



February 3, 2020

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

**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  
Eileen Finneran, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

**EXCUSED:** Maire Masterson, Deputy Commissioner, Accounts

Matthew Veitch, Supervisor  
Tara Gaston, Supervisor

**CALL TO ORDER**

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

**PUBLIC HEARING**

1. Local Law #1 of 2020 – Community Choice Aggregation Program – Commissioner Madigan advised this public hearing has been kept open. There is additional information under her agenda item #2. This is part of the process of passing the local law and allowing us to move forward if we choose.

**PRESENTATION**

1. Complete Streets Advisory Board – No comments.

**EXECUTIVE SESSION**

1. Discussions re: Lease or Acquisition of Property when Publicity Would Effect Value
2. Discussions re: Proposed, Pending or Current Litigation: 166 Jefferson Street, LLC
3. Discussions re: Proposed, Pending or Current Litigation: Article 7 Matter

**CONSENT AGENDA**

1. Approval of 1/21/20 City Council Meeting Minutes
2. Approval of 1/21/20 Pre-Agenda Meeting Minutes
3. Approve Use of Insurance Reserve Resolution #1
4. Approve Budget Amendments – Insurance Reserve

5. Approve Budget Amendments – Regular (Increases)
6. Approve Budget Transfers - Regular
7. Approve Payroll 1/24/20 \$629,981.61
8. Approve Payroll 1/31/20 \$806,638.42
9. Approve Warrant – 2019 19MWDEC7 \$39,452.70
10. Approve Warrant – 2020 20MWJAN3 \$2,408.20
11. Approve Warrant – 2019 19DEC5 \$1,283,196.03
12. Approve Warrant – 2020 20FEB1 \$970,011.38

No comments.

## **MAYOR'S DEPARTMENT**

### Announcement: Unified Development Ordinance (UDO) Update

Vince DeLeonardis, city attorney, advised he will be providing an update tomorrow of the remaining schedule for the UDO and address some of the issues received to date.

Mayor Kelly advised they are extending the time period for the public to provide comment.

### Announcement: CDBG Public Hearings: 2020 Program Year Applications and 2020 Consolidated Plan

No comment.

### Discussion and Vote: Authorization for the Mayor to Sign Agreements with Saratoga Central Catholic School for Volleyball and Baseball Clinics

No comments.

### Discussion and Vote: Resolution for Saratoga Greenbelt Downtown Connector “authorizing the Implementation, and Funding in the First Instance 100% of the Federal-Aid and State “Marchiselli” Program-Aid Eligible Costs, of a Transportation Federal-Aid Projects, and Appropriating Funds therefore”, Required by the Department of Transportation

No comments.

### Discussion and Vote: Authorization for Mayor to Sign Agreement with Saratoga County Office for the Aging- Nutrition Agreement 2020

No comments.

### Discussion and Vote: Authorization for Mayor to Sign Agreement with Saratoga County Office for the Aging – Transportation Agreement 2019

No comments.

### Discussion and Vote: Authorization for Mayor to Sign Contract with Goldberger and Kremer for Labor and Employment Legal Services

No comments.

### Discussion and Vote: Authorization for Mayor to Sign Contract with Carousel Industries for Telephone Maintenance

No comments.

## **ACCOUNTS DEPARTMENT**

### Discussion and Vote: Authorization for Mayor to Sign Contract with Adirondack Cabling and Security

Marilyn Rivers, director of risk and safety, advised this contract is for goods and service. The amount of the contract is \$38,116.08 and has been budgeted.

Commissioner Franck stated he may be adding an item to his agenda after the Executive Session discussion.

## **FINANCE DEPARTMENT**

### Discussion and Vote: Local Law #1 of 2020 – Community Choice Aggregation Program

No comments.

### Discussion and Vote: Resolution Adopting Community Choice Aggregation Program Education and Outreach Plan and Customer Opt-Out Letter

Commissioner Madigan advised the state requires the City to approve a resolution, which includes an opt-out letter that will be sent to all eligible City residents.

Tina Carton, sustainability coordinator, advised everyone is an 'opt-in' until you decide to opt-out or are already with an aggregation plan. There are about 14 municipalities moving forward at the same time on this.

### Discussion and Vote: Authorization for Mayor to Sign Contract with Bolton St. Johns for Government Affairs & Consulting Services

Commissioner Madigan stated the governor's budget for 2020 - 2021 excluded payment to the City for VLT aid. She feels the City needs professional help in restoring the funds and it would be worthwhile for the City to work with Bolton St. Johns.

### Discussion and Vote: Authorization to Issue 2019 Funded PO to SWAGIT Productions, LLC

Commissioner Madigan advised a contract was approved December 3, 2019 with SWAGIT. The signed contract was not received until 2020 holding up their ability to obtain a purchase order.

### Budget Transfer – Payroll

No comments.

Commissioner Madigan advised she is adding an item to her agenda: Discussion and Vote: Approval to Hire Communications Director.

## **PUBLIC WORKS DEPARTMENT**

### Discussion and Vote: Approval to Issue 2019 Funded Purchase Order in 2020

No comments.

Discussion and Vote: Authorization for Mayor to Sign Designated Engineering Service Contracts – Correction

Commissioner Scirocco state he misspoke at the last meeting and stated the contract amounts were \$19,900 each. The actual contract amounts are \$19,999 each.

Discussion and Vote: Authorization for Mayor to Sign Change Order #1 with Upstate Companies I, LLC for DPW Dispatch Building

Commissioner Scirocco stated this is for additional sheetrock.

Discussion and Vote: Authorization for Mayor to Sign Change Order #5 and #6 with DLC Electric, LLC for City Hall Renovation – Electric

Commissioner Scirocco advised change order #5 is in the amount of \$30,374 and change order #6 is in the amount of \$9,157.

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

Commissioner Scirocco pulled this item from his agenda.

Discussion and Vote: Establish Title & Grade for Department of Public Works Dispatch Supervisor

Commissioner Scirocco pulled this item from his agenda.

## **PUBLIC SAFETY DEPARTMENT**

Appointment: Climate Smart Task Force

No comments.

Discussion and Vote: Approval to Pay Invoice to WB Mason in the Amount of \$1,801.89 for Chairs

No comments.

Commissioner Dalton added an item to her agenda: Announcement: Promotion.

## **SUPERVISORS**

Mayor Kelly advised the supervisors' agendas are as follows:

Matt Veitch – NYSAC Conference Update

Tara Gaston – NYSAC Conference and Public Forum

## **EXECUTIVE SESSION**

**Mayor Kelly moved and Commissioner Franck seconded to enter into executive session to discuss lease or acquisition of property when publicity would effect value; proposed, pending or current litigation: 166 Jefferson Street, LLC; and proposed, pending or current litigation: Article 7 at 9:49 a.m.**

**Ayes – All**

City Council returned at 10:31 a.m.

Mayor Kelly announced an item will be added to the Accounts Department agenda regarding an Article 7 matter.

**ADJOURN**

Mayor Kelly adjourned the meeting at 10:31 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 2/18/20  
Vote: 5 - 0