



May 6, 2019

**CITY OF SARATOGA SPRINGS**  
**City Council Pre-Agenda Meeting**  
**Recreation Center**  
**15 Vanderbilt Avenue**  
**9:30 AM**

**PRESENT:** 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  
John Daley, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

**EXCUSED:** Meg Kelly, Mayor

Joe O'Neill, Deputy Commissioner, DPW

Matthew Veitch, Supervisor  
Tara Gaston, Supervisor

**CALL TO ORDER**

Commissioner Madigan called the meeting to order at 9:30 a.m.

**PUBLIC HEARING**

1. 2019 Community Development Block Grant Recommendations – Deputy Mayor Shields advised this public hearing will be closed tomorrow night.
2. Amend Chapter 225 – Time Limit Parking York Street and Lake Avenue – Commissioner Martin advised this will complete changes relating to 12 hour parking.
3. Capital Budget Amendment – 2018 Saratoga County Trails Grant – Tina Carton, sustainability coordinator advised this will all money to be moved into the budget line.
4. Capital Budget Amendment – Capital Co-Exist Traffic Safety Ambassador Mini Grant – Tina Carton advised this will move the money into the capital budget.
5. Liberty Affordable Housing – Commissioner Franck advised this item will be left on the agenda for a couple more meetings before a vote is taken.

**PRESENTATION**

1. 2018 Preliminary Financial Report – Commissioner Madigan reported the City has an operating surplus of \$1.2 million dollars; based upon unaudited figures. This is due to increased revenue and lower than forecasted expenses.

**CONSENT AGENDA**

1. Approval of 4/15/19 Pre-Agenda Meeting Minutes

2. Approval of 4/16/19 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 04/19/19 \$500,784.89
6. Approve Payroll 04/26/19 \$513,237.17
7. Approve Payroll 05/03/19 \$550,110.27
8. Approve Warrant - 2019 19MWAPR2 \$12,387.11
9. Approve Warrant – 2019 19MWMAY1 \$7,680.74
10. Approve Warrant – 2019 19MAY1 \$1,683,667.98

No comments.

### **MAYOR'S DEPARTMENT**

Appointment: Design Review Commission

No comment.

Announcement: New Senior Planner – Amanda Tucker

No comment.

Announcement: May 17, 2019 Bike to Work Day

No comment.

Announcement: Unified Development Ordinance (UDO) – May 21 Presentation to Council, May 22 Public Workshops

No comment.

Proclamation: In Honor of Veteran Tracy E. Millis

No comment.

Discussion and Vote: Authorization to Pay Invoice #0110528 in the Amount of \$2,000 Without a Purchase Order to Chazen Engineering Land Surveying & Landscape Architect for 385 Broadway Foundation Permit Code Review

Deputy Mayor Shields advised this is for a partial payment of a task order. This item will be moved to the Consent Agenda.

Discussion and Vote: Authorization for Mayor to Sign the 2019 State of New York Department of Health Renewal Application for a Permit to Operate Camp Saradac

No comment.

Discussion and Vote: Establishment of SEQRA Lead Agency for the Saratoga Greenbelt Trail Downtown Connector

Tina Carton advised there are 4 agencies involved. Notification was sent to all involved agencies; 3 did not respond and the fourth which did respond was NYSDEC who has sent a letter asking the City to be lead agent.

Discussion and Vote: Approval of 2019 Entitlement Action Plan (Community Development Block Grant)

No comment.

Discussion and Vote: Authorization for Mayor to Sign MOU Re: the Donation of Real Property Located at 41-45 Jefferson Street

Vince DeLeonardis, city attorney, advised the owner of the property is Andre Schmidt. He is donating this land to the City; which will allow the City to re-configure our parking lot to provide for a more adequate entrance. The donated value of the land is \$74,950.

Discussion and Vote: Authorization for Mayor to Sign Correspondence to the City Center Approving the Continuation of the Initial Design Proposal for the Municipal Parking Structure – Phase 1

Vince DeLeonardis, advised the City Center presented the initial designs. They are looking for acknowledgement of those designs before continuing with that design and incurring expenses associated with it.

Discussion and Vote: Authorization for Mayor to Sign Easement and Related Documents for 115 Walnut Street

Vince DeLeonardis advised this was before the Real Estate Committee. A portion of the owner's fence went over their property line by inches. This will allow the owner of the fence to keep what he owns in place until the fence falls into disrepair. At that time the fence will have to come down.

Discussion and Vote: Capital Budget Amendment for 2018 Saratoga County Trails Grant

No comment.

Discussion and Vote: Capital Budget Amendment for 2019 Capital District Transportation Committee Capital CoExist Traffic Safety Ambassador Mini-Grant

No comment.

Deputy Mayor Shields advised they are adding a couple items to their agenda: Appointment: Zoning Board of Appeals; and Discussion and Vote: Appointment to the Civil Service Commission.

**ACCOUNTS DEPARTMENT**

Discussion and Vote: Approval to Pay Invoice #112176 in the Amount of \$4,000 to Granicus for 2018 NOVUS Agenda Maintenance

No comment.

Appointment: Christy Spadaro as Commissioner of Deeds

No comment.

Announcement: Grievance Class – May 14, 2019 at 5:30 p.m.

No comment.

Announcement: Grievance Day – May 28, 2019

No comment.

Award of Bid: Pipes, Fittings, Hydrants and Valves to F.W. Webb Company, Core & Main, and Ferguson Waterworks

No comments.

**FINANCE DEPARTMENT**

Set Public Hearing: Energize NY Open C-PACE Financing Program

Commissioner Madigan advised this will change the way funding will be collected.

Discussion and Vote: Authorization for Mayor to Sign a Lease Agreement with Franklin Community Center, Inc.

Commissioner Madigan advised this is a 33 year lease with two - 33 year lease renewals.

Vince DeLeonardis advised this property was acquired by the City in the early 1980's through tax foreclosure and has been leased to Franklin Community Center since that time. They have made substantial improvements since that time. The lease is also limited to providing human services.

Announcement: Honor a Vet...Save a Vet Luncheon: 12 p.m. Thursday May 9<sup>th</sup> at the Holiday Inn

No comment.

Discussion and Vote: Authorization for Mayor to Sign a Memorandum of Agreement with Habitat for Humanity

Commissioner Madigan advised this related to the Cherry Street property.

Vince DeLeonardis added since the City transferred the property to Habitat, they subdivided it. One parcel is scheduled to close in the near future so we are releasing that parcel from the reverter language.

Discussion and Vote: Authorization for Mayor to Sign Health Insurance Contracts with MVP Health Care

No comment.

Discussion and Vote: Budget Amendments – Capital Grants

No comment.

Discussion and Vote: Budget Amendments – Payroll

No comment.

Discussion and Vote: Budget Transfers – Payroll

No comment.

Commissioner Madigan added an item to her agenda: Discussion and Vote: Resolution Re: Usage of Subdivision Recreation Fees.

## **PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Authorization for Mayor to Sign Addendum #1 with Barton & Loguidice for Flocculation Tank Improvement Project

Commissioner Scirocco advised this allows the City to get the equipment needed ahead of time. It was in the best interest of the City to pre-purchase the equipment.

Discussion and Vote: Authorization for Mayor to Sign Contract with Ferguson Waterworks for Pipes, Fittings, Hydrants, and Valves

No comment.

Discussion and Vote: Authorization for Mayor to Sign Change Order #4 with Aktor Corporation for Additional Asbestos Abatement

No comment.

Announcement: Department of Public Works 2019 Paving Schedule

No comment.

Announcement: Saratoga Springs Tree City USA Recognition

No comment.

## **PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: Authorization for Mayor to Sign Contract with VMJR to Renovate Fire Station Doors

No comment.

Discussion and Vote: Authorization for Mayor to Sign Contract with VMJR to Renovate Fire Station Doors

This is a duplicate of the above and will be removed.

Announcement: Retirements

No comments.

Commissioner Martin added 2 items to his agenda: Discussion and Vote: Regarding Changing Parking Hours in High Rock Lot; and Discussion and Vote: To Waive Fee Owed to City.

## **SUPERVISORS**

Nothing on agenda at this time.

## **EXECUTIVE SESSION**

**Commissioner Madigan moved and Commissioner Scirocco seconded to go into executive discussion regarding lease or acquisition of property when publicity would affect value and proposed, pending or current litigation at 9:55 a.m.**

**Ayes – All**

City Council returned at 10:27 a.m.

Commissioner Madigan advised one decision was made that will be seen under Commissioner Martin's agenda.

**ADJOURN**

Commissioner Madigan adjourned the meeting at 10:28 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved:  
Vote:

DRAFT