



February 1, 2021

CITY OF SARATOGA SPRINGS
City Council Pre-Agenda Meeting

10:00 AM

(via Zoom)

10:00 AM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

MAYOR'S DEPARTMENT

1. State of the City Address

ACCOUNTS DEPARTMENT

1. State of the City Address

FINANCE DEPARTMENT

1. State of the City

PUBLIC WORKS DEPARTMENT

1. State of the City

PUBLIC SAFETY DEPARTMENT

1. State of the City

SUPERVISORS

Matt Veitch

1. State of the City

Tara Gaston

1. State of the City

ADJOURN



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CITY OF SARATOGA SPRINGS
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10:00 AM

(via Zoom)

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance
John Franck, Commissioner of Accounts
Anthony Scirocco, Commissioner of DPW

STAFF PRESENT: Lisa Shields, Deputy Mayor
Deirdre Ladd, Deputy Commissioner, Finance
Maire Masterson, Deputy Commissioner, Accounts
Eileen Finneran, Deputy Commissioner, DPS

Vincent DeLeonardis

EXCUSED: Robin Dalton, Commissioner of DPS

Joe O'Neill, Deputy Commissioner, DPW

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

Transcriber's note: this meeting is being conducted in accordance with Executive Order 202.1 and is a full transcript of the meeting.

Transcript begins at 10:00 a.m.

Mayor Kelly: Good morning. Welcome to pre-agenda, Monday, February 1st. It's 10 a.m. We have first...tomorrow evening we will have no public hearings, no presentations. And, as of now, there is no executive sessions. Are there any edits to the Consent Agenda?

Commissioner Madigan: No. Not on my end.

Mayor Kelly: Okay. Thank you. On to the Mayor's Department. My first item is discussion and vote: to accept the Saratoga Springs Recreation Department donation from Mayor Scott Johnson. And I'm going to ask John Hirliman to tell us a little bit about this.

John Hirliman: Good morning. Thank you mayor. So we received a donation...we're able to receive a donation from former Mayor Scott Johnson and Julie Johnson and they are looking to donate fitness equipment to go to the Recreation Center. The total value is estimated about 62...\$6700 dollars. There is a universal weight station; there is a fitness treadmill, and a pre-core rower machine. So with help from the Department of Public Health...I'm sorry, with the Department of Public Works, we are going to pick up the equipment and install it over at the Rec Center in the game room area. Then afterwards we're going to establish some protocols and procedures so that the public would have access to that area.

Mayor Kelly: Great. Thank you John. My second item is an announcement the mayor's food drive to benefit Franklin Community Center and Mother Susan Anderson Women and Children's Emergency Shelter. The Mayor's Office will host a drive through food drive at Vanderbilt Avenue Recreation Center February 11th through the 13th. Food drive will benefit the Franklin Community Center and Mother Anderson Shelter. Those who wish to contribute items to the food drive may arrive at the Rec Center, 15 Vanderbilt Drive at the following drop-off hours: 2 – 6 p.m. Thursday, February 11th, 2-6 Friday, February 12th, and 9-12 Saturday, February 13th. COVID protocols will be in place. Please wear a mask. Details including requested donation are on the City website.

My third item is discussion and vote: authorization for the Community Development Planner to execute HUD mandated environmental reviews as certified officer. For the past three years, the City's Community Development Planner, Lindsay Connors, has successfully completed dozens of environmental reviews for the CDBG funding project as required by the federal regulations. Given the recent retirement of her immediate supervisor, we are requesting that the Council authorize Ms. Connors to act as certifying officer for these environmental reviews.

My fourth item is discussion and vote: authorization for the mayor to sign Saratoga County Office for Aging transportation agreement 2021. These two agreements are agreements with the County's Office of Aging for transportation and nutrition programs for seniors in Saratoga Springs.

My next item is discussion and vote: approval for mayor to sign Saratoga County Office for the Aging nutrition agreement 2021.

And that concludes my agenda. I'll turn it over to Commissioner Franck of Accounts.

Commissioner Franck: Thank you mayor. The....I have three award of bids for tomorrow night. The first is award of bid bond counsel to Walsh and Walsh. The second is an award of bid for fiscal advisory services to Fiscal Advisory and Marketing. And the third award of bid is resilient wedge gate valve to Blaire Supply Corp. That's all I have for tomorrow.

Mayor Kelly: Thank you commissioner. On to finance, Commissioner Madigan.

Commissioner Madigan: Thank you mayor. The first is an announcement – City Hall departments' addresses and suite numbers. We've implemented a new way to have the mail delivered. We thought it was a good way to this during COVID. I'll have a brief announcement about that and what it entails. The second is my standard update on City finances. There's not much change since the last meeting or the meeting before that at this time.

Third item is discussion and vote: the 2021 tax resolution. Each year we are required to vote on the tax resolution that confirms the County and City tax rates, tax levy totals, as well as special assessment districts information. Twenty twenty-one tax bills have already been generated. They're being processed and then most people should receive them sometime during that first week of February.

Second item...fourth item is a discussion and vote: authorization for the mayor to sign an agreement Walsh and Walsh, LLP for bond counsel services. Fifth item, discussion and vote: authorization for mayor to sign an agreement with Fiscal Advisors and Marketing, Inc. for fiscal advisory services. Sixth item, discussion and vote: authorization for the mayor to sign an agreement with CivicPlus for website design and maintenance. This is an extension of our original agreement with CivicPlus. We want to do some revision, second phase to the City website, because it is been about six years since we've done the first full blown one revision.

Item number seven is a discussion and vote: budget transfers – payroll. Item number eight is budget transfers contingency. And I believe that concludes the agenda. I don't think I have anything additional to add. If I do, it's not because I didn't know right now. Okay. Thank you. That completes my agenda.

Mayor Kelly: Thank you commissioner. On to the Department of Public Works, Commissioner Scirocco.

Commissioner Scirocco: Thank you mayor. I have three items on my agenda. The first item is discussion and vote: this is authorization for the mayor to sign a contract with Blaire Supply Corporation for resilient wedge gate valves. These are two – twenty-four inch gate valves that are replacing two aging gear operated valves on North Broadway. We know one doesn't work and the other one is 87 years old. So I think it's time to replace those two. It will give us control if we ever had to shut the water down, especially in that area.

The next two items are –number 2 discussion and vote: authorization for the mayor to sign the Tree City USA application.

The third item is discussion and vote: authorization to sign award application. Again, these are both with the Arbor Day Foundation. I'll have more information on that tomorrow night. And that concludes my agenda.

Mayor Kelly: Thank you commissioner. On to public safety and Commissioner Dalton is not feeling well this morning so I will read her agenda. The first item is an announcement: COVID-19 update. The second item is set a public hearing to amend chapter 58 of the City Code entitled Alarm Systems. The third item is discussion and vote: authorization for the mayor to sign agreement with HIXNY. The fourth item is discussion and vote: authorization for the mayor to sign contract with CHA Consulting, Inc. for architectural design services. The fifth item is discussion and vote: authorization for mayor to sign contract with CHA Consulting, Inc. for civil engineering design services. The sixth item is discussion and vote: authorization for the mayor to sign contract with Heuber-Bruer Construction, Inc. for consultant support services. I know we have Aaron Dyer on the line. So Aaron, can you just join us for a moment - just give us an overview of what these three contracts are?

Aaron Dyer: Yes. This is for the design services phase of the station three. We are only planning on going through the first phase of the design services, which is schematic design. That way we can seek any potential grants to help offset the cost of this project going forward. The design...the civil service...the civil design component is part of the schematic design portion and the consultant with Heuber-Bruer is just that. He is a consultant to help guide the City and CHA through schematic design portion only.

Mayor Kelly: Okay. Does anyone have any questions? Great. So, that concludes, thank you chief. I appreciate that. That concludes Commissioner Dalton's agenda for now.

Supervisor Veitch has Building and Grounds Committee. Supervisor Gaston has COVID-19 update, Health Committee report, Technology and Resiliently – Resiliency Committee report.

Any other business from the Council?

Commissioner Madigan: Nope.

Mayor Kelly: Nice to see you. We're getting snow today so let's everybody stay safe. Have a good day. We're adjourned.

Transcription ended at 10:08 a.m.

Lisa Ribis, City Clerk

Approved: 2/16/2021
Vote: 5 - 0