



January 19, 2021

CITY OF SARATOGA SPRINGS
City Council Meeting

7:00 PM

(via zoom)

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

PRESENTATION

CONSENT AGENDA

1. Approval of 1/4/2021 Pre-Agenda Meeting Minutes
2. Approval of 1/4/2021 Pre-Agenda Meeting Transcript
3. Approval of 1/5/2021 City Council Meeting Minutes
4. Approval of 12/29/2020 City Council Meeting Minutes
5. Approval of 12/29/2020 City Council Meeting Transcript
6. Approval of 12/30/2020 City Council Meeting Minutes
7. Approval of 12/30/2020 City Council Meeting Transcript
8. Approve Budget Transfers – Regular
9. Approve Budget Amendments – Regular (Increases)
10. Approval Payroll 1/8/2021 \$575,878.41
11. Approval Payroll 1/15/2021 \$502,986.18
12. Approval Warrant – 2021 21JAN2 \$277,473.28
13. Approve Warrant – 2020 20DEC4 \$346,471.68
14. Approve Mid-Warrant – 2020 20MWDEC5 \$90,823.48
15. Approve Mid-Warrant – 2021 21MWJAN1 \$426.00
16. Approve Mid-Warrant – 2021 21MWJAN2 \$15,618.61

MAYOR'S DEPARTMENT

1. Proclamation to Celebrate Soroptimist International – 100 Years of Service for Women and Girls
2. Announcement: State of the City Address on 1/26/2021 via Live Stream
3. Announcement: Community Development Block Grant 2021 Program Year Subgrantee Application Period Now Open
4. Announcement: UDO Project Update
5. Discussion and Vote: Authorization for Mayor to Sign the 2021 Intermunicipal Agreement for Shelter Services
6. Discussion and Vote: Appointment to City Center Authority Board

ACCOUNTS DEPARTMENT

1. Discussion and Vote: Authorization for Mayor to Sign Contract with Adirondack Cabling, Inc.

2. Discussion and Vote: City Council Approval to Pay Invoice to JJ Keller for Online Classes for OSHA and DOL
3. Appointment: Climate Smart Committee
4. Award of Bid: Extension of Bid – Horticulture Supplies to Dehn’s Flowers, Inc.
5. Award of Bid: Extension of Bid – NYS DOH Certified Instructor Coordinator to Art Breault
6. Award of Bid: Proposed Fire Station #3 Design Services to CHA Consulting

FINANCE DEPARTMENT

1. Announcement: Resolution in Memory of Matthew W. McCabe
2. Announcement: NY State “2021 State of the State”
3. Announcement: NYS 2022 FY Budget
4. Update: City Finances
5. Discussion and Vote: Budget Transfers – Payroll
6. Discussion and Vote: Budget Amendments – Water 2021 Adjustment
7. Discussion and Vote: Budget Amendments – Sewer 2021 Adjustment

PUBLIC WORKS DEPARTMENT

1. Discussion and Vote: Approval to Reimburse Employee #358 for Commercial Pesticide Applicator Renewal/Recertification in the Amount of \$450.00
2. Discussion and Vote: Approval to Reimburse Employee #1792 for the Purchase of Caterpillar CAT Turbo Charger Wastegate Actuator for Tub Grinder in the Amount of \$34.90
3. Discussion and Vote: Approval to Pay December 2020 Monthly Invoice in the Amount of \$3,963.00 to CNA Environmental, LLC for Water Treatment Plant
4. Discussion and Vote: Accept Donation in Memory of Constance Lloyd for the City’s Flower Beautification Program in the Total Amount of \$150.00
5. Discussion and Vote: Authorization for Mayor to Sign Contract with Dehn’s Flowers, Inc. for Horticulture Supplies
6. Discussion and Vote: Authorization for Mayor to Sign Agreement with State of New York Unified Court System
7. Announcement: Accept Street for Snow Plowing Only – Extension of Julian’s Way
8. Discussion and Vote: Approval to Accept Urban and Community Forestry Project Tree Inventory and Community Forest Management Plan Grant
9. Discussion and Vote: Authorization for Mayor to Sign Contract with Morton Salt, Inc. for Rock Salt
10. Discussion and Vote: Approval to Pay Invoices #5402221752, #5402223642, #5402225536, #5402226556, and #5402227864 in the Total Amount of \$24,004.22 to Morton Salt, Inc. for Rock Salt
11. Discussion and Vote: Approval to Pay Invoices #564345, #564732, #564735, and #564737 in the Total Amount of \$260.00 to Absolute Pest Control for Integrated Pest Management Services
12. Announcement: Resolution in Memory of James A. Murphy, Jr.

PUBLIC SAFETY DEPARTMENT

1. Announcement: COVID-19 Update
2. Discussion and Vote: Authorization for Mayor to Sign Contract with Art Breault

SUPERVISORS

Matt Veitch

1. 2021 Board of Supervisors Committee Assignments
2. Presidential Inaugural Committee National COVID-19 Memorial

Tara Gaston

1. COVID-19 Update

2. 2021 Board of Supervisors Assignments

ADJOURN



January 19, 2021

CITY OF SARATOGA SPRINGS
City Council Meeting

7:00 PM
(via Zoom)

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance
John Franck, Commissioner of Accounts
Anthony Scirocco, Commissioner of DPW
Robin Dalton, Commissioner of DPS

STAFF PRESENT: Lisa Shields, Deputy Mayor
Deirdre Ladd, Deputy Commissioner of Finance
Maire Masterson, Deputy Commissioner, Accounts
Joe O'Neill, Deputy Commissioner, DPW
Eileen Finneran, Deputy Commissioner, DPS

Vincent DeLeonardis

Matthew Veitch, Supervisor (arrived @7:26)
Tara Gaston, Supervisor (arrived @7:24)

RECORDING OF PROCEEDING

The proceedings of this meeting were taped for the benefit of the secretary. Because the minutes are not a verbatim record of the proceedings, the minutes are not a word-for-word transcript.

CALL TO ORDER

Mayor Kelly called the meeting to order at 7:00 p.m.

PUBLIC COMMENT

Mayor Kelly said the public comment period is limited to a total of 15 minutes and individuals are limited to two minutes.

Mayor Kelly opened the public comment period at 7:01 p.m.

Darlene McGraw of Saratoga Springs stated she believes the City is being disrespectful to our Country, as the flags are not lit up. She also spoke to DPS regarding the lack of sidewalk accessibility due to lack of snow removal. She also feels the water in the City is disgusting and won't drink it.

Mayor Kelly closed the public comment period at 7:05 p.m.

Commissioner Madigan stated she drinks the City water daily. She thanked DPW and the Water Treatment Plant for all they do.

Mayor Kelly advised there are 2 items being moved up on the agenda: Commissioner Scirocco's item #12 and Commissioner Madigan's item #1.

Commissioner Scirocco read the following resolution into the record:

A RESOLUTION
OF THE CITY COUNCIL
OF THE CITY OF SARATOGA SPRINGS

IN MEMORIAM
JAMES A. MURPHY JR. 1937-2021

WHEREAS, James A. Murphy, Jr., attorney philanthropist, and former mayor of Saratoga Springs, died on January 5, 2021; and WHEREAS, Mayor Murphy served from 1966 through 1969. At the time he began serving, he was 28 years old, the youngest mayor ever elected in New York at the time. His years in office were a transitional period for our City when our standing as a vacation venue and a centerpiece of a thoroughbred racing faced and uncertain future. He stood proudly among the many Saratogians who worked tirelessly to preserve our place as one of the greatest destinations in the world; and WHEREAS, his work included his Family Scholarship Fund that provides assistance to Williams College students, his service to the Saratoga County YMCA, and his support of a great number of local charitable and benevolent organizations, NOW, THEREFORE, BE IT RESOLVED, that this City Council hereby honors the memory and the service of James A. Murphy, Jr., and extends sympathy to his family.

Commissioner Madigan read the following resolution into the record:

A RESOLUTION
OF THE CITY COUNCIL
OF THE CITY OF SARATOGA SPRINGS

IN MEMORIAM
MATTHEW W. McCABE 1958-2021

WHEREAS, Matthew W. McCabe, musician, entrepreneur, and former Saratoga Springs Commissioner of Finance, died in Saratoga Springs on January 12, 2021; and WHEREAS, Commissioner McCabe served on the City Council from 2004 through 2007. He took the unconventional step of running and serving as an independent, one of only a few Council members to ever do so. From the beginning of his service, he showed his exceptional skill as a listener, and was frequently instrumental in finding common ground in Council discussions. He improved the transparency of the budget process and other procedures and policies of the Finance Department, and developed the position of Director of Finance; and WHEREAS, his enthusiasm for our city was contagious. He was a skilled and popular musician who owned and operated his guitar and music business for more than 25 years, and he was unsurpassed in his support of local small businesses. Today there are many Saratogians who benefited greatly from his generosity, his experience, and his advice; and WHEREAS, on February 20, at Caffe Lena, his life and work will be the subject of a virtual presentation and celebration. Information about this event may be found at www.caffelena.org, NOW, THEREFORE, BE IT RESOLVED, that this City Council hereby honors the memory and the service of Commissioner Matthew W. McCabe, and extends sympathy to his family, and be it further RESOLVED that this Council hereby declares February 20, 2021 as MATT McCABE DAY

The entire City Council sends condolences to both families. A moment of silence was held in honor of these gentlemen.

CONSENT AGENDA

Mayor Kelly moved and Commissioner Franck seconded to approve the consent agenda as follows:

1. Approval of 1/4/2021 Pre-Agenda Meeting Minutes
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15. Approve Mid-Warrant – 2021 21MWJAN1 \$426.00
16. Approve Mid-Warrant – 2021 21MWJAN2 \$15,618.61

Ayes – All

MAYOR'S DEPARTMENT

Proclamation to Celebrate Soroptimist International – 100 Years of Service for Women and Girls

Mayor Kelly read the proclamation into the record:

A Proclamation of the
City of Saratoga Springs

Proclamation to Celebrate Soroptimist International 100 Years of Service for Women and Girls

WHEREAS, Soroptimist International is over 90,000 women strong and will celebrate 100 years of service, as an organization for business and professional women who work to improve the lives of women and girls in local communities and throughout the world; WHEREAS, the City of Saratoga Springs is home to Soroptimist International of Saratoga County (SISC). Since 1979, its goal is to build upon the mission of the national organization and to provide women and girls with access to education and training needed to achieve economic empowerment.

WHEREAS, Saratoga International of Saratoga County unites with the greater community to fundraise, mentor, and connect with the public to serve women and girls here in the City of Saratoga Springs and the surrounding areas and invites the community to celebrate its continuing success.

WHEREAS, hundreds of women and girls have benefited by programs offered by Saratoga International of Saratoga County such as:

- Project Hope and Power: The club's keystone educational workshop, located in the City of Saratoga Springs, designed to guide domestic violence survivors towards financial independence;
- Dream It, Be It: Career support for secondary school girls that provide access to professional role models, career education, and the resources to set and achieve goals, overcome obstacles, and move forward after setbacks or failures;
- Live Your Dream Award: Assists women with primary financial responsibility for their families in obtaining skills-training and education; and
- Many other opportunities for women to be their best.

NOW, THEREFORE, be it resolved that I, Meg Kelly, Mayor of the City of Saratoga Springs, proclaim January through October 2021 as the ten-month celebration of Soroptimist International for its 100th anniversary and express appreciation to the Saratoga Chapter for their many contributions to our community, AND I invite all businesses and community members to join in the activities in commemoration with Soroptimist International of Saratoga County, and to recognize its positive impact of service to the women and girls in our community.

Announcement: State of the City Address on 1/26/2021 via Live Stream

Mayor Kelly announced the State of the City will be held via live stream on 1/26/2021 at 6 p.m.

Announcement: Community Development Block Grant 2021 Program Year Subgrantee Application Period Now Open

Mayor Kelly announce the application period is now open. Applications are being accepted and are due electronically by 4:30 p.m. March 5, 2021.

Announcement: UDO Project Update

Mayor Kelly advised the consultant has continued to work through draft 2.

Vince DeLeonardis, city attorney, advised the first draft was released to the public more than a year ago. After the conclusion of the public comment time period, a second draft was created. Draft 2 was released in September 2020 and presentations were given to the public and the City Council. Staff has met with individuals as requested to provide information on the UDO. A summary of the questions will be provided to the City Council in the coming weeks and the City will work with Cammiros to create draft 3. If the Council feels it has merit for review, it will be submitted to the Planning Board for a formal advisory opinion.

Discussion and Vote: Authorization for Mayor to Sign the 2021 Intermunicipal Agreement for Shelter Services (21-006)

Mayor Kelly moved and Commissioner Franck seconded to approve the mayor to sign the 2021 intermunicipal agreement for the animal shelter services as included with this agenda.

Ayes – All

Discussion and Vote: Appointment to City Center Authority Board (21-007)

Mayor Kelly recommended the appointment of Joe Ogden to the City Center Authority Board. His term will run from 1/19/2021 – 3/20/2024. Joe is replacing Rosemary Radcliff who resigned.

Mayor Kelly moved and Commissioner Dalton seconded to appoint Joe Ogden to the City Center Authority Board effective 1/19/2021 – 3/20/2024.

Ayes – All

Mayor Kelly moved and Commissioner Madigan seconded for the City Council to approve the addition of a discussion and vote item for the extension of the William J. Keller contract on Geyser Road Trail Project. This will bring the agreement into alignment with the adjustments and project deadlines due to COVID. (21-008)

Ayes – All

Discussion and Vote: Approval for the Mayor to Sign No Cost Extension of the William J. Keller Contract as Part of the Geyser Road Trail Project (21-009)

Mayor Kelly moved and Commissioner Madigan seconded to approve the no cost extension of the William J. Keller on Geyser Road Trail Project.

Ayes - All

ACCOUNTS DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Contract with Adirondack Cabling, Inc. (21-010)

Commissioner Franck advised this is an annual licensing and maintenance agreement for the City security system. Funding is in line A3051414-54573.

Commissioner Franck moved and Commissioner Dalton seconded for the City Council to authorize the mayor to sign the contract with Adirondack Cabling, Inc. as included with this agenda.

Ayes - All

Discussion and Vote: City Council Approval to Pay Invoice to JJ Keller for Online Classes for OSHA and DOL (21-011)

Commissioner Franck advised this invoice in the amount of \$5,995 is for online learning of OSHA and DOL mandated classes during the pandemic. Funding is in line A3051414-54573.

Commissioner Franck moved and Commissioner Dalton seconded for the City Council to authorize the payment of invoice from JJ Keller in the amount of \$5,995 for online OSHA and DOL mandated classes during the pandemic.

Ayes - All

Appointment: Climate Smart Committee

Commissioner Franck re-appointed Dan Barusch to the Climate Smart Committee. This is a 3 year appointment and will run from 2/27/2021 through 2/26/2024.

Award of Bid: Extension of Bid – Horticulture Supplies to Dehn’s Flowers, Inc. (21-012)

Commissioner Franck moved and Commissioner Scirocco seconded to extend the award of bid for Horticulture Supplies to Dehn’s Flowers, Inc. for an additional year under the same terms, conditions, and prices as listed in bid 2018-48.

Ayes - All

Award of Bid: Extension of Bid – NYS DOH Certified Instructor Coordinator to Art Breault (21-013)

Commissioner Franck moved and Commissioner Dalton seconded to extend the award of bid for NYS DOH Certified Instructor Coordinator to Art Breault/EMS Concepts under the same terms, conditions, and price as listed in bid 2020-02.

Ayes - All

Award of Bid: Proposed Fire Station #3 Design Services to CHA Consulting (21-014)

Commissioner Franck moved and Commissioner Dalton seconded to award the bid for the Proposed Fire Station #3 Design Services, upon the recommendation of the Department of Public Safety and the approval of the City Attorney, to CHA Consulting for an amount not to exceed \$300,000.

Ayes - All

FINANCE DEPARTMENT

Announcement: Resolution in Memory of Matthew W. McCabe

This item was addressed prior to the Consent Agenda.

Announcement: NY State “2021 State of the State”

Commissioner Madigan announced the governor has announced his agenda. There is a ‘book’ of his announcement posted on the governor’s website and is attached to this agenda.

Announcement: NYS 2022 FY Budget

Commissioner Madigan announced the governor projects a \$63 billion dollar 4 year revenue loss in April 2020. He now projects a \$39 billion dollar loss over the next 4 years. The governor stated the federal government has to deliver the \$15 billion dollars he has requested to close the deficit so New York State

can afford baseline investments. The governor believes the odds have improved that the federal government will come through with federal aid to the states in 2021. VLT aid has been eliminated. We budgeted \$1.163 million in our 2021 budget for VLT aid; now a total loss. The AIM payment will be reduced by up to 20%, and CHIPS aid will also be reduced.

Update: City Finances

Commissioner Madigan advised this will be a recurring topic on her agenda. The City borrowed \$11.3 million dollars, which will be paid back. Federal government has released a COVID-19 package, which includes aid to states and local governments. The City is still looking to sell property and working on getting grant reimbursements that are due to us.

Discussion and Vote: Budget Transfers – Payroll (21-015)

Commissioner Madigan moved and Mayor Kelly seconded to approve the budget transfers – payroll as included with the agenda.

Ayes - All

Discussion and Vote: Budget Amendments – Water 2021 Adjustment (21-016)

Commissioner Madigan moved and Commissioner Scirocco seconded to approve the budget amendments – water 2021 adjustment as included with the agenda.

Ayes – All

Discussion and Vote: Budget Amendments – Sewer 2021 Adjustment (21-017)

Commissioner Madigan moved and Commissioner Scirocco seconded to approve the budget amendments – sewer 2021 adjustment as included with the agenda.

Ayes - All

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Approval to Reimburse Employee #358 for Commercial Pesticide Applicator Renewal/Recertification in the Amount of \$450.00 (21-018)

Commissioner Scirocco advised this is for a 3 year renewal of DEC pesticide applicator renewal/recertification.

Commissioner Scirocco moved and Commissioner Dalton seconded to approve the reimbursement of employee #358 for commercial pesticide applicator renewal/recertification in the amount of \$450.00.

Ayes - All

Discussion and Vote: Approval to Reimburse Employee #1792 for the Purchase of Caterpillar CAT Turbo Charger Wastegate Actuator for Tub Grinder in the Amount of \$34.90 (21-019)

Commissioner Scirocco advised an employee found the part needed on Ebay and purchased the part from there.

Commissioner Scirocco moved and Commissioner Franck seconded to approve to reimburse employee #1792 for the purchase of Caterpillar CAT Turbo charger wastegate actuator for the tub grinder in the amount of \$34.90.

Ayes - All

Discussion and Vote: Approval to Pay December 2020 Monthly Invoice in the Amount of \$3,963.00 to CNA Environmental, LLC for Water Treatment Plant (21-020)

Commissioner Scirocco advised new standards have been adopted regarding monitoring in August 2020. We had to start testing the contaminants by October 24, 2020.

Commissioner Scirocco moved and Mayor Kelly seconded to approve payment of December 2020 monthly invoice in the amount of \$3,963 to CNA Environmental, LLC for the Water Treatment Plant.

Ayes - All

Discussion and Vote: Accept Donation in Memory of Constance Lloyd for the City's Flower Beautification Program in the Total Amount of \$150.00 (21-021)

Commissioner Scirocco moved and Commissioner Franck seconded to accept the donation in memory of Constance Lloyd for the City's flower beautification program in the total amount of \$150.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Contract with Dehn's Flowers, Inc. for Horticulture Supplies (21-022)

Commissioner Scirocco moved and Mayor Kelly seconded to authorize the mayor to sign contract with Dehn's Flowers, Inc. for horticulture supplies not to exceed unit bid price per proposal dated 12/26/18.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Agreement with State of New York Unified Court System (21-023)

Commissioner Scirocco stated this is an annual agreement for cleaning of the courts. The renewal period is from 4/1/2020 – 3/31/2021. The proposed budget is \$52,352.

Commissioner Scirocco moved and Mayor Kelly seconded to authorize the mayor to sign the renewal agreement with State of New York Unified Court System for the period of April 1, 2020 through March 31, 2021 in the amount of \$52,352.

Ayes - All

Announcement: Accept Street for Snow Plowing Only – Extension of Julian's Way

Commissioner Scirocco announced the City will be accepting the extension of Julian's Way for snow plowing only.

Discussion and Vote: Approval to Accept Urban and Community Forestry Project Tree Inventory and Community Forest Management Plan Grant (21-024)

Commissioner Scirocco stated DPW was awarded grant money from DEC in the amount of \$50,000 for a tree inventory and a forest management plan.

Commissioner Scirocco moved and Commissioner Franck seconded to accept the Urban Community Forestry Project Tree Inventory and Community Forest Management Plan Grant in the amount of \$50,000.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Contract with Morton Salt, Inc. for Rock Salt (21-025)

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign a contract with Morton Salt, Inc. for rock salt in the amount not to exceed unit bid price per proposal.

Ayes - All

Discussion and Vote: Approval to Pay Invoices #5402221752, #5402223642, #5402225536, #5402226556, and #5402227864 in the Total Amount of \$24,004.22 to Morton Salt, Inc. for Rock Salt (21-026)

Commissioner Scirocco advised rock salt was purchased prior to a contract being in place.

Commissioner Scirocco moved and Commissioner Franck seconded to approve to pay Morton Salt, Inc. invoices in the amount of \$24,004.22.

Ayes - All

Discussion and Vote: Approval to Pay Invoices #564345, #564732, #564735, and #564737 in the Total Amount of \$260.00 to Absolute Pest Control for Integrated Pest Management Services (21-027)

Commissioner Scirocco moved and Commissioner Franck seconded to pay invoices #564345, #564732, #564735, and #564737 in the total amount of \$260.00 to Absolute Pest Control for integrated pest management services.

Ayes - All

Announcement: Resolution in Memory of James A. Murphy, Jr.

This was addressed prior to the Consent Agenda.

PUBLIC SAFETY DEPARTMENT

Announcement: COVID-19 Update

Commissioner Dalton announced there were 1,429 new COVID cases last week. There are 540 active cases in the City of Saratoga Springs and hospitalizations have almost doubled in the past 10 days. We don't have enough vaccines in this area. There are 43,000 people in the County who are eligible for vaccines and we get a tiny amount every week.

Discussion and Vote: Authorization for Mayor to Sign Contract with Art Breault (21-028)

Commissioner Dalton moved and Commissioner Franck seconded to authorize the mayor to sign contract with Art Breault.

Aye - All

Commissioner Madigan moved and Commissioner Franck seconded to add an item to her agenda entitled discussion and vote: budget transfers – contingency. (21-029)

Ayes – All

Discussion and Vote: Budget Transfers – Contingency (21-030)

Commissioner Madigan advised the transfer in the amount of \$3,000 from contingency is to fund a government services contract with Bolton St. John. Amount in the contingency line prior to this transfer is \$250,000 and \$247,000 will remain after this transfer.

Commissioner Madigan moved and Commissioner Dalton seconded to approve the transfer from contingency.

Ayes – All

SUPERVISORS

Matt Veitch

2021 Board of Supervisors Committee Assignments

Supervisor Veitch provided a list of the committees he has been appointed to for 2021. The committees include Building & Grounds, Government Review & Efficiency, Law & Finance, H.R. & insurance, etc. He may be appointed to other committees as the year progresses.

Presidential Inaugural Committee National COVID-19 Memorial

Supervisor Veitch announced the County of Saratoga is participating in tonight's memorial for those who lost their life to COVID-19. The Council is leaving all the County building lights on in memory of those people.

Tara Gaston

COVID-19 Update

Supervisor Gaston reported the Board approved a contract with a vendor who will assist the County with changing their dashboard. They are hiring temporary personnel to staff a call center that is being created to answer COVID-19 questions. The County has secured an agreement to use the City Center as a vaccination site should they receive enough vaccines to do so. About 6.5% of the community has been vaccinated.

2021 Board of Supervisors Assignments

Supervisor Gaston reported she has been appointed to the Health & Social Services Committee and the Technology and Resiliency Committee.

ADJOURNMENT

There being no further business, Mayor Kelly adjourned the meeting at 8:28 p.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 2/2/2021
Vote: 5 - 0