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CITY OF SARATOGA SPRINGS CITY PRE-AGENDA
COUNCIL MEETING
August 3, 2020

MEETING HELD VIA ZOOM

PRESENT:

- Meg Kelly, Mayor
- Michelle Madigan, Commissioner
- Robin Dalton, Commissioner
- Skip Scirocco, Commissioner
- Matthew Veitch, Supervisor
- Tara Gaston, Supervisor



1 MAYOR KELLY: Good evening. Welcome
2 to pre-agenda. Monday, August 3rd, 2020.
3 Tomorrow evening we will have one public
4 hearing, and that's 2021 to 2026
5 requested capital program.

6 There are no presentations, no
7 executive sessions.

8 Our consent agenda, are there any
9 edits as published?

10 Then we'll move right on the mayor's
11 department.

12 My first item is a proclamation,
13 Saratoga Hospital's 125th anniversary.

14 My second item is discussion and
15 vote, support Saratoga -- my second item
16 is discussion and vote support Saratoga
17 County grant application to the Capital
18 District Trails plan implementation.

19 My third item is discussion and vote
20 revocable license for use of the City of
21 Saratoga Springs ice rinks, ice rinks
22 agreement, template, with uploads
23 revised.

24 Our next item is discussion and
25 vote, authorization for the mayor to sign



1 contract with Postler & Jaeckle Corp for
2 the ice rink chiller.

3 My next item is discussion and vote,
4 authorization for the mayor to sign
5 lease -- printer lease agreement with
6 National Business Technologies for civil
7 service.

8 My next item is authorization for
9 the mayor to sign printer lease agreement
10 with National Business Technologies for
11 the building and planning department.

12 My next item is the announcement of
13 the executive order 203, New York State
14 Police Reform and Reinvention
15 Collaboration.

16 And with that, I'll turn it over to
17 Commissioner Franck.

18 COMMISSIONER FRANCK: Thank you,
19 Mayor.

20 The first item is discussion and
21 vote, approval of resolution to appoint
22 Matthew Jones, marriage officer for one
23 day for a wedding.

24 The second item is appointment for
25 commissioner of deeds.



1 The third item is discussion and
2 vote, resolution to extend temporary
3 outdoor seating areas to October 5th,
4 2020. It's currently -- it's set for
5 September 7th. Everything ends on
6 October 31st for our outside dining, but
7 we've been working with public works.
8 And they asked us if we could do it to
9 October 1st -- or 5th and then we would
10 go from there to see if we need the
11 additional extension. Questions on that?

12 And the last thing is award of bid,
13 Vernon ice rink chiller replacement to
14 Postler and Jaeckle Corp. which I think
15 is on your agenda, Mayor.

16 MAYOR KELLY: Yep. Thank you.

17 COMMISSIONER FRANCK: It's --

18 MAYOR KELLY: Yep.

19 On to finance, please.

20 COMMISSIONER MADIGAN: Thank you,
21 Mayor.

22 My first item is an announcement
23 about the city and community mask-up
24 Saratoga campaign. In connection with
25 this announcement and to expedite this



1 project, I'm asking the council to take
2 two votes this morning. And I will
3 review those votes again tomorrow evening
4 with the council and the public. So I am
5 going to -- and I'll have more details
6 tomorrow night for the council and public
7 about the mask-up campaign.

8 So I'd like to be able to vote on my
9 agenda items number 4 and 9. I believe
10 the mayor is in agreement.

11 So I will move along with those
12 items. So my item number 4 is a
13 discussion and vote, budget transfer from
14 contingency. And lines 1 through 4
15 transfer funds from contingency to public
16 safety for BMS signs and to the finance
17 department for professional services to
18 cover the cost of the marketing services,
19 the graphic art design services and
20 printing for the Saratoga Springs city
21 and community mask-up program.

22 The amounts respectively will be
23 11,000 dollars that public safety needs
24 for the VMS signs. Those signs will be
25 placed at our gateways, our various



1 gateway entrances, and be used to
2 communicate about the mask executive
3 order and can be used in the future for
4 other pertinent city-related activities.

5 6,160 dollars will go to Baker,
6 Megan Baker's firm, for the graphic
7 design and education, public service
8 announcement video production. And 5,000
9 dollars -- and that's an up to
10 5,000-dollar amount -- will be for
11 printing services. We still have an
12 outstanding quote to award in terms of
13 printing for the signs in the street, et
14 cetera.

15 So it'll be a total contingency
16 transfer of 22,160 dollars. The
17 contingency budget appropriation
18 currently has a balance of \$90,145.39.
19 Following approval of this transfer,
20 there will be \$67,985.39 available.

21 I move that the city council approve
22 the budget transfer contingency as I just
23 described and as uploaded with the
24 agenda. This is a motion.

25 MAYOR KELLY: Is there a second?



1 Second.

2 COMMISSIONER DALTON: Second.

3 MAYOR KELLY: Any discussion?

4 COMMISSIONER DALTON: I just want to
5 thank Commissioner Madigan so much for
6 taking the initiative on this mask-up
7 campaign. The public safety department
8 has its hands full. And we really
9 appreciate our leadership and also the
10 financial and also the financial
11 commitment of the city to the public
12 health of our community.

13 So thank you so much, Commissioner
14 Madigan. We really appreciate it.

15 MAYOR KELLY: Thank you,
16 Commissioner.

17 COMMISSIONER MADIGAN: Thank you.

18 COMMISSIONER SCIROCCO: It's unusual
19 for us to vote like this. I just --
20 again, I mean, I don't -- as versus
21 tomorrow night. Why are we doing it
22 today as versus tomorrow night?

23 COMMISSIONER MADIGAN: We have a
24 meeting scheduled. And we couldn't --
25 Robin -- Commissioner Dalton is traveling



1 on Wednesday. And we needed to pull a
2 meeting together quickly so we can move
3 forward on the education campaign for
4 people to wear masks downtown.

5 COMMISSIONER SCIROCCO: Okay. But
6 again, my concern is is that we're going
7 to have public comment. And nobody can
8 comment on public comment in the event
9 that something -- something -- if
10 somebody has an issue with this. And if
11 we vote on it -- if we vote on it today,
12 it's pretty much a done deal. That's
13 my --

14 COMMISSIONER MADIGAN: It is. But I
15 will reiterate it tomorrow night with the
16 public. And I believe that --

17 COMMISSIONER SCIROCCO: so then --

18 COMMISSIONER MADIGAN: -- there's
19 community support for this campaign based
20 on the feedback that --

21 COMMISSIONER SCIROCCO: I'm not
22 saying there's not -- yeah. I'm not
23 saying there's not support. What I'm
24 saying is is that it's inappropriate for
25 us to do it now as versus tomorrow night



1 because -- because there's an issue with
2 public comment. And, you know, this
3 agenda goes out. It goes out. And then
4 people have the opportunity to comment.
5 And if they don't have the opportunity --
6 we're voting on this today. We don't
7 have public comment on -- at our agenda
8 meeting. So that's an issue.

9 MAYOR KELLY: Um-hum.

10 COMMISSIONER SCIROCCO: So, I mean,
11 I've got a problem with that.

12 COMMISSIONER MADIGAN: I mean,
13 I'm --

14 COMMISSIONER SCIROCCO: I'm not
15 saying I'm not going to support this.
16 I'm just saying I -- I'm not happy with
17 the process. I'm not happy with --

18 COMMISSIONER MADIGAN: Yeah. It
19 would be --

20 COMMISSIONER SCIROCCO: -- you know,
21 (indiscernible) ---

22 COMMISSIONER MADIGAN: -- better if
23 we had a (indiscernible) machine up and
24 running that you guys had purchased
25 internally so that we could do this more



1 internally, but we just can't. And we
2 need to move on the campaign. We've got
3 people running around in our downtown
4 without masks.

5 COMMISSIONER SCIROCCO: I
6 understand. No, I totally understand
7 that.

8 COMMISSIONER MADIGAN: So I'm trying
9 to do the best I can and be as
10 transparent as I can which is why I did
11 say yesterday and checked with Vince it
12 would be okay to do this since we noticed
13 it on Friday and -- or our city attorney.
14 And it is.

15 COMMISSIONER SCIROCCO: Yeah.

16 COMMISSIONER MADIGAN: But, you
17 know, if -- I got to get moving on this.
18 I can't wait another two weeks. And even
19 if we vote on it tomorrow night,
20 Commissioner Dalton is not here. And
21 she's essential to the mask-up program.

22 COMMISSIONER SCIROCCO: Well, you
23 just need a majority vote. And, you
24 know, again, I mean, it's not -- I'm not
25 saying I'm not going to support this.



1 I'm saying that it's -- I believe that
2 it's an issue if we do it now as versus
3 wait till tomorrow night because people
4 are not going to have the opportunity to
5 comment on this. And I think it just is
6 unfortunate, you know, that it has to
7 happen this way. I don't know if I can
8 support this this morning as versus -- as
9 versus tomorrow night.

10 You bring it back tomorrow night.
11 Obviously, it's -- again, I don't have a
12 problem with it. But it's just the
13 process, the way we're -- the way we're
14 pushing it through, it doesn't make any
15 sense to do it this way.

16 COMMISSIONER MADIGAN: Yeah. It
17 happens. It happens a lot sometimes.
18 You know, is it the total appropriate way
19 to go? No. But I've seen situations
20 with all of the departments where we've
21 had to take votes to do things that are
22 in the best interest of the community.
23 And this mask program is in the best
24 interest of our community.

25 MAYOR KELLY: Okay. I'm going to



1 call a vote. All those in favor say aye.

2 IN UNISON: Aye.

3 MAYOR KELLY: Any oppose?

4 COMMISSIONER SCIROCCO: No.

5 MAYOR KELLY: The matter passes.

6 COMMISSIONER MADIGAN: Thank you.

7 So item number 9 is a discussion and
8 vote, authorization for the mayor to sign
9 agreement with Baker Public Relations for
10 Saratoga Springs and Community mask-up
11 program.

12 In response to an RFQ, Baker Public
13 Relations was chosen to lead the
14 marketing team for the Saratoga Springs
15 for the community mask-up campaign for a
16 fee of 6,160 dollars. Baker PR is a
17 small regional firm located in the
18 capital district with firsthand knowledge
19 of our local city and our local
20 experience.

21 I have -- the city standard
22 agreement calls for certain insurance
23 coverages, including cyber privacy
24 liability and professional liability
25 insurance per occurrence, aggregate of



1 five million dollars.

2 Baker PR has met all of the
3 requirements except for these two. It
4 has no cyber privacy liability coverage.
5 And its professional liability coverage
6 occurrence aggregate is in the amount of
7 two million dollars.

8 I am also asking the council to
9 approve this agreement with the insurance
10 that has been provided. Baker PR will
11 only be assisting with graphic design,
12 video production, and possibly print
13 services since we do have a machine --
14 DPW has a machine but no -- nobody has
15 been trained to use it. So we're going
16 to have to outsource for print services
17 too for our streets and the social media
18 mask-up program.

19 So they will in no way touch our
20 server at all and -- because our website
21 and Facebook are not attached to our
22 server. They will simply be doing
23 graphic design services and public
24 service announcement education.

25 So with that, I move that the city



1 council authorize the mayor to sign an
2 agreement with Baker Public Relations for
3 Saratoga Springs and community mask-up
4 program as included with the agenda and
5 as I just described regarding their
6 insurance program, this -- insurance
7 limits.

8 The city attorney, purchasing and
9 finance, each reviewed and approved the
10 agreement and process.

11 I move that the city council
12 authorize -- did I already do the
13 movement?

14 MAYOR KELLY: No.

15 COMMISSIONER MADIGAN: I move that
16 the city council authorize the mayor to
17 sign an agreement with Baker Public
18 Relationships for Saratoga and community
19 mask-up program as included with the
20 agenda. This is a motion.

21 MAYOR KELLY: Second?

22 COMMISSIONER DALTON: Second.

23 MAYOR KELLY: Any discussion?

24 COMMISSIONER SCIROCCO: Again, with
25 no --



1 COMMISSIONER FRANCK: Go ahead.

2 COMMISSIONER SCIROCCO: -- no public
3 comment, I have a hard time today, you
4 know, supporting this.

5 COMMISSIONER FRANCK: Yeah. I have
6 no problems with this company per se, but
7 it did not make it through ours because
8 the insurance requirement. And, you
9 know, I've had to vote against my own
10 (indiscernible) put on. So I'm going to
11 have to vote nay to this because they
12 didn't meet the insurance limits.

13 COMMISSIONER MADIGAN: Okay. I
14 would like to also at some time in the
15 future maybe present -- five million
16 dollars is a lot for a local regional
17 company that's not going to touch our
18 servers in any way, shape, or form. Two
19 million dollars per occurrence is a lot
20 of insurance for a company like this to
21 provide this service. But it looks like
22 we'll have three votes this morning to be
23 able to move forward with it.

24 MAYOR KELLY: All right. All those
25 in favor say aye.



1 MAYOR KELLY: Aye.

2 COMMISSIONER MADIGAN: Aye.

3 COMMISSIONER DALTON: Aye.

4 MAYOR KELLY: Any oppose?

5 COMMISSIONER SCIROCCO: Nay.

6 COMMISSIONER FRANCK: Nay.

7 MAYOR KELLY: The matter passes.

8 COMMISSIONER MADIGAN: Thank you.

9 So with that, I'm going to jump back
10 to my actual agenda. Well, let's see
11 where I am. I've covered items 1, 2, and
12 9.

13 The second item tomorrow night will
14 be a presentation for the second quarter,
15 2020 financial report. Tomorrow evening
16 I will present the second quarter
17 financial report. This includes
18 information regarding final cash
19 collections actually received as of June
20 30th.

21 Item number 3 will be an update on
22 the 2021 city budget and city finances.
23 I will discuss the 2021 budget process.

24 Again, I've already done item number
25 4.



1 Item number 5 is a discussion about
2 budget transfers, payroll for employment.

3 My next two items are standard
4 transfers and amendments for payroll,
5 discussion and vote, budget transfers
6 payroll; discussion and vote, budget
7 amendments payroll.

8 And my last item is a discussion and
9 vote, standard day -- standard workday
10 resolution which is distributed with the
11 agenda. And it's to establish the
12 standard workday for each councilmember
13 required by the state. It is necessary
14 to ensure all elected officials'
15 retirement is calculated properly.

16 I want to thank Commissioner Dalton
17 and Mayor Kelly for supporting the work
18 that I'm doing. I didn't have to take on
19 this campaign. This was a conversation
20 that we had two weeks ago that I had
21 believed that the entire city council was
22 supportive of. So I'm leading it, but it
23 could have just have easily been led by
24 the commissioner of accounts or the
25 commissioner of public works. And I'm



1 really disappointed that you both did not
2 support this this morning.

3 Thank you. That completed my
4 agenda.

5 MAYOR KELLY: Thank you,
6 Commissioner.

7 On to public safety.

8 COMMISSIONER DALTON: Thank you,
9 Mayor.

10 The first item on my agenda is
11 discussion and vote, the authorization
12 for the mayor to sign a lease agreement
13 with Rico. And that is for maintenance
14 for our copier.

15 And the second item on my agenda is
16 an announcement about the demonstrations
17 in Saratoga Springs. And that will
18 include a timeline of Thursday night's
19 events. And that concludes my agenda.

20 MAYOR KELLY: Thank you,
21 Commissioner.

22 On to public works.

23 COMMISSIONER SCIROCCO: Thank you,
24 Mayor.

25 The first thing on my agenda is a --



1 it's just a correction for the -- it's
2 discussion and vote. Currently what's on
3 the agenda right now, it says
4 authorization for the mayor to sign
5 change order number 3 with Bellamy
6 Construction for the Route 9 water main
7 replacement. It says phase 1. It should
8 read discussion and vote, authorization
9 for the mayor to sign change order number
10 3 with Bellamy Construction to the
11 Kaydeross Avenue West and Nelson Avenue
12 water main replacement. And that is for
13 a credit of \$52,192.73.

14 The second item on my agenda is
15 discussion about, and that is to
16 establish title and grade for the
17 Department of Public Works dispatch
18 supervisor.

19 The third item on my agenda is
20 discussion and vote. And this is
21 approval to pay invoice number 7153118708
22 in the amount of \$2,106.01 to Schindler
23 Elevator Corporation. And this is for
24 vandalism to the Woodlawn Avenue parking
25 garage elevator.



1 The fourth item on my agenda is
2 discussion and vote. And this is
3 approval to pay invoice number 1049446 in
4 the amount of \$2,348.02. And that's for
5 a repair of the Ross Valve at the Geyser
6 Crest water station that malfunctioned.

7 And if there's no questions or
8 concerns, that was my agenda.

9 MAYOR KELLY: Thank you,
10 Commissioner.

11 Supervisor Veitch has five items:
12 reopening committee update, Saratoga
13 County Public Safety facility update,
14 Saratoga Casino and Hotel foundation, the
15 National Association of Counties' update,
16 and the New York State Association of
17 Counties' update.

18 Any other business from the council?
19 Then we are adjourned. Thank you and
20 have a good day.

21 (Meeting adjourned)

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C E R T I F I C A T I O N

I, Michael Drake, certify that the foregoing transcript is a true and accurate record of the proceedings.



Michael Drake (CER-513, CET-513)

AAERT Certified Transcriber

eScribers

352 Seventh Avenue, Suite #604

New York, NY 10001

Date: September 29, 2020

City Council Appr'd: 10/20/2020

Vote: 5 - 0

