



Law & Finance Committee

Wednesday, February 14, 2024 4PM
40 McMaster Street, Ballston Spa, NY

Minutes

Present: Chairman Matthew Veitch; Committee members Diana Edwards, Joe Grasso, Scott Ostrander, Kevin Veitch.

Absent: John Lant, Kevin Tollisen.

Supervisor Tom Richardson; Steve Bulger, Ridge Harris, Audra Hedden, Stephanie Hodgson, Matt Rose, Christine Rush, Anne VanVorst, County Administrator; George Conway, Samantha Kupferman, County Attorney; Patrick Maswich, Sheriff; Karen Heggen, District Attorney; Dan Kuhles, Department of Health; Michael Prezioso, Mental Health & Addiction; Craig Hayner, County Clerk; John Warnt, Central Services Dan Rourke, Sewer District; Jason Kemper, Planning and Economic Development; Scot Chamberlain, Human Resources; André Delvaux, Emergency Services; JoAnn Kupferman, Treasurer; Anna Stanko, Real Property Tax; Sandi Cross, Aging & Youth Services; Donna Miter, CSEA; William Schwerd, Blue Neils, Cornell Cooperative Extension.

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

On a motion made by Mr. Grasso, seconded by Mr. Kevin Veitch, the minutes of the January 10, 2024 meeting were approved unanimously.

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

HEALTH & HUMAN SERVICES

- Authorizing an agreement with the Town of Clifton Park to provide Youth Programs and Services.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. The agreement will total \$17,443 and is part of an annual allocation of state funding passed through to the towns based on population to support youth programming.

- Authorizing the acceptance of 2023-2024 State aid allocation from the Office of Children and Family Services for Youth Team Sports and authorizing agreements with various Youth Team Sports providers.

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

This funding from NYS OCFS will total \$111,278 and will assist with positive youth development and delinquency prevention efforts within the County's Youth Sports and Education program.

- Authorizing an amendment to agreements with A&H Services.

BUDGET IMPACT: No Budget Impact.

A&H Services has recently changed the name of its business to AA&H Taxi Services Inc.

- Accepting a federal grant for Saratoga County Mental Health & Addiction Services and amending the 2024 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 allocated a one-time ARPA incentive in the amount of \$48,837 to support Personalized Recovery Oriented Services (PROS). These funds will improve offsite services, telehealth, and outreach activities related to the PROS program.

- Authorizing implementation of a school-based Opioid and Substance Use Disorder Treatment Program between the Sheriff's Office and Department of Mental Health and Addiction Services, and amending the 2024 County budget in relation thereto.

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

This is a two-year MOU between the Sheriff's Office and the Office of Mental Health & Addiction services for the use of \$205,000 in regional abatement funds authorized from the NYS Office of Addiction Services and Supports (OASAS). The Sheriff's Office will utilize these funds by contracting with the Healthy Capital District Initiative (HCDI) and two Certified Recovery Peer Advocates to launch a school-based opioid and substance use treatment program in coordination with School Resource Officers at Saratoga County school districts.

A motion was made by Mr. Grasso, seconded by Mrs. Edwards to amend the 2024 Saratoga County Legislative Agenda to add local control over speed limits for Towns less with populations less than 50,000 in accordance with the recommendations of New York State Association of Counties or Towns. Unanimous.

This will enable municipalities with populations less than 50,000 to be able to control speed limits within their own towns.

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

LEGISLATIVE & GOVERNMENT AFFAIRS

- Adopting the 2024 Saratoga County Legislative Agenda.

BUDGET IMPACT: No Budget Impact.

This item will adopt the legislative agenda and authorize its distribution to state and federal officials representing Saratoga County residents.

- Amending the Policies and Procedure Manual to revise the County's Purchasing Procedures, and Regulations for Contracts and Spending.

BUDGET IMPACT: No Budget Impact.

This item will authorize amendments to competitive and noncompetitive procurement, update the policy with the proper department name, further define the need for a purchase order of certain goods and commodities, and delegate authority for the timely execution of Utility Service Contracts.

Mr. Veitch thanked Deputy Administrator Harris for putting together a Federal Agenda for three Supervisors that recently attended the NACo conference. They used the priorities provided by Mr. Harris when discussing issues with Congressman Tonko and Senator Schumer's office.

On a motion made by Mr. Kevin Veitch, seconded by Mr. Grasso, 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 2024 County budget in relation thereto.

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

The funds total \$9,688.50 for the fourth vesting period of the Healthcare Worker Bonus program.

- Amending the Policies and Procedures Manual relative to the Part-Time Employees Policy.

BUDGET IMPACT: No Budget Impact.

This will provide greater flexibility for part-time employment when recruitment difficulties are present or other operational needs arise. In these scenarios additional hours may be authorized on a case-by-case basis and will need approval from both the Human Resources Director and County Administrator.

- Amending the 2024 Compensation Schedule to reclassify positions under the Department of Mental Health and Addiction Services.

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

This will reclassify one full time Mental Health Nurse position into two part time Community Mental Health Nurse positions. This reclassification will provide the flexibility needed to hire for these positions which have historically been difficult to fill. This change will result in a savings of \$10,882.

- Amending the 2024 Compensation Schedule to reclassify positions under the County Attorney's office and the Department of Social Services, and amending the 2024 County budget in relation thereto.

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

This will authorize the reclassification and assignment of three Assistant County Attorney positions into three Social Services Attorney positions, reporting to the Commissioner of Social Services. This restructuring will provide more efficient legal services to DSS.

- Amending the 2024 Compensation Schedule to create a Paralegal Specialist under the Department of Social Services and amending the 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 \$33,542.

Related to the previous item, this position will support the three Department of Social Services attorneys and is partially reimbursed through state grant funds.

- Authorizing a temporary increase in compensation for Deputy Treasurer JoAnn Kupferman for additional Treasurer duties.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. Current County Treasurer’s resignation will be effective on February 19th. Deputy Treasurer Kupferman will assume the role of Acting Treasurer to ensure the operations of the department continue without interruption. It is recommended that Acting Treasurer Kupferman receive a temporary increase in compensation commensurate with the duties performed until a new Treasurer is elected or appointed.

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

PUBLIC SAFETY

- Authorizing participation in the Capital Region Transportation Council's 2023-2024 Local Road Safety Education and Encouragement Program and amending the 2024 County budget in relation thereto.
BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.

The Sheriff’s Office will utilize this \$865 grant to conduct a “Slow Down – Traffic Safety Campaign.” This program will educate and encourage residents to drive safely and to learn more about pedestrian and bicyclist safety.

- Authorizing participation in the 2024 STOP-DWI program and approving contracts with local agency participants.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. This item will allow for the purchase of equipment and services and distribution of funds to local law enforcement agencies to assist with the program’s goal of reducing drug and alcohol related traffic injuries and fatalities.

- Authorizing participation in the 2024 State STOP-DWI High Visibility Engagement Campaign and the Drug Recognition Expert (DRE) Call Out Plan.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. This grant funding in the amount of \$35,000 will reimburse expenses related to the program and authorize the distribution to local police agencies.

- Authorizing the acceptance of a Public Safety Answering Points (PSAP) grant from the New York State Division of Homeland Security and Emergency Services.

BUDGET IMPACT: The budget will be amended to accept these funds, authorize the related expenses, and increase fund balance by \$82,328.75.

This annual grant of \$118,926 will offset some PSAP eligible operating expenses such as salaries, benefits, hardware, and software associated with the operation of the County's Public Safety Answering Points network.

- Authorizing acceptance of an Ignition Interlock Device Program grant from the New York State Division of Criminal Justice Services.

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

These grant funds in the amount of \$24,722 will cover expenses related to the enforcement of the program administered by the Probation Department.

- Authorizing an agreement with Albany Medical Center for use of lab and morgue facility as needed by the County Coroner.

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

This agreement will be in an amount not to exceed \$30,000 and provide the Coroner's Office with an additional Morgue facility for extenuating cases.

- Accepting an Aid to Defense grant from the New York State Division of Criminal Justice Services.

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

This grant will be in the amount of \$14,656. These funds will offset salary expenses and services related to Article 18-B of County Law.

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

ECONOMIC DEVELOPMENT

- Authorizing a transfer of funds from the Economic Development Grant Reserve Fund and amending the 2024 County budget in relation thereto.

BUDGET IMPACT: The budget will be amended to increase appropriations and reduce the Economic Development Grant Reserve Fund by \$14,200.

This will allow for the payment of the Town of Corinth's 2022 Economic Development grant project.

- Authorizing the Commissioner of Public Works to sign and certify a Notice of Intent for continuation of coverage under the NYSDEC SPDES General Permit for Municipal Stormwater Discharges.

BUDGET IMPACT: No Budget Impact.

This will authorize the Commissioner of Public Works to sign and certify materials related to the Saratoga County MS4 Stormwater Management Program.

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

REAL PROPERTY TAX

- Correcting a 2024 Tax Bill in the Town of Wilton.

BUDGET IMPACT: No Budget Impact.

This item will correct a situation where School taxes for this parcel were re-levied in error.

- Cancelling delinquent taxes in the Towns of Ballston, Clifton Park, Moreau, Northumberland, and Waterford.

BUDGET IMPACT: No Budget Impact.

The cancelled taxes total \$9,141.53. These parcels were owned by the now defunct fiberoptic utility company, Calpoint LLC, and it has been determined the delinquent taxes are unenforceable and should be cancelled.

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

LAW & FINANCE

- Amending the 2024 County Budget to increase revenues and appropriations related to Cannabis Sales Tax in accordance with state tax law.

BUDGET IMPACT: The budget will be amended to increase revenues and authorize the related expenses and increase fund balance by \$25,000.

In accordance with new state tax law, counties collect an excise tax from adult use cannabis sales a portion of which is distributed to municipalities where the sale occurs.

- Authorizing the acceptance of an Aid to Prosecution Grant from the New York State Division of Criminal Justice Services.

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

This grant funding totaling \$604,692 will be used to support prosecutorial services and an employee retention initiative for the Assistant District Attorneys.

- Amending the 2024 budget to reappropriate unspent funds for various departments from 2023.

BUDGET IMPACT: The unused funds from the 2023 budget for these projects will be reappropriated to the 2024 budget.

The total amount of this budget reappropriation will be \$42,483,741. Again, this year, departments are submitting reappropriation requests to the Administration, which are then reviewed and verified to be presented to the Board in a single comprehensive resolution. These reappropriations include more than \$20M in ongoing sewer projects, more than \$8M in capital projects, nearly \$2M in DPW projects, and more than \$750,000 in Emergency services projects. Mr. Bulger further proposed increasing the reappropriation by \$263,392.40 to \$42,747,134.68 to include additional 2023 projects such as the Jail booking area and Animal Shelter kennel pressure washer.

- Authorizing a Pollution Liability policy through Liberty Surplus Insurance Corporation and amending the County budget in relation thereto.

BUDGET IMPACT: The budget will be amended to increase appropriations and decrease fund balance in the amount of \$3,993.70.

This policy will satisfy a requirement of New York State Environmental Conservation Law 6 Part 613 pertaining to above ground and underground fuel storage tanks. The premium will be \$3,993.70.

- Authorizing the acceptance and disbursement of New York State Septic System Replacement Program grant funds and amending the 2024 County budget in relation thereto.

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

Four residents from the Town of Clifton Park have completed their septic system replacement projects which are reimbursable through this state program. The total amount of these four projects is \$32,136.90.

- Authorizing an agreement with Office Data Systems Inc. to maintain digital recording equipment for the District Attorney’s office.

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

This agreement will be for a one-year term at a cost of \$24,600.

- Accepting a Water Quality Improvement Program (WQIP) Grant from the New York State Department of Environmental Conservation.

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

This grant award totaling \$10M will be used for the Sewer District’s Ammonia Removal Upgrade Project.

- Accepting a Water Infrastructure Improvement Act (WIIA) grant from the New York State Environmental Facilities Corporation.

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

This grant award totaling \$5,087,000 will be used for the Sewer District’s Ammonia Removal Upgrade Project.

- Accepting an Empire State Development Grant from the New York State Empire State Development Office.

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

This grant award totaling \$2.75M will be used for the Sewer District’s Ammonia Removal Upgrade Project.

- Authorizing an agreement with M.J. Engineering and Land Surveying, P.C. for work related to the analysis and design of sewer force main upgrades in the Town of Wilton and amending the 2024 County budget in relation thereto.

BUDGET IMPACT: The budget will be amended to increase appropriations and decrease Sewer fund balance by \$245,200.

This agreement is to analyze capacity limitations in the Town of Wilton at a cost of \$245,200.

- Designating Brentwood Industries Inc. Primary Clarifiers as the standard to be used in purchase contracts involving the repair, replacement or addition of primary clarifiers and associated equipment within Saratoga County Sewer District No.1's wastewater treatment plant for reasons of efficiency and economy.

BUDGET IMPACT: No Budget Impact.

The Sewer District currently maintains six primary clarifiers, three of which are manufactured by Brentwood Industries. Standardization of parts for maintenance and repair would condense inventory and streamline repairs.

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

CHAIRMAN'S ITEM

- Appointing a Commissioner of Elections.

Appointing Joseph Suhrada to fill the unexpired term of Roger Schiera effective Wednesday, February 21, 2024, through December 31, 2024.

OTHER BUSINESS

Mr. Veitch provided a brief overview of his and Supervisors Madigan and Thompson's attendance at the NACo conference recently held in Washington D.C.

Mr. Veitch recognized County Treasurer Andrew Jarosh who will be resigning as his position effective next week and thanked him for his service to Saratoga County.

On a motion made by Mrs. Edwards, seconded by Mr. Kevin Veitch, the Board Meeting Agenda for February 20, 2024 was approved unanimously.

On a motion made by Mr. Grasso, seconded by Mr. Kevin Veitch, the meeting was adjourned unanimously.

Respectfully submitted,
Therese M. Connolly
Clerk of the Board