



## Law & Finance Committee

Wednesday, November 15, 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 Eric Butler, Mark Hammond, Scott Ostrander, Sandra Winney and Chairman of the Board Theodore Kusnierz; Steve Bulger, Ridge Harris, Audra Hedden, Stephanie Hodgson, Christine Rush, Anne VanVorst, County Administrator; Michelle Granger, County Attorney; Michael Zurlo, Jeff Brown, Richard Emery, Sheriff; Karen Heggen, District Attorney; Craig Hayner, County Clerk; Dan Rourke, Sewer District; Chad Cooke, Public Works; Jason Kemper, Planning and Economic Development; Katie Bottger, Human Resources; André Delvaux, Emergency Services; Eileen Bennett, Information Technology; Daniel Kuhles, Department of Health; Frank McClement, Veterans; John Warnt, Central Services; Anna Stanko, Real Property; Sandra Cross, Aging and Youth; Jenniffer McCloskey, Workforce Development, Andrew Jarosh, Treasurer; Sue Costanzo, Probation; Patrick Maxwell, Social Services; Kelly Devall, Animal Shelter; Roger Schiera, Cassandra Bagramian, Elections; Donna Miter, CSEA.

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

**On a motion made by Mrs. Edwards, seconded by Mr. Veitch, the minutes of the October 11, 2023 meeting were approved unanimously.**

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

#### **REAL PROPERTY TAX**

- Approving the 2024 Tax Bill Flyer in accordance with Local Law No. 1 of 2012 establishing Truth in Taxation in Saratoga County.  
**BUDGET IMPACT:** No Budget Impact.

In accordance with Local Law No.1 of 2012, the Board of Supervisors approves the annual Tax Bill Flyer. This flyer will be included with 2024 Property Tax bills mailed to county residents and will be available on the County's website.

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

### **HEALTH & HUMAN SERVICES**

- Authorizing 2024 subcontracts for the Department of Aging and Youth Services pursuant to the 2020-2024 Four-Year Service Plan.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. These contracts with local agencies will provide services for eligible senior residents.

- Authorizing the acceptance of a 2023-2024 State aid allocation from the Office of Children and Family Services for youth sports and education opportunities, and runaway homeless youth programs and services.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. \$58,616 will be allocated for youth sports and education and \$47,343 will be allocated for runaway homeless youth programs.

- Authorizing an agreement with Captain Community Human Services, Inc. to provide Runaway Homeless Youth Programs and Services.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. This agreement will total \$42,626. Saratoga County will function as a pass through and reimburse all expenses related to the program with funds from the NYS Office of Children and Family Services.

- Authorizing the acceptance of a Code Blue allocation from the New York State Office of Temporary and Disability Assistance, and authorizing an agreement with Shelters of Saratoga, Inc. for the operation of the Code Blue Shelter.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. This allocation will be in the amount of \$426,000.

- Authorizing the acceptance of a grant from the New York State Office of Children and Family Services for the provision of Behavioral Health Consultant Services and authorizing an amended agreement with ECS Psychological Services, P.C.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. This grant award will be for \$70,000. These funds will be used to extend the current agreement with ECS Psychological Services to support behavioral health needs of children and their caregivers who have been negatively affected by substance abuse.

- Proclaiming November 2023 as “Epilepsy Awareness Month” in Saratoga County.

BUDGET IMPACT: No Budget Impact. The Saratoga County Board of Supervisors encourages residents to take action in overcoming the challenges of living with epilepsies and accelerating therapies to stop seizures, find cures, and save lives.

- Authorizing a renewal agreement for the Joseph P. Dwyer Veterans Peer to Peer program between the Veterans Service Agency and the Department of Mental Health and Addiction Services.

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

This renewal agreement will also allow the Health & Human Services Committee to approve funding increases no higher than 10% for future program years.

- Authorizing a renewal agreement for the Jail-Based Medication Assisted Treatment Program between the Sheriff's Office and the Department of Mental Health and Addiction Services.

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

This agreement will allow the Office of Mental Health & Addiction Services to pass NYS OASAS funds totaling \$160,000 on to the Sheriff's Department to cover this service.

- Authorizing an agreement with James McGuinness & Associates, Inc. for the provision of a software system and support services for the processing of reimbursement claims to the State for Pre-School Education costs.

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

This one-year agreement will total \$37,000.

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

### **BUILDINGS & GROUNDS**

- Awarding Animal Shelter HVAC Phase 1 construction contracts.

BUDGET IMPACT: No Budget Impact. Funds are included in both the 2023 and tentative 2024 department budgets

These three separate contracts for the construction project will total \$1,636,890. John W. Danforth will provide the mechanical services, B&B Premier Contracting will provide the electrical services, and DiGesare mechanical will provide the plumbing services.

- Authorizing a lease with Railroad Place Partners, L.P. for Supreme Court Chambers.

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

This lease agreement for judicial chambers will be for a three-year term with an optional two-year renewal. The total cost of this agreement will be \$48,000.

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

### **PUBLIC SAFETY**

- Authorizing an agreement with the New York State Office of Indigent Legal Services to accept an Indigent Legal Services grant.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. These funds totaling \$257,269 will cover a significant portion of the salary and benefits for an Assistant Attorney position in the Public Defender's Office to assist with maintaining NYS caseload standards.

- Authorizing a 2024 contract for police services with the Town of Malta.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. This agreement will total \$326,580.66. These funds are reimbursed to the Sheriff's Office to cover all necessary staff and equipment expenses related to the agreement.

- Authorizing a 2024 contract for police services with the Town of Clifton Park.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. This agreement will total \$653,161.32. These funds are reimbursed to the Sheriff's Office to cover all necessary staff and equipment expenses related to the agreement.

- Authorizing a 2024 contract for police services with the Town of Halfmoon.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. This agreement will total \$259,439.46. These funds are reimbursed to the Sheriff's Office to cover all necessary staff and equipment expenses related to the agreement.

- Authorizing a 2024 contract for police services with the Town of Wilton.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. This agreement will total \$125,147.48. These funds are reimbursed to the Sheriff's Office to cover all necessary staff and equipment expenses related to the agreement.

- Authorizing acceptance of a New York State Division of Criminal Justice Services Livescan Equipment Program Grant and amending the 2023 budget in relation thereto.

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

Grant funds for this program will total \$58,454.70. These funds will be used to replace or update existing electronic fingerprinting equipment.

- Authorizing acceptance of a New York State Supervision and Treatment Services for Juveniles Program (STSJP) grant, and authorizing provider contracts through December 31, 2024.

BUDGET IMPACT: No Budget Impact.

The maximum grant award for this NYS Office of Children and Family Services program will be \$125,111.20.

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

### HUMAN RESOURCES & INSURANCE

- Authorizing an amended agreement with Bishop House Consulting, Inc.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. The total cost for these management training services will total \$41,000.

- 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. This reclassification will reflect the natural transition for Public Health Specialist Trainee to Public Health Specialist I.

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

### **TRAILS & OPEN SPACE**

- Authorizing the transfer of funds from the County Open Space Reserve and amending the 2023 County budget in relation thereto.

BUDGET IMPACT: The budget will be amended to increase appropriations and reduce the Open Space Reserve fund by \$14,000.

This item will allow for the payment of the Town of Clifton Park's 2018 Farmland project.

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

### **AIRPORT IMPROVEMENT**

- Authorizing an agreement with National Grid to provide utility upgrades for the new Fixed Base Operator Terminal Building at the Saratoga County Airport and amending the 2023 County budget in relation thereto.

BUDGET IMPACT: The budget will be amended to authorize the related expenses and decrease fund balance by \$155,807.

This agreement will allow National Grid to upgrade electrical service at the Airport at a cost of \$155,807.

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

### **LAW & FINANCE**

- Establishing the 2024 Scale of Charges for Saratoga County Sewer District No.1.

BUDGET IMPACT: No Budget Impact.

A public hearing was held for the proposed rates at 9am on September 28th. The proposed scale of charges for the average user will be \$277 annually.

- Authorizing an agreement with Mid State Industries, Ltd. for the replacement of the roof of Building #5 at the Saratoga County Sewer District No 1's Wastewater Treatment Plant.  
BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

A total of five bids were received for this roof replacement project. Mid State were the lowest bidders with a projected cost of \$304,811.

- Authorizing the Executive Director to execute all required documents relating to a New York State Water Infrastructure Improvement Act Grant, Empire State Development Grant, and Water Quality Improvement Act Grant for Saratoga County Sewer District No. 1's Wastewater Treatment Plant improvements.

BUDGET IMPACT: No Budget Impact.

This resolution will allow the Executive director to act as signatory under the NYS Grants Gateway to ensure funds are readily available throughout the life of the project.

- Transferring funds to the Capital Reserve Fund.

BUDGET IMPACT: No Budget Impact.

This item will transfer \$19,000,000 from unassigned fund balance to the Capital Reserve Fund established by the Board of Supervisors via Resolution 246-2022.

- Authorizing an amended agreement with Cross Country Staffing, Inc. DBA Cross Country Healthcare Services, and DBA Cru48 for the provision of nursing services to the Saratoga County Correctional Facility.

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

This agreement will run through 2025 with the option for two additional one-year renewals.

- Amending the 2023 Compensation Schedule to create a temporary position under the County Attorney.

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

This item will approve the temporary addition of one part-time attorney for a period of six months.

- Authorizing an agreement with Bartlett, Pontiff, Stewart & Rhodes, P.C. to increase the contract amount for legal services rendered to serve as special appellate counsel for litigation commenced by James B. Nutter & Co.

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

These legal services will assist the County Attorney's office with litigation related to the Nutter v. County of Saratoga case.

- Adopting the 2024 County Budget (TO BE TABLED).
- Appropriating amounts finally set forth in the 2024 Saratoga County Budget. (TO BE TABLED).
- Setting December 6, 2023, at 4:30pm in the County Board Room as the date, time, and place for the public hearing on the 2024 tentative Saratoga County Budget as amended.

**A motion was made by Mr. Veitch, seconded by Mr. Grasso to specify that the funds for the Woodlawn Avenue parking lot and garage entrance on Connolly Way would be assigned to the Capital Project Transportation Improvement Fund in the City of Saratoga Springs. The motion passed. Mr. Lant voted no.**

**On a motion made by Mr. Veitch, seconded by Mr. Grasso, the committee approved the following items. The motion passed. Mr. Lant voted no.**

- Law and Finance Committee approval required for a partial distribution of funds for projects identified by the Supervisors of Saratoga Springs.

**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget. This distribution of \$50,000 to the City of Saratoga Springs is for the reconfiguration of the Woodlawn Avenue Parking Lot and Garage entrance on Connolly Way, as amended.

- Law and Finance Committee approval required for a partial distribution of funds for projects identified by the Supervisors of Saratoga Springs.

**BUDGET IMPACT:** No Budget Impact. Funds are included in the Department Budget. This distribution of \$25,000 to Saratoga PRIDE is in support of the Rainbow Garden Club.

**On a motion made by Mr. Tollisen, seconded by Mr. Veitch, the Board Meeting Agenda for November 21, 2023 was approved unanimously.**

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

Respectfully submitted,  
Bridget Rider  
Deputy Clerk of the Board