Law & Finance Committee

Wednesday, July 15, 2026 4PM
40 McMaster Street, Ballston Spa, NY

Minutes

Present: Chairman Ian Murray; Committee members Robert Anderson, JD Arnold, Dave Ball, Jesse Fish, Joe Grasso, Scott Ostrander, Kevin Tollisen
Absent: C. Eric Butler
Steve Bulger, Stephanie Hodgson, Mariah Ruscio, Christine Rush, Anne Van Vorst, County Administrator; George Conway, Colleen McMahon, County Attorney; George Maxfield, Sheriff; Brett Eby, District Attorney; Dan Rourke, Matthew Yetto, Sewer District; Chad Cooke, Public Works; Jason Kemper, Planning and Economic Development; Jill Czerniak, Human Resources; André Delvaux, Mike Stanley, Emergency Services; JoAnne Kupferman, Terri Wrisley, Treasurer; Chris DuBois, Information Technology; Daniel Kuhles, Department of Health; Pat Maxwell, DSS; Sandi Cross, Aging & Youth; Megan Johnson, Mental Health & Addiction; Sue Costanzo, Probation; Jenniffer McCloskey, Workforce Development.

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

On a motion made by Supervisor Ball, seconded by Supervisor Grasso, the minutes of the June 10, 2026 meeting were approved unanimously.

On a motion made by Supervisor Tollisen, seconded by Supervisor Ball, the following resolutions were approved unanimously.

PUBLIC SAFETY

- Authorizing an interdepartmental Memorandum of Understanding between the Saratoga County Department of Health and County Coroner's Office for access to the Statewide Health Information Network for New York.
  BUDGET IMPACT STATEMENT: No budget impact.

This agreement will allow the Coroner access to the SHIN-NY System to assist in accurate identification of deceased individuals and the determination of the cause of death.

- Accepting a 2025 Emergency Management Performance Grant from the New York State Division of Homeland Security and Emergency Services and amending the 2026 County budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and authorize the related expenses.

This grant, in the amount of $78,617, will be used to pay for equipment maintenance on the CAD-E911 System, 800 MHz System, and Microwave System. The performance period for this grant is from October 1, 2024 through September 30, 2027.

- Authorizing an agreement with Bishop House Consulting, Inc. for Probation Department Training Services.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This item will allow Bishop House to provide training for the County's Probation Department at a cost not to exceed $22,591.

- Authorizing an agreement with Mission Critical Partners, LLC. for maintenance of the County's Public Safety IT Systems.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This resolution allows Mission Critical to continue providing monitoring, technical support, on-site computer aided dispatch, and records management support for a total amount of $523,358 over a five-year term.

- Authorizing a transfer of funds to the Sheriff's Office and Office of Emergency Management and amending the 2026 County budget in relation thereto.
  BUDGET IMPACT STATEMENT: The Budget will be amended to authorize these expenses and decrease fund balance by $178,469

This transfer provides essential funding to meet increased operational requirements supporting the Road Patrol, Corrections, and Emergency Management for the Sheriff's Office.

- Authorizing a Memorandum of Understanding between Saratoga County Sheriff's Office, County District Attorney's Office and various local police departments to create the Saratoga County Trafficking Illicit Narcotics and Gang Enforcement Task Force (STING).
  BUDGET IMPACT STATEMENT: No budget impact.

This cooperative agreement authorizes law enforcement from across the county to work together to help anti-drug and weapons trafficking efforts county wide. The STING Task Force will be operated by the Sheriff's Office in conjunction with the District Attorney's Office and local police departments.

On a motion made by Supervisor Anderson, seconded by Supervisor Tollisen, the following resolutions were approved unanimously.

HEALTH & HUMAN SERVICES

- Authorizing the transfer of funds to the Department of Mental Health and Addiction Services to pay for expenses related to patient services and amending the 2026 County budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to increase expenses and decrease fund balance by $1,191,936.

This appropriation is to cover the increased cost of three additional patients placed in a NYS Mental Health facility pursuant to court orders. This unfunded state mandate, which costs $1200 to $1500 per day for adults and $3,400 per day for juveniles, falls entirely on the County, after the State changed the law in 2021 that had previously split these costs 50-50.

- Accepting additional funding from the New York State Office of Addiction Services and Supports to include Gambling Recovery Peer Engagement Funds and amending the 2026 County budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and authorize the related expenses.

This resolution will accept additional state aid in the amount of $50,000 for the Healing Springs program. This funding is ongoing and in 2027 will annualize to $100,000 per year. This Peer Engagement program is specifically targeted to help with gambling addictions.

- Accepting additional funding from the New York State Office of Addiction Services and Supports to Include a 2026 - 2027 Targeted Inflationary Increase and Amending the 2026 County budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds, authorize the related expenses and increase fund balance by $8,520.

This resolution will accept additional state aid in the amount of $51,309 to supplement the cost of Peer Advocates working in our Addiction Services Programs.

- Accepting Community Optional Preventive Services Program Funding from the New York State Office of Children and Family Services.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This grant in the amount of $70,640 will offset a portion of the County's current contract with Together for Youth. This organization provides preventive services to youth and families to avert foster care placements and family crisis.

- Approving the 2026-2027 Annual Update to the 2024-2028 Four-Year Plan for the Department of Aging and Youth Services.
  BUDGET IMPACT STATEMENT: No budget impact.

The 2024-2028 service plan includes the authorization of annual funding applications to support programs for our Senior community.

On a motion made by Supervisor Grasso, seconded by Supervisor Ball, the following resolutions were approved unanimously.

ECONOMIC DEVELOPMENT

- Awarding 2026 Economic Development Grants.
  BUDGET IMPACT STATEMENT: No Budget Impact, the Economic Development Grant Reserve will be reduced by $111,500.00

This resolution will authorize the payment of 2026 Economic Development Grants totaling $111,500 for the Towns of Ballston, Charlton, Corinth, Day, Edinburg, Hadley, Halfmoon, Malta, City of Mechanicville, Town of Providence, Moreau, Saratoga, Wilton and the City of Saratoga Springs.

- Authorizing an agreement with Pictometry International Corp. dba Eagleview for Aerial GIS Mapping Services.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This three-year agreement in the amount of $253,422 will authorize aerial GIS/Assessment Mapping services. Flights will occur in the Fall of 2026 and Spring of 2027. These aerial maps are heavily used by municipal assessors, county departments, and many constituents.

- Accepting a Workforce Innovation and Opportunities Act Grant from the United States Department of Labor.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This is an annual housekeeping item for the Workforce Development Department. The total grant is in the amount of $1,657,003 of which $944,558.33 will be allocated to Saratoga County. The remainder of the funds will be passed through to Warren and Washington Counties.

- Accepting a Summer Youth Employment Program Grant from the New York State Office of Temporary and Disability Assistance and Amending the 2026 County budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and authorize the related expenses.

This funding totaling $310,394 will be used by our Workforce Development Department to place eligible Saratoga County Youth in subsidized employment at worksites around the County during the summer.

On a motion made by Supervisor Arnold, seconded by Supervisor Anderson, the following resolutions were approved unanimously.

TRAILS & OPEN SPACE

- Authorizing a license agreement with Hank's Hollow Development LLC for a trail connection to the Zim Smith.
  BUDGET IMPACT STATEMENT: No budget impact.

This agreement will give permission to Hank's Hollow Development to construct a trails connector to the Zim Smith Trail. This trail connection was a condition of the Town of Halfmoon Planning Board approval for the project.

- Amending Resolution 234-2021 to reallocate the 2021 Trails Grant to the Town of Greenfield.
  BUDGET IMPACT STATEMENT: No budget impact.

The Town of Greenfield has requested that the 2021 Trails Grant received for constructing the Graphite Range Community Forest Northern Gateway Parking lot be re-allocated to pay for design and engineering services associated with that project.

- Awarding 2026 Trails Grants.
  BUDGET IMPACT STATEMENT: No budget impact.

The 2026 Municipal Trails Grant program awards a total of $79,530 to thirteen different municipalities. These awards leverage combined project costs of $694,920 across these municipalities.

On a motion made by Supervisor Grasso, seconded by Supervisor Ostrander, the following resolution was approved unanimously.

REAL PROPERTY TAX

- Authorizing an agreement with Phillips Lytle LLP for legal services related to Real Property Tax Foreclosure proceedings.
  BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds, authorize the related expenses and decrease fund balance by $78,048.

This firm was selected following an RFP process to provide services for the foreclosure of certain tax delinquent properties. Based on the estimates given by the Treasurer's office, the total cost of the agreement is expected to be about $240,000. Most of these costs are anticipated to be recoverable expenses at the conclusion of the auction process.

On a motion made by Supervisor Anderson, seconded by Supervisor Tollisen, the following resolutions were approved unanimously.

HUMAN RESOURCES & INSURANCE

- Amending the 2026 Compensation Schedule to reclassify one Confidential Secretary to the District Attorney to one Executive Assistant to the District Attorney and amending the 2026 County Budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and authorize the related expenses.

This resolution will reclassify one Confidential Secretary to one Executive Assistant to the District Attorney to achieve operational efficiencies and better reflect the responsibilities of the position.

- Amending the 2026 Compensation Schedule to create two Payroll Clerk positions under the Sheriff's Office and amending the 2026 County Budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to increase expenses and decrease fund balance by $90,852.80.

These new positions will be responsible for payroll oversight and auditing for all the divisions of the Sheriff's Office.

- Authorizing a salary change for the Undersheriff from Grade 21, Step 4B to Grade 21, Step 6A of the 2026 Management Compensation Schedule.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This change will be effective July 3, 2026.

- Authorizing a salary change for the Chief Deputy from Grade 19, Step 8B to Grade 19, Step 9A of the 2026 Management Compensation Schedule.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This change will be effective July 3, 2026.

- Amending the 2026 Compensation Schedule to place the Corrections Administrator from Grade 18, 4B to Grade 19, Step 6A of the 2026 Management Compensation Schedule.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This change will be effective July 3, 2026.

- Authorizing current and future Sheriff's Office Captains be placed at Step 12 of the 2026 Public Safety Compensation Schedule.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

Effective July 3, 2026, the Captains within the Sheriff's Office will be placed at Step 12 of the Public Safety Compensation Schedule. This adjustment will place all Captains at an equal pay rate.

- Authorizing the payment of an annual stipend for services associated with the Department of Social Services participation in Family Treatment Court and amending the 2026 County budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and authorize the related expenses.

Effective July 3, 2026, this resolution will authorize a stipend for one DSS Attorney for services associated with the Saratoga County Family Treatment Court in the amount of $10,000 annually inclusive of fringe benefits. This will be funded through Opioid Settlement Funds.

On a motion made by Supervisor Ostrander, seconded by Supervisor Anderson, the following resolutions were approved unanimously.

AIRPORT IMPROVEMENT

- Authorizing an agreement with Healthy Solutions Property Services LLC for cleaning services at the Saratoga County Airport.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This one-year agreement in the amount of $36,588 will provide cleaning services at the County Airport. In addition, three 1-year renewal options are included. Healthy Solutions Property Services was the low bidder for this contract.

- Renewing an agreement with 4LSNM LLC dba Sunset at Saratoga Kitchen + Bar for operation of the restaurant space at the Saratoga County Airport.
  BUDGET IMPACT STATEMENT: No budget impact.

Sunset at Saratoga has requested their option to renew the lease for a five-year term be exercised beginning August 1, 2026 as detailed in the current lease agreement.

On a motion made by Supervisor Grasso, seconded by Supervisor Anderson, the following resolutions were approved unanimously.

PUBLIC WORKS

- Authorizing the implementation and funding in the first instance 100% of the federal aid and state "Marchiselli" program-aid eligible costs of a transportation federal-aid project, CR 33 (Ballard Road) over Snook Kill Bridge replacement project in the Town of Wilton, appropriating funds therefore and amending the 2026 County budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds, authorize the related expenses and decrease fund balance by $18,170.

This resolution will authorize funding in the amount of $363,430 for preliminary and final design and right of way incidentals. The County's 5% share of this project is $18,170.

- Authorizing an agreement with Barton and Loguidice D.P.C. for professional services related to the CR 33 (Ballard Road) over Snook Kill bridge replacement project in the Town of Wilton.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

Related to the previous item, this resolution will authorize an agreement with Barton and Loguidice in the amount of $363,430 for preliminary and final design and right of way incidentals for this project.

- Authorizing the implementation and funding in the first instance 100% of the federal aid and state "Marchiselli" program-aid eligible costs of a transportation federal-aid project, Ashdown Road over CRP Rail bridge in the Clifton Park.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This resolution will authorize funding in the amount of $327,750 for construction services.

- Authorizing an agreement with Greenman-Pedersen, Inc. for professional services related to a retaining wall repair in the Town of Day.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This resolution allocating $300,000 will authorize GPI to perform a feasibility study of repair alternatives along with preparing a bid document for the selected alternatives for the project along North Shore Road.

On a motion made by Supervisor Grasso, seconded by Supervisor Ostrander, the following resolutions were approved unanimously.

LAW & FINANCE

- Renewing an agreement with WAM Commercial Associates, LLC for lease of storage space for the Board of Elections Voting Equipment and Materials.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This renewal agreement in the amount of $6,386 per year is for a five-year term.

- Authorizing a transfer of funds to the Information Technology Department and amending the 2026 county budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to authorize the related expenses and decrease fund balance by $51,092.10

This item will allow IT to purchase Network Video Recorder equipment to replace the current outdated equipment at the Public Safety Building. The vendor currently has a Facilities Maintenance agreement with IT, and the equipment is covered under state contract.

- Accepting a 250th CC-Empower Local Partners Grant from the State Education Department and amending the 2026 County budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and increase fund balance by $18,500.

This grant in the amount of $18,500 will be used to reimburse the county for expenses incurred for the 2025 Siege Weekend and Knox Weekend festivities.

- Amending the Policy and Procedure Manual to Revise the County's Freedom of Information Policy.
  BUDGET IMPACT STATEMENT: No budget impact.

This resolution amends the FOIL policy to update the county's foil process. This includes appointments of Records Access Officers and the appointment of Appellate Officers to handle appeals.

- Amending the 2026 Compensation schedule to create two paralegal specialist positions under the County Attorney's Office and amending the 2026 County Budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to authorize the related expenses and decrease fund balance by $85,271.49.

These new positions will serve as Records Access Officers, whose primary duty is to coordinate the County's responses to public requests for access to records pursuant to FOIL.

- Authorizing the transfer funds from the Capital Facilities Reserve Fund for the Visitors Center Upgrade Project and amending the 2026 County budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to increase the related expenses and decrease the Capital Reserve Fund by $250,000.

This resolution will authorize the transfer of $250,000 from the Capital Facilities Reserve Fund to help complete the Saratoga 250th hub project in Schuylerville. This amount represents the NY State County Infrastructure Grant award which will be reimbursed to the County upon project completion.

- Accepting a 2025-2026 Statewide Interoperable Communications Grant from NYS Division of Homeland Security and Emergency Services and amending the 2026 County Budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and authorize the related expenses.

This grant in the amount of $1,607,978 will be used to offset equipment and maintenance costs for the department's communication equipment. The term is from January 1, 2026 to December 31, 2030.

- Authorizing an agreement with the New York State Environmental Facilities Corporation for the County's participation in the State Septic System Replacement Fund Program grant.
  BUDGET IMPACT STATEMENT: No budget impact.

This agreement provides funding to allow homeowners to apply for reimbursement for septic tank replacement if they live in the environmentally sensitive watershed districts of Saratoga County.

- Authorizing Change Order No. 14 with Jersen Construction Group, LLC for construction services related to the Saratoga County Sewer District No. 1 Secondary Clarifier Upgrade Project and amending the 2026 County budget in relation thereto.
  BUDGET IMPACT STATEMENT: The budget will be amended to authorize the related expenses and decrease Sewer District fund balance by $24,992.

This change order in the amount of $24,992, reflects additional costs for the Secondary Clarifier Upgrade project.

- Authorizing an agreement with Hach Company Inc. for a preventive maintenance program for Saratoga County Sewer District No. 1 instrumentation probes.
  BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

This agreement in the amount of $25,634.19 will allow for preventive maintenance tasks at the Sewer District.

On a motion made by Supervisor Tollisen, seconded by Supervisor Ostrander, the Board Meeting Agenda for July 21, 2026 was approved unanimously.

On a motion made by Supervisor Tollisen, seconded by Supervisor Grasso, the meeting was adjourned unanimously.

Respectfully submitted,
Bridget M. Rider, Deputy Clerk of the Board