

January 15, 2019



CITY OF SARATOGA SPRINGS
City Council Meeting
Recreation Center
15 Vanderbilt Avenue
7:00 PM

6:25 PM P.H. – Amend Capital Budget
to Add Excelsior Ave. Water
Treatment Plant Repairs

P.H. – Proposed Zoning
Amendment – Liberty
Affordable Housing Project

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

PRESENTATIONS

CONSENT AGENDA

1. Approval of 1/2/19 City Council Meeting Minutes
2. Approval of 1/2/19 Pre-Agenda Meeting Minutes
3. Approval of 12/31/18 City Council Meeting Minutes
4. Approve Use of Insurance Reserve Resolution #1
5. Approve Budget Amendment – Use of Insurance Reserve #1
6. Approve Budget Amendments – Regular (Increases)
7. Approve Budget Transfers - Regular
8. Approve Payroll 1/04/19 \$390,645.44
9. Approve Payroll 1/11/19 \$515,112.58
10. Approve Warrant – 2018 18MWDEC4 \$69,184.56
11. Approve Warrant – 2019 19MWJAN1 \$6,131.32
12. Approve Warrant – 2018 18 DEC4 \$866,154.19
13. Approve Warrant – 2019 19JAN2 \$205,726.38

MAYOR'S DEPARTMENT

1. Announcement: Special City Council Meeting – Workshop RE: Zoning Map January 22, 2019
2. Announcement: State of the City Address January 29, 2019
3. Announcement: Open Space Advisory Committee Natural Resource Inventory Workshop January 31, 2019
4. Announcement: Recreation Programs and Leagues
5. Appointment: Zoning Board of Appeals
6. Discussion and Vote: Approval of Salary for Part-Time City Historian as Adopted in 2019 Budget

7. Discussion and Vote: Approval of Salary and Step for Administrative Director Recreation as Adopted in 2019 Budget
8. Discussion and Vote: Saratoga Springs Recreation Department Part-Time/Seasonal Personnel/Referee Proposal
9. Discussion and Vote: Authorization for the Mayor to Sign NYS DOH Renewal
10. Discussion and Vote: Accept Saratoga County Trails Grant Award for Bog Meadow Trail
11. Discussion and Vote: Authorization for CDTC Capital Coexist Mini-Grant Application
12. Discussion and Vote: Accept SEQRA Lead Agency for Flat Rock Centre Project
13. Discussion and Vote: Authorization for the Mayor to Sign Settlement Agreement with Bast Hatfield
14. Set Public Hearing: To Amend City Code 171 Entitled "Plumbing"

ACCOUNTS DEPARTMENT

1. Discussion and Vote: Approve Employee Salary and Step Increase as Adopted in the 2019 Budget
2. Discussion and Vote: Authorization for Mayor to Sign Addendum No. 1 with GAR Associates
3. Discussion and Vote: Authorization for Mayor to Sign Records Management Grant Application, Supporting Documents, and Submit Application to New York State Archives
4. Discussion and Vote: Increase Hourly Wage for Part Time Senior Clerk as Approved with 2019 Budget
5. Award of Bid: Water Treatment Plant Flocculation Tank Equipment Installation to Trinity Construction, Inc.

FINANCE DEPARTMENT

1. Discussion and Vote: Authorization for Mayor to Sign Universal Preservation Hall (UPH) Incentive Proposal Offered by Empire State Development
2. Announcement: Regarding the City-Wide Fiber Network
3. Announcement: Economic Development Lunch & Learn Series: AI for Upstate NY 1/24 (other topics will include Blockchain (Feb), Innovation Centers (April), and Connected Street Lighting (June))
4. Discussion and Vote: Budget Amendment – Use of Fund Balances City Center, Water and Sewer Funds

PUBLIC WORKS DEPARTMENT

1. Discussion and Vote: Authorization for Mayor to Sign Contract with Trinity Construction, Inc. for the Installation of Tank Equipment for the WTP Flocculation Tanks
2. Discussion and Vote: Authorization for Mayor to Sign Five-Year Agreement and Annual Budget with the Unified Court System
3. Discussion and Vote: Amend 2019 Capital Budget to Add Excelsior Ave Water Treatment Plant Repairs for \$353,692
4. Set Public Hearing: Capital Budget Amendment to Add Sanitary Pump Station Upgrades

PUBLIC SAFETY DEPARTMENT

1. Discussion and Vote: Accept Donation to the City of \$500 from Adirondack Trust Company
2. Discussion and Vote: Approval of New Part-Time Civil Service Position as Funded in the 2019 Budget – Part Time Traffic Control Technician
3. Discussion and Vote: Authorization for Mayor to Sign a Lease Agreement with Saratoga Historic Properties
4. Announcement: Update – Second Citizens' Advisory Board Meeting
5. Announcement: Temporary Personnel Relocation from Police Station

SUPERVISORS

Matt Veitch

1. County Organizational Meeting
2. Committee Assignments for 2019
3. Economic Development Committee

Tara Gaston

1. Health and Social Services Committee
2. Legislative Priorities
3. Veterans' Assistance

ADJOURN



January 15, 2019

CITY OF SARATOGA SPRINGS
City Council Meeting
Recreation Center
15 Vanderbilt Avenue
7:00 PM

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance
John Franck, Commissioner of Accounts
Anthony Scirocco, Commissioner of DPW
Peter Martin, Commissioner of DPS

STAFF PRESENT: Lisa Shields, Deputy Mayor
Mike Sharp, Deputy Commissioner, Finance
Maire Masterson, Deputy Commissioner, Accounts
Joe O'Neill, Deputy Commissioner, DPW
John Daley, Deputy Commissioner, DPS

Vincent DeLeonardis

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

RECORDING OF PROCEEDING

The proceedings of this meeting were taped for the benefit of the secretary. Because the minutes are not a verbatim record of the proceedings, the minutes are not a word-for-word transcript.

PUBLIC HEARINGS

Amend Capital Budget to Add Excelsior Ave Water Treatment Plant Repairs

Mayor Kelly opened the public hearing at 6:27 p.m.

No one spoke.

Mayor Kelly closed the public hearing at 6:27 p.m.

Amend Chapter 225 of the City Code – Alternate Side Parking on Hyde Street

Mayor Kelly opened the public hearing at 6:30 p.m.

Commissioner Franck advised 30 minutes is set aside tonight for public comments. Matthew Jones, Esq. presented a quick update of the changes made to the project.

Matt Jones advised CRM is the manager of the property. The property sits on Crescent Avenue and is surrounded by the institutional horse track related district. They were asked to look at an additional 20 parcels by Commissioner Martin to be sure any proposal made to the Council did not have unintended consequences. The proposal involves a subdivision of approximately 30 acres into 2 - 15 acre parcels. There are wet lands on this parcel – buildings are being designed around the wet lands. They are asking for a map and text amendment. The ordinance does not define a provision for affordable housing or workforce housing. (copy of presentation attached)

Fran Ludwig, president of Clubhouse Estates HOA, stated they are not in favor of the proposed map, zoning, and text amendment. It is unsuitable location for housing 192 units and 278 parking spaces. There are environmental, infrastructure, and safety consequences. Pedestrian walkways have not been addressed adequately. They are also concerned that this is a 'company' town rather than community wide affordable housing. (hard copy of signatures in file)

Pam Michaelson of Clubhouse Estates stated she has a number of concerns. She is concerned with where the run-off is going to go; provisions for sewage; traffic, safety; and the impact on future development with changing the zoning.

Dennis Brobston, President of Saratoga Economic Development Corporation, stated they were asked to do an independent review by Matt Jones. SEDC will pay no role in this project going forward. The applicant has been in business since 2002 and is a not-for-profit based organization with experience in providing low income housing assistance. Liberty has been involved with 30 projects but he chose 3 to do his due diligence. (copy of due diligence report attached)

Jack Casson of 39 Clubhouse Drive stated his main concern is the location of the project. He also inquired how many people are going to actually be coming in to these apartments.

Pam Michaelson added a comment that aesthetically this looks like an urban project; it looks so out of place.

Todd Schimkus, president of Saratoga County Chamber of Commerce, stated one of the main concerns of the local businesses is they can't find people to work. Part of that problem is people can't afford to live here. This proposal is a location that is on a bus line, a number of large employers who have jobs available. We need more affordable housing.

Skip Carlson of Saratoga Casino Hotel stated his business has evolved. Saratoga Casino Hotel is selling the property. Since the opening of the casino to the south, they have lost 500,000 people. They have shared this project with their employees and received a overwhelming positive response. He believes this a really good project. (hard copy of signatures in file)

Tracy of Clubhouse Drive stated she is all for affordable housing and ok with the location but she is not ok with the number of apartments for that area.

Sam Gerrity of NYC and Saratoga Springs stated he is here to represent Saratoga Casino and Hotel. The quality of life of their employees is important to them. They fully support this project.

Russ Pittinger of George Street stated it appears to be a great leap from rural residential to institutional horse related. The scale and scope of this project is larger than the character of the community in that area. He believes there won't be access to the parcel; it may be landlocked.

Sam Brewer of Saratoga Springs stated he is against high density development especially in the outskirts of the City. There are other solutions.

Mayor Kelly concluded the public hearing at 7:16 p.m. and kept it open.

CALL TO ORDER

Mayor Kelly called the meeting to order at 7:17 p.m.

PUBLIC COMMENT

Mayor Kelly said the public comment period is limited to a total of 15 minutes and individuals are limited to two minutes.

Mayor Kelly opened the public comment period at 7:18 p.m.

Thomas Murphy of 1 Hearthstone Drive, Wilton, stated he is a school resource officer in Queensbury. He thanked the Council for the resolution supporting school resource officers.

Sam Brewer of Saratoga Springs stated he was accosted yesterday at the library which required the police to get involved. He suggested the City start to look at a different model for a homeless shelter.

Mayor Kelly closed the public comment period at 7:22 p.m.

CONSENT AGENDA

Mayor Kelly moved and Commissioner Madigan seconded to approve the consent agenda as follows:

1. Approval of 1/2/19 City Council Meeting Minutes
2. Approval of 1/2/19 Pre-Agenda Meeting Minutes
3. Approval of 12/31/18 City Council Meeting Minutes
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13. Approve Warrant – 2019 19JAN2 \$205,726.38

Ayes – All

MAYOR'S DEPARTMENT

Announcement: Special City Council Meeting – Workshop RE: Zoning Map January 22, 2019

Mayor Kelly announced a special City Council meeting on January 22, 2019 at 7 p.m. regarding the zoning map. Meeting will be held at the Recreation Center.

Announcement: State of the City Address January 29, 2019

Mayor Kelly announced the State of the City Address will be held on January 29th at 7 p.m. at the City Center.

Announcement: Open Space Advisory Committee Natural Resource Inventory Workshop January 31, 2019

Mayor Kelly announced the Open Space Advisory Committee will be holding a Natural Resource Inventory Workshop on January 31st at the library at 6:30 p.m. This is open to the public.

Announcement: Recreation Programs and Leagues

Mayor Kelly announced various programs and leagues that are ongoing at the Recreation Center. All details can be found on the Recreation Department's webpage.

Appointment: Zoning Board of Appeals

Mayor Kelly appointed Christopher Hempstead to the Zoning Board of Appeals. Chris will be finishing the term of a member who resigned.

Discussion and Vote: Approval of Salary for Part-Time City Historian as Adopted in 2019 Budget (19-016)

Mayor Kelly advised this will complete the process of establishing a salary for the part time City historian. The rate will be increased from \$20 per hour to \$21 per hour.

Mayor Kelly moved and Commissioner Martin seconded to approve the salary for the part time city historian at \$21 per hour which is effective January 1, 2019.

Ayes - All

Discussion and Vote: Approval of Salary and Step for Administrative Director Recreation as Adopted in 2019 Budget (19-017)

Mayor Kelly advised this will complete the process of establishing the salary and step of the administrative director of recreation and will put this position in line with other director level positions in the City. The position will be upgraded to grade 16.

Mayor Kelly moved and Commissioner Franck seconded to approve the salary for administrative director of recreation at grade 16 step 1 which is effective January 1, 2019.

Ayes – All

Discussion and Vote: Saratoga Springs Recreation Department Part-Time/Seasonal Personnel/Referee Proposal (19-018)

Mayor Kelly advised the rates were approved at the 12/18/18 City Council meeting but were not correct. The rates being brought forward tonight are the correct rates.

Mayor Kelly moved and Commissioner Scirocco seconded to approve the Saratoga Springs Recreation Department part-time/seasonal personnel/referee proposal as included with the agenda.

Ayes - All

Mayor Kelly restated her motion to give an effective date.

Mayor Kelly moved and Commissioner Madigan seconded to approve the Saratoga Springs Recreation Department part-time/seasonal personnel/referee proposal as included with the agenda effective 1/1/19.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign NYS DOH Renewal (19-019)

Mayor Kelly advised this is an annual renewal for the concession stand.

Mayor Kelly moved and Commissioner Martin seconded to approve the New York State DOH renewal application as included with this agenda.

Ayes – All

Discussion and Vote: Accept Saratoga County Trails Grant Award for Bog Meadow Trail (19-020)

Mayor Kelly advised the County has received a grant in the amount of \$10,000 and requires a \$10,000 match.

Mayor Kelly moved and Commissioner Madigan seconded to accept the Saratoga County Trails Grant award for the Bog Meadow Trail as included with this agenda.

Ayes – All

Discussion and Vote: Authorization for CDTC Capital Coexist Mini-Grant Application (19-021)

Mayor Kelly stated the ambassador program will provide \$5,000 in federal funding project to provide bicycle and pedestrian safety, education, and training. There is a 25% match from grant recipients.

Mayor Kelly moved and Commissioner Franck seconded to authorize the mayor to sign and submit the CDTC Capital Coexist Mini-Grant Application as included with this agenda.

Ayes – All

Discussion and Vote: Accept SEQRA Lead Agency for Flat Rock Centre Project (19-022)

Mayor Kelly stated on December 4, 2018 the City Council initiated SEQRA review for this project; identified as a Type1 action and unanimously voted to seek lead SEQRA agency for environmental review.

Mike Ingersol of the LA Group provided a quick overview of the project. The City Center has acquired a topographic and utilities survey; a geotechnical report, and an archeological report since we last met. There will be room for the Greenbelt Trail to be connected. All the principals are still there; green space is still there. The parking structure is no longer going over the street. There are place holders for additional parking and buildings. They do not have renderings yet.

Brad Birge of the Planning Department reminded the Council they adopted a resolution on November 20, 2018 to proceed with this design based upon this concept. The Council voted on December 4, 2018 to seek lead agency. There are 3 other potentially involved agencies. Each of those organizations received correspondence that the Council wished to be lead agent; they all responded and deferred to the Council. At the next City Council meeting, the Council can undergo Part II and potentially the Part III.

Mayor Kelly moved and Commissioner Madigan seconded to assume SEQRA lead agency for the review of Flat Rock Centre Project.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign Settlement Agreement with Bast Hatfield (19-023)

Mayor Kelly moved and Commissioner Madigan seconded to authorize the mayor to sign the settlement agreement with Bast Hatfield.

Ayes – All

Set Public Hearing: To Amend City Code 171 Entitled "Plumbing"

Mayor Kelly set a public hearing for Tuesday, February 5, 2019 at 6:55 p.m.

ACCOUNTS DEPARTMENT

Discussion and Vote: Approve Employee Salary and Step Increase as Adopted in the 2019 Budget

Commissioner Franck pulled this item from his agenda.

Discussion and Vote: Authorization for Mayor to Sign Addendum No. 1 with GAR Associates (19-024)

Commissioner Franck advised the addendum is to increase the contract amount by \$50,000. This will allow the Accounts Department to receive additional professional services described in the Commercial Real Estate Valuation Concept Plan. This includes but not limited to review of commercial properties into appropriate neighborhoods; a desk and field review of all commercial properties; new digital sketch and photograph; and update of the commercial valuation factor files.

Commissioner Franck moved and Commissioner Martin seconded to authorize the mayor to sign addendum No. 1 with GAR Associates as distributed with the agenda.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Records Management Grant Application, Supporting Documents, and Submit Application to New York State Archives (19-025)

Commissioner Franck advised that the Accounts Department has an opportunity to apply for a grant through the New York State Archives Local Government Improvement Fund. This is a competitive application process with non-matching funds. The project will include having 152 boxes of inactive planning project files professionally scanned and indexed. The amount of the grant is \$74,823.

Commissioner Franck moved and Commissioner Madigan seconded to authorize the mayor to sign any related documents and permission to submit a non-matching competitive application for a grant from the New York State Archives Local Government Improvement Fund.

Ayes - All

Discussion and Vote: Increase Hourly Wage for Part Time Senior Clerk as Approved with 2019 Budget (19-026)

Commissioner Franck the part time senior clerk has been in this position and at the same hourly wage since 2011. He recommended a \$1 per hour increase.

Commissioner Franck moved and Commissioner Martin seconded to approve increasing the hourly wage of the part time senior clerk position within the Accounts Department from \$15 per hour to \$16 per hour effective January 1, 2019.

Ayes - All

Award of Bid: Water Treatment Plant Flocculation Tank Equipment Installation to Trinity Construction, Inc. (19-027)

Commissioner Franck moved and Commissioner Scirocco seconded to award the bid for Water Treatment Plant Flocculation Tank Equipment Installation to Trinity Construction, Inc. in the amount not to exceed \$248,543.

Ayes - All

FINANCE DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Universal Preservation Hall (UPH) Incentive Proposal Offered by Empire State Development (19-028)

Commissioner Madigan advised the award is for \$800,000 from Empire State Development to Universal Preservation Hall for its renovation. The proposal calls for a 10% equity contribution of the total project cost. This contribution will be provided by Universal Preservation Hall.

Commissioner Madigan moved and Commissioner Martin seconded to approve the mayor to sign the Universal Preservation Hall Incentive Proposal offered by Empire State Development as previously distributed with the agenda.

Ayes – All

Announcement: Regarding the City-Wide Fiber Network

Commissioner Madigan announced an article was published last week in the Times Union. Based upon quotes in the articles and e-mails she received; she provided facts and reasons why the City believes it is a good project for them. Improved broadband services will allow businesses to leverage technologies in a way they previously thought would not be possible and residents will be able to use cutting edge technology. The City will not be purchasing or leasing from SciFi. SciFi Networks is in the planning phase with the City.

Announcement: Economic Development Lunch & Learn Series: AI for Upstate NY 1/24 (other topics will include Blockchain (Feb), Innovation Centers (April), and Connected Street Lighting (June))

Commissioner Madigan announced the AI for Upstate New York will be held on January 24th along with IgniteU at the City Center. Attendance is free but limited to 100. They will cover blockchain in February, innovation centers in April and street lighting in June.

Discussion and Vote: Budget Amendment – Use of Fund Balances City Center, Water and Sewer Funds (19-029)

Commissioner Madigan moved and Commissioner Scirocco seconded to approve the budget amendment – use of fund balances City Center, Water and Sewer Fund as previously distributed with the agenda.

Ayes - All

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Contract with Trinity Construction, Inc. for the Installation of Tank Equipment for the WTP Flocculation Tanks (19-030)

Commissioner Scirocco advised the equipment is expected to be delivered the end of this month.

Commissioner Scirocco moved and Commissioner Martin seconded to authorize the mayor to sign a contract with Trinity Construction Inc. for the installation of tank equipment for the Water Treatment Plant Flocculation Tanks in the amount of \$248,543.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Five-Year Agreement and Annual Budget with the Unified Court System (19-031)

Commissioner Scirocco advised the contract period is from April 1, 2018 through March 31, 2023. Included in this is a budgeted amount in anticipation of the court space expansion during the City Hall renovation.

Commissioner Scirocco moved and Commissioner Madigan seconded to authorize the mayor to sign the renewal contract with the New York State Unified Court System for the period of April 1, 2018 – March 31, 2023 in the amount of \$42,828.

Ayes – All

Discussion and Vote: Amend 2019 Capital Budget to Add Excelsior Ave Water Treatment Plant Repairs for \$353,692 (19-032)

Commissioner Scirocco advised this is for repairs to the Water Treatment Plant roof, walls, and windows. The funds will not be bonded.

Commissioner Scirocco moved and Commissioner Madigan seconded to amend the 2019 capital budget to add the Excelsior Ave Water Treatment Plant repairs in the amount of \$353,692.

Ayes – All

Set Public Hearing: Capital Budget Amendment to Add Sanitary Pump Station Upgrades

Commissioner Scirocco set a public hearing for Tuesday, February 5, 2019 at 6:55 p.m.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Accept Donation to the City of \$500 from Adirondack Trust Company (19-033)

Commissioner Martin advised they want to donate \$500 as token of their appreciation for the assistance of our Fire Department when their Wilton branch caught fire.

Commissioner Martin moved and Commissioner Madigan seconded to accept the donation of \$500 from Adirondack Trust Company to the City of Saratoga Springs.

Ayes – All

Discussion and Vote: Approval of New Part-Time Civil Service Position as Funded in the 2019 Budget – Part Time Traffic Control Technician (19-034)

Commissioner Martin advised this position was authorized in the 2019 adopted budget. The position is part time at 20 hours per week and does not have any benefits. The rate for this year is \$20 per hour or approximately \$20,800 for the year. This position was approved by the Civil Service Commission at the December 2018 meeting.

Commissioner Martin moved and Commissioner Scirocco seconded to approve the creation of a part time position; traffic control technician, as approved by the Civil Service Commission.

Commissioner Madigan asked Commissioner Martin if he could add the effective date to his motion.

Commissioner Martin moved and Madigan seconded to approve the creation of a part time position; traffic control technician, as approved by the Civil Service Commission effective January 16, 2019.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign a Lease Agreement with Saratoga Historic Properties (19-035)

Commissioner Martin advised this is a lease agreement for space in the Collamer Building for interviews. It is the same location of the former Human resources office. The rate is \$450 per month.

Commissioner Martin moved and Commissioner Madigan seconded to authorize the mayor to sign a lease with Saratoga Historic Properties.

Ayes – All

Announcement: Update – Second Citizens' Advisory Board Meeting

Commissioner Martin advised the second meeting was held. They discussed the mission and vision of the board. The next meeting will be in February.

Announcement: Temporary Personnel Relocation from Police Station

Commissioner Martin announced the traffic sergeant and administrative officers will be relocated to the recreation center.

SUPERVISORS

Matt Veitch

County Organizational Meeting

Supervisor Veitch reported Kevin Tollison from the Town of Halfmoon was elected as chair of the Board of Supervisors and Preston Allen from the Town of Day was elected as vice-chair.

Committee Assignments for 2019

Supervisor Veitch reported he has been assigned as chair to the Buildings & Grounds Committee; appointed to the Racing Committee, appointed to the Economic Development Committee.; appointed to the Human Resources and Insurance Committee; appointed to the Casino Hotel Foundation; appointed to the NYRA Local Advisory Board; appointed to the Long Range Capital Committee; and appointed to the Trails Committee. He will continue on the Law Library Board of Trustees.

Economic Development Committee

Supervisor Veitch reported they will be holding a public hearing on the expansion of the Agricultural District #2 on February 13th at 4:25 p.m. at the Board of Supervisors.

Tara Gaston

Health and Social Services Committee

Supervisor Gaston reported they approved a new contract for legal services for seniors ages 60 and over. They will provide assistance on wills and power of attorney. They received more funding for rabies post exposure and animal vaccinations.

Legislative Priorities

Supervisor Gaston reported she has been assigned to the Legislative and Research Committee.

Veterans' Assistance

Supervisor Gaston reported there is a veteran's trust fund that allows veterans who are in need of short term financial assistance to apply for grants.

Supervisor Gaston added that she has been appointed to the Native American Affairs & Gaming Committee. Also, a variety of election reform has been passed by the legislature.

ADJOURNMENT

There being no further business, Mayor Kelly adjourned the meeting at 8:19 p.m.

Respectfully submitted,

Lisa Ribis
Clerk
Approved: 2/5/19
Vote: 5 - 0