



March 2, 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  
Maire Masterson, Deputy Commissioner, Accounts  
Joe O'Neill, Deputy Commissioner, DPW  
Eileen Finneran, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

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

**CALL TO ORDER**

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

**PUBLIC HEARING**

1. 2020 Water and Sewer Rates – Commissioner Scirocco advised there is an increase in both the water and sewer rates for 2020. This is the first time the water has increased since 2014. He will provide more detail tomorrow night.

**EXECUTIVE SESSION**

1. Discussions re: Proposed, Pending or Current Litigation: Article 7 Matter

**CONSENT AGENDA**

1. Approval of 2/18/20 City Council Meeting Minutes
2. Approval of 2/18/20 Pre-Agenda Meeting Minutes
3. Approve Use of Insurance Reserve Resolution #2
4. Approve Budget Amendment – Use of Insurance Reserve #2
5. Approve Budget Amendments – Regular (Increases)
6. Approve Budget Transfers - Regular
7. Approve Payroll 2/21/20 \$546,107.97
8. Approve Payroll 2/28/20 \$556,378.70
9. Approve Warrant – 2019 19MWDEC9 \$109,076.19
10. Approve Warrant – 2020 20MWFEB3 \$76,078.96
11. Approve Warrant – 2020 20MAR1 \$4,360,718.87

No comments.

## **MAYOR'S DEPARTMENT**

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

Mayor Kelly advised the comment period is complete. This translates into hundreds of possible changes to the UDO. Vince DeLeonardis, city attorney, will highlight the changes needed at tomorrow's meeting.

### Discussion and Vote: Authorization for Mayor to Sign Agreement with Saratoga Casino Holdings, LLC

Mayor Kelly advised this agreement is for the Recreation Department's use of the soccer fields. There is not charge for these fields as DPW maintains the fields in return.

### Discussion and Vote: Authorization for Mayor to Sign Barton & Loguidice Architectural/Engineering Consultant Agreement PIN 1761.58 for the Missing Sidewalk Links Project

Mayor Kelly stated they are finalizing the contract with Barton & Loguidice. The amount of the contract is \$217,941. This amount is funded by a grant with a 20% match of \$380,000.

### Discussion and Vote: Authorization for Mayor to Sign Memorandum of Agreement: Employment Agreement Between the Civil Service Employees Association (CSEA) – City Hall and the City of Saratoga Springs

No comments.

Mayor Kelly advised she may be adding a couple items to her agenda.

## **ACCOUNTS DEPARTMENT**

### Discussion and Vote: Approval of City Agreement and Contract Process

Marilyn Rivers, director of risk and safety, advised representatives from each department worked together to update the contracts and process. They added instructional aids and now vendors are vetted up front.

### Discussion and Vote: Authorization for Mayor to Sign Agreement with NYSID for Scanning of Purchasing Vouchers

Marilyn Rivers advised we are trying not to move a lot of paper back into City Hall. With that in mind, we are outsourcing the scanning of purchasing vouchers and disposing of 41 boxes of paper.

### Discussion and Vote: Resolution Re: General Municipal Law Section 103 – "Piggybacking"

Marilyn Rivers advised this ties into the City Agreement and Contract Process. The 'piggybacking' resolution is being updated allowing departments to run off state contracts and county contracts (piggybacking) and get their pricing without having to go out to bid.

Commissioner Franck advised he is adding an item: Discussion and Vote: Authorization to Apply for Funds from New York State Archives Local Government Records Management Improvement Fund and Approval for Mayor to Sign All Related Documents.

## **FINANCE DEPARTMENT**

### Discussion and Vote: Resolution – Video Lottery Terminal (VLT) Aid

Commissioner Madigan advised she will bring a resolution tomorrow night for vote and have all commissioners and the mayor sign the resolution then.

Discussion and Vote: Budget Amendment – Use of Assigned Fund Balance

No comments.

Discussion and Vote: Budget Transfer – Payroll

No comments.

**PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Approval to Adopt the 2020 Water & Sewer Rates Resolution

No comments.

Discussion and Vote: Authorization for Mayor to Sign Change Order No. 2 with Bellamy Construction Company, Inc. for Kaydeross Ave. West Water Main Upgrade

Commissioner Scirocco stated they needed to adjust the contract price for additional rock drilling that was needed.

Discussion and Vote: Authorization for Mayor to Sign Change Order No. 10 with MLB Construction Services for City Hall Renovation – General Construction

No comments.

Discussion and Vote: Authorization for Mayor to Sign Change Order No. 5 with Collett Mechanical, Inc. for City Hall Renovation – HVAC

Commissioner Scirocco stated this change order is due to the change in the scope of work.

Commissioner Scirocco stated he will be adding 2 items to his agenda: 1. Discussion and Vote: Authorization to Sign Contract with Dalrymple Company, Inc. and two. Announcement: Appointment of City Engineer.

**PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: Authorization for Mayor to Sign Contract with Dr. Jason Bernad for Medical Director

No comments.

Set Public Hearing: Amend Chapter 225 of the City Code, Section 225-77; Scheduled XII – Stop Intersections

No comments.

Set Public Hearing: Amend Chapter 225-12B & 225-69 of the City Code

No comments.

Discussion and Vote: Authorization to Increase Salary Range for Part-Time Public Safety Laborer

Commissioner Madigan asked to speak with Commissioner Dalton after the meeting. She may ask public safety to hold off on this until the VLT aid is finalized.

Commissioner Dalton advised she will be adding 2 items to her agenda: 1. Announcement: 2019 Annual Report; and 2. Announcement: Virus Preparedness.

## **SUPERVISORS**

Mayor Kelly advised the supervisors have not submitted anything for their agendas at this time.

## **EXECUTIVE SESSION**

**Mayor Kelly moved and Commissioner Franck seconded to enter into executive session to discuss proposed, pending or current litigation: Article 7 matter at 9:44 a.m.**

**Ayes – All**

City Council returned at 9:54 a.m.

Mayor Kelly announced Commissioner Franck will be adding an item to his agenda.

## **ADJOURN**

Mayor Kelly adjourned the meeting at 9:55 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 3/17/20  
Vote: 3 - 0