



February 16, 2021

CITY OF SARATOGA SPRINGS  
City Council Pre-Agenda Meeting

10:00 AM

(via Zoom)

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

**STAFF PRESENT:** Lisa Shields, Deputy Mayor  
Deidre Ladd, Deputy Commissioner, Finance  
Maire Masterson, Deputy Commissioner, Accounts  
Eileen Finneran, Deputy Commissioner, DPS  
  
Vince DeLeonardis, City Attorney

**EXCUSED:** Joe O'Neill, Deputy Commissioner, 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. Local Law #1 of 2021 – Defer Scheduled Payment of Taxes – Commissioner Madigan advised this is to extend first 3 quarters tax payment due dates. .
2. Amend Chapter 58 – Alarm Systems – No comments.

**CONSENT AGENDA**

1. Approval of 1/19/2021 City Council Meeting Transcript
2. Approval of 1/26/2021 State of the City Minutes
3. Approval of 1/26/2021 State of the City Transcript
4. Approval of 2/1/2021 Pre-Agenda Meeting Transcript
5. Approval of 2/2/2021 City Council Meeting Minutes
6. Approval of 2/1/2021 Pre-Agenda Meeting Minutes
7. Approve Budget Transfers – Regular
8. Approve Amendments – Regular (Increases)
9. Approve Transfers – Revenue (Water Fund)
10. Approve Payroll 2/5/21 \$566,428.75
11. Approve Payroll 2/12/21 \$481,331.65
12. Approve Warrant – 2020 20DEC6 \$174,822.24
13. Approve Warrant 2020 20MWDEC7 \$16,480.20
14. Approve Warrant 2021 21FEB2 \$191,683.76

15. Approve Warrant 2021 21MWFEB1 \$4,619.70
16. Approve Warrant 2021 21MWFEB2 \$729,210.60

No comments.

## **MAYOR'S DEPARTMENT**

### Set Public Hearing – Capital Program and Budget Amendment East and West Side Fields Annual capital Contribution – School Cap Recreation IMP

Mayor Kelly stated this is between the school district and the City. The amount of the annual contribution will be \$40,000.

### Discussion and Vote: COVID-19 Small Business Grant Program Award Recommendation

Mayor Kelly stated the Citizens Development Advisory Committee would like to present the recommendations to the Council as attached to the agenda.

### Discussion and Vote: Authorization for Mayor to Sign Agreement with LiveBarn, Inc.

Mayor Kelly advised LiveBarn offers the ability to watch athletes from any device from any electronic. This is subscription based and with the subscription, you would be able to watch what is going on at the ice rink or gym at any time.

### Discussion and Vote: Grant of License Agreement for Jill Fishon-Kovachick/184 Phila Street

Mayor Kelly stated this is to allow the homeowner to continue maintenance of their fence that is on the City's property. This is not an easement and does not grant any rights to the owner.

### Discussion and Vote: Grant of License Agreement for Ballston Ave Partners, LLC/96 Ballston Ave.

Mayor Kelly stated this is for the owners to be able to use the paper street next to their land. This is not an easement and does not grant any permanent rights to the owner.

Mayor Kelly stated she may be adding 2 items: Zoning Amendment Request to the Council for Marion Ave. Maple Dell and update on Food Drive.

## **ACCOUNTS DEPARTMENT**

### Discussion: Resolution for Outdoor Seating to Begin March 15, 2021

Commissioner Franck stated he is looking to do outdoor seating as done last year due to COVID. Only change to resolution is a date change. This is a draft for Council's review.

## **FINANCE DEPARTMENT**

### Announcement: Matt McCabe Day – February 20, 2021

Commissioner Madigan stated Matt McCabe Day is February 20, 2021. There will be an event at Café Lena – go to [cafelena.org](http://cafelena.org).

### Announcement: A Local Law to Defer Scheduled Payments of Taxes During the COVID-19 Emergency

Commissioner Madigan stated this will be changed to discussion and vote. Looking to extend the first 3 payments will be extended by 60 days without penalty.

Announcement: Tax Payments at City Hall – New Drop Off Box

Commissioner Madigan stated there is a new drop-off box by the ramp.

Announcement: City Hall Department Addresses: Suite Numbers

Commissioner Madigan stated there is a new City mail receptacle that has suite numbers for all departments.

Update: Federal Fiscal Stimulus Funding

Commissioner Madigan stated she will provide an update recently provided by Senator Tonko's Office.

Update: VLT Aid

Commissioner Madigan will provide an update on VLT aid and the governor's budget.

Discussion and Vote: Update City Fees: Recreation Department Open Gym

No comments.

Discussion and Vote: Authorization for Mayor to Sign Agreement with Carousel Industries for Maintenance on Avaya Telephone System

No comments.

Budget Transfers – Contingency

No comments.

Budget Transfers – Payroll

No comments.

Budget Transfers – Benefits

No comments.

Commissioner Madigan advised she is adding an item to her agenda – appointment to Climate Smart Committee.

**PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Authorization for Mayor to Sign Amendment #5 with Saratoga County Arts Council

Commissioner Scirocco advised this amendment is to extend the waiver of the lease agreement for an additional 6 months.

Discussion and Vote: SEQR Resolution for Loughberry Lake Dam Rehabilitation Project

Commissioner Scirocco stated the Loughberry Lake Dam has been reclassified to a 'C' dam. The City has to vote on a resolution stating the SEQR is satisfied.

Discussion and Vote: Resolution Champlain Hudson Power Express Project

Vince DeLeonardis, city attorney, stated this relates to a high voltage direct current transmission line. The line runs from the Canadian Board to New York City, with only 5.6 miles in Saratoga Springs. The project is intended to reduce carbon emissions.

Discussion and Vote: Approval to Pay Invoice #01012021 with Mahoney Notify Plus, Inc. in the Amount of \$1,450.00

No comments.

Discussion and Vote: Approval to Issue 2020 Funded Purchase Order in 2021 to Systems Management Planning, Inc.

Commissioner Scirocco stated this is due to a billing error. A double payment was made and need to do budget amendment for refund.

Discussion and Vote: Establish Title & Grade for Department of Public Works Welder/Fabricator

Commissioner Scirocco stated he sent a brief description of duties to the Council. The position was approved by Civil Service in 2020.

Discussion and Vote: Approval for Employee to Withdraw up to 127 Hours from Sick Bank

Commissioner Scirocco stated the request has been approved by CSEA.

**PUBLIC SAFETY DEPARTMENT**

Announcement: COVID-19 Update

No comments.

Discussion and Vote: Amend Chapter 58 of the City Code Entitled Alarm Systems

Commissioner Dalton stated this amendment removes the fee amount and allows the fees to be set by Council.

Discussion and Vote: Authorization for Mayor to Sign Contract with NYS Master Contract for Grants

Commissioner Dalton advised the Fire Department provided over 30 hours of service at the State Park for COVID-19. This is a way to recoup some of the cost.

Discussion and Vote: Accept Donation from Martin, Harding, and Mazzotti to Purchase a New Police K-9

Assistant Chief Catone advised 2 police canines will be retiring this year. Martin, Harding, & Mazzotti approached them to provide the donation for the purchase of a canine.

Commissioner Dalton stated she is adding an additional item: Anti-Racism Pledge.

## **SUPERVISORS**

Mayor Kelly read the agenda items for the supervisors for the supervisors into the record as follows:

Supervisor Veitch

1. Government Review & Efficiency Committee
2. Buildings & Grounds Committee
3. Public Hearing Scheduled for Local Law for Food Delivery Services

Tara Gaston

1. COVID-19 Update
2. Saratoga County Executive Order 203 Report & Survey
3. Committee Updates

## **EXECUTIVE SESSION**

**Mayor Kelly moved and Commissioner Madigan seconded to move into executive session for two items: collective bargaining negotiations, PBA unit and sale, lease, acquisition of property disclosure would affect the value at 10:28 a.m.**

**Ayes – All**

City Council returned at 11:17 a.m.

Mayor Kelly announced no action has been taken to report.

## **ADJOURN**

**Mayor Kelly adjourned the meeting at 11:18 a.m.**

**Respectfully submitted,**

**Lisa Ribis  
Clerk**

**Approved: 3/2/2021**

**Vote: 4 - 0**