



May 14, 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 9:31 a.m.

PRESENTATION

1. Charter Review Update

CONSENT AGENDA

1. Approval of 4/30/18 Pre-Agenda Meeting Minutes
2. Approval of 5/1/18 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 5/4/18 \$507,668.14
6. Approve Payroll 5/11/18 \$500,966.77
7. Approve Warrant - 2018 – 18MWMAY1 \$717,242.08
8. Approve Warrant - 2018 – 18MAY2 \$319,140.79

No comments.

MAYOR'S DEPARTMENT

Proclamation: Proclamation in Support of Refugee Resettlement

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Barton and Loguidice

Mayor Kelly advised this is for the preliminary and final engineering of the Complete Streets Saratoga Greenbelt Downtown Extender.

Discussion and Vote: Authorization for the Mayor to Sign Change Order #1 for Spring Electric, Inc. – Install Shot Clocks and Interconnect Basketball Hoops

No comments.

Discussion and Vote: Law Library Lease – Non-Renewal

No comments.

Discussion and Vote: Approval of Invoice for Engineer Services to Greenman Pedersen, Inc. in the Amount of \$770

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

Announcement: Formation of Flat Rock Project Working Group

No comments.

ACCOUNTS DEPARTMENT

Discussion and Vote: Asset Recognition Policy

Marilyn Rivers, director of risk and safety, advised they are updating the policy. They are adding technology to tag and scan.

Award of Bid: Extension of Chemicals to Various Vendors

No comments.

Announcement: Grievance Day – May 22, 2018

No comments.

Appointment: Henry Jaffe as Commissioner of Deeds

No comments.

Award of Bid: Preliminary and Final Engineering of the Complete Streets Saratoga Greenbelt Downtown Extender to Barton and Loguidice, D.P.C.

No comments.

Discussion and Vote: Update to Risk and Safety Manual

Marilyn Rivers advised the changes made to the manual include removing the employee ID card policy as human resources has taken that over; removing the skate sharpening policy; and adding the asset recognition policy.

Council had discussion and agreement with Marilyn regarding participation/attendance at Safety Committee meetings from each department.

FINANCE DEPARTMENT

Announcement: Debt Refinancing Generates \$1.3 Million of Budgetary Savings

Commissioner Madigan announced the City generated \$1.3 million in savings as a result of refinancing. The savings will be seen from 2018 – 2039.

Discussion: 1st Quarter 2018 Report

No comments.

Appointment: Catherine Hover to Complete Streets Advisory Board

Commissioner Madigan advised her appointment's term to the board has expired. She will be appointing Catherine Hover.

Discussion and Vote: Accept Donations on Behalf of the Downtown Special Assessment District for Way Finding Signage

No comments.

Discussion and Vote: Authorization for the Mayor to Sign Updated Municipal Agreement with the Energy Improvement Corporation ("Energize NY PACE Finance")

Commissioner Madigan advised a couple typos were found in the original agreement and have now been fixed. They are bringing the corrected version back to Council.

Discussion and Vote: Budget Transfer – Contingency

Commissioner Madigan advised this is for the Flat Rock Project Working Group and master plan. The initial work will be done by the LA Group to come up with a complete vision for the back lot.

Discussion and Vote: Budget Amendment – Payroll

No comments.

Discussion and Vote: budget Transfers – Payroll

No comments.

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Contract with Securewatch24, LLC for Building Security Study

No comments.

Discussion and Vote: Authorization for the Mayor to Sign Contract with Ferguson Waterworks

No comments.

Discussion and Vote: Authorization for the Mayor to Sign a Memorandum of Understanding – Stewarts

Commissioner Scirocco advised when the solar panels were installed at the water treatment plant the City did not obtain an easement from Stewarts to install the panels where they are. Stewarts would now like to use that lot and will be removing the panels at no charge to the City.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign a Contract with Stilsing Electric, Inc.

No comments.

Set Public Hearing: To Amend Chapter 148 of the City Code, Noise, with Respect to Noise on Sunday Through Thursday Nights

No comments.

Set Public Hearing: to Amend Chapter 225 of the City Code, Vehicles and Traffic, with Respect to Adding a Bicycle Lane to Lake Avenue

No comments.

Announcement: Gun Buy Back

Commissioner Martin advised this will be held on May 26th.

Announcement: Taxi Day

Commissioner Martin advised this will be held on May 21st.

Announcement: fire Ops 101

No comments.

Set Public Hearing: To Amend Chapter 215 of the City Code, Taxicabs, with Respect to Technical Consistencies

Commissioner Martin advised other municipalities are not as advanced as we are. CDTA will not be able to do the work listed.

Set Public Hearing: To Amend Chapter 225 of the City Code, Vehicles and Traffic, with Respect to Traffic Control at the Intersection of Washington Street and Walnut Street

No comments.

SUPERVISORS

Mayor Kelly read the following items into the record:

Matt Veitch: Trail Committee Update and Economic Development Committee Update.

Tara Gaston: nothing submitted

EXECUTIVE SESSION

Mayor Kelly moved and Commissioner Franck seconded to move into executive session to discuss pending litigation - 1 York Street, LLC et. al vs. the City of Saratoga Springs at 9:59 a.m.

Ayes – All

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Council returned at 10:36 a.m.

Mayor Kelly advised nothing was resolved during executive session.

ADJOURN

Mayor Kelly adjourned the meeting at 10:37 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 6/5/18
Vote: 4 - 0