



March 14, 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  
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

Peter Martin, Supervisor

**EXCUSED:** John Franck, Commissioner of Accounts

Joe Ogden, Deputy Mayor  
Tim Cogan, Deputy Commissioner, DPW

Matthew Veitch, Supervisor

**CALL TO ORDER**

Mayor Yepsen called the meeting to order at 9:39 a.m.

**PUBLIC HEARINGS**

City Center Parking Structure Lease

Commissioner Madigan advised this is the first of 2 public hearings. She anticipates asking the Council for a vote at the next Council meeting, April 5th.

Amend Capital Budget for the Complete Streets Project

Brad Birge stated this is to advance the Geysers Road project. This will allow them to do the final design of the project.

Amend Capital Budget for Geysers Road Trail Project

Brad Birge advised this is part of the project about.

2016 Citizens Community Advisory Committee Recommendations

No comments.

Comprehensive Plan Amendment – Institutional Design to Prior Location

Commissioner Mathiesen stated this relates to a change to the Comprehensive Plan map.

**PRESENTATION**

30 Year PILOT: Ray Watkin Senior Housing Preservation

Mayor Yepsen stated the arrangement with City is going to be expiring in less than a year. They want to talk about a new arrangement to keep the apartments affordable.

**CONSENT AGENDA**

1. Approval of 2/25/16 High Rock Technical Review Committee Meeting Minutes
2. Approval of 2/29/16 Pre-Agenda Meeting Minutes
3. Approve Resolution for the Use of the Insurance Reserve – 3
4. Approve Resolution for the Use of the Insurance Reserve – 4
5. Approve Resolution for the Use of the Insurance Reserve – 5
6. Approve Resolution for the use of the Insurance Reserve – 6
7. Approve Budget Amendments – Insurance Reserve
8. Approve Budget Amendments (Increases)
9. Approve Budget Transfers – Regular
10. Approve Payroll: 3/4/16 \$459,754.83
11. Approve Payroll: 3/11/16 \$453,881.10
12. Approve Warrant: 2016 Mid – 16MWFEB4: \$315.00
13. Approve Warrant: 2016 Mid – 16MWMAR1: \$129,577.70
14. Approve Warrant: 2016 REG – 16MAR2: \$

Commissioner Madigan advised the amount of the warrant in item #14 is \$1,048,000 and she will have the description corrected.

**MAYOR'S DEPARTMENT**

Appointment: 2<sup>nd</sup> Alternate for Planning Board

No comments.

Discussion and Vote: Appointment to Saratoga Special Assessment District

No comments.

Discussion and Vote: Amend Capital Budget for the Complete Street Project

No comments.

Discussion and Vote: Amend Capital Budget for the Geyser Road Trail project

No comments.

Discussion and Vote: Authorization for the Mayor to Sign Supplemental Agreement #1 Greenman Pedersen, Inc. to Advance Geyser Road Trail Project

Brad Birge advised this is the contract to authorize Greenman Pedersen to move forward.

Discussion and Vote: Authorization for Mayor to Sign Contract with Saratoga Springs Preservation Foundation for 2015 NYSHPO CLG Grant

Brad Birge advised they seek funding annually with the Preservation Foundation for a variety of activities. This grant received is in the amount of \$3,270 is for a project on Union Avenue.

Discussion and Vote: Authorization for Mayor to Submit NYSHPO CLG 2016 Grant Application

Brad Birge advised this is to seek additional funding. They are looking for \$20,000 to do an economic impact study.

Discussion: Update on HUD Conference in April

No comments.

Discussion and Vote: Authorization for Mayor to Sign Agreement with Upstate Transit of Saratoga, LLC.

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Panza's Restaurant for Catering of HUD Summit

No comments.

Discussion and Vote: Authorization for Mayor to Sign MOU with Saratoga Springs Administrative Officer's Unit

Mayor Yepsen stated this is the police chief's labor contract.

Discussion and Vote: Approval of Sale of City Owned Land to Ryan and Pavla Berry

Tony Izzo advised this is a Real Estate Committee matter. The Committee determined there is no municipal public benefit and ok to transfer the ownership.

Commissioner Mathiesen confirmed a SEQRA is required.

Tony Izzo advised it is required.

Discussion and Vote: Approval to Pay Girvin and Ferlazzo Funds Exceeding Contract

Vince DeLeonardis, city attorney, advised this firm provides services relating to labor issues. This is to reimburse them for services provided that exceeded the contract.

Set Public Hearing: Nicholas' Law

This item was moved to the Department of Public Safety's agenda.

Announcement: Joint Land Use Board Meeting – 7 p.m. Thursday, March 31<sup>st</sup> – 3<sup>rd</sup> Floor – Technical Assistance Series: Guidelines for Ethical and Proper Land Use Decision Making

Mayor Yepsen stated this is training. The City Council will get an invitation to this and can participate as much as they wish.

Announcement: Grants Awarded – 1. Bike and Pedestrian Safety Funding Received from CDTC and 2. Continuum of Care Grants

No comments.

## **ACCOUNTS DEPARTMENT**

Deputy Commissioner Masterson advised they are adding 2 items to the agenda: Award of Bid: Traffic Control Signal Design and Engineering Services to Creighton Manning; and Discussion and Vote: Contract FoitAlbert – Accounts Department City Hall Security Project Assessment Office.

## **FINANCE DEPARTMENT**

### Discussion: City Center Parking Structure Lease Drafts

Commissioner Madigan advised the next public hearing will be at the next City Council meeting and she plans to call for a vote at that meeting as well.

### Discussion and Vote: Authorization for Mayor to Sign 2016 CDPHP Health Insurance Contract

No comments.

### Discussion and Vote: Use of Reserve Resolution Reserve Fund for the Purchase of Parkland and/or for Capital Improvements to Existing Parkland – Complete Streets

No comments.

### Discussion and Vote: Use of Reserve Resolution Reserve Fund for the Purchase of Parkland and/or for Capital Improvements to Existing Parkland – Geyser Road Trail

No comments.

### Discussion and Vote: Capital Budget Amendment – Complete Streets/Greenbelt

No comments.

### Discussion and Vote: Capital Budget Amendment – Geyser Road Trail

No comments.

### Discussion and Vote: Authorization for Mayor to Sign NYSTEC Agreement for Saratoga Smart City Strategy Assistance

Commissioner Madigan advised she is learning that being a smart city involves more than broad band. She has asked NYSTEC, a not-for-profit company, for assistance with this. They will be charging the City a flat fee of \$15,000.

### Discussion and Vote: Web Content Coordinator – PT Wage Range

Commissioner Madigan stated the new City website functions well. They have worked through many of the growing pains and aren't at full capacity. This position is designed to assist all departments with any web work they need to accomplish.

### Discussion and Vote: Budget Transfers – Benefits

No comments.

### Discussion and Vote: Budget Transfers – Payroll

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 Transfer - Contingency

No comments.

**PUBLIC WORKS DEPARTMENT**

Announcement: Submit the 2015 Department of Public Works Annual Report

No comments.

Discussion and Vote: Approval for Council to Co-Host Summit on Housing & Community Development at the Canfield Casino

Commissioner Scirocco stated this is a 1 hour reception on Sunday, April 10<sup>th</sup>.

Discussion and Vote: Establish Title & Grade – Department of Public Works Business Manager

Commissioner Scirocco stated the needs have changed in the Department of Public Works. This position has gone through Civil Service and they have agreed to the position.

Discussion and Vote: Authorization for the Mayor to Sign Change Order #1 with Mid-State Industries, Ltd. – Canfield Casino Dining Room Clerestory Window Restoration Project

Commissioner Scirocco stated this is for time extension and approximately another \$19,000.

Announcement: American Public Work Association – 2015 New York State Chapter Award

Commissioner Scirocco stated they received state recognition for the Canfield Casino restoration.

**PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: Authorization for Mayor to Sign MOA Regarding the Hazardous Materials Coordinator Position

Commissioner Mathiesen stated one of our firefighters will take on this additional responsibility for a sum of \$5,750. This money comes from the County.

Discussion and Vote: Authorization for Mayor to Sign Agreement with NYS Division of Homeland Security & Emergency Services for EVOG Training

Commissioner Mathiesen stated this relates to training for our police officers.

Discussion: Regarding Name Change of Marvin Alley

Commissioner Mathiesen stated he would like to hear from Kate Maynard regarding the reasons behind this.

Kate Maynard advised this is a one block section between Cherry Street and Division Street. There currently is Marvin Street, Marvin Place and Marvin Alley in the community. There will be 4 structures that will front on Marvin Alley. The Livery Lane name came from a brainstorming session.

## **SUPERVISORS**

### **MATTHEW VEITCH**

1. Veterans Committee
2. Racing & Gaming Committee
3. Kinns Road Park Land Transfer to Town of Clifton Park
4. Tourism Advisory Committee

### **PETER MARTIN**

1. Social Program Committee
2. Public Health Committee
3. County Tourism Advisory Committee – Supervisor Martin removed this item from his agenda.

## **ADJOURN**

Mayor Yepsen adjourned the meeting at 10:58 a.m.

Respectfully submitted,

Margaret LoPresti  
Clerk

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