



September 6, 2016

**CITY OF SARATOGA SPRINGS**  
**City Council Pre-Agenda Meeting**  
**9:30 AM**

**PRESENT:** Joanne Yepsen, Mayor  
Michele Madigan, Commissioner of Finance  
Anthony Scirocco, Commissioner of DPW

**STAFF PRESENT:** Meg Kelly, Deputy Mayor  
Lynn Bachner, Deputy Commissioner, Finance  
Maire Masterson, Deputy Commissioner, Accounts  
Eileen Finneran, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

Peter Martin, Supervisor

**EXCUSED:** John Franck, Commissioner of Accounts  
Christian Mathiesen, Commissioner of DPS

Tim Cogan, Deputy Commissioner, DPW

Matthew Veitch, Supervisor

**CALL TO ORDER**

Mayor Yepsen called the meeting to order at 9:36 a.m.

**PUBLIC HEARING**

2017 Capital Budget

No comments.

**PRESENTATIONS**

1. 2017 Capital Budget and Program – no comments.
2. Comprehensive Emergency Management Plan – Deputy Eileen Finneran advised Assistant Chief Catone will be here to present the Comprehensive Emergency Management Plan.

**EXECUTIVE SESSION**

Vince DeLeonardis, city attorney, explained the MOA with the PBA is in regards to a single employee filing a grievance for tuition reimbursement. The Grievance has been settled and they will be amending the language to make it more clear.

Vince advised the second issue is relating to 100 Geyser Road and eminent domain. They received an offer from the property owner. He will e-mail the Council with details.

**CONSENT AGENDA**

1. Approval of 8/15/16 Pre-Agenda Meeting Minutes
2. Approval of 8/16/16 City Council Meeting Minutes
3. Approval of 8/2/16 City Council Meeting Minutes
4. Approve Resolution for the Use of the Insurance Reserve – 12
5. Approve Resolution for the Use of the Insurance Reserve – 13
6. Approve Resolution for the Use of the Insurance Reserve - 14
7. Approve Budget Amendments - Insurance Reserve 12, 13, 14
8. Approve Budget Amendments (Decreases)
9. Approve Budget Amendments (Increases)
10. Approve Budget Transfers – Regular
11. Approve Payroll: 08/19/16 \$507,729.38
12. Approve Payroll: 08/26/16 \$495,560.66
13. Approve Payroll: 9/2/16 \$498,209.47
14. Approve Warrant: 2016 Mid – 16MWAUG2: \$38,912.99
15. Approve Warrant: 2016 Mid – 16MWAUG3: \$4,565.47
16. Approve Warrant: 2016 REG – 16SEP1: \$1,327,960.95

No comments.

**MAYOR'S DEPARTMENT**

Announcement: Appointment to the Recreation Commission

No comments.

Announcement: Re-appointment to the Complete Streets Advisory Board by Accounts

No comments.

Announcement: Re-appointment to the Complete Streets Advisory Board by Finance

No comments.

Announcement: Re-appointment to the Complete Street Advisory Board by Public Safety

No comments.

Discussion and Vote: Approval of 2016 – 2017 Housing Authority Salaries

No comments.

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Saratoga County Youth Bureau

No comments.

Announcement: Recreation Programs

No comments.

Announcement: North Side Park Playground Meeting

John Hirliman of the Recreation Department advised this meeting is for the public to see the design presented with the RFP.

Discussion and Vote: Authorization to Pay Saratoga Hospital Invoice – Required Immunizations for Police and Firefighters

No comments.

Discussion and Vote: Authorization for mayor to Sign Grant Application for Funding Through the 2016 Greenway Conservancy for the Hudson River Valley Trail Grant Program

Tina Carton advised this is for approval to apply for the grant to complete signage and marketing materials. They need \$3,800 in equipment, supply material, and construction funding; the rest will be covered by the grant.

Discussion and Vote: Authorization to Execute Change Order with Ortwein Sign for Wayfinding Program

No comments.

Discussion and Vote: To Approve the MOA Between the City and PBA – Tuition Reimbursement

No comments.

Discussion and Vote: Authorization to Pay Honeywell Law for Invoices- Labor Negotiations

Mayor Yepsen advised this is for the firefighters.

Commissioner Madigan asked if they went over the cap on the contract.

Mayor Yepsen advised they went over the cap due to having to go to mediation.

Discussion and Vote: Authorization to Pay Invoices to Fitzgerald, Morris, Baker and firth, P.C. for Invoices – Eminent Domain

No comments.

Announcement: Update Unified Development Ordinance

Mike of Behan Planning stated this is a draft diagnosis report that will be handed over to the Council tonight. There will be a public workshop on September 27<sup>th</sup>. All information will be posted on the UDO website.

Announcement: 9/11 Remembrance Ceremony at 8:30 a.m. High Rock Park

No comments.

Mayor Yepsen advised she is adding 2 items to her agenda: Discussion and Vote: 2017 – 2022 Capital Budget and Program; and Discussion and Vote: Re-appointments to the Complete Streets Advisory Board by Public Works.

**ACCOUNTS DEPARTMENT**

Discussion and Vote: Update to Purchasing Policy

Stefanie Richards, assistant purchasing agent, advised due to the recent training sessions, a request was made to make a change to the Purchasing Policy. The change relates to legal services.

## **FINANCE DEPARTMENT**

### Discussion: 2017 Budgets

Commissioner Madigan advised she will be providing a brief update of the requested budgets and the process.

### Discussion and Vote: Resolution Re: Partnership for a Downtown Parking Structure at Congress Park Centre

Commissioner Madigan advised this is a resolution to encourage a public/private partnership for a parking structure at the Congress Park Centre. This is in connection with retaining 200 jobs at Ayco and them bringing in 800 more jobs.

### Discussion and Vote: Accept Donations for the Downtown Special Assessment District for "Drop Boxes"

No comments.

### Discussion and Vote: Authorization to Pay Invoice from Tyler Technologies, Inc. for Payroll Checks

Commissioner Madigan advised the invoice amount is \$1,678.10. They did not obtain a purchase order as required.

### Discussion and Vote: Budget Transfers – Payroll

No comments.

### Discussion and Vote: Budget Transfers – Benefits

No comments.

### Discussion and Vote: Budget Transfers – City Center Contingency

No comments.

### Discussion and Vote: Budget Amendments – Benefits

No comments.

### Update: Smart City Commission

No comments.

## **PUBLIC WORKS DEPARTMENT**

### Discussion and Vote: Authorization for the Mayor to Sign Agreement with Saratoga Youth Hockey

No comments.

### Discussion and Vote: Authorization for the Mayor to Sign Agreement Addendum Two with Fitzgerald, Morris, Baker, Firth, P.C. for the Weibel Avenue Landfill

No comments.

**PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: Accept Donation from NYRA

Deputy Eileen Finneran advised this is NYRA's annual donation towards the crossing guards. The amount is \$16,000.

Set Public Hearing: Amend Chapter 225, Article IX Schedules Sub-Section 225-87, Schedule XXII Time Limit Parking

Deputy Eileen Finneran advised they received a request to change the time of parking on Church Street between Woodlawn and Clinton from all day to 3 hour parking.

Deputy Eileen Finneran advised Commissioner Mathiesen is adding 3 items to his agenda: Set Public Hearing: Parking Prohibited at All Times; Discussion and Vote: Authorization to Pay Invoice to NY Dent; and Discussion: Former Mayor Watkins Editorial.

**SUPERVISORS**

**MATTHEW VEITCH**

1. Saratoga County Local Law Requiring Registration of Pawn Shops
2. Saratoga County 2017 Budget

**PETER MARTIN**

1. NYSAC Committee on Native American Affairs and Gaming
2. Framework for Success
3. Seniors' Committee
4. County Land Auction

**ADJOURN**

Mayor Yepsen adjourned the meeting at 10:13 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved:  
Vote: