



August 20, 2018

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

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

Tara Gaston, Supervisor

**EXCUSED:** Joe O'Neill, Deputy Commissioner, DPW

Matthew Veitch, Supervisor

**CALL TO ORDER**

Mayor Kelly called the meeting to order at 9:28 a.m.

**PUBLIC HEARINGS**

1. Amend Chapter 201 of City Code – Street Naming and Numbering: Commissioner Scirocco advised this amendment adds the Commissioner of Public Works as the final authority.
2. 2019 – 2024 Capital Budget and Program: no comments.

**PRESENTATION**

1. Charter Review Commission Public Forum: No comments.
2. 2019 – 2024 Capital Budget Program
3. 2017 Audited Financial Statements

**EXECUTIVE SESSION**

1. Pending Litigation: Update on pending Article 7 Cases - Commissioner Franck advised he will not be needing the executive session today as he is not able to get to the information needed due to the fire.

**CONSENT AGENDA**

1. Approval of 8/7/18 City Council Meeting Minutes
2. Approval of 8/6/18 Pre-Agenda Meeting Minutes s
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular

5. Approve Payroll 8/10/18 \$537,380.20
6. Approve Payroll 8/17/18 \$548,536.22
7. Approve Warrant - 2018 – 18MWAUG2 \$848,678,72
8. Approve Warrant – 2018 – 18WAUG2 \$309,602.97

No comments.

## **MAYOR'S DEPARTMENT**

### Discussion and Vote: 2019 – 2024 Capital Budget Program

No comments.

### Discussion and Vote: Accept Donation from the Saratoga Springs Friends of Recreation

John Hirliman of the Recreation Department advised this is for the donation of soccer balls and basketballs.

### Discussion and Vote: Approve Payment of Invoice – BSN Sports

John Hirliman advised this is for the purchase of the donated soccer balls and basketballs.

### Discussion and Vote: Approve payment of Invoice – Spring Electric, Inc.

John Hirliman advised the lights on the field were not working properly over the summer. This was to fix everything at one time.

### Discussion and Vote: Approve Payment of the Invoice – The Fun Spot

John Hirliman advised the camp went to the Fun Spot for a day which was not included in the original list of places. The amount of the bill is \$1,833.

### Discussion and Vote: Authorization for the Mayor to Sign Change Order #1 – Spring Electric, Inc.

No comments.

Mayor Kelly advised she will move items 2 – 6 to Consent Agenda.

### Discussion and Vote: Authorization for the Mayor to Execute Retainer with Napoli Shkolnik, PLLC

Vince DeLeonardis, city attorney, advised this is related to the opioid litigation.

### Discussion and Vote: Authorization for the Mayor to Sign Addendum #3 with Greenman Pedersen, Inc. for Geyser Road Trail Design Services

No comments.

### Discussion and Vote: Authorization for Mayor to Sign Funding Approval Agreement – US Dept. HUD for CDGB FY2018 Plan

No comments.

### Discussion and Vote: Authorization for the Mayor to Sign NYS Master Contract, Dept. of Environmental Conservation DEC01-T00467GG-3350000 for Natural Resources Inventory

Tina Carton, sustainability coordinator, advised the city applied last year for a DEC grant to do a natural resource inventory. The City was successful in getting the grant which will reimburse for up to 50%.

Discussion and Vote: Authorization for the Mayor to Sign Contract with LaBella Associates for NYS DEC Grant – Natural Resources Inventory

Tina Carton advised they sent out an RFP for the consultant to do the natural resource inventory. They will be awarding this bid under the Accounts Department agenda.

Mayor Kelly stated she will be adding an item to her agenda regarding City Hall operations. People have worked all weekend to access the damage. There was more damage done from water than fire. The insurance company will be on site today. The Police Department will continue to operate at 5 Lake Avenue and most of City Hall operations will be moved to the Recreation Center. She will be the point of contact for the public. She thanked the Council, the Fire Department, Police Department, and Risk & Safety for all their efforts this past weekend.

Chief Williams stated they are making progress with Quick Response. The third floor plaster and insulation has been removed. The Public Safety Office has been gutted; carpet has been removed from the Accounts Office; and the 1<sup>st</sup> floor is being used as a staging area. The Council has a list of today's objectives. They will be getting the essential computers to move them to other areas to have essential services up and running at 90% by Wednesday.

Assistant Chief Catone advised they received help from Saratoga County Sheriff's Department and emergency services. They were able to flip to the County accepting 911 calls in less than an hour. They have a standing order with the Sheriff's Department to move to back up center if needed to vacate.

**ACCOUNTS DEPARTMENT**

Award of Bid: Natural Resource Inventory to LaBella Associates, D.P.C.

No comments.

**FINANCE DEPARTMENT**

Announcement: 2019 Budget Update

No comments.

Discussion: Assignment for the Refund of Prior Year Taxes

No comments.

Discussion and Vote: Budget Transfers – Contingency

No comments.

Discussion and Vote: Budget Amendment – Payroll

No comments.

Discussion and Vote: Budget Transfers – Payroll

No comments.

Commissioner Madigan stated she will be adding an item to her agenda regarding a contract for space at the VanRaalte Mill during this time.

## **PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Amend Chapter 201 of the City Code Street Naming and Numbering

No comments.

Discussion and Vote: Approve Payment of Invoices to BPI Mechanical Service for HVAC Services

Commissioner Scirocco advised the invoice exceeded the purchase order policy.

Discussion and Vote: Approve Payment of Invoices to Palette Stone Corp.

Commissioner Scirocco advised the invoice exceeded the purchase order policy.

Discussion and Vote: Authorization for the Mayor to Sign Property Access Agreement with Niagara Mohawk Power Corporation (DBA) National Grid for the Old Red Springs

Tim Wales, city engineer, advised this will allow for access to the Red Spring area and right-of-way.

Discussion and Vote: Authorization for the Mayor to Sign a Clark Patterson Lee for the East Side Storm Drainage Project

Tim Wales advised this is part of the east side drainage project. This is to continue design of phases 4 and 5. This is a capital project.

Discussion and Vote: Authorization for the Mayor to Sign Addendum agreement with Stantec Consulting Services, Inc., for the Nelson Avenue Drainage Project

Tim Wales advised this is to upgrade the Adam Street pump station. The first 4 phases are complete with this one outstanding piece. This will finish the contract.

Commissioner Scirocco advised the utilities staff will be going to the Recreation Center during this time.

## **PUBLIC SAFETY DEPARTMENT**

Announcement: School Safety Public Forum

Commissioner Martin announced a school public safety forum for September 17<sup>th</sup>.

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

No comments.

Set Public Hearing: To Amend Chapter 118 of the City Code, Building Administration with Respect to Technical Consistencies

Commissioner Martin advised he is removing this item from his agenda.

Commissioner Martin advised he is adding one item: Announcement: Thank You.

**SUPERVISORS**

Matthew Veitch

Nothing at this time.

Tara Gaston

Health & Social Services Committee

No comments.

Veterans Committee & Concert

No comments.

NYAC Appointment

No comments.

White House Visit

No comments.

**EXECUTIVE SESSION**

**Mayor Kelly moved and Commissioner Martin seconded to adjourn into executive session regarding lease or acquisition of property where publicity would affect value at 9:55 a.m.**

**Ayes – All**

The Council returned at 10:20 a.m.

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

**ADJOURN**

Mayor Kelly adjourned the meeting at 10:21 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 9/4/18  
Vote: 5 - 0