



August 5, 2019

CITY OF SARATOGA SPRINGS
City Council Pre-Agenda Meeting
Recreation Center
15 Vanderbilt Avenue
9:30 AM

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance
Anthony Scirocco, Commissioner of DPW
Peter Martin, Commissioner of DPS

STAFF PRESENT: Lisa Shields, Deputy Mayor
Mike Sharp, Deputy Commissioner, Finance
Maire Masterson, Deputy Commissioner, Accounts
John Daley, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

EXCUSED: John Franck, Commissioner of Accounts

Joe O'Neill, Deputy Commissioner, DPW

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

CALL TO ORDER

Mayor Kelly called the meeting to order at 9:30 a.m.

PUBLIC HEARING

1. 2020 – 2025 Capital Budget and Program – Mayor Kelly advised the Capital Budget and Program materials has been submitted to the Accounts Department and can be found on line.
2. Amend Capital Budget – Complete Streets Greenbelt Project – Mayor Kelly advised this is for the Henry Street PILOT project. This project will showcase and evaluate the merits of installing a contra-flow track and converting a 2-way street to a one-way street.
3. Amend Chapter 163 - Pedalbuses – Commissioner Martin advised the changes relate to fingerprinting.
4. Amend Chapter 225 – Parking on Israel Lane - Commissioner Martin stated they are proposing making Israel Lane no parking.
5. Liberty Affordable Housing –no comments.
6. Local Law #2 of 2019 - Pedalbuses – This item is being removed.

PRESENTATIONS

1. Flat Rock Centre Project Update – no comments.
2. Recreation Master Plan – no comments.

CONSENT AGENDA

1. Approval of 7/15/19 Pre-Agenda Meeting Minutes

2. Approval of 7/16/19 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 07/19/19 \$548,358.50
6. Approve Payroll 07/26/19 \$639,720.30
7. Approve Payroll 08/02/19 \$553,505.99
8. Approve Warrant - 2019 19MWJUL3 \$11,591.62
9. Approval Warrant – 2019 19MWJUL4 \$558.60
10. Approve Warrant – 2019 19MWJUL5 \$16,298.45
11. Approve Warrant – 2019 19AUG1 \$1,039,632.17

No comments.

MAYOR'S DEPARTMENT

Announcement: Marylou Whitney Park

Mayor Kelly announced on August 2nd the Centennial Park was rededicated as the Marylou Whitney Park.

Appointment: Zoning Board of Appeals

Mayor Kelly advised she will be appointing 2 people.

Appointment: Planning Board

Mayor Keely advised she will be appointing Gage Simpson to the Planning Board.

Appointment: Board of Plumbing Examiners

Mayor Kelly advised she will be appointing Kevin Connor to the Board of Plumbing Examiners.

Discussion and Vote: Appointment: Special Assessment District (Downtown)

Mayor Kelly advised she will be re-appointing MaryAnn Barker.

Discussion and Vote: Appointment: Civil Service

Mayor Kelly advised she will be recommending the appointment of David Snyder to the Civil Service Commission.

Discussion and Vote: Capital Budget Amendment to Complete Streets Greenbelt (#1240) for AARP Grant in the Amount of \$8,000 for Henry Street Demonstration Project

No comments.

Discussion and Vote: Capital Budget Amendment to "12 Land Purchase Kayderoseros" (#1194) in the Amount of \$6,500 Decrease

No comments.

Discussion and Vote: Authorization to Pay Invoice Without a Purchase Order (part) in the Amount of \$3,690 to Landmark Archaeology, Inc. to Complete Archaeological Data Recovery – Waterfront Park

No comments.

Discussion and Vote: Authorization to Pay Invoice for Mileage Reimbursements in the Amount of \$57.54

No comments.

Discussion and Vote: Authorization for Mayor to Sign Subordination Agreement with Pioneer Savings Bank, Van Hall Holdings, LLC, et. al

No comments.

Discussion and Vote: Resolution for Geysers Trail "Authorizing the Implementation and Funding in the First Instance 100% of the Federal-Aid and State "Marchiselli" Program-aid Eligible Costs of a Transportation Federal-Aid Project and Appropriating Funds Therefore", Required by the Department of Transportation

No comments.

Discussion and Vote: Resolution: Authorizing the City to Join Saratoga County as Part of an Entitled Urban County Under the Community Development Block Program and Authorizing the Mayor to Execute All Required Cooperation Agreements in Connection Therewith

No comments.

Discussion and Vote: Authorization for the Mayor to Sign the Agreement with Postler & Jaeckle Corp.

No comments.

Proclamation: The Capital Region Immigrants' Day

Mayor Kelly advised she provided the Council with a letter from Proctor's which asked the City to participate in the Capital Region Immigrants' Day.

Mayor Kelly added an item to her agenda: Appointment: City Center Board.

ACCOUNTS DEPARTMENT

Mayor Kelly announced Commissioner Franck was not able to make the meeting this morning; therefore, she read his items into the record.

1. Announcement: 2020 – 2021 Enhanced STAR Income Level
2. Discussion and Vote: Authorization for Mayor to Sign Change Order with General Code for Contract Certificate of Insurance Program
3. Discussion and Vote: Authorization to Pay National Safety Council Invoice #1687220 in the Amount of \$2,760
4. Award of Bid: Extension of Bid for Integrated Pest Management Services to Absolute Pest Control, Inc.
5. Award of Bid: Weibel Ice Rink Chiller Replacement to Postler and Jaeckle Corp.

FINANCE DEPARTMENT

Announcement: 2020 Budget Kickoff

Commissioner Madigan announced all department budgets are due by August 14th.

Discussion: 2nd Quarter 2019 Financial Report

No comments.

Discussion and Vote: Authorization for the Mayor to Sign the National Grid Notification Letter

Commissioner Madigan advised this is part of a cross-departmental sustainability project. This is to continue with purchasing National Grid owned streetlights. If we don't agree to the price being put forward now, we will not be a part of this contractual agreement and we will have to wait another 9 months to a year. This is a non-binding letter.

Discussion and Vote: Authorization for the Mayor to Sign Renewal Agreement with NYSTEC for IT and Smart City Services

Commissioner Madigan advised NYSTEC will also be working on security related projects in light of the many threats regarding cyber security and ransom.

Discussion and Vote: Authorization for Mayor to Sign Addendum Two with Mesick, Cohen, Wilson, Baker Architects, LLP

Commissioner Madigan advised this to handle the renovations in the Finance Department and the IT area.

Discussion and Vote: Donations Downtown Special Assessment District

Commissioner Madigan advised the donation to the Downtown Special Assessment District in the amount of \$14,050 is for way-finding signage.

Discussion and Vote: Budget Amendment – Capital (Decrease) 12 Land Purchase Kayderoseros

No comments.

Discussion and Vote: Budget Amendment – Capital (Increase) Complete Streets Greenbelt Trail Accept Grant

No comments.

Discussion and Vote: Budget Transfer – Contingency

No comments.

Discussion and Vote: Budget Amendment – City Center Use of Fund Balance

No comments.

Discussion and Vote: Budget Transfer – Payroll

No comments.

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Change Order #2 with BlueScope Construction for DPW Dispatch Building

Commissioner Scirocco advised this is for additional excavation and back fill.

Discussion and Vote: Approval to Pay Invoice #18-23556A-A to Alpine Environmental Services for Flower Shop Post Demolition Inspection in the Amount of \$350.00

No comments.

Discussion and Vote: Approval to Pay Invoice #49724 to Adirondack Security for City Hall Security in the Amount of \$1,685.56

Commissioner Scirocco advised this is to replace equipment in the server room.

Commissioner Scirocco added the following items to his agenda: Discussion and Vote: Authorization for Mayor to Sign QCQA Laboratory Agreement; Discussion and Vote: Approval to Pay Invoice to Town of Wilton in the Amount of \$37,273.32 for paving of City owned portion of Loudon Road; Announcement: Update of Renovation Project at City Hall; and Announcement: Update of Roads Paved.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization to Pay Invoice to Watkins Springs Co. in the Amount of \$2,203.19

Commissioner Martin advised this is for the repair to a fire truck.

Discussion and Vote: Authorization to Pay Invoice to BPI Mechanical in the Amount of \$1,783.70

Commissioner Martin advised this is for plumbing repairs in the Police Department.

Discussion and Vote: Authorization for Mayor to Sign DCJS Use & Dissemination Agreement

Commissioner Martin advised this will allow the police to fingerprint pedalbus drivers.

Set Public Hearing: To Amend Chapter 101 of the City Code, Dogs and Other Animals, with Respect to Urgent Veterinary Care

Commissioner Martin advised this allow animal control officers to address dogs who are observed as being in severe distress to get emergency vet treatment.

Discussion and Vote: To Amend Chapter 216 of the City Code, Temporary Structures, with Respect to Tent Permits

Commissioner Martin advised this needs to be changed to set public hearing.

Discussion and Vote: To Amend Chapter 163 of the City Code, Pedalbuses, with Respect to Fingerprinting Pedalbus Owners and Operators

Commissioner Martin advised they received a letter July 23rd from DCJC advising they will be able to assist them but the procedure had to be changed.

Discussion and Vote: To Approve Proposed Pedalbus Pick-Up & Drop-Off Locations

Commissioner Martin advised the route has been distributed to the Council. There are 4 pick-up and drop-off locations.

Mayor Kelly asked if the property owners have been advised of this.

Deputy John Daley stated the pedalbus company is getting affidavits from the property owners.

Mayor Kelly stated she spoke with Embassy Suites and they have no knowledge of this. They have parking issues there now.

Commissioner Madigan stated she has been a big supporter of the pedalbus. She just looked at the route and it looks good.

Commissioner Scirocco asked if the ordinance limits the number of pedalbuses that can be in the City at one time. He is concerned with having a number of them in the City and causing traffic congestion.

Commissioner Martin advised the Council has to approve all routes.

Commissioner Scirocco asked how you can turn another company away; it's like having multiple taxi companies.

Commissioner Martin advised he will be changing this item to discussion only.

Discussion and Vote: To Approve Proposed Pedalbus Route

No comments.

Set Public Hearing: To Amend Chapter 225 of the City Code, with Respect to Traffic Control & Parking on Regent Street, Marion Place, and Cottage Place

Commissioner Martin advised they would like to make Regent Street and Marion Place one-way streets and put up a sign at the intersection with Cottage Place stating no entrance.

SUPERVISORS

Mayor Kelly advised the supervisors were not able to attend this morning. She read their items into the record.

Matt Veitch

1. National Association of Counties Conference Recap
2. County Trails Committee
3. Saratoga Casino Hotel Foundation

Tara Gaston

1. NACo Annual Conference
2. August Schedule

ADJOURN

Mayor Kelly adjourned the meeting at 10:15 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 8/20/19
Vote: 4- 0