



October 15, 2019

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

**PRESENT:** Meg Kelly, Mayor  
Anthony Scirocco, Commissioner of DPW  
Peter Martin, Commissioner of DPS

**STAFF PRESENT:** Lisa Shields, Deputy Mayor  
Lynn Bachner, Deputy Commissioner, Finance  
Maire Masterson, Deputy Commissioner, Accounts  
John Daley, Deputy Commissioner, DPS  
  
Vince DeLeonardis, City Attorney

**EXCUSED:** John Franck, Commissioner of Accounts  
Michele Madigan, Commissioner of Finance  
  
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 Comprehensive Budget – no comments.
2. Amend Capital Budget – Missing Links Sidewalk Project – no comments.
3. Zoning Amendment – Wesley Community – Woodlawn Oval PUD – no comments.

**PRESENTATIONS**

1. 2018 Audited Financial Statements – no comments.

**CONSENT AGENDA**

1. Approval of 10/1/19 City Council Meeting Minutes
2. Approval of 9/30/19 Pre-Agenda Meeting Minutes
3. Approve Use of Insurance Reserve Resolution #3 and 4
4. Approve Budget Amendment – Use of Insurance Reserve #3 and #4
5. Approve Budget Amendments – Regular (Increases)
6. Approve Budget Transfers - Regular
7. Approve Payroll 10/04/19 \$516,773.93
8. Approve Payroll 10/11/19 \$524,021.63
9. Approve Warrant - 2019 19MWOCT1 \$195.75
10. Approve Warrant – 2019 19MWOCT2 \$123,342.81

11. Approve Warrant – 2019 19OCT2 \$1,234,324.82

No comments.

## **MAYOR'S DEPARTMENT**

Announcement: Geyser Road Trail

No comments.

Discussion and Vote: Approval to Pay Invoice No. 0253854-00 in the Amount of \$1,632.20 to Duke Concrete Products for the Jonathan Noonan Dugout Project at Veterans Memorial Park

No comments.

Discussion and Vote: Approval to Pay Invoice No. 1909-284499 in the Amount of \$2,164.03 to Curtis Lumber for the Jonathan Noonan Dugout Project at Veterans Memorial Park

No comments.

Discussion and Vote: Authorization for Mayor to Sign Change Order #2 with Postler & Jaeckler Corp, for Weibel Ice Rink Chiller

No comments.

Discussion and Vote: Authorization for the Mayor to Sign Contract with Capturepoint, LLC, a Togetherwork Company

No comments.

Discussion and Vote: SEQRA Evaluation for Zoning Text Amendment for Woodlawn Oval Planned Unit Development District (PUD) (aka Wesley Community)

No comments.

Discussion and Vote: Accept Grant Award in the Amount of \$1.9 Million for Missing Links Sidewalks Project (#1270)

No comments.

Discussion and Vote: Authorization for Mayor to Sign/Submit Earth Day Network Partnership Agreement

No comments.

Discussion and Vote: Authorization for Mayor to Sign Addendum #3 with Goldberger and Kremer for Labor and Employment Matters to Increase Cap

No comments.

Discussion and Vote: Capital Budget Amendment – Missing Link Project (#1270) for City Sidewalks

No comments.

Set Public Hearing: Capital Budget Amendment for Geyser Road Trail

No comments.

## **ACCOUNTS DEPARTMENT**

Discussion and Vote: Authorization for Mayor to Sign Addendum #2 with GAR Associates, LLC for Appraisal Services

No comments.

Discussion and Vote: Establish Temporary Part Time Grant Position and Wage

Nancy Wagner advised this position is for the scanning project. The position will pay \$12.50 per hour to a max of 194 hours.

Award of Bid: Recreation Business Software to Capturepoint, LLC

No comments.

Award of Bid: Traffic Control Signal Design and Engineering Services to JMT of New York

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with New York State Industries for the Disabled for Scanning of Paper and Microfilm of Certain City Records

Nancy Wagner advised the New York State Industries is a preferred source vendor. This is for the scanning of documents for availability in Laserfiche. The amount is not to exceed \$14,025.92.

Discussion and Vote: Authorization for Mayor to Sign Contract with New York State Industries for the Disabled for Planning Documents Phase 1

Nancy Wagner stated this is for the scanning of planning files. This is for the large format – 11 x 15.

Discussion and Vote: Authorization for Mayor to Sign Contract with New York State Industries for the Disabled for Planning Department Document Phase 2

Nancy Wagner advised this is for the second phase for small format – under 11 x 15.

## **FINANCE DEPARTMENT**

Acting Deputy Commissioner Lynn Bachner reviewed the Finance agenda, as Commissioner Madigan was not in attendance.

Discussion and Vote: Apprenticeship Resolution

Deputy Bachner advised this program has been in place since September 10, 2015. They have uncovered some loopholes and would like to close those.

Announcement: 2020 Budget Workshops

Deputy Bachner advised the budget workshops are scheduled for October 22, 2019 at 5 p.m. and October 24, 2019 at 5 p.m.

Discussion and Vote: Authorization for Mayor to Sign Vertiv Corporation Server Room Three-Year Support Agreement

Deputy Bachner advised this is a maintenance agreement.

Discussion and Vote: Authorization for Mayor to Sign Vertiv Corporation Power System Battery Replacement Agreement

Deputy Bachner advised this is for the replacement of 2,000 pounds of batteries in the battery backup system.

Discussion and Vote: Assignment Refund of Prior Year Taxes

Deputy Bachner stated the assignment has a requirement that it be funded with at least 50% of the City's estimated exposure. This year's review shows a shortfall, which the commissioner will be making a recommendation to cover this shortfall.

Discussion and Vote: County Distribution Recommendations

Deputy Bachner advised the County is sharing tipping fees in the amount of \$118,492. The commissioner shared her recommendations with the Council and will be asking for a vote.

Discussion and Vote: Bond Resolution – Missing Links

No comments.

Discussion and Vote: Budget Amendment- Capital (Increase) Missing Links

No comments.

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

No comments.

Discussion and Vote: Budget Transfer – Insurance

No comments.

Discussion and Vote: Budget Transfer – Payroll

No comments.

**PUBLIC WORKS DEPARTMENT**

Announcement: Food Drive Event October 18-20, 2019

Commissioner Scirocco announced St. Paul's will be holding a food drive at the Weibel Ice Rink.

Discussion and Vote: approval to Pay Invoice #2396 in the Amount of \$5,339 to Seaway Diving & Salvage Co. for Intake Valve Replacement

Commissioner Scirocco advised this is for the replacement of two valves.

Discussion and Vote: Authorization for Mayor to Sign Renewal Contract with the State of New York Unified Court System

Commissioner Scirocco advised this contract is an annual renewal for maintenance of the courts.

Discussion and Vote: Approval to Pay Invoice #106166 to Barton & Loguidice for Professional Services on the Cherry Street Project

Commissioner Scirocco advised Barton & Loguidice had to perform a SWIFT review at the property.

Discussion and Vote: Authorization for Mayor to Sign Change Order #1 with Clark Patterson Lee for Additional Design Services for City Hall Renovation Project

Commissioner Scirocco advised this change order is for work done to the administrative division of the Police Department.

Announcement: Proclamation Recycling Day October 26, 2019

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Care Environmental Corporation for Household Hazardous Waste Day

No comments.

Announcement: Household Hazardous Waste Collection Event October 26, 2019

No comments.

Announcement: Saratoga County Soil & Water Conservation District Tire Recycling Program

No comments.

Discussion and Vote: Authorization for Mayor to Sign 2019 Urban and Community Forestry Grant Application

Steve Lashomb, city arborist, advised this is to assist municipalities to improve the urban forest. This grant program is annual of which we are going for the inventory and management grant. There is no match for this grant.

Commissioner Scirocco added an item to his agenda: Announcement: Sustainable Saratoga Recycling Event.

## **PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: Authorization for Mayor to Sign Contract with JMT of New York for Traffic Control Signal Design Work Contract

Commissioner Martin advised this is for signal on Lake and Broadway.

Discussion and Vote: Authorization to Pay Invoice in the Amount of \$179,000 for New Ambulance from Gorman Emergency Vehicles

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with DeNooyer Chevrolet

Commissioner Martin advised this is for a truck for the Traffic Division. The amount is \$33,692.50.

Set Public Hearing: To Amend Chapter 222 of the City Code, Vacant Buildings, to Strengthen Enforcement Provisions

Commissioner Martin advised they are trying to create a system to avoid demolition by neglect and to cover fees.

Set Public Hearing: To Amend Chapter 225 of the City Code, Vehicles & Traffic, to Clarify Compliance with State Law

Commissioner Martin stated this deals with handicapped parking spaces on private property.

**SUPERVISORS**

Mayor Kelly read the following into the record:

Matt Veitch: 1. Economic Development Committee Update; 2. Saratoga Casino Hotel Foundation Update; 3. Year of the Senior Event.

Tara Gaston: 1. Health & Social Services Update; 2. Veterans Update; 3. Upcoming Forums.

**ADJOURN**

Mayor Kelly adjourned the meeting at 9:52 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 11/4/19  
Vote: 5 - 0