



August 15, 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:** Meg Kelly, Deputy Mayor  
Lynn Bachner, Deputy Commissioner, Finance  
Maire Masterson, Deputy Commissioner, Accounts  
Eileen Finneran, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

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

Matthew Veitch, Supervisor  
Peter Martin, Supervisor

**CALL TO ORDER**

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

**PUBLIC HEARING**

Amend Chapter 225 – Parking Prohibited At All Times

Commissioner Mathiesen stated residents have raised concern regarding the end of Union Street becoming a dead end. Since the street has become a dead end it is hard for cars to turn around. They would like the end of the street to be a no parking area.

2017 Capital Budget

No comments.

**CONSENT AGENDA**

1. Approval of 8/1/16 Pre-Agenda Meeting Minutes
2. Approve Resolution for the Use of the Insurance Reserve – 11
3. Approve Budget Amendments - Insurance Reserve
4. Approve Budget Amendments (Increases)
5. Approve Budget Transfers – Debt Service
6. Approve Budget Transfers – Regular
7. Approve Payroll: 08/05/16 \$499,028.07
8. Approve Payroll: 08/12/16 \$505,989.31
9. Approve Warrant: 2016 Mid – 16MWAUG1: \$119,170.80

10. Approve Warrant: 2016 REG – 16AUG2: \$1,047,926.44

Commissioner Madigan advised she still hasn't received the itemization for the Harris Beach invoice which is in the warrant of item #10. If she doesn't receive it she will have the invoice pulled and voided.

Deputy Mayor Kelley advised she has provided the Accounts Department with all the information needed; including the detail.

Commissioner Madigan stated if the itemization is there they will keep the invoice in the warrant.

## **MAYOR'S DEPARTMENT**

Discussion and Vote: Authorization for the Mayor to Sign North Side Portion of the Playground Equipment, Design, Purchase and Install IFB 2016-16 with Kompan, Inc.

John Hirliman of the Recreation Department advised this contract is for the north side playground only. It will be a partial award of bid.

Announcement: City Share Program – Burlington, Vermont

Mayor Yepsen stated the representatives from Burlington, Vermont will be in town Tuesday and Wednesday this week.

Discussion and Vote: Interlaken Zoning Amendment Application

Brad Birge of the Planning Department advised the application is to take the piece of property and include it in the existing Interlaken PUD. After it is included the property will be subdivided into 4 parcels for development.

Discussion and Vote: Proposed SPA Housing Zoning Ordinance – Zoning Amendment Application

Harry Moran of Sustainable Saratoga advised this is an affordability measure based upon an inclusionary zoning ordinance. They are targeting middle income – household of 4 with an income of \$82,000 or less.

Announcement: Saratoga Springs Recreation Programs and Leagues

No comments.

Announcement: Update – Nelson Ave. Ext. Bridge

No comments.

## **ACCOUNTS DEPARTMENT**

Award of Bid: Playground Equipment Design, Purchase, and Install to Kompan, Inc.

No comments.

## **FINANCE DEPARTMENT**

Discussion: 2017 Property Tax Cap

Commissioner Madigan stated she will be reviewing the tax cap for 2017.

Discussion and Vote: Accept Donations to the Downtown Special Assessment District for the Purpose of Building "Drop Boxes"

Commissioner Madigan advised the funds for the Special Assessment District pass through the City's budget. The Council needs to accept the donations on their behalf.

Discussion and Vote: Authorization for the Mayor to Sign Contract with SMP for Server Installation

No comments.

Discussion and Vote: Budget Transfers – Payroll

No comments.

Discussion and Vote: Budget Transfers – Benefits

No comments.

Discussion: County Waste Single Stream Recycling Tour

No comments.

Commissioner Madigan advised that she is working on updates to the City Code of Conduct with Tony Izzo. They are not ready to bring the changes to Council for review.

Commissioner Franck suggested they use instant messenger on their laptops.

Commissioner Madigan thought that would be a good idea.

**PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Authorization for Council to Approve a Resolution Regarding the Nelson Avenue Extension Bridge

No comments.

Discussion: Volcano Style Mulching

Commissioner Scirocco stated this creates disease and is a resting place for bugs.

Discussion and Vote: Authorization for Council to Approve Agreement with the Saratoga Springs Downtown Special Assessment District

Commissioner Scirocco stated this is a 1 year agreement between the City and Special Assessment District. There will be 12 charity collection boxes placed on Broadway with consultation from DPW.

Marilyn Rivers of risk and safety advised the City's insurance will insure the boxes as the contract does not carve out the responsibility. We will have to approve the collection procedure.

**PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: Authorization to Pay SF Cleaning Invoices

Commissioner Mathiesen advised Hope Janitorial changed their name to SF Cleaning.

Announcement: Swearing In and Promotions of Firefighters

No comments.

Commissioner Mathiesen added 2 items to his agenda: Discussion and Vote: HVCC EMT Paramedic Program; and Discussion: Use of Outside Legal Services.

**SUPERVISORS**

**MATTHEW VEITCH**

1. Nelson Ave. Extension Bridge – County Resolution
2. County Law Regulating Pawn Shops
3. Trails Committee

**PETER MARTIN**

1. Nothing at this time.

Supervisor Martin stated he will be reporting on County procedures concerning brokerage RFPs.

**EXECUTIVE SESSION**

**Mayor Yepsen moved and Commissioner Mathiesen seconded to adjourn to executive session regarding Robert Courtney and the eminent domain issue; collective bargaining agreement between the City and the firefighters union; and Article 7 settlements at 10:13 a.m.**

**Ayes – All**

The City Council returned at 11:00 a.m.

Mayor Yepsen advised there are 2 items that will added to her agenda per the executive session: Discussion and Vote: Approve Collective Bargaining Agreement with the Firefighters; and Discussion and Vote: Agreement with Upstate Appraisals.

**ADJOURN**

Mayor Yepsen adjourned the meeting at 11:01 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 9/6/16  
Vote: 5 - 0