

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

Agenda  
Administrative Services Committee Meeting  
Monday, March 19, 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 March 5, 2018 committee meeting.

**I. Old Business:**

**New Business:**

**Authorization:**

1. Caroline Anderson, Animal Control Officer, requests permission to accept a monetary donation made to the Oswego Animal Shelter in the amount of \$500.00 by Mr. Francis Kolb.
2. Kevin Caraccioli, City Attorney, seeks approval from the Common Council to enter into a Sports Management Contract with Champions Events LLC, located in Syracuse, N.Y., for the operation and management of the Legends Fields commencing with the 2018 Softball season. Attachment
3. The Engineering Office request approval of Change Order No. 2 for the general contract with W.D. Malone Trucking & Excavating, Inc. for the West Side Sanitary Sewer Rehabilitation- Area 2 in the amount of \$0 for extra work for unforeseen conditions. Attachment
4. The Engineering Office request approval of Change Order No. 2 for the contract with W.D. Malone Trucking and Excavation, Inc. for the NYS Route 48 Slope Stability and Roadway Reconstruction project in the amount of \$72,790.45 for item reconciliation. Attachment
5. Michael Bonning, IT Technician, is recommending that the City of Oswego standardize all of the City email accounts and Microsoft Office Products. Mr. Bonning is requesting the Mayor be authorized to sign the contract with Microsoft Partner in the amount of \$32,250.00 for a three year term. Attachment
6. Nate Emmons, Director of Rental Assistance Office requests approval to enter into a contract with Canale Insurance and Accounting for services for March 2018-March 2019.
7. The City Clerk's Office request the Common Council's consideration for a solid waste application from Rowlee Construction, Inc.. The fee of \$500.00 is on file with the City Clerk's Office for a Major Hauler

8. Mayor William J Barlow Jr requests authorization to accept the engineering design services proposal with EDR for two State Route 104 Streetscape Improvement Projects proposed in his 2018 State of the City Address and sign the appropriate agreement in the amount of \$24,950. Attachment.
9. Nancy Sterio, Personnel Director, requests permission to attend NYS Association of Personnel & Civil Service Officers Annual Conference in Syracuse, NY to be held June 10-June 13, 2018. Attachment
10. Lt. Charles Searor, is requesting permission to send one (1) police officer to a mandatory Course in Police Supervision to be held April 9, 2018 through April 27, 2018 at the Solvay Police Department, in Solvay, New York. Attachment
11. Lt. Charles Searor, is requesting permission to send one (1) police officer to the Defensive Tactics Instructor Course to be held June 4, 2018 through June 15, 2018 at the Solvay Police Department, in Oneida County, New York. Attachment
12. Lt. Charles Searor, is requesting permission to send one (1) police officer to the Safe Schools Initiative Seminar, to be held at the University of Buffalo, Buffalo, NY, March 19-20, 2018. Attachment
13. Kevin Caraccioli, City Attorney, request permission to attend a three (3) day New York State Conference of Mayors' 109<sup>th</sup> Annual Meeting to be held May 6-8 at Saratoga Springs, NY. Attachment
14. Mayor William J. Barlow, Jr., request authorization to sign contract for fireworks for Christmas Tree Lighting event.