



# Law & Finance Committee

Wednesday, April 10, 2024 4PM  
40 McMaster Street, Ballston Spa, NY

## Minutes

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

Chairman of the Board Philip Barrett; Steve Bulger, Ridge Harris, Audra Hedden, Stephanie Hodgson, Renee Law, Matt Rose, Christine Rush, Anne Van Vorst, County Administrator; George Conway, Samantha Kupferman, County Attorney; Michael Zurlo, Jeff Brown, Sheriff; Karen Heggen, District Attorney; Charles Foehser County Clerk; Eileen Bennett, Chris Dubois, Information Technology; Joe Suhrada, Cassandra Bagramian, Elections; Chad Cooke, Public Works; Jason Kemper, Planning and Economic Development; Scot Chamberlain, Katie Bottger, Human Resources; André Delvaux, Ed Tremblay, Emergency Services; Joanne Kupferman Treasurer; Julie Bosley, Auditor; Michael Prezioso, Mental Health & Addiction Services; Dan Kuhles, Department of Health; Sandi Cross, Aging and Youth; Melissa Albers, Social Services, Anna Stanko, Real Property; Donna Miter, CSEA; Dominic Gallo, Gallagher Insurance.

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

**On a motion made by Mr. Grasso, seconded by Mrs. Edwards, the minutes of the March 13, 2024 meeting were approved unanimously.**

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

### HEALTH & HUMAN SERVICES

- Proclaiming May 2024 as “Older Americans Month” in Saratoga County.  
BUDGET IMPACT: No Budget Impact.

This year’s theme will be “Powered by Connection.” This theme recognizes the profound impact that meaningful relationships and social connections have on one’s health and well-being.

- Authorizing the acceptance of Rental Supplement Program funding from the New York State Office of Temporary Disability Assistance.  
BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

This funding in the amount of \$322,466 will provide rental supplements to individuals and families who are experiencing homelessness or are facing imminent loss of housing.

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

### **PUBLIC WORKS**

- Amending Resolution 266 of 2023 to revise the implementation of funding in the amount from \$3,100 to \$6,257, 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 \$158.

Resolution 266 of 2023 authorized the acceptance of funding through the Federal Highway Administration and NYS DOT for the replacement of Lasher Road Bridge over the Mourning Kill in the town of Ballston. This item will increase the funding amount from \$3,100 to \$6,257.

- Authorizing the commencement of proceedings pursuant to Eminent Domain Procedure Law, Article 4, in connection with the Coons Crossing Road over Anthony Kill Bridge Replacement Project (P.I.N. 1761.78; SA317) in the Towns of Halfmoon and Stillwater, County of Saratoga, State of New York.  
BUDGET IMPACT: No Budget Impact.

This acquisition of real property interests will be necessary for the Department of Public Works to make repairs and improvements to the Anthony Kill Bridge. Several attempts have been made to contact this property owner, but we have yet to receive any response, which has caused a significant delay in the project timeline.

- Authorizing an agreement for the acquisition of fee parcels and temporary construction easements associated with the Spier Falls Road (CR-24) culvert replacement over a tributary to the Hudson River in the Town of Corinth.  
BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

The total cost of these temporary construction easements will be \$2,400.

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

### **BUILDINGS & GROUNDS**

- Authorizing an agreement with MJ Engineering and Land Surveying, P.C. for professional services associated with repairs to the transfer station in the Town of Clifton Park.  
BUDGET IMPACT: No Budget Impact. Funds are included in the Department Budget.

The total cost of this agreement will be \$41,100.

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

### **AIRPORT IMPROVEMENT**

- Authorizing an agreement with Callanan Industries, Inc. for construction services related to rehabilitation of an airport apron associated with the County's new FBO Terminal Project and amending the 2024 budget in relation thereto.

**BUDGET IMPACT:** The budget will be amended to authorize the related expenses and decrease Capital Reserve by \$197,357.50.

This agreement will be in the amount of \$947,357.50. This portion of the Terminal project was originally estimated at \$750,000. During design, elements of the apron required modification to adjust to the terminal building changes.

**On a motion made by Mr. Matt Veitch, seconded by Mr. Tollisen the committee amended the item related to the County's insurance coverages to increase cyber insurance coverage from \$1,000,000 to \$4,000,000. Unanimous.**

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

### **HUMAN RESOURCES & INSURANCE**

- Amending an agreement with Marshall & Sterling Employee Benefits Inc. for Flex Plan Administration, and amending the 2024 County budget in relation thereto.

**BUDGET IMPACT:** The budget will be amended to increase expenses and decrease the self-insurance fund balance by \$5,000.

Employee enrollment in this benefit program has increased. As a result, the current cost for each participant in the plan would increase from \$3.50 to \$4 effective on May 1, 2024. Accordingly, the not to exceed amount of this agreement will also increase from \$20,000 to \$25,000.

- Authorizing the payment of a stipend for services associated with the Saratoga County Industrial Development Agency.

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

This item will authorize a Saratoga IDA funded stipend to Kimberly Lambert, Senior Planner, and Nisha Merchant, Confidential Secretary, for services associated with the Saratoga County Industrial Development Agency.

- Authorizing the County's insurance coverages through May 8, 2025.

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

After discussion, the committee amended this item to increase cyber insurance coverage from \$1,000,000 to \$4,000,000 at an additional cost of \$114,634.38. The total cost of all insurance premiums will be \$1,393,578.

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

## PUBLIC SAFETY

- Authorizing an agreement with the Prevention Council of Saratoga County Inc. for Certified Peer Advocate Services at the Saratoga County Correctional Facility.

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

This agreement is for a one-year term at a cost not to exceed \$81,883.23 and allows the Advocate to work directly with the inmate population with the focus on assisting inmates in recovery from addiction. This funding includes \$60,000 from the state as part of the Jail Services Plan and the remainder will be paid for with Opioid settlement funds.

- Authorizing an agreement with Esoteric, LLC for the provision of training services for the Sheriff's Office Special Operations Team.

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

These training services for the Sheriff's Special Operations Team will include a 4-day training course focused on tactics, techniques, and procedures of hostage rescue efforts. This agreement will be for an amount not to exceed \$18,975.

- Authorizing an agreement with Black Creek Integrated Systems Corp. for annual maintenance, service and support for the Black Creek Security System of the Saratoga County Correctional Facility.

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

This agreement will be for an amount not to exceed \$18,163.89.

- Authorizing an agreement with Black Creek Integrated Systems Corp. for annual service, licensing, and support for the Black Creek Sally-Port New York Jail Management System of the Saratoga County Correctional Facility.

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

This agreement will be for an amount not to exceed \$54,310.

- Accepting a Law Enforcement Equipment Grant from the New York State Division of Criminal Justice 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.

Grant funds for this program will total \$89,190. These funds will be used to purchase uniforms, equipment, and training for the Sheriff's Office Special Operations Team.

- Authorizing an amended agreement with Global Intelligence, Inc. for the provision of law enforcement software resources for the Sheriff's Office.

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

The Sheriff's Office will use this software to assist in the investigation of major cases. This agreement will be in the amount of \$18,500.

- Authorizing a renewal subscription agreement with Emergency Services Marketing Corp., Inc. for access to the Emergency Responder Reply System.

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

This agreement funds the “I Am Responding” software used by the County’s first responders, and will be effective from September 2024 until August 2029. The annual cost of this agreement will be \$29,550.

- Authorizing an agreement with CPL Architects, Engineers, Landscape Architects and Surveyors, D.P.C. for the provision of engineering and architectural services related to the County’s Fire Training Center Project.

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

The total cost of this agreement will be \$30,500.

- Proclaiming May 19-25, 2024, as “Emergency Medical Services Week” in Saratoga County.

BUDGET IMPACT: No Budget Impact.

The Board of Supervisors and Saratoga County encourages all residents to join in honoring our emergency medical service teams and employees who have rendered dedicated service to the community by providing out of hospital care, while remembering those emergency service providers who have made the ultimate sacrifice.

- Proclaiming April 21-27, 2024, as “National Crime Victims’ Rights week” in Saratoga County.

BUDGET IMPACT: No Budget Impact.

This year’s theme will be: “How Would You Help? Options, Services, and Hope For Crime Survivors.” Saratoga County is committed to assisting all victims of crime throughout the year. During Crime Victims’ Rights Week the County expresses its sincere gratitude and appreciation for those community members, victim service providers, and criminal justice professionals who are committed to responding to all victims of crime so that they may find relevant assistance, support, justice, and peace.,

**On a motion made by Mr. Grasso, seconded by Mr. Kevin Veitch, the following resolution was 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 \$8,600.

This item will allow for the payments of Economic Development Grant projects to the Town of Milton and the City of Saratoga Springs.

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

### **TRAILS & OPEN SPACE**

- Authorizing the transfer of funds from the Trails 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 Account fund by \$10,000.

This item will allow for the payment of the City of Mechanicville’s 2023 grant project.

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

### **REAL PROPERTY TAX**

- Restoring a Town of Day tax parcel to the Assessment Roll.

BUDGET IMPACT: No Budget Impact.

This parcel, which was removed from the roll through resolution 101 of 2002, will be added back on to the assessment roll.

- Authorizing certain tax parcels in the Town of Corinth used for watershed and reservoir purposes to be exempt from County taxes.

BUDGET IMPACT: No Budget Impact.

These tax parcels will become exempt from County taxes until they are no longer utilized as water supply properties.

### **LAW & FINANCE**

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

- Amending Resolution 181-12, as last amended by Resolution 219-2023, and establishing or revising a standard workday reporting resolution for Elected and Appointed County officials for retirement purposes.

BUDGET IMPACT: No Budget Impact.

This item will update the Records of Activities (ROA) for Board of Elections Commissioner, Cassandra Bagramian, until the end of 2024.

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

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

BUDGET IMPACT: No Budget Impact.

Saratoga County joins the National Association of Counties’ efforts to recognize the role of County Governments as intergovernmental leaders across the country.



**On a motion made by Mr. Kevin Veitch, seconded by Mr. Grasso, the following resolution was approved. Mr. Matt Veitch recused from voting.**

- Authorizing an agreement with EGS Advanced Energy Solutions, Inc. for forensic bill auditing services

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

This item will allow EGS to conduct an audit of past utility billing and identify any errors or inappropriate charges. If charges of this nature are identified, EGS will negotiate a credit or refund with the utility provider. In return, EGS will be paid 35% of any identified refunds or credits made to the County.

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

- Opposing Senate Bill S4545 that consolidates the 109 Industrial Development Agencies into 10 Regional Industrial Development Agencies

BUDGET IMPACT: No Budget Impact.

This resolution recognizes the Board of Supervisor's opposition to the proposed legislation that would abolish local Industrial Development Agencies and create regional IDAs in the state. Additionally, it would authorize the forwarding of a copy of this resolution to the Governor and select members of the state Legislature.

**On a motion made by Mr. Lant, seconded by Mr. Ostrander, the following resolution was approved unanimously.**

- Introducing a Local Law authorizing property owners to request the removal of unlawful occupants from dwelling, and setting a public hearing.

BUDGET IMPACT: No Budget Impact.

This resolution will introduce Local Law #2 of 2024 and set a public hearing on the proposal. The purpose of this law is to protect owners of dwellings in Saratoga County from unlawful occupants commonly referred to as “squatters” and protect lawful occupants of dwellings from unlawful evictions. The public hearing will be held May 14th at 4:30pm.

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

- Amending the 2024 Compensation Schedule to reclassify a position under the County Administrator’s Office.

BUDGET IMPACT: No Budget Impact.

This will reclassify the Government Grants and Aid Supervisor position to a Program Funding Budget Assistant position to allow for minor adjustments to the job description that more closely align with the intended duties of the position.

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

- Amending the 2024 Compensation Schedule to provide compensation adjustments under the Board of Elections.

**BUDGET IMPACT:** The budget will be amended to increase expenses and decrease fund balance by \$39,650.

Mr. Surhada and Ms. Bagramian provided a brief presentation on the compensation adjustments for poll inspectors. Discussion ensued.

**On a motion made by Mrs. Edwards, seconded by Mr. Lant, the Board Meeting Agenda for April 16, 2024 was approved unanimously.**

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

Respectfully submitted,  
Bridget Rider  
Deputy Clerk of the Board