



Law & Finance Committee

Wednesday, August 9, 2023 4PM
40 McMaster Street, Ballston Spa, NY

Minutes

Present: Chairman Jonathan Schopf; Committee members Phil Barrett, Diana Edwards, Joe Grasso, John Lant, Kevin Tollisen, Matthew Veitch.

Supervisors Mark Hammond, Tom Richardson and Chairman of the Board Theodore Kusnierz; Steve Bulger, Ridge Harris, Stephanie Hodgson, Matt Rose, Christine Rush, Anne Van Vorst, County Administrator; Michelle Granger, County Attorney; Jeff Brown, Sheriff; Karen Heggen, District Attorney; Chad Cooke, Public Works; Jason Kemper, Planning and Economic Development; Scot Chamberlain, Katie Bottger, Human Resources; André Delvaux, Ed Tremblay, Emergency Services; Sandi Cross, Aging & Youth Services; Kelly DeVall, Animal Shelter; Daniel Kuhles, Department of Health, Lauren Roberts, County Historian; Michael Prezioso, Mental Health & Addiction; Frank McClement, Veterans; Donna Miter, CSEA.

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

On a motion made by Mr. Grasso, seconded by Mr. Tollisen, the minutes of the July 12, 2023 meeting were approved unanimously.

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

HEALTH & HUMAN SERVICES

- Amending Resolution 200-2022, authorizing amendments to Mental Health contracts to include State-funded cost of living increases, a minimum wage increase, a stipend for supported housing beds, and amending the 2023 County budget in relation thereto.
BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.

The NYS Office of Mental Health has issued two separate funding amendments. The budget amendment of \$103,425 will reflect the acceptance of this additional State-aid and appropriate the expenses accordingly.

- Authorizing an amended agreement with the Alcohol and Substance Abuse Prevention Council of Saratoga, Inc. to include State funded Cost of Living increases for the Certified Recovery Peer Advocate.

BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.

The NYS Office of Mental Health has announced additional funding for these services. The budget amendment of \$2,490 will reflect the acceptance of this additional State-aid and appropriate the expenses accordingly.

- Authorizing the acceptance of Health Insurance Information, Counseling and Assistance Volunteer Stipend Program Funding administered through the New York State Office for the Aging, and amending the 2023 County budget in relation thereto.

BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.

This budget amendment of \$900 will be used as a one-time stipend to incentivize volunteers to continue with training and certifications to help Medicare beneficiaries.

On a motion made by Mr. Veitch, seconded by Mr. Tollisen, the following resolution was approved unanimously.

PUBLIC WORKS

- Authorizing the implementation and funding in the first instance of 100% of the Federal-aid and State “Marchiselli” Program-aid eligible costs of a Transportation Federal aid project, and appropriating funds therefore, and amending the 2023 County budget in relation thereto .

BUDGET IMPACT: The budget will be amended to accept these funds, authorize the related expenses, and decrease fund balance by \$535.

The total cost of design and right-of-way incidentals for this project will be \$10,690. This will require an appropriation of \$535 from fund balance as the County’s share of the total cost.

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

BUILDINGS & GROUNDS

- Authorizing a lease renewal agreement with 2144 Doubleday Avenue, LLC for office space for the Saratoga County Veterans Services Agency.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

This lease agreement will be for a three-year term at a monthly cost of \$2,189.90.

- Authorizing a lease renewal agreement with Saratoga Prime Properties, LLC for office space for the Saratoga County Department of Mental Health and Addiction Services.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

This lease agreement will be for a five-year term with an additional 5-year option. The monthly cost during the first two years of the agreement will be \$32,640.22. The following years will be subject to a 3% increase at 2-year intervals.

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

PUBLIC SAFETY

- Authorizing intermunicipal agreements with the Saratoga County Sheriff’s Office and participating municipalities for the purpose of sharing tactical team personnel, equipment, and resources.

BUDGET IMPACT: No Budget Impact.

With these agreements the Sheriff’s Office will continue to work collaboratively with local law enforcement agencies by providing investigative and police services.

- Authorizing a cooperative agreement with the United States Department of the Navy for the lease of night vision goggles.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

This is an annual housekeeping item for the Sheriff’s Department. This one-year agreement will total \$4,500.

- Authorizing an agreement with the Town of Waterford-Halfmoon Union Free School District for the provision of a School Resource Officer .

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

This agreement will commence on September 1, 2023, and conclude on August 31, 2024.

- Authorizing an agreement with St. Mary’s Roman Catholic Church School for the provision of a School Resource Officer.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

This agreement will commence on September 1, 2023, and conclude on August 31, 2024.

- Authorizing an agreement with the New York State Division of Homeland Security and Emergency Services to accept a 2023 Homeland Security Program (SHSP) grant and a State Law Enforcement Terrorism Prevention Program (SLETPP) grant, and amending the 2023 County budget in relation thereto.

BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.

This \$247,535 of grant funding will be used to purchase incident command equipment, training, and emergency response services.

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

HUMAN RESOURCES & INSURANCE

- Authorizing the acceptance of New York State Healthcare Worker Bonus Program funds, disbursement of program funds to eligible Saratoga County employees, and amending the 2023 County budget in relation thereto.

BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.

This program provides state funding for bonuses to eligible workers performing certain work related to Covid of up to \$1,500 per employee based on six-month vesting periods. Bonus amounts are based on specific criteria established by the New York State DOH. Funds from the previous two vesting periods were received and disbursed in early 2023 through Resolution 21-2023.

- Amending the 2023 Compensation Schedule to reclassify positions under the Animal Shelter.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. These reclassified positions will streamline duties and responsibilities as well as provide a clear path of growth for current and future employees. These changes are budget neutral and necessary for employee retention.

- Amending the 2023 Compensation Schedule to reclassify positions under the Department of Health.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. The New York State Department of Health and New York State Civil Service have introduced the Public Health Specialist Series to replace the existing Public Health Sanitarian titles. These reclassifications change titles of existing positions and will allow the county to remain competitive, while also encouraging strong recruitment and retention rates. These changes are budget neutral and necessary for employee retention.

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

TRAILS & OPEN SPACE

- Authorizing the adoption of a Community Forest Management Plan in compliance with the United States Forestry Service Community Forest grant program.

BUDGET IMPACT: No Budget Impact.

The management plan was reviewed at the July and August Trails and Open Space Committee meeting and additional comments were solicited by the Committee Chairman. This plan is a requirement of the US Forestry Service grant which was received for the acquisition of Community Forest lands.

- Awarding 2023 Trails grants and amending the 2023 County budget in relation thereto.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. These grant awards totaling \$120,000 with a total project cost of over \$350,000 will fund improvements to various trail systems in 12 different municipalities around the County.

- Authorizing the necessary agreements to apply for, accept, and administer a New York State Snowmobile Grant-in-Aid Program Grant.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

The Planning and Economic Development Department is requesting acceptance of an application for a New York State Snowmobile Trails Grant, which are pass through funds that go directly to the clubs of the Saratoga County Association of Snowmobile Clubs.

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

LAW & FINANCE

- Authorizing the adoption of a pilot Apprenticeship Program.

BUDGET IMPACT: No Budget Impact.

This Pilot Program will require certain County construction contracts with a value of \$3 million or more to have apprenticeship requirements based on NY State Department of Labor Law Article 23. The goals of this program are to support the County's Workforce Development efforts that encourage more people to enroll in the building trades. With supervised training and education, residents will have the opportunity to develop marketable skills to help meet the increasing needs for such workers, and thereby bolstering the local and regional economy. At the same time, the County wants to support our smaller contractors who do not have apprenticeship programs to make sure they can compete for projects, which is why the threshold amount was set at \$3 million, by far the highest out of any County across the State with similar programs. The pilot apprenticeship program shall be effective January 1, 2024, through December 31, 2025, and apply to all relevant contracts bid on during that time, and will be overseen by the Director of Purchasing.

- Authorizing an agreement with Flatley Read Inc. for the Battles of Saratoga Interpretive Plan.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

This agreement will be in the amount of \$30,000. The Interpretive Plan is part of the American Battlefield Protection Program Grant awarded to the County in 2022. This grant covers half the cost of the agreement.

- Amending Resolution 181-12, as last amended by resolution 199-2023, and establishing or revising a standard workday reporting resolution for elected and appointed County officials for retirement purposes.

BUDGET IMPACT: No Budget Impact.

The Records of Activities (ROA) for Supervisor Matthew Veitch was last completed in 2015. This item will update the Supervisor's ROA for a new 8-year span.

A motion was made by Mr. Veitch, seconded by Mrs. Edwards, to enter into executive session for the purpose of discussion regarding proposed, pending or current litigation; and discussion regarding the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Motion passed unanimously.

Mr. Schopf reported that a motion was made by Mr. Tollisen, seconded by Mr. Grasso, to return to regular session. Motion passed unanimously.

No action was taken in executive session.

A motion was made by Mr. Tollisen, seconded by Mr. Grasso, to add the following resolution to the Law & Finance agenda. Motion passed. Mr. Veitch voted no.

Authorizing a salary step increase for Captain Steven Brown of the Saratoga County Sheriff's Office.

On a motion made by Mr. Tollisen seconded by Mr. Grasso, the following resolution was approved. Mr. Veitch voted no.

Authorizing a salary step increase for Captain Steven Brown of the Saratoga County Sheriff's Office.

OTHER BUSINESS:

On a motion made by Mr. Veitch, seconded by Mr. Barrett, Committee approval of the following were approved unanimously.

- Authorizing a partial distribution of funds for projects identified by the Supervisors of Saratoga Springs.
(Steve Bulger, County Administrator)
BUDGET IMPACT: No Budget Impact.

This distribution of \$15,000 will allow the City of Saratoga Springs to make replacements and repairs to sidewalks on Geysers Road.

- Authorizing a partial distribution of funds for projects identified by the Supervisors of Saratoga Springs.
(Steve Bulger, County Administrator)
BUDGET IMPACT: No Budget Impact.

This distribution of \$75,000 will go towards the purchase of new signs for the Saratoga Springs Welcome Signage Project. The new signs would be placed at 12 different entrance locations throughout the City of Saratoga Springs.

On a motion made by Mrs. Edwards, seconded by Mr. Tollisen, the Board Meeting Agenda for August 15, 2023 was approved unanimously.

On a motion made by Mrs. Edwards, seconded by Mr. Barrett, the meeting was adjourned unanimously.

Respectfully submitted,
Therese M. Connolly
Clerk of the Board