



June 2, 2023

CITY OF SARATOGA SPRINGS
City Council Pre-Agenda Meeting
474 Broadway
10:00 AM

PRESENT: Ron Kim, Mayor
Minita Sanghvi, Commissioner of Finance
Dillon Moran, Commissioner of Accounts
Jim Montagnino, Commissioner of Public Safety

STAFF PRESENT: Angela Rella, Deputy Mayor
Heather Crocker, Deputy Commissioner of Finance
Stacy Connors, Deputy Commissioner of Accounts
Joe O'Neill, Deputy Commissioner of Public Works
Jason Tetu, Deputy Commissioner of Public Safety

EXCUSED: Jason Golub, Commissioner of Public Works

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

CALL TO ORDER

Mayor Kim called the meeting to order at 10:05 a.m.

Mayor Kim acknowledged the unfortunate attack in Congress Park. He asked the community to contact the Saratoga Springs Police Department if they have any information that can help identify the attackers.

Mayor Kim stated this City Council meeting will start at 6 p.m. The order will be as follows: Consent Agenda; Executive Session, Presentations – Temporary, Low-Barrier, 24-Hour Shelter and Reconnecting the West Side Study; Supervisors; and then on or after 7 p.m. the public hearings will begin followed by public comment; and the rest of the agenda.

CONSENT AGENDA

1. Approval of 5/12/2023 Pre-Agenda Meeting Minutes
2. Approval of 5/16/2023 City Council Meeting Minutes
3. Approval of 5/4/2023 City Council Meeting Minutes
4. Temporary Outdoor Dining Permit Approvals
5. Approve Mid-Warrant 2023, 23MWMAY2 \$87,003.11
6. Approve Mid-Warrant 2023; 23MWMAY3 \$89,337.36
7. Approve Warrant 2023, 23JUN1 \$2,015,598.70
8. Approve Payroll 5/19/2023 \$719,077.70
9. Approve Payroll 5/26/2023 \$460,295.91
10. Approve Payroll 6/2/2023 \$714,886.96
11. Approve Budget Transfers – Regular
12. Approve Budget Transfers - Revenue

13. Approve Budget Amendments - Regular

MAYOR'S DEPARTMENT

Presentation: Home Made Theater – Sound of Music Cast

Mayor Kim advised this production is starting soon.

Announcement: Appointments to the Restorative Justice Panel

No comments.

Proclamation: June 2nd is National Gun Violence Awareness Day

Mayor Kim stated everyone wearing orange today will be gathering in front of City Hall as noon to take a group photo.

Proclamation: Retirement: Tina Potter, Saratoga County Commissioner of Social Services

No comments.

Discussion and Vote: Resolution for Funding Grand Avenue Improvements

Mayor Kim stated this has been discussed several times at City Council meetings.

Discussion and Vote: Authorization for Mayor to Sign Contract for Homeless Shelter

No comments.

Discussion and Vote: Merit for Review and Referral to the Planning Board: Amend UDO to Include 1,000 Foot Buffer Between Schools and Homeless Shelters

No comments.

Announcement: Reappointment of Tad Roemer to the Design Review Board

No comments.

Discussion and Vote: Authorization to Reimburse Employee #2593 the Amount of \$164.00

No comments.

Discussion and Vote: Authorization to Reimburse Employee #3065 the Amount of \$164.00

No comments.

Discussion and Vote: Authorization to Reimburse Employee #2808 the Amount of \$164.00

No comments.

Discussion and Vote: Authorization to Reimburse Employee #3083 in Amount of \$327.54

No comments.

Discussion and Vote: Authorization to Pay Fee to Department of Treasury/IRS for Excise Tax for Health Insurance

No comments.

Discussion and Vote: Authorization for Mayor to Sign Transportation Agreement with Saratoga County

No comments.

Discussion and Vote: Authorization for Mayor to Sign Nutrition Agreement with Saratoga County

No comments.

Discussion and Vote: Authorization for Mayor to Sign Baseball Camp Co-Sponsor Agreement with Saratoga American Legion/Stampede

No comments.

Discussion and Vote: Accept \$2,352.00 Donation from WGY Christmas Wish

No comments.

Discussion and Vote: Accept \$400.00 Donation from the Saratoga Springs Friends of Recreation Fund of the Community Foundation for the Greater Capital Region

No comments.

Discussion and Vote: Authorize Quit Claim Deed to Replace 1958 Tax Deed 33 Caroline Street

No comments.

Discussion and Vote: Authorize Release of Affordable Housing Requirements for 166 Jefferson Street, Apt. 1

Mayor Kim advised this is an affordable housing project that is being sold because the City can't identify a qualified buyer.

Commissioner Moran stated it is tough to swallow releasing affordable housing back to the market. He would like to discuss changing the process to make sure this doesn't happen in the future.

Commissioner Montagnino stated he agreed with Commissioner Moran.

Mayor Kim stated this has happened a couple times. People are not qualifying because of current interest rates.

Commissioner Moran stated a bill is being looked at, at the state level that would facilitate his ability as City assessor to recognize the deed restricted value of a property as the assessed value versus its market value, which lessens the tax burden.

Tony Izzo, city attorney, advised the current rules have been around for a while but the economy is different now.

Commissioner Sanghvi stated there are national trends that the City cannot undercut.

Mayor Kim stated he doesn't want to hold this up as due diligence has been done. He asked if the City can waive or subsidize any of the fees.

Mayor Kim stated he is adding an item to his agenda – Discussion and Vote: Authorization for Mayor to Sign Opioid Documents in Absence of a City Council Meeting.

ACCOUNTS DEPARTMENT

Award of Bid: Station 3 Kitchen Equipment to Gerharz Equipment

No comments.

Award of Bid: Snow Plow Cutting Edges to Chemung Supply Company

No comments.

Announcement: Primary Voting

No comments.

Announcement: Grievance Day Update

Commissioner Moran stated it was a very active day and the new assistant assessor showed the knowledge he is bringing to the position.

Announcement: Business Milestones

No comments.

Announcement: Special Events

No comments.

Commissioner Moran stated he will be providing the Finance Department with the special event fee structure.

FINANCE DEPARTMENT

Commissioner Sanghvi stated her heart goes out to the family and victim of the attack in Congress Park.

Announcement: Update on City Finances

No comments.

Announcement: Participatory Budgeting Accepting Project Proposals through July 1, 2023

No comments.

Discussion: Standard & Poor's Report

Commissioner Sanghvi stated this is a great report with the City maintaining an AA+ rating.

Discussion and Vote: 2023 City Fees Update – Department of Public Works

Commissioner Sanghvi advised they might be adding fees from the Accounts Department.

Discussion and Vote: Budget Transfers – Payroll & Benefits

No comments.

Discussion and Vote: Budget Transfers – Contingency

No comments.

Discussion and Vote: Budget Amendments – Payroll & Benefits

No comments.

Commissioner Sanghvi advised she is adding an item – Budget Amendment Fund Balance.

PUBLIC WORKS DEPARTMENT

Deputy Joe O'Neill reviewed Commissioner Golub's agenda in his absence.

Announcement: Status of Hathorn Spring

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Holland Co. for Polyaluminum Chloride

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Thornton, Musso & Bellemin for Copper Sulfate

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Chemung Supply Corp. for Snow Plow Parts

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with BPI Mechanical for HVAC Services

No comments.

Announcement: Access E-11 Launch

No comments.

Deputy O'Neill stated one item may be added to the agenda to adopt a DPW template.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Request Approval of CSEA City Hall Unit Employee to Use Sick Bank

No comments.

Set Public Hearing: Amend Chapter 225, Article IX, Section 225-87 of the Code of the City of Saratoga Springs, NY Entitled "Vehicle and Traffic – Schedule XXII: Time Limit Parking"

No comments.

Discussion and Vote: Authorization for the Mayor to Sign an Agreement with Live Nation Worldwide, Inc.

Commissioner Montagnino stated this is for the SPAC season.

Discussion and vote: Authorization for the Mayor to Sign Change Order #22 with Hueber Breuer for Fire Station 3

No comments.

Discussion and Vote: Authorization for the Mayor to Sign a Contract with Gerharz Equipment, Inc. for Fire Station 3

No comments.

Discussion and Vote: Authorization for the Mayor to Sign Contract with Adirondack Cabling & Security for Fire Station 3

No comments.

Discussion and Vote: Authorization for the Mayor to Sign an Agreement with Community Emergency Corps., Inc.

Commissioner Montagnino advised this is for back up for special events with SPAC and Live Nation.

Discussion and Vote: Authorization for the Mayor to Sign an Agreement with Wilton Emergency Squad

Commissioner Montagnino advised this is the same as the one above.

Discussion and Vote: Authorization to Pay Invoice to CHA Consulting, Inc. for Fire Station 3

No comments.

Discussion and Vote: Create a New Section 115-1.3 of Chapter 115 of the Code of the City of Saratoga Springs, NY Entitled "Intoxication of Impairment by Alcohol or Drugs in a Public Place When in Possession of a Firearm Prohibited"

Commissioner Montagnino advised the language has been changed slightly after the last City Council meeting.

Announcement: SSPD Policy Directive Relating to Fingerprinting of Defendants Who Were Served with Summonses

No comments.

Announcement: SSPD Policy Change Regarding Issuance of No-Knock Search Warrants

No comments.

Commissioner Montagnino asked Mayor Kim when he would like him to complete his presentation of the 50-point plan.

Mayor Kim advised that should be added to the next City Council meeting in June.

Commissioner Sanghvi asked if the Council is not giving written reports.

Mayor Kim stated the Charter states the report must be in writing (Title III, Section H).

Lisa Ribis, secretary to the City Council asked if all written reports can be made available on the City's website for the public.

Commissioner Sanghvi advised to do that the Council will have to decide which department will be responsible for the information, as they would have to maintain the page.

Deputy Mayor Rella advised there is a task force page where the reports can live.

The Council agreed to place all information regarding the 50-point plan in that location.

MISCELLANEOUS

City Webpage

The Council continued to discuss other issues with the webpage such and links that were not completed/attached when the switch to the new webpage was 'turned on' at the last City Council meeting of the previous administration.

Commissioner Moran stated an offer was made and accepted for the records management position. When that person is on board, they can assist with locating and identifying the documents so the links can be repaired.

Lisa Ribis offered to be the contact person from the Accounts Department to help IT with a monthly subcommittee to identify what needs to be 'fixed' in each department so IT has a focus.

Commissioner Sanghvi stated that they will take Lisa Ribis up on that offer.

Mayor Kim advised his office is preparing a memo form Jesse House regarding issues that being discussed here. Jesse was saying the same thing Lisa was saying, a committee should be formed. Social media is also wrapped into this issue. Mayor Kim suggested having the e-mail go out and get the committee going.

National Grid Work on Broadway

Mayor Kim advised they learned yesterday that National Grid has been installing vents/pipes on Broadway. They were asked to stop work due to how it looks during the day in the historic downtown area and for safety reasons. There is a meeting today at 2 p.m. with National Grid to address this and to discuss how to proceed.

ADJOURN

Commissioner Moran moved and Commissioner Sanghvi seconded to adjourn the meeting at 10:48 a.m.

Ayes – All (Commissioner Moran, Commissioner Sanghvi, Commissioner Montagnino, and Mayor Kim)

Nays - 0

Absent – 1 (Commissioner Golub)

Respectfully submitted,

Lisa Ribis
Secretary to the City Council

Approved: 6/20/2023

Vote: 5 - 0