



May 16, 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:** Joe Ogden, Deputy Mayor  
Lynn Bachner, Deputy Commissioner, Finance  
Maire Masterson, Deputy Commissioner, Accounts  
Eileen Finneran, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

Peter Martin, Supervisor

**EXCUSED:** Tim Cogan, Deputy Commissioner, DPW

Matthew Veitch, Supervisor

**CALL TO ORDER**

Mayor Yepsen called the meeting to order at 9:35 a.m.

**PUBLIC HEARINGS**

Mayor Yepsen advised there are public hearings that did not make it on the agenda.

Commissioner Scirocco stated he added 2 public hearings; one to amend the capital budget for the Adams Street Pump Station and the other was amend the 2016 capital budget for the Woodlawn Watermain Improvement Project.

**PRESENTATION**

Housing Task Force – Affordable Housing Update

No comments.

Update on Bike Share Program

Kate Maynard of the Planning Department stated there was the trial bike share in 2014. CDTA is stepping up to run the regional system.

### **CONSENT AGENDA**

1. Approval of 5/2/16 Pre-Agenda Meeting Minutes
2. Approval of 5/3/16 City Council Meeting Minutes
3. Approve Resolution for the Use of the Insurance Reserve – 8
4. Approve Resolution for the Use of the Insurance Reserve – 9
5. Approve Budget Amendments – Insurance Reserve (8,9)
6. Approve Budget Amendments (Increases)
7. Approve Budget Transfers – Regular
8. Approve Budget Transfers – regular (Capital)
9. Approve Payroll: 05/06/16 \$449,788.38
10. Approve Payroll: 05/13/16 \$451,027.48
11. Approve Warrant: 2016 REG – 16MAY2: \$1,797,583.78

Commissioner Madigan advised item #11 includes the hospitalization payment of \$614,000 and the legal liability payment the City will be making for \$750,000.

### **MAYOR'S DEPARTMENT**

Appointment: Recreation Commission

No comments.

Discussion and vote: Accept Donation from Stewart's Shops for 2016 Memorial Day Parade

No comments.

Discussion and Vote: Accept Donation from Sutton & Tarantino Insurance Agency, Inc. for 2016 Memorial Day Parade

No comments.

Mayor Yepsen stated she will be adding an announcement to her agenda to make sure people know about the parade.

Discussion and Vote: approval for Mayor to Sign Agreement with Martin Deposition Services

Commissioner Franck stated risk and safety rejected that contract because they did not have the sufficient amount of insurance.

Discussion and Vote: Authorize the Mayor to Execute Amendment and Renewal of Tax Exemption Agreement Between the City of Saratoga Springs and Saratoga Area Limited Partnership

Mayor Yepsen stated this is a pilot program to continue affordable housing on Kirby Road.

Commissioner Madigan stated the director of finance wants to be sure the school district and county have been notified.

Discussion and Vote: Authorization for Mayor to Sign Agreement Between the City of Saratoga Springs, Greenman-Pedersen Incorporated, and the Saratoga County IDA in Relation to Geyser Road Trail Project

Brad Birge of the Planning Department stated this is a 3 party agreement to allow the Saratoga County IDA to put \$40,000 of their funding to Greenman-Pedersen to finalize the improvements. There are no City dollars going towards that.

## **ACCOUNTS DEPARTMENT**

### Award of Bid: Adams Street Pump Station Mechanical Upgrades to Trinity Construction

No comments.

### Award of Bid: Extension of Bid for Chemicals

No comments.

### Award of Bid: Extension of Bid for Pre-Cast Manholes, Catch Basins, Dry Wells, Frames and Covers

No comments.

### Announcement: Grievance Day – May 24, 2016

No comments.

### Discussion and Vote: Historian Archives Microfilm Scanning Project

Nancy Wagner, records manager stated this is part of the grant from the New York State Archives that the City Council approved last October. They are scanning 140 rolls of microfilm and the plan is to load the images onto the new researcher computer at the Historian Archives. This will enable researchers and the City Historian to have access to the information without having to lift heavy volumes, purchase a microfilm reader, or delegate space for a reader and the microfilm. Included in the rolls of microfilm are tax rolls from 1916 through 1990 and assessment rolls from 1922-1990.

### Award of Bid: Woodlawn Avenue Water Main Replacement to August Bohl Contracting

No comments.

## **FINANCE DEPARTMENT**

### Discussion and Vote: 2016 Mid Warrant 16MWMAY2 - \$105,473.20

Commissioner Madigan stated there was a clerical error on this warrant and will be correcting this tomorrow evening.

### Discussion: 1<sup>st</sup> Quarter 2016 Financial Report

No comments.

### Discussion and Vote: 2015 Excess Fund Balance Recommendations – Water and Sewer Funds

No comments.

### Discussion and Vote: Capital Budget Amendment – Adams Street Pump Station (Mechanical Upgrades)

Commissioner Madigan advised they will be using the excess fund balance on this project.

### Discussion and Vote: Capital Budget Amendment – Water Main Improvements (Woodlawn)

Commissioner Madigan advised they will be using the excess fund balance on this project.

### Discussion and Vote: Budget Transfers – Payroll

No comments.

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

No comments.

Commissioner Madigan stated she will be adding several items to her agenda: a intermunicipal agreement between the City and the Saratoga Springs Housing Authority, and budget amendment for the security cameras.

**PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Amend the 2016 Capital Budget for the Adams Street Pump Station Project

Tim Wales, city engineer, advised they did not have enough funds to complete this project. NYRA and Saratoga Raceway have committed funds towards this project.

Discussion and Vote: Amend the 2016 Capital Budget for the Woodlawn Water Main Improvement Project

No comments.

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Trinity Construction Inc, for the Adams Street Pump Station Sewer & Forcemain Upgrades

No comments.

Discussion and Vote: Authorization for the Mayor to Sign Property Access Agreement with Niagara Mohawk Power Corporation DBA National Grid

Tim Wales, stated this follows up the EPA's requirement that National Grid clean up the Red Spring site. This is an extension of time for them to complete their work.

Discussion and Vote: Authorization for the Mayor to Sign Curbing Contracts

No comments.

Discussion and Vote: Approval to Pay Invoice – Schindler Elevator Corporation

Commissioner Scirocco stated Schindler did work for the City and it was more than the \$1,499 threshold.

Discussion and Vote: Authorization for the Mayor to Sign Change Order #2 with Mid-State Industries Ltd. for the Canfield Casino Clerestory Window Restoration Project

Deb Labreche, assistant city engineer, stated when the windows were removed, they were able to see into the walls. They found dental molding that has not been supported and there is broken strapping. This will be repaired.

Set Public Hearing: Amend the 2016 Capital Program & Budget for the Adams Street Pump Station Project

No comments.

**PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: Comprehensive Plan Amendment – Institutional Design to Prior Location

Commissioner Mathiesen stated they need to add SEQRA before this item.

Announcement: Public Safety Forum on May 19, 2016 at 7 pm in the City Council Room

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with Fitzgerald Morris Baker & Firth, PC

No comments.

Commissioner Mathiesen added an item to his agenda: Set a Public Hearing: Amend Section 204 of the City Code.

**SUPERVISORS**

**MATTHEW VEITCH**

Nothing at this time.

**PETER MARTIN**

1. Public Health
2. Social Programs
3. Economic Development
4. Water Authority and Sewer District

**ADJOURN**

Mayor Yepsen adjourned the meeting at 10:09 a.m.

Respectfully submitted,

Margaret LoPresti  
Clerk

Approved: 6/7/16  
Vote: 5 - 0