



Public Safety Committee

Tuesday, September 1, 2026 2:30PM

40 McMaster Street, Ballston Spa, NY

Chair: Scott Ostrander

Members: John Antoski, Sarah Burger, C. Eric Butler-VC, Jesse Fish, Willard Peck, Minita Sanghvi

Agenda

- I. Welcome and Attendance
- II. Approval of the minutes of the August 4, 2026 meeting
- III. Amending an agreement with Saratoga Hospital for use of laboratory and morgue facilities – Susan Hayes Masa, Coroner
- IV. Andrew Blumenberg, Public Defender
 - a. Accepting an Aid to Defense Grant from the New York State Department of Criminal Justice Services
 - b. Amending an agreement with the New York State Office of Indigent Legal Services for the Fourth Upstate Quality Improvement and Caseload Reduction grant
- V. Accepting an Alternatives to Incarceration grant from the New York State Division of Criminal Justice Services and approving the Alternatives to Incarceration Service Plan – Sue Costanzo, Probation
- VI. Brett Eby, District Attorney
 - a. Proclaiming October 2026 as “Domestic Violence Awareness Month” in Saratoga County
 - b. Discussion: Expanding current victim services
- VII. Jeff Brown, Sheriff
 - a. Authorizing an agreement with AXON Enterprise, Inc. for assistive call taking and automatic quality assurance services for the Saratoga County Emergency Communications Center
 - b. Authorizing an agreement with Kova Corporation for an extended warranty for the County’s Public Safety software system
 - c. Accepting a Public Safety Answering Point operations grant from the New York State Division of Homeland Security and Emergency Services and amending the 2026 County budget in relation thereto

- VIII. Authorizing an agreement with Eckert Mechanical LLC for the purchase and installation of heating, ventilation, and air conditioning (HVAC) units at various 911 communications tower shelters – Andre Delvaux, Emergency Management
- IX. Setting a Public Hearing on a request to the New York State Liquor Authority to amend the hours of sale of alcoholic beverages in Saratoga County – Supervisor Sarah Burger
- X. Introducing a proposed Local Law, identified as Introductory No. 6, Print No. 1 of 2026, entitled “A Local Law to prohibit the sale and distribution of certain kratom products within the County of Saratoga – Steve Bulger, County Administrator
- XI. Proclaiming October 4 – 10, 2026 as National Fire Prevention Week in Saratoga County – Mike Stanley, Fire Coordinator
- XII. Accepting a 2025-2026 Aid to Defense for Discovery and Disbursement funding from the New York State Division of Criminal Justice Services and amending the 2026 County budget in relation thereto – Matt Maiello, Conflict Defender
- XIII. Other Business
- XIV. Adjournment



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT: County Coroner



DATE: 8/7/26

COMMITTEE: Public Safety



This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted

1. Is a Resolution Required:

Yes, Contract Amendment



2. Proposed Resolution Title:

Amending an agreement with Saratoga Hospital for use of
laboratory and morgue facilities. (Resolution 383-2025)

3. Specific Details on what the resolution will authorize:

This amendment will reflect an increase to fee for use of the
morgue to \$1500. This increase will reflect the hospital taking
over hiring Morgue Assistants and purchasing all supplies for
the morgue, excluding DNA cards.

It will also reflect reimbursement from Saratoga Hospital for
County purchased supplies that remain in the morgue. The
inventory and valuation amounts to \$4352.62.

4. Is a Budget Amendment needed: ☒ YES or ☐ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted Yes

☐ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount
A-27-000-8200	Medical Supplies	\$4352.62

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Decrease A-0599.B Appropriated Fund Balance-Budgetary

Amount: Decrease=\$4352.62

5. Identify Budget Impact (**Required**):

Other

- a. G/L line impacted A-27-000-8200
- b. Budget year impacted 2026
- c. Details

Reflects reimbursement for County Purchased supplies. The budget will be amended to authorize these related expenses and decrease fund balance by \$4352.62.

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☒ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☒ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☒ N

Is this position currently vacant? ☐ Y ☒ N

Is this position in the current year compensation plan? ☐ Y ☒ N

Human Resources Consulted

7. Does this item require the awarding of a contract: ☐ Y ☒ N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

Purchasing Office Consulted

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☐ Y ☒ N ☐ N/A

d. Vendor Contact Name: Saratoga Hospital

e. Vendor Email: Jkish@saratogahospital.org

f. Vendor Phone: 518-587-3222

g. Is the vendor/contractor an LLC, PLLC, or partnership: NO

h. State of vendor/contractor organization: NY

i. Commencement date of contract term: September 1, 2026

j. Termination of contract date: December 31, 2026

k. Contract renewal date and term:

l. Is this a renewal agreement: ☐ Y ☒ N

m. Vendor/Contractor comment/remarks:

8. Is a grant being accepted: ☐ YES or ☒ NO

County Administrator's Office
Consulted

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

☒ Marked-up previous resolution

☐ No Markup, per consultation with County Attorney

☒ Information summary memo

☒ Copy of proposal or estimate

☐ Copy of grant award notification and information

☐ Other _____

10. Remarks:

Saratoga will take over running the morgue, hiring assistants and purchase all medical supplies (see attached). This will reduce my budget item 'Medical Supplies' and take the load of finding morgue assistants off the Coroners Office.



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT: Public Defender

DATE: 8/3/26

COMMITTEE: Public Safety

This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted

1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

ACCEPTING AN AID TO DEFENSE GRANT FROM THE NYS
DCJS

3. Specific Details on what the resolution will authorize:

Accepting \$14,656 for a term of 04/01/2026 03/31/2027 Public
Defense Services in relation to Criminal Felony Expenses

4. Is a Budget Amendment needed: ☐ YES or ☒ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted Yes

☐ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (Required):

No Budget Impact. Funds are included in the Department Budget

- G/L line impacted A.26-3031
- Budget year impacted 2026
- Details

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☐ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☐ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☐ N

Is this position currently vacant? ☐ Y ☐ N

Is this position in the current year compensation plan? ☐ Y ☐ N

Human Resources Consulted

7. Does this item require the awarding of a contract: ☐ Y ☒ N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☐ Y ☐ N ☐ N/A

d. Vendor Contact Name:

e. Vendor Email:

f. Vendor Phone:

g. Is the vendor/contractor an LLC, PLLC, or partnership:

h. State of vendor/contractor organization:

i. Commencement date of contract term:

j. Termination of contract date:

k. Contract renewal date and term:

l. Is this a renewal agreement: ☐ Y ☐ N

m. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: ☒ YES or ☐ NO

County Administrator's Office
Consulted

a. Source of grant funding:

State

b. Agency granting funds:

Division of Criminal Justice

c. Amount of grant:

\$14,656

d. Purpose grant will be used for:

Criminal Felony Attorney General Salary Expense

e. Equipment and/or services being purchased with the grant:

n/a

f. Time period grant covers:

04/01/2026 03/31/2027

g. Amount of county matching funds:

n/a

h. Administrative fee to County:

n/a

9. Supporting Documentation:



Marked-up previous resolution



No Markup, per consultation with County Attorney



Information summary memo



Copy of proposal or estimate



Copy of grant award notification and information



Other _____

10. Remarks:



BOARD OF SUPERVISORS

DRAFT

07/15/2025

RESOLUTION 187 – 2025

Introduced by Public Safety: Supervisors Lant, Ball, Butler, Fish, Ostrander, Wright, and Young

ACCEPTING AN AID TO DEFENSE GRANT FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES ~~AND AMENDING THE 2025 COUNTY BUDGET IN RELATION THERETO~~

WHEREAS, pursuant to Resolution ~~49 – 2024~~ ¹⁸⁷⁻²⁰²⁵, this Board authorized the acceptance of an Aid to Defense Program Grant, in the amount of \$14,656, for the grant period commencing April 1, ~~2023~~ ²⁰²⁶ and expiring March 31, ~~2024~~ ²⁰²⁷; and

WHEREAS, pursuant to Resolution ~~334 – 2024~~, this Board authorized the acceptance of an Aid to Defense Program Grant, in the amount of \$14,656, for the grant period commencing April 1, ~~2024~~ and expiring March 31, ~~2025~~; and

WHEREAS, pursuant to a Grant Award Notice, dated June 11, 2025, the New York State Division of Criminal Justice Services has awarded an Aid to Defense Program Grant to the Public Defender's Office, in the amount of \$14,656, for the grant period commencing April 1, 2025 and expiring March 31, 2026; and

WHEREAS, this funding is provided to the County to support defense services in the same manner it was provided in prior years, which included salary support for Assistant Public Defenders who represent individuals charged with felony offenses; and

WHEREAS, the Public Defender's Office has proposed using this Aid to Defense Program Grant to offset the cost of public defense services, including salary support for Assistant Public Defenders; and

WHEREAS, our Public Safety Committee and the Public Defender have recommended the approval and acceptance of this Aid to Defense Program Grant; and

WHEREAS, the acceptance of this Aid to Defense Program Grant requires the approval of this Board and an associated amendment to the ~~2025 County Budget~~; now, therefore, be it

RESOLVED, that the Chair of the Board of Supervisors and/or the Public Defender are hereby authorized to execute all documents with the New York State Division of Criminal Justice Services necessary to accept an Aid to Defense Program Grant, in the amount of \$14,656, for the grant period commencing April 1, ~~2025~~ ²⁰²⁶ and expiring March 31, ~~2026~~ ²⁰²⁷; and be it further

Exp & Revenue
already
included
in 2026
budget.

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

RESOLVED, that the 2025 County Budget be amended as follows:-

PUBLIC DEFENDER'S OFFICE:

Increase Revenue:-

A-26-3031 SA Target Crime Program \$ 14,656

Increase Fund Balance:-

A-0599.B Appropriated Fund Balance – Budgetary \$ 14,656

; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: ~~The budget will be amended to accept these funds and increase fund balance by \$14,656.~~

No Budget impact. Funds are included in the dept. budget.

July 15, 2025 Regular Meeting
Motion to Adopt: Supervisor Butler
Second: Supervisor Murray

AYES (151,591.5): Philip C. Barrett (19014.5), C. Eric Butler (6500), Harry Brennan (819), Robert Anderson (1333), James D. Arnold (3525), Kevin Veitch (8004), Kevin Tollisen (25662), Cynthia Young (17130), Thomas Richardson (5163), Scott Ostrander (18800), Willard H. Peck (5242), Ian Murray (5808), Edward D. Kinowski (9022), David Ball (8208), John Lant (17361)

NOES (0):

ABSENT (83,917.5): Eric Connolly (11831), Joseph Grasso (4328), Angela Thompson (19014.5), Arthur M. Wright (1976), Jesse Fish (16202), Sandra Winney (2075), Michele Madigan (14245.5), Matthew E. Veitch (14245.5)



TO: Stephanie Hodgson, Director of Budget
Steve Bulger, County Administrator
Mariah Ruscio, Budget and Grant Analyst

1. Grant Name: Aid to Defense
2. Grant Period: 04/01/2026 03/31/2027
3. What is the overall purpose of the grant funding?

Help offset the cost of public defense services as of 04/01/2026. We need to be able to fully account for all monies expended.

Historically, the PD office has used this funding to cover general salary expenditures already in the budget.

4. Please provide a rough draft of a budget (with general ledger accounts) using the format below. Please attach an excel worksheet if you cannot fit all the items below.

[illegible]

5. Are any of these expenses in your existing budget? If so, please specify amount and general ledger account number.
Yes DESJ atty already budgeted for

6. Please provide more details on the specific goals and objectives you plan to achieve with the funding.
Cover partial salary for criminal defense attorney not already covered under another existing grant.

7. Are there NEW personnel requirements?
n/a

8. What is the local share or match?
n/a

9. What are the county's long-term or on-going obligations (e.g. recurring subscription expenses) once the funding is complete?
n/a

10. If this is a recurring grant, please submit the previous spending plan.
It is reoccurring but as a deposit without specific spending plans please see the attached previous resolutions.



Division of Criminal Justice Services

KATHY HOCHUL

Governor

ROSSANA ROSADO

Commissioner

CILLIAN FLAVIN

Deputy Commissioner

Grant Award Notice

Grantee/Contractor: Saratoga County Public Defender	Date: July 29, 2026
Program Name: Aid to Defense	Award Amount: \$14,656 ¹
Signatory Name and Title: Andrew Blumenberg Public Defender	Term Dates: 4/1/2026 - 3/31/2027
Email: ablumenberg@saratogacountyny.gov	
SFS Vendor ID No.: 1000002435	
Additional Information: I am pleased to advise you that your agency will receive funding under the Aid to Defense Program for the State Fiscal Year (SFY) 2026-27. The award amount is consistent with the amount your agency received last year. Rather than issuing your grant award through a DCJS grant contract for this funding, the full award amount will be automatically disbursed to the agency in one payment. It is important to note that this funding is provided to the agency to provide support to defense services in your agency in the same manner it was provided in prior years. DCJS will evaluate this process next year for its effectiveness prior to making subsequent grant awards. The funding must be used to help offset the cost of public defense services that your agency incurred on or after the start of SFY 2026-27 (April 1, 2026). DCJS requires that the funded agency(s) be able to fully account for every dollar expended. Should you have any questions, please email the DCJS contacts provided on this Award Notice. Thank you in advance for your cooperation and support. Questions: NYS Division of Criminal Justice Services, Finance Office dcjsgrantsunitvoucherinquiry@dcjs.ny.gov NYS Division of Criminal Justice Services, Law Enforcement & Legal Services dcjs.sm.lslsunit@dcjs.ny.gov	

We look forward to working with you in our continued efforts to safeguard the health and safety of all New York residents and visitors.

⁽¹⁾ The award amount listed above is contingent upon approval by the New York State Division of the Budget.

Samantha E. Kupferman

From: Andrew Blumenberg
Sent: Wednesday, July 29, 2026 2:55 PM
To: Samantha E. Kupferman
Subject: Fw: Saratoga County - GRANT AWARD NOTICE - 2026-27 – Aid to Defense
Attachments: Saratoga County.pdf



Andrew C. Blumenberg, Esq.
Public Defender
Office of Public Defender

Phone: 518.884.4795 Ext. 2601

Facsimile: 518.884.4789

Email:

ABlumenberg@saratogacountyny.gov

40 McMaster Street
Ballston Spa, NY 12020

saratogacountyny.gov

From: Disisto, Desiree (DCJS) <Desiree.Disisto@dcjs.ny.gov>
Sent: Wednesday, July 29, 2026 2:41 PM
To: Andrew Blumenberg <ABlumenberg@saratogacountyny.gov>
Subject: Saratoga County - GRANT AWARD NOTICE - 2026-27 – Aid to Defense

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

**Sent on behalf of
Cillian Flavin
Deputy Commissioner
Office of Program Development and Funding
NYS Division of Criminal Justice Services**

DCJS is pleased to advise you that your county will receive funding under the Aid to Defense Program for the State Fiscal Year (FY) 2026-27. The award amount is consistent with the amount your county received last year.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 211 - 2019

Introduced by Supervisors Peck, Allen, Barrett, Lawler, O'Connor, Ostrander and Szczepaniak

ACCEPTING AN AID TO DEFENSE GRANT FOR THE PUBLIC DEFENDER'S OFFICE

WHEREAS, the State Division of Criminal Justice Services (DCJS) has awarded an Aid to Defense Grant to the Public Defender's Office to provide salary support for attorneys in the Public Defender's Office defending individuals charged with felonies; and

WHEREAS, the State DCJS requests County approval and acceptance of this grant for the contract period October 1, 2019 through September 30, 2020; now, therefore, be it

RESOLVED, that the Chair of the Board of Supervisors and/or the County Administrator is authorized, on behalf of the Office of the Public Defender, to execute all necessary documents with the State Division of Criminal Justice Services for the acceptance of a 2019-2020 Aid to Defense grant in the amount of \$14,234; with the form and content of such documents being subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. 100% State Aid.

6/15/21



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 181 - 2021

Introduced by Supervisors Lant, Allen, Connolly, Lucia, Raymond, Schopf and Smith

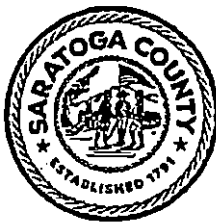
ACCEPTING AN AID TO DEFENSE GRANT FOR THE PUBLIC DEFENDER'S OFFICE

WHEREAS, the New York State Division of Criminal Justice Services (DCJS) has awarded an Aid to Defense Grant to the Public Defender's Office to provide salary support for attorneys in the Public Defender's Office defending individuals charged with felonies; and

WHEREAS, DCJS requests County approval and acceptance of this grant for the contract period April 1, 2021 through March 31, 2022; now, therefore, be it

RESOLVED, that the Chair of the Board of Supervisors and/or the County Administrator and/or Public Defender is authorized, on behalf of the Office of the Public Defender, to execute all necessary documents with the State Division of Criminal Justice Services for the acceptance of a 2021-2022 Aid to Defense grant in the amount of \$14,656; with the form and content of such documents being subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: None. 100% State Aid.



BOARD OF SUPERVISORS

02/20/2024

RESOLUTION 49- 2024

Introduced by Public Safety: Supervisors Lant, Butler, Fish, Murray, Ostrander, Wright and Young

ACCEPTING AN AID TO DEFENSE GRANT FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES

WHEREAS, pursuant to Resolution 181-2021, authorized the acceptance of the awarded Aid to Defense Grant funding in the amount of fourteen thousand six hundred and fifty-six dollars exactly (\$14,656) during the period of April 1st, 2021, through March 31st, 2022, and

WHEREAS, the New York State Division of Criminal Justice Services (DCJS) has awarded an Aid to Defense Grant to the Public Defender's Office to provide salary support for attorneys in the Public Defender's Office defending individuals charged with felonies; and

WHEREAS, DCJS requests County approval and acceptance of this grant for the contract period April 1, 2023 through March 31, 2024; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors and/or the County Administrator and/or Public Defender is authorized, on behalf of the Office of the Public Defender, to execute all necessary documents with the State Division of Criminal Justice Services for the acceptance of a 2023-2024 Aid to Defense grant in the amount of fourteen thousand six hundred and fifty-six dollars (\$14,656); with the form and content of such documents being subject to the approval of the County Attorney.

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

February 20, 2024 Regular Meeting
Motion to Adopt: Supervisor M. Veitch
Second: Supervisor Winney

AYES (151341.50): Joseph Grasso (4328), Philip C. Barrett (19014.5), Diana Edwards (819), James D. Arnold (3525), Kevin Veitch (8004), Kevin Tollisen (25662), Thomas Richardson (5163), Scott Ostrander (18800), Jesse Fish (16202), Willard H. Peck (5242), Sandra Winney (2075), Ian Murray (5808), Michele Madigan (14245.5), Matthew E. Veitch (14245.5), David Ball (8208)

NOES (0):

ABSENT (84167.50): Eric Connolly (11831), Angela Thompson (19014.5), C. Eric Butler (6500), Jean Raymond (1333), Arthur M. Wright (1976), Cynthia Young (17130), Edward D. Kinowski (9022), John Lant (17361)



BOARD OF SUPERVISORS

12/17/2024

RESOLUTION 334 – 2024

Introduced by Public Safety: Supervisors Lant, Butler, Fish, Murray, Ostrander, Wright and Young

ACCEPTING AN AID TO DEFENSE GRANT FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES AND AMENDING THE 2024 COUNTY BUDGET IN RELATION THERETO

WHEREAS, pursuant to Resolution 49 – 2024, this Board authorized the acceptance of an Aid to Defense Grant in the amount of \$14,656 for the term commencing April 1, 2023 and expiring March 31, 2024; and

WHEREAS, the New York State Division of Criminal Justice Services (“DCJS”) has issued a Grant Award Notice advising the County that it will receive funding under the Aid to Defense Program for the State Fiscal Year 2024 – 2025; and

WHEREAS, per the Grant Award Notice, the award amount is \$14,656 for the term commencing April 1, 2024 and expiring March 31, 2025; and

WHEREAS, also per the Grant Award Notice, rather than issuing the County’s Grant Award through a DCJS Grant contract for this funding, the full award amount will be automatically disbursed in one (1) payment; and

WHEREAS, also per the Grant Award Notice, this funding is provided to the County to provide support to defense services in our County in the same manner it was provided in prior years, including salary support for attorneys in the Public Defender’s Office defending individuals charged with felonies; and

WHEREAS, also per the Grant Award Notice, DCJS will evaluate this process next year for its effectiveness prior to making subsequent grant awards; and

WHEREAS, also per the Grant Award Notice, the above reference to State Fiscal Year 2024 – 2025 date of April 1, 2024 is included for state budgeting purposes only and not intended to interfere with local budgetary planning which typically operates on a different fiscal calendar; and

WHEREAS, our Public Safety Committee and the Public Defender’s Office have recommended that the Chair of the Board of Supervisors and/or the County Administrator and/or the Public Defender are hereby authorized, on behalf of the Office of the Public Defender, to execute all documents with DCJS necessary for the acceptance of a 2024 – 2025 Aid to Defense Grant in the amount of \$14,656; now, therefore, be it

RESOLVED, that the Chair of the Board of Supervisors and/or the County Administrator and/or the Public Defender are hereby authorized, on behalf of the Office of the Public Defender, to execute all documents with DCJS necessary for the acceptance of a 2024 – 2025 Aid to Defense grant in the amount of \$14,656; and be it further

RESOLVED, that the 2024 County Budget be amended as follows:

PUBLIC DEFENDER’S OFFICE:

Increase Revenue:

A.26-3031	SA Target Crime Program	\$ 14,656
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Increase Fund Balance:

A-0599.B	Appropriated Fund Balance – Budgetary	\$ 14,656
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RESOLVED, that the form and content of such an agreement shall be subject to the approval of the County Attorney; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The budget will be amended to increase revenue and increase fund balance by \$14,656.

December 17, 2024 Regular Meeting

Motion to Adopt: Supervisor Grasso

Second: Supervisor Butler

AYES (225,104): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Angela Thompson (19014.5), C. Eric Butler (6500), Harry Brennan (819), Robert Anderson (1333), James D. Arnold (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Cynthia Young (17130), Scott Ostrander (18800), Jesse Fish (16202), Sandra Winney (2075), Ian Murray (5808), Michele Madigan (14245.5), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), David Ball (8208), John Lant (17361)

NOES (0):

ABSENT (10,405): Thomas Richardson (5163), Willard H. Peck (5242)



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT: Public Defender

DATE: 5/27/26

COMMITTEE: Public Safety

This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted

1. Is a Resolution Required:

Yes, Contract Amendment

2. Proposed Resolution Title:

AMENDING AN AGREEMENT WITH THE NEW YORK STATE
OFFICE OF INDIGENT LEGAL SERVICES FOR THE FOURTH
UPSTATE QUALITY IMPROVEMENT AND CASELOAD
REDUCTION GRANT

3. Specific Details on what the resolution will authorize:

APPROVAL OF AN EXTENSION FOR A PERIOD OF SIX-
MONTHS THROUGH DECEMBER 31, 2026 TO UTILIZE
UNEXPENDED GRANT FUNDS DUE TO A DELAYED START
IN THE INITIAL GRANT PLAN.

4. Is a Budget Amendment needed: ☐ YES or ☒ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted Yes

☐ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact. Funds are included in the Department Budget

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☐ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☐ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☐ N

Is this position currently vacant? ☐ Y ☐ N

Is this position in the current year compensation plan? ☐ Y ☐ N

Human Resources Consulted

7. Does this item require the awarding of a contract: ☐ Y ☒ N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☐ Y ☐ N ☐ N/A

d. Vendor Contact Name:

e. Vendor Email:

f. Vendor Phone:

g. Is the vendor/contractor an LLC, PLLC, or partnership:

h. State of vendor/contractor organization:

i. Commencement date of contract term:

j. Termination of contract date:

k. Contract renewal date and term:

l. Is this a renewal agreement: ☐ Y ☐ N

m. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: ☐ YES or ☒ NO

a. Source of grant funding:

State

b. Agency granting funds:

INDIGENT LEGAL SERVICES

c. Amount of grant:

EXTENSION OF \$75,942.50

d. Purpose grant will be used for:

EXTENSION OF TIMELINE FOR PARTIAL SALARY FOR CRIMINAL COURT ATTORNEY

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

07/01/2023-12/31/2026

g. Amount of county matching funds:

0

h. Administrative fee to County:

0

9. Supporting Documentation:

- ☒ Marked-up previous resolution
- ☐ No Markup, per consultation with County Attorney
- ☐ Information summary memo
- ☐ Copy of proposal or estimate
- ☒ Copy of grant award notification and information
- ☒ Other STATE EXPENSE SHEET

10. Remarks:

Samantha E. Kupferman

From: Blair, Jami (ILS) <Jami.Blair@ils.ny.gov>
Sent: Wednesday, May 20, 2026 12:25 PM
To: Steve Bulger
Cc: Andrew Blumenberg; Samantha E. Kupferman; Matthew A. Maiello; Haile M. Che; Dawn Phillips; Warth, Patricia (ILS); Phillips, Burton (ILS); Christenson, Nora (ILS); Zartarian, Claire (ILS); Knittel, Claire (ILS); McCarthy, Lucy (ILS); Weinhold, Michelle (ILS); Papanicolaou, Petros (ILS); Smith, Tammy TS (ILS); ils.sm.proposals
Subject: Fourth Upstate Quality Improvement and Caseload Reduction grant (#C4TH640) - Extension
Attachments: (for county)Ext.Mod-C4TH640.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon Saratoga County,

I am reaching out to inform you that your Fourth Upstate Quality Improvement and Caseload Reduction grant (#C4TH640) will be extended for a period of six-months through December 31, 2026. This will be a no-cost extension so you can continue to spend down the current funding through the extension period.

Please sign and notarize the attached Extension Form and email a copy to Proposals@ils.ny.gov.

Beginning January 1, 2027, ILS will issue a new consolidated contract that will include your annual Distribution and Upstate Quality Improvement and Caseload Reduction funding in one budget. We will follow-up in the fall of this year to request a proposal for that funding.

Please let me know if you have any questions.

Best,

Jami



Jamison Blair

Assistant Counsel

New York State Office of Indigent Legal Services

80 S Swan St, Ste 1147, Albany, NY 12210 | www.ils.ny.gov

(518) 935-7284 | jami.blair@ils.ny.gov | he/him/his

STATE OF NEW YORK CONTRACT FOR GRANTS FACE PAGE

STATE AGENCY (Name & Address): NYS Office of Indigent Legal Services A. E. Smith Building, 11th Floor 80 South Swan Street Albany, NY 12210	BUSINESS UNIT/DEPT. ID: OLS01 - 1350200 CONTRACT NUMBER: C4TH640 CONTRACT TYPE (select one): ☒ Multi-Year Agreement ☐ Simplified Renewal Agreement ☐ Fixed Term Agreement
CONTRACTOR NAME: Saratoga, County of	TRANSACTION TYPE: ☐ New ☐ Renewal (list periods): ☒ Amendment (list periods):
CONTRACTOR IDENTIFICATION NUMBERS: NYS Vendor ID Number: 1000002435 Federal Tax ID Number: 14-6002571	PROJECT NAME: Fourth Upstate Quality Improvement and Caseload Reduction ASSISTANCE LISTINGS (formerly CFDA) NUMBER (ALN) (Federally Funded Grants Only):
CONTRACTOR PRIMARY MAILING ADDRESS: Saratoga County County Administrator's Office 40 McMaster Street Ballston Spa, NY 12020 CONTRACTOR PAYMENT ADDRESS: ☐ Check if same as primary mailing address Saratoga County Treasurer's Office 40 McMaster Street, Bldg. #1 Ballston Spa, NY 12020 CONTRACT MAILING ADDRESS: ☒ Check if same as primary mailing address CONTRACTOR PRIMARY E-MAIL ADDRESS: SBulger@saratogacountyny.gov	CONTRACTOR STATUS: ☐ For Profit ☒ Municipality ☐ Tribal Nation ☐ Individual ☐ Not-for-Profit Charities Registration Number: Exemption Status/Code: 410100000000 ☐ Sectarian Entity

STATE OF NEW YORK CONTRACT FOR GRANTS FACE PAGE

CURRENT CONTRACT TERM: From: July 1, 2023 To: June 30, 2026 AMENDED TERM: From: July 1, 2023 To: December 31, 2026	CONTRACT FUNDING AMOUNT <i>(Fixed Term - enter current period amount; Simplified Renewal - enter cumulative amount to date; Multi-year - enter total projected amount of the contract):</i> CURRENT: \$ 257,269.00 AMENDED: FUNDING SOURCE(S) ☒ State ☐ Federal ☐ Other
---	--

ATTACHMENTS INCLUDED AS PART OF THIS AGREEMENT (select all that apply):

☐ Appendix A

☐ Attachment A: ☐ A-1 Agency Specific Terms and Conditions
☐ A-2 Program Specific Terms and Conditions
☐ A-3 Federally Funded Grants and Requirements Mandated by Federal Laws

☐ Attachment B: ☐ B-1 Expenditure Based Budget
☐ B-2 Performance Based Budget
☐ B-3 Capital Budget
☐ B-4 Net Deficit Budget
☐ B-1(A) Expenditure Based Budget (Amendment)
☐ B-2(A) Performance Based Budget (Amendment)
☐ B-3(A) Capital Budget (Amendment)
☐ B-4(A) Net Deficit Budget (Amendment)

☐ Attachment C: Work Plan

☐ Attachment D: Payment and Reporting

☐ Other:

IN WITNESS THEREOF, the parties hereto have executed or approved this Master Contract on the dates below their signatures.

CONTRACTOR:

Saratoga, County of

By: _____

Printed Name

Title: _____

Date: _____

STATE AGENCY:

NYS Office of Indigent Legal Services

By: _____

Patricia J. Warth

Printed Name

Title: Director - Office of Indigent Legal Services

Date: _____

STATE OF NEW YORK

County of _____

On the ____ day of _____, _____, before me personally appeared _____, to me known, who being by me duly sworn, did depose and say that he/she resides at _____, that he/she is the _____ of the _____, the contractor described herein which executed the foregoing instrument; and that he/she signed his/her name thereto as authorized by the contractor named on the face page of this Master Contract.

(Notary) _____

ATTORNEY GENERAL'S SIGNATURE

Printed Name

Title: _____

Date: _____

STATE COMPTROLLER'S SIGNATURE

Printed Name

Title: _____

Date: _____



BOARD OF SUPERVISORS

11/21/2023

RESOLUTION 296 - 2023

Introduced by Public Safety: Supervisors Lant, Butler, Grasso, Hammond, Raymond, Tollisen and K. Veitch

AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE OFFICE OF INDIGENT LEGAL SERVICES TO ACCEPT AN INDIGENT LEGAL SERVICES GRANT

WHEREAS, grant funds are available for the grant period July 1, 2023 through June 30, 2026 from the New York State Office of Indigent Legal Services in the amount of \$257,269 to assist Saratoga County and the County Public Defender's Office in implementing the Fourth Upstate Quality Improvement and Caseload Reduction Grant to improve the quality of indigent legal services provided by the County pursuant to County Law Article 18-B; and

WHEREAS, the County proposes to use said grant funds toward the salary of one Assistant Public Defender position for indigent defense counsel assigned to local and County courts; and

WHEREAS, the acceptance of this grant requires this Board's approval; now, therefore, be it

RESOLVED, that the Chair of the Board of Supervisors is authorized to execute all necessary documents with the New York State Office of Indigent Legal Services for the acceptance of a State Office of Indigent Legal Services Grant in the amount of \$257,269 for the implementation of the Fourth Upstate Quality Improvement and Caseload Reduction Grant in Saratoga County for the grant period July 1, 2023 – June 30, 2026, with the form and content of such documents being subject to the approval of the County Attorney; and, be it further

RESOLVED, that in the event the State should cease to fund the position at any time in the future, the unfunded position shall be abolished from the Saratoga County Compensation Schedule.

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

November 21, 2023 Regular Meeting

Motion to Adopt: Supervisor Grasso

Second: Supervisor: M. Veitch

AYES (199756.5): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Ian Murray (5808), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lant (17361)

NOES (0):

ABSENT (35752.5): Diana Edwards (819), Thomas Richardson (5163), Willard H. Peck (5242), Sandra Winney (2075), Tara N. Gaston (14245.5), John Lawler (8208)

DRAFT

AMENDING AN AGREEMENT WITH THE NEW YORK STATE OFFICE OF INDIGENT LEGAL SERVICES FOR THE FOURTH UPSTATE QUALITY IMPROVEMENT AND CASELOAD REDUCTION GRANT

WHEREAS, pursuant to Resolution 296-2023, the County accepted a fourth upstate quality improvement and Caseload Reduction Grant to improve the quality of indigent legal services provided by the County pursuant to County Law Article 18-B for the grant period commencing July 1st, 2023 and expiring June 30th, 2026; and

WHEREAS, the Public Defender utilized this grant funding toward the salary of one Assistant Public Defender position for indigent defense counsel assigned to local and County Courts; and

WHEREAS, to date, the County has expended approximately \$181,326.51 of the Fourth Upstate Quality Improvement and Caseload Reduction Grant funds toward the salary of one Assistant Public Defender position; and

WHEREAS, an unexpended balance of approximately \$75,942.49 remains available to offset future costs toward the salary of the one Assistant Public Defender position; and

WHEREAS, pursuant to Contract No. C4TH640, the New York State Office of Indigent Legal Services has approved an extension to the grant, thereby amending the grant period to a term commencing July 1st, 2023 and expiring December 31st, 2026; now, therefore be it

RESOLVED, that the Chair of the Board of Supervisors is hereby authorized to execute all documents with the New York State Office of Indigent Legal Services necessary to accept and implement an extension of the Fourth Upstate Quality Improvement and Caseload Reduction Grant for the period commencing July 1st, 2023 and expiring December 31st, 2026; and be it further

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

RESOLVED, that this Resolution shall take effect immediately.

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

Invoice/Expense Statement Saratoga County FOURTH UPSTATE QUALITY IMPROVEMENT AND CASELOAD REDUCTION Contract No. C4TH640 Office of Indigent Legal Services (ILS)						
Contract Term: July 1, 2023 - June 30, 2026 Total Budget: \$257,269.00 YEAR ONE (Annual Budget: \$85,756.33)						
Budget Expenditure Items	Year 1 Budget	Actual Reimbursable Expenditures				Funds Available Year 1
		7/1/23 - 9/30/23	10/1/23 - 12/31/23	1/1/24 - 3/31/24	4/1/24 - 6/30/24	
Personnel:						
(FT) Assistant Public Defender - Partial Salary	\$85,756.33				\$9,813.84	\$75,942.49
Subtotal Personnel	\$85,756.33	\$0.00	\$0.00	\$0.00	\$9,813.84	\$75,942.49
TOTAL	\$85,756.33	\$0.00	\$0.00	\$0.00	\$9,813.84	\$75,942.49

Pd. 9/4/24
 C4TH640-1A

Invoice/Expense Statement Saratoga County FOURTH UPSTATE QUALITY IMPROVEMENT AND CASELOAD REDUCTION Contract No. C4TH640 Office of Indigent Legal Services (ILS)									
Contract Term: July 1, 2023 - June 30, 2026 Total Budget: \$257,269.00 YEAR TWO (Annual Budget: \$85,756.33)									
Budget Expenditure Items	Balance Forward from Previous Year	Year 2 Budget	Year 2 Budget Plus Balance Forward	Actual Reimbursable Expenditures				Total Expenditures Year 2	Funds Available Year 2
				7/1/24 - 9/30/24	10/1/24 - 12/31/24	1/1/25 - 3/31/25	4/1/25 - 6/30/25		
Personnel:									
(FT) Assistant Public Defender - Partial Salary	\$75,942.49	\$85,756.33	\$161,698.82	\$25,625.53	\$20,043.60	\$21,439.08	\$18,648.12	\$85,756.33	\$75,942.49
Subtotal Personnel	\$75,942.49	\$85,756.33	\$161,698.82	\$25,625.53	\$20,043.60	\$21,439.08	\$18,648.12	\$85,756.33	\$75,942.49
TOTAL	\$75,942.49	\$85,756.33	\$161,698.82	\$25,625.53	\$20,043.60	\$21,439.08	\$18,648.12	\$85,756.33	\$75,942.49

Pd. 12/9/24 Pd. 4/25/25
 C4TH640-1B C4TH640-1C C4TH640-Y2Q3

Invoice/Expense Statement Saratoga County FOURTH UPSTATE QUALITY IMPROVEMENT AND CASELOAD REDUCTION Contract No. C4TH640 Office of Indigent Legal Services (ILS)									
Contract Term: July 1, 2023 - June 30, 2026 Total Budget: \$257,269.00 YEAR THREE (Annual Budget: \$85,756.34)									
Budget Expenditure Items	Balance Forward from Previous Year	Year 3 Budget	Year 3 Budget Plus Balance Forward	Actual Reimbursable Expenditures				Total Expenditures Year 3	Funds Available Year 3
				7/1/25 - 9/30/25	10/1/25 - 12/31/25	1/1/26 - 3/31/26	4/1/26 - 6/30/26		
Personnel:									
(FT) Assistant Public Defender - Partial Salary	\$75,942.49	\$85,756.34	\$161,698.83	\$21,439.08	\$21,439.08	\$21,439.09		\$64,317.25	\$97,381.58
Subtotal Personnel	\$75,942.49	\$85,756.34	\$161,698.83	\$21,439.08	\$21,439.08	\$21,439.09	\$0.00	\$64,317.25	\$97,381.58
TOTAL	\$75,942.49	\$85,756.34	\$161,698.83	\$21,439.08	\$21,439.08	\$21,439.09	\$0.00	\$64,317.25	\$97,381.58

Invoice/Expense Statement Saratoga County FOURTH UPSTATE QUALITY IMPROVEMENT AND CASELOAD REDUCTION Contract No. C4TH640 Office of Indigent Legal Services (ILS)				
Contract Term: July 1, 2023 - June 30, 2026 Total Budget: \$257,269.00 CUMULATIVE TOTALS				
Budget Expenditure Items	TOTAL 3-YEAR BUDGET	EXPENDITURES TO DATE	TOTAL AVAILABLE FUNDS	
Personnel:				
(FT) Assistant Public Defender - Partial Salary	\$257,269.00	\$159,887.42	\$97,381.58	
Subtotal Personnel	\$257,269.00	\$159,887.42	\$97,381.58	
TOTAL	\$257,269.00	\$159,887.42	\$97,381.58	

\$76,922.05 Expenses OK - PP 5/27/25



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT: Probation Department

DATE:

COMMITTEE: Public Safety

This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted Yes

1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

Authorizing the acceptance of a NYS Criminal Justice Services Grant (ATI Grant) and approval of the Alternatives to Incarceration Service Plan.

3. Specific Details on what the resolution will authorize:

Authorize the acceptance of a grant and approval of the service plan for the Alternatives to Incarceration Program from the Division of Criminal Justice Services in the amount of \$26,224 for the period of July 1, 2026 through June 30, 2027. The grant will be used for the Pretrial Services Program.

4. Is a Budget Amendment needed: ☐ YES or ☒ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted **Yes**

☐ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact. Funds are included in the Department Budget

- a. G/L line impacted **A.31 3880**
- b. Budget year impacted **2026**
- c. Details

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☐ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☐ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☐ N

Is this position currently vacant? ☐ Y ☐ N

Is this position in the current year compensation plan? ☐ Y ☐ N

Human Resources Consulted
N/A

7. Does this item require the awarding of a contract: ☐ Y ☒ N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☐ Y ☐ N ☐ N/A

d. Vendor Contact Name:

e. Vendor Email:

f. Vendor Phone:

g. Is the vendor/contractor an LLC, PLLC, or partnership:

h. State of vendor/contractor organization:

i. Commencement date of contract term:

j. Termination of contract date:

k. Contract renewal date and term:

l. Is this a renewal agreement: ☐ Y ☐ N

m. Vendor/Contractor comment/remarks:

Purchasing Office Consulted
N/A

8. Is a grant being accepted: ☒ YES or ☐ NO

County Administrator's Office
Consulted Yes

a. Source of grant funding:

State

b. Agency granting funds:

New York State Division of Criminal Justice Services

c. Amount of grant:

\$26,224

d. Purpose grant will be used for:

Pretrial Release Services Program

e. Equipment and/or services being purchased with the grant:

These funds will be used to offset salaries.

f. Time period grant covers:

July 1, 2026 June 30, 2027

g. Amount of county matching funds:

None

h. Administrative fee to County:

None

9. Supporting Documentation:



Marked-up previous resolution



No Markup, per consultation with County Attorney



Information summary memo



Copy of proposal or estimate



Copy of grant award notification and information



Other

New York State Executive Law Article 13 A Classification/Alternatives to Incarceration (ATI) Service Plan Application

10. Remarks:



BOARD OF SUPERVISORS

06/17/2025

RESOLUTION 163 - 2025

Introduced by Public Safety: Supervisors ~~Lant, Ball, Butler, Fish, Ostrander, Wright, and Young~~ *Antoski, Burger, Peck and Sanghvi*

ACCEPTING AN ALTERNATIVES TO INCARCERATION GRANT FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES AND APPROVING THE ALTERNATIVES TO INCARCERATION SERVICE PLAN

163 - 2025 2025
WHEREAS, pursuant to Resolution ~~205 - 2024~~, this Board authorized the approval of our current Alternatives to Incarceration ("ATI") Program through June 30, ~~2025~~, *2026* as well as the acceptance of funding from the New York State Division of Criminal Justice Services; and

July 29, 2026
WHEREAS, pursuant to a Grant Award Notice dated ~~March 13, 2025~~, the New York State Division of Criminal Justice Services has allocated Article 13-A, or Alternatives to Incarceration ("ATI"), funding to our Probation Department, in the amount of \$26,224, for the grant period commencing July 1, ~~2025~~ and expiring June 30, ~~2026~~; and

2026 2027
WHEREAS, our Public Safety Committee and the Director of Probation have recommended the acceptance of this ATI funding, in the amount of \$26,224, for the grant period commencing July 1, ~~2025~~ and expiring June 30, ~~2026~~; and

2026 2027
WHEREAS, the acceptance of this ATI funding requires the approval of this Board, as does the renewed Alternatives to Incarceration Service Plan, for the term commencing July 1, ~~2025~~ and expiring June 30, ~~2026~~; now, therefore, be it

2026 2027
RESOLVED, that this Board of Supervisors hereby approves acceptance of this ATI funding, in the amount of \$26,224, for the grant period commencing July 1, ~~2025~~ and expiring June 30, ~~2026~~; and be it further

2027 2026
RESOLVED, that this Board of Supervisors hereby approves the County's Alternatives to Incarceration Service Plan, for the term commencing July 1, ~~2025~~, and expiring June 30, ~~2026~~, and be it further

2027 2026
RESOLVED, that the Chair of the Board of Supervisors is hereby authorized to execute all documents with the New York State Division of Criminal Justice Services necessary to accept ATI funding, in the amount of \$26,224, for the grant period commencing July 1, ~~2025~~, and expiring June 30, ~~2026~~; and be it further

2027 2026
RESOLVED, that the form and content of such acceptance shall be subject to the approval of the County Attorney; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

June 17, 2025 Regular Meeting

Motion to Adopt: Supervisor Matt Veitch

Second: Supervisor Butler

AYES (206,953.5): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), C. Eric Butler (6500), Harry Brennan (819), James D. Arnold (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Cynthia Young (17130), Thomas Richardson (5163), Scott Ostrander (18800), Jesse Fish (16202), Willard H. Peck (5242), Sandra Winney (2075), Ian Murray (5808), Michele Madigan (14245.5), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lant (17361)

NOES (0):

ABSENT (28,555.5): Angela Thompson (19014.5), Robert Anderson (1333), David Ball (8208)



Division of Criminal Justice Services

KATHY HOCHUL
Governor
ROSSANA ROSADO
Commissioner

CILLIAN FLAVIN
Deputy Commissioner

Grant Award Notice

DCJS is pleased to inform you that your County is eligible to receive the below noted amount for your county's Article 13-A Classification/Alternatives to Incarceration (ATI) program(s) for term of July 1, 2026, to June 30, 2027. This funding provides localities with the opportunity to examine their criminal justice and jail populations, to consider possible program implications as a result of legislative changes, and to conduct planning for effective ATI programs.

Grantee: Saratoga County	Date: 7/29/2026
Program Name: County 13A Classification	Award Amount: \$26,224.00
Name of Official: Susan Costanzo, Acting Probation Director	Term Dates: 07/01/2026 - 06/30/2027
Email: scostanzo@saratogacountyny.gov	

Article 13-A Funding- Additional Information: This funding is contingent upon the submission and subsequent DCJS approval of, the Article 13-A Classification/Alternatives to Incarceration (ATI) Service Plan Application completed by the county. Article 13-A programs run by probation departments in the 2025-2026 term will find their application as an Appendix to the Probation Annual Plan. For non-probation run 13-A programs in 2025-2026, a separate application will be sent to the program contact. This funding is contingent on the availability of state funds and any state agency review as required.

The 13-A Service Plan application(s) should be submitted to DCJS via email to dcjsopcaati@dcjs.ny.gov. Once plans are approved by DCJS, grantees will be notified and shall receive payment for their entire award in the Fall of 2026. The county shall subsequently and promptly make this funding available to the recipient agencies (e.g., Public Defenders, probation department, pretrial services agencies, sheriff's offices, local county, not-for-profits, or any other agencies contracted with to provide services to the county) within 60 days of receipt.

Quarterly Progress Reports will continue to be required and should be submitted to OPCA at dcjsopcaati@dcjs.ny.gov for each program utilizing Article 13-A funding as identified below:

July 1 - September 30 DUE October 31

January 1 - March 31 DUE April 30

October 1 - December 31 DUE January 31

April 1 - June 30 DUE July 31

PRIMARY CONTACT (Block Grant/Funding) NYS Division of Criminal Justice Services, Finance Office dcjsGrantsUnitVoucherInquiry@dcjs.ny.gov	PRIMARY CONTACT (Program) Nicole Aldi Nicole.aldi@dcjs.ny.gov Community Corrections Representative 3 NYS Division of Criminal Justice Services Office of Probation and Correctional Alternatives
---	---

Thank you for your continued partnership to help keep New Yorkers safe and ensure a justice system that works for all.

CC: Sue Costanzo

**Appendix B: New York State Executive Law Article 13-A
Classification/Alternatives to Incarceration (ATI) Service Plan Application**

Article 13-A Classification/Alternatives to Incarceration (ATI) Application General Information:
<https://www.nysenate.gov/legislation/laws/EXC/A13-A>

DCJS funds Alternatives to Incarceration programs serving Criminal and Supreme Courts. The programs offer a range of services that include, but are not limited to, pretrial services, referrals and monitoring, program screening and assessment, case management, cognitive-based interventions, substance use disorder and mental health treatment, vocational/educational/and employment-readiness training. Programs may deliver these services directly or through referral to an established network of community-based providers.

Localities are asked to consider the justice-involved population to determine common trends that may impact the community (e.g., opioid drug related crimes). Additional information to be considered is an analysis of the jail population to assist in determining incarceration practices and trends, this information can be found at <https://www.criminaljustice.ny.gov/crimnet/ojsa/stats.htm>. This information can be used to inform the types and nature of programming to be included in the county application. The Criminal Justice Advisory Board, Criminal Justice Coordinating Council, or Committee may be helpful in this analysis as the various agencies comprising the criminal justice system have representatives who are well-informed.

Term: The term is 12 months beginning July 1, 2026, to June 30, 2027.

Availability of Funds: DCJS funding provided to localities through NYS Executive Law Article 13-A Classification/Alternatives to Incarceration (ATI) is contingent upon the approval by the NYS Division of Budget.

Annual Plan Requirements:

For Probation Department run Article 13-A/Classification programs ONLY--If a service plan application is being submitted for continued allocation of Article 13-A/Classification funding in 2025-2026 through the block grant, please complete the following. The completed application(s), an application must be submitted for each program being funded with Article 13-A money and should be approved by the chief elected official in each county.

PROJECT

(use a separate line for each program funded
in part by Article 13-A)

Saratoga County Pretrial Services Program

Criminal Justice Advisory Board/Criminal Justice Coordinating Council/Local Planning Group:
It is recommended that localities utilize a Criminal Justice Advisory Board; Criminal Justice Coordinating Council; or Local Planning Group when developing the ATI application for funding.

Was there a Local Planning Group or Team utilized when developing the ATI application for funding? ☐ Yes ☒ No (if yes, please see Appendix B (2) to complete the names of the individuals that make up this board. Executive Law Article 13-A § 261 (2 (a-m)))

Please fully Complete the Program Contact Information Sheet below along with the following additional required items for each program proposed (multiple copies of the program contact information sheet and sections a-e will need to be made if your county funds more than one program with Article 13-A money):

- a. Program Information
- b. Program Funding ID form
- c. Program Staff form
- d. Table of Organization
- e. Actuarial Risk/Needs Assessment

Program Contact Information Sheet

LEGAL NAME OF PROGRAM	Saratoga County Pretrial Services Program			ACRONYM	PTS
PROGRAM DIRECTOR	Kelley Bayer			TITLE	Sr. Probation Officer
PROGRAM ADDRESS	Paul E. Lent Public Safety Building 6012 County Farm Road				
CITY, STATE	Ballston Spa, New York			ZIP CODE	12020
PHONE	518-884-4120	FAX	518-884-4258	EMAIL	kbayer@saratogacountyny.gov

LEGAL NAME OF MANAGING/SUPERVISING AGENCY	Saratoga County Probation Department				
AGENCY HEAD	Susan Costanzo			TITLE	Probation Director II
ADDRESS	Paul E. Lent Public Safety Building 6012 County Farm Road				
CITY, STATE	Ballston Spa, New York			ZIP CODE	12020
PHONE	518-884-4120	FAX	518-884-4258	EMAIL	scostanzo@saratogacountyny.gov

PERSON PREPARING QUARTERLY PROGRESS REPORTS	Susan Costanzo				
ADDRESS	Paul E. Lent Public Safety Building 6012 County Farm Road				
CITY, STATE	Ballston Spa, New York			ZIP CODE	12020
PHONE	518-884-4120	FAX	518-884-4258	EMAIL	scostanzo@saratogacountyny.gov

(Please add Contact Information Sheets as needed)

(a) Program Information (all questions must be answered)

1. Provide a complete and detailed description of your program and the services provided. Include a description of the program's impact within the local criminal justice system.

The Saratoga County Pretrial Services Program is an Alternative to Incarceration Program (ATI) run by the Saratoga County Probation Department that monitors and supervises individuals where authorized or requested by the Court. All individuals counted in this contract are released under supervision. The focus of the Pre-Trial Release Program is to supervise principals released by the Courts while their charges are pending. The Pre-Trial Release Program will accommodate supervising those principals as ordered by the Court. The Saratoga County Pre-Trial Release Program has a positive impact on the local criminal justice system as it allows for the reduction of the local jail population which saves resources and provides supervision and accountability of principals so they can be productive members of the community.

- 1A. What is the age range (e.g. Adults, Emerging Adults, Youth Part cases, etc.) and population served in this program (e.g. DV, YO, Sex Offender)

We supervise any individual that is ordered to participate from all of our criminal courts as well as those youth that are ordered in Youth Part cases. The population served would be for any offense that is heard in those Courts.

2. Describe any programmatic barriers the program has faced. N/A ☒

2A. If the program is continuing and it has experienced barriers to providing services, please describe an action plan to address any barriers identified. N/A ☒

3. If new programming or a modified program model is being applied for, please describe the program, the need for this program, and how the program will be implemented. N/A ☒

(b) Program Funding Identification (ID) Form

A program funding identification form must be completed for **each program** and must reflect all funds expected to be spent to support this program for the proposed contract year.

	AMOUNT OF FUNDS (record only the funding that is used for the specific program you are completing <u>this application</u> for)
DCJS Funds	26,224
Other State Funds (specify source; include NYS Certified Pretrial Services 25-26 award if applicable)	52,122
Federal Funds	
County Funds	
Total Program Budget (include all sources)	78346

(c) Program Staff Form (positions that are supported with monies from Article 13-A Classification funds either in full or partially).

Staff Position/Title	Incumbent	Salary Budgeted	Full Time /Part Time	Fill Date (Date began working in the program)
Sr. Probation Officer	Kelley Bayer	78,346	full time	1/1/2026

(d) Table of Organization

Please submit a Table of Organization that describes how this funded project fits within the overall county criminal justice system.

(e) Actuarial Validated RISK/NEEDS Assessment

Where appropriate, programs should be using validated risk and need instruments that identify the criminogenic needs that inform effective case planning and supervision/case management.

Please answer the following questions regarding the program's use of Actuarial Validated Risk and Needs Assessment Tools.

1. If the program requires, when and how is the Risk and Needs Assessment tool used to assess program population(s)? ***Please enter N/A if not applicable.**

N/A

2. What specialized screens or assessment tools are being used and for which populations? (e.g., sex offenses, domestic violence, mental health, substance abuse). ***Please enter N/A if not applicable.**

N/A

3. 2A. Please provide a description of how specialized screens or assessments are used. ***Please enter N/A if not applicable.**

N/A

EXECUTIVE APPROVAL:

The chief elected official, or his/her designee hereby approves the application as submitted. The proposed allocation of state funds shall be distributed to each of the programs listed below in accordance with contractual agreements established subsequent to the submission and approval of this Application.

County Executive Certification (equivalent Local Official) *Electronic signature may be used.*

Appendix B (1): Programs Models

Program Model options include, but are not limited to:

Pretrial Services, when authorized or requested by the court, will interview individuals for conditions of release; review criminal history warrants, domestic violence history, weapons restrictions, and advise the Court. Additionally, pretrial services agencies will, when authorized or requested by the court, monitor or supervise individuals, and refer clients to court ordered services. When requested by the Office of Court Administration, pretrial services agencies will also notify defendants to return for all court appearances.

Defender-Based Advocacy Services (DBA) screen and identify individuals appropriate for community-based alternatives to incarceration programs. Programs are required to prepare written Client Specific Plans for individuals before the court that identify appropriate community-based services that will reduce (or in some cases eliminate) sentences to incarceration and reduce reoffending. DBA Service Programs refer clients to evidence-based services in the community and may provide monitoring/case-management services. All DBA programs funded by DCJS are required to adhere to the 2025 NYS DCJS Defender Based Advocacy Standards.

Community Service programs provide courts with community-based alternative sentencing. Community Service programs screen and identify individuals appropriate for community service. Community Service programs may refer clients to community-based service organizations or directly oversee clients performing community service. Programs work to ensure that individuals ordered by the court to complete the prescribed hours of community service do so and may be required to report the completion of community service to the court.

Treatment Accountability for Safer Communities (TASC) Model Programs screen, assess, and refer individuals with substance use disorder and/or mental illness for further evaluation and treatment. TASC model programs monitor the progress of individuals in treatment and report back to the court. TASC model programs may also provide cognitive-behavioral and/or employment-readiness training and job placement services.

Other Alternatives to Incarceration (ATI) Programs that use evidence-based services target individuals appropriate for community-based services with the goal of reducing unnecessary reliance on incarceration and reducing re-offending. These programs may refer individuals to community-based services or provide direct services, including residential. They may also provide monitoring and/or case-management services and report back to the court on client progress. Programs may provide gender specific services or services to individuals with behavioral health needs, developmental disabilities, individuals convicted of a sex offense, and other criminal justice involved populations.

Please refer to <http://www.criminaljustice.ny.gov/opca/standards.htm> or <https://nyapsa.org/pretrial-release-for-ATI-program-standards>

Depending on the type of program, the following are guidelines for program operation:

Screening, Assessment, and Intake: TASC, DBA, and Other Alternatives to Incarceration (ATI) Programs that use evidence-based services must use an actuarial validated risk and needs assessment; Community Service programs will use an actuarial validated risk and needs assessment where applicable.

Program Procedures and Services: The program shall develop and implement written protocols and procedures for delivering services. The procedures *may* include, but are not limited to the following areas:

- Some program models use validated risk/need instruments that identify criminogenic factors to be addressed in the case plan. This protocol shall include a process for periodic review and

- Screening, monitoring and referral protocols (e.g., substance abuse, mental health, medical, entitlements, housing, employment, vocational and educational services, etc.) and follow up.
- Use of evidence-based practices and cognitive interventions, including the incorporation of risk, needs and responsivity principles.
- Mechanisms for regular reporting to the court on participant's program compliance and the prompt reporting of non-compliant behaviors.
- A written protocol for the use of incentives and rewards that recognize individual progress and achievement and graduated responses to address non-compliant behaviors.
- Discharge planning (if applicable).

Liaison/Court Staff: The program may maintain a presence in and/or staff the courts in the counties they serve. Program staff assigned to the court may:

- Screen potential participants, when authorized or requested by the court.
- Advocate for program services.
- Report to the court on participant's progress in program and compliance with court order(s) and conditions (if applicable).

Court Screening and Collaboration with Criminal Justice Agencies: The program will work with criminal justice agencies that may include: the court, prosecutors, defense counsel, police, probation and community-based agencies (housing, social services, treatment agencies, etc.) to facilitate participant identification, screening, assessment and enrollment in community-based services.

Personnel and Staff Development: The program will employ and retain qualified personnel. Programs will ensure that personnel are trained and continue to receive in-service training consistent with accepted evidence-based principles.

Criminal Justice Advisory Board/Criminal Justice Coordinating Council/Local Planning Group

AFILLIATION

[illegible]

Appendix B (3): New York State Executive Law Article 13-A

Standardized Reporting Requirements

Below are the metrics that should be reported in each Quarterly Progress Report. Funding can be contingent upon the submission of Quarterly Progress Reports.

Due Dates:

January 1 - March 31 DUE April 30
July 1 - September 30 DUE October 31

April 1 - June 30 DUE July 31
October 1 - December 31 DUE January 31

Pretrial Release:

Number Screened

Number Interviewed

Number Released

a. *ROR*

b. *RUS*

c. *Bail*

Total Number Released

Total Number Under Pretrial Release

Number FTA With Warrant

Community Service:

Number Placed in the Project

TASC/Specialized:

Number Interviewed/Assessed/Evaluated

Number of Admissions/placements/Intakes

Defender Based Advocacy (DBA):

Plans Prepared

Plans Accepted

All Program Models:

Number Satisfactorily Completing Program

Number Terminated Unsatisfactorily

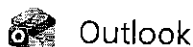
Number Administratively Discharged



4. Please provide a rough draft of a budget (with general ledger accounts) using the format below. Please attach an excel worksheet if you cannot fit all the items below.

[illegible]

5. **Are any of these expenses in your existing budget? If so, please specify amount and general ledger account number.**
6. **Please provide more details on the specific goals and objectives you plan to achieve with the funding.**
7. **Are there NEW personnel requirements?**
8. **What is the local share or match?**
9. **What are the county's long-term or on-going obligations (e.g. recurring subscription expenses) once the funding is complete?**
10. **If this is a recurring grant, please submit the previous spending plan.**



Re: County 13A Classification

From Mariah L. Ruscio <MRuscio@saratogacountyny.gov>
Date Wed 8/5/2026 9:09 AM
To Sue Costanzo <SCostanzo@saratogacountyny.gov>
Cc Stephanie Hodgson <SHodgson@saratogacountyny.gov>

Good morning Sue,

This has been approved by the Grants Committee. Please proceed with the AIR submittal.

Thank you!



Mariah Ruscio
Budget and Grant Analyst
County Administration

Phone: 518-884-4742
Email: mruscio@saratogacountyny.gov

40 McMaster St.
Ballston Spa, NY 12020

www.saratogacountyny.gov

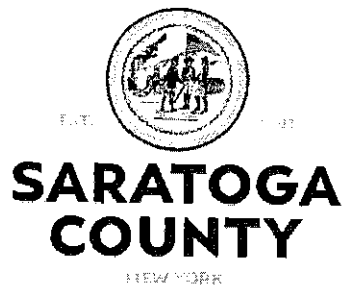
From: Sue Costanzo <SCostanzo@saratogacountyny.gov>
Sent: Friday, July 31, 2026 9:31 AM
To: Stephanie Hodgson <SHodgson@saratogacountyny.gov>; Mariah L. Ruscio <MRuscio@saratogacountyny.gov>
Subject: County 13A Classification

Good morning again-

I realized that the end date for my grant that I submitted was incorrect, so I am attaching the form with the corrected date.

As part of that grant, I have to submit a service plan. I have attached that too. As part of my AIR, I will be asking for approval to accept the funds and also have the Chairman sign that service plan.

Sue



Susan Costanzo
Director
Probation Department

Phone: 518.884.4913

Email: scostanzo@saratogacountyny.gov

6012 County Farm Road

Ballston Spa, NY 12020

saratogacountyny.gov



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT: District Attorney

DATE: 8/24/26

COMMITTEE: Public Safety

This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted

1. Is a Resolution Required:

Yes, Proclamation/Honorary Resolution

2. Proposed Resolution Title:

Proclaiming the month of October 2026 as "Domestic Violence Awareness Month" in Saratoga County.

3. Specific Details on what the resolution will authorize:

A Board resolution proclaiming October 2026 as "Domestic Violence Awareness Month".

4. Is a Budget Amendment needed: ☐ YES or ☒ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted

☐ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☐ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☐ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☐ N

Is this position currently vacant? ☐ Y ☐ N

Is this position in the current year compensation plan? ☐ Y ☐ N

Human Resources Consulted

7. Does this item require the awarding of a contract: ☐ Y ☒ N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☐ Y ☐ N ☐ N/A

d. Vendor Contact Name:

e. Vendor Email:

f. Vendor Phone:

g. Is the vendor/contractor an LLC, PLLC, or partnership:

h. State of vendor/contractor organization:

i. Commencement date of contract term:

j. Termination of contract date:

k. Contract renewal date and term:

l. Is this a renewal agreement: ☐ Y ☐ N

m. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: ☐ YES or ☒ NO

County Administrator's Office
Consulted

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- ☒ Marked-up previous resolution
- ☐ No Markup, per consultation with County Attorney
- ☐ Information summary memo
- ☐ Copy of proposal or estimate
- ☐ Copy of grant award notification and information
- ☐ Other _____

10. Remarks:

RESOLUTION - 2026

Introduced by Public Safety Committee: Supervisors Ostrander, Antoski, Burger, Butler, Fish, Peck & Sanghvi

PROCLAIMING OCTOBER 2026 AS "DOMESTIC VIOLENCE AWARENESS MONTH" IN SARATOGA COUNTY

WHEREAS, each year October is nationally recognized as “Domestic Violence Awareness Month”; and

WHEREAS, more than twelve million (12,000,000) adults annually experience domestic violence nationwide; and

WHEREAS, domestic violence may take many forms, including physical, sexual, emotional, psychological, financial, technological, and spiritual abuse, each of which can cause profound and lasting harm; and

WHEREAS, domestic violence can include abusive behaviors such as stalking, isolation, coercion, intimidation, threats, harassment, manipulation, and control, which may be used to instill fear and restrict a person's freedom, independence, and ability to make decisions; and

WHEREAS, domestic violence occurs in every community and affects people regardless of their age, socioeconomic status, sexual orientation, gender, race, religion or nationality; and

WHEREAS, the prevalence of domestic violence is such that almost everyone knows somebody negatively impacted by domestic violence; and

WHEREAS, the negative impacts of domestic violence, including missed employment, physical injuries, and property damage, annually costs billions of dollars nationwide; and

WHEREAS, research shows that by creating and sustaining communities where citizens are connected, informed, and supportive of one another, incidents of domestic violence are subsequently reduced; and

WHEREAS, the District Attorney’s Office, the Sheriff’s Office, and the Department of Social Services, in conjunction with several other local agencies, work diligently to prevent domestic violence within the County and assist local victims of domestic violence; and

WHEREAS, Domestic Violence Awareness Month provides an opportunity to educate the public about the warning signs and impacts of domestic violence; recognize the courage and resilience of survivors; remember those whose lives have been lost; support children and families affected by abuse; and strengthen community partnerships dedicated to prevention, intervention, safety, and healing; now, therefore, be it

RESOLVED, that the Saratoga County Board of Supervisors, and Philip C. Barrett, Chairman, hereby proclaim the month of October 2026 as "Domestic Violence Awareness Month" in Saratoga County and urge all residents to support and participate in continuous programs designed to help reduce and eliminate domestic violence altogether; and be it further

RESOLVED, that the Clerk to the Board of Supervisors forward a copy of this Resolution to Wellspring, located at 2816 U.S. 9, Malta, NY 12020 and to the Mechanicville Domestic Violence Advocacy Program, located at 6 South Main Street, Mechanicville, New York 12118; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT: District Attorney

DATE: 8/24/26

COMMITTEE: Public Safety

1. Is a Resolution Required:

No, Discussion Only

2. Proposed Resolution Title:

3. Specific Details on what the resolution will authorize:

Discussion about expanding current victim services.

This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: ☐ YES or ☒ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted **Yes**

☐ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

--

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☐ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☐ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☐ N

Is this position currently vacant? ☐ Y ☐ N

Is this position in the current year compensation plan? ☐ Y ☐ N

Human Resources Consulted

7. Does this item require the awarding of a contract: ☐ Y ☒ N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☐ Y ☐ N ☐ N/A

d. Vendor Contact Name:

e. Vendor Email:

f. Vendor Phone:

g. Is the vendor/contractor an LLC, PLLC, or partnership:

h. State of vendor/contractor organization:

i. Commencement date of contract term:

j. Termination of contract date:

k. Contract renewal date and term:

l. Is this a renewal agreement: ☐ Y ☐ N

m. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: ☐ YES or ☒ NO

County Administrator's Office
Consulted

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

☐ Marked-up previous resolution

☐ No Markup, per consultation with County Attorney

☐ Information summary memo

☐ Copy of proposal or estimate

☐ Copy of grant award notification and information

☐ Other _____

10. Remarks:

Discussion only



SARATOGA COUNTY

AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT: Sheriff's Office

DATE: 8/20/26

COMMITTEE: Public Safety

This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted **No**

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

AUTHORIZING AN AGREEMENT WITH AXON ENTERPRISE, INC.
FOR THE CONTINUED PROVISION OF ASSISTIVE CALL-TAKING
SERVICES AND THE ADDITION OF AUTOMATED QUALITY
ASSURANCE SERVICES FOR THE SARATOGA COUNTY
EMERGENCY COMMUNICATIONS CENTER

3. Specific Details on what the resolution will authorize:

The Saratoga County Emergency Communications Center currently utilizes the Prepared Assistive Call-Taking platform, which the County has maintained through annually renewed minor contracts. Prepared is now a part of Axon Enterprise, Inc. The proposed agreement will continue the County's existing Assistive Call-Taking services while expanding the platform to include Automated Quality Assurance capabilities. The Assistive Call-Taking platform provides real-time call transcription and translation, AI-generated insights, inbound and outbound text and media capabilities, Text-to-Voice functionality, enhanced emergency location information, spoken location capture, and supervisor alerts and incident flagging. The Automated Quality Assurance component will provide AI-powered evaluation, training, performance analytics, and quality assurance capabilities for 911 operations.

The proposed agreement with Axon Enterprise, Inc. will have a sixty (60) month term commencing December 1, 2026 and terminating November 30, 2031. The total cost of the agreement shall not exceed \$350,702.00,

The first-year cost includes a one-time virtual training fee of \$2,000.00. The agreement incorporates New York State OGS Contract PM69698 by reference and contains a non-appropriation of funds provision.

4. Is a Budget Amendment needed: ☐ YES or ☒ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted **No**

☐ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact. Funds are included in the Department Budget

- a. G/L line impacted **A.30.361-8160**
- b. Budget year impacted **2026**
- c. Details

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☐ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☐ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☐ N

Is this position currently vacant? ☐ Y ☐ N

Is this position in the current year compensation plan? ☐ Y ☐ N

Human Resources Consulted
N/A

7. Does this item require the awarding of a contract: ☒ Y ☐ N

a. Type of Solicitation State/National Contract

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)
New York State OGS Contract PM69698

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☒ Y ☐ N ☐ N/A

d. Vendor Contact Name: Axon Enterprise, Inc.

e. Vendor Email: t.macdonald@prepared911.com

f. Vendor Phone: 781-206-5819

g. Is the vendor/contractor an LLC, PLLC, or partnership: LLC

h. State of vendor/contractor organization: Arizona

i. Commencement date of contract term: December 1, 2026

j. Termination of contract date: November 30, 2031

k. Contract renewal date and term:

l. Is this a renewal agreement: ☐ Y ☒ N

m. Vendor/Contractor comment/remarks:

The proposed agreement continues the County's existing Prepared Assistive Call-Taking services and adds Automated Quality Assurance capabilities under a new sixty-month agreement with Axon Enterprise, Inc.

Purchasing Office Consulted
Yes

8. Is a grant being accepted: ☐ YES or ☒ NO

County Administrator's Office
Consulted NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- ☐ Marked-up previous resolution
- ☐ No Markup, per consultation with County Attorney
- ☐ Information summary memo
- ☒ Copy of proposal or estimate
- ☐ Copy of grant award notification and information
- ☒ Other Sole Source Letter

10. Remarks:

The County has an established operational relationship with the Prepared Assistive Call-Taking platform through prior annually renewed minor contracts. The proposed agreement provides continuity of the existing service while adding Automated Quality Assurance capabilities and establishing a five-year agreement with Axon Enterprise, Inc.

The Axon Prepared Sole Source Letter is included as supporting documentation regarding the unique functionality and integrated capabilities of the Prepared platform.



Axon Enterprise, Inc.

17800 N 85th St.
Scottsdale, AZ 85255
United States of America
Terri MacDonald
t.macdonald@prepared911.com

Client Information

Order Form #2531

 **Saratoga County Sheriff's Office**

 **Steve Gordon**
Director
sgordon@saratogacountyny.gov

 Billing Info

sgordon@saratogacountyny.gov
6012 County Farm Road
Ballston Spa, NY | NY | 12020
US

Order

This is an order for a subscription to the Prepared Service specified below, which is offered by Axon Enterprise, Inc. or its affiliate ("Axon").

Initial Subscription Period **60 months**

The Initial Subscription Period is the 60-month period commencing on December 1, 2026.

Contract Period **December 01, 2026—November 30, 2031**

Effective Date -----

Date that Client signs this Order.

Payment Terms **Net 20**

Payment for Service is due based on the Billing Schedule below and shall be paid in full within 20 days of the date of invoice (Net 20).

Billing Frequency **Custom Schedule**

 **Proposal Expiration Date** **September 30, 2026**

Annual Subscription Fees

Product	Length	Price per Year
Automated QA Provides quality assurance capabilities for 911 operations, delivering AI-powered evaluation, training, and performance analytics.	60 months	\$58,740.00
Assistive Call-Taking Provides real-time call transcription and translation, AI insights, inbound and outbound text and media, Text-to-Voice in 20 languages, EED/ELS with spoken location capture, and supervisor keyword alerts and incident flagging.	60 months	\$32,040.00 \$11,000.40 -65.7%

Plus applicable taxes.

One-Time Fees

Product	Total Price
Prepared Training - Virtual Session Virtual user training of the Prepared Platform.	\$2,000.00
First Year Subtotal for One-Time Fees	\$2,000.00

Plus applicable taxes.

Period 1	\$71,740.40
Period 2	\$69,740.40
Period 3	\$69,740.40
Period 4	\$69,740.40
Period 5	\$69,740.40

Billing Schedule

Schedule	Service Period	Amount Due
Year 1 Billed on 12/1/2026	12 months 12/1/2026 - 11/30/2027	\$71,740.40
Year 2 Billed on 12/1/2027	12 months 12/1/2027 - 11/30/2028	\$69,740.40
Year 3 Billed on 12/1/2028	12 months 12/1/2028 - 11/30/2029	\$69,740.40
Year 4 Billed on 12/1/2029	12 months 12/1/2029 - 11/30/2030	\$69,740.40
Year 5 Billed on 12/1/2030	12 months 12/1/2030 - 11/30/2031	\$69,740.40

The following terms and conditions are incorporated by reference to this Order: (1) the Standard Terms and Conditions for the Prepared Service (the "Prepared Terms and Conditions"), attached as Appendix A, together with any terms or attachments incorporated or referenced in this Order, and (2) any Special Terms, attached as Appendix B (this Order and such terms and conditions collectively referred to as the "Agreement").

This document constitutes the "Order" for purposes of the Prepared Terms and Conditions. Capitalized terms used in this Order and not otherwise defined will have the meanings ascribed to them in the Prepared Terms and Conditions.

This Agreement supersedes and replaces all prior and contemporaneous communications, agreements, understandings, undertakings and obligations with respect to the subject matter of this Order, unless the parties have entered into a separate governing definitive written agreement. Any purchase order issued in response to this Order is subject only to this Agreement and additional or preprinted terms on purchase orders shall have no effect. No modification of the Agreement, including this Order, shall be binding on either party unless it is in writing and signed by both parties. Notwithstanding the foregoing, any Non-Disclosure Agreement or Confidentiality Agreement between the parties, which are currently in effect, shall apply and continue to be in full force and effect for purposes of this Order.

By signing and returning this Order, the undersigned Client accepts and agrees to the terms and conditions of this Order, including the Prepared Terms and Conditions and any other Special Terms.

Appendix A

Prepared Terms and Conditions

The current version of the Prepared Terms and Conditions can be found at <https://www.axon.com/sales-terms-and-conditions>

Appendix B

Non-Appropriation of Funds. If following a good faith effort to do so, Client fails to obtain an appropriation of funds necessary to perform its obligations under this Agreement, Client may terminate this Agreement without penalty following written notice to Axon.

State of New York OGS Contract PM69698 is incorporated by reference into the terms and conditions of this Agreement. In the event of conflict the terms of Axon's Master Services and Purchasing Agreement shall govern.

Billing Information	
Name	_____
Email	_____

Signatures

IN WITNESS WHEREOF, the Customer by its duly authorized representative has executed this Agreement as of the date of signature below ("Effective Date").

Saratoga County Sheriff's Office

Name: **Steve Gordon** _____

Title: **Director** _____

Email: **sgordon@saratogacountyny.gov** _____

Signed Date: _____

Signature: _____



17800 N 85TH STREET
SCOTTSDALE, ARIZONA 85255

AXON.COM

8/20/26

To: United States state, local, and municipal public safety agencies

Re: Sole Source Letter for Axon Enterprise, Inc.'s Prepared Emergency Response Platform

A sole source justification exists because the following goods and services required to satisfy the agency's needs are only available for purchase from Axon Enterprise, Inc. the parent company of Prepared, or from Prepared, a wholly owned subsidiary of Axon Enterprise, Inc.

In addition to being a platform uniquely available from Axon, the Prepared platform contains numerous individual features that only Prepared provides. These include but are not limited to:

Prepared Emergency Response Platform Description

- The ability to integrate data drawn from caller audio and the caller's handset into a single platform, performing a range of complementary functions detailed further below
- The ability to instantly and automatically transcribe and translate caller audio in over 30 languages
- The ability to generate instantly and automatically generate a summary of each call
- The ability to generate alerts to specified individuals, based on key words and key phrases defined by PSAP personnel – including key words and key phrases as spoken only by the caller, only by the call-taker, or by both caller and call-taker
- The ability to write responses in English, causing a bot to speak back in natural language for 20 individual languages.
- The ability to instantly and automatically perform quality assurance review on the data ingested in connection with the functionality described above
- The ability to instantly and automatically transcribe radio traffic
- The ability to send livestream video and images to 911, initiated either by text message or Apple Emergency SOS Live Video (a functionality that Prepared engineered alongside Apple iPhone engineers)
- The ability to store the above-described livestream video and other multimedia without time limit
- The ability to receive location information integrated into a single panel that displays cell phone GPS, Apple Enhanced Emergency Data ("EED"), Google Emergency Location Data ("ELS"), what3words, z-axis, and civic addresses
- The ability to identify a caller's spoken location – that is, the location as stated by the caller, if different from the data provided by the caller's handset
- The ability to translate text messages in over 140 languages



17800 N 85TH STREET
SCOTTSDALE, ARIZONA 85255

AXON.COM

- The ability to flag specific text message strings for supervisory review based on keywords
- The ability to integrate with the Axon Ecosystem.

Please contact your local Axon sales representative or call us at 1-800-978-2737 with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Josh Isner', written over a horizontal line.

Josh Isner
President
Axon Enterprise, Inc.

Non-Axon trademarks are property of their respective owners.

▲, ▲ AXON, Axon, Axon Ecosystem, and Prepared are trademarks of Axon Enterprise, Inc., some of which are registered in the US and other countries. For more information, visit www.axon.com/legal. All rights reserved. © 2025 Axon Enterprise, Inc.



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT: Sheriff's Office

DATE: 8/20/26

COMMITTEE: Public Safety

This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted **Yes**

1. Is a Resolution Required:

Yes, Contract Renewal

2. Proposed Resolution Title:

**AUTHORIZING AN AGREEMENT WITH KOVA
CORPORATION FOR AN EXTENDED WARRANTY FOR THE
COUNTY'S VERINT V.15 PUBLIC SAFETY SOFTWARE
SYSTEM**

3. Specific Details on what the resolution will authorize:

The resolution will authorize the renewal of the agreement with KOVA Corporation for extended warranty and maintenance services for the County's Verint V.15 Public Safety Recording System.

The current maintenance agreement expires on October 31, 2026. KOVA has submitted a proposal to renew the service agreement for an additional one-year period commencing November 1, 2026 through October 31, 2027, at a cost not to exceed \$18,610.42.

The renewal includes warranty coverage for all parts and software, manufacturer software support, access to KOVA's help desk, training assistance, and preventive maintenance.

4. Is a Budget Amendment needed: ☐ YES or ☒ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted **No**

☐ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount
A.30.361-8190	Other Professional Srv	18,610.42

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact. Funds are included in the Department Budget

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☐ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☐ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☐ N

Is this position currently vacant? ☐ Y ☐ N

Is this position in the current year compensation plan? ☐ Y ☐ N

Human Resources Consulted

7. Does this item require the awarding of a contract: ☒ Y ☐ N

a. Type of Solicitation **State/National Contract**

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)
GSA Contract# GS-35F-011BA

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☐ Y ☐ N ☒ N/A

d. Vendor Contact Name: **KOVA Corporation**

e. Vendor Email: **csilva@kovacorp.com**

f. Vendor Phone: **800-204-5200**

g. Is the vendor/contractor an LLC, PLLC, or partnership: **No**

h. State of vendor/contractor organization: **New Jersey**

i. Commencement date of contract term: **November 1, 2026**

j. Termination of contract date: **October 31, 2027**

k. Contract renewal date and term:

l. Is this a renewal agreement: ☒ Y ☐ N

m. Vendor/Contractor comment/remarks:

Purchasing Office Consulted
No

8. Is a grant being accepted: ☐ YES or ☒ NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- ☒ Marked-up previous resolution
- ☐ No Markup, per consultation with County Attorney
- ☐ Information summary memo
- ☒ Copy of proposal or estimate
- ☐ Copy of grant award notification and information
- ☐ Other _____

10. Remarks:



102 East Bay Ave • Manahawkin, NJ 08050
800.204.5200 • Fax 800.879.0720
www.kovacorp.com

May 20, 2026

Steven G. Gordon
Director of Emergency Communications
Saratoga County Sheriff's Office
6012 County Farm Road
Ballston Spa, NY 12020

Re: Extended Warranty Renewal Proposal – Verint V.15 Recording Equipment- Proposal ID#26-0520A

Dear Steven,

Please find extended warranty pricing priced off GSA Contract #GS-35F-011BA to continue service on your Verint, V.15 Recording Equipment, due to renew on November 1, 2026. The cost to continue maintenance is **\$18,610.42 for the November 1, 2026, to October 31, 2027 period.**

As per the enclosed Service Maintenance Agreement ID# 26-1101A, this service includes:

- Warranty coverage on all parts and software, including manufacturer software support
- Access to our 800 help desk
- Training assistance
- Preventive maintenance visits (approximately once per month)
- Direct communication between KOVA and the Saratoga County Sheriff's Office for service, support, and sales coordination

Below is the purchasing information for the GSA Contract# GS-35F-011BA:

Valid Thru: 10/15/2028
Contractor: KOVA, CORP.
Address: 102 E BAY AVE STE J MANAHAWKIN, NJ 08050-3175
Phone: 800-204-5200
E-Mail: csilva@kovacorp.com
Web Address: <http://www.kovacorp.com>
DUNS: 150373426
FEIN: 22-3564190

Should you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

Melissa McCormack

Customer Advocate

mmccormack@kovacorp.com

609-597-1498 x135 PHONE

Enc. Service and Maintenance Agreement ID# 26-1101A; Invoice

KOVA, Corp.

MAINTENANCE AND SERVICE AGREEMENT ID#26-1101A

Whereas, Saratoga County Sheriff's Office, hereinafter referred to as Saratoga County Sheriff's Office, doing business at 6010 County Farm Road, Ballston Spa, NY 12019, hereinafter referred to as the business location, desires to obtain service to maintain previously purchased recorder(s) in good working order; and

Whereas, KOVA, Corp, hereinafter referred to as KOVA, having a place of business at 102 East Bay Avenue, Suite J, Manahawkin, New Jersey 08050, is a manufacturer authorized Platinum level distributor and service provider for the recorder;

Therefore, KOVA and Saratoga County Sheriff's Office agree that KOVA will provide Saratoga County Sheriff's Office with service subject to the "Terms and Conditions" listed on the reverse side of this page. Saratoga County Sheriff's Office agrees to pay to KOVA the amount of \$18,610.42, and any applicable sales tax. Full payment shall be paid prior to the start of this agreement, which shall begin on 11/01/26. Such service shall be provided only for the items specified below and at the location so stated and shall expire on 10/31/27.

This service agreement covers all calls placed to KOVA Corp.'s toll free hotline 24 hours a day, 7 days a week, provided that the customer abides by the guidelines set forth in "Addendum A", hereinafter referred to as "System Administration Policy for Servers under a KOVA Service Level Agreement".

Items to be maintained:

#	Qty	Description	Location
1	1	Verint, V15 Recording System (1) Consolidated V15 Server (1) NAS 132 Channel Licenses	Saratoga County Sheriff's Office 6010 County Farm Road Ballston Spa, NY 12019

Acceptance of this agreement, as indicated by the undersigned, acknowledges and agrees to all terms and conditions and addendum(s) as articulated in this agreement. Notices, pursuant to this agreement, will be sent to the undersigned.

For Saratoga County Sheriff's Office

By: _____

Printed Name

Date

Address

City/State/Zip

Telephone

For KOVA:

By: _____

Printed Name

Date

102 East Bay Avenue, Suite J,

Manahawkin, New Jersey 08050

(609) 597-1498

1. TERM: The initial term of this Agreement shall be for one year. KOVA shall have the right, from time to time, to revise the rates for service being charged there under by providing the customer with written notice at least sixty days (60) prior to the expiration of the term then in effect. Such revised rates shall then apply to the services to be provided in the next renewal term.

2. FACILITY LOCATION: The services provided hereunder shall be provided exclusively through the following customer's location specified on reverse side.

3. SERVICES INCLUDED: The following services are included for items listed elsewhere in this agreement: a) All software enhancement updates, which would improve the recorder (site specific) functionality (as determined by KOVA and Verint), generally made available without additional charge by (KOVA) to other licensees of the Licensed Products who are parties to a Maintenance and Support Services Agreement; and b) Permanent program fixes as applicable; and c) System and User Documentation update service for the original set of manuals; and d) Use of the KOVA Support/Help Facility for technical and operational assistance during the hours of service as defined elsewhere in this agreement.

4. PREVENTIVE MAINTENANCE: KOVA will inspect the customer's equipment (as listed elsewhere in this agreement) and make such repairs, adjustments and replacements of components as may be necessary to maintain the equipment in good working order in accordance with the manufacturer's specifications. All work performed by KOVA will be performed in accordance with KOVA'S standard practice in effect at such time and will be rendered when repairs are necessary. KOVA will (upon the customer's approval), install any software updates that are generally made available and provided by the manufacturer at no charge to the end user, that will ensure or improve recording performance as applicable to each recorder, without any charge to the customer.

5. STANDARD REPAIR SERVICE: Kova will respond to requests for service twenty-four hours a day, through calls placed to (877) 700-KOVA (5682). KOVA will respond to a request for service within four hours. The response for a service request may be done electronically or via physical visit to the customer's site. KOVA shall provide following response times based upon the severity level reported by the Customer as follows:

Severity level 1 –Response time next business day

Severity level 2 – Response time within 24 hours

Severity level 3 – Response time within 8 hours

Severity level 4 – Response time within 4 hours

Severity level 1: An equipment condition or malfunction not critical to the using agency and services can effectively continue until repairs are completed.

Severity level 2: An equipment failure or malfunction that is not currently impairing the using agency's ability to provide service. However, if additional failures or malfunctions occur, prior to repair, the County will be operating at a reduced capacity.

Severity level 3: An equipment failure or malfunction that prohibits the Customer's ability to provide acceptable service with the Customer's Primary System, or the Customer's service is limited to a reduced capacity. Reduced capacity exists when twenty-five percent (25%) or more of the Primary system is out of service.

Severity level 4: An equipment failure or malfunction that significantly impairs the Customer's ability to properly process calls. This severity level exists when a using agency's facility is impaired to the extent that it cannot do business.

The customer agrees to furnish a POTS (plain old telephone service) line for each recorder in use. Analog DID lines provided through customer's PBX are not acceptable. In lieu of dial in access, the Customer may provide VPN access or other remote connectivity via means they can control, such as a GoToMyPC account. KOVA would provide the account for GoToMyPC connectivity. The customer also agrees to have the necessary software and modem attached to the recorder. Further the customer agrees to allow the service technician access to the recorder, without delay, temporary access to the facility (via full time escort or access control card) and temporary parking (within walking distance).The customer will receive priority handling of all requests for service. Service shall include all parts and labor necessary to repair the items covered by this agreement and shall be provided without additional charge to the customer unless such repair was work necessary due to work performed by others or unless due to: improper use or tampering with the equipment, or any damage caused by mechanical or electrical abuse, such as physical damage, intentional damage, lightning or other acts of God, or damage caused by environmental conditions outside the normal operating parameters described in the product specifications, or connection to an inappropriate power source, or viruses, or damage caused by any attempted repairs by unauthorized personnel, or normal wear items (i.e. UPS batteries, etc.). KOVA shall also have no responsibility to perform repairs with respect to, the installation, service and maintenance of motor generators, batteries or other power supply devices nor with respect to effects upon the equipment produced by or emanating neither from such power supplies nor for the actual removable media.

6. ADDITIONAL EQUIPMENT: Subject to the agreement of KOVA and payment of a prorated annual fee for the remaining term of the agreement, the customer may add additional equipment to the scope of this agreement.

7. REPAIR SERVICE OUTSIDE THE SCOPE OF AGREEMENT: Upon the request of the customer, KOVA will perform additional services such as relocating the equipment. The customer will be billed for such services, any service performed outside of this service agreement, or otherwise for services not covered by the agreement, at KOVA's then prevailing rates. Work required after hours (9am to 5pm) or weekends will have an additional premium of 50%, holidays will have a 100% additional premium.

8. FEES: The Fees for the initial term are listed elsewhere in this agreement and are for a one-year term. Payment of fees shall be made annually prior to the initial term and for each renewal term on or before the commencement of each renewal term. The customer shall pay all invoices under this Agreement within thirty-days (30) of receipt of the invoice. All amounts mentioned in this Agreement are in U.S. Dollars. Any amount payable pursuant to this Agreement and not paid when due shall thereafter be delinquent and shall bear a late payment charge at the rate of one and one-half percent (1-1/2 %), or the maximum legal rate if less, for each month or portion thereof until paid. If any amount is not paid when due, the customer is responsible for all collection costs, including reasonable attorney's fees. If the customer disputes, in good faith, any items on an invoice, the customer shall promptly notify KOVA of the dispute with specific information regarding the reason for the dispute and the customer shall timely pay all undisputed items on such invoice. The customer shall promptly attempt to resolve any such dispute and no late payment charge shall apply to the disputed amount pending resolution of the dispute.

9. SERVICES NOT INCLUDED: This Agreement provides for enhancements and support to the then current Licensed Products base system made pursuant to KOVA Maintenance and Support Services. Not included under this Agreement is any support for or caused by changes in the Licensed Products base system which have been made outside KOVA's Annual Maintenance and Support Services, whether these changes were made by THE CUSTOMER or KOVA. Therefore, should THE CUSTOMER request KOVA to investigate and/or correct any system error and said error is determined by KOVA to not be caused by the software comprising the Licensed Product base system, KOVA will bill and THE CUSTOMER will pay for such services to KOVA, at then prevailing rates.

10. MODIFICATIONS MADE BY THE CUSTOMER: The customer shall inform KOVA in writing of any modification in the applicable Licensed Products made by others than KOVA. KOVA shall not be responsible for maintaining such modified portions of the Licensed Products or for maintaining the Licensed Products to the extent affected by such modification. Without limiting the foregoing, the customer shall provide no less than thirty (30) days' prior written notice to KOVA before implementing any upgrade, change, replacement, or reconfiguration to any telephony, radio, PBX, SIP, trunking, or communications system that is recorded by, integrated with, or otherwise supported by a solution covered under this Service and Maintenance Agreement. Failure to provide such notice shall relieve KOVA of any obligation to maintain or restore recording functionality affected by such change. Any effort required by KOVA to diagnose, re-establish, reconfigure, or restore recording functionality as a result of unannounced changes shall be deemed outside the scope of this Agreement and shall be billed at KOVA's then-current time and materials rates pursuant to Section 7.

11. INCORPORATION OF LICENSE TERMS: All changes, additions, enhancements and updates in the Recorder Licensed Products or Documentation provided hereunder shall remain proprietary to KOVA and shall be received by the customer for its use pursuant to all of the restrictions and other terms and conditions of the License Agreement, including, but not limited to, use limitations, the exclusion and limitation of warranties, limitation of liability and undertakings of confidentiality and non-disclosure, all of which are incorporated herein by this reference.

12. TERMINATION: In the event of termination of the License Agreement, this Agreement shall terminate on the same date. Neither party shall be in default by reason of any failure in performance of this Agreement in accordance with its terms (other than the required payment of money) if such failure arises out of causes beyond the control and without the fault or negligence of such party. Such causes may include, but are not restricted to, acts of God or of a public enemy, acts of the government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes and unusually severe weather, but in every case the failure to perform must be beyond the reasonable control and without fault or negligence by the party failing to perform. Either KOVA or THE CUSTOMER may terminate this Agreement upon thirty (30) days written notice in the event the other violates any material provision of this Agreement; provided, however, if the defaulting party cures such violation within the 30 day notice period, the notice of termination shall be withdrawn. Termination by either party shall be in addition to any other legal or equitable remedies available to such party.

13. GENERAL: The customer agrees that notwithstanding the form in which any legal or equitable action may be brought, the liability of KOVA, if any, arising out of or in any way related to its performance of the services provided herein shall be limited to general money damages in an amount not to exceed the total amount paid for such services. Neither party shall be liable to the other for loss of profits, special, consequential or exemplary damages, even if such party has been advised of the possibility of such damages, except for a violation of paragraph 14 "Employment". If KOVA provides maintenance training, the customer and the respective employees will sign and abide by KOVA's non-compete agreement (if applicable, addendum C). Titles and paragraph headings are for convenient references and are not apart of this Agreement. This Agreement contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, negotiations, representations and proposals, written or oral, relating to this subject matter hereof. No waiver of any breach of any provision of this Agreement shall constitute a waiver of any prior, concurrent or subsequent breach of the same or any other provisions hereof and no waiver shall be effective unless made in writing. In the event that any provisions of this Agreement shall be determined to be illegal or otherwise unenforceable, such provision shall be severed and the balance of the Agreement shall continue in full force and effect; provided, however, that either party may terminate this Agreement if any material provision of this Agreement is deemed to be illegal or otherwise non-enforceable by giving thirty (30) days written notice to the other party within thirty (30) days after such determination, except for a violation of paragraph 14 "Employment", which shall continue in force for the term specified. The customer agrees that all equipment provided by KOVA will be used in a manner consistent with local, state, and federal laws and regulations, and will indemnify and hold harmless KOVA from any litigation arising out of the equipment misuse.

14. EMPLOYMENT: During the term of this agreement, and for a twelve (12) month period thereafter, KOVA and THE CUSTOMER each agrees that it will not solicit for employment directly or indirectly any employee of the other who is or has been engaged in the development, maintenance, implementation or marketing of the Equipment, without written consent of the other, which consent shall not be unreasonably withheld.

TERMS AND CONDITIONS CONTRACT ID#26-1101A

15. ASSIGNMENT: Either party without the written consent of the other, which consent shall not be unreasonably withheld, may not assign this agreement.

16. NOTICES: All notices which either party hereto is required to give the other party shall be mailed, postage prepaid, by registered or certified mail. Notices shall be mailed to the respective party at the address listed on the face of this agreement.

17. GOVERNING LAW: The laws of the state of New Jersey shall govern this agreement and any issue arising there from.

ADDENDUM A

System Administration Policy for Servers under a KOVA Service Level Agreement

The policy/rules articulated below are necessary for the continuing proper operation of the recording systems. Any deviation without permission from KOVA will cause billable time for system troubleshooting and restoration.

- Security, Domain, Shares, Computer or User policies should not be pushed and/or assigned to any Server or user account maintained by KOVA, Corp.
- The Windows Computer name is vital to the functionality of both the server and client software. It should not be changed without KOVA's service.
- Any local user accounts may not be altered. This includes, but is not limited to, the password, account disabling, user rights or user name.
- Absolutely no Service Packs/Updates for Windows should be applied except by trained KOVA technicians.
- No Security patches should be applied without contacting KOVA first. This includes, but is not limited to, Windows Security Patches, Internet Explorer Security Patches, AntiVirus Updates.
- KOVA provides and installs AntiVirus software for each machine and is specifically configured for use with KOVA products. The customer must not alter the settings of the AntiVirus software or update it without contacting KOVA first.
- KOVA does allow for integration into corporate AntiVirus control using products such as products from Symantec, McAfee or TrendMicro. However, there are strict guidelines that must be followed for this integration and KOVA must be involved in the setup and installation.
- Only software installed by KOVA technicians should exist on any Server that is under a maintenance agreement with KOVA. Most software is untested to work with our products and may cause unforeseen problems with machine or recording reliability. If the customer requires a product installed on the recorder, the software must be presented to KOVA for evaluation and study.
- Any change or software upgrade to any related subsystem (radio system, PBX, etc) that provides data and/or audio to the recording systems, must be noticed to KOVA at least 30 days before the change or upgrade is done to verify compatibility with the current recording system. KOVA will not be responsible for any unverified changes or software upgrades that result in non-operation of the recording equipment.
- Customers are expected to maintain integration tables with add, move, and deletes. Additionally, if archiving to DVD is enabled, customers must reasonably change the DVDs as required. Customers are also expected to periodically (as necessary) clean dust filter and DVD drives with DVD cleaning disk on a monthly basis.

Addendum B: End User Licensing Agreement (EULA)

Verint:

<https://www.verint.com/our-company/legal-documents/>



102 East Bay Avenue, Suite J
Manahawkin, NJ 08050

Invoice

DATE	INVOICE #
5/20/2026	260104

BILL TO
Saratoga Cnty Office of Emergency Comms Saratoga County Sheriff's Office 6012 County Farm Road Ballston Spa, NY 12020 sgordon@saratogacountyny.gov
TERMS
Due by 11/01/26

SHIP TO
Saratoga County Sheriff 6012 County Farm Road Ballston Spa, NY 12020
P.O. NUMBER
For Customer Use

QTY	DESCRIPTION	AMOUNT
1	Service for V15 Recorder and software as sold and installed by KOVA, Corp. Service is provided on a 24 hour basis with 4 hour initial response, as per terms and conditions of GSA Contract #GS-35F-011BA Contract Effective Dates of Coverage are: Year 5: November 1, 2026 through October 31, 2027	18,610.42

Please direct all inquiries related to this invoice to Melissa McCormack 609-597-1498 x 135	Total \$18,610.42
---	--------------------------

Credit card payments will incur a processing fee.



BOARD OF SUPERVISORS

9/19/2023

RESOLUTION ~~234 - 2023~~

Introduced by Public Safety: ~~Supervisors Lant, Butler, Grasso, Hammond, Raymond, Tollisen and K. Veitch~~

AUTHORIZING AN AGREEMENT WITH KOVA CORPORATION FOR AN EXTENDED WARRANTY FOR THE COUNTY'S VERINT V.15 PUBLIC SAFETY SOFTWARE SYSTEM

WHEREAS, pursuant to Resolution 189-2022, the County's Verint Recorder Public Safety Software System was upgraded to the Verint Recorder V.15 Public Safety Software System (V.15 System) to ensure compatibility and interoperability with the County's Emergency Radio System, with the upgrade including a one-year warranty which will expire October 31, 2023; and

WHEREAS, pursuant to Resolution 234-2023, the County authorized an additional three-year warranty for the V.15 System, extending warranty coverage through October 31, 2026; and

WHEREAS, Kova, Corporation has submitted a proposal for a ~~three-year~~ **one year** extended warranty agreement for the County's V.15 System to include a warranty on all parts and software, access to the help desk, training, and preventative maintenance (approximately once a month) commencing on November 1, ~~2023~~ **2026** through October 31, ~~2026~~ **2027**; at a cost not to exceed \$2,524.34 for Year 2, which reflects a prorated credit from the prior year's Audiolog maintenance and warranty; for Year 3 at a cost not to exceed \$17,557; and for Year 4 at a cost not to exceed ~~\$17,557~~; **\$18,610.42** and

WHEREAS, our Public Safety Committee and the ~~Director of Emergency Management Sheriff~~ have recommended that the proposal of Kova, Corporation for a ~~three-year extended warranty commencing on November 1, 2023 through October 31, 2026; at a cost not to exceed \$2,524.34 for Year 2, which reflects a prorated credit from the prior year's Audiolog maintenance and warranty; for Year 3 at a cost not to exceed \$17,557; and for Year 4 at a cost not to exceed \$17,557; be accepted; now, therefore, be it~~

RESOLVED, that the ~~Chair of the Board is authorized to execute an agreement with Kova, Corporation, of Manahawkin, New Jersey, for a three-year extended warranty commencing on November 1, 2023 through October 31, 2026; at a cost not to exceed \$2,524.34 for Year 2, which reflects a prorated credit from the prior year's Audiolog maintenance and warranty; for Year 3 at a cost not to exceed \$17,557; and for Year 4 at a cost not to exceed \$17,557; 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.

~~September 19, 2023 Regular Meeting~~

~~Motion to Adopt: Supervisor Kinowski~~

~~Second: Supervisor Butler~~

~~AYES (203089): Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Sandra Winney (2075), Ian Murray (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lant (17361)
NOES (0):~~

~~ABSENT (32420): Eric Connolly (11831), Arthur M. Wright (1976), Thomas Richardson (5163), Willard H. Peck (5242), John Lawler (8208)~~



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT: Sheriff's Office

DATE: 8/20/26

COMMITTEE: Public Safety

This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted **Yes**

1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

ACCEPTING A PUBLIC SAFETY ANSWERING POINT
OPERATIONS GRANT FROM THE NEW YORK STATE
DIVISION OF HOMELAND SECURITY AND EMERGENCY
SERVICES AND AMENDING THE 2026 COUNTY BUDGET IN
RELATION THERETO

3. Specific Details on what the resolution will authorize:

The resolution will authorize Saratoga County to accept \$316,288 from the New York State Division of Homeland Security and Emergency Services under the Combined SFY2025 & SFY2026 Public Safety Answering Point (PSAP) Operations Grant Program.

The grant performance period is January 1, 2026 through December 31, 2028. The funding will support PSAP operations, compliance with applicable New York State Title 21 requirements, development of a sustainable PSAP equipment replacement cycle, and eligible operational needs through 2028. The proposed spending plan includes PSAP workstations and computers, CCTV monitors, CISCO Smartnet and Text-to-911 services, Axon/PrePared Automated QA/QI, allowable PSAP supplies, Verizon ALI database services, IAMPDS EMD training, and monitors and peripherals supporting PSAP operations.

The resolution will also authorize the appropriate County officials to execute the necessary grant documents and amend the 2026 County Budget in relation thereto.

4. Is a Budget Amendment needed: ☒ YES or ☐ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted **Yes**

☐ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
A.30-3306	Homeland Security State Aid	\$ 316,288.00

Expense

Account Number	Account Name	Amount
See Attached	Grant Question Form	

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

The budget will be amended to accept these funds and authorize the related expenses

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☐ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☐ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☐ N

Is this position currently vacant? ☐ Y ☐ N

Is this position in the current year compensation plan? ☐ Y ☐ N

Human Resources Consulted
N/A

7. Does this item require the awarding of a contract: ☐ Y ☒ N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☐ Y ☐ N ☐ N/A

d. Vendor Contact Name:

e. Vendor Email:

f. Vendor Phone:

g. Is the vendor/contractor an LLC, PLLC, or partnership:

h. State of vendor/contractor organization:

i. Commencement date of contract term:

j. Termination of contract date:

k. Contract renewal date and term:

l. Is this a renewal agreement: ☐ Y ☐ N

m. Vendor/Contractor comment/remarks:

Purchasing Office Consulted
N/A

8. Is a grant being accepted: ☒ YES or ☐ NO

County Administrator's Office
Consulted Yes

a. Source of grant funding:

State

b. Agency granting funds:

New York State Division of Homeland Security and Emergency Services

c. Amount of grant:

\$316,288.00

d. Purpose grant will be used for:

The funding will support PSAP operations, and compliance with NYS Title 21 requirements.

e. Equipment and/or services being purchased with the grant:

See attached Grant Questions Form

f. Time period grant covers:

January 1, 2026 – December 31, 2028

g. Amount of county matching funds:

0

h. Administrative fee to County:

0

9. Supporting Documentation:



Marked-up previous resolution



No Markup, per consultation with County Attorney



Information summary memo



Copy of proposal or estimate



Copy of grant award notification and information



Other _____

10. Remarks:



Homeland Security and Emergency Services

KATHY HOCHUL
Governor

TERENCE O'LEARY
Commissioner

July 7, 2026

The Honorable Phil Barrett
Chair, Saratoga County Board of Supervisors
40 McMaster Street
Ballston Spa, NY 12020

Dear Mr. Barrett:

I am pleased to announce that Saratoga County has been awarded \$316,288 under the Combined SFY2025 & SFY2026 Public Safety Answering Point (PSAP) Operations Grant Program. This program, administered by DHSES, provides State support through grant funding for localities to enhance public safety call-taking and dispatching capabilities. This is critical in emergency situations and ensuring that public safety personnel are prepared as they respond to calls for service.

The performance period for the Combined SFY2025 & SFY2026 PSAP Operations Grant Program will be 36 months (January 1, 2026 – December 31, 2028). Please note that expenditures submitted for reimbursement must be incurred during the period of performance. Our Grants Program Administration staff will work with your designated PSAP point of contact to provide additional administrative guidance and to develop a grant contract.

On behalf of Governor Kathy Hochul, the Division remains committed to supporting first responders, including through the enhancement of your PSAPs. Please feel free to contact me if you have any questions, at 518-242-5000, or DHSES' Office of Interoperable and Emergency Communications (OIEC) Director, Mark Balistreri, at 518-322-4939.

Thank you for your partnership in this public safety endeavor.

Sincerely,

A handwritten signature in blue ink, appearing to read "Terence O'Leary", with a long, sweeping horizontal line extending to the right.

Terence O' Leary
Commissioner



BOARD OF SUPERVISORS

~~04/15/2025~~

~~RESOLUTION 100 2025~~

Introduced by Public Safety: Supervisors ~~Lant, Ball, Butler, Fish, Ostrander, Wright, and Young~~

ACCEPTING A PUBLIC SAFETY ANSWERING POINT OPERATIONS GRANT FROM THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES AND AMENDING THE ~~2025~~ COUNTY BUDGET IN RELATION THERETO

WHEREAS, the New York State Division of Homeland Security and Emergency Services has awarded a 2024 Public Safety Answering Point ("PSAP") Operations Grant to the Sheriff's Office, in the amount of \$~~118,926~~, for the grant period commencing January 1, ~~2024~~ and expiring December 31, ~~2025~~, to provide funding for eligible public safety call-taking and dispatching expenses; and

WHEREAS, the Sheriff's Office has proposed using the grant funds to offset operating expenses, ~~including salaries and benefits, for the County's PSAP Network~~; and

WHEREAS, the acceptance of this grant requires this Board's approval; now, therefore, be it

RESOLVED, that the Chair of the Board of Supervisors and/or the Sheriff are hereby authorized to execute all documents with the New York State Division of Homeland Security and Emergency Services necessary to accept a 2024 Public Safety Answering Point Operations Grant, in the amount of \$~~118,926~~, to offset operating expenses, ~~including salaries and benefits, for the County's PSAP Network~~, for the grant period commencing January 1, 2024 and expiring December 31, 2025; and be it further

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

RESOLVED, that the ~~2025~~ County Budget be amended as follows:

SHERIFF'S OFFICE:

Increase Revenue:

A.30-3306	Homeland Security State Aid	\$ 118,926.00
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Increase Expenses:

A.30.361-7033.DHS	Computers	\$ 6,940.00
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A.30.361-7080	Other Equipment	\$ 10,465.00
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A.30.361-8200	Departmental Supplies	\$ 2,500.00
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A.30.361-8160	Data Processing Fees	\$ 59,017.72
A.30.361-8190	Other Professional Services	\$ 2,800.00
<u>Increase Fund Balance:</u>		
A-0599.B	Appropriated Fund Balance – Budgetary	\$ 37,203.28

; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds, authorize the related expenses, and ~~increase fund balance by \$37,203.28.~~

~~April 15, 2025 Regular Meeting~~
~~Motion to Adopt: Supervisor Ball~~
~~Second: Supervisor Murray~~

~~AYES (157,995.5): Joseph Grasso (1328), Philip C. Barrett (19014.5), C. Eric Butler (6500), Harry Brennan (819), Robert Anderson (1333), Arthur M. Wright (1976), Kevin Tollisen (25662), Cynthia Young (17130), Thomas Richardson (5163), Jesse Fish (16202), Ian Murray (5808), Michele Madigan (14245.5), Matthew E. Veitch (14245.5), David Ball (8208), John Lant (17361)~~

~~NOES (0):~~

~~ABSENT (77,513.5): Eric Connolly (11831), Angela Thompson (19014.5), James D. Arnold (3525), Kevin Veitch (8004), Scott Ostrander (18800), Willard H. Peck (5242), Sandra Winney (2075), Edward D. Kinowski (9022)~~



4. Please provide a rough draft of a budget (with general ledger accounts) using the format below. Please attach an excel worksheet if you cannot fit all the items below.

[illegible]

5. **Are any of these expenses in your existing budget? If so, please specify amount and general ledger account number.**
6. **Please provide more details on the specific goals and objectives you plan to achieve with the funding.**
7. **Are there NEW personnel requirements?**
8. **What is the local share or match?**
9. **What are the county's long-term or on-going obligations (e.g. recurring subscription expenses) once the funding is complete?**
10. **If this is a recurring grant, please submit the previous spending plan.**



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT: Office of Emergency Management

DATE: 8/13/26

COMMITTEE: Public Safety

This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted **Yes**

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

AUTHORIZING AN AGREEMENT WITH ECKERT
MECHANICAL LLC FOR THE PURCHASE AND
INSTALLATION OF HEATING, VENTILATION, AND AIR
CONDITIONING (HVAC) UNITS AT VARIOUS 911
COMMUNICATIONS TOWER SHELTERS

3. Specific Details on what the resolution will authorize:

THIS RESOLUTION SHALL AUTHORIZE THE CHAIRMAN OF
THE BOARD OF SUPERVISORS TO EXECUTE AN
AGREEMENT WITH ECKERT MECHANICAL LLC OF
LATHAM, NEW YORK FOR THE REPLACEMENT AND
ELECTRICAL WORK ASSOCIATED WITH THE
INSTALLATION OF FOURTEEN CERTAIN HVAC UNITS AT
VARIOUS SARATOGA COUNTY 911 COMMUNICATION
TOWER SHELTERS AT A COST NOT TO EXCEED
\$234,232.00.

4. Is a Budget Amendment needed: ☐ YES or ☒ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted **Yes**

☐ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact. Funds are included in the Department Budget

- a. G/L line impacted A.36.366-7080
- b. Budget year impacted 2026
- c. Details
SICG-25/26 GRANT

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☐ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☐ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☐ N

Is this position currently vacant? ☐ Y ☐ N

Is this position in the current year compensation plan? ☐ Y ☐ N

Human Resources Consulted
N/A

7. Does this item require the awarding of a contract: ☒ Y ☐ N

a. Type of Solicitation RFP

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)
26-OESHVACR-1

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☐ Y ☐ N ☒ N/A

d. Vendor Contact Name: ECKERT MECHANICAL LLC

e. Vendor Email: RLINCOLN@ECKERTMECHANICAL.COM

f. Vendor Phone: 518-459-4116, EXT. 244

g. Is the vendor/contractor an LLC, PLLC, or partnership: LLC

h. State of vendor/contractor organization: NEW YORK

i. Commencement date of contract term: 9/16/2026

j. Termination of contract date: 8/15/2027

k. Contract renewal date and term: N/A

l. Is this a renewal agreement: ☐ Y ☒ N

m. Vendor/Contractor comment/remarks:

Purchasing Office Consulted
Yes

8. Is a grant being accepted: ☐ YES or ☒ NO

County Administrator's Office
Consulted **No**

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- ☒ Marked-up previous resolution
- ☐ No Markup, per consultation with County Attorney
- ☐ Information summary memo
- ☒ Copy of proposal or estimate
- ☐ Copy of grant award notification and information
- ☒ Other RFP, RFP RESPONSE, ECKERT MECHANICAL LLC INSURANCE DOCUMENTS

10. Remarks:



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT:

DATE: 8/24/26

COMMITTEE: Public Safety



This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted Yes

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

SETTING A PUBLIC HEARING ON A REQUEST TO THE
NEW YORK STATE LIQUOR AUTHORITY TO AMEND THE
HOURS OF SALE OF ALCOHOLIC BEVERAGES IN
SARATOGA COUNTY

3. Specific Details on what the resolution will authorize:

Requesting the Board of Supervisors to set a Public Hearing on
Wednesday, October 14th at 4:30PM to accept comments on a
proposed resolution to request the NY State Liquor Authority to
amend the hours that alcoholic beverages for on premise
consumption may be sold in Saratoga County.

4. Is a Budget Amendment needed: ☐ YES or ☒ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted **Yes**

☐ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☐ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☐ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☐ N

Is this position currently vacant? ☐ Y ☐ N

Is this position in the current year compensation plan? ☐ Y ☐ N

Human Resources Consulted
N/A

7. Does this item require the awarding of a contract: ☐ Y ☒ N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☐ Y ☐ N ☐ N/A

d. Vendor Contact Name:

e. Vendor Email:

f. Vendor Phone:

g. Is the vendor/contractor an LLC, PLLC, or partnership:

h. State of vendor/contractor organization:

i. Commencement date of contract term:

j. Termination of contract date:

k. Contract renewal date and term:

l. Is this a renewal agreement: ☐ Y ☐ N

m. Vendor/Contractor comment/remarks:

Purchasing Office Consulted
N/A

8. Is a grant being accepted: ☐ YES or ☒ NO

County Administrator's Office
Consulted **No**

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- ☐ Marked-up previous resolution
- ☐ No Markup, per consultation with County Attorney
- ☐ Information summary memo
- ☐ Copy of proposal or estimate
- ☐ Copy of grant award notification and information
- ☒ Other Draft resolution

10. Remarks:

The proposed resolution is requesting the New York State Liquor Authority (NYSLA) to implement the following changes, effective January 1, 2027, that will apply countywide:

Year-Round: Last call at 2:00 AM (no alcohol sales past 2:00 AM)

Special Exception: Last call extended to 4:00 AM on New Years Eve



BOARD OF SUPERVISORS

09/15/2026

RESOLUTION XXX – 2026

Introduced by Public Safety

SETTING A PUBLIC HEARING ON A REQUEST TO THE NEW YORK STATE LIQUOR AUTHORITY TO AMEND THE HOURS OF SALE OF ALCOHOLIC BEVERAGES IN SARATOGA COUNT

WHEREAS, pursuant to New York Consolidated Laws, Alcoholic Beverage Control Law §17 (11), the New York State Liquor Authority (“NYSLA”) is authorized “upon receipt of a Resolution adopted by a Board of Supervisors or a county legislative body requesting further restriction of hours of sale of alcoholic beverages within such county, and upon notice and hearing within such county, to approve or disapprove such hours within such county”; and

WHEREAS, under current New York State Alcoholic Beverage Control Law, the sale of alcoholic beverages for on-premises consumption is prohibited in Saratoga County between 4:00am and 10:00am on Sundays, and between 4:00am and 8:00am on all other days; and

WHEREAS, our Public Safety Committee is considering a proposed Resolution to request NYSLA to amend the hours that alcoholic beverages for on-premise consumption may be sold in Saratoga County; and

WHEREAS, the proposed Resolution would request that NYSLA implement the following changes to be effective countywide beginning on January 1, 2027:

- Year-Round: Last call at 2:00am (no alcohol sales past 2:00am)
- Special Exception: Last call extended to 4:00am on New Years Eve

; and

WHEREAS, our Public Safety Committee has recommended that a Public Hearing be held on the proposed Resolution; now, therefore, be it

RESOLVED, that the Board of Supervisors shall hold a Public Hearing on Wednesday, October 14, at 4:30pm, in the Meeting Room of the Saratoga County Board of Supervisors at 40 McMaster Street, Ballston Spa, New York 12020, to accept comments on the proposed Resolution to request NYSLA to amend the hours that alcoholic beverages for on-premise consumption may be sold in Saratoga County beginning on January 1, 2026 to be in accordance with the following schedule:

- Year-Round - Last call at 2:00am (no alcohol sales past 2:00am)
- Special Exception: Last call extended to 4:00am on New Years Eve

; and be it further

RESOLVED, that the Clerk of the Board of Supervisors shall publish notice of the Public Hearing in the official County newspapers in the manner prescribed by law; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT: County Administrator

DATE: 8/28/26

COMMITTEE: Public Safety

This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted **Yes**

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

INTRODUCING A LOCAL LAW IDENTIFIED AS INTRODUCTORY
NO. 6, PRINT NO. 1 OF 2026, ENTITLED "A LOCAL LAW TO
PROHIBIT THE SALE AND DISTRIBUTION OF KRATOM
PRODUCTS WITHIN THE COUNTY OF SARATOGA" AND
SETTING A DATE FOR A PUBLIC HEARING THEREON

3. Specific Details on what the resolution will authorize:

Public Hearing will be set for October 14th at 4:30pm

4. Is a Budget Amendment needed: ☐ YES or ☒ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted **Yes**

☐ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☐ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☐ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☐ N

Is this position currently vacant? ☐ Y ☐ N

Is this position in the current year compensation plan? ☐ Y ☐ N

Human Resources Consulted
N/A

7. Does this item require the awarding of a contract: ☐ Y ☒ N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☐ Y ☐ N ☐ N/A

d. Vendor Contact Name:

e. Vendor Email:

f. Vendor Phone:

g. Is the vendor/contractor an LLC, PLLC, or partnership:

h. State of vendor/contractor organization:

i. Commencement date of contract term:

j. Termination of contract date:

k. Contract renewal date and term:

l. Is this a renewal agreement: ☐ Y ☐ N

m. Vendor/Contractor comment/remarks:

Purchasing Office Consulted
N/A

8. Is a grant being accepted: ☐ YES or ☒ NO

County Administrator's Office
Consulted **Yes**

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- ☐ Marked-up previous resolution
- ☐ No Markup, per consultation with County Attorney
- ☐ Information summary memo
- ☐ Copy of proposal or estimate
- ☐ Copy of grant award notification and information
- ☒ Other Draft Resolution. Proposed Local Law

10. Remarks:



BOARD OF SUPERVISORS

09/15/2026

RESOLUTION XXX – 2026

Introduced by Choose an item.

INTRODUCING A PROPOSED LOCAL LAW, IDENTIFIED AS INTRODUCTORY NO. 6, PRINT NO. 1 OF 2026, ENTITLED “A LOCAL LAW TO PROHIBIT THE SALE AND DISTRIBUTION OF KRATOM PRODUCTS WITHIN THE COUNTY OF SARATOGA” AND SETTING A DATE FOR A PUBLIC HEARING THEREON

WHEREAS, the Saratoga County Board of Supervisors finds that kratom and products containing kratom are widely marketed and sold as dietary supplements, herbal products, or other consumer products; and

WHEREAS, the County further finds that kratom products may contain mitragynine, 7-hydroxymitragynine, or other kratom-derived compounds and that the sale and distribution of such kratom products presents potential risks to the health, safety and welfare of persons within Saratoga County; and

WHEREAS, the purpose of the proposed Local Law is to protect the public health, safety and welfare by prohibiting the commercial sale and distribution of kratom products within Saratoga County, including natural kratom leaf products and natural kratom leaf products in powder form, except for products that receive approval from the United States Food and Drug Administration after the effective date of the proposed Local Law; and

WHEREAS, our Public Safety Committee has recommended that the County introduce a proposed Local Law to prohibit the sale and distribution of kratom products within Saratoga County; and

WHEREAS, the proposed Local Law provides definitions, prohibited conduct applicable to kratom products, a limited exception for products receiving approval from the United States Food and Drug Administration after the effective date of the proposed Local Law, enforcement provisions, penalties, severability, an effective date, and a transition period; now, therefore, be it

RESOLVED, that this Resolution take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

A LOCAL LAW TO PROHIBIT THE SALE AND DISTRIBUTION OF KRATOM PRODUCTS WITHIN THE COUNTY OF SARATOGA

Be it enacted by the Board of Supervisors of the County of Saratoga as follows:

Section 1. Legislative Intent and Purpose

The Saratoga County Board of Supervisors finds that kratom and products containing kratom are widely marketed and sold as dietary supplements, herbal products, or other consumer products.

The County further finds that kratom products may contain mitragynine, 7-hydroxymitragynine, or other kratom-derived compounds and that the sale and distribution of such kratom products presents potential risks to the health, safety and welfare of persons within Saratoga County.

The purpose of this Local Law is to protect the public health, safety and welfare by prohibiting the commercial sale and distribution of kratom products within Saratoga County.

This Local Law is intended to constitute a prohibition on the commercial sale and distribution of kratom products, including natural, synthetic, semi-synthetic, chemically altered, or otherwise modified kratom-derived products as defined herein, and shall apply to lawful natural kratom leaf products, including natural kratom leaf products in powder form, except for products that receive approval by the United States Food and Drug Administration after the effective date of this Local Law as otherwise provided herein.

Section 2. Title

This Local Law shall be known and may be cited as the "Saratoga County Kratom Consumer Protection Act."

Section 3. Definitions

For purposes of this Local Law:

A. "Kratom" means any product derived from or containing material from the *Mitragyna speciosa* plant, including but not limited to leaves, powders, extracts, concentrates, resins, capsules, tablets, liquids, beverages, or other preparations.

B. "Kratom product" means any product containing kratom, mitragynine, 7-hydroxymitragynine, or any other naturally occurring kratom alkaloid, whether sold individually or incorporated into another product.

C. "Person" means any individual, corporation, partnership, association, limited liability company, business, proprietorship, or other legal entity.

D. "Sell" or "sale" means any transfer of ownership or title for consideration and includes offering or attempting to sell.

E. "Distribute" or "distribution" means to furnish, supply, provide, transfer, deliver, or otherwise make available a Kratom Product to another person, whether or not consideration is received.

Section 4. Prohibited Conduct

A. No person shall sell, offer for sale, distribute, furnish, supply, or otherwise commercially provide any Kratom Product within Saratoga County.

B. No person shall possess Kratom Products on premises used for the purpose of selling or distributing such products.

C. No person shall advertise or hold out for sale within Saratoga County any Kratom Product in violation of this Local Law.

D. Nothing in this Local Law shall prohibit the possession of kratom by an individual for personal use, unless otherwise prohibited by state or federal law.

E. No Exception for Natural Kratom Leaf Products. Notwithstanding any other provision of this Local Law, the prohibitions contained in this Section shall apply to any Kratom Product, including natural kratom leaf products and natural kratom leaf products in powder form, whether such product contains naturally occurring kratom plant material, mitragynine, 7-hydroxymitragynine, or other naturally occurring kratom alkaloids.

The prohibitions established by this Local Law shall apply to natural kratom leaf that has been dried, ground, milled, powdered, encapsulated, or otherwise physically prepared, and such physical preparation shall not affect the applicability of this Local Law.

Nothing in this subdivision shall be construed to create an exemption for a Natural Kratom Leaf Product or any other Kratom Product that is otherwise lawful under applicable federal or New York State law.

F. Future FDA-Approved Products Exception. Notwithstanding any other provision of this Local Law, the prohibitions contained in this Section shall not apply to any product that:

1. contains kratom, mitragynine, 7-hydroxymitragynine, or another kratom-derived substance;
2. receives approval from the United States Food and Drug Administration ("FDA") after the effective date of this Local Law for a specific medical, therapeutic, or other lawful use pursuant to applicable federal law; and

3. is lawfully manufactured, marketed, distributed, possessed, or sold in accordance with the terms and conditions of the applicable FDA approval and all other applicable federal and New York State laws and regulations.

For purposes of this subdivision, an FDA-approved product shall remain exempt only to the extent that the product is being manufactured, marketed, distributed, possessed, or sold consistently with its FDA-approved labeling, indications, conditions of approval, and applicable federal and state law.

The exemption established by this subdivision shall apply automatically upon the effective date of the applicable FDA approval and shall continue for so long as the product remains lawfully approved and marketed by the FDA. This exemption shall apply only to an FDA approval issued after the effective date of this Local Law. The exemption shall not extend to any other kratom product, formulation, ingredient, extract, preparation, or derivative that is not itself covered by the applicable FDA approval.

Nothing in this subdivision shall be construed to authorize the sale or distribution of a product in violation of any other provision of federal or New York State law, including any applicable age restriction, prescription requirement, labeling requirement, or controlled-substance restriction.

Section 5. Enforcement

The Saratoga County Department of Health, Saratoga County Sheriff's Office, and any other County officer or agency authorized by the County Administrator or Board of Supervisors may enforce this Local Law to the extent authorized by law.

Any law-enforcement agency or law-enforcement officer having lawful jurisdiction within Saratoga County may also enforce this Local Law to the extent authorized by federal, New York State, or other applicable law.

The County may commence an action or proceeding to obtain injunctive or other equitable relief to prevent continued violations of this Local Law.

Section 6. Penalties

A. Any person who violates Section 4 of this Local Law shall be guilty of an unclassified misdemeanor, punishable by a fine of not more than one thousand dollars (\$1,000), or imprisonment for a term not exceeding one year, or both, upon conviction.

B. In addition to the penalty provided in subdivision A, a person who commits a subsequent violation within five years of a prior conviction may be subject to an additional fine of not more than one thousand five hundred dollars (\$1,500).

C. Each separate sale, offer for sale, or distribution of a Kratom Product shall constitute a separate violation.

D. Each day during which a continuing violation occurs may constitute a separate violation.

E. Nothing in this section shall limit the County's authority to seek injunctive relief, civil remedies, or any other remedy authorized by law.

Section 7. Sale or Distribution to Persons Under Twenty-One

Nothing in this Local Law shall be construed to reduce or supersede any restriction imposed by New York State law concerning the sale or distribution of kratom products to persons under twenty-one years of age.

The exception provided in Section 4(F) shall not be construed to authorize the sale or distribution of an FDA-approved product to a person in violation of any applicable federal or New York State age restriction, prescription requirement, or other applicable law.

A violation involving the sale or distribution of a Kratom Product to a person under twenty-one may be subject to any additional penalty authorized by state or local law.

Section 8. Severability

If any clause, sentence, paragraph, subdivision, section, or part of this Local Law or its application to any person or circumstance shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder of this Local Law.

Section 9. Effective Date

This Local Law shall take effect immediately upon filing with the Secretary of State as required by the New York Municipal Home Rule Law, provided that any additional effective-date requirements imposed by law shall be satisfied.

Section 10. Transition Period

A person or business possessing Kratom Products for purposes of lawful commercial sale prior to the effective date of this Local Law shall have thirty (30) days following the effective date to remove such products from inventory and dispose of or otherwise lawfully transfer such products in accordance with applicable law.

No sale or distribution of Kratom Products shall occur during the transition period in violation of Section 4.

Nothing in this Section shall require a person or business to remove from inventory a Kratom Product that is otherwise exempt pursuant to Section 4(F).



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warnt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT: Office of Emergency Management

DATE: 8/19/26

COMMITTEE: Public Safety

This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted Yes

1. Is a Resolution Required:

Yes, Proclamation/Honorary Resolution

2. Proposed Resolution Title:

Proclaiming October 4-10, 2026 as National Fire Prevention
Week in Saratoga County.

3. Specific Details on what the resolution will authorize:

Authorize the Chairman of the Board of Supervisors to issue a
proclamation in recognition of National Fire Prevention Week in
Saratoga County, October 4-10, 2026.

4. Is a Budget Amendment needed: ☐ YES or ☒ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted **Yes**

☐ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
----------------	--------------	--------

Expense

Account Number	Account Name	Amount
----------------	--------------	--------

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☐ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☐ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☐ N

Is this position currently vacant? ☐ Y ☐ N

Is this position in the current year compensation plan? ☐ Y ☐ N

7. Does this item require the awarding of a contract: ☐ Y ☒ N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☐ Y ☐ N ☐ N/A

d. Vendor Contact Name:

e. Vendor Email:

f. Vendor Phone:

g. Is the vendor/contractor an LLC, PLLC, or partnership:

h. State of vendor/contractor organization:

i. Commencement date of contract term:

j. Termination of contract date:

k. Contract renewal date and term:

l. Is this a renewal agreement: ☐ Y ☐ N

m. Vendor/Contractor comment/remarks:

Human Resources Consulted
No

Purchasing Office Consulted
No

8. Is a grant being accepted: ☐ YES or ☒ NO

County Administrator's Office
Consulted Yes

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- ☒ Marked-up previous resolution
- ☐ No Markup, per consultation with County Attorney
- ☐ Information summary memo
- ☐ Copy of proposal or estimate
- ☐ Copy of grant award notification and information
- ☐ Other _____

10. Remarks:

Since 1922, the National Fire Protection Association (NFPA) has sponsored Fire Prevention Week. This year's theme is "Charge Into Fire Safety™. Safe Charging Is a Superpower."



BOARD OF SUPERVISORS

09/16/2025

RESOLUTION 262 – 2025

Introduced by Public Safety: Supervisors Lant, Ball, Butler, Fish, Ostrander, Wright, and Young

4-10, 2026

PROCLAIMING OCTOBER ~~5-11, 2025~~ AS "NATIONAL FIRE PREVENTION WEEK" IN SARATOGA COUNTY

WHEREAS, Saratoga County is committed to ensuring the safety and security of all those living in and visiting our County; and

WHEREAS, fires are a leading public safety concern both locally and nationally, and residential homes are where people are at greatest risk from fire; and

WHEREAS, according to the United States Fire Administration, residential fires caused 2,160 civilian deaths nationally in 2023, and fire departments within the County responded to 1,050 residential fire alarms and 325 reported residential structure fires that same year; and

see attached

WHEREAS, the National Fire Protection Association has declared *Charge into Fire Safety: Lithium-Ion Batteries in Your Home* as the official theme for this year's Fire Prevention Week, recognized October ~~5-11, 2025~~; and

4-10, 2026

WHEREAS, lithium-ion batteries are widely used in a growing number of electronics, including cell phones, laptops, power tools, and electric bicycles, and thus are ever-present in households throughout the County; and

WHEREAS, while generally considered safe, improper charging of, damage to, and/or manufacturing defects can cause lithium-ion batteries to overheat and ignite, leading to fires that spread rapidly and are difficult to extinguish; and

WHEREAS, educating County residents on safe charging, handling, storage, and disposal practices of lithium-ion batteries is essential to preventing fires and ultimately protecting lives and property; and

WHEREAS, County First Responders, via ongoing public education practices such as "National Prevention Week", are more dedicated than ever to preventing fire-related injuries and deaths by working to reduce the overall occurrence of residential fires; and

WHEREAS, County residents who are properly informed of and responsive to such public education measures are better able to safeguard themselves and others in the unfortunate event of a fire; now, therefore, be it

Still accurate, other suggestions attached

Safe charging is a superpower

4-10, 2026

RESOLVED, that the Board of Supervisors hereby proclaims October ~~5-11, 2025~~ as "National Fire Prevention Week" in Saratoga County, thus encouraging all County residents to be mindful when charging, handling, storing, and/or disposing of lithium-ion batteries, while simultaneously supporting the ongoing efforts and sacrifices of County Fire Responders and Emergency Services; and be it further ✓

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.

September 16, 2025 Regular Meeting

Motion to Adopt: Supervisor Ball

Second: Supervisor Kinowski

AYES (192,183.5): Joseph Grasso (4328), Philip C. Barrett (19014.5), C. Eric Butler (6500), Harry Brennan (819), Robert Anderson (1333), James D. Arnold (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Cynthia Young (17130), Scott Ostrander (18800), Jesse Fish (16202), Ian Murray (5808), Michele Madigan (14245.5), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), David Ball (8208), John Lant (17361)

NOES (0):

ABSENT (43,325.5): Eric Connolly (11831), Angela Thompson (19014.5), Thomas Richardson (5163), Willard H. Peck (5242), Sandra Winney (2075)

Updated 3rd paragraph:

WHEREAS, according to the New York State Division of Homeland Security and Emergency Services Office of Fire Prevention and Control, fires caused 155 fatalities in New York State in 2025, and fire departments within the County responded to 776 residential fire alarms and 268 reported residential structure fires in that same year.

Other suggestions

WHEREAS, a significant and increasing number of fires are caused by improper charging of lithium-ion batteries and other electronic devices; and

WHEREAS, standard fire safety practices must evolve to address these modern electrical fire risks; and

WHEREAS, charging devices on soft surfaces, such as beds, couches, or piles of clothing, can lead to dangerous heat buildup and pose a significant fire risk, and devices should instead be charged only on hard and flat surfaces; and

WHEREAS, the charging of larger battery-powered items such as e-bikes, scooters, and power tools can pose unique risks and should be conducted outdoors whenever possible, and never in a manner that blocks primary or secondary exit routes; and

WHEREAS, the physical warning signs of a battery or device in distress—including if the device feels abnormally hot, begins to swell, emits a strange smell, leaks, smokes, or produces unusual noises such as popping or hissing—are critical red flags that require immediate and safe cessation of use; and



SARATOGA COUNTY AGENDA ITEM REQUEST

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
George Conway, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Audra Hedden, County Administrator's Office
Emily Spring, County Attorney's Office

DEPARTMENT: Conflict Defender

DATE: 8/25/26

COMMITTEE: Public Safety

This column must be completed
prior to submission of the request.

County Attorney's Office
Consulted Yes

1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

Acceptance of 2025-2026 Aid to Defense for Discovery and Disbursement from New York State Criminal Justice Services and authorization for a disbursement towards technology improvements and for staff recruitment and retention as a result of Discovery Reforms

3. Specific Details on what the resolution will authorize:

Resolution will authorize the acceptance of \$444,765 in an Aid to Defense for Discovery grant from DCJS and disbursement for the grant's intended purposes, specifically technology improvements to increase the effectiveness of representation and compliance with Indigent Legal Services standards as well as staff recruitment and retention monies to encourage working and continue working for Saratoga County including compensation for additional workload as a result of Discovery Reforms. See attached worksheet for breakdown of funds and further information.

4. Is a Budget Amendment needed: ☒ YES or ☐ NO
If yes, budget lines and impact must be provided.
Any budget amendments must have equal and offsetting entries.

County Administrator's Office
Consulted **Yes**

- ☒ Please see attachments for impacted budget lines.
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

Other

- a. G/L line impacted **See attachment**
- b. Budget year impacted **2026**
- c. Details

The budget will be amended to accept these funds, authorize the related expenses and increase fund balance by \$44,785

6. Are there Amendments to the Compensation Schedule?

☐ YES or ☒ NO (If yes, provide details)

a. Is a new position being created? ☐ Y ☒ N

Effective date

Salary and grade

b. Is a new employee being hired? ☐ Y ☒ N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? ☐ Y ☒ N

Is this position currently vacant? ☐ Y ☒ N

Is this position in the current year compensation plan? ☐ Y ☒ N

Human Resources Consulted

7. Does this item require the awarding of a contract: ☐ Y ☒ N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department? ☐ Y ☐ N ☒ N/A

d. Vendor Contact Name:

e. Vendor Email:

f. Vendor Phone:

g. Is the vendor/contractor an LLC, PLLC, or partnership:

h. State of vendor/contractor organization:

i. Commencement date of contract term:

j. Termination of contract date:

k. Contract renewal date and term:

l. Is this a renewal agreement: ☐ Y ☒ N

m. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: ☒ YES or ☐ NO

County Administrator's Office
Consulted Yes

a. Source of grant funding:

State

b. Agency granting funds:

New York State Division of Criminal Justice Services

c. Amount of grant:

\$444,765.00

d. Purpose grant will be used for:

Technology improvements and additional compensation towards qualified staff

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

04/01/2025 - 03/31/2026 (and until such time funds exhausted)

g. Amount of county matching funds:

\$0

h. Administrative fee to County:

\$0

9. Supporting Documentation:



Marked-up previous resolution



No Markup, per consultation with County Attorney



Information summary memo



Copy of proposal or estimate



Copy of grant award notification and information



Other _____

10. Remarks:

Justification for Additional Compensation:

Part of the funds from the Aid to Defense for Discovery Grant (hereinafter “Grant”) are permitted to be used for “additional personnel and increased compensation to reflect additional responsibilities related to discovery...” Many surrounding Counties in the Capital District, in addition to using these funds for these purposes for additional compensation (such as Rensselaer County), similarly modified their attorney’s starting wages based upon relevant prior experience (such as Schenectady County). The effect of this is that hiring qualified staff and experienced attorneys face difficulties for the offices of the Public Defender and Conflict Defender, as that same individual can join another public defense office for more compensation or, in the alternative or in addition to, join another public defense office that offers part-time positions at competitive salaries and supplement with private work (including County Law 18-B work in surrounding Counties at the rate of \$158 an hour).

Besides the increased benefit to our clients by retaining and recruiting talented staff, it further lessens cost and time associated with supervision, mentoring, and training that is otherwise required and necessarily for a less experienced individual or staff member. The cost and time of supervision, mentoring, and training have further increased directly as a result of Discovery Reform, which substantially increased the receipt of various amount of evidence in cases, including digital evidence (body cameras in particular) which are prevalent in nearly every law enforcement agency and increased the amount of time spent exponentially on each file by both attorneys. It has similarly increased the time spent with Family Court attorneys as many of the cases and clients overlap and the criminal evidence can similarly be used or form the basis of petitions (or defenses of petitions) filed in Family Court. Additionally, Family Court attorneys in both offices handle the specialty Integrated Domestic Violence Court (IDV), which combines both criminal and family law cases.

Attorneys Compensation:

To both encourage recruitment and retention of talent for Saratoga County, the additional compensation will be based upon years of service to Saratoga County as of October 1, 2026, as follows:

15 years or more: \$20,000.00 (plus \$6,000 fringe)

7 or more years but less than 15: \$15,000.00 (plus \$4,500.00 fringe)

Up to 7 years: \$10,000.00 (plus \$3,000.00 fringe)

Public Defender’s Office

Years of Service	Number Eligible	Total Amount	Total Fringe
15+ yrs	2	\$ 40,000.00	\$12,000.00
7 years to 15 years	2	\$ 30,000.00	\$ 9,000.00
3 years to 7 years	12	\$120,000.00	\$36,000.00
Subtotal	16	\$190,000.00	\$57,000.00
TOTAL: \$247,000.00			

Conflict Defender's Office

Years of Service	Number Eligible	Total Amount	Total Fringe
15+ yrs	0	\$ 0.00	\$ 0.00
7 years to 15 years	4	\$60,000.00	\$18,000.00
Up to 7 years	2	\$20,000.00	\$ 6,000.00
Subtotal	6	\$80,000.00	\$24,000.00
TOTAL: \$104,000.00			

TOTAL PERSONNEL DISBURSEMENT: \$351,000.00

Disbursement of compensation: As of 10/1/26, ½ of the amount vests and is payable on 10/1/26. The remainder is payable in 1/3 increments every pay period thereafter, namely on: 10/15/26; 10/29/26; and 11/12/26.

Event of loss of employee: In the event that an employee leaves employment prior to full payment of their amount, the remaining amount not yet disbursed shall be forfeit and shall be retained for the recruitment and filling of that position.

TECHNOLOGY IMPROVEMENTS

Public Defense Case Management System (PDCMS). The PDCMS is currently being phased out by the New York State Defender's Association (NYSDA) in its traditional form and moving to a cloud-based version, which increases the capabilities of the system as well as permitting timely access without the use of County networks and VPN access, which has not functioned well with the traditional system, limiting access for attorneys at Court well as any staff members or attorneys working remotely. Presently, the cost of said previous program is covered through the Hurrell Harring (HH) grants as software reimbursement however the increased cost is not accounted for in the HH monies. The utilizations of the funds here will improve the current technology while permitting HH reimbursement for other items or increased costs of currently needed items. Attached are the quotes for the Public Defender's Office (\$23,940.00); the Conflict Defender's Office (\$12,360.00); and the Assigned Counsel Office (\$7,680.00). Total cost of no more than **\$43,980.00**.

Based upon the location of approximately half of the Public Defender's Office and the entire Conflict Defender's Office location underground, there is little or no cellphone service available. Access to cellphone service is a necessity for the attorneys as Court staff, Judges and District Attorney's often communicate with the attorneys for urgent matters via cellular phone. Outside of access with the Courts and prosecutors, having cellular access allows clients to access materials/evidence for their attorneys while having office meetings and similarly would permit transfer of those materials/evidence to the attorneys. These issues can be overcome by a cellular signal booster/repeater that can boost signals with the installation of an exterior antennae, amplifying and rebroadcasting the signal inside said underground offices (and neighboring offices). Approximate total cost of **\$5,000**.

The remaining Grant monies of **\$44,785** shall be used to offset the County cost of technology upgrades, improvements and replacements reasonably related to Discovery Reform not otherwise covered under the other various grants utilized by the Public Defender's Office and Conflict Defender's Office during the grant period.

G/L Accounts	Account Name	Revenue
Public Defender		
A.26-3313	Indigent Legal Services	\$315,725
A.26.000-6000	Regular Wages – Stipends	
A.26.000-6910	Retirement	
A.26.000-6930	Social Security	
A.26.000-8520	PDCMS – Upgrade estimate	
A-0599.B	Appropriated Fund Balance	
Conflict Defender		
A-28.3313	Indigent Legal Services	\$121360.00
A-28.000-6000	Regular Wages – Stipends	
A.28.000-6910	Retirement	
A.28.000-6930	Social Security	
A-28.000-8520	PDCMS – Upgrade estimate	
A-28.000-7080	Other Equipment-Wifi extender	
Assigned Counsel		
A-29-3313	Indigent Legal Services	\$ 7,680
A-29.000-8520	PDCMS	
TOTAL		\$444,765

Expense
\$190,000
\$42,465
\$14,535
\$ 23,940
\$44,785
\$ 80,000
\$ 17,880
\$ 6,120
\$ 12,360
\$ 5,000
\$ 7,680
\$444,765

RESOLUTION - 2026

AUTHORIZATION TO ACCEPT AND DISBURSE THE 2025-2026 AID TO DEFENSE FOR DISCOVERY REFORM

WHEREAS, the State Division of Criminal Justice Services (DCJS) has awarded the County a \$444,765 grant for the Aid to Defense For Discovery Reform Program for the term of April 1, 2025, through March 31, 2026 or until otherwise expended; and

WHEREAS, the DCJS has made it clear that said funds must be used to support public defense services and expenses related to discovery reform, including but not limited to technology improvements such as hardware, software, data connectivity, digital evidence transmission and additional compensation to reflect additional responsibilities and time related to discovery, and

WHEREAS, the Public Defender's Office and Conflict Defender's Office have recently requested that \$351,000 in gross compensation and fringe benefits be made available to them for the purpose of paying additional compensation to attorneys directly related to the additional time and workload due to Discovery Reform, and

WHEREAS, the Public Defender and Conflict Defender has recommended that the amount of retention bonuses be allocated as follows:

Title	Position Lines	Amount	Fringe
Public Defender	26.00	\$ 20,000	\$ 6,000
First Assistant Public Defender	26.001	\$ 20,000	\$ 6,000
Conflict Defender	28.002	\$ 15,000	\$ 4,500
Assistant Public Defender (2)	26.012; 26.020	\$ 30,000	\$ 9,000
Assistant Conflict Defender (3)	28.001; 28.003; 28.008	\$ 45,000	\$ 13,500
Assistant Public Defender (12)	26.002; 26.003; 26.004; 26.005; 26.006; 26.011; 26.015; 26.017; 26.018; 26.019; 26.021; 26.022	\$ 120,000	\$ 36,000
Assistant Conflict Defender (2)	28.005; 28.007	\$ 20,000	\$ 6,000
Funds		\$ 270,000	\$ 81,000
Total Funds	\$351,000.00		

WHEREAS, the Public Defender and Conflict Defender recommends that fifty percent of any retention bonus has vested on October 1, 2026 and payable on October 1, 2026; and

WHEREAS, the Public Defender and Conflict Defender recommend that an amount equal to one-third of the remaining fifty percent (50%) of any retention bonus vest on each of the following dates: October 15, 2026; October 29, 2026; November 12, 2026; and

WHEREAS, the Public Defender and Conflict Defender recommend such attorneys must remain in the employ of the Public Defender or Conflict Defender through the vesting date to earn the amount due on that date; and

WHEREAS, the Public Defender and Conflict Defender recommend that any attorney forfeits any amounts that vest after their last day of employment in the Saratoga County Public Defender or Conflict Defender's Office; and

WHEREAS, the Public Defender and Conflict Defender recommend that any unearned amounts be used as a recruitment incentive to fill the position left vacant by the attorney who forfeited the retaining amounts by leaving the employ of the Saratoga County Public Defender's Office of Conflict Defender's Office prior to the applicable vesting date(s); and

WHEREAS, the Law and Finance Committee has carefully reviewed the Public Defender and Conflict Defender's request and has referred it to the Board of Supervisors for further action; now therefore be it

RESOLVED, that the Public Defender and Conflict Defender are authorized to award additional compensation and recruitment incentives in the exact manner that they have recommended to the Board as stated in this resolution; and be it further

RESOLVED, that the total amount of the additional compensation and incentives shall not exceed \$351,000.00 in gross compensation and benefits as determined by the Budget Officer; and be it further

RESOLVED, that this Board recognizes that the Aid to Defense Discovery Reform grant funding must be used in a manner consistent with the appropriation and is being provided to support defense services in the Public Defender's Office, Public Defender's Office, and Assigned Counsel Office, and must supplement - not supplant - existing funding or reimbursed those eligible County expenses that meet the purpose of the Aid to Defense Discovery Reform grant and have not otherwise been reimbursed through any other grant funding; and

RESOLVED, that an allowable expense of this grant funding is to provide additional compensation to qualifying attorneys, and

RESOLVED, that this Board further recognizes that funds shall be used in accordance with guidance provided by the NYS DCJS; and

RESOLVED, that the Saratoga County Budget Officer is authorized and directed to make the relevant transfers to make the journal and accounting entries appropriate and necessary to implement the intent of this resolution; and be it further

RESOLVED, that the Saratoga County Treasurer's Office is hereby authorized to pay said additional compensation monies and recruitment incentives as requested by the Public Defender and Conflict Defender in a manner acceptable to the Treasurer's Office; and be it further

RESOLVED, that the balance of 2025-2026 Aid to Defense Discovery Reform grant shall be used for upgrading technology in the Saratoga County Public Defense Offices including but not limited to software in the form of the Public Defense Case Management System (PDCMS) for all Saratoga County Public Defense Offices, a cellular signal booster/repeater for the Public Defender and Conflict Defender Offices, and reimbursement for such eligible County technology and related expenses incurred during the grant period; and be it further

RESOLVED, that the 2026 County budget is amended as follows:

G/L Accounts	Account Name	Revenue	Expense
Public Defender			
A.26-3313	Indigent Legal Services	\$315,725	
A.26.000-6000	Regular Wages – Stipends		\$190,000
A.26.000-6910	Retirement		\$42,465
A.26.000-6930	Social Security		\$14,535
A.26.000-8520	PDCMS – Upgrade estimate		\$ 23,940
A-0599.B	Appropriated Fund Balance		\$44,785
Conflict Defender			
A-28.3313	Indigent Legal Services	\$121360.00	
A-28.000-6000	Regular Wages – Stipends		\$ 80,000
A.28.000-6910	Retirement		\$ 17,880
A.28.000-6930	Social Security		\$ 6,120
A-28.000-8520	PDCMS – Upgrade estimate		\$ 12,360
A-28.000-7080	Other Equipment- cellular signal booster		\$ 5,000
Assigned Counsel			
A-29-3313	Indigent Legal Services	\$ 7,680	
A-29.000-8520	PDCMS		\$ 7,680
TOTAL		\$444,765	\$444,765

RESOLVED, this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The Budget for the Public Defender's Office, Conflict Defender's Office, and Assigned Counsel Office will be amended to accept these funds as outlined herein and authorize the related expenses.



New York State Defenders Association, Inc.

Public Defense Backup Center

40 Beaver Street · 4th Floor · Albany, NY 12207

Telephone (518) 465-3524

Fax (518) 465-3249

www.nysda.org

Price estimate for Saratoga County Assigned Counsel Program to migrate to PDCMS Cloud

ANNUAL FEES

Description of Service	Fee	Total Annual Fees
Software: PDCMS Cloud	Free	\$ 0.00
Legacy PDCMS		
Monthly fee – access to PDCMS Legacy- 2 users	\$40/user/month (\$40 x 2 users = \$80/month) (\$80 x 12 months = \$ 960)	\$ 960.00
Monthly fee – access to PDCMS Cloud - 2 users	\$20/user/month (\$20 x 2 users = \$40/month) (\$40 x 12 months = \$480)	\$ 480.00
Cloud Server maintenance (required when licensing doesn't meet threshold)	\$1,680 Threshold \$960 + \$480 = \$1,440 \$1,680 - \$1,440 = \$240	\$ 240.00
Annual Support (This includes unlimited support calls and remote sessions for staff and includes individual trainings)	\$500/user/year (\$500 x 2 users = \$1,000)	\$ 1,000.00
Total Annual Fees		\$ 2,680.00

ONE-TIME FEES:

Description of Service	Fee	One-Time Fee
Migrate the on-premises database to the cloud and set up PDCMS Legacy & PDCMS Cloud environments.	\$ 5,000.00	\$ 5,000.00
Total One-Time Fee		\$ 5,000.00

Grand Total		\$ 7,680.00
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Price estimate for Saratoga County Conflict Defender's Office to migrate to PDCMS Cloud

ANNUAL FEES

Description of Service	Fee	Total Annual Fees
Software: PDCMS Cloud	Free	\$ 0.00
Legacy PDCMS		
Monthly fee – access to PDCMS Legacy 3 concurrent users	\$40/user/month (\$40 x 3 users = \$120/month) (\$120 x 12 months = \$1,440)	\$ 1,440.00
Monthly fee – access to PDCMS Cloud 8 named users	\$20/user/month (\$20 x 8 users = \$160/month) (\$160 x 12 months = \$1,920)	\$ 1,920.00
Annual Support (This includes unlimited support calls and remote sessions for staff and includes individual trainings)	\$500/user/year (\$500 x 8 users = \$4,000)	\$ 4,000.00
Total Annual Fees		\$ 7,360.00

ONE-TIME FEES:

Description of Service	Fee	One-Time Fee
Migrate the on-premises database to the cloud and set up PDCMS Legacy & PDCMS Cloud environments.	\$ 5,000.00	\$ 5,000.00
Total One-Time Fee		\$ 5,000.00

Grand Total		\$ 12,360.00
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Price estimate for Saratoga County Public Defender's Office to migrate to PDCMS Cloud

ANNUAL FEES

Description of Service	Fee	Total Annual Fees
Software: PDCMS Cloud (web version)	Free	\$ 0.00
Legacy PDCMS – current version, available online		
Monthly fee – access to PDCMS Legacy 4 concurrent users	\$40/user/month (\$40 x 4 users = \$160/month) (\$160 x 12 months = \$ 1,920)	\$ 1,920.00
Monthly fee – access to PDCMS Cloud 23 named users	\$20/user/month (\$20 x 23 users = \$460/month) (\$460 x 12 months = \$5,520)	\$ 5,520.00
Discovery Storage - Cloud Storage to host discovery data	\$50/TB Estimated 20TB *will require review prior to migration	\$ 12,000.00
Annual Support (This includes unlimited support calls and remote sessions for staff and includes individual trainings)	\$500/user/year (\$500 x 23 users = \$11,500)	\$ 11,500.00
Total Annual Fees		\$ 30,940.00

ONE-TIME FEES:

Description of Service	Fee	One-Time Fee
Migrate the on-premises database to the cloud and set up PDCMS Legacy & PDCMS Cloud environments.	\$ 5,000.00	\$ 5,000.00
Move discovery files to the Cloud *estimate based on amount of storage – will require review of quantity and file structure prior to migration	\$ 15,000.00	\$ 15,000.00
Total One-Time Fee		\$ 20,000.00

Grand Total	\$ 50,940.00
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- 23,000
= 23,940



Division of Criminal Justice Services

KATHY HOCHUL
Governor

ROSSANA ROSADO
Commissioner

CILLIAN FLAVIN
Deputy Commissioner

Grant Award Notice

Grantee/Contractor: Saratoga County	Date: July 2, 2025
Program Name: Aid to Defense for Discovery	Award Amount: \$444,765
Signatory Name and Title: Phil Barrett Chairman of the County Legislature	Term Dates: 4/1/25 – 3/31/26
Email: pbarrett@cliftonpark.org	SFS Vendor ID No.: 1000002435
Program Description:	
The Division of Criminal Justice Services (DCJS) is pleased to provide this award letter to your county for the State's Aid to Defense for Discovery Reform Program from State Fiscal Year (SFY) 2025-26. Consistent with the appropriation, DCJS requires that recipients be able to account for every dollar expended and will be required to report on expenditures on a recurring basis. Please ensure there is no duplication of funding with any future amounts provided for this same purpose, and the tracking for such funds can account for that separation in sufficient detail. This funding must be used to support public defense services and expenses related to discovery reform implementation, including, but not limited to, digital evidence transmission technology, administrative support, computers, hardware and operating software, data connectivity, development of training materials, staff training, additional personnel or increased compensation to reflect additional responsibilities related to discovery, overtime costs, and litigation readiness. The funding must be used to help offset the cost of public defense services related to discovery reform that your county incurred on or after the start of SFY 2025-26 (April 1, 2025). Ideally, all eligible expenses should occur within the period. However, funds may continue to be utilized until the award is fully exhausted. Please be aware that all expenses must be for allowable discovery related expenses only and cannot be commingled with other funding. DCJS requires that the funded agency(s) be able to fully account for every dollar expended. Please see the attached document explaining the new options and reporting requirements on this funding program.	
Grant Questions	

Rob Frost Public Safety Grants Representative 2 NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: 518 485-2979 Email: Robert.Frost@dcjs.ny.gov	Scott Lindgren Public Safety Grants Representative 2 NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: 518 457-7780 Email: scott.lindgren@dcjs.ny.gov
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We look forward to working with you in our continued efforts to safeguard the health and safety of all New York residents and visitors.

Attachment: Instruction Sheet