

May 15, 2018



CITY OF SARATOGA SPRINGS
City Council Meeting
City Council Room
7:00 PM

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

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
9. Approve Invoice for Engineer Services to Greenman-Pedersen, Inc. in the Amount of \$770

MAYOR'S DEPARTMENT

1. Proclamation: Proclamation in Support of Refugee Resettlement
2. Discussion and Vote: Authorization for Mayor to Sign Contract with Barton and Loguidice
3. Discussion and Vote: Authorization for the Mayor to Sign Change Order #1 for Spring Electric, Inc. – Install Shot Clocks and Interconnect Basketball Hoops
4. Discussion and Vote: Law Library Lease – Non-Renewal
5. Announcement: Formation of Flat Rock Project working Group

ACCOUNTS DEPARTMENT

1. Discussion and Vote: Asset Recognition Policy
2. Award of Bid: Extension of Chemicals to Various Vendors
3. Announcement: Grievance Day – May 22, 2018
4. Appointment: Henry Jaffe as Commissioner of Deeds
5. Award of Bid: Preliminary and Final Engineering of the Complete Streets Saratoga Greenbelt Downtown Extender to Barton and Loguidice, D.P.C.
6. Discussion and Vote: Update to Risk and Safety Manual

FINANCE DEPARTMENT

1. Announcement: Debt Refinancing Generates \$1.3 Million of Budgetary Savings
2. Discussion: 1st Quarter 2018 Financial Report
3. Appointment: Catherine Hover to Complete Streets Advisory Board
4. Discussion and Vote: Accept Donations on Behalf of the Downtown Special Assessment District for Way Finding Signage
5. Discussion and Vote: Authorization for the Mayor to Sign Updated Municipal Agreement with the Energy Improvement Corporation ("Energize NY PACE Finance")
6. Discussion and Vote: Budget Transfer – Contingency
7. Discussion and Vote: Budget Amendment – Payroll
8. Discussion and Vote: Budget Transfers - Payroll

PUBLIC WORKS DEPARTMENT

1. Discussion and Vote: Authorization for the Mayor to Sign Contract with Securewatch24 LLC for Building Security Study
2. Discussion and Vote: Authorization for the Mayor to Sign Contract with Ferguson Waterworks
3. Discussion and Vote: Authorization for the Mayor to Sign a Memorandum of Understanding – Stewarts

PUBLIC SAFETY DEPARTMENT

1. Discussion and Vote: Authorization for the Mayor to Sign a Contract with Stilsing Electric, Inc.
2. Announcement: Gun Buy Back
3. Announcement: Taxi Day
4. Announcement: Fire Ops 101
5. Set Public Hearing: To Amend Chapter 148 of the City Code, Noise, with Respect to Noise on Sunday Through Thursday Nights
6. Set Public Hearing: To Amend Chapter 215 of the City Code, Taxicabs, with Respect to Technical Consistencies
7. Set Public Hearing: To Amend Chapter 225 of the City Code, Vehicles and Traffic, with Respect to Adding a Bicycle Lane to Lake Avenue
8. 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

SUPERVISORS

Matt Veitch

1. Trails Committee Update
2. Economic Development Committee Update

Tara Gaston

1. Nothing at this time.

ADJOURN



May 15, 2018

CITY OF SARATOGA SPRINGS
City Council Meeting
City Council Room
7:00 PM

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

Vincent DeLeonardis

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

RECORDING OF PROCEEDING

The proceedings of this meeting were taped for the benefit of the secretary. Because the minutes are not a verbatim record of the proceedings, the minutes are not a word-for-word transcript.

CALL TO ORDER

Mayor Kelly called the meeting to order at 7:00 p.m.

PUBLIC COMMENT

Mayor Kelly said the public comment period is limited to a total of 15 minutes and individuals are limited to two minutes.

Mayor Kelly opened the public comment period at 7:01 p.m.

Grace McCormick of Saratoga Springs stated she has called the Mayor's Office and feels she should receive a return call. She is having problems with Spectrum. Spectrum has been to her home many times and still haven't had the problem fixed. She wants to know what the City is going to do to help their seniors.

Bree Dungate of Saratoga Springs High School stated she is part of the Amnesty International Club. She supports the proclamation for the refugees on tonight's agenda.

Darlene McGraw of Saratoga Springs stated she hopes public safety and public works will work to get a sign on Lincoln Avenue near South Broadway that says bump. She also presented a certificate, on her own behalf, to the Police Department.

Mayor Kelly closed the public comment period at 7:06 p.m.

PRESENTATION

Charter Review Commission Update

Vince DeLeonardis, city attorney and chair of the Charter Review Commission provided the following update of items discussed at the last Commission meeting (Title III):

- State of the City was discussed and how it was presented this year
- Reviews of Charter and Comprehensive Plan review periods
- Appointments will be by mayor with consent of Council
- Capital program and budget falling under the Finance Department
- Human resource should be in mayor's office or in a newly formed legal department with risk and safety and have all answer to the council rather than one commissioner
- Recreation Commission remain in Mayor's Department or go into Public Works

There will be a workshop this Saturday, May 19th from 8 a.m. to 3 p.m. The next commission meeting will be May 23rd at 4 p.m. There is a forum scheduled for May 30th at 6 p.m.

CONSENT AGENDA

Mayor Kelly moved and Commissioner Madigan seconded to accept the consent agenda as follows:

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
9. Approve Invoice for Engineer Services to Greenman-Pedersen, Inc. in the Amount of \$770

Ayes – All

MAYOR'S DEPARTMENT

Proclamation: Proclamation in Support of Refugee Resettlement

Mayor Kelly read the following proclamation into the record:

A PROCLAMATION OF THE
CITY OF SARATOGA SPRINGS, NEW YORK

WHEREAS there are 22.5 million refugees in the world today, more than at any time since World War II, and more than half of the world's refugees are children. These refugees include torture survivors, people with severe medical conditions, LGBTI individuals, orphaned children, and at-risk women and children – all of whom cannot return home and cannot stay in their host country due to their extreme vulnerability; and

WHEREAS in 2016, there were only 36 countries in the world that resettled refugees, and the U.S. took in the largest number. Our country has an historic, bi-partisan tradition of welcoming refugees; and

WHEREAS we in Saratoga Springs proudly welcome individuals from all parts of the world who represent many cultures, celebrate diversity and welcome all people; and
WHEREAS the United States Committee for Refugees and Immigrants, the organization responsible for resettling refugees near our community, as well as numerous other community groups and religious institutions, have stressed the importance of resettling refugees.
NOW THEREFORE, I, MEG KELLY, Mayor of the City of Saratoga Springs, join with my fellow City Council members and the citizens of Saratoga Springs in welcoming refugees to our community and declaring our support for the resettlement of refugees regardless of religion, race, nationality, sexual orientation, gender identity or country of origin. It is our hope that other New York State communities will join in supporting a stronger national effort to resettle the world's most vulnerable refugees.

Discussion and Vote: Authorization for Mayor to Sign Contract with Barton and Loguidice (18-159)

Mayor Kelly moved and Commissioner Franck seconded to approve the mayor to sign the contract with Barton and Loguidice as attached to the agenda.

Ayes - All

Discussion and Vote: Authorization for the Mayor to Sign Change Order #1 for Spring Electric, Inc. – Install Shot Clocks and Interconnect Basketball Hoops (18-160)

Mayor Kelly moved and Commissioner Martin seconded to approve the mayor to sign the contract for Spring Electric, Inc. as attached to this agenda.

Ayes – All

Discussion and Vote: Law Library Lease – Non-Renewal (18-161)

Vince DeLeonardis, city attorney, advised the City has a lease with the County for the law library. The lease will expire December 31, 2018. They have decided due to space constraints within City Hall they will not be renewing the lease with the County.

Mayor Kelly moved and Commissioner Martin seconded to approve the decision not to renew the law library lease.

Ayes – All

Announcement: Formation of Flat Rock Project working Group

Mayor Kelly announced the City will partner with the City Center to develop the lots behind City Hall. She will establish a working group to work with the City to establish a conceptual design. The vision is to create a community destination, roof top venue, parking for City Center, improve pedestrian connections, etc.

ACCOUNTS DEPARTMENT

Discussion and Vote: Asset Recognition Policy

Commissioner Franck pulled this item from his agenda.

Award of Bid: Extension of Chemicals to Various Vendors (18-162)

Commissioner Franck moved and Commissioner Scirocco seconded to extend the award of bid for chemicals for an additional year under the same terms and prices as follows:

- **sodium silicofluoride to Univar up to \$20,000**
- **sodium hypochlorite to Surpass up to \$40,000**
- **liquid sodium to Chemrite up to \$16,000**
- **copper sulfate to Faesy & Besthoff up to \$8,000**
- **hydrofluosilic acid to Amrex Chemical up to \$4,500**

- **polyaluminum chloride to Holland up to \$40,000**

Funding is in line: F3638334 / 54141.

Ayes – All

Announcement: Grievance Day – May 22, 2018

Grievance Day is Tuesday, May 22nd. There are 3 sessions in which grievances are heard – 9:00 a.m. – noon; 1:00 p.m. – 4:00 p.m.; and 7:00 p.m. – 9:00 p.m. in the City Council Room. If there are any questions, please contact the Assessment Office.

Appointment: Henry Jaffe as Commissioner of Deeds

I am appointing Henry Jaffe as commissioner of deeds effective immediately.

Award of Bid: Preliminary and Final Engineering of the Complete Streets Saratoga Greenbelt Downtown Extender to Barton and Loguidice, D.P.C. (18-163)

Commissioner Franck moved and Commissioner Martin seconded to award the bid for the Preliminary and Final Engineering for the Complete Streets Saratoga Greenbelt Downtown Extender to Barton & Loguidice, D.P.C. in the amount not to exceed \$100,298.

Funding is in lines: H3517142 / 52000 / 1240 & H3517142 / 52000 / 1251.

Ayes - All

Discussion and Vote: Update to Risk and Safety Manual

Commissioner Franck pulled this item from his agenda.

FINANCE DEPARTMENT

Commissioner Madigan moved and Commissioner Scirocco seconded to add an item to her agenda to discuss Charter/Spectrum and future plans for the City. (18-164)

Ayes – All

Discussion: Charter/Spectrum

Commissioner Madigan stated a franchise agreement has been signed by the City and Spectrum years ago. It is a franchise agreement. She will ask the city attorney to look at the language to see if there is something that can address the concerns mentioned during public comment. A project being worked on by finance through IT that will bring fiber on every city street.

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

Commissioner Madigan announced the City recently refinanced the City's debt and has been able to save the City \$1.3 million dollars. The interest rate was lowered on \$6.5 million dollars of debt. The ability to refinance is due to the financial success of the City and favorable market conditions.

Discussion: 1st Quarter 2018 Financial Report

Commissioner Madigan advised the report will be available on line. The report is done on a cash basis and no adjustments have been made for receivables or payables. The Finance Department has collected 64% of taxes compared to 53% for last year at this time. Most of the larger revenue streams have not been collected as of the end of March; however, approximately 28% of revenues have been collected by end of March. The City will issue a general obligation bond in June for financing of 2018 capital projects. Most department expenses are running on target. In June, the City will refinance 3 outstanding bonds to reduce the debt expenses.

Appointment: Catherine Hover to Complete Streets Advisory Board

Commissioner Madigan appointed Catherine Hover to the Complete Streets Advisory Board.

Discussion and Vote: Accept Donations on Behalf of the Downtown Special Assessment District for Way Finding Signage (18-165)

Commissioner Madigan listed the following donations from the Downtown Special Assessment District: \$340 from Salt-n-Char; \$340 from the Adelphi Hotel; \$190 from IRun Local; \$90 from Tangles Hair Tech; \$140 from C.R.E.A.T.E. Community Studios; \$490 from Sperry's; and \$440 from Body Work Professionals.

Commissioner Madigan moved and Commissioner Franck seconded to accept the donations on behalf of the Downtown Special Assessment District for Way Finding Signage as previously distributed with the agenda.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign Updated Municipal Agreement with the Energy Improvement Corporation (“Energize NY PACE Finance”) (18-166)

Commission Madigan advised the City Council unanimously approved the mayor signing of the municipal agreement at a previous Council meeting. There is no material change to this agreement, just correcting typos found after the mayor signed.

Commissioner Madigan moved and Commissioner Scirocco seconded to authorize the mayor to sign the updated municipal agreement with Energy Improvement Corporation (“Energize NY PACE Finance”) as previously distributed with the agenda.

Ayes – All

Discussion and Vote: Budget Transfer – Contingency (18-167)

There is currently \$142,164.96 in contingency; after approval of this motion there will be \$122,664.96 remaining in contingency.

Commissioner Madigan moved and Commissioner Martin seconded to approve budget transfer – contingency increase as previously distributed with the agenda.

Ayes – All

Discussion and Vote: Budget Amendment – Payroll (18-168)

Commissioner Madigan moved and Commissioner Scirocco seconded to approve budget amendment – payroll as previously distributed with the agenda.

Ayes - All

Discussion and Vote: Budget Transfers – Payroll (18-169)

Commissioner Madigan moved and Commissioner Scirocco seconded to approve budget transfers – payroll as previously distributed with the agenda.

Ayes - All

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Contract with Securewatch24 LLC for Building Security Study (18-170)

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign a contract with Securewatch24, LLC for City building security study in the amount of \$10,440.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign Contract with Ferguson Waterworks (18-171)

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign a contract with Ferguson Waterworks in the amount of \$45,000.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign a Memorandum of Understanding – Stewarts (18-172)

Commissioner Scirocco explained the solar panels at the water treatment plant were installed on property owned by Stewarts. This memorandum of understanding will allow the solar panels to be removed by Stewarts at no cost to the City.

Commissioner Scirocco moved and Commissioner Martin seconded to authorize the mayor to sign a memorandum of understanding with Stewarts Shop Corporation.

Ayes - All

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign a Contract with Stilsing Electric, Inc. (18-173)

Commissioner Martin moved and Commissioner Franck seconded to authorize the mayor to sign a contract with Stilsing Electric in the amount of \$265,615.

Ayes – All

Announcement: Gun Buy Back

Commissioner Martin announced the Mayor's Office has worked with local businesses and clergy to organize a gun buy back program. It will be held on June 2nd from 9 am – 3 pm at the Unitarian Universalist Congregation on North Broadway. People who return or don't want their gun will receive a \$50 gift card.

Announcement: Taxi Day

Commissioner Martin announced taxi day will be on May 21st from 9 a.m. – 4 p.m. This will provide taxi drivers to meet with code enforcement to learn how to come into compliance.

Announcement: Fire Ops 101

Commissioner Martin announced he and Deputy Commissioner Daley attended a fire ops training in Latham. They trained with firefighters to see how they work. He thanked the Albany Fire Department and NYS Association of Firefighters for hosting this and our fireman Nick Colucci for keeping them safe.

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

Commissioner Martin set a public hearing for Tuesday, June 5, 2018 at 6:40 p.m.

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

Commissioner Martin set a public hearing for Tuesday, June 5, 2018 at 6:35 p.m.

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

Commissioner Martin set a public hearing for Tuesday, June 5, 2018 at 6:45 p.m.

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

Commissioner Martin set a public hearing for Tuesday, June 5, 2018 at 6:30 p.m.

SUPERVISORS

Matt Veitch

Trails Committee Update

Supervisor Veitch reported the trails grant program is open and the application is available. The County has \$50,000 in their budget. The maximum a municipality can get through this grant is \$12,500. They are also working on adding bike routes through the County. Work on extending the Zim Smith trail continues.

Economic Development Committee Update

Supervisor Veitch reported they approved the MS-4 stormwater management program and the funding for it. They hosted the Stewarts Shops at their meeting to learn what their current plans are and what they are doing.

Supervisor Veitch reported the career center is hosting their mini job fair – the first Thursday of every month from 10 a.m. – 1 p.m. Businesses come to interview candidates.

Supervisor Veitch reported the Saratoga County Economic Development Corporation and Saratoga County Prosperity Partnership have been getting together to come to a resolution regarding the issue of having 2 economic organizations in our county. No supervisors are involved in these discussions so he is hearing this information from both sides.

City Council Meeting
5/15/18

Tara Gaston

Nothing at this time.

ADJOURNMENT

There being no further business, Mayor Kelly adjourned the meeting at 8:01 p.m.

Respectfully submitted,

Lisa Ribis
Clerk

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