



January 12, 2024

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

PRESENT: John Safford, Mayor
Minita Sanghvi, Commissioner of Finance
Dillon Moran, Commissioner of Accounts
Jason Golub, Commissioner of Public Works (arrived at 9:32 a.m.)
Tim Coll, Commissioner of Public Safety

STAFF PRESENT: JoAnne Kiernan, Deputy Mayor
Heather Crocker, Deputy Commissioner, Finance
Stacy Connors, Deputy Commissioner, Accounts
Joe O'Neill, Deputy Commissioner, Department of Public Works
Daniel Charleson, Deputy Commissioner, Department of Public Safety

EXCUSED: Matthew Veitch, Supervisor
Michele Madigan, Supervisor

CALL TO ORDER

Mayor Safford called the meeting to order at 9:31 a.m.

PUBLIC HEARINGS

1. Amend Various Chapters of the City Code to Remove Fees – Commissioner Moran stated initially the dining fees were addressed but all chapters which contain fees have been amended.

CONSENT AGENDA

1. Approval of 1/1/2024 City Council Meeting Minutes
2. Approval of 1/2/2024 City Council Meeting Minutes
3. Approval of 12/15/2023 Pre-Agenda Meeting Minutes
4. Approval of 12/19/2023 City Council Meeting Minutes
5. Approval of 12/28/2023 City Council meeting Minutes
6. Approval of 12/5/2023 City Council Meeting Minutes
7. Approve Mid-Warrant 2023, 23MWDEC5 \$2,500.00
8. Approve Mid-Warrant 2023, 23MWDEC6 \$103,563.22
9. Approve Mid-Warrant 2024, 24MWJAN1 \$29,605.82
10. Approve Mid-Warrant 2024, 24MWJAN2 \$500.00
11. Approve Warrant 2023 – 23DEC4 \$Pending (will be added after pre-agenda)
12. Approve Warrant 2024 – 24JAN2 \$Pending (will be added after pre-agenda)
13. Approve Payroll 01/05/2024 \$378,489.22
14. Approve Payroll 01/12/2024 \$481,675.86
15. Approve Budget Transfers - Regular

Lisa Ribis, secretary to the City Council, advised one additional set of minutes will be added to the agenda. Additionally, the attachments for the 12/19/23 minutes could not be attached, as there were too many, which made the file too large to place on the webpage and in the agenda system.

MAYOR'S DEPARTMENT

Announcement: State of the City Address – January 30, 2024

Mayor Safford announced the State of the City Address will be held on January 30, 2024. He requested each commissioner to do a 5 – 7 minute presentation.

Announcement: Public Speaking

Mayor Safford stated the rules have been sent out and they have listened to comments/concerns. The Council must vote on this.

Commissioner Moran asked if this needs to be noticed as a public hearing.

Lisa Ribis, secretary to the City Council, advised this is not a code change; therefore, no notice is required.

Mayor Safford stated the City Council meetings are a public meeting where people can observe and it allows the people to talk to all five Council members at one time. He will be making a motion on Tuesday to vote on the rules.

Commissioner Golub stated the changes made to the rules make sense and he is more comfortable with them.

Commissioner Sanghvi stated she has questions and concerns and will reach out to the city attorney.

Commissioner Coll stated the rules from the last time they met regarding clapping and feet stomping came from a 9th Circuit Court in California. In addition to the Committee on Open Government looking favorably on the language, the 9th Circuit Court did as well.

Discussion: Location of City Council Meetings

Mayor Safford stated he is leaning toward using the City Council Room more, except if it is known there will be a lot of interest in an item. That is when they will use the Music Hall.

Commissioner Moran stated he will be bringing forward short-term rentals, which will have interest. Commissioner Golub will probably prefer upstairs when discussing parking.

Mayor Safford advised Tuesday's City Council meeting will be held in the Music Hall.

Appointment: Planning Board

Mayor Safford advised he will be appointing Anthony Stellato to the Planning Board.

Announcement: Planning Board

Mayor Safford advised he will be appointing Chuck Marshall as chair and Mark Pingel as vice-chair of the Planning Board.

Appointment: Zoning Board of Appeal

Mayor Safford advised he will be appointing Christopher LaPointe to the Zoning Board of Appeals.

Discussion and Vote: Authorization for Mayor to Sign Art Co-Sponsor Agreement

Mayor Safford advised the agreement is with C.R.E.A.T.E. Studios. The City and C.R.E.A.T.E. will split the revenues 8-/20.

Discussion and Vote: Recreation Department Agreement Templates

Mayor Safford advised this is an annual review of facility agreements. The only change is the date.

Discussion and Vote: Extending the 60-Day Time Period and Zoning Map Amendment

Beige Berryman of the Planning Department advised the Planning Board at last night's meeting issued a favorable advisory opinion for the Beekman Street request. The change requested is to change the zoning from UR-3 to arts and culture district. The request for extension is no longer needed.

Commissioner Moran asked for an explanation of what this extension does for the businesses associate with it.

Beige Berryman advised the arts and culture district allows for artist studios and creative businesses in that area. The applicant who initiated the request has an artist studio.

Commissioner Sanghvi asked if they would expect to see more economic activity if it were to be re-mapped.

Beige Berryman stated that would be an ideal outcome.

Mayor Safford advised this item to extend the time period will be removed from the agenda.

Set Public Hearing: Zoning Map Amendment

Mayor Safford advised this public hearing is for the Beekman Street amendment just discussed.

Mayor Safford advised his is adding an Announcement: CDBG Application Closes January 31, 2024.

Beige Berryman advised the program year is 2024 and they started accepting applications December 1, 2023. Applications will be accepted through January 31, 2024.

Mayor Safford advised beginning Tuesday; he will ask the supervisors to go through their agenda before the mayor's agenda.

ACCOUNTS DEPARTMENT

Announcement: Downtown Advisory Committee Update

Commissioner Moran advised Commissioner Coll will be joining the Committee. He thanked Commissioner Sanghvi for her time on the Committee. Meetings are not open as talking about ways and means to keep the public safe.

Announcement: Special Events

Commissioner Moran stated the biggest event coming up is Chowderfest.

Announcement: Business Milestones

Commissioner Moran stated he may have some milestones to present.

Announcement: Update on Risk and Safety

Commissioner Moran announced they have been conducting interviews and hope to make an announcement by end of next week.

Discussion and Vote: Authorization for the Mayor to Sign Contract with FitzGerald, Morris Baker, and Firth for Article 7 Cases

Commissioner Moran advised this is an annual contract to balance the work of Article 7s between two law firms.

Mayor Safford asked Dave Harper, city attorney, to help co-ordinate the work.

Discussion and Vote: Amend Carious Chapters of the City Code to Remove Fees

Commissioner Moran stated a public hearing will be held on this Tuesday night. All fees associated with applications will be removed from the code and maintained in the fee schedule the Finance Department puts forward each year.

Award of Bid: Transit Mix Concrete to Palette Stone

Commissioner Moran advised this award of bid is for the Department of Public Works.

Discussion and Vote: Authorization for Mayor to Sign Contract for Electric Rates

Commissioner Moran stated the contract will be circulated on Tuesday. They will have the rate for that day and will lock the City in on a new rate and save the City \$100,000 per year. The rate sheet will be attached and circulated.

Commissioner Moran announced he is adding an item to his agenda – Announcement: January is Mental Health Month.

FINANCE DEPARTMENT

Announcement: Update on City Finances

No comments.

Announcement: Now Accepting Participatory Budgeting Committee Applications

Commissioner Sanghvi advised they are accepting Committee applications.

Discussion and Vote: Updates to Finance Policy and Procedure Manual (FPPM)

Commissioner Sanghvi stated there is a slight change to include GASB 87 & 96. The City's auditors have reviewed the changes to the manual.

Discussion and Vote: Use of Reserve Resolution – Payment of Bonded Indebtedness

No comments.

Discussion and Vote: Authorization for Mayor to Sign Addendum #1 with SHI for Barracuda Email Archiver

No comments.

Discussion and Vote: Use of Reserve Resolution – Retirement Reserve

No comments.

PUBLIC WORKS DEPARTMENT

Set Public Hearing: Garbage, Rubbish, and Refuse

Commissioner Golub advised Chapter 126 of the City Code will be amended to create a permit system for landscapers. It will also change the dates for pick-up of refuse and require containing of refuse rather than piling in the street. They are trying to get to the point where they will be able to tell residents when their refuse will be picked up.

Announcement: SiFi Update

Commissioner Golub advised SiFi is a network program to bring high-speed fiber optics to the City. He will provide an update as to where they are with the project. They are privately funded and had some investor issues.

Discussion and Vote: Authorization for Mayor to Sign Contract with Joe Johnson Equipment for Elgin & Vactor Equipment Parts and Service

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Casella Waste Systems for Municipal Solid Waste

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Morton Salt, Inc. for Rock Salt

No comments.

Discussion and Vote: Authorization for Mayor to Sign Sidewalk Agreement for 42 Phila Street

No comments.

Commissioner Golub added the following items to his agenda:

1. Discussion and Vote: Authorization for Mayor to Sign Contract with Palette Stone for Transit Mix Concrete
2. Discussion and Vote: Authorization for Mayor to Sign Contract with Schindler Elevator for Elevator Service
3. Discussion and Vote: Allow Encumbrance of 2023 Capital Funds

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization to Pay Invoice to DLC Electric, LLC

Commissioner Coll advised this is for electric work done at station 3.

Discussion and Vote: Authorization to Pay an Invoice to Joe's Cycle Repair

Commissioner Coll advised this is for a 12 x 21 metal building using 2023 funds.

Discussion and Vote: Authorization to Reimburse Employee #2539

Commissioner Coll advised this employee used personal funds for travel to training.

Discussion and Vote: Authorization for the Mayor to Sign a Contract with Firematic Supply Company

Commissioner Coll advised this is for a new ladder truck in the amount of \$2,167,000.

Discussion and Vote: Authorization to Pay Annual Invoice to Axon

Commissioner Coll advised this is for the records management system in the Police Department.

Discussion and Vote: Approval to Use 2023 Funds for Previously Approved Contract with Ward Apparatus

Commissioner Coll advised at the last City Council meeting when making the motion to approve the mayor to sign a contract with Ward Apparatus, he failed to stated they were using 2023 funds.

ADJOURN

Commissioner Moran moved and Commissioner Sanghvi seconded adjourned the meeting at 10:16 a.m.

Ayes – (Commissioner Moran, Commissioner Sanghvi, Commissioner Golub, Commissioner Coll, and Mayor Safford)

Nays - 0

Respectfully submitted,

Lisa Ribis
Secretary to the City Council

Approved: 2/6/2024

Vote: 5 - 0