

AGENDA
REGULAR MEETING OF THE
MECHANICVILLE CITY COUNCIL
SENIOR CITIZEN'S CENTER
178 NORTH MAIN STREET
MECHANICVILLE, NY

MARCH 8, 2017

- 1. OPEN MEETING: _____ P.M.**

- 2. ROLL CALL:**
 - MAYOR BAKER**
 - COMMISSIONER GILHEANY**
 - COMMISSIONER HIGGINS**
 - COMMISSIONER HIPWELL**
 - DEPUTY COMMISSIONER FOARD**

- 3. PLEDGE OF ALLEGIANCE**

- 4. ACCEPTANCE OF THE MINUTES OF THE PREVIOUS MEETING OF FEBRUARY 8, 2017**

MOVED BY: SECONDED BY:
ROLL CALL: AYES: NAYS:

COMMISSIONER REPORTS:

MAYOR'S REPORT & CORRESPONDENCE

| | |
|----------------------------------|------------------------------|
| COMMISSIONER GILHEANY | CITY ATTY SERBALIK |
| COMMISSIONER HIGGINS | SUPERVISOR RICHARDSON |
| COMMISSIONER HIPWELL | MPD CHIEF WALDRON |
| DEPUTY COMMISSIONER FOARD | MFD CHIEF ALONZO |

- 5. Public Comment:**

- 6. RESOLUTIONS:**

RESOLUTION 13-17: Honeywell law firm as Independent Legal Counsel

Moved by: _____ Secoded by: _____

AYES: _____ NAYS: _____

RESOLUTION 14-17: Barton & Loguidice to perform engineering services as it relates to the USDA funding application regarding the City Water Supply and Distribution System.

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 15-17: Barclay Damon to review and prepare all documents required in the Financing process for the City Water Supply and Distribution System.

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 16-17: Publication for bids for contract 1A – water meter equipment purchase and contract 1B water meter equipment installation.

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 17-17: Change the Board of Assessment Review from the second Tuesday of July to Tuesday July 18, 2017.

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 18-17: Approval of the Volunteer Firefighters Service Award Program list.

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 19-17: Change from the current United Health Care to CDPHP

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 20-17: Change Assessor position from salary to hourly.

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 21-17: Contract with Barton and Loguidice to perform planning and administration to restore the Train Station.

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 22-17: Bernard P. Donegan, Inc. designated as financial consultant to the City of Mechanicville.

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 23-17: Payroll and Vouchers.

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

RESOLUTION 24-17: South Street Safety Improvements.

Moved by: _____ Seconded by: _____
AYES: _____ NAYS: _____

7. NEW BUSINESS:

8. OLD BUSINESS:

9. EXECUTIVE SESSION: Time _____

Moved by: _____ Seconded by: _____

Roll Call AYES _____ NAYS: _____

Roll Call AYES _____ NAYS: _____

10. ADJOURNMENT: Time _____

INTRODUCED BY: _____

SECONDED BY: _____

RESOLUTION No.: 13-17

WHEREAS it is necessary for the City to continue to retain independent legal counsel to represent the City in labor and employment matters involving the City and its employees and

WHEREAS the firm of Jeffrey Honeywell has represented the City in all such matters which pose a conflict with Corporation Counsel and

WHEREAS such firm has presented an offer to provide such services for the year 2017 for the sum of \$15,000 per year, per letter proposal it is

RESOLVED that the Mayor is authorized and directed to enter into such agreement

INTRODUCED BY: _____

SECONDED BY: _____

ROLL CALL:

| | |
|----------------------------------|-------|
| Mayor Dennis Baker | _____ |
| Acting Commissioner Emilia Foard | _____ |
| Commissioner Jodie Gilheany | _____ |
| Commissioner Dave Higgins | _____ |
| Commissioner Timothy Hipwell | _____ |

Dated: March 8, 2017

RESOLUTION NO.: 14-17

WHEREAS THE CITY OF MECHANICVILLE HAS BEEN AUTHORIZED BY THE United States Department of Agriculture (USDA) to file a full application for the City Water Supply and Distribution System;

WHEREAS IT IS NECESSARY TO HIRE an engineering firm to provide engineering services for the various stages of the project;

NOW THEREFORE BE IT RESOLVED THAT the Mechanicville City Council authorize the Mayor to sign an agreement with Barton & Loguidice, DPC, 10 Airline Dr. Albany, NY to perform engineering services as it relates to the USDA funding application regarding the City Water Supply and Distribution System. The fee for the engineering services will be \$185,000.00. The engineering fees will be paid from the proceeds of the USDA loan.

Introduced By: _____

Seconded By: _____

Mayor Baker _____
Commissioner Gilheany _____
Commissioner Higgins _____
Commissioner Hipwell _____
Deputy Commissioner Foard _____

March 8, 2017

RESOLUTION NO. : 15-17

WHEREAS THE CITY OF MECHANICVILLE HAS BEEN AUTHORIZED BY THE United States Department of Agriculture (USDA) to file a full Finance application for the City Water Supply and Distribution System;

WHEREAS IT IS NECESSARY TO HIRE a Bonding Attorney to review and prepare all documents required in the Financing process;

NOW THEREFOR BE IT RESOLVED THAT the Mechanicville City Council authorizes the Mayor to sign an agreement with the law firm of Barclay Damon, 80 State St. Albany, NY for the amount not to exceed \$5000.00. The fees will be paid from the proceeds of the USDA loan.

Introduced By: _____

Seconded By: _____

Mayor Baker _____
Commissioner Gilheany _____
Commissioner Higgins _____
Commissioner Hipwell _____
Deputy Commissioner Foard _____

March 8, 2017

RESOLUTION NO.: 16-17

WHEREAS THE CITY OF MECHANICVILLE HAS been awarded funds under the NYSEFC Funded Water Project;

WHEREAS AS PART OF THE CITY'S PLAN TO CONNECT WITH the Saratoga County Water Authority to create a secondary water supply for the City as well as make upgrades to City Water System infrastructure and install new water meters replacing the outdated meter that exist in many City properties;

WHEREAS THE CONTRACTS FOR THE SUCCESSFUL BIDDERS will be contingent on review and approval of NYSDOH and NYSEFC;

NOW THEREFORE BE IT RESOLVED THAT the Mechanicville City Council authorized the publication for bids for Contract 1A- Water Meter Equipment Purchase and Contract 1B- Water Meter Equipment Installation.

Introduced By: _____

Seconded By: _____

Mayor Baker _____

Commissioner Gilheany _____

Commissioner Higgins _____

Commissioner Hipwell _____

Deputy Commissioner Foard _____

March 8, 2017

RESOLUTION NO.: 17-17

WHEREAS THE MEETING OF THE CITY OF MECHANICVILLE Board of Assessment Review is normally scheduled for the second Tuesday of July;

WHEREAS THERE IS A CONFLICT THAT prevents this year's meeting from taking place on that date;

NOW THEREFORE BE IT RESOLVED THAT the City of Mechanicville Board of Assessment Review will meet on Tuesday July 18, 2017 from 4:00PM until 8:00 PM at the Mechanicville Senior Center.

Introduced By: _____

Seconded By: _____

Mayor Baker _____
Commissioner Gilheany _____
Commissioner Higgins _____
Commissioner Hipwell _____
Deputy Commissioner Foard _____

March 8, 2017

RESOLUTION NO.: 18-17

WHEREAS ARTICLE 11-A of the New York State General Municipal law requires a list of members of the Fire Department must be certified under oath by the Fire Department indicating service credit during calendar year;

WHEREAS ONCE COMPLETED the list of members must be presented to the City Council for approval of service;

NOW THEREFORE BE IT RESOLVED that the Mechanicville City Council herein approves the Volunteer Firefighters Service Award Program list of all 2016 active Volunteer Firefighters of the Fire Department.

Introduced By: _____

Seconded By: _____

Mayor Baker _____

Commissioner Gilheany _____

Commissioner Higgins _____

Commissioner Hipwell _____

Deputy Commissioner Foard _____

March 8, 2017

RESOLUTION NO.: 19-17

WHEREAS AT ITS DECEMBER 14 ,2016 CITY COUNCIL MEETING the Mechanicville City Council passed Resolution 114-16 which provided for a health insurance provider for City employees and certain retirees for the year 2017. The City Council chose to contract with BlueChip Financial as the health insurance provider through MVP for the City Employees and United Health Care for certain retirees;

WHEREAS THE CITY OF MECHANICVILLE AND its RETIREES have experienced administrative issues as well as much higher out of pocket expenses for health care services for the participating retirees;

WHERE AS IT IS THE WISH OF THE Mechanicville City Council to retain Key Insurance & Benefit Services for a period beginning April 1, 2017 and ending December 31, 2018 replacing BlueChip Financial and replace United Health Care insurance with CDPHP health insurance for certain retirees;

WHEREAS THE CURRENT BUDGET HAS SUFFICIENT funding available in the appropriate budget codes to absorb the additional costs of changing the from the current United Health Care plan to the proposed CDPHP Plan;

NOW THEREFORE BE IT RESOLVED THAT THE Mechanicville City Council authorizes the Mayor to execute all appropriate documents with Key Insurance & Benefits Services and CDPHP.

Introduced By: _____

Seconded By: _____

Mayor Baker _____

Commissioner Gilheany _____

Commissioner Higgins _____

Commissioner Hipwell _____

Deputy Commissioner Foard _____

March 8, 2017

RESOLUTION NO. - 20-17

WHEREAS, The City Assessor currently has an annual salary of \$16,435.85; and

WHEREAS, The City Assessor is a part-time position and is not paid for holidays or sick time and is expected to work 9 hours per week and two days for grievances and any other days requested by the City Council up to a maximum of 500 hours; and

WHEREAS, The City Council would like to change this position to an hourly rate;

NOW, THEREFORE, BE IT RESOLVED that the City Assessor's position will be paid at an hourly rate effective immediately. The hourly rate for 2017 will be \$32.87.

Introduced by: _____

Seconded by: _____

| | | |
|------------|--------------------|-------|
| Roll Call: | Mayor Baker | _____ |
| | Deputy Comm. Foard | _____ |
| | Comm. Gilheany | _____ |
| | Comm. Higgins | _____ |
| | Comm. Hipwell | _____ |

March 8, 2017

RESOLUTION NO.: 21-17

WHEREAS THE CITY OF MECHANICVILLE OWNS the Former Mechanicville Train Station located on Third Ave;

WHEREAS IT IS THE INTENTION OF THE CITY TO RESTORE THE Train Station to be used as a Multi-Purpose Facility to show the heritage and history of the City of Mechanicville as well as its long history as an important railroad hub serving the Northeast;

WHEREAS THE CITY OF MECHANICVILLE HAS BEEN awarded (2) two grants for a total of \$200,000 to begin the engineering, stabilization and rehabilitation of this historic building;

WHEREAS THE ENGINEERING FIRM OF Barton & Loguidice did the initial engineering feasibility study relating to the stabilization of the building under a previous contract;

WHEREAS AS WE MOVE INTO THE STRUCTURAL STABILATION AND INITIAL REHABILITATION phase of the project it is necessary that the City retain an engineering firm to assist the City in handling the various aspects of planning and funding administration as the City proceeds forward with the project;

NOW THEREFORE BE IT RESOLVED THAT THE MECHANICVILLE CITY COUNCIL authorizes the Mayor to sign a contract with Barton & Loguidice, DPC 10 Airline Dr. Albany, NY to perform the planning and project administration/assistance necessary to begin the stabilization of this historic building. The time and expense fee for these services will not exceed \$15,000 without an additional agreement between Barton & Loguidice and the City of Mechanicville . These fees will be paid through the available grant proceeds.

Introduced By: _____

Seconded By: _____

Mayor Baker _____

Commissioner Gilheany _____

Commissioner Higgins _____

Commissioner Hipwell _____

Deputy Commissioner Foard _____

March 8, 2017



RESOLUTION 22-17

CITY OF MECHANICVILLE

RESOLUTION AUTHORIZING EXECUTION OF LETTER FOR
FINANCIAL CONSULTING SERVICES

At a _____ meeting of the City Council of the City of Mechanicville, Saratoga County, New York, held on the _____ day of _____, 2017, the following were:

PRESENT:

ABSENT:

The following resolution was offered by _____, who moved its adoption, seconded by _____, to wit:

BE IT RESOLVED BY THIS CITY COUNCIL AS FOLLOWS:

- (1) The firm of Bernard P. Donegan, Inc., is hereby designated financial consultant to the City of Mechanicville.
- (2) Said firm shall be compensated for its services to be rendered in connection with the \$1,000,000 Water Project in accordance with its letter of services dated February 3, 2017.
- (3) The Mayor is hereby authorized to execute and deliver said letter of services.
- (4) This resolution shall take effect immediately.

The motion having been duly offered and seconded, the following votes were cast:

| | | |
|-------|--------|-------|
| _____ | voting | _____ |
| _____ | voting | _____ |
| _____ | voting | _____ |
| _____ | voting | _____ |
| _____ | voting | _____ |

Whereas: Payroll, General, Water, Sewer and Capital Project Fund Vouchers Contained Within

| | | |
|------------------|---------------------|-----------------------------|
| ABSTRACT | | |
| PAYROLL # | 6-17 2/9/17 | \$ 78,850.87 |
| PAYROLL # | 8-17 2/23/17 | \$ 90,676.17 |
| | | <u>\$ 169,527.04</u> |

With an expenditure breakdown by fund as follows:

| | |
|--------------------------|-----------------------------|
| GENERAL A0 FUND | \$ 155,356.97 |
| WATER FX FUND | \$ 11,913.71 |
| SEWER G0 FUND | \$ 146.09 |
| CAPITAL PROJECTS H0 FUND | \$ 88,339.17 |
| PAYROLL TA FUND | \$ 169,527.04 |
| TOTAL | <u>\$ 425,282.98</u> |

Now, therefore be it resolved that said payroll and vouchers are hereby allowed in order to be paid.

Introduced by: _____

Seconded by: _____

Roll Call:

| | |
|--------------------|-------|
| Mayor Baker | _____ |
| Deputy Comm. Foard | _____ |
| Comm. Gilheany | _____ |
| Comm. Higgins | _____ |
| Comm. Hipwell | _____ |

Dated: _____ March 8, 2017 _____

RESOLUTION NO.: 24-17

WHEREAS, a Project SOUTH STREET SAFETY IMPROVEMENTS P.I.N. 1758.03 ("the Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ration of 80% Federal funds and 15% non-federal Sate funds (Marchiselli) and 5% local share.

WHEREAS, the City Council desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Design,

NOW, THEREFORE, the City Council duly convened does hereby

RESOLVE, that the City Council hereby approves the above-subject project; and it is hereby further

RESOLVED, that the City Council hereby authorizes the City of Mechanicville to pay in the first instance 100% of the federal and non-federal share of the cost of Design work for the Project or portions thereof; and it is further

RESOLVED that the sum of \$2,908,864 has been appropriated and made available to cover the cost of participation in the above phase of the project; and it is further

RESOLVED, that the sum of \$18,678.00 hereby appropriated and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the City Council shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York Stated Department of Transportation thereof, and it is further

RESOLVED, that the Mayor be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the City Council with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, this Resolution shall take effect immediately

STATE OF NEW YORK

COUNTY OF SARATOGA

I, the undersigned,

DO HEREBY CERTIFY that I have compared the above copy of a resolution adopted _____, 2017 with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of the said City of Mechanicville This ____ day _____, 2017.

Clerk

Introduced by: _____

Seconded by: _____

Roll Call: Mayor Baker _____
Commissioner Gilheany _____
Comm. Higgins _____
Comm. Hipwell _____
Deputy Commissioner Foard _____

Dated: March 7, 2017