



April 21, 2020

**CITY OF SARATOGA SPRINGS**  
**City Council Meeting**  
**7:00 PM**  
(via Zoom)

**7:00 PM**

**CALL TO ORDER**

**ROLL CALL**

**SALUTE TO FLAG**

**PUBLIC COMMENT PERIOD / 15 MINUTES**

**PRESENTATION**

2019 Preliminary Financial Report

**CONSENT AGENDA**

1. Approval of 4/2/2020 City Council Meeting Transcript
2. Budget Amendments - Insurance
3. Budget Amendments – Regular (Increases)
4. Approve Budget Transfers – Insurance
5. Budget Transfers - Regular
6. Approve Payroll 4/17/20 \$562,154.09
7. Approve Warrant – 2020 20MWAPR2 \$36.26
8. Approve Warrant – 2020 20MWAPR3 \$2,613.21
9. Approve Warrant – 2020 20MWAPR4 \$61,950.00
10. Approve Warrant – 2020 20MWAPR5 \$65,351.68
11. Approve Warrant – 2020 20APR2 \$560,634.25

**MAYOR'S DEPARTMENT**

1. Announcement: 2020 Census Self-Reporting Reminder
2. Announcement: NYCOM Federal Aid Sign-On Letter
3. Announcement: Update on Land Use board Activities
4. Announcement: Update on Building Department Services
5. Appointment: Saratoga Springs Arts Commission
6. Set Public Hearing: Zoning Ordinance Amendment Establishing Emergency Extensions
7. Discussion and Vote: Resolution to Extend Effective Dates for Permits
8. Discussion and Vote: Accept the Donation of Six \$50 DBA Cards from the Saratoga Springs Friends of Recreation for the Recreation Bingo Game
9. Discussion and Vote: Authorization for Mayor to Sign Collaboration Agreement for the Southern Palmertown Area
10. Discussion and Vote: Consolidation of Waterfront Park Grants with New York State
11. Discussion and Vote: Authorization for Mayor to Execute Grant of easement for Niagara Mohawk Power Corporation

### **ACCOUNTS DEPARTMENT**

1. Discussion and Vote: Accept Donation of Cloth Face Masks from Michele Erceg and Dale Walton – Value of \$500
2. Discussion and Vote: Authorization for Mayor to Begin Public Assistance Reimbursement for DR-4480NY
3. Appointment: Elaina Richardson to the Arts Commission
4. Announcement: Remote Marriage Licenses
5. Appointment: Sabrina Lauzon as Commissioner of Deeds
6. Announcement: Update on Grievance Class

### **FINANCE DEPARTMENT**

1. Announcement: Late Fees for City, County and Delinquent School Taxes
2. Update: Finance Department – COVID – 19 and City Finances
3. Discussion and Vote: Budget Transfers – Payroll
4. Discussion and Vote: Budget Amendments – Payroll

### **PUBLIC WORKS DEPARTMENT**

1. Discussion and Vote: Approval to Pay Invoice #7153118708 in the Amount of \$2,106.01 to Schindler Elevator for Woodlawn Ave Parking Garage
2. Announcement: 2020 First Quarter Utility Bills
3. Set Public Hearing: Amend Capital Program & Capital Budget to Include City Hall Renovation

### **PUBLIC SAFETY DEPARTMENT**

1. Announcement: Virus Update
2. Appointment: Saratoga Springs Arts Commission
3. Discussion and Vote: Authorization to Pay American Red Cross Invoice
4. Discussion and Vote: Authorization for Mayor to Sign Memorandum of Understanding with Longfellows
5. Discussion and Vote: Accept Donations from Quick Response and KPM Restoration

### **SUPERVISORS**

Matt Veitch

1. Recent Saratoga County Board Meetings and Upcoming Schedule
2. Saratoga County COVID-19 Update

Tara Gaston

1. COVID-19 Update
2. Board of Supervisors Report
3. Public Forum

### **ADJOURN**



April 21, 2020

## CITY OF SARATOGA SPRINGS

### City Council Meeting

7:00 PM

(via Zoom)

**PRESENT:** 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  
Deirdre Ladd, Deputy Commissioner, Finance  
Maire Masterson, Deputy Commissioner, Accounts  
Joe O'Neill, Deputy Commissioner, DPW  
Eileen Finneran, Deputy Commissioner, DPS

Vincent DeLeonardis

Matthew Veitch, Supervisor (joined at 7:51 p.m.)

Tara Gaston, Supervisor (joined at 7:46 p.m.)

**EXCUSED:** Meg Kelly, Mayor

### **RECORDING OF PROCEEDING**

The proceedings of this meeting were taped for the benefit of the secretary. Because the minutes are not a verbatim record of the proceedings, the minutes are not a word-for-word transcript.

### **CALL TO ORDER**

Commissioner Madigan called the meeting to order at 7:00 p.m.

### **PRESENTATION**

#### 2019 Preliminary Financial Report

Commissioner Madigan advised the annual financial report update document for the City of Saratoga Springs for the fiscal year ended December 31, 2019 was filed with the State Comptroller's Office on April 20, 2020. The 2019 General Fund indicates a \$16,758,000 balance as of 12/31/19, of which \$8,439,000 is unrestricted and unassigned and \$8,319,000 is restricted, assigned, or non-spendable. The General Fund had an operating deficit of \$856,000.

The restricted/assigned fund balance is comprised of the following items:

- \$3,164,000 is restricted in the form of retirement reserve, insurance reserve, capital reserves, tax stabilization reserve, and other miscellaneous reserves.

- \$2,149,000 is appropriated to balance the general fund and debt service fund budgets in 2020.
- \$370,000 is assigned to the City Council for right sizing in future years; \$1,000 is assigned for IT initiatives; \$195,000 is assigned for settlement of tax certiorari cases; \$75,000 is assigned for knowledge training; \$100,000 is assigned for economic development; \$355,000 is assigned for public safety sick payments; \$25,000 for Code Blue; \$200,000 for skate park; \$45,000 for trail maintenance; and \$1,234,000 represents encumbrances. Encumbrances are expenditures committed to on or before 12/31/19 but paid after 12/31/19.

The City also has non-spendable fund balance in the amount of \$1,013,000, which primarily represents the prepayment of the annual retirement bill on 12/15/19 for 1/1/20 – 3/31/20.

The general fund revenues are:

- Sales tax increased from 2018 by 5% and exceeded the amount budgeted by \$643,000. 2019 sales tax collections were \$13,443,000 and a \$650,000 increase from 2018 actual collection. Sales tax collections were strong throughout the year.
- Hotel room occupancy tax increased by 2%. 2019 actual collections were \$663,000, and increase of \$16,000 from 2018. Actual amounts were \$33,000 more than the 2019 adopted budget.
- Utilities gross receipts tax decreased in 2018. Amounts received were \$408,000 in 2019 and \$419,000 in 2018. Receipts were \$8,000 less than budgeted in 2019.
- Franchise fees increased during 2019. Actual receipts of \$580,000 exceeded the adopted budget by \$19,000.
- Ambulance fees decreased in 2019 by \$199,000. \$1,125,000 was collected, a 15% decrease from last year. Still pretty good. Actual amounts were less than the 2018 budget by \$170,000.
- Admission tax decreased \$295,000 or 40% from 2018 as a result of a change in methodology by NYRA for calculating tax. Actual amounts received for 2019 were \$429,000. The budget was \$723,000 for 2019.
- VLT aid was \$2,326,000 for 2019, the same as in prior years.
- Mortgage tax receipts increased in 2019. Actual receipts for 2019 were \$1,969,000, 47% higher than 2018. The budget for 2019 was \$1,300,000.

Overall, total general fund revenues in 2019 were less than 2018. Total revenues for the general fund were \$46.3 million, \$300,000 less than in 2018 and \$2.4 million less than budgeted.

General fund expenses:

- Health insurance costs were \$7,264,000 in 2019. This was a decrease of 6% from 2018. 2019 actual expenses were \$416,000 less than the revised budget. This expense represents 15% of the entire general fund expense budget.
- Retirement costs increased 1%. 2019 total actual retirement expenses were \$3,984,000 and were \$68,000 less than budgeted.
- Social security expenses in 2019 were \$1,760,000, \$178,000 less than budgeted but \$62,000 more than last year.
- Utility costs were budgeted for \$566,000 and actual expenses were \$481,000. Actual expenses in 2019 were \$17,000 more than fiscal year 2018.
- Overtime costs totaled \$1,275,000 in 2019, which was a 27% increase from 2018. Overtime was budgeted as \$1,355,000 for 2019.
- Sick leave payments for employees who separate from the City were \$352,000, a \$111,000 from 2018. This was due to the retirement of a number of long-term employees in 2018.
- Payments for compensatory time amounted to \$619,000, a 4% increase from 2018. Compensatory time payouts were budgeted for \$654,000.
- Total personal services costs (excluding social security) were \$874,000 higher in 2019. This was primarily the result of negotiated salary increases for union personnel. These costs represent 51% of the entire general fund expense budget.
- Discount on taxes, which is recorded as an expense in the finance budget was \$12,000 less than last year.

Total general fund expenses were \$1,821,000 more than 2018 and \$3.7 million less than budgeted. It is important to note that of this \$3.7 million, \$1.2 million was encumbered at year-end. Encumbrances are for goods or services which are ordered or committed to in 2019 but will be received and paid for in 2020. Therefore, the actual unspent/uncommitted variance was \$2.5 million.

Other funds:

- The water fund ended 2019 with a positive assigned unappropriated fund balance of \$2,881,000. Total fund balance decreased \$252,000.
- The sewer fund's assigned unappropriated fund balance for 2019 was \$1,275,000 a decrease of approximately \$708,000.
- The City Center's fund balance as of December 31, 2019 was \$16,935,000. \$7,343,000 was restricted for capital projects and the remainder was restricted for City Center operations.

Other items – debt limit. The City's self-imposed debt limit was \$86,329,000 as of December 31, 2019. As of year-end, there were outstanding bonds of \$68,070,000, of which \$20,450,000 represented projects whose debt was excluded from the calculation, leaving \$38,709,000 available for future bonding. The City made \$2,693,000 in regular principal payments during 2019. In June 2019, the City issued \$9,810,000 in new debt for various capital projects.

Long-term liabilities:

- The value of accumulated sick and compensatory time on December 31, 2019 for all City employees was \$4,271,000 and increase of \$133,000 from 2018.
- The City also owes \$258,000 in future lease payments for various pieces of equipment.
- The long-term liability calculated for post-employment benefits provided to employees at retirement was valued at \$111,806,000 as of December 31, 2019, a decrease of \$6,939,000. This is due to a change in health insurance coverage.
- Beginning in 2015, the City was required to report the costs and obligations associated with pensions. This was primarily to increase the consistency and comparability of pension information across governments. The information included in the City's general ledger was provided by the New York State and Local Retirement System since the City is a member of the plans they administer. The net pension liability reported by the City as of 12/31/19 was \$8,727,000.

These obligations added to the outstanding bonded debt noted above amount to \$193,293,000 in long-term liabilities. Total long-term liabilities in 2018 were \$189,096,000. Therefore, long-term debt increased 2% as a result of post-employment benefits for health insurance.

Cash balances: Cash balances as of December 31, 2019 in the general fund were \$12,682,000, \$2,414,000 less than in 2018. \$2,556,000 of the cash is restricted and can only be used for specific purposes.

Comments for future years: as I present this report, we are in unprecedented times. While the financial condition as of December 31<sup>st</sup>, 2019 is positive, the unrestricted unassigned fund balance is deteriorating fast. We are fortunate to have cash on hand to meet expenses and to have been through our busiest tax collection period when the pandemic occurred. Unfortunately, the cash will run out and local governments are left with almost no options to borrow money to meet operating needs. Revenue and Tax anticipation notes can be issued based on the ability to collect revenue and taxes in the near future. Sales tax and hotel occupancy tax have already taken a sharp decline in 2020 with numbers reported only through February 29<sup>th</sup>.

Commissioner Madigan asked each Council member to take a hard look at their budgets and see what they can live without in 2020 and 2021 as well. Ask employees to identify areas of savings or negotiation. She values each City employee and the services that they provide. I want to try to protect their paychecks but options are limited. See asked each Council member to reach out to our representatives to ask for relief for local governments.

## CONSENT AGENDA

**Commissioner Madigan moved and Commissioner Dalton seconded to approve the consent agenda as follows:**

1. Approval of 4/2/2020 City Council Meeting Transcript
2. Budget Amendments - Insurance
3. Budget Amendments – Regular (Increases)
4. Approve Budget Transfers – Insurance
5. Budget Transfers - Regular
6. Approve Payroll 4/17/20 \$562,154.09
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10. Approve Warrant – 2020 20MWAPR5 \$65,351.68
11. Approve Warrant – 2020 20APR2 \$560,634.25

**Ayes – All**

## MAYOR'S DEPARTMENT

Commissioner Madigan covered Mayor Kelly's agenda in her absence.

### Announcement: 2020 Census Self-Reporting Reminder

Commissioner Madigan announced the City of Saratoga Springs' current response rate is about 51% of New York State self-response rate, which is currently about 45%. We are ahead of the statewide average but would like to see the rate increase even more. The mayor's challenge to our citizens is to have 80% of our population self-reporting by May 1, 2020. We can do that. To complete the census, please visit [2020census.gov](http://2020census.gov).

### Announcement: NYCOM Federal Aid Sign-On Letter

Commissioner Madigan announced on April 13, 2020, the mayor signed on to NYCOM's letter for mayors to New York's Congressional Delegation. The letter urgently requests support for additional federal funding for local governments. Municipalities across New York are extremely concerned about receiving the fiscal relief needed given their falling revenues and the unbudgeted spending necessary to enact extraordinary measures to contain the spread of the Novel Coronavirus. NYCOM requests that congress authorize relief to residents in cities, villages, and town, without regard to population size, as each of them struggles with the lost revenue and rising expenses associated with being on the frontline of this pandemic. We really do need some fiscal relief for local government.

### Announcement: Update on Land Use board Activities

Lisa Shields, Deputy Mayor, announced they will be resuming land use board meetings schedule beginning this Thursday with the Planning Board Workshop. The meetings and workshops will be held virtually via Zoom videoconferencing.

### Announcement: Update on Building Department Services

Lisa Shields, Deputy Mayor, announced the Building Department has been providing all services for construction projects in the City with essential authorization. City Hall offices remain closed to the public, however, the staff in the Building Department also has been available and working remotely and reviewing applications, they received prior to March 13th. They will be able to accept new building permit applications also by US Mail effective immediately.

Appointment: Saratoga Springs Arts Commission

Commissioner Madigan announced the mayor is reappointing Sue Kessler to the Saratoga Springs Arts Commission for a two-year term. Her term will last from 4/21/20 – 4/21/22. The mayor is also reappointing Aili Lopez, Ian Berry, Devra Cohen-Tigor, Belinda Colon, and Pantelis Kodogiannis to the Saratoga Springs Arts Commission for one-year terms. Their terms will last from 4/21/20 – 4/21/21.

Set Public Hearing: Zoning Ordinance Amendment Establishing Emergency Extensions

A public hearing was set for 6:55 p.m. on Tuesday, May 5, 2020.

Discussion and Vote: Resolution to Extend Effective Dates for Permits (20-142)

Lisa Shields, Deputy Mayor, advised the resolution calls for the City Council to authorize an extension of time for the expiration dates of all building permits issued prior to March 13, 2020. The extension of time shall continue until the current state of emergency declared by the City has been rescinded.

**Commissioner Madigan moved and Commissioner Franck seconded that the City Council approve the resolution to extend effective dates for permits and land use board approvals as included with the agenda.**

**Ayes - All**

Discussion and Vote: Accept the Donation of Six \$50 DBA Cards from the Saratoga Springs Friends of Recreation for the Recreation Bingo Game (20-143)

**Commissioner Madigan moved and Commissioner Dalton seconded that the City Council accept the donation of six \$50 DBA cards from the Saratoga Springs Friends of Rec for recreation bingo game as included with this agenda.**

**Ayes - All**

Discussion and Vote: Authorization for Mayor to Sign Collaboration Agreement for the Southern Palmertown Area (20-144)

The Palmertown Range Project area encompasses 40,500 acres within the southern portion of the Palmertown mountain range beginning in the City of Saratoga Springs and extending up to Moreau State Park. The project aims to conserve land by partnering with municipalities and landowners to purchase land or obtain conservation easements in order to create a recreation corridor with a multi-use trail connecting Saratoga Spa State Park to Moreau State Park. There is no financial obligation to participate in this project.

**Commissioner Madigan moved and Commissioner Dalton seconded to authorize the mayor to sign collaboration agreement for the southern Palmertown area as included with this agenda. This is a motion.**

**Ayes - All**

Discussion and Vote: Consolidation of Waterfront Park Grants with New York State (20-145)

Commissioner Madigan advised the consolidation of these awards is a formality required of the City towards its completion of wrap up items needed to secure reimbursement of costs under these contracts. Once the final documentation is provided, the City will receive \$465,665.08 reimbursement.

**Commissioner Madigan moved and Commissioner Dalton seconded to approve the consolidation of waterpark grants with New York State as included with the agenda.**

**Ayes - All**

Discussion and Vote: Authorization for Mayor to Execute Grant of easement for Niagara Mohawk Power Corporation (20-146)

Commissioner Madigan advised this easement agreement with Niagara Mohawk Power Corporation will allow for the installation of a new pad mounted transformer on property owned by the City and under lease with the City Center Authority. The work is necessary to incorporate electric services for the new parking facility currently under construction.

**Commissioner Madigan moved and Commissioner Dalton seconded to authorize the mayor to execute grant of easement for Niagara Mohawk Corporation as included with this agenda.**

**Ayes - All**

**ACCOUNTS DEPARTMENT**

Discussion and Vote: Accept Donation of Cloth Face Masks from Michele Erceg and Dale Walton – Value of \$500 (20-148)

Commissioner Franck advised the City was in desperate need of cloth facemasks for our essential public employees to meet Governor Cuomo's April 15<sup>th</sup>, 8 pm deadline. Marilyn Rivers was given the name of Michele Erceg, owner of Best Dressed Windows in Town, as someone who might be able to sell us cloth facemasks. Michele in partnership with Dale Walton, have been making and donating facemasks to first responders throughout the area. When Marilyn explained how she was not able to obtain the needed masks, Michele saved the day and offered to make the masks and donate them to our essential public employees. He personally thank Michele Erceg and Dale Walton for stepping up and helping us in this trying time.

**Commissioner Franck moved and Commissioner Madigan seconded to accept the donation of cloth facemasks from Michele Erceg and Dale Walton, with a value of \$500.**

**Ayes - All**

Discussion and Vote: Authorization for Mayor to Begin Public Assistance Reimbursement for DR-4480NY (20-149)

Commissioner Franck advised to begin the reimbursement process from FEMA regarding COVID-19 DR4480NY, the forms attached to the agenda require the mayor's signature.

**Commissioner Franck moved and Commissioner Dalton seconded to authorize the mayor to sign all related forms to begin public assistance reimbursement for DR-4480NY as included with the agenda.**

**Ayes – All**

Appointment: Elaina Richardson to the Arts Commission

Commissioner Franck re-appointing Elaina Richardson to the Arts Commission. Her term will run from 04/30/2020 through 04/29/2029.

Announcement: Remote Marriage Licenses

Commissioner Franck announced on Saturday, April 18<sup>th</sup>, Governor Cuomo, by executive order, has authorized the issuance of marriage license applications. Marriage licensing or witnessing or solemnizing

of the marriage ceremony that is required under New York State law to be performed utilizing audio-video technology provided that the following conditions are met:

- The couple seeking the marriage services must present valid photo ID to verify identity whenever required by law during the video conference;
- the video conference must allow for direct interaction between the couple and the town or city clerk, the witness or the person to solemnize the marriage (for example: no pre-recorded videos of the person signing or engaged in the marriage ceremony);
- the couple must affirmatively represent that he or she is physically situated in the jurisdiction where the marriage is legally allowed to occur (i.e. within the State of New York);
- the couple must transmit by fax or electronic means a legible copy of the signed document directly to the town or city clerk, the witnesses, the person to solemnize the marriage on the same date it is signed;
- the town or city clerk, witness or person who solemnizes the marriage may sign the transmitted copy of the document and transmit the same back to the person responsible for the document by law;
- to the extent practicable, all parties will use their best efforts to ensure the document is transferred in the most confidential manner and information, therefore, will not be released to any third party not associated with the marriage license and marriage ceremony; and
- the electronic signed copy of the marriage license application or marriage license will be the official document for purposes of Domestic Relations Law. Local town and city clerks may provide guidance related to how marriage licensure applications and issuance will be implemented in their jurisdictions.

We are working with Kevin Kling as this is all brand new. This is the number one call of all the things at the Accounts Office since all the municipalities have closed down. We are trying to find a secure way that this will work. In the future it may go back to the way had before when we were doing it in person but I think the new normal is even when things open up again not only with this licensing but with other licensing we are really going to have to start moving towards that direction. We are working with the IT Department and the State of New York to get more information.

#### Appointment: Sabrina Lauzon as Commissioner of Deeds

Commissioner Franck appointed Sabrina Lauzon as commissioner of deeds. Sabrina Lauzon joined the Accounts Department March 9, 2020.

#### Announcement: Update on Grievance Class

Commissioner Franck announced Due to COVID-19, they are working on options to hold some form of on-line class on May 12, 2020, which was originally going to be done in person. They are looking at various ways of doing such – Facebook Live, etc. where people can ask questions. This is usually a pretty well attended class. We will keep the public informed and update them at the next City Council meeting as detail develop.

## **FINANCE DEPARTMENT**

#### Announcement: Late Fees for City, County and Delinquent School Taxes

Commissioner Madigan announced she has received numerous phone calls regarding the waiver of fees and penalties as they relate to tax bills. In an effort to search for ways to accommodate taxpayers during this challenging time, she looked into potentially a waiver or extending the interest free time period. Unfortunately, the late notices went out to anyone who was late in paying their taxes. Legal research shows that the City has no authority to waive these fees. The only person who can do so during a state of emergency is the NYS Governor.

Update: Finance Department – COVID – 19 and City Finances

Commissioner Madigan stated hard data is replacing early projections and projections are being fine-tuned going forward. Revenue declines are real and here. We can no longer afford to base our response to COVID-19 on hopes of a turn-around, uptick, reversal, or recovery. It is time to establish plans to cover the City's actual, not potential, revenue gap. Economic activity has declined, with both supply and demand sides dropping; a COVID-19 recession is predicted, and a deep recession may follow; and U.S. retail sales suffered the biggest plunge on record in March, dropping 8.7 percent. Declines are predicted for tax and other revenue collections. Democrats failed to convince Republicans to allocate more money for states and localities but Senator Schumer said that they had gotten a commitment from the White House that cities and states could use \$150 billion allocated than the earlier \$2 trillion CARES Act to offset some of the lost revenue in local budgets. That money was initially designed to address each state's Coronavirus first response. She is watching this carefully and hoping there will be further relief for local governments. At the local level, we are anticipating an annual revenue loss of \$14 - \$16 million, or 33% of our total 2020 operating budget. As of April 18<sup>th</sup> all part-time employees have been furloughed, unless their departments deemed them essential and they are actually working. A temporary hiring freeze is in effect from April 10<sup>th</sup> until further notice. This includes new hires included in the 2020 budget as well as replacement hires. Until this is rescinded, all hiring will be on an emergency basis only, as approved by the City Council.

Options under consideration include payroll reductions; loans; and using our savings, which is our fund balance that I discussed in detail when I gave the annual report this evening. We are actually using the cash fund balance at this time; experience a deficit and layoffs. No single option will cover the anticipated revenue loss. Utilized together, we can bring the City more safely through this crisis.

Discussion and Vote: Budget Transfers – Payroll (20-150)

**Commissioner Madigan moved and Commissioner Scirocco seconded to approve the budget transfers – payroll as included with the agenda.**

**Ayes – All**

Discussion and Vote: Budget Amendments – Payroll (20-151)

**Commissioner Madigan moved and Commissioner Dalton seconded to approve the budget amendments - payroll, as included with the Agenda.**

**Ayes - All**

**PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Approval to Pay Invoice #7153118708 in the Amount of \$2,106.01 to Schindler Elevator for Woodlawn Ave Parking Garage (20-152)

Commissioner Scirocco advised this invoice with Schindler Elevator is for vandalism done to the Woodlawn Avenue Parking Garage elevator on 2/27/2020.

**Commissioner Scirocco moved and Commissioner Franck seconded to pay invoice #7153118708 in the amount of \$2,106.01 to Schindler Elevator for the Woodlawn Parking Garage.**

**Ayes - All**

Announcement: 2020 First Quarter Utility Bills

Commissioner Scirocco announced the first quarter utility bills will have an adjusted due date of May 15, 2020. This change is a result of the COVID-19 pandemic.

Set Public Hearing: Amend Capital Program & Capital Budget to Include City Hall Renovation

Commissioner Scirocco set a public hearing for Tuesday, May 5, 2020 at 6:55 p.m.

**PUBLIC SAFETY DEPARTMENT**

Announcement: Virus Update

Commissioner Dalton announced testing has been very challenging and extraordinarily limited. The number of confirmed cases aren't a true reflection of the number of confirmed cases. something that came up over the weekend that a lot of people asked about, there was antibody testing that happened at a grocery store in Malta on Sunday from about 3 – 7. That was something the State Department of Health did. It happened all over the state and it was meant to be a true random sample of people who might have this antibody. They specifically did it without telling the County or the City because they did not want anyone to know.

Appointment: Saratoga Springs Arts Commission

Commissioner Dalton advised she is re-appointing Matt Hurff. This is a two-year appointment.

Discussion and Vote: Authorization to Pay American Red Cross Invoice (20-153)

Commissioner Dalton advised this invoice is for CPR and AED, and rescuers first aid training for the Police Department that went over \$1,499.

**Commissioner Dalton moved and Commissioner Madigan seconded for the Council to for Council approval to pay the American Red Cross invoice in the amount of \$1,860.**

**Ayes - All**

Discussion and Vote: Authorization for Mayor to Sign Memorandum of Understanding with Longfellows (20-154)

Commissioner Dalton stated per the New York State declared COVID-19 Emergency DR4480-NY, Longfellows has agreed to provide hotel rooms in case they are needed for the City's first responders, specifically for our police and fire personnel at the New York State OGS rate of \$118 per night for the COVID-19 pandemic. The City will be reimbursed by FEMA as an emergency expenditure.

**Commissioner Dalton moved and Commissioner Scirocco seconded for the mayor to sign a memorandum of understanding with Longfellows hotel.**

**Ayes - All**

Discussion and Vote: Accept Donations from Quick Response and KPM Restoration (20-155)

Commissioner Dalton thanked Quick Response and KPM Restoration for cleaning and decontamination of vehicles and fire stations, fire trucks, and personal protective equipment.

**Commissioner Dalton moved and Commissioner Madigan seconded to accept donations from Quick Response valued at \$450 and KPM Restoration valued at \$500.**

**Ayes – All**

## **SUPERVISORS**

### Matt Veitch

#### Recent Saratoga County Board Meetings and Upcoming Schedule

Supervisor Veitch reported the Board met via Webex last Friday. They did not ratify the meeting as you can only discuss the items on the agenda for that meeting. One of the biggest issues we've been talking about for the past month is the time and a half situation with our employees and that was not on the agenda for that special meeting. They had another meeting today. They rescinded the resolution paragraph from our former resolution in March that enacted the COVID-19 Committee that was given the authority to make personnel decision and compensation decisions. They gave some authority to a committee that had non-elected folks on it as well as a couple of elected supervisors that made decisions regarding the time and a half pay. They took that authority back.

They also did a memorandum of understanding with the corrections officers. They had to get their contract up to date for 2009; it had been expired since the end of 2018. Additionally they gave the sheriff some flexibility in scheduling and also compensated the corrections officers for a waiving of their right to outside employment while the COVID-19 state of emergency is still active. The Board showed unanimous support today for entering into the contract with the City for the FEMA reimbursement for the Shelters of Saratoga being at the Holiday Inn.

#### Saratoga County COVID-19 Update

Supervisor Veitch reported there are 277 confirmed cases in Saratoga County of COVID-19 with 11 hospitalizations. The number of increases is slowing a little bit at the County.

### Tara Gaston

#### COVID-19 Update

Supervisor Gaston reported our requirements for ventilation have been very low in our County. Public health wants to be sure that some symptoms that weren't originally put out as signs of COVID have been put out recently that public health wants to make sure everyone is aware of. In addition to the dry cough and shortness of breath, which the shortness of breath is really a later sign, and fever, a loss of taste or smell, in addition to G.I. issues or a constant headache have now been indicated as signs in a number of people with COVID-19.

#### Board of Supervisors Report

Supervisor Gaston reported because Code Blue and Shelters of Saratoga moved into Holiday Inn in order to provide appropriate distancing, that obviously costs significantly more than the housing cost. It is a public health necessity and as a result of that we could request reimbursement from FEMA. They will meet again in 2 weeks. At that meeting, the director of H.R. has been directed to provide information on precisely which individuals were eligible for what compensation particularly during the period of time from March 16<sup>th</sup> to April 2<sup>nd</sup>. We want to have those in numbers and in the amount of money it is going to cost us because I believe that we need to get that taken care of as soon as possible.

#### Public Forum

Supervisor Gaston reported the next forum is May 7<sup>th</sup> from 6 – 8 p.m.

**ADJOURNMENT**

There being no further business, Commissioner Madigan adjourned the meeting at 9:32 p.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 10/20/2020  
Vote: 5 - 0