



February 29, 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  
Anthony Scirocco, Commissioner of DPW  
Christian Mathiesen, Commissioner of DPS

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

Vince DeLeonardis, City Attorney

Matthew Veitch, Supervisor

**EXCUSED:** Joe Ogden, Deputy Mayor  
Tim Cogan, Deputy Commissioner, DPW

Peter Martin, Supervisor

**CALL TO ORDER**

Mayor Yepsen called the meeting to order at 9:34 a.m.

**PUBLIC HEARINGS**

2016 Water and Sewer Rates

Commissioner Scirocco stated there will not be any changes in the water or sewer rates for 2016. He will have hand-outs at the meeting.

**PRESENTATION**

CDTA – Bus Routes in Saratoga Springs

No comments.

City Center Parking Structure

Commissioner Madigan advised Mark Baker will be here to do an overview and detail on the lease.

**CONSENT AGENDA**

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

3. Approve Budget Amendments (Increases)
4. Approve Budget Transfers – Regular
5. Approve Budget Transfers – Regular (Capital)
6. Approve Payroll: 2/19/16 \$441,422.55
7. Approve Payroll: 2/26/16 \$495,224.18
8. Approve Warrant: 2015 Mid – 15MWDEC8: \$22,502.62
9. Approve Warrant: 2016 Mid – 16MWFEB3: \$96,057.78
10. Approve Warrant: 2016 REG – 16MAR1: \$666,374.59

Commissioner Madigan advised bond counsel has approved the repurpose of funds from a completed capital project to a capital project that fell short. This avoids the need to do another bond resolution.

## **MAYOR'S DEPARTMENT**

### Discussion: 2016 Citizens Advisory Committee Recommendations

Brad Birge of the Planning Department advised the Citizens Advisory Committee will make their presentation with recommendations tomorrow evening. They will ask for a public hearing for the next City Council meeting. The allocations have been reduced this year; about \$313,000 available.

#### Set Public Hearing: Amend Capital Budget for the Geyser Road Trail Project

No comments.

#### Set Public Hearing: Amend Capital Budget for the Complete Streets Project

Brad Birge advised this is required because of the capital budget impacts. This too goes towards the Geyser Road Trail.

#### Set Public Hearing: 2016 Citizens Advisory Committee Recommendations

No comments.

### Discussion and Vote: Authorization for Mayor to Sign Contract Addendum with New York State Energy Research and Development Authority (NYSERDA)

Mayor Yepsen advised this is a grant for the UDO. There is no financial affect but a change in timeframe.

### Discussion and Vote: Merit for Review – Referral to Planning Board and Design Review Commission for Advisory Opinion on Inclusion of 2 Historic Properties within City Historic District

Mayor Yepsen advised 2 property owners have requested their property be included in the historical district.

Brad Birge advised this will modify the historic overlay to include these properties.

Commissioner Franck asked if it would make sense to look at other properties in that area to include.

Brad advised it does make sense; however, the owner's must desire to be included.

### Discussion and Vote: Authorization for Mayor to Sign 2016 Nutrition Agreement with Saratoga County Office for the Aging

No comments.

Discussion and Vote: Authorization for Mayor to Sign 2016 Transportation Agreement with Saratoga County Office for the Aging

No comments.

Announcement: Purchase Completed for Loughberry Lake Parcels to Further the Protection of the Watershed

No comments.

Mayor Yepsen added an item: Discussion and Vote: Authorization for Mayor to Sign Agreement with Toshiba.

**ACCOUNTS DEPARTMENT**

Announcement: Appointment of Temporary Archivist

Nancy Wagner advised we have received a grant for preservation and cataloging. Field Horne will be working on this.

Discussion and Vote: Authorization for Mayor to Sign Application with New York State Archives for Records Management Grant

Nancy Wagner advised DPW removed 244 boxes and 15 shelving units from the space over the Engineering Office and moved it to the DPW garage. She is going to apply for a grant to get the space at the garage 'up to speed'.

Award of Bid: Emergency Medical Supplies to Moore Medical, Bound Tree, and Henry Schein

No comments.

Award of Bid: Self Contained Airless Paint Striping Machine to JCL Equipment Co.

No comments.

**FINANCE DEPARTMENT**

Set Public Hearing: City Center Parking Structure Lease

Commissioner Madigan stated she will be setting 2 public hearings – one on March 15<sup>th</sup> and one on April 5<sup>th</sup>.

Discussion and Vote: West Avenue Special Assessment District Annual Accounting as of 12/31/15

Commissioner Madigan stated she is required to provide an annual reconciliation statement each year. This year Matt Jones has provided a letter for the Council to review, discuss, and vote on.

Discussion: 2015 Revenue Report – Preliminary

Commissioner Madigan advised this will be a high level overview of selected revenues.

Discussion and Vote: City Network and Computer Use Policy

No comments.

Discussion and Vote: City Hall Wi-Fi Terms and Conditions of Use

No comments.

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

No comments.

Discussion and Vote: Budget Amendments – Benefits

No comments.

Discussion and Vote: Budget Transfers – Payroll

No comments.

Discussion and Vote: Budget Transfers - Benefits

No comments.

**PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Water and Sewer Rates Resolutions

Commissioner Scirocco stated when he took office the water budget was \$900,000 in debt and the sewer budget was \$1 million dollars in debt. They have paid back the entire sewer budget and \$48,000 shy of paying back the water budget.

**PUBLIC SAFETY DEPARTMENT**

Announcement: Department of Public Safety 2015 Annual Report

No comments.

Discussion and Vote: Authorization for Mayor to Sign MOU with Schenectady Fire Department

Chief Williams advised they are submitting again this year for a grant. There is a 10% match which is in their budget. The grant will be in the Schenectady Fire Department's name.

Discussion and Vote: Accept Donation from Purina

No comments.

Commissioner Mathiesen added 2 items: Discussion: Crime Rates; and Discussion and Vote: Resolution for Laree's Law.

**SUPERVISORS**

**MATTHEW VEITCH**

Supervisor Veitch advised he will not be able to attend the Council meeting tomorrow evening. He provided the following updates:

Certified Home Health Aide Service

Supervisor Veitch reported the County is discontinuing their home health aide services. This service is licensed by New York State and the County holds the license. The County will be letting the private firms provide this service.

National Association of Counties

Supervisor Veitch reported he attended the conference last week in D.C. They had a great presentation on the next generation 911 systems. This will allow people to use cell phones to text 911 and video crimes in progress to send to 911. They also met on smart communities. There are many opportunities for smarter transportation, public wi-fi, etc.

Racing and Gaming Committee

Supervisor Veitch reported they will be a meeting on March 10<sup>th</sup> to talk about re-privatization of NYRA and have a resolution for that.

**PETER MARTIN**

1. State Legislative Meeting
2. Social Programs Committee
3. In Home Nursing Care

**ADJOURN**

Mayor Yepsen adjourned the meeting at 10:29 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

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