



August 16, 2016

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

6:45 PM – P.H. – Amend Chapter 225 –
Parking Prohibited At All Times
6:50 PM – P.H. – 2017 Capital Budget

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

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

MAYOR'S DEPARTMENT

1. Discussion and Vote: Approve Collective Bargaining Agreement Between the City and the Firefighter's Union
2. Discussion and Vote: Authorization for the Mayor to Sign Agreement with Appraiser Re: 100 Geysers Road
3. Discussion and Vote: Authorization for the Mayor to Sign Agreement the North Side Portion of the Playground Equipment, Design, and Install IFB 2016-16 with Kompan, Inc.
4. Announcement: City Share Program – Burlington, Vt. Visit
5. Announcement: Saratoga Springs Recreation Programs and Leagues
6. Announcement: Update – Nelson Avenue Ext. Bridge

ACCOUNTS DEPARTMENT

1. Discussion and Vote: Interlaken Zoning Amendment Application
2. Award of Bid: Playground Equipment Design, Purchase, and Install to Kompan, Inc.
3. Discussion and Vote: Proposed SPA Housing Zoning Ordinance – Zoning Amendment Application

FINANCE DEPARTMENT

1. Discussion: 2017 Property Tax Cap
2. Discussion: 2017 Requested Budgets
3. Discussion and Vote: Accept Donations to the Downtown Special Assessment District for the Purpose of Building "Drop Boxes"
4. Discussion and Vote: Authorization for the Mayor to Sign Contract with SMP for Server Installation
5. Discussion and Vote: Budget Transfers – Payroll
6. Discussion and Vote: Budget Transfers – Benefits
7. Discussion: County Waste Single Stream Recycling Tour

PUBLIC WORKS DEPARTMENT

1. Discussion and Vote: Authorization for Council to Approve a Resolution Regarding the Nelson Avenue Extension Bridge
2. Discussion: Volcano Style Mulching
3. Discussion and Vote: Authorization for Council to Approve Agreement with the Saratoga Springs Downtown Special Assessment District

PUBLIC SAFETY DEPARTMENT

1. Discussion and Vote: Authorization to Pay SF Cleaning Invoices
2. Announcement: Swearing In and Promotions of Firefighters
3. Discussion and Vote: Authorization for Mayor to Sign Agreement with Hudson Valley Community College
4. Discussion: Clarification Regarding Hiring of Outside Counsel

SUPERVISORS

Matthew Veitch

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

Peter Martin

1. Public Health
2. Board of Supervisors Meeting

ADJOURN



August 16, 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: Meg Kelly, Deputy Mayor
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.

PUBLIC HEARING

Amend Chapter 225 – Parking Prohibited At All Times

Mayor Yepsen opened the public hearing at 6:45 p.m.

Commissioner Franck recused himself and left the room as he owns property on Ballston Avenue.

Commissioner Mathiesen advised this is for Union Street. When improvements were done on Ballston Avenue, Union Street became a dead end. They are looking to make this a no parking at the very end of the road as done with Perry Street.

No one spoke.

Mayor Yepsen closed the public hearing at 6:50 p.m.

Commissioner Franck rejoined the meeting.

2017 Capital Budget

Mayor Yepsen opened the public hearing at 6:50 p.m.

Mayor Yepsen stated this is the first of 2 public hearings. She will be doing a presentation at the next Council meeting. There is a total proposal that nets an amount of \$5,347,140 with debt retirement of \$2,339,324. The top 10 projects are as follows:

1. DPS – Emergency Service Dispatch Renovation
2. DPW - Water Treatment Plant Security Systems Projects
3. Security System Infrastructure
4. Pedestrian Safety Improvement Proposal
5. Arial Bucket Truck Replacement
6. International Dump Truck with Lift
7. Saratoga Greenbelt Trail Downtown Connector
8. Ice Rehabilitation
9. City Buildings and Facilities Repairs and Upgrades – Finance Offices
10. Court Resurfacing – East Side

John Willson of Saratoga Springs stated he was glad to see in the proposed Capital Program on page 3 - \$3 million dollars for the east side firehouse/EMS facility. This is the second year that project has been pushed back. The need for the facility has increased. He encouraged the Council to approve the 2017 Capital Program with the funding for the east side as proposed.

Marcie Taylor of Saratoga Springs stated last year's budget included re-construction of Doten Avenue and the street is still a mess. She asked why the street is still not fixed.

Mayor Yepsen concluded the public hearing at 7:00 p.m. but left the hearing open.

Commissioner Scirocco stated they hired a consultant to design the sewer system for the Doten Avenue area. That is the first step in the repairs of that area.

Commissioner Madigan advised the total amount that will be bonded is \$5,047,140; \$2 million will be bonded through water and sewer.

Commissioner Mathiesen stated he too is disappointed that people worked so hard behind the scenes to stop the emergency services on the eastern plateau.

Sam Brewer of Saratoga Springs stated the school district has not budgeted for improvements such as generators for the schools. It is worthwhile for the City to reach out to them to do something together.

Commissioner Madigan advised the school district has their own budget and tax accordingly.

CALL TO ORDER

Mayor Yepsen called the meeting to order at 7:00 p.m.

PUBLIC COMENT

Mayor Yepsen reminded the public and Council that rules have been adopted regarding the public comment period. She reviewed these rules for all.

Mayor Yepsen opened the public comment period at 7:01 p.m.

Bonnie Sellers of Saratoga Springs stated the zoning proposal on Commissioner Franck's agenda was brought up in 2006. It was strongly rejected by the public it was never brought to vote before the Council. The concerns of the public were it would result in larger buildings, more density, and City Hall management with increase staffing and cost with potential for higher taxes.

Mary Carr of Saratoga Springs stated she is here to ask why the resolution passed by the Democratic Committee last month has not been forwarded to the Council. She asked that the resolution be forwarded to the Council, be deliberated, and passed.

Marcie Taylor of Saratoga Springs stated she has a question regarding what happened to the disposition of the monies involved in the water connection fees. The money amounts to \$1 million dollars.

Sam Brewer of Saratoga Springs stated \$1 million for new radios and IT equipment seems excessive for the number of employees that would use it. Also, he doesn't believe the City has the power to regulate the commerce of fire arms within the City.

Tom Denehy of Saratoga Springs stated Sustainable Saratoga is pleased to see the item of volcano mulch on the agenda. No matter who plants the trees on the public right-away, those trees become City assets.

Pete Balet of Nelson Avenue Extension, Malta thanked the Council for their consideration of keeping the Nelson Avenue Bridge open. The bridge has been open since 1866. There is a law called Highway in Use; if a highway has been there for 15 years and maintained it is there.

Marie Balet of Nelson Avenue Extension, Malta, thanked the Council for supporting keeping the bridge open.

Mayor Yepsen closed the public comment period at 7:10 p.m.

Commissioner Mathiesen stated there is a great need for improvement for the dispatch system. He doesn't feel the City Council should get into the gun issue.

CONSENT AGENDA

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

1. Approval of 8/1/16 Pre-Agenda Meeting Minutes
2. Approve Resolution for the Use of the Insurance Reserve – 11
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Ayes – All

MAYOR'S DEPARTMENT

Discussion and Vote: Approve Collective Bargaining Agreement Between the City and the Firefighter's Union (16 -308)

Mayor Yepsen stated this is the 7th and final labor contract that needed to be resolved. This will be a proposed 5 year contract and run from January 1, 2014 to December 31, 2018. The contract provides a 2.5% increase for 2014 and 2% for each of the following 4 years. They agreed to higher health insurance premium payments and deletion of reimbursement which will bring their health insurance more in line with most of the bargaining units in the City. They have agreed to a drug and alcohol testing policy. Three other items were confirmed today and addressed in the MOA are as follows: 1. Lab instructors will be paid the same as any other stipend which is in regular pay and the new annual sum will apply; 2. 16 hours of personal and sick leave will be moved to personal leave with the provision that any personal leave of 16 hours or left at the end of the year will roll into sick leave; and 3. Salary steps have been corrected for 2017 and 2018 as requested.

Mayor Yepsen moved and Commissioner Mathiesen seconded to authorize the mayor to approve a collection bargaining memorandum of agreement between the City and the firefighters union as discussed in the executive session yesterday and presented to each Council member.

Commissioner Madigan advised the wage increases will be \$586,610.27 (including social security) for 2016. There is an additional expense for 2016 for a personal leave cash-out item at a cost of \$42,549. Retro pay for 2014 will be \$102,000; 2015 retro pay will be a total of \$186,753 and 2016 retro pay will be \$151,433; which gets us to the total mentioned with social security. For 2017, the amount of projected increase over 2016 will be \$390,000.

Ayes - All

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Appraiser Re: 100 Geysers Road

Mayor Yepsen pulled this item from her agenda.

Discussion and Vote: Authorization for the Mayor to Sign Agreement the North Side Portion of the Playground Equipment, Design, and Install IFB 2016-16 with Kompan, Inc. (16-309)

Mayor Yepsen moved and Commissioner Mathiesen seconded to authorize the mayor to sign the north side portion of the playground equipment, design, purchase, and install IFB 2016-16 with Kompan, Inc.

Ayes – All

Announcement: City Share Program – Burlington, Vt. Visit

Mayor Yepsen stated this project kicked off tonight. Representatives from Burlington, Vermont are here today and tomorrow.

Announcement: Saratoga Springs Recreation Programs and Leagues

Mayor Yepsen announced the fall leagues and programs are now open for registration.

Announcement: Update – Nelson Avenue Ext. Bridge

Mayor Yepsen stated the County unanimously passed their resolution today. She will bring the County and City resolutions to her meeting later this week with the state.

ACCOUNTS DEPARTMENT

Discussion and Vote: Interlaken Zoning Amendment Application (16-310)

Commissioner Franck advised the owner of 655 Crescent Avenue, Saratoga Springs, has submitted via their attorney, Mike Toohey, a zoning map and text amendment to include this property in the Interlaken PUD Zone to complete the streetscape of the neighborhood. The property would then be divided into 4 single family lots for development.

Commissioner Franck moved and Commissioner Mathiesen seconded the Council finds this petition has merit for review and refer the matter for an advisory opinion to our City Planning Board and the County Planning Board.

Ayes - All

Award of Bid: Playground Equipment Design, Purchase, and Install to Kompan, Inc. (16-311)

Commissioner Franck advised the bid for Playground Equipment Design, Purchase and Install was written so that it could be awarded in phases to multiple vendors. At this time I am requesting an award of bid for the North Side Recreation Park only.

Commissioner Franck moved and Commissioner Mathiesen seconded to award part of the Playground Equipment Design, Purchase and Install Bid to Kompan, Inc. for the North Side Recreation Park only for an amount not to exceed \$75,000.

Ayes - All

Discussion and Vote: Proposed SPA Housing Zoning Ordinance – Zoning Amendment Application (16-312)

Commissioner Franck advised that in an attempt to achieve more diverse and affordable housing within the City, Sustainable Saratoga has submitted a zoning text amendment.

Commissioner Franck moved and Commissioner Mathiesen seconded for the Council to find this petition has merit for review and refer the matter for an advisory opinion to our City Planning Board and the County Planning Board.

Mayor Yepsen stated this type of program has been presented and endorsed by the Housing Task Force and developers around town. She would like to see the developers partner with the City as the language is developed. (Mayor Yepsen passed out a letter she received from the Saratoga Builders Association – attached).

Ayes - All

FINANCE DEPARTMENT

Discussion: 2017 Property Tax Cap

Commissioner Madigan advised the property tax cap is 2% or CPI (consumer price index) whichever is lower. Our tax cap for 2017 is 0.68%.

Discussion: 2017 Requested Budgets

Commissioner Madigan stated they are in the process of compiling the budgets submitted by each department. The total for the general fund is about a \$4.4 million over what the budget is today – a 10% increase. It is her goal to not raise taxes at all; however, there is a lot they need to look at. Much of the increase is due to requests for more staff – totaling about \$2 million of the overall increase.

Discussion and Vote: Accept Donations to the Downtown Special Assessment District for the Purpose of Building "Drop Boxes" (16-313)

Commissioner Madigan stated this pertains to donations received by the Special Assessment District that pass through the City's coffers. The Special Assessment District received 3 donations to build the collection boxes for people to drop donations for various organizations that assist the homeless. Donations were received from Three Group Research for \$1,000; Saratoga Arms \$1,000; and The Adirondack Trust Company for \$1,000.

Commissioner Madigan moved and Commissioner Franck seconded to approve to accept donations to the Special Assessment District from Three Group Research, Saratoga Arms, and The Adirondack Trust Company, each in the amount of \$1,000 for the purpose of building drop boxes.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign Contract with SMP for Server Installation (16-314)

Commissioner Madigan advised this is for installation service of a server purchased about 6 weeks ago with excess fund balance from 2014. The amount is \$5,600.

Commissioner Madigan moved and Commissioner Mathiesen seconded to authorize and direct the mayor to execute the contract with SMP for server installation work as distributed with the agenda.

Ayes – All

Discussion and Vote: Budget Transfers – Payroll (16-315)

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

Ayes – All

Discussion and Vote: Budget Transfers – Benefits (16-316)

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

Ayes – All

Discussion: County Waste Single Stream Recycling Tour

Commissioner Madigan stated she toured the County Waste site on South Pearl Street in Albany. All single stream recycling goes to this location. One of the key things she learned is glass should not be recycled in single stream recycling. The best way to recycle glass is at a grocery store that recycles glass.

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for Council to Approve a Resolution Regarding the Nelson Avenue Extension Bridge (16-317)

Commissioner Scirocco read the following resolution into the record:

A RESOLUTION
OF THE SARATOGA SPRINGS CITY COUNCIL

REGARDING THE NELSON AVENUE EXTENSION BRIDGE

WHEREAS, the New York State Department of Transportation announced preliminary plans to close the existing bridge crossing over the Adirondack Northway at Nelson Avenue Extension; and

WHEREAS, the bridge crossing at Nelson Avenue Extension provides a vital link for Saratoga Springs residents to employment, emergency services, and health care; and

WHEREAS, Nelson Avenue Extension is heavily used as a safe Northway crossing for pedestrians, runners, and bicyclists; and

WHEREAS, the closure of Nelson Avenue Extension would force motorist usage of Kaydeross Avenue East, a road unable to safely handle increased traffic due to its size and topography; and

WHEREAS, a multitude of concerned residents have contacted members of the City Council distressed that the bridge closure would negatively impact them and their access to services,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Saratoga Springs, New York, as follows:

1. The Council implores the New York State Department of Transportation to reconsider their plan to close the Nelson Avenue Extension Bridge, and recognizes that any bridge crossing the Adirondack Northway in or adjacent to the City of Saratoga Springs provides vital access to services for residents of the City and Saratoga County. Additionally, the council requests that the bridge not be closed and therefore replaced using current bridge construction standards.

2. The Mayor is authorized to submit this resolution to the New York State Department of Transportation.

Commissioner Scirocco moved and Commissioner Madigan seconded to approve the resolution as presented.

Suzanne Balet Haye thanked the Council for taking action on this. It sends a message to NYSDOT that they need to fund the bridges.

Ayes – All

Discussion: Volcano Style Mulching

Commissioner Scirocco advised the piling of mulch around trees in a form that looks like a volcano is detrimental to the health and wellbeing of the tree. He wanted to make people aware of this and ask the residents stop this practice.

Discussion and Vote: Authorization for Council to Approve Agreement with the Saratoga Springs Downtown Special Assessment District (16-318)

Commissioner Scirocco advised the agreement is related to the placement of charity collection boxes on public property in the Special Assessment District. The agreement will be valid for 1 year and can be extended for additional years.

Commissioner Scirocco moved and Commissioner Madigan seconded to approve the agreement for the Saratoga Springs Downtown Special Assessment District for the collection boxes in accordance with Section 199-10 of the City Code.

Commissioner Madigan stated they were taken by surprise that this agreement states the organizations must make their financial records available to the City of Saratoga Springs. This will add work to the Finance Department's workload.

Harvey Fox, chair of the Special Assessment District stated they are looking at 3 – 4 organizations. They are vetting the organizations.

Commissioner Mathiesen stated he does not enthusiastically support this however he will be supporting it. It may bring unforeseen consequences.

Commissioner Franck stated he will be voting for this but has the same concerns as Commissioner Mathiesen.

Ayes - All

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization to Pay SF Cleaning Invoices (16-319)

Commissioner Mathiesen advised Hope Janitorial, the company they use to clean their department, changed their name to SF Cleaning. Invoices are for the months of May through August of 2016.

Commissioner Mathiesen moved and Commissioner Scirocco seconded to approve paying the invoices to SF Cleaning in the amount of \$1,686.00.

Ayes – All

Announcement: Swearing In and Promotions of Firefighters

Commissioner Mathiesen announced 13 members of the Fire Department were sworn in tonight and 2 active members were promoted.

Discussion and Vote: Authorization for Mayor to Sign Agreement with Hudson Valley Community College (16-320)

Commissioner Mathiesen this is an agreement with Hudson Valley Community College to allow EMT and paramedic students to ride with our EMTs for learning experience.

Commissioner Mathiesen moved and Commissioner Madigan seconded to authorize the mayor to sign the agreement with Hudson Valley Community College.

Ayes – All

Discussion: Clarification Regarding Hiring of Outside Counsel

Commissioner Mathiesen suggested various people get together to discuss the hiring of outside counsel and what the requirements are when hiring. The members of the City Council must understand these requirements and define the instances of when this should happen.

Mayor Yepsen confirmed there should be a 'committee' to create some requirements.

Commissioner Madigan stated we already have a policy of how we do contracts. We already know what our policy is about incurring liability but maybe things need to be made a little clearer.

Commissioner Franck stated he believes the guidelines are clear. There are errors that are made and the only way to correct those is at the table. Finance and Accounts have the process. If someone needs a refresher course, the assistant purchasing agent can do that.

Commissioner Scirocco stated the Purchasing Policy is good. If you have any questions all you have to do is pick up the phone and call Stefanie Richards or the deputy and you will get an answer.

SUPERVISORS

Matthew Veitch

Nelson Avenue Extension Bridge – County Resolution

Supervisor Veitch reported the board unanimously passed a resolution today. He agrees with all the statements everyone else has made on this topic.

County Law Regulating Pawn Shops

Supervisor Veitch reported a local law has been drafted at the County where pawn shops have to be licensed. This was brought to them by the County Sherriff.

Trails Committee

Supervisor Veitch reported they met on August 10th. The Committee approved just more than \$50,000 in grant applications.

Peter Martin

Public Health

Supervisor Martin reported they had a number of actions approved today at the Board of Supervisors meeting. They have received money from various state agencies to be distributed throughout the County.

Board of Supervisors Meeting

Supervisor Martin reported the Chairman announced 3 new appointments to the workforce development board – Mike Munter, Thomas Marin, and Greg Choinese.

ADJOURNMENT

There being no further business, Mayor Yepsen adjourned the meeting at 8:45 p.m.

Respectfully submitted,

Lisa Ribis
Clerk

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