

**AGENDA
REGULAR MEETING OF THE
MECHANICVILLE CITY COUNCIL
SENIOR CITIZEN'S CENTER
178 NORTH MAIN STREET
MECHANICVILLE, NY
March 11, 2026**

1. OPEN MEETING: _____ P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL:

**MAYOR BUTLER
COMMISSIONER BLODGETT
COMMISSIONER CARMICHAEL
COMMISSIONER COSTANZO
COMMISSIONER GAETANO**

4. ACCEPTANCE OF THE MINUTES OF THE SPECIAL MEETING ON February 11, 2026

MOVED BY:

SECONDED BY:

AYES:

NAYS:

5. COMMISSIONER REPORTS:

**MAYOR'S REPORT & CORRESPONDENCE
COMMISSIONER BLODGETT
COMMISSIONER CARMICHAEL
COMMISSIONER COSTANZO
COMMISSIONER GAETANO**

**CHIEF RABBITT
MFD CHIEF DUNN
SUPERVISOR RICHARDSON**

6. Public Comment:

7. RESOLUTIONS:

RESOLUTION 27-2026 Budget Transfers

Moved by: _____ Seconded by: _____

AYES: _____ NAYS: _____

RESOLUTION 28-2026 Digital/Paperless

Moved by: _____ Seconded by: _____

AYES: _____ NAYS: _____

RESOLUTION 29-2026 Manager Form of Government

Moved by: _____ Seconded by: _____

AYES: _____ NAYS: _____

RESOLUTION 30-2026 Adoption of LGS-1 and Appointment of Records Management

Moved by: _____ Seconded by: _____

AYES: _____ NAYS: _____

RESOLUTION 31-2026 Authorizing Transition from ADP to PAYCHEX, PAYROLL and HR services

Moved by: _____ Seconded by: _____

AYES: _____ NAYS: _____

RESOLUTION 32-2026 Directing Submission and Public Access to Grant Application Information

Moved by: _____ Seconded by: _____

AYES: _____ NAYS: _____

RESOLUTION 33-2026 Establishing the Arts and Culture Commission

Moved by: _____ Seconded by: _____

AYES: _____ NAYS: _____

RESOLUTION 34-2026 Payroll and Vouchers

Moved by: _____ Seconded by: _____

AYES: _____ NAYS: _____

RESOLUTION 35-2026 Consultant for Growth Comprehension Plan

Moved by: _____ Seconded by: _____

AYES: _____ NAYS: _____

8. NEW BUSINESS:

9. OLD BUSINESS:

10. CLOSE MEETING: Time _____

Moved by: _____ Seconded by: _____

Roll Call AYES _____ NAYS: _____

11. EXECUTIVE SESSION: In- Time _____

Moved by: _____ Seconded by: _____

Roll Call AYES _____ NAYS: _____

12. EXECUTIVE SESSION: Out- Time _____

Moved by: _____ Seconded by: _____

Roll Call AYES _____ NAYS: _____

13. MEETING ADJOURNMENT: Time _____

Moved by: _____ Seconded by: _____

Roll Call AYES _____ NAYS: _____

City of Mechanicville
Treasurer's Report for Month Ending

Feb-26

	Adjusted Bank Balance 2/1/2026 Includes Outstanding Checks	PLUS Receipts & Transfers In	LESS Disbursements & Transfers Out	Balance 1/28/2026
General Fund	\$ 341,862.34	\$ 1,011,024.05	\$ 585,726.58	\$ 767,159.81
Petty Cash	\$ 400.00	\$ -	\$ -	\$ 400.00
City Clerk	\$ 54.27	\$ 1,250.91	\$ 1,250.00	\$ 55.18
Capital Fund	\$ 14,433.87	\$ 26,116.00	\$ 14,615.50	\$ 25,934.37
Escrow Acct.	\$ -	\$ -	\$ -	\$ -
Central Ave Drainage Project	\$ 60.05	\$ 0.11	\$ -	\$ 60.16
HRA Account	\$ 26,933.23	\$ 25,040.07	\$ 24,348.91	\$ 27,624.39
Home Grant Program	\$ -	\$ -	\$ -	\$ -
USDA Revolving Loan Funds	\$ 84,016.88	\$ 488.32	\$ -	\$ 84,505.20
Payroll	\$ 20,450.02	\$ 222,883.42	\$ 221,539.61	\$ 21,793.83
NYCLASS				
General Fund	\$ 152,606.51	\$ 383,210.17	\$ 510,000.00	\$ 25,816.68
Capital Fund	\$ 343,574.13	\$ 935.84	\$ 2,132.05	\$ 342,377.92
Sewer Fund	\$ 400,014.66	\$ 689.42	\$ 380,811.22	\$ 19,892.86
NBT BANK				
Government Interest Checking	\$ 1,000.00	\$ 0.01	\$ -	\$ 1,000.01
	\$ 1,384,405.96	\$ 1,671,638.31	\$ 1,740,423.87	\$ 1,315,620.40
				\$ 1,315,620.40

TREASURER'S MONTHLY REPORT

For the period

From February 1, 2026 To February 28, 2026

Total available balance at the end of preceding period..... \$ 341,862.34

RECEIPTS DURING MONTH

Deposits - Cash Book Entries including ACH Entered	\$ 491,313.65	
2/27/2026 Interest Income	\$ 1,065.03	
2/23 Payroll Account Transfer (Feb. Insurance Contributions)	\$ 9,347.21	
Receipt from January 2026 - Bounced Check in February	\$ (701.84)	
Transfer In From NYCLASS	\$ 510,000.00	
Transfer in From Home Grant Account		
Transfer In From Capital Fund		
Transfer In From Payroll Account (Interest Income)		
Transfer in From Central Ave Drainage Account		
TOTAL RECEIPTS.....		\$ 1,011,024.05

TOTAL RECEIPTS, INCLUDING PRIOR BALANCE..... \$ 1,352,886.39

DISBURSEMENTS MADE DURING MONTH

From Check #26367	To Check #26421	\$ 283,764.59	
Voided Checks (See Listing)		\$ (2,591.99)	
Transfer to Capital Fund			
TD Bank Analysis Fees			
2/06/2026 Credit Card Payment		\$ 54,691.93	
ACH - Pitney Bowes (Postage)		\$ 2,041.99	
Transfer to HRA Account		\$ 25,000.00	
Transfers - Office Link Transfers Out (Payroll)		\$ 222,820.06	
TOTAL OF CHECKS ISSUED & DEBIT CHARGES / WIRES.....			\$ 585,726.58

CASH BALANCE AS SHOWN BY RECORDS..... \$ 767,159.81

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month.....	\$ 816,953.59	
DIT 2/27/2026 Cash Book	\$ 100,354.15	
Less total of outstanding checks (see list).....	\$ 150,147.93	
Net balance in bank (Should agree with ABOVE).....	\$ 767,159.81	
TOTAL AVAILABLE BALANCE.....		\$ 767,159.81

Finance Commissioner's Modernization Project Report – March 2026

The “Mechanicville Goes Digital” workshop was a win—great turnout, solid feedback, and Lauren laid out a clear, phased plan to ditch paper chaos. We're moving forward!

Audit Update We met with OSC auditors—their report drops in the next 60 days. Once it's public, we'll host a workshop to dive in. Already working on fixes to set us up for bigger grants.

Big Picture Our commission-style government (last used nationwide in the 1930s) is one of just a handful left—most cities are switching to city-manager for easier management, better federal funding, and less silos. Voters decide in November—let's keep the conversation going!

Quick Wins

1. **Website Upgrade** — Munibit build underway: better navigation, alerts, ADA-friendly, half the cost. Launch June!
2. **Digital-First City** — Paperless by 2027: online permits, direct deposit, zero file piles. Lauren's digitizing now—saves time, money, headaches.
3. **Records Cleanup** — Adopting state's “keep-or-toss” rules. We scan old permits—easier for everyone (yes, including me). Might score a joint grant with Stillwater.
4. **Payroll Switch** — ADP out, Paychex in (after three quotes)—better tracking, HR support, cheapest option. They cover the switch fee.
5. **Grant Tracker** — Online tool keeps opportunities visible, cuts duplicates—transparency wins.

Bonus: Rail Station Push The Green Mountain Corridor could bring Amtrak here—coalition forming for a feasibility study. Eyes on it!

Questions? I'm at the meeting—let's chat. Mechanicville's getting smarter, one step at a time.

Mechanicville: Unicorn Rail Hub – Smallest City, Biggest Opportunity

The Edge

Mechanicville sits at a rare North-South + East-West rail crossroads—trains already pass through NY's smallest city. The Green Mountain Corridor (NYC → Albany → Mechanicville → Rutland → Burlington) got FRA green light in 2023, with VTrans leading and \$500k planning funds ready. But without fast NY/VT action, it risks stalling—NYSDOT lags, and Phase 1 (service dev plan) needs momentum now.

Why Mechanicville?

- **Park & Ride** for Saratoga track season—no traffic/parking hell.
- Albany commute: 25 min, beats I-87.
- Tourism: Adirondacks gateway + Montreal preclearance (Canada trains).
- Jobs: Chip plants (Saratoga/Malta) draw car-hating talent - rail fits.

Coalition Goal: Act Fast - Form a bi-state push - et Governors Hochul & Scott to appoint a "Green Mountain Corridor Czar" at NYSDOT/VTrans. Secure budget line, lock Mechanicville into Phase 1 within months. Key players:

- **NY:** Gov. Hochul, Cong. Tonko, Sens. Gillibrand/Schumer, NYSDOT Rail Bureau, Sen. Tedisco, Asm. Woerner, Sen. Cooney (Trans Chair), Asm. Magnarelli (Trans Chair)
- **VT:** VTrans Dir. Dan Delabruere, US Rep. Balint, Sens. Bongartz/Plunkett (Bennington), Sen. Westman (Trans Chair), Asst. Megan Cannella
- **Tracks:** Canadian Pacific/Norfolk Southern

Bottom Line

Mechanicville's not just a stop - it's revival. Smallest city, biggest glow-up. Strike now - FRA's window's open. Let's lead.

MECHANICVILLE:
Smallest City
Biggest Opportunity
Gateway to the Adirondacks & Green Mountains

Park Here. Ride There.
No Traffic. No Hassle.
Join the Coalition



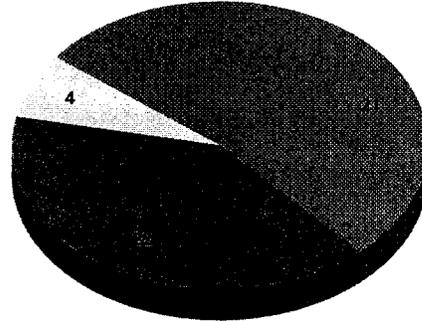
EMS Call Summary For The City Of Mechanicville



February 2026
53 Medical Emergencies

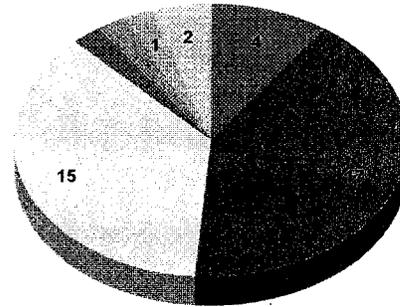
Medical Category	Number of Calls
Altered Mental Status	1
Dizziness	1
Fainting	3
General Weakness	2
Mental Health	2
Cardiac Related	2
Diabetic Emergency	1
GI Problems	6
General Illness	6
Traumatic Injury	8
Seizure	1
Acute Pain	4
Respiratory Problems	3
Fall - Lift Assist	3
Evaluation After Fall	1
Other	9

Outcome Category



ALS Care
 BLS Care
 Refused Medical Assistance
 Assistance / Other

Transports by Hospitals



Albany Med
 Saratoga Hospital
 Samaritan Hospital
 Albany Memorial
 VA
 St.Peter's Hospital
 Ellis Hospital

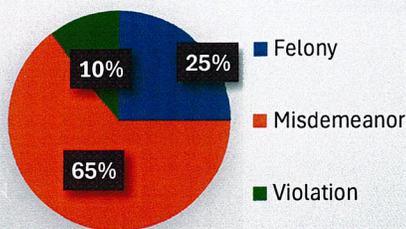


December 2025 Report

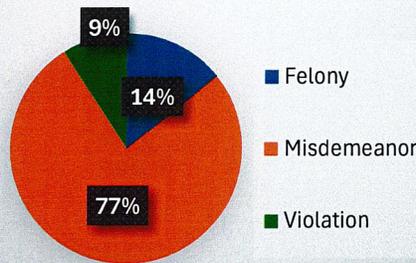
December 1, 2025 - December 31, 2025

Monthly Charges		Year to Date Charges		Crashes Year to Date	
Felony	12	Felony	121	Property Damage	119
Misdemeanor	31	Misdemeanor	654	Personal Injury	9
Violation	5	Violation	78	Hit & Run	30

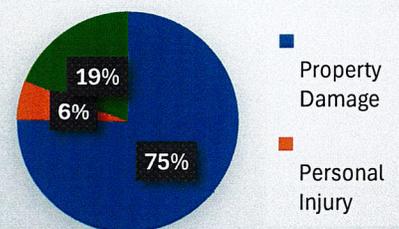
Monthly Charges



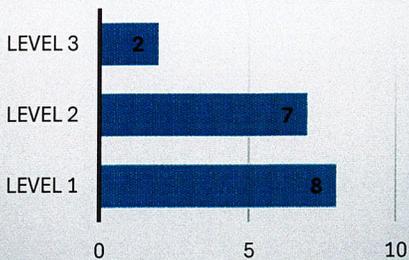
Charges YTD



Crashes YTD



Sex Offenders



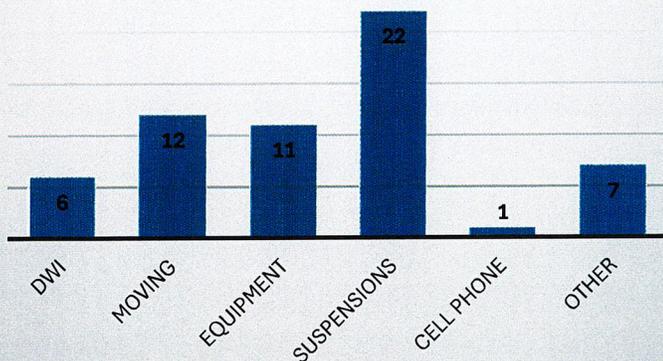
Incidents	
Monthly	584
Year to Date	4980

Arrests	
Monthly	30
Year to Date	635

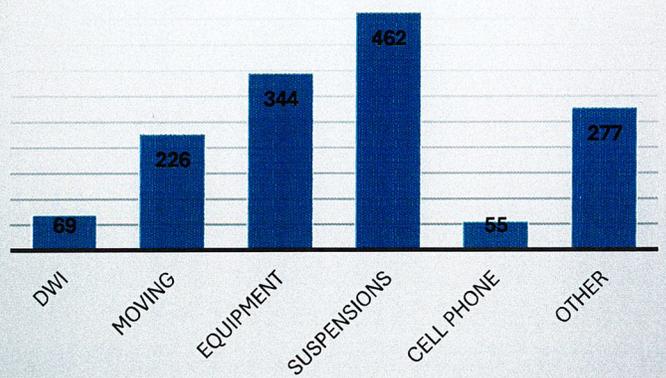
Domestic Incidents	
Monthly	11
Year to Date	205

EMS/Fire	
Monthly	62
Year to Date	730

Traffic Tickets Monthly



YTD Traffic Tickets



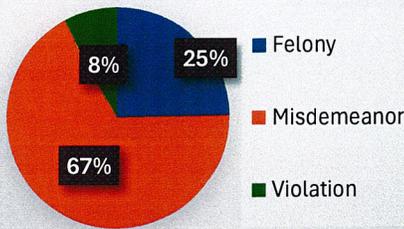


January 2026 Report

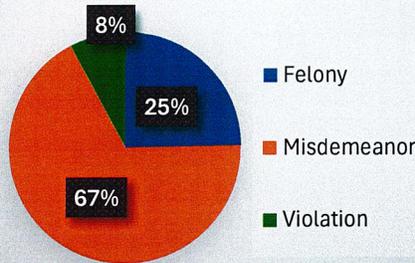
January 1, 2026 - January 31, 2026

Monthly Charges		Year to Date Charges		Crashes Year to Date	
Felony	22	Felony	22	Property Damage	14
Misdemeanor	60	Misdemeanor	60	Personal Injury	1
Violation	7	Violation	7	Hit & Run	2

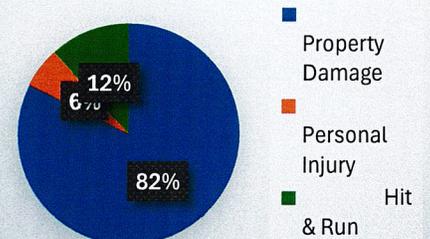
Monthly Charges



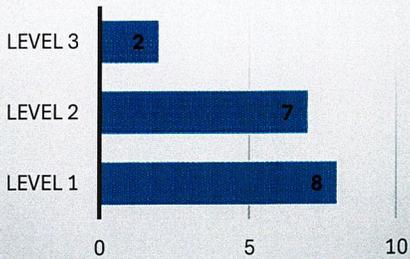
Charges YTD



Crashes YTD



Sex Offenders



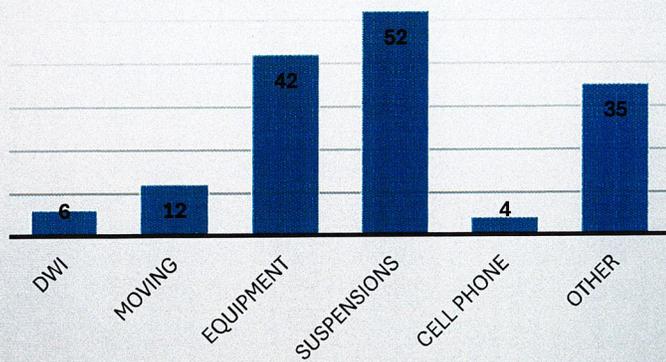
Incidents	
Monthly	553
Year to Date	553

Arrests	
Monthly	71
Year to Date	71

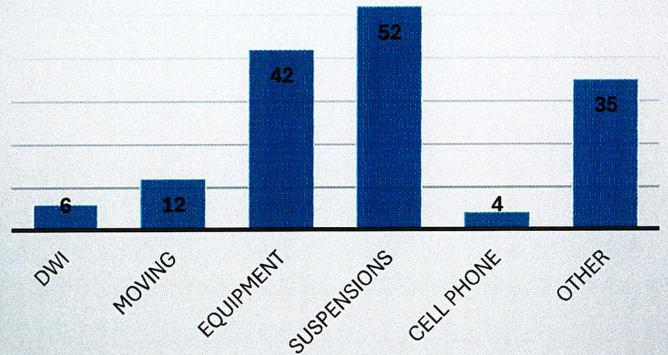
Domestic Incidents	
Monthly	13
Year to Date	13

EMS/Fire	
Monthly	73
Year to Date	73

Traffic Tickets Monthly 151



YTD Traffic Tickets 151



RESOLUTION NO.: 27-2026

WHEREAS, the City of Mechanicville has identified budget transfers needed to balance the budget and allow for the continuing business of the City,

NOW, THEREFORE, BE IT RESOLVED the City Council hereby approves the attached budget transfer.

Introduced By: _____

Seconded By: _____

Mayor Butler _____

Commissioner Blodgett _____

Commissioner Carmichael _____

Commissioner Costanzo _____

Commissioner Gaetano _____

March 11, 2026

Account Id	Account Description	445361.39	-445361.39
		Transfer To	Transfer From
A0-1210-100	MAYOR PERSONNEL SERVICES	0.07	
A0-1210-401	MAYOR OFFICE EXPENSE	17.69	
A0-1210-410	MAYOR CONTRACTED SERVICES		-42.28
A0-1210-411	MAYOR CONFERENCE EXPENSES	332.09	
A0-1210-413	MAYOR PHONES	232.44	
A0-1210-421	MAYOR MAILING & POSTAGE		-151.13
A0-1210-430	MAYOR COPIER		-307.57
A0-1315-100	ACCOUNTS PERSONAL SERVICES		-0.62
A0-1315-101	ACCOUNTS ADDITIONAL SERVICES	0.62	
A0-1315-421	ACCOUNTS MAILING & POSTAGE		-81.31
A0-1325-410	FINANCE CONTRACTED SERVICES		-543.56
A0-1325-430	FINANCE COPIER	543.56	
A0-1355-411	ASSESSOR CONFERENCE EXPENSES		-75.29
A0-1355-413	ASSESSOR PHONES	68.64	
A0-1355-421	ASSESSOR MAILING & POSTAGE	6.65	
A0-1430-100	CIVIL SERVICE PERSONNEL SERVICES	0.01	
A0-1430-102	CIVIL SERVICE PROCTOR EXAMS	300.00	
A0-1430-401	CIVIL SERVICE OFFICE EXPENSE	124.27	
A0-1430-408	CIVIL SERVICE - TRAINING		-424.28
A0-1440-404	ENGINEERING SERVICES MS4	9725.57	
A0-1440-410	ENGINEERING SERVICES CONTRACTED SERVICES		-9725.57
A0-1490-100	DPW PERSONNEL SERVICES	207.75	
A0-1490-200	DPW EQUIPMENT	2261.60	
A0-1490-401	DPW OFFICE EXPENSE		-927.35
A0-1490-407	DPW REPAIRS & MAINTENANCE		-2000.00
A0-1490-410	DPW CONTRACTED SERVICES	458.00	
A0-1620-407	BLDGS REPAIRS & MAINTENANCE		-1688.54
A0-1670-401	POSTAGE METER SUPPLIES	1688.54	
A0-3010-409	PUBLIC SAFETY - ADVERTISING		-244.00
A0-3010-410	PUBLIC SAFETY CONTRACTED SERVICES	244.00	
A0-3120-100	POLICE PERSONNEL SERVICES		-404.51
A0-3120-102	POLICE PERDEIM EMPLOYEE	404.51	
A0-3120-105	POLICE OVERTIME	6902.92	
A0-3120-111	POLICE HOLIDAY PAY	1188.26	
A0-3120-123	POLICE COMP TIME		-8091.18
A0-3120-201	EQUIPMENT LEASE PRINCIPAL		-0.40
A0-3120-210	Federal Grant police computers	0.40	
A0-3120-410	POLICE CONTRACTED SERVICES	439.36	
A0-3120-412	POLICE FUEL,GAS,OIL,DIESEL		-1722.55
A0-3120-414	K-9 EXPENSES	1276.00	
A0-3120-421	POLICE MAILING & POSTAGE	7.19	
A0-3410-402	FIRE DEPT MATERIALS AND SUPPLIES	421.17	
A0-3410-406	FIRE DEPT CLOTHING ALLOWANCE		-421.17
A0-3410-412	FIRE DEPT FUEL	37.45	
A0-3410-413	FIRE DEPT PHONES		-442.20
A0-3410-420	FIRE DEPT PHYSICALS	404.75	
A0-3510-100	ACO PERSONNEL SERVICES	0.05	
A0-3510-402	ACO MATERIALS & SUPPLIES	94.34	
A0-3510-408	ACO TRAINING		-401.59
A0-3510-410	ACO CONTRACTED SERVICES	655.35	
A0-3510-412	ACO FUEL	67.20	
A0-3620-401	SAFETY INSPECTION OFFICE EXPENSE		-220.30
A0-3620-407	SAFETY INSPECTION VEHICLE REPAIRS & MAIN		-45.65
A0-3620-408	SAFETY INSPECTION TRAINING		-21.27
A0-3620-412	SAFETY INSPECTION FUEL		-274.69

A0-3620-413	SAFETY INSPECTION PHONES		-78.78
A0-3620-421	SAFETY INSPECTION MAILING & POSTAGE	62.05	
A0-3620-431	SAFETY INSPECTION SOFTWARE & LICENSING	625.00	
A0-5010-401	HIGHWAY OFFICE EXPENSE		-311.51
A0-5010-402	HIGHWAY MATERIALS & SUPPLIES	1046.37	
A0-5010-403	HIGHWAY UTILITIES		-3727.00
A0-5010-404	HIGHWAY INSURANCE	3727.00	
A0-5010-406	HIGHWAY CLOTHING ALLOWANCE		-2128.24
A0-5010-407	HIGHWAY REPAIRS & MAINTENANCE	30473.01	
A0-5010-410	HIGHWAY CONTRACTED SERVICES	1196.50	
A0-5010-413	HIGHWAY - PHONES	61.98	
A0-5132-100	GARAGE PERSONNEL SERVICES	243.88	
A0-5132-105	GARAGE OVERTIME	1054.40	
A0-5132-403	GARAGE UTILITIES	14198.64	
A0-5132-406	GARAGE CLOTHING ALLOWANCE	552.26	
A0-5132-407	GARAGE REPAIRS & MAINTENANCE	6824.33	
A0-5132-410	GARAGE CONTRACTED SERVICES		-1000.00
A0-5142-105	SNOW REMOVAL OVERTIME	4804.94	
A0-5142-402	SNOW REMOVAL MATERIALS & SUPPLIES	12822.01	
A0-5142-407	SNOW REMOVAL REPAIRS & MAINTENANCE	5815.08	
A0-5182-403	STREET LIGHTING UTILITIES		-24563.82
A0-5630-404	BUS OPERATIONS INSURANCE	413.00	
A0-5630-407	BUS OPERATIONS REPAIRS & MAINTENANCE	2252.05	
A0-5630-410	BUS OPERATIONS CONTRACTED SERVICES		-777.47
A0-5630-412	BUS OPERATIONS FUEL		-2122.79
A0-5630-413	BUS OPERATIONS TELEPHONES/PAGERS	235.21	
A0-6410-411	Nexstar Advertising	22061.25	
A0-6772-405	PROG FOR AGING - TRAVEL	7988.43	
A0-6772-410	PROG FOR AGING CONTRACTED SERVICES	29.11	
A0-6772-413	PROG FOR AGING PHONES		-29.11
A0-6989-420	GRANT ADMINISTRATION	150.75	
A0-7110-402	PARKS MATERIALS & SUPPLIES		-50.00
A0-7110-403	PARKS UTILITIES	987.83	
A0-7110-407	PARKS REPAIRS & MAINTENANCE	4467.76	
A0-7110-410	PARKS CONTRACTED SERVICES	50.00	
A0-7140-105	PLAYGROUNDS OVERTIME	239.94	
A0-7140-403	PLAYGROUNDS UTILITIES		-4687.14
A0-7140-407	PLAYGROUNDS REPAIRS & MAINTENANCE	4001.25	
A0-7140-413	PLAYGROUNDS PHONES	445.95	
A0-7310-402	YOUTH COMMISSION MATERIALS & SUPPLIES	217.03	
A0-7310-410	YOUTH COMMISSION CONTRACTED SERVICES		-217.03
A0-7620-402	SENIOR CITIZENS CTR MATERIALS & SUPPLIES	580.25	
A0-7620-403	SENIOR CITIZENS CTR UTILITIES		-2380.64
A0-7620-413	PHONES / INTERNET	1830.37	
A0-8020-409	PLANNING & ZONING ADVERTISING	192.45	
A0-8020-410	PLANNING & ZONING CONTRACTED SERVICES		-68.75
A0-8160-410	GARBAGE COLLECTION	16080.71	
A0-8170-100	STREET CLEANING PERSONNEL SERVICES	1219.60	
A0-8170-402	STREET CLEANING MATERIALS & SUPPLIES	59.99	
A0-8170-407	STREET CLEANING REPAIRS & MAINTENANCE	6028.91	
A0-8510-402	COMMUNITY BEAUTIFICATION - MATERIALS		-7.77
A0-8510-407	COMMUNITY BEAUTIFICATION - REPAIRS & MAI	7.77	
A0-8510-410	COMMUNITY BEAUTIFICATION CONTRACTED SERV	11149.00	
A0-8511-000	BANNERS	3410.00	
A0-8511-410	CONTRACTED SERVICES BANNERS	576.97	
A0-9010-800	NYS&LOCAL RETIREMENT SYST		-41771.27
A0-9015-800	FIRE & POLICE RETIREMENT	28004.25	
A0-9060-802	Health Insurance HRA		-112119.40
A0-9710-607	2024 Firetruck Bond Principal	10000.00	

A0-9710-703	BOND INTEREST - FIRE TRUCK	6.25	
A0-9710-706	Main St and Francis St bridge interest		-6.25
A0-9785-600	LEASE PAYMENTS-PRINCIPAL (Silverado)		-38773.00
A0-9785-602	LEASE PAYMENTS - PRINCIPAL (PURSUIT VEH)	14264.67	
A0-9785-603	LEASE PAYMENT - PRINCIPAL (24 DURANGO)	14508.33	
A0-9785-700	LEASE PAYMENTS-INTEREST (Silverado)		-2398.28
A0-9785-702	LEASE PAYMENT-INTEREST (PURSUIT VEHICLE)	1188.98	
A0-9785-703	LEASE PAYMENT - INTEREST (24 DURANGO)	1209.30	
FX-1910-404	WATER INSURANCE	7378.00	
FX-1950-401	REAL ESTATE TAXES		-19408.35
FX-8310-421	WATER ADMIN MAILING & POSTAGE	107.15	
FX-8320-100	SOURCE SUPPLY & PUMP PERSONNEL SERVICES	3789.45	
FX-8320-105	SOURCE SUPPLY & PUMP OVERTIME	7409.12	
FX-8320-109	vacation buyback	1873.20	
FX-8320-200	SOURCE SUPPLY & PUMP EQUIPMENT		-58833.21
FX-8320-401	SOURCE SUPPLY & PUMP OFFICE EXPENSE	724.63	
FX-8320-402	SOURCE SUPPLY & PUMP MATERIALS & SUPPLIE	19438.06	
FX-8320-403	SOURCE SUPPLY & PUMP UTILITIES		-20834.31
FX-8320-407	SOURCE SUPPLY & PUMP REPAIRS & MAINTENAN	78815.40	
FX-8320-410	SOURCE SUPPLY & PUMP CONTRACTED SERVICES	15556.30	
FX-8320-411	SOURCE SUPPLY & PUMP SARATOGA CO WATER		-50573.40
FX-8320-412	SOURCE SUPPLY & PUMP FUEL	17347.58	
FX-9010-800	NYS RETIREMENT SYSTEM	16532.06	
FX-9055-800	DISABILITY INSURANCE	53.99	
FX-9060-802	Health Insurance HRA		-19375.67
G0-8120-402	SEWER MATERIALS & SUPPLIES	120.52	
G0-8120-403	SEWER UTILITIES		-889.79
G0-8120-406	SEWER CLOTHING ALLOWANCE	665.65	
G0-8120-413	SEWER PHONES	103.62	
G0-9010-800	NYS RETIREMENT SYSTEM	9971.40	
G0-9060-802	Health Insurance HRA		-9971.40

RESOLUTION 28-2026

“Digital-First – Paper as Backup Only”

WHEREAS, Mechanicville utilizes paper for the majority of documentation and records;

WHEREAS, digital saves time, space, money, and costs;

BE IT RESOLVED:

1. All City business goes digital, where practicable, by January 1, 2027, including but not limited to payroll, permits, invoices, requests and approvals.
2. The intent of this resolution is to utilize paper only when necessary , for example, if the electronic system is not accessible or not functioning or for legal signatures that require a wet signature.
3. The City will be mandating that employees utilize direct deposit or payroll card by December 31, 2026, where practicable.
4. Departments must digitize active files.
5. This resolution is subject to legal requirements for paper documents including but limited deeds, easements, or other documents required to be filed with the County or the State.

Introduced By: _____

Seconded By: _____

Mayor Butler _____

Commissioner Blodgett _____

Commissioner Carmichael _____

Commissioner Costanzo _____

Commissioner Gaetano _____

March 11, 2026

RESOLUTION NO. 29-2026

AUTHORIZING A BINDING PROPOSITION TO REVISE THE CITY CHARTER – FORM OF GOVERNMENT

WHEREAS the Mechanicville City Council seeks to modernize local governance for greater efficiency, accountability, and fiscal responsibility; and

WHEREAS a recent draft audit by the New York State Comptroller identified issues resulting from the decentralized commission structure whereby each department head/City Official operates independently; and

WHEREAS such findings highlight the need for unified professional oversight to prevent waste, ensure competitive bidding, and maintain accurate financial records; and

WHEREAS the existing Charter Review Committee has previously studied this issue; and

WHEREAS voters deserve the opportunity to decide as to the form of government utilized in the community where they reside;

NOW , THEREFORE BE IT RESOLVED that the Mechanicville City Council authorizes placement of the following binding proposition on the November 2026 General Election ballot:

“Shall the City of Mechanicville adopt a City Council – Professional City Manager form of government, replacing the current Commission form, effective January 1, 2027?” Yes _____ No _____

And BE IT FURTHER RESOLVED that the City Clerk transmit this to the Saratoga County Board of Elections.

Introduced By: _____

Seconded By: _____

Mayor Butler _____

Commissioner Blodgett _____

Commissioner Carmichael _____

Commissioner Costanzo _____

Commissioner Gaetano _____

March 11, 2026

RESOLUTION NO. 30-2026

RESOLVED, By the City of Mechanicville that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Introduced By: _____

Seconded By: _____

Mayor Butler _____

Commissioner Blodgett _____

Commissioner Carmichael _____

Commissioner Costanzo _____

Commissioner Gaetano _____

March 11, 2026

RESOLUTION NO. 31-2026
AUTHORIZING TRANSITION FROM ADP TO PAYCHEX PAYROLL AND HR SERVICES

WHEREAS, the City of Mechanicville currently uses ADP for payroll processing, which requires costly upgrades for compliance, union reporting, and modern features; and

WHEREAS, Paychex provides a more integrated platform—including automated time/attendance, onboarding, applicant tracking, dedicated HR support, and unlimited runs—at lower long-term cost; and

WHEREAS, any net added cost will be offset by reallocating unexpended funds and projected savings—no tax levy impact;

NOW, THEREFORE, BE IT RESOLVED, that the City Council authorizes the Finance Office and Accounts Office to transition payroll and HR services from ADP to Paychex, effective upon contract execution; and

BE IT FURTHER RESOLVED, that the Finance Commissioner is directed to adjust the budget from existing appropriations to fund this change; and

BE IT FURTHER RESOLVED, that Mayor Michael Butler is authorized to execute the Paychex contract after City Attorney review.

Adopted this eleventh day of March, two thousand twenty-six.

Introduced By: _____

Seconded By: _____

Mayor Butler _____

Commissioner Blodgett _____

Commissioner Carmichael _____

Commissioner Costanzo _____

Commissioner Gaetano _____

March 11, 2026

RESOLUTION NO. 32-2026 CITY OF MECHANICVILLE DIRECTING SUBMISSION AND PUBLIC ACCESS TO GRANT APPLICATION INFORMATION

WHEREAS, centralized tracking of grant pursuits will cut duplication and boost transparency;

NOW, THEREFORE, BE IT RESOLVED that all City staff and departments pursuing grants shall submit required details via the designated online form before applying; and

BE IT FURTHER RESOLVED that the online tool will publish a redacted public version on the City website.

Adopted this eleventh day of March, two thousand twenty-six.

Introduced By: _____

Seconded By: _____

Mayor Butler _____

Commissioner Blodgett _____

Commissioner Carmichael _____

Commissioner Costanzo _____

Commissioner Gaetano _____

March 11, 2026

RESOLUTION NO. 33-2026
CITY OF MECHANICVILLE ESTABLISHING THE ARTS AND CULTURE
COMMISSION

WHEREAS, Mechanicville wants to boost public art, culture, and community spirit;

NOW, THEREFORE, BE IT RESOLVED that the City Council creates the Mechanicville Arts and Culture Commission as detailed in Exhibit A, effective June 1, 2026.

Adopted this eleventh day of March, two thousand twenty-six.

Introduced By: _____

Seconded By: _____

Mayor Butler _____

Commissioner Blodgett _____

Commissioner Carmichael _____

Commissioner Costanzo _____

Commissioner Gaetano _____

March 11, 2026

Exhibit A:

Mechanicville Arts and Culture Commission Details

- Purpose: Advise on public art, events, grants, and cultural planning—celebrate history, industry, and local pride.
- Membership: Five voting members (at least two artists/designers, three residents). Optional non-voting council liaison.
- Appointments: Mayor appoints. Staggered terms: two 1-year, two 2-year, one 3-year to start—then 3-year terms. Reappointments at Mayor's discretion. Vacancies filled by Mayor.
- Meetings: At least quarterly; elect Chair first time. Minutes posted on website.
- Compensation: Volunteer—no pay, but reasonable expenses reimbursed with approval.
- Powers: Review art proposals, gather community input, advise on funding (NYSCA, NEA, etc.), coordinate pros, report yearly to Mayor/Council.

RESOLUTION NO.: 34-2026

WHEREAS Payroll, General, Water, Sewer, and Capital Project Fund Vouches Contained Within;

Payroll date	Amount
2/12/2026	\$110,582.58
2/26/2026	\$112,237.48
	\$222,820.06

With an expenditure breakdown by fund as follows:

General Fund	A0 Fund	\$ 256,165.73
Water Fund	FX Fund	\$ 24,722.98
Sewer Fund	G0 Fund	\$ 833.89
Capital Projects	H0 Fund	\$ 14,615.50
Trust Agency	TA Fund	\$ 1562.39
		\$ 297,900.49

NOW THEREFORE BE IT RESOLVED THAT these transfers are approved.

Introduced By: _____

Seconded By: _____

Mayor Butler _____

Commissioner Blodgett _____

Commissioner Carmichael _____

Commissioner Costanzo _____

Commissioner Gaetano _____

March 11, 2026

RESOLUTION NO.: 35-2026 RECOMMENDING AWARD OF CONSULTANT CONTRACT FOR SMART GROWTH COMPREHENSIVE PLAN

WHEREAS, the City of Mechanicville issued a Request for Qualifications (RFQ) for consulting services to prepare its Department of State-funded Smart Growth Comprehensive Plan; and

WHEREAS, the Review Committee evaluated the submissions in accordance with the RFQ criteria; and

WHEREAS, after blind scoring, discussion, and review, the Committee recommends HIGHLAND PLANNING as the most qualified consultant;

NOW THEREFORE BE IT RESOLVED that the City Council accepts the recommendation of the Review Committee and authorizes the Mayor to negotiate and execute a contract with for the preparation of the Comprehensive Plan, in an amount not to exceed \$76,500, subject to final terms and approval of the Department of State.

Introduced By: _____

Seconded By: _____

Mayor Butler _____

Commissioner Blodgett _____

Commissioner Carmichael _____

Commissioner Costanzo _____

Commissioner Gaetano _____

March 11 2026

RESOLUTION NO. 36-2025
CITY OF MECHANICVILLE ESTABLISHING THE ARTS AND CULTURE
COMMISSION

WHEREAS, Mechanicville wants to boost public art, culture, and community spirit;

NOW, THEREFORE, BE IT RESOLVED that the City Council creates the Mechanicville Arts and Culture Commission as detailed in Exhibit A, effective June 1, 2026.

Adopted this eleventh day of March, two thousand twenty-six.

Introduced By: _____

Seconded By: _____

Mayor Butler _____

Commissioner Blodgett _____

Commissioner Carmichael _____

Commissioner Costanzo _____

Commissioner Gaetano _____

March 11, 2026