



## Law & Finance Committee

Wednesday, March 13, 2024 4PM  
40 McMaster Street, Ballston Spa, NY

### Minutes

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

Absent: Joe Grasso, John Lant

Chairman of the Board Philip Barrett; Steve Bulger, Ridge Harris, Audra Hedden, Stephanie Hodgson, Renee Law, Anne VanVorst, County Administrator; George Conway, County Attorney; Michael Zurlo, Jeff Brown, Sheriff; Karen Heggen, District Attorney; Craig Hayner, County Clerk; Dan Rourke, Sewer District; Chad Cooke, Public Works; Jason Kemper, Planning and Economic Development; Scot Chamberlain, Katie Bottger, Human Resources; André Delvaux, Emergency Services; Andrew Blumenberg, Public Defender; Judy Dahoda-Taylor, Aging & Youth Services; Jenniffer McCloskey, Workforce Development; Cassandra Bagrmian, Joe Suhrada, Elections; Sue Costanzo, Probation; Anna Stanko, Real Property; Daniel Kuhles, Department of Health; Bill Schwerd, Cornell Cooperative Extension; Donna Miter, CSEA.

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

**On a motion made by Mr. Tollisen, seconded by Mr. Kevin Veitch, the minutes of the February 14, 2024 meeting were approved unanimously.**

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

#### **HEALTH & HUMAN SERVICES**

- Proclaiming April 2024 as “Donate Life Month” in Saratoga County.  
BUDGET IMPACT: No Budget Impact.

The Donate Life flag will be raised at the Municipal Center Office for the month of April to raise awareness of the need for organ and tissue donors in Saratoga County.

- Authorizing an agreement with Blue Raster LLC for technical and training support of the ESRI ARC GIS Enterprise System software.  
BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

This agreement will be in an amount not to exceed \$26,250.

- Proclaiming April 2024 as “Youth Month” in Saratoga County.

BUDGET IMPACT: No Budget Impact.

The County will celebrate youth through a variety of month-long activities aimed at recognizing, engaging, and empowering youth.

- Authorizing 2024 subcontracts with the Department of Aging and Youth Services.

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

This item is an annual housekeeping item to authorize 2024 renewal contracts with the agencies that provide services for eligible seniors.

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

### **PUBLIC WORKS**

- Authorizing an agreement for the acquisition of a fee parcel and a temporary construction easement associated with the Coons Crossing Road over Anthony Kill Bridge Replacement Project in the Town of Halfmoon.

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

This will authorize a temporary construction agreement for \$200 to the current property owner as it relates to the bridge replacement project in the Town of Halfmoon.

- Authorizing the implementation and funding of the costs of 100% of the costs of a transportation project, which may be eligible for federal-aid and/or state-aid, or reimbursement from Bridge NY funds.

BUDGET IMPACT: The budget will be amended to accept these funds, authorize the related expenses, and decrease fund balance by \$15,510.

This funding in the amount of \$294,675 will be applied towards design and right of way incidentals related to the replacement of the Stoney Creek Road over Wolf Creek Bridge in the Town of Hadley.

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

### **BUILDINGS & GROUNDS**

- Authorizing an amended agreement with Granicus LLC for the provision of agenda management software.

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

This agreement will authorize the purchase of two Live Cast Encoders and increase the total first year contract amount to \$59,343.90.

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

## **AIRPORT IMPROVEMENT**

- Authorizing an agreement with McFarland Johnson, Inc. for professional services related to the acquisition of property located with Saratoga County airport's runway protection zone, and amending the 2024 budget in relation thereto.

BUDGET IMPACT: The budget will be amended to accept these funds, authorize the related expenses, and decrease fund balance by \$3,027.

This agreement will be in the amount of \$60,540. The county's 5 % share will be \$3,027 with the remainder being reimbursed by a FAA Airport Improvement Program grant and NYS DOT funding.

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

## **PUBLIC SAFETY**

- Authorizing the acceptance of a County Pretrial Services 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 award of \$415,738 will go towards the County's Pre-Trial Services program.

- Authorizing an amended agreement with Dr. Jacqueline Bashkoff, PHD. for the provision of expert psychological services.

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

This amendment will increase the contract limit to \$55,000.

- Proclaiming April 14th - 20th, 2024 as "Public Safety Telecommunicators Week" in Saratoga County.

BUDGET IMPACT: No Budget Impact.

Every year during the second week of April the telecommunications personnel in the public safety community are honored. The County honors the men and women of the Saratoga County Sheriff's Office Communications Division whose diligence and professionalism help keep our residents safe.

- Authorizing an amended agreement with PrimeCare Medical of New York to include additional nursing coverage at the Saratoga County Correctional Facility.

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

This amended agreement allows for an additional nurse at the cost of \$9,633.33 per month for 24/7 coverage at the Corrections Facility.

- Authorizing acceptance of a Criminal Justice Discovery Reform Grant from the New York State Division of Criminal Justice Services.

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

This funding in the amount of \$839,465 will be applied to expenses related to the implementation of discovery and pretrial reforms.

- Authorizing an agreement with Hugh G. Burke, Esq. for the provision of legal services pertaining to Freedom of Information Law requests for the District Attorney's Office.

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

Mr. Burke will provide these legal services to assist the District Attorney's Office at the rate of \$158 per hour with a contract limit of \$35,000.

- Authorizing a three-year service agreement with Motorola Solutions, Inc.

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

This item will approve the purchases of Motorola Cybersecurity Astro 25 Managed Detection Response hardware, equipment, installation and activation services, and an initial one-year subscription for 24/7 monitoring of the Radio Network Infrastructure. The first-year cost for this agreement will be \$79,916.85.

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

### **ECONOMIC DEVELOPMENT**

- Authorizing the 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 \$17,111.41.

This item will allow for the payments of economic development grant projects to the Town of Greenfield, the Town of Ballston, and the City of Saratoga Springs.

- Authorizing a Multi-Jurisdictional CEO agreement for the Saratoga Warren & Washington local workforce development area.

BUDGET IMPACT: No Budget Impact.

This will allow Saratoga County to serve as the fiscal agent and allow for the acceptance and disbursement of WIOA funds to Warren and Washington Counties.

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

### **TRAILS & OPEN SPACE**

- Authorizing the transfer of funds from the County Trails Development Reserve Fund and amending the 2024 County Budget in relation thereto.

BUDGET IMPACT: The budget will be amended to increase appropriations and reduce the Trails Reserve Fund by \$20,000.

This transfer will allow for payment of the Town of Halfmoon's 2022 grant project and the Town of Northumberland's 2023 grant project.

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

### **LAW & FINANCE**

- Amending Resolution 318-2023 authorizing 2024 agreements with various agencies.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. Cornell Cooperative Extension was originally allotted \$1,475,496 per Res 318-2023. Due to an accounting error, this number should have been \$1,529,044.

- Authorization to disburse a portion of the Aid to Prosecution Grant to qualified Assistant District Attorneys in the form of a recruitment/retention incentive.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. The total incentive amount shall not exceed \$177,255 gross compensation, plus any related payroll taxes and benefits.

- Authorizing an amended agreement with Environmental Design Partnership LLP of Clifton Park for the Ace Pump Station upgrade in the Town of Wilton.

BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget. Unforeseen site conditions related to the project have depleted the current allotted inspection hours. As a result, this item will approve a \$46,511.25 increase to the total contract amount, which will now total \$88,511.25.

- Authorizing the acceptance of an Absentee Ballot Pre-Paid Postage grant from the New York State Board of Elections 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 grant funding in the amount of \$56,377.69 will go towards reimbursing the Board of Elections for local dollars spent providing prepaid return envelopes for absentee ballots, applications, and other related costs of the 2024 general election.

- Authorizing the acceptance of a Technology Innovation & Election Resource grant from the New York State Board of Elections and amending the 2024 county budget in relation thereto.

BUDGET IMPACT: The budget will be amended to accept these funds and increase fund balance in the amount of \$387,414.89. This grant funding in the amount of \$387,414.89 will go towards the reimbursement of software, technology, and equipment for election voting machines.

- Authorizing an agreement with Phoenix Graphics Inc. for the provision of ballot preparation and mailing services for the 2024 General Election.

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

Due to the anticipated high number of requests for the general election, this item will allow Phoenix Graphics to provide absentee mail packages and early voting mail packages at \$1.95 each. The total contract amount will be \$56,377.69.

### **OTHER BUSINESS**

Mr. Veitch reported on a meeting he and Mrs. Young had regarding the correctional facility's procedures when releasing inmates.

**On a motion made by Mr. Tollisen, seconded by Mrs. Edwards, the Board Meeting Agenda for March 19, 2024 was approved unanimously.**

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

Respectfully submitted,  
Bridget Rider  
Deputy Clerk of the Board