



August 6, 2018

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

**PRESENT:** Meg Kelly, Mayor  
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:** Michele Madigan, Commissioner of Finance

Joe O'Neill, Deputy Commissioner, DPW

Matthew Veitch, Supervisor  
Tara Gaston, Supervisor

**CALL TO ORDER**

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

**PUBLIC HEARINGS**

1. 2019 – 2024 Capital Budget and Program – no comments.

**PRESENTATION**

1. Charter Review Update – no comments.

**EXECUTIVE SESSION**

1. Pending Litigation: Smero vs. City et.al

**CONSENT AGENDA**

1. Approval of 7/16/18 Pre-Agenda Meeting Minutes
2. Approval of 7/17/18 City Council Meeting Minutes
3. Approval to Transfer 50 Days of Sick Time to a Police Officer
4. Approve Budget Amendments – Regular (Increases)
5. Approve Budget Transfers - Regular
6. Approve Payroll 7/20/18 \$507,965.47
7. Approve Payroll 7/27/18 \$516,864.29
8. Approve Warrant - 2018 – 18MWJUL3 \$35,738.30
9. Approve Warrant - 2018 – 18MWAUG1 \$1,335.02
10. Approve Warrant – 2018 – 18WAUG1 \$593,240.77

No comments.

## **MAYOR'S DEPARTMENT**

### Announcement: Recreation Programs and Leagues

John Hirliman of the Recreation Department advised fall registrations start today.

### Discussion and Vote: Authorization for the Mayor to Sign Contract with the Saratoga Springs Public Library

John Hirliman advised this is part of the reading program and was tested over the summer. They partnered with the library to run some skateboarding lessons.

### Discussion and Vote: Authorization for the Mayor to Sign Contract with Forth Sport Floors, Inc.

No comments.

### Discussion and Vote: Authorization for the Mayor to Sign Contract with Camiros, Ltd. for Unified Development Ordinance (UDO) to Complete Zoning Update

Brad Birge of the Planning Department advised Camiros has suggested some minor changes and trying to correct it in time for tomorrow.

### Discussion and Vote: Authorization for the Mayor to Sign Grant Application for 2018 Transportation Alternatives Program (TAP) and Congestion Mitigation and Air Quality Improvement (CMAQ) Program

No comments.

### Discussion and Vote: Saratoga Lake Protection and Improvement District (SLPID): Take the Pledge

No comments.

### Set Public Hearing: NPR Tait Lane Allen Drive Proposed Map Amendment: Change from Warehouse to Transect – 4

No comments.

### Appointment: Board of Plumbing Examiners

No comments.

### Appointment: Open Space Advisory Committee

No comments.

Mayor Kelly advised she will be adding the following items to her agenda: Discussion and Vote: Authorization for Mayor to Sign Contract for Polling Services for the Charter Review Commission and Announcement: Change in Time at Next City Council Meeting.

## **ACCOUNTS DEPARTMENT**

### Appointment: Brooke Jobin as Commissioner of Deeds

No comments.

Award of Bid: Extension of Bid – HVAC Maintenance & Other Services to BPI Mechanical Services, Inc.

Commissioner Franck advised this is for the Department of Public Safety.

Award of Bid: Integrated Pest Management Services Program to Absolute Pest Control, Inc.

No comments.

Award of Bid: Professional Services DPW Dispatch Building to The Architectural Collaborative, PLLC

Marilyn Rivers, director of risk and safety, advised this contract is on the Accounts agenda and the funding is coming from the insurance.

Award of Bid: Resurfacing Gymnasium Hardwood Floors to Forth Sport Floors, Inc.

No comments.

Award of Bid: Unified Development Ordinance Zoning Update to Camiros, Ltd.

No comments.

Discussion and Vote: The Architectural Collaborative and Its Consultants for RFP 2018-22 DPW Dispatch Building Professional Services

Commissioner Franck stated the title needs to be changed to read “Authorization for Mayor to Sign Agreement with....”.

Discussion and Vote: Merit to Provide Extension of Time to Planning Board for Advisory Opinion of the Liberty Petition

Commissioner Franck advised the Planning Board had a couple of meetings on this but have not come up with a definitive decision. Commissioner Madigan also sent a detailed e-mail regarding this item.

## **FINANCE DEPARTMENT**

Deputy Mike Sharp reported for Commissioner Madigan in her absence.

Discussion and Vote: Authorization for the Mayor to Sign a Development Agreement with SiFi Networks

Deputy Mike Sharp stated SiFi will be installing and maintaining a city-wide fiber-optic network. Design will begin this year and the construction will take 2 years. The City will be adding an employee to oversee the construction and SiFi will be picking up half the salary of that person.

Discussion and Vote: Authorization for the Mayor to Sign an Award Transfer Request Related to Restore NY and Universal Preservation Hall

Deputy Sharp stated the City was awarded \$750,000 earlier this year on behalf of Proctors for UPH (Universal Preservation Hall) through Restore New York Program. Proctors also won a CFA award. This authorization allows them to combine the 2 awards from the state's standpoint.

Discussion and Vote: Authorization for the Mayor to Sign a Corrected Municipal Agreement with EIC Regarding Energize NY PACE Finance

Deputy Sharp advised Energize NY found a typo in the agreement when they were going to sign it. This agreement includes the correction and all else remains the same.

Discussion: 2018 2<sup>nd</sup> Quarter Financial Report

No comment.

Discussion and Vote: Approval of Position Upgrade for Help Desk Technician to Grade 7 Step 8 Effective September 1, 2018

The web position has been vacant for several months. Jim Baker has taken over the duties of that position so they will not be filling the position; instead they would like to increase his salary to a grade 7 step 8.

Discussion and Vote: Budget Transfers – Contingency

No comments.

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 Easement Agreement with Gadus & Son Enterprises, LLC (dba) Modern Antiquity

Commissioner Scirocco advised the property owner had a pipe leak this winter and moved the pipe to another piece of City property. The property owner needs to enter into another easement agreement with the City for the new location of the pipe.

Discussion and Vote: Approval to Pay Invoices to Tyco Simplex Grinnell

Commissioner Scirocco explained this company takes care of the fire/sprinkler systems. Work done exceeded \$1,499 and a purchase order was not obtained in time.

Discussion and Vote: Approval to Pay Invoice to H.L. Gage Sales, Inc.

No comments.

Set Public Hearing: Amend Chapter 201 of the City Code – Street Naming and Numbering

Commissioner Scirocco stated they will be adding the street naming and numbering will be under the direction of the Commissioner of Public Works. Currently it states it falls under the city engineer.

**PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: Authorization for the Mayor to Sign Contract with Stilsing Electric for On-Call Services

Commissioner Martin advised this is to assist the traffic unit with maintenance of traffic lights.

Discussion and Vote: Approval to Pay Invoices to BPI During Lapse of Contract with BPI for HVAC Work

Commissioner Martin stated there was HVAC work done during the lapse in the contract.

Commissioner Martin advised he is adding one item: Discussion and Vote: Authorization for the Mayor to Sign a Contract with BPI for HVAC Services.

**SUPERVISORS**

Mayor Kelly advised she has not received anything from the supervisors at this time.

**EXECUTIVE SESSION**

**Mayor Kelly moved and Commissioner Martin seconded to adjourn to executive session for pending litigation Smero vs. City et.al at 9:51 a.m.**

**Ayes - All**

City Council returned at 10:27 a.m.

Mayor Kelly announced nothing was decided in executive session to report to the public.

**ADJOURN**

Mayor Kelly adjourned the meeting at 10:28 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 8/21/18  
Vote: 5 - 0