



# BOARD OF SUPERVISORS

ORDER OF BUSINESS - Tuesday, January 16, 2024 4PM  
40 McMaster Street, Ballston Spa, NY

1. WELCOME
2. ROLL CALL
3. ATTENTION TO FLAG
4. CHAPLAIN INVOCATION
5. APPROVAL OF MINUTES: December 19, 2023, January 3, 2024
6. CORRESPONDENCE
7. REPORTS OF COMMITTEES
8. RESOLUTIONS (25 - 28)
9. REQUEST FOR SEPARATE VOTES
10. ADOPTION OF RESOLUTIONS
11. EXECUTIVE SESSION: Discussion regarding collective negotiations pursuant to article fourteen of the civil service law
12. UNFINISHED BUSINESS AND NEW PROPOSALS
13. OTHER BUSINESS
14. PUBLIC INPUT
15. ADJOURN



# BOARD OF SUPERVISORS

ORGANIZATIONAL BOARD MEETING RESOLUTIONS PRESENTED Tuesday, January 16, 2024

25. AUTHORIZING AN AGREEMENT WITH NTS DATA SERVICES, LLC FOR THE MAINTENANCE AND SUPPORT OF THE BOARD OF ELECTIONS VOTER DATABASE SOFTWARE
26. AUTHORIZING THE COUNTY AUDITOR TO APPROVE TAX REFUNDS, CORRECTIONS AND CREDITS IN AMOUNTS NOT TO EXCEED \$2,500
27. AMENDING THE 2024 COMPENSATION SCHEDULE TO RE-TITLE THE FISCAL MANAGER IN THE SHERIFF'S OFFICE TO AN ACCOUNTING SUPERVISOR
28. ADOPTING A LOCAL LAW IDENTIFIED AS INTRODUCTORY NO.2, PRINT NO.1 OF 2023 ENTITLED "A LOCAL LAW AMENDING THE 2024 SARATOGA COUNTY COMPENSATION SCHEDULE TO PROVIDE A SALARY AND COST-OF-LIVING INCREASES FOR CERTAIN COUNTY OFFICIALS"



# BOARD OF SUPERVISORS

1/16/2024

## RESOLUTION 25 - 2024

**Introduced by Law and Finance: Supervisors M. Veitch, Edwards, Grasso, Lant, Ostrander, Tollisen, and K. Veitch**

### **AUTHORIZING AN AGREEMENT WITH NTS DATA SERVICES, LLC FOR THE MAINTENANCE AND SUPPORT OF THE BOARD OF ELECTIONS VOTER DATABASE SOFTWARE**

**WHEREAS**, pursuant to Resolution 55-2023, this Board authorized an agreement with NTS Data Services, LLC (“NTS”) for the provision of maintenance and support services for the Saratoga County Board of Elections’ voter database software for a term of one year; and

**WHEREAS**, said agreement expired on December 31, 2023; and

**WHEREAS**, NTS has provided voter registration and other election services to county board of elections in New York State since 1981; and

**WHEREAS**, the Saratoga County Board of Elections desires to utilize NTS software and other NTS election-related services to facilitate its operations for the next three years initiating on January 1, 2024 and terminating on December 31, 2026 at a cost of \$70,364.00 in and for the first year (2024); \$74,586.00 in and for the second year (2025) and \$79,061.00 in and for the third year (2026) for a total overall three-year cost of \$224,011.00; and;

**WHEREAS**, upon the recommendation of the Law and Finance Committee and the Saratoga County Board of Elections, now, therefore, it is

**RESOLVED**, that the Chair of the Board is authorized to execute an agreement with NTS Data Services, LLC of Niagara Falls, New York for the maintenance and support of the Saratoga County Board of Elections’ voter database software for a term of three years commencing on January 1, 2024, and terminating on December 31, 2026, at a total overall three-year cost not to exceed \$224,011.00; and it is further,

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

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

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



# BOARD OF SUPERVISORS

1/16/2024

## RESOLUTION 26 - 2024

**Introduced by Law and Finance: Supervisors M. Veitch, Edwards, Grasso, Lant, Ostrander, Tollisen, and K. Veitch**

### **AUTHORIZING THE COUNTY AUDITOR TO APPROVE TAX REFUNDS, CORRECTIONS AND CREDITS IN AMOUNTS NOT TO EXCEED \$2,500**

**WHEREAS**, Real Property Tax Law §554 and §556 authorize delegation to the County Auditor of legislative duties relative to the correction, refund and credit of certain taxes; and

**WHEREAS**, upon the recommendation of our Law and Finance Committee, and upon the joint recommendations of the Director of the Real Property Tax Service Agency and the County Treasurer; now, therefore, it is

**RESOLVED**, that the County Auditor is authorized pursuant to §556 of the Real Property Tax Law to approve for payment tax bill refunds in amounts not to exceed \$2,500, and it is further

**RESOLVED**, that the County Auditor is authorized pursuant to §554 of the Real Property Tax Law to approve corrections of errors on tax rolls in amounts not to exceed \$2,500, and it is further

**RESOLVED**, that the County Auditor is authorized pursuant to §556(8) of the Real Property Tax Law to approve tax credits in amounts not to exceed \$2,500, and it is further

**RESOLVED**, that the County Auditor shall report to the Real Property Tax Committee all refunds, corrections and credits made pursuant to the authority delegated by this Resolution; and it is further

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

BUDGET IMPACT STATEMENT: No Budget Impact.



# BOARD OF SUPERVISORS

1/16/2024

## RESOLUTION 27 - 2024

**Introduced by Law and Finance: Supervisors M. Veitch, Edwards, Grasso, Lant, Ostrander, Tollisen, and K. Veitch**

### **AMENDING THE 2024 COMPENSATION SCHEDULE TO RE-TITLE THE FISCAL MANAGER IN THE SHERIFF'S OFFICE TO AN ACCOUNTING SUPERVISOR**

**WHEREAS**, the Sheriff's Office has identified the position of an Accounting Supervisor to be more commensurate with the duties and responsibilities than the position of Fiscal Manager which was approved for 2024 in resolution 319-2023; and

**WHEREAS**, The Accounting Supervisor will be responsible for the maintenance of a variety of major accounts and financial records within the Sheriff's Office, work performed under the general direction of the Sheriff and Undersheriff; and

**WHEREAS**, the Law and Finance Committee, the Director of Human Resources and the County Attorney have recommended that the 2024 Saratoga County Compensation Schedule be amended under the Sheriff's Office to re-title one (1) Full-time Fiscal Manager to one (\*1) Full-time Accounting Supervisor; now, therefore, be it

**RESOLVED**, that the 2024 Saratoga County Compensation Schedule is amended as follows:

#### UNDER SHERIFF'S OFFICE

Create (1) Full-time Accounting Supervisor, Grade 11, Base salary \$58,967

Abolish (1) Full-time Fiscal Manager, Base salary \$61,540

; and it is further

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

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



# BOARD OF SUPERVISORS

1/16/2024

## RESOLUTION 28 - 2024

**Introduced by Law and Finance: Supervisors M. Veitch, Edwards, Grasso, Lant, Ostrander, Tollisen, and K. Veitch**

**ADOPTING A LOCAL LAW IDENTIFIED AS INTRODUCTORY NO.2, PRINT NO.1 OF 2023 ENTITLED "A LOCAL LAW AMENDING THE 2024 SARATOGA COUNTY COMPENSATION SCHEDULE TO PROVIDE A SALARY AND COST-OF-LIVING INCREASES FOR CERTAIN COUNTY OFFICIALS"**

**WHEREAS**, Resolution 320-2023 introduced and presented a proposed Local Law identified as Introductory No. 2, Print No. 1 of 2023, to this Board of Supervisors and scheduled a public hearing thereon for January 10, 2024, at 4:30P.M. in the Meeting Room of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, NY; and

**WHEREAS**, the scheduled public hearing was held and all persons desiring to be heard have been heard by this Board; now, therefore, be it

**RESOLVED**, that this Board of Supervisors, on this 16<sup>th</sup> day of January 2024 hereby adopts a Local Law identified as Introductory No. 2, Print No. 1 of 2023, as set forth in the annexed Schedule A; and it is further

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

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

INTRODUCTORY NO. 2  
PRINT NO. 1  
INTRODUCED BY SUPERVISORS:

COUNTY OF SARATOGA  
LOCAL LAW - 2024

A LOCAL LAW AMENDING THE 2024 COUNTY COMPENSATION  
SCHEDULE TO PROVIDE A SALARY AND COST-OF-LIVING INCREASE  
FOR CERTAIN COUNTY OFFICIALS

BE IT ENACTED by the Saratoga County Board of Supervisors as follows:

SECTION 1. The 2024 compensation for the following County officials shall be increased to the following levels, effective January 1, 2024:

APPOINTED OFFICIALS

Anna Stanko, Director of Real Property Tax Services       \$ 97,321

SECTION 2. This Local Law is subject to a permissive referendum as provided in Municipal Home Rule Law §24.

SECTION 3. This Local Law shall become effective as provided in Municipal Home Rule Law §27.