

Agenda
Administrative Services Committee Meeting
Monday, February 6, 2017
Time: 6:30 p.m.

Roll Call: **Robert A. Corradino, Chairman**
Eric I. VanBuren
Caitlin E. Reynolds
Shawn P. Walker
Nathan S. Emmons

Approve minutes of January 17, 2017 Committee Meeting.

I. Old Business:

II. New Business:

Authorization:

1. The Engineer's Office states the City of Oswego is required to perform a FERC part 12 Independent Consultant's Safety Inspection at the High Dam Hydroelectric Facility project No. 10551-NY. GEI Consultants has submitted a proposal for said project in the amount of \$25,000.00. We request that the Mayor be authorized to sign the proposal with GEI Consultants in order to perform the FERC Part 12 Independent Consultant's Safety Inspection. Attachment
2. The Engineer's Office request that the Mayor be authorized to sign Amendment No. 7 with GHD Consulting Engineers, LLC in the amount of \$21,000.00 for the required Consent Decree Quarterly Reporting to continue from April 28, 2017 to January 28, 2018. Attachment
3. Deborah Coad, City Chamberlain, requests a budget amendment.
4. Deborah Coad, City Chamberlain, requests a budget transfer.
5. Kevin Caraccioli, City Attorney, requests consideration from the Common Council to authorize the extension of the Parking Lease Agreement with Wayne Drugs for three (3) consecutive one (1) year terms, upon the same terms and conditions as the prior Agreement, renewable upon written consent of the City of Oswego and Wayne Drugs.
6. Kevin Caraccioli, City Attorney, at the request of 5th Ward Councilor John B. Gosek seeks consideration from the Common Council to authorize the use of funds of the City of Oswego to support and sponsor the theatrical production of Clinton's Ditch: The Story of the Building of the Erie Canal.

The request for Common Council action is twofold: 1) the need for public space and 2) funding to cover the production expenses. The production is proposed to be held at the West Linear Park Veteran's Stage over the course of two consecutive weekends beginning August 4-6, and August 11-13. Production times would be 7:00 p.m. on the Fridays and Saturdays, and a 2:00 p.m. matinee on the Sundays. The production lasts approximately 90 minutes. The budget for sponsoring this production is \$8,000.00, and is proposed to be allocated from either A.19940.460 (Contingent), or A1010.440 (Common Council Contracted services).

7. Justin Rudgick, Community Development Director, received a request from the H. Lee White Maritime Museum for Permission to place a National Register of Historic Places plaque at the Oswego West Pierhead Lighthouse.
8. Mayor William J. Barlow, Jr., requests approval for authorization for the City Chamberlain and himself as authorized Officers for the City of Oswego to Execute all documents necessary pertaining to the State & Municipal Facilities Program for the Restoration to the Oswego West Pierhead Lighthouse.
9. Mayor William J. Barlow, Jr., requests approval for authorization for the City Chamberlain and himself as authorized Officers for the City of Oswego to Execute all documents necessary pertaining to the State & Municipal Facilities Program for the improvements to Breitbeck and Shapiro parks as well as the renovation and expansion of the Animal Control Center.
10. Jeffrey McCrobie, Fire Chief, is requesting an intra-departmental transfer for the following accounts:

\$10,000.00 from Acct. #A.3410.0440 to Acct. #A.3410.0410
\$10,000.00 from Acct. #A3410.0460 to Acct. #A.3410.0410

Transfers are to cover miscellaneous purchases due to budget amendments per the purchasing department.

11. Jeffrey McCrobie, Fire Chief, is requesting permission to send 1 Personnel to the Vehicle Fire Investigation training, April 18-20, 2017 & October 4-6, 2017 in Montour Falls, NY.

Discussion:

12. Justin Rudgick, Community Development Director, requests discussion regarding Special Events Guide & Application.
13. Justin Rudgick, Community Development Director requests discussion on the Route 48 Green Gateway Water Quality Improvement Project.
14. Mayor William J. Barlow, Jr., requests discussion concerning a Fire Department Transfer of Funds.
15. Mayor William J. Barlow, Jr., requests discussion of Capital Expenditures.

Executive Session:

16. Kevin Caraccioli, City Attorney, requests an Executive Session regarding the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof. The property in question is located at 2660-2664 Johnson Road.
17. Kevin Caraccioli, City Attorney, requests an Executive Session regarding the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof. The property in question is located at 104 East First Street.