | Providence       | 12/31/2026 |
| John Hayes          | Saratoga         | 12/31/2026 |
| Lois Celeste        | Saratoga Springs | 12/31/2026 |
| Barbara Thomas      | Saratoga Springs | 12/31/2026 |
| Mary Susan Petronis | Stillwater       | 12/31/2026 |
| Frank McClement     | Waterford        | 12/31/2026 |
| Cheryl Wood         | Wilton           | 12/31/2026 |

#### Public Health Professional Advisory Committee

|                  |        |                                  |            |
|------------------|--------|----------------------------------|------------|
| Daniel Kuhles    | Member | Commissioner of Public Health    | 12/31/2023 |
| Michael Prezioso | Member | Commissioner of Mental Health    | 12/31/2023 |
| Tina Potter      | Member | Commissioner of Social Services  | 12/31/2023 |
| Sandra Cross     | Member | Director of Office of the Aging  | 12/31/2023 |
| Erin Murray      | Member | Public Health Employee           | 12/31/2023 |
| Cynthia Lisuzzo  | Member | Saratoga Hospital Representative | 12/31/2023 |
| Helen Endres     | Member |                                  | 12/31/2023 |

#### Region 5 – Open Space Committee

|                 |        |                 |            |
|-----------------|--------|-----------------|------------|
| Julia Stokes    | Member | County Resident | 12/31/2023 |
| Allison Crocker | Member | County Resident | 12/31/2023 |

#### Workforce Development Board

|                        |        |                 |            |
|------------------------|--------|-----------------|------------|
| Scot Chamberlain       | Member | County Employee | 12/31/2025 |
| Gary Dake              | Member | Stewarts        | 12/31/2025 |
| Patricia A. Klimkewicz | Member | HVCC            | 12/31/2025 |
| Michael Mastropietro   | Member |                 | 12/31/2025 |
| Tara McGaughey         | Member | GLOBALFOUNDRIES | 12/31/2025 |
| Christopher Koval      | Member |                 | 12/31/2025 |

#### Youth Advisory Board

|                 |               |            |
|-----------------|---------------|------------|
| Jackie Sarnelli | Charlton      | 12/31/2023 |
| Michael Woerner | Clifton Park  | 12/31/2023 |
| Lorraine Tefft  | Corinth       | 12/31/2023 |
| Chris Reichert  | Day           | 12/31/2023 |
| Daniel Anderson | Galway        | 12/31/2023 |
| Ty Stacey       | Greenfield    | 12/31/2023 |
| Jean Cieslik    | Hadley        | 12/31/2023 |
| Ross MacNeil    | Halfmoon      | 12/31/2023 |
| Isabella Sacci  | Malta         | 12/31/2023 |
| April Turner    | Mechanicville | 12/31/2023 |

|                       |                          |          |            |
|-----------------------|--------------------------|----------|------------|
| Meg Stevens           | Milton                   |          | 12/31/2023 |
| Kyle Noonan           | Moreau                   |          | 12/31/2023 |
| Jennifer Amidon       | Northumberland           |          | 12/31/2023 |
| William Hartman       | Providence               |          | 12/31/2023 |
| Jennie Winter         | Saratoga                 |          | 12/31/2023 |
| John Hirliman         | Saratoga Springs         |          | 12/31/2023 |
| Beth Maioriello-Bornt | Stillwater               |          | 12/31/2023 |
| Frank McClement       | Waterford                |          | 12/31/2023 |
| Mark Marino           | Wilton                   |          | 12/31/2023 |
| Mickey Mahoney        | Probation Department Rep |          | 12/31/2023 |
| Concetta Hmura        | Social Services Rep      |          | 12/31/2023 |
| Jennifer McCloskey    | Employment and Training  | Employee | 12/31/2023 |
| Anthony Miller        | High School Student      |          | 12/31/2023 |

Cornell Cooperative Extension Board of Directors

|              |          |                              |            |
|--------------|----------|------------------------------|------------|
| Kevin Veitch | Director | Member of Bd. of Supervisors | 12/31/2023 |
|--------------|----------|------------------------------|------------|

InterCounty Legislative Association of the Adirondacks

|                  |        |                    |            |
|------------------|--------|--------------------|------------|
| Diana Edwards    | Member | Town of Day        | 12/31/2023 |
| Jason Kemper     | Member | Town of Edinburg   | 12/31/2023 |
| Arthur Wright    | Member | Town of Hadley     | 12/31/2023 |
| Eric Butler      | Member | Town of Corinth    | 12/31/2023 |
| Jean Raymond     | Member | Town of Edinburg   | 12/31/2023 |
| Kevin Veitch     | Member | Town of Greenfield | 12/31/2023 |
| Therese Connolly | Member | Clerk of the Board | 12/31/2023 |

Saratoga County Council of Fish and Game Clubs

|               |        |                            |            |
|---------------|--------|----------------------------|------------|
| Arthur Wright | Member | Member, Bd. of Supervisors | 12/31/2023 |
|---------------|--------|----------------------------|------------|

Affirmative Action Officer

|                  |  |  |            |
|------------------|--|--|------------|
| Scot Chamberlain |  |  | 12/31/2023 |
|------------------|--|--|------------|

HIPAA Appointments

|                  |                          |  |            |
|------------------|--------------------------|--|------------|
| Scot Chamberlain | HIPAA Administrator      |  | 12/31/2023 |
| Katie Bottger    | HIPAA Compliance Officer |  | 12/31/2023 |
| Eileen Bennett   | HIPAA Security Officer   |  | 12/31/2023 |
| Jessica Poe      | HIPAA Privacy Officer    |  | 12/31/2023 |

County Fire Coordinator

|             |  |  |            |
|-------------|--|--|------------|
| Ed Tremblay |  |  | 12/31/2023 |
|-------------|--|--|------------|

County EMS Coordinator

|             |  |  |            |
|-------------|--|--|------------|
| Mike McEvoy |  |  | 12/31/2023 |
|-------------|--|--|------------|

STOP DWI Coordinator

|                       |  |  |            |
|-----------------------|--|--|------------|
| Sheriff Michael Zurlo |  |  | 12/31/2023 |
|-----------------------|--|--|------------|

Chaplain

|                 |  |  |            |
|-----------------|--|--|------------|
| Craig A. Hayner |  |  | 12/31/2023 |
|-----------------|--|--|------------|

Mr. Kusnierz reported that the remaining committees shall be constituted in the immediate near future and members notified well in advance of the February meeting dates.

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

Respectfully submitted,

Therese M. Connolly  
Clerk of the Board