

City of Oswego  
City Hall  
Location 2<sup>nd</sup> Floor – Common Council Chamber

Agenda  
Administrative Services Committee Meeting  
Monday, February 5, 2018  
**Time: 6:30 p.m.**

Roll Call: **Robert A. Corradino, Chairman**  
Linda M. DeMassi  
Kevin M. Hill, Jr.  
Ronald G. Tesoriero, Jr.  
Robert E. Wilmott

Approve minutes of January 16, 2018 committee meeting.

**I. Old Business:**

**New Business:**

**Authorization:**

1. The Purchasing Department states the agreement with Thyssenkrupp Elevator (TKE) for the maintenance of the City elevators has expired and TKE has proposed a one year term extension with a 3.28 percent increase over the 2017 contract rates. One of the elevators at the Conway Building will be undergoing refurbishment in 2018 and therefore is not included in the attached proposal. The proposed term extension will end on December 31, 2018. Attachment
2. Thomas Kells, DPW Commissioner is proposing the attached fee schedule for Charter Boat dockage at the City operated Marinas, as well as the cost of removal of the fish cleaning station fee of \$1.00/fish be approved. Mr. Kells is also requesting a \$100.00 refund for boaters who docked at the City operated Marinas during the 2017 season and were without power because of safety reasons. The boaters will have the option of receiving a \$100.00 discount on their 2018 slip or receive a check in the amount of \$100.00 if not returning this season. Attachment
3. The Mayor's Office has received a request from the Oswego Yacht Club for permission to host the National Hospice Regatta Championship from August 16-19, 2018. The Oswego Yacht Club is also requesting several

fee waivers for this event along with various uses of public space.  
Attachment

4. Mayor William J. Barlow, Jr. is requesting consideration by the Common Council in approving the Office of Economic Development to prepare and submit a grant application for \$500,000 to the New York State Affordable Housing Corporation for the Oswego Home Improvement Program.
5. Randall B. Griffin, Fire Chief, is requesting permission to send the following members of the Oswego Fire Department personnel to the following courses.  
  
1 personnel-Fire Officer 2, NYS Fire Academy, Montour Falls, New York, February 26, 2018-March 2, 2018.  
  
1 personnel-NYS Building Standards and Codes 2018 In-Service Train-the-Trainer Program, NYS Fire Academy, Montour Falls, NY, February 14, 2018.  
  
1 personnel-First Preventer Institute-Adirondack Code Enforcement Officials Association, Lake Placid, New York, March 4, 2018-March 8, 2018. Attachment
6. James Bell, Director of Code Enforcement, request approval to attend the NYSBOC Central Chapter-13<sup>th</sup> Annual Education Conference to be held at the Holiday Inn, 441 Electronics Parkway, Liverpool, NY 13088, April 10 through April 12, 2018. 24 continuing education credit hours are required annually to maintain New York State certification as a Code Enforcement Official.
7. Mayor William J. Barlow, Jr., requests authorization for the City Chamberlain to complete a transfer from the General Fund Contingent Account A.1990.0460 to CHADA Admin. Account.
8. Caroline Anderson, Animal Control Officer, requests a transfer from the Contingent Account A.1990.0460 to the Animal Control Contracted Services Account A.3510.0440 in the amount of \$10,000.00 to cover the purchase and implementation of an Animal Management System through Business Automation Services, Inc.
9. Randall B. Griffin, Fire Chief, requests permission to have Scriba Electric, Inc., perform miscellaneous electrical work/repairs at the East and Westside Fire Stations. Request transfer of \$9,332.00 from the general fund contingent account A.1990.0460 to the fire department contracted services account A.3410.0440. Attachment
10. Randall B. Griffin, Fire Chief, requests permission to have J & A Mechanical Contractors, Inc. to perform building maintenance at the East

and Westside Fire Stations. Request transfer of \$21,975.00 from the general fund contingent account A.1990.0460 to the fire department contacted services account A.3410.0440. Attachment

11. Mayor William J. Barlow, Jr., requests a discussion regarding the West Side Waterfront Enhancement project that was awarded \$590,000 grant funding through the Local Waterfront Revitalization Program.