



September 7, 2021

CITY OF SARATOGA SPRINGS
City Council Pre-Agenda Meeting
City Council Room
474 Broadway
Saratoga Springs, NY 12866

10:00 AM

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance
John Franck, Commissioner of Accounts
Anthony Scirocco, Commissioner of DPW
Robin Dalton, Commissioner of DPS (arrived @ 10:22 a.m.)

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

Vince DeLeonardis, City Attorney

EXCUSED: Matthew Veitch, Supervisor
Tara Gaston, Supervisor

CALL TO ORDER

Mayor Kelly called the meeting to order at 10:01 a.m.

PUBLIC HEARINGS

1. Amend 2021 Capital Program – Fire Station #3 – Commissioner Madigan advised there is no need to hold this public hearing tonight. They are going to give the Commissioner of Finance to issue a bond anticipation note.
2. 2022 Capital Program and Budget – no comments.

PRESENTATION

1. 2022 – 2027 Capital Program - no comments.

CONSENT AGENDA

1. Approval of 8/16/2021 Pre-Agenda Meeting Minutes
2. Approval of 8/17/2021 City Council Meeting Minutes
3. Approval of 8/17/2021 UDO Workshop Meeting Minutes
4. Approval of 8/24/2021 UDO Workshop Meeting Minutes
5. Approve Budget Transfers - Regular

6. Approve Budget Amendments – Capital and Debt Service for Interest
7. Approve Budget Amendments – Insurance Reimbursement
8. Approve Budget Amendments – Regular (Increases)
9. Approve Payroll 8/20/21 \$415,927.66
10. Approve Payroll 8/27/21 \$665,815.59
11. Approve Payroll 9/3/21 \$416,322.04
12. Approve Mid-Warrant – 2021 21MWSEP1 \$65,198.29
13. Approve Mid-Warrant – 2021 21MWAUG2 \$106,107.78
14. Approve Warrant – 2021 21SEP1 \$462,970.08

No comments.

MAYOR'S DEPARTMENT

Discussion: "The Open Meetings Law"

No comments.

Announcement: 9/11 Remembrance Ceremony

No comments.

Announcement: UDO Next Steps and Schedule

No comments.

Discussion and Vote: Approve the Requested 2022 – 2027 Capital Program

No comments.

Discussion and Vote: Mayor to Request Contract Extension of Eighteen (18) Month with Department of Environmental Conservation for the Saratoga Greenbelt Trail Downtown Connector

No comments.

Discussion and Vote: Intermunicipal Agreement for Animal Shelter Services Rendered

Mayor Kelly advised this is for services rendered in year 2020.

Discussion and Vote: Accept ICLEI-Local Governments for Sustainability Membership Fee Donation from Rayna Caldwell

Mayor Kelly advised the donation is in the amount of \$1,200.

Discussion and Vote: Accept Donation from Advantage Press, Inc. for 9/11 Remembrance Ceremony

No comments.

Discussion and Vote: Accept Donation from Belmonte & Sons Tents Events, LLC for 9/11 Remembrance Ceremony

No comments.

Discussion and Vote: Accept Donation from Dehn's Flowers for 9/11 Remembrance Ceremony

No comments.

Discussion and Vote: Appointment to Zoning Board of Appeals

No comments.

Discussion and Vote: SEQRA Evaluation Regarding Sale of Vacant Property

Vince DeLeonardis, city attorney, advised this item and the next relate to the sale of the vacant parcel on the corner of Henry & Caroline Streets. The appraisal for this parcel came back at \$500,000. We then went through the bidding process. The high bid and only bid is \$801,000.

Discussion and Vote: Authorize the Mayor to Execute Contract for Sale of Vacant Property

See above.

ACCOUNTS DEPARTMENT

Award of Bid: Firehouse #3 Construction Management to Heuber-Breuer Construction Company

No comments.

Award of Bid: Sale of Vacant Property at Henry Street & Caroline Street

No comments.

Award of Bid: Water Distribution Pipe Replacement Project Phase 1 to Carver Construction

No comments.

Set Public Hearing: Zoning Amendment for Weibel Avenue PUD

Vince DeLeonardis advised the Council decided this item had merit for review by the Planning Boards. This amendment is in front of the Council for two reasons: 1. the date the PUD will expire, and 2. new uses. Both Planning Boards issued favorable advisory opinions with comments.

FINANCE DEPARTMENT

Commissioner Madigan advised she is adding: Update – Empire State Development NYSTEC Connective Wi-Fi Street Lights / Smart Cities Project.

Discussion and Vote: Bond Resolution – East Side Fire and EMS Facility

Commissioner Madigan advised this has been in the capital budget plan for years. She has ongoing concerns of the employment model for this station. Another concern is working with Empire Ambulance to continue their service. We are ready to bond and build.

Discussion and Vote: Resolution for the Use of Reserve for Water System Capital Improvements

No comments.

Discussion and Vote: Authorization for Mayor to Sign Agreement with City Center

Commissioner Madigan advised the City Center was not eligible for PPE funds and is re-opening. This agreement will grant them \$250,000 as they are in a serious cash flow deficit.

Discussion and Vote: Authorization for Mayor to Sign Release from MEGA Agreement Re: Community Choice Aggregation

Commissioner Madigan advised the City retained MEGA to explore the creation of a community choice aggregation. They continue to explore this benefit. Both parties agreed to terminate this agreement.

Discussion and Vote: resolution to Replenish the Retirement Reserve

No comments.

Discussion and Vote: Resolution for FT Non-Union Employees – Annual Review

No comments.

Discussion and Vote: Resolution to Replenish the Refund of Prior Year Taxes

No comments.

Discussion and Vote: Resolution to Replenish the Insurance Reserve

No comments.

Discussion and Vote: Resolution to Replenish the Assigned for IT Projects

No comments.

Discussion and Vote: Resolution to Replenish the Reserve the Payment of Bonded Indebtedness

No comments.

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

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Sprague Operating Resources, LLC for Natural Gas Rates

Commissioner Madigan stated these contracts were for variable rates. This does not work with our solar energy credits and needs to be re-done.

Discussion and Vote: Authorization for the Mayor to Sign Master Subscription Agreement (REVSD) with Granicus, LLC for “Peak Agenda Management”

Commissioner Madigan stated this vendor is for our agenda system.

Discussion and Vote: Authorization for Mayor to Sign Addendum #4 to Crown Castle, Inc. Agreement for DPW Garage and Recreation Center Services

No comments.

Discussion and Vote: Authorization for the Mayor to Sign Agreement with DCT (Dynamic Communication Training aka Restorative Justice) for Mediation and Communication Services

Commissioner Madigan stated she will follow up with risk and safety to be sure we have come up with insurance requirements.

Marilyn Rivers, director of risk and safety, advised right now neither vendor has the appropriate insurance. They are working to get the required insurance and are in the application process.

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Timothy Taylor (Scheinmann Neutrals) for Medication and Communication Services

No comments.

Discussion and Vote: Budget Transfers – Payroll

No comments.

Discussion and Vote: Budget Amendments – Payroll

No comments.

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Addendum #1 with Morbark, LLC

Commissioner Scirocco advised this is to extend the delivery date again to November 30, 2021. They have agreed to pay any necessary repairs between now and November 30th.

Discussion and Vote: Authorization for Mayor to Sign Assignment/Transfer Clause with PlanIT Geo, Inc.

Commissioner Scirocco advised PlanIT Geo is changing from an LLC to Inc. and requires the City to sign a transfer clause.

Discussion and Vote: Authorization for Mayor to Sign Contract with HL Gage Sales, Inc. for Parts and Service for International Dump

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Care Environmental Corp. for Package and Disposal According to NYSDEC of Hazardous Waste

Commissioner Scirocco stated this for the household hazardous waste day that will be held on October 16th from 8 a.m. – noon.

Discussion and Vote: Authorization for Mayor to Sign Contract with Carver Construction, Inc. for Water Distribution Pipe Replacement Project

Commissioner Scirocco stated this is for a replacement of a 4" main in the area of Clement Avenue.

Discussion and Vote: Authorization for Commissioner of Public Works to Sign Section 179D Energy Efficient Commercial Buildings Deduction Allocation Form with PASCO for Energy Efficient Tax Deduction

Commissioner Scirocco advised since we are tax exempt, the discount can be passed on to the company who did the energy efficient project in City Hall.

Discussion and Vote: Authorization for Approval for Revised Music Hall Rental Agreement

Commissioner Scirocco stated they are seeing interest in the rental of the Music Hall. They are updating the rental agreement to include the CDC regulations.

Discussion and Vote: Accept Donation from Prestwick Chase in the Amount of \$3,175

No comments.

Discussion and Vote: Accept Donation from Thomas Walsh of a Skate Curb with an Estimated Value of \$30

No comments.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Agreement with Hudson Valley Community College

Commissioner Dalton advised this allows students in the paramedic department to gain clinical experience in the Fire Department.

Discussion and Vote: Authorization for Mayor to Sign Contract with Hueber-Breuer Construction Co., Inc. for Consultant Support Services

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Pittsfield Communications

Commissioner Dalton advised this is an annual agreement for the maintenance and service of the police radios.

Set Public Hearing: Amend Chapter 225, Article IX Schedules, Subsection, 225-94 Schedule XXIX: Alternate Side of the Street Parking

Commissioner Dalton advised they are looking to have alternate side of the street parking run from Church Street to West Circular.

Commissioner Dalton added an item: Quarterly Update Police Reform.

SUPERVISORS

Mayor Kelly read the supervisors' agenda into the record as follows:

Supervisor Veitch: 1. Saratoga County 2022 Budget Process Update.

Supervisor Gaston: 1. Public Health Update; 2. Emergency Services/Sheriff Consolidation Proposal; and 3. NYSAC Fall Seminar.

EXECUTIVE SESSION

Mayor Kelly moved and Commissioner Madigan seconded to enter into executive session for proposed, pending or current litigation: The Algonquin Building, LLC v. City of Saratoga Springs at 10:26 a.m.

Ayes – All

The Council returned at 10:36 a.m.

Vince DeLeonardis advised an item will be added to the Mayor's agenda: Discussion and Vote: Authorization for the Mayor to Execute Stipulation Settlement Agreement and Release by and Between the Algonquin Building, LLC and the City of Saratoga Springs.

ADJOURN

Mayor Kelly adjourned the meeting at 10:37 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved:
Vote:

DRAFT