



July 5, 2016

**CITY OF SARATOGA SPRINGS**  
City Council Meeting  
City Council Room  
7:00 PM

**7:00 PM**

**CALL TO ORDER**

**ROLL CALL**

**SALUTE TO FLAG**

**PUBLIC COMMENT PERIOD / 15 MINUTES**

**PRESENTATIONS**

1. The Adult and Senior Center of Saratoga Update
2. Bill Boehmke of Sustainable Saratoga to Request SEQRA Scoping Letter on Oil Trains

**EXECUTIVE SESSION**

**CONSENT AGENDA**

1. Approval of 6/20/16 Pre-Agenda Meeting Minutes
2. Approval of 6/21/16 City Council Meeting Minutes
3. Approve Budget Amendments (Increases)
4. Approve Budget Transfers – Regular
5. Approve Payroll: 06/22/16 \$104.06
6. Approve Payroll: 06/24/16 \$490,096.02
7. Approve Payroll: 07/01/16 \$516,483.75
8. Approve Warrant: 2016 Mid – 16MWJUN3: \$7,828.96
9. Approve Warrant: 2016 REG – 16JUL1: \$528,655.07

**MAYOR'S DEPARTMENT**

1. Announcement: Open Space Advisory Committee
2. Announcement: Saratoga Springs Recreation Programs, and Clinics
3. Discussion and Vote: Approval of Ice Rink License Agreement
4. Discussion and Vote: Authorization for the Submission of the Arts Master Plan Grant Funded by the New York State Council on the Arts (NYSCA) Through the Consolidated Funding Application (CFA)
5. Discussion and Vote: Authorization for the Mayor to Sign Contract with Ortwein Sign for Wayfinding Program
6. Discussion and Vote: Authorization for Mayor to Sign Agreement with Saratoga County Animal Shelter for Intermunicipal Agreement for Shelter Services Rendered
7. Announcement: Award of CLG Grant for Historic Preservation Economic Impact Study
8. Announcement: Saratoga Springs Named in Top 10 Best Main Streets in the USA by USA Today Readers

**ACCOUNTS DEPARTMENT**

1. Set Public Hearing: Amend Chapter 165 – Peddling and Vending

2. Discussion and Vote: Approve Article 7 Settlement
3. Announcement: Enhanced STAR Income Levels for 2017
4. Award of Bid: Integrated Pest Management Services to Orkin
5. Award of Bid: Landfill Gas Operations, Monitoring and Maintenance to Wehran LFG Services, LLC

#### **FINANCE DEPARTMENT**

1. Announcement: 2017 Budget Call Letter
2. Discussion and Vote: Budget Transfers – Payroll
3. Discussion and Vote: Budget Transfers – Benefits
4. Discussion and Vote: Budget Transfers – City Center Contingency
5. Discussion and Vote: Budget Amendments – Assignment for IT Initiatives (14XB)
6. Discussion and Vote: Budget Amendment – Benefits

#### **PUBLIC WORKS DEPARTMENT**

1. Discussion and Vote: Authorization for the Mayor to Sign Agreement with Wehran LFG Services, LLC, for the Weibel Avenue Landfill Monitoring
2. Discussion and Vote: Approval to Pay Invoice – Milton CAT
3. Discussion and Vote: Establish Title & Grade - HVAC/City Plumber
4. Discussion and Vote: Establish Title & Grade – Environmental Service Manager (MS-4)

#### **PUBLIC SAFETY DEPARTMENT**

1. Discussion and Vote: Authorization to Pay Invoice to Ricoh
2. Discussion and Vote: Authorization for a CSEA City Hall Employee to Withdraw up to 126 Hours from the Sick Bank
3. Discussion and Vote: Authorization for Mayor to Sign Agreement with NYRA
4. Announcement: Underage Alcohol Sales Enforcement
5. Discussion and Vote: Accept Donation
6. Discussion and Vote: City Council Approval to Send Letter to DEC & NYS Thruway Authority Seeking Input on SEQRA Scoping Process on Pilgrim Pipeline Project

#### **SUPERVISORS**

##### Matthew Veitch

1. National Association of Counties Annual Conference
2. Saratoga Prosperity Partnership Update

##### Peter Martin

1. Public Health/Mental Health

#### **ADJOURN**



July 5, 2016

**CITY OF SARATOGA SPRINGS**  
**City Council Meeting**  
**City Council Room**  
**7:00 PM**

**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  
Tim Cogan, Deputy Commissioner, DPW  
Eileen Finneran, Deputy Commissioner, DPS

Vincent DeLeonardis

Matthew Veitch, Supervisor  
Peter Martin, 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.

**CALL TO ORDER**

Mayor Yepsen called the meeting to order at 7:02 p.m.

**PUBLIC COMMENT**

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

Mayor Yepsen opened the public comment period at 7:03 p.m.

Maryella Ryle of Saratoga Springs stated there is a shift in senior living and how they choose to live. Saratoga seems to be drawing more of their age group. Today, under the leadership of Lois Celeste, there are 1,000 members. The only transportation they have at the Senior Center is an old Ford van and hopes there will be grant funding to get a new one.

Bonnie Sellers of Saratoga Springs stated she attended the second public meeting for the charter review. She was wondering if the Charter Review can have their agenda put on NOVUS like the Zoning Board and Planning Board. Also, could attachments that they are going to review be put on as an attachment?

Bonnie stated she knows the proposal regarding the Music Hall has been sent in. She hopes the community will be allowed to continue to use the space.

Kate Jarosh of Saratoga Springs thanked the Council for participating in the 4<sup>th</sup> of July parade and special thanks to DPS and DPW.

Darlene McGraw of Saratoga Springs stated she has a hat that says "just ask – I know". The police and DPW staff were great over the weekend with the 4<sup>th</sup> of July events.

Mayor Yepsen closed the public comment period at 7:12 p.m.

Mayor Yepsen stated the Charter Review Commission will be meeting in the Council Room and webcasted. There was a conflict at the last meeting that caused the Commission to meet in the Music Hall.

## **PRESENTATIONS**

### The Adult and Senior Center of Saratoga Update

Mayor Yepsen introduced Lois Celeste, the director of the Senior Center.

Lois Celeste stated this is the first presentation they have done on who they are, where they have been, and where they plan to go. Over the past 6 years she feels they have re-built. When she started in 2010, they had 300 members serving 35 people per day. Today they have 1,200 members and serve 150-175 per day. They went from having basic programs to extensive programs including trips and senior support services. They work closely with the Office for the Aging regarding advocacy. They created a program called Community Connections that matches people with seniors in need.

Lois continued to describe the number of building improvements completed over the past 6 years. She gave thanks to DPW and private donors. When she started the City was 65% of the budget, now the City makes up 15% of the budget. The rest of the budget comes from grants, fundraising, and private donations.

Mayor Yepsen stated the population of seniors is growing.

Commissioner Franck asked if there is sufficient space in the building?

Lois stated all the committees are addressing the growth. They are full.

Commissioner Madigan stated the senior budget took a hit in 2009/2010. They have been trying to work on putting money back into essential services and she sees the seniors as an essential service.

### Bill Boehmke of Sustainable Saratoga To Request SEQRA Scoping Letter on Oil Trains

Commissioner Mathiesen introduced Bill Boehmke.

Mr. Boehmke thanked Commissioner Mathiesen for placing this item on his agenda. The company Pilgrim Pipeline has applied to construct a pipeline along the thruway from Albany that will transport bakken crude oil to New Jersey refineries. Sustainable Saratoga is concerned the increase in potentially dangerous crude oil train traffic through our city and its impact on our safety hasn't been addressed in Pilgrim's application or in the draft Environmental Impact Statement. They are asking the Council to identify their concerns to the state agencies; but are not asking the Council to take a position for or against this pipeline.

Commissioner Mathiesen stated we already have oil trains going through the City but this is a big change (increase) in the number. All municipalities that would be affected by this should have some input. This is going to be a long term commitment. The fire chief did explain concerns about other things going through on freight trains today more than the oil.

Commissioner Madigan asked what the next steps would be as an interested party.

Mr. Boehmke stated the Council can name themselves as an interested party. They can list all their concerns.

## **CONSENT AGENDA**

**Mayor Yepsen moved and Commissioner Madigan seconded to accept the consent agenda as follows:**

1. Approval of 6/20/16 Pre-Agenda Meeting Minutes
2. Approval of 6/21/16 City Council Meeting Minutes
3. Approve Budget Amendments (Increases)
4. Approve Budget Transfers – Regular
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**Ayes – All**

## **MAYOR'S DEPARTMENT**

Announcement: Open Space Advisory Committee

Mayor Yepsen appointed Tim Holmes to the Open Space Advisory Committee.

Announcement: Saratoga Springs Recreation Programs, and Clinics

John Hirliman announced the summer clinics started this past week. The recreation center has open adult basketball and early bird registration for fall registration closes August 10<sup>th</sup>.

Discussion and Vote: Approval of Ice Rink License Agreement (16-253)

John Hirliman advised this agreement will be for user groups at the Weibel rink. They reviewed the insurance requirements with Marilyn Rivers of risk and safety. He reviewed the changes made to the agreement.

**Mayor Yepsen moved and Commissioner Madigan seconded to approve the mayor's signature for the ice rink license agreement.**

**Ayes - All**

Discussion and Vote: Authorization for the Submission of the Arts Master Plan Grant Funded by the New York State Council on the Arts (NYSCA) Through the Consolidated Funding Application (CFA) (16-254)

Mayor Yepsen the City is seeking a \$35,000 grant for the Arts Commission. They will be submitting 2 other grants and will bring those forward at the next City Council meeting. There is no match for this grant.

**Mayor Yepsen moved and Commissioner Madigan seconded to authorize the submission of the New York State Council on the Arts Grant request through the Consolidated Funding Application for \$35,000 with no match.**

**Ayes – All**

Discussion and Vote: Authorization for the Mayor to Sign Contract with Ortwein Sign for Wayfinding Program (16-255)

**Mayor Yepsen moved and Commissioner Franck seconded to authorize the mayor to sign a contract with Ortwein Sign for the Wayfinding Program.**

**Ayes - All**

Discussion and Vote: Authorization for Mayor to Sign Agreement with Saratoga County Animal Shelter for Intermunicipal Agreement for Shelter Services Rendered (16-256)

Mayor Yepsen advised this is an annual agreement.

**Mayor Yepsen moved and Commissioner Mathiesen seconded to authorize the mayor to sign the agreement with Saratoga County Animal Shelter for intermunicipal agreement for shelter services rendered up to amounts appropriated in the agreement.**

**Ayes – All**

Announcement: Award of CLG Grant for Historic Preservation Economic Impact Study

Brad Birge advised this is in partnership with the Saratoga Springs Preservation Foundation. This will identify how important historic preservation is and how it benefits the community.

Announcement: Saratoga Springs Named in Top 10 Best Main Streets in the USA by USA Today Readers

Mayor Yepsen announced Saratoga Springs was named in the 10 best main streets in the USE by USA Today readers. She thanked all who voted. We were named #7.

## **ACCOUNTS DEPARTMENT**

Set Public Hearing: Amend Chapter 165 – Peddling and Vending

Commissioner Franck set a public hearing for Tuesday, July 19, 2016 at 6:55 p.m.

Discussion and Vote: Approve Article 7 Settlement (16-257)

**Commissioner Franck moved and Commissioner Mathiesen seconded for the City Council to settle the Article 7 case for parcel # 166.77-3-1 for the years 2013, 2014, 2015 & 2016 as follows:**

<b>Parcel #</b>	<b>Original Assessment</b>	<b>Negotiated Assessed Value</b>	<b>Reduction Amount</b>	<b>Refund Amt</b>
<b>166.77-3-1</b>				
<b>2013</b>	<b>\$3,103,200</b>	<b>\$2,017,200</b>	<b>\$1,086,000</b>	<b>\$6,592</b>
<b>2014</b>	<b>\$3,103,200</b>	<b>\$2,000,000</b>	<b>\$1,103,200</b>	<b>\$6,697</b>
<b>2015</b>	<b>\$3,103,200</b>	<b>\$2,067,000</b>	<b>\$1,036,200</b>	<b>\$6,279</b>
<b>2016</b>	<b>\$3,103,200</b>	<b>\$2,025,000</b>	<b>\$1,078,200</b>	<b>\$0</b>

**The grand total of refunds for the parcel listed is \$19,568.**

**Ayes - All**

Announcement: Enhanced STAR Income Levels for 2017

Commissioner Franck announced the income limit for the Enhanced STAR Program has been increased to \$86,000 for 2017 from the 2016 amount of \$84,550.

Award of Bid: Integrated Pest Management Services to Orkin (16-258)

**Commissioner Franck moved and Commissioner Scirocco seconded to award the bid for the Integrated Pest Management Services to Orkin for an amount not to exceed appropriations in the following lines: A3031624 / 54720, A3537114 / 54720, A3537224 / 54720, A3567194 / 54720 / 3000, A3567174 / 54720 / 3000, A3143414 / 54720, A3143124 / 54720, and A3143014 / 54720.**

**Ayes - All**

Award of Bid: Landfill Gas Operations, Monitoring and Maintenance to Wehran LFG Services, LLC (16-259)

**Commissioner Franck moved and Commissioner Scirocco seconded to award the Landfill Gas Operations, Monitoring, and Maintenance to Wehran LFG Services, LLC for an amount not to exceed \$11,865.00. Funding is in line A3638184 / 54720.**

**Ayes - All**

**FINANCE DEPARTMENT**

Announcement: 2017 Budget Call Letter

Commissioner Madigan announced the 2017 budget call letter was sent to all departments on Wednesday, June 29<sup>th</sup>. She recommended the budgets stay within the current budget as she wants to keep the tax rate stable this year.

Discussion and Vote: Budget Transfers – Payroll (16-260)

**Commissioner Madigan moved and Commissioner Franck seconded to approve the 2016 budget transfers – payroll which were distributed with the agenda.**

**Ayes - All**

Discussion and Vote: Budget Transfers – Benefits (16-261)

**Commissioner Madigan moved and Commissioner Franck seconded to approve the 2016 budget transfers – benefits which were distributed with the agenda.**

**Ayes - All**

Discussion and Vote: Budget Transfers – City Center Contingency (16-262)

**Commissioner Madigan moved and Commissioner Franck seconded to approve the 2016 budget transfers –Contingency from the City Center that were made available with the agenda material. The current budget amount in the City Center contingency line is \$9,041; there will remain \$7,716 after this transfer.**

**Ayes - All**

Discussion and Vote: Budget Amendments – Assignment for IT Initiatives (14XB) (16-263)

**Commissioner Madigan moved and Commissioner Franck seconded to approve the 2016 budget amendments – assignment for IT Initiatives (2014 excess fund balance) for hardware and software costs which were distributed with the agenda.**

**Ayes – All**

Discussion and Vote: Budget Amendment – Benefits (16-264)

**Commissioner Madigan moved and Commissioner Franck seconded to approve the 2016 budget amendment – benefits which were distributed with the agenda.**

**Ayes - All**

## **PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Wehran LFG Services, LLC, for the Weibel Avenue Landfill Monitoring (16-265)

Commissioner Scirocco advised this agreement is for landfill monitoring services at the Weibel Avenue Landfill. The bid was in the amount of \$11,865.

**Commissioner Scirocco moved and Commissioner Mathiesen seconded to authorize the mayor to sign the agreement with Wehran LFG Services, LLC for the Weibel Avenue Landfill gas project in the amount of \$11,865.**

**Ayes - All**

Discussion and Vote: Approval to Pay Invoice – Milton CAT (16-266)

Commissioner Scirocco advised the actual amount was less than \$1,499 but exceeded that amount when shipping was added in. Therefore, he must receive Council approval to pay this invoice.

**Commissioner Scirocco moved and Commissioner Mathiesen seconded to approve the payment to Milton CAT invoice in the amount of \$1,605.18.**

**Ayes - All**

Discussion and Vote: Establish Title & Grade - HVAC/City Plumber (16-267)

Commissioner Scirocco explained the creation of this position would save the City money as all the work would be able to be done in-house. Right now they have to call in a local plumber to do the work and pay prevailing wage. The person will be part of the CSEA City Hall Unit at a grade 13 with a salary of \$50,171.

**Commissioner Scirocco moved and Commissioner Franck seconded to approve establishing the title of a HVAC/City Plumber technician at a salary grade 13.**

**Ayes - All**

Discussion and Vote: Establish Title & Grade – Environmental Service Manager (MS-4) (16-268)

Commissioner Scirocco explained they are creating this position to be filled in the future. This position will be in the CSEA City Hall Unit with grade schedule 13 and a salary of \$50,171.

**Commissioner Scirocco moved and Commissioner Mathiesen seconded to approve establishing the title of Environmental Service Manager (MS-4) at salary grade 13.**

Commissioner Madigan stated a new line needs to be created for this and funds needs to be transferred.

**Ayes - All**

## **PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: Authorization to Pay Invoice to Ricoh (16-269)

Commissioner Mathiesen advised this invoice is for a new copier in the Police Department.

**Commissioner Mathiesen moved and Commissioner Madigan seconded to pay Ricoh invoice in the amount of \$2,900.**

**Ayes – All**

Discussion and Vote: Authorization for a CSEA City Hall Employee to Withdraw up to 126 Hours from the Sick Bank (16-270)

**Commissioner Mathiesen moved and Commissioner Madigan seconded to authorize a CSEA City Hall employee to withdrawal up to 126 hours from the sick bank.**

**Ayes - All**

Discussion and Vote: Authorization for Mayor to Sign Agreement with NYRA (16-271)

Commissioner Mathiesen advised this is an annual agreement for Fire Department services at the track. NYRA will pay the City \$87,500.

**Commissioner Mathiesen moved and Commissioner Madigan seconded to authorize the mayor to sign an agreement with NYRA.**

**Ayes - All**

Announcement: Underage Alcohol Sales Enforcement

Commissioner Mathiesen announced the Saratoga Springs Police Department assisted the State Liquor Authority in attempts to have an underage person buy alcohol. In 30 attempts, no sales were made. He thanked all vendors who were approached and did not sell to a minor.

Discussion and Vote: Accept Donation (16-272)

**Commissioner Mathiesen moved and Commissioner Madigan seconded to accept donation from Deidre S. Ladd in the amount of \$200 with thanks to the Saratoga Springs Police Department.**

**Ayes - All**

Discussion and Vote: City Council Approval to Send Letter to DEC & NYS Thruway Authority Seeking Input on SEQRA Scoping Process on Pilgrim Pipeline Project (16-273)

**Commissioner Mathiesen moved and Commissioner Madigan seconded the City Council send a letter to the NYS Thruway Authority & to DEC, which are the lead agencies, on the SEQRA review on the application requesting the following: that the City of Saratoga Springs be identified as an**

interested party in the SEQRA review; and these items be included in the SEQRA scoping document – a determination of the number of oil trains that will travel through Saratoga Springs in order to transport additional oil relating to the proposed pipeline; the nature and extent of the risk of these trains to the health and safety of Saratoga Springs residents; and evaluation of the safety of the tracks and other infrastructure as it relates to carrying heavy oil trains and any other relevant health, safety, or environmental issue which come to light. This is to be a letter transmitted during the appropriate SEQRA timeframe for scoping comments.

**Ayes - All**

## **SUPERVISORS**

Matthew Veitch

National Association of Counties Annual Conference

Supervisor Veitch reported the National Association of Counties will be meeting July 21 – 25, 2016 in Long Beach, California. They will have their resolutions to take to Washington for the next session.

Saratoga Prosperity Partnership Update

Supervisor Veitch reported they met in June and are gaining in the number of prospects. The Partnership discussed the City's revolving loan fund and how they can help the City get this going again.

Peter Martin

Public Health/Mental Health

Supervisor Martin reported the Saratoga County Mental Health Department held a leadership conference. The coalition is going to consist of professionals from Four Winds and the Suicide Prevention of New York.

## **ADJOURNMENT**

There being no further business, Mayor Yepsen adjourned the meeting at 8:47 p.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 7/19/16  
Vote: 5 - 0