



November 19, 2018

**CITY OF SARATOGA SPRINGS**  
City Council Pre-Agenda Meeting  
Recreation Center  
15 Vanderbilt Avenue  
9:30 AM

**PRESENT:** Meg Kelly, Mayor  
John Franck, Commissioner of Accounts  
Anthony Scirocco, Commissioner of DPW  
Peter Martin, Commissioner of DPS

**STAFF PRESENT:** Lisa Shields, Deputy Mayor  
Mike Sharp, Deputy Commissioner, Finance  
Maire Masterson, Deputy Commissioner, Accounts  
John Daley, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

**EXCUSED:** Michele Madigan, Commissioner of Finance

Joe O'Neill, Deputy Commissioner, DPW

Matthew Veitch, Supervisor  
Tara Gaston, Supervisor

**CALL TO ORDER**

Mayor Kelly called the meeting to order at 9:30 a.m.

**PUBLIC HEARINGS**

1. 2019 Comprehensive Budget – No comments.
2. Amend Chapter 225 of the City Code – Time Limit Parking – No comments.

**CONSENT AGENDA**

1. Approval of 11/5/18 Pre-Agenda Meeting Minutes
2. Approval of 11/5/18 City Council Meeting Minutes
3. Approve Budget Transfers – Regular
4. Approve Payroll 11/09/18 \$663,893.59
5. Approve Payroll 11/16/18 \$514,267.09
6. Approve Warrant – 2018 18MWN0V2 \$88,162.13
7. Approve Warrant – 2018 18NOV2 \$389,006.80

No comments.

**MAYOR'S DEPARTMENT**

Announcement: Upcoming Board Appointments

Mayor Kelly advised she will be announcing and posting on the web the upcoming boards in need of appointments.

Announcement: Recreation Programs and Leagues

Kathy Lanfear of the Recreation Center stated registrations for winter programs will continue through December 27<sup>th</sup>. She also announced holiday hours which can also be found on the web.

Discussion and Vote: Accept Donation from Friends of Recreation

Kathy Lanfear advised they are receiving field hockey items with a value of \$180 and the installation of the north side shade structure with a value of \$1,800.

Discussion and Vote: Waive Fees for Ice Time for the Police vs. Fire Department Charity Game

Kathy Lanfear advised the police and fire will be holding a charity ice hockey game on December 1<sup>st</sup>. They are looking to have the fee waived for the ice time to play this game.

Discussion and Vote: Waive Fees for Public Skating for the Weibel Ice Rink 25<sup>th</sup> Anniversary Event

Kathy Lanfear advised the 25<sup>th</sup> anniversary event will be held on December 16<sup>th</sup> from 1 p.m. – 5 p.m. They are requesting there be free skating for the public during this event for a couple hours.

Discussion and Vote: Resolution – Authorizing Exemption and Payment In Lieu of Taxes Agreement for Promenade Saratoga Springs Affordable Housing Project

This item was pulled from the agenda.

Discussion and Vote: Resolution – Flat Rock Centre Concept Plan

Mayor Kelly advised this resolution states what the next steps are and the public's involvement.

Discussion and Vote: Authorization for Mayor to Sign Memorandum of Agreement – Fire Administrative Officers

Vince DeLeonardis, city attorney, advised this is the item that was pulled from the mayor's agenda at the last City Council meeting. They met with finance and all issues have been resolved for them to bring back tomorrow night. The salary will take effect 1/1/19.

**ACCOUNTS DEPARTMENT**

Authorization to Pay Invoice from Adirondack Cabling and Security for Work Done Relating to Lightning Strike

Commissioner Franck advised if there is no objection from the Council he will move this to the Consent Agenda.

Authorization to Pay Invoice from Crown Castle for Work Done Relating to Lightning Strike

Commissioner Franck advised if there is no objection from the Council he will move this to the Consent Agenda.

Award of Bid: Carousel Restoration to W.R.F. Design, LLC

No comments.

Appointment: Commissioner of Deeds – Amber McDonald and Theresa Wilson

No comments.

## **FINANCE DEPARTMENT**

Deputy Mike Sharp presented for Commissioner Madigan.

Announcement: 2019 Budget Update

No comments.

Discussion and Vote: 2017 Fund Balance: Water & Sewer Recommendations

Deputy Sharp advised they will be using excess fund balance to pay for items that would have been in the capital budget.

Discussion and Vote: 2018 Finance Policies and Procedures Update

No comments.

Discussion and Vote: Budget Amendment – Use of Fund Balance City Center

No comments.

Discussion and Vote: Budget Transfer – Contingency

No comments.

Discussion and Vote: Budget Transfers – Payroll and Benefits

No comments.

## **PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Authorization for Mayor to Sign License Agreement with National Grid for the Spring Run Trail Parking Lot

Commissioner Scirocco advised this is for the parking lot at East Avenue and Excelsior.

Discussion and Vote: Authorization for Mayor to Sign Agreement Addendum #1 with CAN Environmental for Laboratory Services

Commissioner Scirocco advised this is for water testing which is required by NYSDOH.

## **PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: To Amend Chapter 225 of the City Code, Vehicles and Traffic, with Respect to Time Limit Parking on Parts of Maple Avenue

No comments.

Announcement: First Citizens' Police Advisory Board Meeting

Commissioner Martin advised he will be announcing the date and time of the first board meeting. He will also be appointing one additional person to this board.

Set Public Hearing: To Amend Chapter 118 of the City Code, Building Code Administration with Respect to New York State Requirements for Inspection of Parking Structures

Commissioner Martin advised the Secretary of State issued a rule that owners of parking garages must submit engineer reports. The City Code will be amended to accommodate this rule.

**SUPERVISORS**

Matthew Veitch – nothing at this time.

Tara Gaston – nothing at this time.

**EXECUTIVE SESSION**

**Mayor Kelly moved and Commissioner Franck seconded to adjourn into executive session for the purpose of pending litigation of Jackson et. al vs. the City of Saratoga Springs et. al at 9:39 a.m.**

**Ayes – All**

Council returned at 10:55 a.m.

Mayor Kelly reported nothing was decided to report to the public.

**ADJOURN**

Mayor Kelly adjourned the meeting at 10:55 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved:  
Vote: