



June 1, 2021

CITY OF SARATOGA SPRINGS
City Council Meeting

7:00 PM

(via zoom)

6:55 PM - P.H. – Capital Budget
Amendment for City Buildings
P.H. – CDBG CARES Act Funding

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

PRESENTATION

1. Complete Streets
2. Recycling Presentation

CONSENT AGENDA

1. Approval of 5/17/2021 Pre-Agenda Meeting Minutes
2. Approval of 5/18/2021 City Council Meeting Minutes
3. Approval of 5/4/2021 City Council Meeting Transcript
4. Approve Budget Amendments – Capital (Proj 1141)
5. Approve Budget Amendments – Insurance Reserve #7
6. Approve Budget Transfers – Regular
7. Approve Budget Amendments – Regular (Increases)
8. Approve Payroll 5/21/21 \$467,927.24
9. Approve Payroll 5/28/21 \$365,789.84
10. Approve Mid-Warrant – 2021 21MWMAY2 \$4,943.85
11. Approve Warrant 2021 21JUN1 \$221,258.81

MAYOR'S DEPARTMENT

1. Announcement: Implementation of Independent Advisory Committee, NYS Police Reform and Reinvention Collaborative Plan
2. Discussion and Vote: Authorization to Submit NYS CDBG-CV Application to Support a Second Round of COVID-19 Small Business Grants
3. Proclamation: Saratoga Pride Month 2021
4. Announcement: Mayor's Food Drive

ACCOUNTS DEPARTMENT

1. Award of Bid: Bid Extension of Polyaluminum Chloride to Holland Co., Inc.
2. Award of Bid: Copper Sulfate to Amrex Chemical Co., Inc.

3. Award of Bid: Emergency Medical Supplies to Bound Tree Medical, Henry Schein, Inc., McKesson Medical Surgical Government Solutions, LLC, and Life-Assist, Inc.
4. Discussion and Vote: Rescind Health and Safety Policy During COVID-19 Pandemic
5. Award of Bid: Sanitary Wastewater Pump Station Upgrades – Electrical Construction to Stilsing Electric, Inc.
6. Award of Bid: Sanitary Wastewater Pump Station Upgrades – General Contractor to CFI Contracting, Inc.
7. Award of Bid: Tree Inventory & Forest Management Plan to PlantIT Geo, LLC

FINANCE DEPARTMENT

1. Update: City Finances
2. Discussion and Vote: Budget Transfers – Payroll
3. Discussion and Vote: Budget Amendments – Payroll
4. Discussion and Vote: Budget Transfers – Contingency

PUBLIC WORKS DEPARTMENT

1. Discussion and Vote: Approval for Capital Budget Amendment for City Buildings
2. Discussion and Vote: Authorization for Mayor to Sign Contract with Amrex Chemical Company, Inc. for Water Treatment Plant Chemicals
3. Discussion and Vote: Authorization for Mayor to Sign Contract with Surpass Chemical Company, Inc. for Water Treatment Plant Chemicals
4. Discussion and Vote: Authorization for Mayor to Sign Contract with Holland Company, Inc. for Water Treatment Plant Chemicals
5. Discussion and Vote: Authorization for Mayor to Sign Agreement with CFI Contracting, Inc. for Wastewater Pump Station Upgrades
6. Discussion and Vote: Authorization for Mayor to Sign Agreement with Stilsing Electric, Inc. for Wastewater Pump Station Upgrades – Electrical
7. Discussion and Vote: Authorization for Mayor to Accept Donation from Col. George L. Willard Camp #154, Sons of Union Veterans of the Civil War in the Amount of \$9,823

PUBLIC SAFETY DEPARTMENT

1. Set Public Hearing: Amend Chapter 225, Sections 225-87 of the City Code, Entitled Vehicle & Traffic – Schedule XXII Time Limit Parking
2. Discussion and Vote: Authorization for Mayor to Sign Agreement with MVP Health Plan, Inc.
3. Discussion and Vote: Authorization for Mayor to Sign Contract with Bound Tree
4. Discussion and Vote: Authorization for Mayor to Sign Contract with Henry Schein
5. Discussion and Vote: Authorization for Mayor to Sign Contract with Life-Assist, Inc.

SUPERVISORS

Matt Veitch

1. Nothing at this time.

Tara Gaston

1. Nothing at this time.

ADJOURN



June 1, 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
Tara Gaston, Supervisor

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.

PUBLIC HEARINGS

Capital Budget Amendment for City Buildings

Mayor Kelly opened the public hearing at 6:55 p.m.

Commissioner Scirocco advised this is to amend the capital budget for City buildings. There are remaining insurance funds and unused encumbered funds that can be utilized in City buildings. The total amount of funds is \$135,329.30 and do not require bonding.

No one spoke.

Mayor Kelly closed the public hearing at 6:56 p.m.

CDBG CARES Act Funding

Mayor Kelly opened the public hearing at 6:56 p.m.

Mayor Kelly advised that the Community Development Department has been encouraged to submit an application to HCR for Community Development Block Grant CARES Act funding to support an additional round of City's COVID-19 Small Business Grant Program.

No one spoke.

Mayor Kelly closed the public hearing at 6:57 p.m.

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 appreciates DPW working on the potholes. The water in the City is disgusting.

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

PRESENTATION

Complete Streets

Ken Grey of Complete Streets advised this involves the connectability between point A and point B for all types of transportation. Progress made in 2020 includes completion of Geyser Road Trail; completion of preliminary engineering for "Missing Links" sidewalk expansion; and piloted the expanded outdoor dining on Henry Street and Phila Street. Goals for 2021 include reduction of speed limits; update Complete Streets Plan; ADA transition plan; advance the Greenbelt Trail; and bicycle safety training. The design of Route 9 crossing is complete. It's a little dangerous entering Congress Park from Broadway. They are working on ideas to improve that entrance and make it safer.

Recycling

Commissioner Madigan introduced four students from Saratoga Springs High School – Ciara Meyer, Mira DeGregory, Maddie Cook, and Jade Helal to present.

Ciara Meyer stated they spoke with Commissioners Scirocco and Madigan regarding recycling bins in the downtown area.

Mira DeGregory advised without public space recycling, we are contributing to more waste and more damage to our environment. Recycling bins would mean less litter downtown.

Maddie Cook advised that in a Skidmore survey conducted in 2018, half of the participants said that they threw out recyclable waste downtown but over eighty percent said they would recycle it if bins were available. In addition, nearly ninety percent of respondents said they were supportive of downtown recycling initiatives.

Ciara Meyer stated our tourists are used to having recycling bins in their hometowns. Young people and young tourists are aware of what we are doing to be green and what we could do better to become greener.

Maddie Cook advised recycling rates increase by putting different color bins out.

Ciara Meyer provided pictures of various types of recycle bins available for purchase.

The students provided costs, features, and pros and cons of various bins.

Commissioner Scirocco stated this would have to go in the 2022 budget. He thanked the students for putting this presentation together.

CONSENT AGENDA

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

1. Approval of 3/29/2021 City Council Meeting Transcript
2. Approval of 4/19/2021 Pre-Agenda Meeting Transcript
3. Approval of 4/20/2021 City Council Meeting Transcript
4. Approval of 5/3/2021 Pre-Agenda Meeting Transcript
5. Approval of 5/3/2021 Pre-Agenda Meeting Minutes
6. Approval of 5/4/2021 City Council Meeting Minutes
7. Approve Use of Insurance Reserve Resolution #7
8. Approve Budget Amendments – Insurance Reserve #7
9. Budget Amendments – Regular (Increases)
10. Approve Budget Transfers – Capital (Proj# 1196)
11. Approve Budget Transfers - Regular
12. Approval Payroll 5/7/2021 \$465,173.94
13. Approval Payroll 5/14/2021 \$480,460.26
14. Approval Mid-Warrant – 2021 21MW MAY1 \$749,038.65
15. Approve Warrant – 2021 21MAY2 \$271,558.14

Ayes – All

MAYOR'S DEPARTMENT

Announcement: Implementation of Independent Advisory Committee, NYS Police Reform and Reinvention Collaborative Plan

Mayor Kelly announced an Independent Advisory Committee will be put together which will assist with the implementation of the New York State Police Reform and Reinvention Collaborative Plan. Committee members are Charles Caputo, Kimberly Galvin, and Jason Golub.

Discussion and Vote: Authorization to Submit NYS CDBG-CV Application to Support a Second Round of COVID-19 Small Business Grants (21-194)

Mayor Kelly moved and Commissioner Franck seconded to authorize the submission of the NYS CDBG-CV application to support a second round of COVID-19 small business grants.

Ayes - All

Proclamation: Saratoga Pride Month 2021

Mayor Kelly read the following proclamation:

A PROCLAMATION
OF THE CITY OF SARATOGA SPRINGS, NEW YORK

WHEREAS, the City of Saratoga Springs is well known and enjoyed for many reasons. In recent times, our citizens have added to our good reputation by providing a supportive and understanding community for many diverse groups. Although it is not a part of our city's motto, "Health, History and Horses", a fourth letter "H" – Human Rights – is extremely important to us; and

WHEREAS, Saratoga Pride is a local group of LGBTQ+ citizens, their families, allies and supporters, who work to increase their visibility and safety as members of our community. They conduct events, provide resources, information, education and advocacy, and maintain a positive image and a positive outlook. Today's ribbon cutting for the first Pride Crosswalk on Spring Street between the Congress Park Carousel and Hawthorne Spring fills our community with much pride as it is a beautiful representation of the dynamic positivity and perseverance of the LGBTQ+ community.

NOW, THEREFORE, I, MEG KELLY, Mayor of the City of Saratoga Springs, am pleased to recognize the humanitarian work of Saratoga Pride, and to extend to them my very best wishes for a happy and successful Saratoga Pride Month. I hereby proclaim the month of June, as SARATOGA PRIDE MONTH.

Announcement: Mayor's Food Drive

Mayor Kelly announced the food drive for the Snack Pack Program will held at the Recreation Center on Monday, June 7, 2021 from 3 - 6:30 p.m. and Tuesday, June 8, 2021 from 9 a.m. – noon. Food drop off boxes have been placed in various schools.

ACCOUNTS DEPARTMENT

Award of Bid: Bid Extension of Polyaluminum Chloride to Holland Co., Inc. (21-195)

Commissioner Franck moved and Commissioner Scirocco seconded to extend the award of bid for Polyaluminum Chloride to Holland Co., Inc. for an additional year under the same terms, conditions, and prices as set in bid 2019-24.

Ayes - All

Award of Bid: Copper Sulfate to Amrex Chemical Co., Inc. (21-196)

Commissioner Franck moved and Commissioner Scirocco seconded to award the bid for copper sulfate to Amrex Chemical Co., Inc. for a total amount not to exceed \$6,900.

Ayes - All

Award of Bid: Emergency Medical Supplies to Bound Tree Medical, Henry Schein, Inc., McKesson Medical Surgical Government Solutions, LLC, and Life-Assist, Inc. (21-197)

Commissioner Franck moved and Commissioner Scirocco seconded to award the bid for Emergency Medical Supplies to Bound Tree Medical, Henry Schein, Inc., McKesson Medical Surgical Government Solutions, LLC, and Life-Assist, Inc. for various products and prices as quoted in bid 2021-04.

Ayes - All

Discussion and Vote: Rescind Health and Safety Policy During COVID-19 Pandemic (21-198)

Commissioner Franck advised employees and visitors who are fully vaccinated against COVID-19 are no longer required to wear a facial covering or socially distance. Anyone who is not fully vaccinated must continue to adhere to previous mask and distance requirements. Additionally, City departments are no longer required to manually check temperatures. It is the responsibility of employees and visitors of City buildings to follow this new guidance. Anyone who does not wear a face covering affirms they have been fully vaccinated. Employees and visitors may choose to continue wearing a mask regardless of vaccination status, including those who are public facing, immunocompromised, or those that are uncomfortable around

unmasked individuals. The City of Saratoga Springs reminds anyone who is exhibiting symptoms of COVID-19 or is feeling unwell should stay home, get tested, and seek appropriate medical treatment. The City's efforts to combat COVID-19 have been done in conjunction with the cooperation of our City staff and unions. We ask that you continue to do your part to mitigate the spread of this virus.

Commissioner Franck moved and Commissioner Madigan seconded to rescind the City 9/10/2020 Health and Safety Policy during the COVID-19 Pandemic and mask mandate.

Ayes - All

Award of Bid: Sanitary Wastewater Pump Station Upgrades – Electrical Construction to Stilsing Electric, Inc. (21-199)

Commissioner Franck moved and Commissioner Scirocco seconded to award the bid for Sanitary Wastewater Pump Station Upgrades for Electrical Construction to Stilsing Electric, Inc. in the amount not to exceed \$80,300.

Ayes – All

Award of Bid: Sanitary Wastewater Pump Station Upgrades – General Contractor to CFI Contracting, Inc. (21-200)

Commissioner Franck moved and Commissioner Scirocco seconded to award the bid for Sanitary Wastewater Pump Station Upgrades for General Construction to CFI Contracting, Inc., in the amount not to exceed \$956,200.

Ayes - All

Award of Bid: Tree Inventory & Forest Management Plan to PlantIT Geo, LLC (21-201)

Commissioner Franck moved and Commissioner Scirocco seconded to award the bid for Tree Inventory & Forest Management Plan to PlanIT Geo, LLC not to exceed amounts stated in bid 2021-06.

Ayes - All

FINANCE DEPARTMENT

Update: City Finances

Commissioner Madigan advised the future is looking more financially stable and healthy. She has met with departments to discuss budget amendments. It is her intention to make employees whole effective August 1, 2021. We will be coming out of our hiring pause a little earlier than expected. They have compiled about \$2.3 - \$2.5 million in expense budget increases. Sales tax will be revised by about 2 million dollars, mortgage tax is strong, planning board fees are increasing, and building permit fees are increasing. The City received \$1.67 million disbursement for the Geyser Road Trail. Thanks to cooperation from each of the departments working with the Finance Department, our improved financial situation allows us some options and a positive outlook as we consider the rest of 2021 and consider these budget amendments and prepare for the 2022 budget season.

Discussion and Vote: Budget Transfers – Payroll (21-202)

Commissioner Madigan moved and Commissioner Dalton second to approve the budget transfers – payroll as included with the agenda.

Ayes – All

Discussion and Vote: Budget Amendments – Payroll (21-203)

Commissioner Madigan moved and Commissioner Franck seconded to approve the budget amendments – payroll as included with the agenda.

Ayes – All

Discussion and Vote: Budget Amendment – Capital (Proj #1141) (21-204)

Commissioner Madigan moved and Commissioner Scirocco seconded to approve the budget amendment – capital project #1141 as included with the agenda.

Roll Call:

**Commissioner Franck – Aye
Commissioner Madigan – Aye
Commissioner Scirocco – Aye
Commissioner Dalton – Aye
Mayor Kelly – Aye**

Discussion and Vote: Budget Transfer – Contingency (21-205)

Commissioner Madigan advised the current balance in contingency is \$220,045.83 and \$191,651.70 will remain after this transfer.

Commissioner Madigan moved and Commissioner Dalton seconded to approve the budget transfer – contingency as included with the agenda.

Ayes - All

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Approval for Capital Budget Amendment for City Buildings (21-206)

Commissioner Scirocco advised the budget amendment amount is \$135,329.30.

Commissioner Scirocco moved and Commissioner Franck seconded to approve the capital budget amendment for City buildings in the amount of \$135,329.30.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Contract with Amrex Chemical Company, Inc. for Water Treatment Plant Chemicals – Copper Sulfate (21-207)

Commissioner Scirocco moved and Commissioner Dalton seconded to authorize the mayor to sign agreement with Amrex Chemical Company for copper sulfate chemicals for the Water Treatment Plant.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Contract with Amrex Chemical Company, Inc. for Water Treatment Plant Chemicals (21-208)

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign a contract with Amrex Chemical Company for hydrofluorosilicic acid and sodium silicofluoride chemicals for Water Treatment Plant.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Contract with Surpass Chemical Company, Inc. for Water Treatment Plant Chemicals (21-209)

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign a contract with Surpass Chemical Company, Inc. for the sodium hypochlorite chemicals for the Water Treatment Plant.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Contract with Holland Company, Inc. for Water Treatment Plant Chemicals (21-210)

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign contract with Holland Company, Inc. for polyaluminum chloride chemicals for the Water Treatment Plant.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Contract with Kubricky Construction Corp. for Equipment Rental for CHIPS (21-211)

Commissioner Scirocco moved and Commissioner Dalton seconded to authorize the mayor to sign a contract with Kubrick Construction Corporation for equipment rental for CHIPS.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Contract with PlanIT Geo for Phase I Street Tree Inventory & Management Plan (21-212)

Commissioner Scirocco moved and Mayor Kelly seconded to authorize the mayor to sign a contract with PlanIT Geo for phase I Street Tree Inventory Management Plan.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Agreement with CFI Contracting, Inc. for Wastewater Pump Station Upgrades (21-213)

Commissioner Scirocco moved and Commissioner Dalton seconded for the mayor to sign an agreement with CFI Contracting, Inc. for sanitary wastewater pump station upgrades – general construction contract in the amount of \$956,200.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Agreement with Stilsing Electric, Inc. for Wastewater Pump Station Upgrades – Electrical (21-214)

Commissioner Scirocco moved and Commissioner Dalton seconded for the mayor to sign an agreement with Stilsing Electric, Inc. for the wastewater pump station upgrades – an electrical contract in the amount of \$80,300.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Application for High Hazard Mitigation Rehabilitation Grant (21-215)

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign an application for High Hazard Mitigation Rehabilitation Grant.

Ayes - All

Discussion and Vote: Authorization for Mayor to Accept Donation from Col. George L. Willard Camp #154, Sons of Union Veterans of the Civil War in the Amount of \$9,823.46 (21-216)

Commissioner Scirocco advised the City of Saratoga Springs will be accepting a donation of \$9,823.46 from the Colonel George Willard Camp Number 154, Sons of the Union Veterans of the Civil War.

Commissioner Scirocco moved and Commissioner Madigan seconded for the mayor to accept the donation from the Colonel George L. Willard Camp Number 154, Sons of the Union Veterans of the Civil War in the amount of \$9,823.46.

Ayes – All

PUBLIC SAFETY DEPARTMENT

Set Public Hearing: Amend Chapter 225, Sections 225-87 of the City Code, Entitled Vehicle & Traffic – Schedule XXII Time Limit Parking

Commissioner Dalton set a public hearing for Tuesday, June 15, 2021 at 6:55 p.m.

Discussion and Vote: Authorization for Mayor to Sign Agreement with MVP Health Plan, Inc. (21-217)

Commissioner Dalton advised this allows MVP to pay our Fire Department for the telemedicine services that they provide.

Commissioner Dalton moved and Commissioner Scirocco seconded to authorize the mayor to sign agreement with MVP Health Plan.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Contract with Bound Tree (21-218)

Commissioner Dalton moved and Commissioner Scirocco seconded to authorize the mayor to sign contract with Bound Tree Medical.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Contract with Henry Schein (21-219)

Commissioner Dalton moved and Commissioner Scirocco seconded to authorize the mayor to sign contract with Henry Schein.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Contract with Life-Assist, Inc. (21-220)

Commissioner Dalton moved and Commissioner Franck seconded to authorize the mayor to sign contract with Life-Assist.

Ayes - All

SUPERVISORS

Matt Veitch

Supervisor Veitch advised he has nothing at this time to report.

Tara Gaston

Supervisor Gaston announced Saratoga Springs will be hosting a vaccination clinic. This will be a walk-in clinic. The date has not been finalized.

ADJOURNMENT

There being no further business, Mayor Kelly adjourned the meeting at 8:25 p.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 7/6/2021
Vote: 5 - 0