



November 15, 2021

CITY OF SARATOGA SPRINGS
City Council Pre-Agenda Meeting
City Council Room
474 Broadway
Saratoga Springs, NY 12866

10:00 AM

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance
John Franck, Commissioner of Accounts
Robin Dalton, Commissioner of DPS

STAFF PRESENT: Lisa Shields, Deputy Mayor
Deidre Ladd, Deputy Commissioner, Finance
Maire Masterson, Deputy Commissioner, Accounts
Joe O'Neill, Deputy Commissioner, DPW
Eileen Finneran, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

EXCUSED: Anthony Scirocco, Commissioner of DPW

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

CALL TO ORDER

Mayor Kelly called the meeting to order at 10:00 a.m.

PUBLIC HEARINGS

1. 2022 Proposed Budget – Commissioner Madigan advised this public hearing will remain open until the vote is taken. She plans to add a grant coordinator position to the budget and propose minor corrections.
2. Maple Dell/Marion Ave. PUD – Vince DeLeonardis, city attorney, advised this is for the proposed future Stewart's at the Mobile Station on Marion Ave.
3. Weibel Avenue PUD Amendment – Vince DeLeonardis advised he waiting response from applicant's attorney regarding if they will be removing an amendment from their proposal.
4. New Chapter 37 of the City Code – Community Police Board – Commissioner Dalton advised this will be a discussion only.

CONSENT AGENDA

1. Approval of 11/1/2021 City Council Meeting Minutes
2. Approval of 11/1/2021 Pre-Agenda Meeting Minutes
3. Approval of 11/3/2021 City Council Meeting Minutes
4. Approve Budget Amendments – Regular (Increases)

5. Approve Budget Transfers - Regular
6. Approve Payroll 11/05/21 \$702,940.87
7. Approve Payroll 11/12/2021 \$418,413.17
8. Approve Mid-Warrant – 2021 21MWNOV1 \$96,370.95
9. Approve Warrant – 2021 21NOV2 \$797,456.87

No comments.

PRESENTATIONS

Commissioner Madigan advised the first two items on her agenda will be moved to presentations – SiFi Phase 1 and Pop Warner Cheer Proclamation.

MAYOR'S DEPARTMENT

Discussion and Vote: Mayor to Sign CDTC 2020-22 Unified Planning Work Program Grant Application

Tina Carton, sustainability coordinator, stated this is an opportunity for a corridor study. They would like to apply for the Church Street corridor study between West Avenue and Kirby. The study will identify improvements that can be implemented.

Appointment: Saratoga Springs Housing Authority

Mayor Kelly stated this will be a discussion and vote.

Mayor Kelly will be adding an item to her agenda regarding UDO. Vince DeLeonardis stated there is possibility that there will be an additional workshop regarding the UDO and members of Sustainable Saratoga will be invited. They need to address the four items brought forward by Sustainable Saratoga and the Council needs to determine a definitive direction.

ACCOUNTS DEPARTMENT

Set Public Hearing: Proposed Local Law No. 2 of 2021 – Amend Special District No. 1 of 2002

Tony Izzo, assistant city attorney, advised this is a special assessment district. This will switch the district from emergency only to a more conventional special assessment district.

FINANCE DEPARTMENT

Proclamation: Pop Warner Cheer

Moved to presentation.

Update: SiFi Phase I

Moved to presentation.

Discussion and Vote: 2022 Budget

Commissioner Madigan stated if the Council is ready, they can vote on this tomorrow evening or a special City Council meeting can be called. She would like to include the new position of grant coordinator.

Discussion and Vote: Sewer Fund Balance Review and Recommendations

Commissioner Madigan advised the sewer fund balance has fallen below the minimum requirements. She is looking at sharing the costs of electrician services with the water and sewer budgets. They are also looking at allocating solar credits to the sewer fund.

Discussion and Vote: Accept Donation from Vinny's Barbershop in the Amount of \$450 for the Way Finding Signage Project

No comments.

Discussion and Vote: Finance Policy Manual and Finance Policy and Procedure Manual: Annual Updates

Commissioner Madigan advised the IT Policy/Procedures have been put back in the Finance Policy Manual.

Discussion and Vote: Authorization for Mayor to Sign Addendum One with NYSTEC for ESD Smart Cities Grant-LED Street Lighting PILOT

Commissioner Madigan advised this amendment is for time extension only; no additional cost.

Discussion and Vote: Authorization for Mayor to Sign Addendum Four with NYSTEC for IT Security & Smart City

Commissioner Madigan advised this amendment is for time extension only; no additional cost.

Approve Budget Amendments – Payroll (Decreases)

Commissioner Madigan advised this is to correct duplicate amendments approved at the last City Council meeting.

Commissioner Madigan advised she might have a couple additional items to add to her agenda.

PUBLIC WORKS DEPARTMENT

Mayor Kelly read Commissioner Scirocco's agenda into the record.

Discussion and Vote: Authorization for Mayor to Sign Addendum #1 with MJ Engineering for Gilbert Road Drainage Improvement

No comments.

Discussion and Vote: Authorization for Mayor to Sign Addendum #1 with Kathleen Suozzo PE, PLLC for Professional Services for Sanitary6 Wastewater Pump Station Upgrades

No comments.

Discussion and Vote: Accept Donation from SWNA in the Amount of \$9,761.18

No comments.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Contract with Creighton Manning

Commissioner Dalton advised this is for the intersection at South Broadway and Ballston Avenue.

Discussion and Vote: Authorization to Pay Invoice to Gerald Sabloski

No comments.

Discussion and Vote: New Chapter 37 of the City Code – Civilian Review Board

Commissioner Dalton stated this will be a discussion only, no vote.

SUPERVISORS

Mayor Kelly read the supervisors' agendas into the record as follows:

Supervisor Veitch: 2022 Saratoga County Budget Update and Public Hearing

Supervisor Gaston: Saratoga County Website, 2022 Saratoga County Budget, and Public Forum.

ADJOURN

Mayor Kelly adjourned the meeting at 10:18 a.m.

Respectfully submitted,

Lisa Ribis
Clerk
Approved: 12/7/2021
Vote: 5 - 0