

**ADMINISTRATIVE SERVICES
COMMITTEE MEETING
July 15, 2019**

Chairman Corradino called the meeting to order at 6:30 p.m. in the 2nd floor Common Council Chambers of City Hall.

MEMBERS PRESENT: Councilor Corradino, Councilor DeMassi, Councilor Hill, Councilor Tesoriero, and Councilor Wilmott.

OTHERS PRESENT: Councilor McBrearty; Councilor Gosek; William Barlow, Mayor; Deborah Coad, City Chamberlain; Tom Kells, Commissioner of Public Works; Kevin Caraccioli, City Attorney; Justin Rudgick, Director of Community & Economic Development.

MEDIA PRESENT: Steve Yablonski, Oswego Daily News; Matthew Reitz, Palladium Times.

A motion to approve the minutes of July 1, 2019 was made by Councilor Hill and seconded by Councilor DeMassi; minutes were approved by a unanimous vote.

I. OLD BUSINESS: There was no old business.

II. NEW BUSINESS:

1. The Office of Economic and Community Development requests that the Mayor be authorized to sign Change Order #1, for the Oswego DRI Pocket Park & Riverwalk Enhancement Projected, submitted by WD Malone for an additional \$419.75. Justin Rudgick said they made some modifications to the project sign. He said what is formally known as Market Street Square will be changed to Water Street Square, since the Mayor thought it would be more appropriate. He said the change order is just to change and enhance the sign.

COMMITTEE DECISION: Councilor Wilmott made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign Change Order #1, for the Oswego DRI Pocket Park & Riverwalk Enhancement Projected, submitted by WD Malone for an additional \$419.75. Councilor DeMassi seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

2. The Office of Economic and Community Development requests that the Mayor be authorized to sign Change Order #3, for the Oswego DRI Pocket Park & Riverwalk Enhancement Projected, submitted by WD Malone for an additional \$47,047.86. Justin Rudgick said that during the course of the project they hit a water main and had to repair these water lines on West First Street. He said that since it was part of the construction to the Pocket Park they need a change order rather than it coming out of the DPW budget. He said it was unforeseen and they need to address it and that's what this is for.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign Change Order #3, for the Oswego DRI Pocket Park & Riverwalk Enhancement Projected, submitted by WD Malone for an additional \$47,047.86. Councilor Wilmott seconded the motion.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

3. The Office of Economic and Community Development requests approval to submit a funding application through the NYS Consolidated Funding Application (CFA) process to New York State Canal Corporation for the Canalway Grant Program. Mayor Barlow said that this is the same exact grant we submitted last year to light up the pedestrian bridge. He said that this is a part of the CFA Process. He said this is extremely competitive grant but they think it is still possible since now we have the dam lit up, so they would like to try again. He said it is a 50/50 match. Councilor Corradino asked how much the High Falls project cost. Mayor Barlow said he believes the High Falls Project was about \$55,000.00 and with the Falls Project the design was very simple for installation. He said with this project they will be uplighting, rather than downlighting, so the installation will be a bit more complicated. A Citizen asked if the lights would blind him while using the bridge. Mayor Barlow said no they will not. Mayor Barlow said that another goal with this project would be to make all of the Riverwalk trails more cohesive and well-lit so they can be enjoyed more by pedestrians and bikers.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize approval to submit a funding application through the NYS Consolidated Funding Application (CFA) process to New York State Canal Corporation for the Canalway Grant Program. Councilor Tesoriero seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

4. The Office of Economic and Community Development requests authorization to submit the Oswego Breitbeck Park Playground & Pavilion project for the NYS CFA process for funding consideration. Mayor Barlow said this similar application to what they had applied for last year, but this year it is for a new playground at Breitbeck Park. He said what they applied for last year was to revamp the existing pavilion but this year they are proposing a new pavilion to be more of a facility that can be used when weather is bad. He said it will feature walls that can be lifted and lowered depending on what the weather calls for, this way the pavilion could be used all year long and the park could be utilized in more ways, such as conferences or weddings. He said there would also be added bathrooms on the bottom floor that would be fully ADA accessible, similar to the ones at Fallbrook currently but more up to date. He said the existing pavilion would become a changing room for the new splash pad that will be going into Breitbeck Park next year. He said the maximum grant funding for this project is \$500,000.00 but their preliminary estimates said that this would total around \$1,200,000.00, so what they would like to do is take some of the grant money the City were given last year for the pavilion and the marina and shift that over to help pay for this here. Councilor McBrearty asked how much of the drawings that were given to the Council of the playground were they planning on using. Mayor Barlow said that all of the drawings involving the playground were preliminary and the estimates were based off of other playgrounds they have done in the past. Councilor McBrearty asked if they were planning on constructing the playground first. Mayor Barlow said they are not focusing on the playground until they know if they won. Councilor Gosek asked what playground company they were planning on using for this project. Mayor Barlow said they do not have one specifically in mind at the moment but it would probably be between Parkatect and Kompan since they are both contracted through Onondaga. He said they will most likely have both companies send over designs for the City to look at.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council for authorization to submit the Oswego Breitbeck Park Playground & Pavilion project for the NYS CFA process for funding consideration. Councilor DeMassi seconded the motion, unanimous approval.

JUSTIN REDGICK WILL PREPARE THIS RESOLUTION.

5. The City Clerk's office has received an application from White Glove Waste and Recycling for a 2019 Solid Waste License. Councilor Corradino said this is cut and dry and that they just need authorization to pick up garbage.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council to authorize an application an application from White Glove Waste and Recycling for a 2019 Solid Waste License. Councilor Hill seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

6. Thomas Kells, DPW Commissioner, requests discussion for authorization of a budget amendment for sidewalk restoration and road repair. Mayor Barlow said that this is very similar to what they did last year and like most years the City has exhausted its CHIP funding for paving the streets and now they would like to repair/replace sidewalks as well. He said that this year the State waited a little longer to announce that they would have Emergency Winter Recovery money so some of these costs may be reimbursed by that. Councilor McBrearty asked if they would determine which sidewalks would be prioritized based on pedestrian levels and safety concerns. Mayor Barlow said there are hotspots that they have already identified but they mainly want to focus on high traffic pedestrian areas rather than sidewalks in front of residential areas. He said if the Common Council would like to guarantee that a certain sidewalk will be repaired they should not send in twenty to thirty requests that they would like done but rather send the Mayor's Office their top five that they need done. Councilor Gosek said that he submitted all of his recent work orders as they came through but would like to know if he should go back in and resubmit them. Mayor Barlow said to leave all the ones that they have previously submitted but go back in and a flag the ones they would want prioritized to the Commissioner. Mayor Barlow said that his job is to make sure that all seven councilors get sidewalks addressed in their ward but also that the major pedestrian areas are addressed as well. Councilor Corradino asked how they should submit these requests. Mayor Barlow said that they should submit them just like they would

any work order through the Mayor's Office but also email the commissioner with the ones that you would like to be a priority.

COMMITTEE DECISION: Councilor Tesoriero made a motion to forward a favorable recommendation to the Full Council to authorize a budget amendment for sidewalk restoration and road repair. Councilor Wilmott seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

7. Attached is a Resolution to be presented to the full Common Council for the confirmation of the 2019 Assessment Roll for the City of Oswego. Councilor Corradino said that this is a yearly thing that the Assessor has to do and that it is bookkeeping.

COMMITTEE DECISION: Councilor DeMassi made a motion to forward a favorable recommendation to the Full Council to the confirmation of the 2019 Assessment Roll for the City of Oswego. Councilor Hill seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

Councilor Tesoriero made a motion to recess at 6:53 p.m. and was seconded by Councilor DeMassi, it was met with unanimous approval.

Executive Session:

Committee entered into Executive Session at 7:08 p.m. Committee reconvened at 7:24 p.m.

The following came out of Executive Session:

COMMITTEE DECISION: No action was taken.

A motion to adjourn the meeting was made at 7:25 p.m. by Councilor Tesoriero. A second was made by Councilor DeMassi, and was unanimously approved.

Respectfully Submitted,

Brooke Fitzgerald
Recording Secretary