



September 19, 2016

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

**PRESENT:** Joanne Yepsen, Mayor  
Michele Madigan, Commissioner of Finance  
John Franck, Commissioner of Accounts  
Christian Mathiesen, Commissioner of DPS (arrived at 9:45 a.m.)

**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

**EXCUSED:** Anthony Scirocco, Commissioner of DPW  
  
Tim Cogan, Deputy Commissioner, DPW  
  
Matthew Veitch, Supervisor  
Peter Martin, Supervisor

**CALL TO ORDER**

Mayor Yepsen called the meeting to order at 9:38 a.m.

**PUBLIC HEARING**

Time Limit Parking

Deputy Eileen Finneran advised this is to change spaces on Church Street from 2 hour parking to 3 hour parking.

**PRESENTATIONS**

1. 2015 Audited Financial Statements – no comments.
2. East Side Storm Water Drainage Project – no comments.

**EXECUTIVE SESSION**

Mayor Yepsen suggested the executive session be held tomorrow night as there are only 3 Council members at this morning's meeting.

**CONSENT AGENDA**

1. Approval of 9/6/16 City Council Meeting Minutes
2. Approval of 9/6/16 Pre-Agenda Meeting Minutes

3. Approve Budget Amendments (Increases)
4. Approve Budget Transfers – Regular
5. Approve Payroll: 09/09/16 \$522,947.55
6. Approve Payroll: 9/16/16 \$497,562.83
7. Approve Warrant: 2016 Mid – 16MWSEP1: \$3,584,071.42
8. Approve Warrant: 2016 REG – 16SEP2: \$338,271.69

No comments.

### **MAYOR'S DEPARTMENT**

Discussion and Vote: Accept Donation of Program Printing for 9/11 Remembrance Ceremony

Deputy Mayor Meg Kelley advised Advantage Press donated the printing of the programs at a \$250 value.

Discussion and Vote: Amend Previous Council Designation of Sr. Stenographer to Secretary to the Charter Review Commission

Mayor Yepsen advised Tony Izzo has worked with the Civil Service Commission who requires a title change.

Discussion and Vote: Approve to Pay Honeywell Law Firm, PLLC Invoice – Labor Negotiations

Vince DeLeonardis, city attorney, advised this is for various labor negotiations over the amount of the contract.

Announcement: Grants To You Grant Writing Workshop on September 30 & October 1, 2016

No comments.

Announcement: Open Space Community forum on September 28<sup>th</sup> at 6:30 pm at The Arts Center

No comments.

Announcement: Unified Development Ordinance Public Meeting September 27, 2016 at 6:30 pm at the Music Hall

No comments.

### **ACCOUNTS DEPARTMENT**

Commissioner Franck advised he has nothing for his agenda at this time.

### **FINANCE DEPARTMENT**

Set Public Hearing: 2017 Comprehensive Budget

No comments.

Discussion and Vote: Resolution for the Use of the Tax Stabilization Reserve

Commissioner Madigan advised the City funded a tax stabilization reserve using tax payer dollars - \$1 million in 2011 from VLT aid and \$500,000 in 2012 from 2011 fund balance excess. We can only use this

reserve under specific circumstances and this year we meet one of those. She will be asking the Council to consider the use of the tax stabilization reserve for the 2017 budget.

Announcement: Application for Intelligent Community Forum – 2017 Intelligent Community of the Year

Commissioner Madigan advised the Smart City Commission has met at least once per month for the past 6 months. The group developed a Smart City Road Map and will present that on the October 18<sup>th</sup> City Council meeting. She will announce tomorrow night the City's application submission for the intelligent community of the year.

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

No comments.

Discussion and Vote: Budget Transfers – Payroll

No comments.

Discussion and Vote: Budget Transfers – Benefits

No comments.

Discussion and Vote: Budget Transfers – Water Fund Contingency

No comments.

Discussion and Vote: Budget Amendments – Assignment for Refund of Prior Year Taxes

No comments.

Discussion and Vote: Budget Amendments – Assignment for IT Initiatives (14XB)

No comments.

Discussion: City Buildings Repairs and Upgrades – Finance Office Renovation

No comments.

**PUBLIC WORKS DEPARTMENT**

Announcement: Update Woodlawn Avenue Water Main Upgrade

No comments.

Announcement: Update Gideon Putnam Cemetery Fence

No comments.

**PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: DPS Personnel Matter

Commissioner Mathiesen advised this directly relates to the issue in executive session. He would like to hold an executive session just for this issue today.

Discussion: Proposed North Broadway Bike Lanes

No comments.

**SUPERVISORS**

**MATTHEW VEITCH**

Mayor Yepsen advised Supervisors Veitch and Martin are not in attendance today and will not be at the City Council meeting tomorrow as they are attending the NYSAC Conference.

**PETER MARTIN**

Nothing at this time.

**EXECUTIVE SESSION**

**Mayor Yepsen moved and Commissioner Mathiesen seconded to go into executive session regarding a DPS personnel matter at 9:52 a.m.**

Tony Izzo, assistant city attorney, advised the proper wording for the motion should be: "...to discuss a matter leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person."

**Ayes – All**

Commissioner Mathiesen stated none of that fits. He wants a more broad personnel matter.

The Council returned at 10:06 a.m.

Tony Izzo stated the purpose of the executive session dealt with a matter involving a particular position and a particular individual. He stands by the statement he read previously and generally applicable.

**ADJOURN**

Mayor Yepsen adjourned the meeting at 10:08 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 10/4/16  
Vote: 5 - 0