

CITY OF OSWEGO



AGENDA

Administrative Services Committee
Common Council Chambers – City Hall
November 3, 2025
6:30 PM

Roll Call **Timothy P. Plunkett, Chairman**
Shawn Burridge
Christopher Squitieri
Jesse Vanucchi
Kyle Walton

Approve minutes of the Monday, October 6, 2025, Committee meeting.

2. Approve minutes of the Monday, October 20, 2025 Committee meeting.

I. Old Business

II. New Business

Authorization

1. City Chamberlain, Deborah Coad, requests authorization for the Mayor to accept a proposal from Drescher & Malecki, LLP for auditing services.
2. City Chamberlain, Deborah Coad, requests authorization to complete accounting procedures for year ending 2025.
3. City Engineer, Jeffrey Hinderliter, requests authorization for the City Chamberlain to complete a budget amendment in the amount of \$25,500.00 to cover the cost of Change Order No. 1 with Siemens Industry Inc. for electrical receptacle installation related to the Energy Performance Streetlight Project.
4. City Engineer, Jeffrey Hinderliter, requests authorization for the Mayor to sign Change Order No. 2 in the amount of \$155,154.78 with Rifenburg Construction, Inc. relating to the West First Street (NYS Route 48) Safety Improvements Project.
5. City Engineer, Jeffrey Hinderliter, requests favorable consideration regarding the selection of Essex Partnership for consulting services related to the High Dam Hydroelectric Facility.
6. Commissioner of Public Works and Parks and Recreation, Craig Rebeor, requests authorization for the City Chamberlain to complete a Transfer of Funds from the General Fund to the Parks and Recreation Contracted Services Account in the amount of \$45,195.00 to replace the fence at the Garrett Dunsmoor Memorial Basketball Court.

7. Commissioner of Public Works and Parks and Recreation, Craig Rebeor, requests authorization for the City Chamberlain to advance funds for the purchase of an HV507 snowplow that will be reimbursable by NYS DOT CHIPS funding.
8. The Office of Economic Development requests authorization for the City Chamberlain to complete a Budget Transfer in the amount of \$15,000.00 from the Tourism Contracted Services Account to the CDA Account 6420 for the Bandstand wrap and finishing modifications.
9. City Engineer, Jeffrey Hinderliter, requests authorization for the City Chamberlain to complete two (2) Transfer of Funds in the amount of \$30,300.00 to cover costs associated with the Meter Program Upgrades. This is a Rescind and Replace.
10. Kevin Caraccioli, City Attorney, requests an executive session to discuss proposed, pending or current litigation.