



February 5, 2018

**CITY OF SARATOGA SPRINGS**  
**City Council Pre-Agenda Meeting**  
**9:30 AM**

**PRESENT:** Meg Kelly, Mayor  
Michele Madigan, Commissioner of Finance  
John Franck, Commissioner of Accounts  
Peter Martin, Commissioner of DPS

**STAFF PRESENT:** Lisa Shields, Deputy Mayor  
Mike Sharp, Deputy Commissioner, Finance  
John Daley, Deputy Commissioner, DPS  
  
Vince DeLeonardis, City Attorney

**EXCUSED:** Anthony Scirocco, Commissioner of DPW  
  
Maire Masterson, Deputy Commissioner, Accounts  
Joe O'Neill, Deputy Commissioner, DPW  
  
Matthew Veitch, Supervisor  
Tara Gaston, Supervisor

**CALL TO ORDER**

Mayor Kelly called the meeting to order at 9:38 a.m.

**PRESENTATION**

1. Energize NY PACE Finance – Commissioner Madigan advised the executive director of Energize NY will be here to present to the Council. This is a state and federally funded program that aims to increase clean energy adoption across New York State. Close to 50 municipalities have signed on to Energize New York. To join this program the City will need to pass a local law, sign an agreement, and formally request membership through a letter to the program's board. There are no fees to join or membership fees going forward. This is for commercial and not-for-profit organizations.

**EXECUTIVE SESSION**

1. Pending Litigation: City of Saratoga Springs v. East Side Group and Performing Asset Strategies, LLC
2. Proposed Litigation

Mayor Kelly advised they will hold an executive session on these issues at the end of this meeting.

**CONSENT AGENDA**

1. Approval of 1/16/18 City Council Meeting Minutes
2. Approval of 1/16/18 Pre-Agenda Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Payroll 1/19/18 \$511,230.51
5. Approve Payroll 1/26/18 \$840,102.98

6. Approve Payroll 2/2/18 \$493,838.61
7. Approve Warrant 2017 – 17MWDEC4 \$16,781.01
8. Approve Warrant 2018 – 18MWJAN2 \$74,196.83
9. Approve Warrant 2017 – 17MWDEC5 \$10,696.03
10. Approve Warrant 2018 – 18MWJAN4 \$3,254.80
11. Approve Warrant 2017 – 17MWDEC6 \$100.45
12. Approve Warrant 2018 – 18MWJAN3 \$26,431.13
13. Approve Warrant 2017 – 17DEC7 \$789,712.99
14. Approve Warrant 2018 – 18FEB1 \$400,477.80

No comments.

## **MAYOR'S DEPARTMENT**

### Appointment: Open Space Advisory Committee Members

Mayor Kelly advised she will be appointing 4 members.

### Appointment: Planning Board Members

Mayor Kelly advised she will be appointing 1 full time person and 1 alternate.

### Appointment: Zoning Board of Appeals Member

No comments.

### Discussion and Vote: Ethics Board Member

No comments.

### Discussion and Vote: City Center Authority Members

Mayor Kelly advised she will be appointing 2 members.

### Discussion and Vote: Approval of the Saratoga Springs Recreation Facility Rules

John Hirliman of the Recreation Department advised they are making sure everything is consistent and added a section for playgrounds, open gym, public skating, and park rules. Once this is approved they will make signs.

Commissioner Martin asked for clarification of what parks this included.

John advised the park rules are for the north, south, east, and west side parks, and the Veteran's Park. The Waterfront Park has its own rules.

Commissioner Martin asked if it would be easier to make all park rules the same and add on the different rules for a specific park.

Mayor Kelly agreed to remove this item and bring it back after this has been re-worked.

### Discussion and Vote: Approval to Pay Invoice – Lifetime Seamless Gutters, Inc.

John Hirliman explained they had a mix up with purchase orders and realized they did not have one for this. The amount of the invoice is \$8,540.

Mayor Kelly advised she will be moving this to the Consent Agenda.

Discussion and Vote: To Establish the Civil Service Title Recreation Account Specialist at Grade 10 Effective January 27, 2018 in the CSEA City Hall Unit Contract

Mayor Kelly advised this is being brought back to the Council to clarify the motion previously made.

Discussion and Vote: Approval of Position Upgrade to Recreation Account Specialist Grade 10 Step 7 Effective January 27, 2018

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Announcement: Recreation Programs and Leagues

No comments.

Discussion and Vote: Approval for the Mayor to Sign Easement Agreement Between Excelsior East LLC and the City of Saratoga Springs

Vince DeLeonardis, city attorney, advised this is for the property at the corner of East Avenue and Excelsior Avenue. The balconies are intruding upon the City's air rights.

Announcement: City of Saratoga Springs Designated a Clean Energy Community

Tina Carton, sustainability coordinator advised the City has earned the Clean Energy Community designation for its commitment to cut costs and reduce energy consumption. This was done by adopting the unified solar permit, adopting a benchmark resolution which is annually tracking and reporting energy usage of the City's municipal buildings, lead a solarize Saratoga campaign, and installation of the new electrical vehicle charging stations.

**ACCOUNTS DEPARTMENT**

Appointment: Board of Assessment Review Member

No comments.

Announcement: Purchase of ID Equipment for Human Resources

Marilyn Rivers advised the Safety Committee will be purchasing new ID equipment to replace the existing equipment. The new equipment will be housed in the Human Resources Department.

Award of Bid: Weibel Avenue Landfill Gas Collection & Controls System Operations, Monitoring and Maintenance Services to SCS Field Services

No comments.

Commissioner Franck advised an additional item will be added for Discussion and Vote: Authorization for Mayor to Sign Agreement with Adirondack Cable and Security.

## **FINANCE DEPARTMENT**

### Discussion and Vote: 2018 Bond Resolution

Commissioner Madigan advised the amount of the bond is \$6,955,000 for projects included in the 2018 capital budget. These projects include equipment purchases, trail construction, park improvements, radio tower construction, and dam improvements.

### Discussion and Vote: Authorization for the Mayor to Sign Addendum Three with Time Warner Cable for Improved DPS Garage Internet Service

No comments.

### Discussion and Vote: Budget Amendment - Benefits Increase

No comments.

### Discussion and Vote: Budget Transfers – Payroll

No comments.

Commissioner Madigan advised she is adding an item: Announcement: Public WiFi in Congress Park.

## **PUBLIC WORKS DEPARTMENT**

### Discussion and Vote: Authorization for the Mayor to Sign Agreement with C.T. Male for 2018 Post-Closure Landfill Monitoring Services

No comments.

### Discussion and Vote: Approval to Pay Invoice – Milton Cat

No comments.

## **PUBLIC SAFETY DEPARTMENT**

### Discussion and Vote: Authorization for Mayor to Sign Contract with North Country Snow & Ice Management

Commissioner Martin advised this contract is for grass cutting, boarding buildings, etc.

### Discussion and Vote: Approval to Transfer 99 Days of Sick Time to a Police Officer

Commissioner Martin advised he will be moving this to the Consent Agenda.

### Discussion and Vote: Authorization for Mayor to Sign Change Orders #3, #4, and #5 with Bonacio for the Dispatch Project

Commissioner Martin advised this is for a new subfloor and wall.

### Discussion and Vote: Change Pay Rates for Part Time Police Cleaner

Commissioner Martin advised in order to be able to hire someone and keep them they need to increase the pay. They will have 1 person at 20 hours per week and 1 at 10 hours per week.

**SUPERVISORS**

**MATTHEW VEITCH**

1. NYSAC Legislative Conference Report
2. Racing & Gaming Committee
3. Economic Development Committee

**TARA GASTON**

**EXECUTIVE SESSION**

**Mayor Kelly moved and Commissioner Franck seconded to enter into executive session at 10:04 a.m.**

**Ayes - All**

Council returned from Executive Session at 10:53 a.m.

Vince DeLeonardis advised there will be an item added to the Department of Public Work's agenda regarding the acceptance of an employee's resignation.

**ADJOURN**

Mayor Kelly adjourned the meeting at 10:53 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

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