



May 16, 2022

**CITY OF SARATOGA SPRINGS**  
**City Council Pre-Agenda Meeting**

474 Broadway

9:00 AM

(via Zoom)

**PRESENT:** Ron Kim, Mayor  
Minita Sanghvi, Commissioner of Finance  
Dillon Moran, Commissioner of Accounts  
Jason Golub, Commissioner of Department of Public Works  
Jim Montagnino, Commissioner of Department of Public Safety (joined meeting at 9:17 a.m.)

**STAFF PRESENT:** Angela Rella, Deputy Mayor  
Heather Crocker, Deputy Commissioner, Finance  
Stacy Connors, Deputy Commissioner, Accounts  
Joe O'Neill, Deputy Commissioner, Department of Public Works  
Jason Tetu, Deputy Commissioner, Department of Public Safety

**EXCUSED:** Matthew Veitch, Supervisor  
Tara Gaston, Supervisor

**CALL TO ORDER**

Mayor Kim called the meeting to order at 9:00 a.m.

**PUBLIC HEARING**

1. UDO Amendment 1 – Remove Uses from Greenbelt – no comment.
2. UDO Amendment 2 – Land Use Boards Criteria for Greenbelt – no comment.
3. UDO Amendment 3 – Enhance Stream and Wetland Protections – no comment.
4. UDO Amendment 4 – Amend Land Disturbance Activity Permit – no comment.
5. Amend City Code Re: Alcohol Sales and Use – no comment.

**SUPERVISORS**

Matthew Veitch

1. Gas Tax Resolution
2. Buildings & Grounds Update
3. County Bike Routes
4. Economic Development Funding

Tara Gaston

1. COVID-19 Update
2. Gas Tax Resolution
3. ARPA Non-Profit Funding
4. Infant Feeding Resources

## **CONSENT AGENDA**

1. Approval of Temporary Outdoor Dining Permits as of 5/13/2022
2. Approve Budget Transfers – Regular
3. Approve Budget Amendments – Insurance
4. Approve Budget Amendments – Regular
5. Approve Payroll 05/06/2022 \$834,168.38
6. Approve Payroll 05/06/2022 #2 \$15,285.49
7. Approve Payroll 05/13/2022 \$399,753.36
8. Approve Mid-Warrant – 2022 22MWMAY1 \$52,763.02
9. Approve Warrant – 2022 22MAY2 \$383,822.16

No comments.

## **MAYOR'S DEPARTMENT**

### Announcement: Saratoga High School Mock Trial Team

Mayor Kim announced the Saratoga High School Mock Trial Team won their competition and will be recognized tomorrow night.

### Proclamation: HP Wang

Mayor Kim pulled this item from the agenda.

### Announcement: Appointment of Chair to Ethics Board

Mayor Kim announced Susan Barden is being appointed as chair. Brendan Chudy is helping with an upcoming meeting but has resigned.

### Announcement: Appointment to Community Development Citizen Advisory Committee

Mayor Kim is appointing Alexis Brown to the Community Development Citizen Advisory Committee.

### Announcement: Summer Season Open for CDPHP Cycle

Mayor Kim announced the bike racks are already out and the program will be launched.

### Announcement: Civilian Review Board Procedure

Mayor Kim advised his office will be announcing the procedure and how the Council will be dealing with applications. The ordinance states the need to wait until the June Council meeting before appointing anyone.

### Discussion and Vote: Approval to Pay Invoices to #2,939 and \$4,351 to Goldberger & Kremer for Legal Services

Mayor Kim stated there was a voucher that wasn't submitted and now needs City Council approval.

Deputy Rella stated the problem was there was no purchase order in place before the work was done, but there is a contract in place.

Commissioner Sanghvi stated there is no attachment.

Mayor Kim advised they are not able to attach the voucher as it contains attorney/client privileged information.

Commissioner Sanghvi stated she would like to have the voucher, as she can't vote on something she can't see.

Discussion and Vote: Merit for Review and Referral to Design Review Committee – Proposed Amendments 1 and 2 to UDO

Mayor Kim advised this is being referred to the Design Review Committee as it implicates Design Review Committee standards on how they would review the product.

Discussion and Vote: Approval of MOU Between the Department of Navy and the City of Saratoga Springs

Mayor Kim advised this Memorandum of Understanding (MOU) is done annually.

Discussion and Vote: Resolution – Title 8 (Legal Matters)

Mayor Kim advised he spoke with the City Council members and circulated the proposed document yesterday.

Commissioner Moran confirmed that in Title 8, the decision to select counsel includes full approval of the City Council not just the decision of the mayor.

Mayor Kim asked City Attorney Izzo if a vote has been taken in the past on outside counsel.

Tony Izzo stated all contracts to engage with other legal professionals will be approved by the City Council.

Commissioner Sanghvi stated there is no attachment.

Deputy Rella advised the resolution will be attached to the agenda. Contracts always receive City Council approval.

Discussion and Vote: Authorization for Mayor to Sign Youth Service Project Minor Contract with the County of Saratoga

Mayor Kim advised this is a Recreation Department contract.

Discussion and Vote: Authorization for Mayor to Sign the Co-Sponsor Agreement with Saratoga Youth Boxing Association

Mayor Kim advised this is a Recreation Department contract.

Discussion and Vote: Authorization for Mayor to Sign Co-Sponsor Agreement with Rock Your Fitness Boot Camp

Mayor Kim advised this is a Recreation Department contract.

Discussion and Vote: Establish Title and Salary for Program Director in Recreation Department

No comments.

Set Public Hearing: Amend Capital Program and Budget for the Recreation Playground and Facilities Project Utilizing Subdivision Recreation Fees

Mayor Kim advised the City had set aside funds developers paid into for several years. The idea is to create a playground on the west side at Geyser Road School.

John Hirliman advised the playground will be at Veteran's Memorial Park. The current playground will be removed and they will be adding amenities. They are working with a playground company that will do a presentation at the June 7, 2022 City Council meeting.

Commissioner Moran stated he wanted to be sure that the City playgrounds are going to be ADA compliant.

John Hirliman advised they will be ADA compliant. The company they are working with does a great job with making sure playgrounds are ADA compliant.

Set Public Hearing: Amend Capital Program and Budget for the Recreation Skate Park Project Utilizing Subdivision Recreation Fees

Mayor Kim stated this is for the skate park on the east side. The monies derived from the recreation subdivision fees will be going toward this project. A presentation will also be done on this.

## **ACCOUNTS DEPARTMENT**

Discussion and Vote: Amend Chapter 61 Re: Alcohol Sales and Use

Commissioner Moran advised a new draft was circulated at the beginning of last week. The special use permit is being limiting to non-commercial entities. This limits it to a non-profit charity. In regards to Congress Park, there should be a more comprehensive process around it – an amenity add on complementary to the casino rental. There is no time limit on this, so this can be continued for another week if the Council wishes.

Discussion and Vote: Resolution of Official City Newspaper

Commissioner Moran stated they are looking at ways to improve notification to the community. An evaluation of the newspapers was done and Times Union has the greatest distribution in Saratoga Springs. Saratoga Today does not meet the needs of the Council with weekly publication and the Gazette is published in a different county.

Discussion and Vote: Authorization for Mayor to Sign Contract with New York State Industry for the Disabled (NYSID) for Design Review Scanning

Commissioner Moran stated this relates to the efforts to digitize records. Grant funds will be used for this project.

Announcement: Grievance Day is Tuesday, May 24, 2022

Commissioner Moran stated grievance day is coming up. It is an important date for the Assessment Department.

Award of Bid: Aquatic Weed Harvester and Tilt Deck Trailer to Alpha Boats Unlimited

Commissioner Moran pulled this item, as it was a carry-over from the last agenda.

Announcement: Cannabis Update

Commissioner Moran stated he attended the NYCOM conference where this was discussed. He is waiting for the state to provide more information but he has found that people are interested. Commissioner Moran is going to create a working group to discuss traffic and public safety issues and include someone from each department.

Announcement: Temporary Outdoor Dining Update

Commissioner Moran stated this was a collaboration and effort put forth with all departments. He thanked everyone for their work on this.

Set Public Hearing: Amend Chapter 136 Entitled Lodging and Eating and Drinking Establishments – Temporary Outdoor Seating Area Permits

Commissioner Moran advised the City has a couple nonconforming pre-existing uses. Language will be added that will give the ability to operate this season and they will receive a special use permit.

Tony Izzo advised Commissioner Moran used a couple of zoning terms he wants to clarify; pre-existing use means those that already have licenses. They are talking about existing licensing arrangements with the City.

Commissioner Moran stated that is correct.

Update: Special Events

Commissioner Moran stated there are some special events coming up at the end of May into June. The City is starting to define costs upfront and invoice the group/vendor.

Set Public Hearing: Amendment to Chapter 199A – Special Events

Commissioner Moran stated this amendment is to incorporate the invoicing structure.

Award of Bid: Polyaluminum Chloride to Holland Chemical

Commissioner Moran advised this chemical is used at the water treatment plant.

Award of Bid: Geyser Crest Well #7 Construction to Layne Christensen Company

Commissioner Moran stated the construction is to improve the output of the well.

Announcement: Update: COVID and Planned City Activities

Commissioner Moran stated everyone he knows has gotten COVID in the last couple of months. He would like to draw attention to wearing masks inside and testing kits are still available.

**FINANCE DEPARTMENT**

Update: Participatory Budgeting

No comment.

Update: City Finances

No comment

Discussion and Vote: Use of Assignment – IT Initiatives

Commissioner Sanghvi stated money was set aside last year in an assignment for the IT initiatives.

Discussion and Vote: Authorization for Mayor to Sign Addendum 1 with Granicus for Peak Management – Updated Agenda Software

Commissioner Sanghvi stated this addendum requires an extension of time at no cost.

Announcement: Transparency Portal on City Web – LIVE!

No comments.

Commissioner Sanghvi added a Discussion and Vote: Budget Transfers - Payroll.

Mayor Kim confirmed the fourth item is for moving money for Microsoft Outlook.

Commissioner Sanghvi stated it is for many initiatives. The City is getting new bids for Microsoft.

Mayor Kim stated he will speak to the issue of a poor choice made for what we had in the past. He also confirmed the money is coming from the general fund.

Commissioner Sanghvi advised the money is not coming from the general fund but from an assignment created by the previous administration. On October 5, 2021, the Council approved \$125,000 for IT.

## **PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Department of Public Works Sick Bank Request

Commissioner Golub stated this is an agreement between the City and the unions where each employee contributes to the sick bank annually. An employee can withdraw time if needed, if they meet the criteria.

Discussion and Vote: Authorization for Mayor to Sign Contract with Alpha Boats Unlimited dba Barber Welding, Inc. for an Aquatic Weed Harvester and Tilt Deck Trailer

Commissioner Golub stated this is for the purchase of the weed harvester and tilt deck for \$167,000 with a trade in credit. This item came in under budget.

Discussion and Vote: Authorization for Mayor to Sign Contract with Layne Christensen Company for the Geyser Crest Well 7 Construction Contract in the Amount of \$99,465

Commissioner Golub stated this well is critical and has been failing and not producing enough water.

Discussion and Vote: Authorization for Mayor to Sign Contract with Holland for Water Treatment Plant Chemicals

Commissioner Golub stated this chemical is purchased annually for the Water Treatment Plant.

Announcement: Deputy Commissioner of Public Works

Commissioner Golub announced Joe O'Neill will continue as deputy commissioner of public works.

Announcement: Water Main Distribution Pipe Replacement Project Update

No comment.

Discussion and Vote: Milling and Paving Schedule

No comment.

## **PUBLIC SAFETY DEPARTMENT**

### Discussion and Vote: Authorization for Mayor to Sign Ricoh Contract Lease Agreement Change for DPS

Commissioner Montagnino advised the Department of Public Safety is upgrading to a color copier.

### Discussion and Vote: Authorization for Mayor to Sign Addendum 2 with Therapeutic Horses of Saratoga, Inc.

Commissioner Montagnino stated this addendum replaces the original contract. Therapeutic Horses board the City's equine officers.

### Discussion and Vote: Pay Increase for Track Season Vehicle Traffic Controllers from \$10.50 per hour to \$15 per hour

Commissioner Montagnino advised it will be virtually impossible to get any workers without the increase in pay.

Commissioner Moran asked Commissioner Montagnino if he felt \$15 per hour is enough. Why limit it to that?

Commissioner Montagnino stated it is not enough but they need to deal with the problem of inflation and lack of labor supply. They also need to discuss the wages of the school crossing guards and 911 dispatchers as they currently make less than school bus dispatchers do and the DPW dispatchers. About 40 people took the dispatch test. They are waiting for New York State to grade the exams. Commissioner Montagnino stated he is hesitant to hire provisional people and start training them in case they don't make the grade.

### Discussion and Vote: Authorization for Mayor to Sign Educational Agreement with Momentive Performance Materials

Commissioner Montagnino stated there is no direct cost to city. Momentive has a fire brigade staff who asked to shadow our firefighters for training purposes.

Commissioner Moran stated Momentive was one of his biggest clients for the majority of his career.

Commissioner Montagnino added an item: Discussion and Vote: Authorization for Mayor to Sign Agreement with Community Emergency Corp., Inc. This is for leasing ambulances as well as providing additional staffed ambulance when needed. The City is closing an agreement with Live Nation to provide ambulance service at SPAC. The total estimated cost is \$25 per hour to lease the ambulance with our staff. It appears the City will be leasing the ambulance 13 times and will need to lease a staffed ambulance three times. The total estimated cost for this is \$5,600 and the City will be compensated for every ambulance trip.

Commissioner Moran asked if the traffic improvements to the Phila corridor being worked on will be on the next City Council meeting. This would be for the extra loading zone space in front of Café Lena to accommodate the tour vehicles and the 'Grub Hub' spot.

Commissioner Montagnino advised he believes that could make the next City Council meeting.

Commissioner Moran asked the Council if they all understand the gas tax. He doesn't believe it is going to save the consumer anything. He is not in favor of enacting anything locally.

Commissioner Montagnino stated he fully agrees with Commissioner Moran on the gas tax.

**ADJOURN**

Mayor Kim adjourned the meeting at 9:48 a.m.

Respectfully submitted,

Lisa Ribis  
Secretary to the City Council

Approved: 6-7-2022  
Vote: 4 - 0