



March 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  
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:** Joe O'Neill, Deputy Commissioner, DPW

Matthew Veitch, Supervisor  
Tara Gaston, Supervisor

**CALL TO ORDER**

Mayor Kelly called the meeting to order at 9:32 a.m.

**PUBLIC HEARINGS**

1. 2018 Water and Sewer Resolution and Rates – no comments.
2. Local Law #2 of 2018 – Energize NY PACE Finance – no comments.

**PRESENTATION**

1. City Development Trends – Kate Maynard of the Planning Department advised they will bring forward development trends - what they are seeing from the Planning Board in general.
2. Makerspace Introduction – no comment.

**CONSENT AGENDA**

1. Approval of 2/20/18 City Council Meeting Minutes
2. Approve Budget Amendments – Regular (Increases)
3. Approve Payroll 2/23/18 \$535,399.90
4. Approve Payroll 3/02/18 \$524,232.20
5. Approve Warrant 2017 – 17MWDEC8 \$187,031.55
6. Approve Warrant 2018 – 18MWFEB2 \$26,649.18
7. Approve Warrant 2018 – 18MAR1 \$767,116.70

No comments.

## **MAYOR'S DEPARTMENT**

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

Mayor Kelly pulled this item from her agenda.

### Discussion and Vote: Approval of Purchase Order for 2017 Funds in Building Department Budget - \$6,160

Mayor Kelly advised these funds were received for designated code review in the Building Department in 2017.

### Discussion and Vote: Authorization for the Mayor to Sign Lease Agreement for HR Office Space – LL-13 in the Collamer Building

Mayor Kelly advised this lease will be effective March 7, 2018 through December 31, 2018 for a total amount of \$4,412.90.

## **ACCOUNTS DEPARTMENT**

### Set Public Hearing: Change to City Code Chapter 165 Peddling and Vending

No comments.

### Set Public Hearing: Change to City Code Chapter 215 – Taxicabs

No comments.

### Award of Bid: Extension of Bid for Emergency Medical Supplies to Bound Tree, Henry Schein, and Moore Medical

No comments.

## **FINANCE DEPARTMENT**

### Discussion and Vote: Refunding Bond Resolution

Commissioner Madigan advised the City will be refunding \$7.375 million of outstanding bonds, saving taxpayers money. The 2008, 2009, and 2010 bonds will be refinanced.

### Discussion and Vote: Local Law #2 of 2018 – To Establish “Energize NY PACE Finance” in the City of Saratoga Springs

Commissioner Madigan advised this will establish Energize NY PACE Finance in the City. This is the first step in allowing City commercial and non-profit property owners' access to the program's benefits. After this law passes, the City will need to sign a municipal agreement outlining the tax repayment process and formally request membership to Energize NY.

### Discussion and Vote: Budget Transfer – Insurance/Payroll

No comments.

### Discussion and Vote: Budget Transfer – Contingency

No comments.

## **PUBLIC WORKS DEPARTMENT**

### Discussion and Vote: Approval for the 2018 Water & Sewer Rates Resolution

Commissioner Scirocco advised there is no increase in the rates; there will be a \$2 per quarter decrease due to payback of intergovernmental transfers.

### Discussion and Vote: Authorization for the Mayor to Sign Contract with CAN Environmental for Laboratory Services

Commissioner Scirocco advised this is for water testing at the Water Treatment Plant.

### Announcement: 2017 Fourth Quarter Utility Bills

Commissioner Scirocco advised some of the utility bills did not get mailed out until after the due date therefore the due date has been extended for all residents to March 15, 2018.

### Announcement: RFP for Engineering Security Assessment of City Owned and Managed Buildings That are Publicly Accessible

Commissioner Scirocco advised Tim Wales, city engineer, is creating an RFP for a company to consult with the City on security of all City owned buildings.

## **PUBLIC SAFETY DEPARTMENT**

### Discussion and Vote: Authorization for the Mayor to Sign a Contract with Empire Ambulance Services, Inc.

Commissioner Martin advised this agreement is for \$2,500 per month.

### Discussion and Vote: Authorization for the Mayor to Sign a Letter of Commitment for a Grant from the Capital District Transportation Corporation to Hold a Complete Streets Technical Workshop in Saratoga Springs

Commissioner Martin advised CDTA is paying for the cost of the workshop. This is not a matching grant. Neighboring municipalities will be attending as well.

## **SUPERVISORS**

Nothing at this time.

## **ADJOURN**

Mayor Kelly adjourned the meeting at 9:45 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 3/20/18  
Vote: 5 - 0