



April 16, 2018

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

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance
Peter Martin, Commissioner of DPS

STAFF PRESENT: Lisa Shields, Deputy Mayor
Mike Sharp, Deputy Commissioner, Finance
Maire Masterson, Deputy Commissioner, Accounts

Vince DeLeonardis, City Attorney

EXCUSED: John Franck, Commissioner of Accounts
Anthony Scirocco, Commissioner of DPW

Joe O'Neill, Deputy Commissioner, DPW
John Daley, Deputy Commissioner, DPS

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

CALL TO ORDER

Mayor Kelly called the meeting to order at 9:33 a.m.

PRESENTATION

1. Enterprise Fleet Management

CONSENT AGENDA

1. Approval of 4/2/18 Pre-Agenda Meeting Minutes
2. Approval of 4/3/18 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 4/06/18 \$593,597.79
6. Approve Payroll 4/13/18 \$500,186.27
7. Approve Warrant - 2018 – 18MWAPR1 \$206.00
8. Approve Warrant - 2018 – 18MWAPR2 \$93,643.84
9. Approve Warrant – 2018 – 18APR2 \$236,966.54

No comments.

MAYOR'S DEPARTMENT

Recreation Commission Appointment – Michelle Merola

Mayor Kelly advised Michelle Merola was previously appointed but did not complete her oath of office in a timely manner. They need to re-appoint her.

Announcement: Fair Housing Month Proclamation

No comments.

Announcement: Arbor Day Proclamation

No comments.

Announcement: Saratoga Springs Recreation Programs and Leagues

No comments.

Discussion and Vote: 2018 Camp Saradac Trip and Program Approvals

John Hirliman of the Recreation Department stated this is the list of field trips and costs.

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

Discussion and Vote: Approval of the 2018 Camp Safety Manual

John Hirliman advised this manual has been reviewed by the Safety Committee and amendments have been made.

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

Discussion and Vote: Authorization for the Mayor to Sign NY State Park Permit

John Hirliman advised this is for the Peerless Pool and Moreau State Park.

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

Discussion and Vote: Authorization for the Mayor to Sign the 2018 State of New York Department of Health Renewal Application for a Permit to Operate Camp Saradac

No comments.

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

Discussion and Vote: Resolution #262-2017 Authorizing Award of 2017 Saratoga County Farmland/Open Space Preservation Program

Tina Carton, sustainability coordinator, advised the City has been notified of reimbursement of \$50,000 towards the purchase of the Tommell property. This money will go back towards the Open Space acquisitions.

Discussion and Vote: Mayor to Sign Agreement Between County of Saratoga and the City of Saratoga Springs to Accept Saratoga County Farmland Protection and Open Space Preservation Program Award

No comments.

Discussion and Vote: Approval for Mayor to Sign NYSERDA Clean Energy Communities Grant Letter of Commitment

Tina Carton advised the City has completed 4 of the action items required to receive \$50,000 from NYSERDA. We have to submit what we would like to do with the funds to receive them. The letter states we are committed to investing in converting existing street lighting to LED technology.

Discussion and Vote: Authorization to Apply for NYSERDA's Clean Energy Community Grant

Tina Carton advised this is tied in with the item above.

Discussion and Vote: Resolution Authorizing NYS DOT Master Agreement for Saratoga Greenbelt Downtown Connector

Tina Carton advised this is the master agreement for the first phase of the downtown connector project – design. We will be receiving from DOT \$73,000 for preliminary design, \$73,000 for detailed design, and \$30,185 for right-of-way incidentals.

Discussion and Vote: Approval to Pay Invoice for Veteran's Cemetery Flags to Saratoga Flag \$2,448.60

Mayor Kelly advised these flags are for the American Legion, VFW, and ITAM prior to Memorial Day. This will be moved to the Consent Agenda.

Discussion and Vote: Merit for Review and Referral to City and County Planning Boards: Zoning Change from Warehouse to Transect-4

Libby Coreno of Carter Conboy stated she was here on behalf of the applicant for a rezoning request. She is working on this with Mike Ingersoll of the LA Group. They would like to bring the T-4 from across the road to make a buffer between the UR-4a and the T-5. The long term idea is to create affordable housing.

Mayor Kelly advised she is adding one item to her agenda: Discussion and Vote: Approval to Pay Two Invoices to Chazen Engineering.

ACCOUNTS DEPARTMENT

Deputy Maire Masterson reported in Commissioner Franck's absence.

Discussion and Vote: Approval to Appoint Marriage Officiant

No comments.

Announcement: Grievance Class – May 8, 2018

No comments.

Announcement: Special Events Forms Now Fillable on Line

No comments.

Deputy Masterson added one item to Commissioner Franck's agenda: Award of Bid: Traffic Improvement Project to Stilsing Electric, Inc.

FINANCE DEPARTMENT

Discussion and Vote: Resolution for Assistant City Attorney

Commissioner Madigan advised the resolution includes dental insurance, clarifying language about hours, and clarifying language about the reporting structure.

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

Commissioner Madigan advised this is to support the Restore New York Grant awarded to the Universal Preservation Hall.

Discussion and Vote: Budget Transfer – Payroll

Commissioner Madigan stated this is for a building inspector for a 3 month period.

Discussion and Vote: Budget Transfer – Contingency

Commissioner Madigan stated this is for additional expenses to cover the workload in the Building Department, the Charter Review Commission Budget, and payment for discount on taxes due to the prepayment of taxes prior to March 1st.

Discussion and Vote: Budget Transfers – Insurance

No comments.

PUBLIC WORKS DEPARTMENT

Mayor Kelly read the following items of Public Works agenda:

1. Discussion and Vote: Authorization for the Mayor to Sign Agreement with Saratoga Arts Council Center
2. Discussion and Vote: Authorization for the Mayor to Sign Agreement with Schindler Elevator
3. Discussion and Vote: Approval to Pay Invoices to Ferguson Waterworks

PUBLIC SAFETY DEPARTMENT

Announcement: Active Shooter Training

No comments.

Appointment: Code Enforcement Special Prosecutor

No comments.

Announcement: Retirement

No comments.

Commissioner Martin advised he is adding an item to his agenda: Set Public Hearing: Amend Capital Budget.

SUPERVISORS

Mayor Kelly read the following items of the Supervisors' agendas:

Matt Veitch

1. Property Sale to Skidmore College

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2. Maplewood Manor Local Development Corporation

Tara Gaston

1. Health and Social Services Committee
2. Real Property Committee
3. Saratoga Springs Opioid Forum

ADJOURN

Mayor Kelly adjourned the meeting at 9:50 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 5/1/18
Vote: 5 - 0