



October 18, 2016

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

**6:40 PM – P.H.** – Weibel Avenue Speed  
Limit Change

**6:45 PM – P.H.** – 2017 Comprehensive  
Budget

**7:00 PM**

**CALL TO ORDER**

**ROLL CALL**

**SALUTE TO FLAG**

**PUBLIC COMMENT PERIOD / 15 MINUTES**

**PRESENTATIONS**

1. Smart City Commission
2. Zoning Diagnostic Report

**CONSENT AGENDA**

1. Approval of 10/12/16 Budget Workshop Minutes
2. Approval of 10/3/16 Pre-Agenda Meeting Minutes
3. Approval of 10/4/16 City Council Meeting Minutes
4. Approval of 10/6/16 Budget Workshop Minutes
5. Approve Resolution for the Use of the Insurance Reserve – 17
6. Approve Resolution for the Use of the Insurance Reserve – 18
7. Approve Budget Amendments – Insurance Reserve 17, 18
8. Approve Budget Amendments (Increases)
9. Approve Budget Transfers – Regular
10. Approve Payroll: 10/07/16 \$458,517.85
11. Approve Payroll: 10/14/16 \$478,113.51
12. Approve Warrant: 2016 Mid – 16MW OCT1: \$12,624.00
13. Approve Warrant: 2016 Mid – 16MW OCT2: \$111,626.33
14. Approve Warrant: 2016 REG – 16OCT3: \$1,049,063.86

**MAYOR'S DEPARTMENT**

1. Discussion and Vote: Accept \$500.00 Donation from Adirondack Trust Company Towards Camp Saradac
2. Discussion and Vote: Approval for the Mayor to Sign Contract Addendum with Honeywell Law Firm – Labor and Employment
3. Discussion and Vote: Authorization for Mayor to Sign Memorandum of Understanding with CDTA in Support of Their Regional Bikeshare CMAQ Grant Application
4. Discussion and Vote: Authorization for Mayor to Sign NYSERDA Cleaner Greener Communities Phase II Implementation Funding, Round 2 Disclosure of Prior Findings of Non-responsibility Form

5. Discussion and Vote: Authorization for the Mayor to Sign Application for the NYS Department of Transportation 2016 Transportation Alternatives Program (TAP) and Congestion Mitigation and Air Quality Improvement (CMAQ) Program Grant
6. Announcement: Draft Complete Streets Plan Available for Public Review
7. Announcement: Saratoga Springs Recreation Programs and Leagues

#### **ACCOUNTS DEPARTMENT**

1. Set Public Hearing: Gold Star Parent Exemption
2. Set Public Hearing: Interlaken Zoning Amendment

#### **FINANCE DEPARTMENT**

1. Discussion: Affordable Housing Partnership Project: Habitat for Humanity, Saratoga Builders, Rebuilding Saratoga, City of Saratoga Springs – 26 Cherry Street
2. Announcement: 2017 Budget Workshops
3. Set Public Hearing: 2017 Budget (second public hearing)
4. Announcement: City Center Resolution Re: Health Insurance for President/Executive Director
5. Discussion and Vote: Health Care Plan Rate Renewals
6. Discussion and Vote: 2016 City Fees: Recreation Department – New Program Fee for “Tiny Basketball”
7. Discussion and Vote: Budget Transfers – Legal/Professional Services for Mayor’s Department
8. Discussion and Vote: Budget Transfers – Payroll
9. Discussion and Vote: Budget Transfers – Benefits
10. Discussion: Capital Program – Saratoga Greenbelt Trail Downtown Connector

#### **PUBLIC WORKS DEPARTMENT**

1. Discussion and Vote: Accept Bench Donation

#### **PUBLIC SAFETY DEPARTMENT**

1. Discussion and Vote: Amend Chapter 225, Article IX Schedules 225-69, Schedule IV Speed Limits: Outside District
2. Set Public Hearing: Amend Chapter 203 of the City Code
3. Discussion and Vote: Authorization for a CSEA City Hall Employee to Withdraw up to 218 Hours from the Sick Bank
4. Announcement: Recipient of Local Initiatives Support Corp. (LISC) Grant Award – Zombie and Vacant Properties Remediation and Prevention Initiatives

#### **SUPERVISORS**

##### Matthew Veitch

1. 2017 Tax Cap Override Public Hearing Report
2. IT Upgrades for Saratoga County

##### Peter Martin

1. County Auction
2. Social Programs
3. County Clerk
4. County Budget
5. Department Name Changes

#### **ADJOURN**



October 18, 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  
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

Vincent DeLeonardis

Matthew Veitch, Supervisor  
Peter Martin, Supervisor

**EXCUSED:** Anthony Scirocco, Commissioner of DPW  
Tim Cogan, Deputy Commissioner, DPW

**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**

Weibel Avenue Speed Limit Change

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

Commissioner Mathiesen stated this is to change the speed limit on Weibel Avenue from 40 mph to 30 mph.

No one spoke.

Mayor Yepsen closed the public hearing at 6:47 p.m.

2017 Comprehensive Budget

Mayor Yepsen opened the public hearing at 6:47 p.m.

Commissioner Madigan stated this is the first public hearing on the proposed 2017 Comprehensive Budget and there is no tax increase. The Greenbelt Trail project has not been removed from the tax burden; it has been moved to the 2018 Capital Budget Program pending the outcome of the grant application. In the event the City receives the grant, she has recommended the Council do a Capital Budget amendment. The third public workshop is scheduled for tomorrow at 1 p.m.

No one spoke.

Mayor Yepsen closed the public hearing at 7:00 p.m.

## **CALL TO ORDER**

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

## **PUBLIC COMMENT**

**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.

Karen Kellogg, director of sustainability at Skidmore stated she is here to show their gratitude for all efforts to bring bike lanes to North Broadway.

David Bronner of Saratoga Springs stated he is here regarding the gun show at the City Center. The only reason that has been given for no shows is because of a scheduling conflict – there are no dates available. The public should be able to see a calendar. The Times Union quoted the mayor saying the gun show does not fit the vision of the City Center. What is that vision? The Council should craft a resolution stating how they feel about gun show and put a vote on the record.

John Kaufman of Saratoga Springs stated he wrote the mayor an e-mail in July regarding ethics. The Ethics Board is required to notify the public of when they meet. He has not heard back from either the Mayor's Office or the Ethics Board. If the Ethics Board is not in compliance, he asks that they be in compliance.

Commissioner Mathiesen stated he has no problem with the gun show. It has been here for many years. He spoke to the Police Department who has told him the City is no safer or less safe when the gun show is in town. He has been told the gun show is conducted very well. He doesn't care how the City Center is booked but he likes to see it booked and utilized to its maximum.

Commissioner Madigan asked Tony Izzo to come to the mic to explain the Open Meetings Law.

Tony Izzo stated the Ethics Board should post on the web when possible to do in some manner.

John Kaufman stated per the response he received from Justin Hogan, chair of the Ethics Board, stated it is the policy just to post it somewhere on the boards.

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

## **PRESENTATIONS**

Smart City Commission

Commissioner Madigan stated she is presenting the Smart City Roadmap 1.0. The roadmap marks the beginning of a continued effort by many partners.

Mike Walsh, president and CEO of NYSTEC stated they have identified opportunities to use innovation and technology to deliver services better, cheaper, and faster. A video was played to introduce the idea and the process to get where they are today.

Commissioner Madigan provided an overview of the plan (copy attached). We must make the internet accessible at faster speeds throughout the City. The presentation will be made available on the City's website. Commissioner Madigan advised they will be meeting quarterly. She thanked the Saratoga Springs Library for hosting the outreach program with Skidmore.

Commissioner Franck asked how long is it going to take to get the fiber network into the City. There is only 1 provider right now.

Commissioner Madigan stated that is what they are calling Roadmap 2.0. They are going to boost commercial Wi-Fi while working on a longer term goal – public access to Wi-Fi.

Mike Walsh shared a map of all the fiber in the County and the residential broadband.

Commissioner Madigan stated one of their goals is to bring competition here.

#### Zoning Diagnostic Report

Mayor Yepsen explained the next step after getting the Zoning Ordinance updated is the Unified Development Ordinance. She introduced Mike Allen of Behan Planning and Design.

Mike Allen advised they are trying to create a unified code to combine the current zoning, subdivision code and related development standards into one user-friendly document. They have published the Zoning Diagnostic Report, held a public workshop, and met with various departments and boards. All input and public comments have been posted on the UDO website – [www.saratogaspringsudo.com](http://www.saratogaspringsudo.com). He reviewed topics covered in the UDO. The next steps include publishing a draft outline of the UDO then publish a 50% draft. Tonight they are looking for the City Council's comments and ideas to be added or removed and direction on moving forward.

Commissioner Madigan stated there is a lot of input leading towards changes. She feels strongly that she be able to select a person to sit on the advisory board that can work directly with her and share information.

Commissioner Mathiesen asked what the timeframe is for getting a draft.

Mike Allen stated he would like to have something before the holidays but that is dependent upon other factors.

\*\*City Council took a break at 8:49 p.m.

\*\*City Council returned at 8:55 p.m.

#### **CONSENT AGENDA**

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

1. Approval of 10/12/16 Budget Workshop Minutes

2. Approval of 10/3/16 Pre-Agenda Meeting Minutes
3. Approval of 10/4/16 City Council Meeting Minutes
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**Ayes – All**

### **MAYOR'S DEPARTMENT**

Discussion and Vote: Accept \$500.00 Donation from Adirondack Trust Company Towards Camp Saradac (16-368)

**Mayor Yepsen moved and Commissioner Madigan seconded to accept the \$500 donation from the Adirondack Trust Company towards Camp Saradac.**

**Ayes – All**

Discussion and Vote: Approval for the Mayor to Sign Contract Addendum with Honeywell Law Firm – Labor and Employment (16-369)

**Mayor Yepsen moved and Commissioner Mathiesen seconded to approve the mayor to sign a contract addendum with Honeywell Law Firm for labor and employment.**

**Ayes – All**

Discussion and Vote: Authorization for Mayor to Sign Memorandum of Understanding with CDTA in Support of Their Regional Bikeshare CMAQ Grant Application (16-370)

Kate Maynard of the Planning Department stated they worked with CDTA and Community Partners to revamp the existing trolley. With this revamp they triple the number of riders. The structure re-route for the buses have been a success with an increase in ridership. The total project cost for this project is \$2 million with an 80/20 match – which is being proposed through a request of \$50,000 from each of the 4 communities. The \$50,000 is for future appropriations.

**Mayor Yepsen moved and Commissioner Mathiesen seconded to authorize the mayor to sign a memorandum of understanding with CDTA in support of their regional bikeshare CMAQ grant application.**

**Ayes – All**

Discussion and Vote: Authorization for Mayor to Sign NYSEDA Cleaner Greener Communities Phase II Implementation Funding, Round 2 Disclosure of Prior Findings of Non-responsibility Form (16-371)

**Mayor Yepsen moved and Commissioner Madigan seconded to authorize the mayor to sign the NYSEDA Cleaner Greener Communities Phase II implementation funding; Round 2 Disclosure of Prior Findings of Non-responsibility form.**

**Ayes – All**

Discussion and Vote: Authorization for the Mayor to Sign Application for the NYS Department of Transportation 2016 Transportation Alternatives Program (TAP) and Congestion Mitigation and Air Quality Improvement (CMAQ) Program Grant (16-372)

Tina Carton advised this is an opportunity to fund the Greenbelt Trail connector. The grant would cover \$1,358,000 where the City would fund \$582,000. This is less than what was asked for in the other grant. This is federal funding. We would only be applying for the TAP section of this grant.

**Mayor Yepsen moved and Commissioner Mathiesen seconded to authorize the mayor to sign an application for the NYSDOT 2016 Transportation Alternative Program (TAP) and Congestion Mitigation and Air Quality Improvement (CMAQ) Program grant.**

**Ayes – All**

Announcement: Draft Complete Streets Plan Available for Public Review

Mayor Yepsen announced Jeff Olsen will present at the November 1<sup>st</sup> Council meeting.

Announcement: Saratoga Springs Recreation Programs and Leagues

John Hirliman announced they are now open with winter hours and registering for their programs. All information is on the Recreation Department's website.

**ACCOUNTS DEPARTMENT**

Set Public Hearing: Gold Star Parent Exemption

Commissioner Franck set a public hearing for Tuesday, November 1, 2016 at 6:35 p.m.

Set Public Hearing: Interlaken Zoning Amendment

Commissioner Franck set a public hearing for Tuesday, November 15, 2016 at 6:55 p.m.

**FINANCE DEPARTMENT**

Discussion: Affordable Housing Partnership Project: Habitat for Humanity, Saratoga Builders, Rebuilding Saratoga, City of Saratoga Springs – 26 Cherry Street

Commissioner Madigan advised she was required to obtain recommendations from the Real Estate Committee regarding 26 Cherry Street. The Real Estate Committee advised Brad Birge would be making a presentation regarding using this property for affordable housing initiatives. This property was removed from the in-rem process. It is unfortunate the Council was not notified of the ground breaking. She commended all the partners in this project.

Announcement: 2017 Budget Workshops

Commissioner Madigan announced the remaining budget workshops will be held on Wednesday, October 19<sup>th</sup> at 1 p.m.; Monday, October 24<sup>th</sup> at 1 p.m.; and Wednesday, October 26<sup>th</sup> at 1 p.m. if necessary.

Set Public Hearing: 2017 Budget (second public hearing)

Commissioner Madigan set a public hearing for Tuesday, November 1, 2016 at 6:50 p.m.

Announcement: City Center Resolution Re: Health Insurance for President/Executive Director

Commissioner Madigan announced the City Center has approved a resolution for health insurance for Mark Baker upon his retirement. The resolution directs the City to enroll Mr. Baker in the same health insurance program provided to similar senior managerial retired employees of the City at the sole cost to the City Center and no cost to the City. The resolution from the City Center is as follows:

City Center Authority Resolution

Whereas, the original (1983) employment contract for the position of City Center President/Executive Director, stated the specific post-employment and retirement benefits,  
Whereas, in each subsequent employment contract renewal for the position of City Center President/Executive Director, the same specific post-employment and retirement benefits were reiterated,  
Therefore, be it resolved that the Saratoga Springs City Center Authority acknowledges and approves Mark Baker, when he retires as the City Center President/Executive Director, will receive the same post-employment family health insurance benefits provided to similar (senior, managerial) retired employees of the City of Saratoga Springs, at the sole expense of the City Center Authority, and at no expense to the City of Saratoga Springs.

Discussion and Vote: Health Care Plan Rate Renewals (16-373)

Commissioner Madigan advised CDPHP has received their rate renewals and is requesting the City sign the rate renewal sheets.

**Commissioner Madigan moved and Commissioner Mathiesen seconded to approve the mayor's required signature on the CDPHP health care contract rate renewal and grandfathered plan "sign-off" form as distributed with the agenda.**

**Ayes – All**

Discussion and Vote: 2016 City Fees: Recreation Department – New Program Fee for "Tiny Basketball" (16-374)

Commissioner Madigan advised the Recreation Department has requested we add fees for the Tiny Basketball program. The fees are \$35 for City residents, \$60 for school district residents and \$85 for non-school district residents.

**Commissioner Madigan moved and Commissioner Franck seconded to approve the 2016 City fees Recreation Department – Tiny Basketball program as distributed with the agenda.**

**Ayes – All**

Discussion and Vote: Budget Transfers – Legal/Professional Services for Mayor's Department (16-375)

**Commissioner Madigan moved and Commissioner Mathiesen seconded to approve the 2016 budget transfers – legal/professional services which were distributed with the agenda.**

**Ayes – All**

Discussion and Vote: Budget Transfers – Payroll (16-376)

**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 (16-377)

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

**Ayes – All**

Discussion: Capital Program – Saratoga Greenbelt Trail Downtown Connector

Commissioner Madigan removed this item from her agenda.

#### **PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Accept Bench Donation (16-378)

Commissioner Madigan presented this item in Commissioner Scirocco's absence.

Commissioner Madigan advised a donation in the amount of \$1,500 for a bench in Congress Park was made by friends of the Nompkin family. The bench will be placed next to the tree planted in Nicholas Nompkin's honor.

**Commissioner Madigan moved and Commissioner Mathiesen seconded to accept the donation of \$1,500 for the purchase of the decorative bench.**

**Ayes – All**

#### **PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: Amend Chapter 225, Article IX Schedules 225-69, Schedule IV Speed Limits: Outside District (16-379)

**Commissioner Mathiesen moved and Commissioner Madigan seconded to amend chapter 225, article IX schedules 225-69, schedule IV Speed Limits: Outside District; Weibel Avenue; speed limit 30 mph; location Lake Avenue to Loudon Road.**

**Ayes – All**

Set Public Hearing: Amend Chapter 203 of the City Code

Commissioner Mathiesen set a public hearing for Tuesday, November 1, 2016 at 6:40 p.m.

Discussion and Vote: Authorization for a CSEA City Hall Employee to Withdraw up to 218 Hours from the Sick Bank (16-380)

**Commissioner Mathiesen moved and Commissioner Madigan seconded to authorize a CSEA City Hall employee to withdraw up to 218 hours from the sick bank. This has been approved by CSEA City Hall union.**

**Ayes – All**

Announcement: Recipient of Local Initiatives Support Corp. (LISC) Grant Award – Zombie and Vacant Properties Remediation and Prevention Initiatives

Commissioner Mathiesen announced his department is the recipient of a grant in the amount of \$150,000. This will help us deal with vacant and zombie properties and remediation in Saratoga Springs.

## **SUPERVISORS**

### **Matt Veitch**

#### 2017 Tax Cap Override Public Hearing Report

Supervisor Veitch reported they will release the budget before they take a vote on overriding the tax cap.

#### IT Upgrades for Saratoga County

Supervisor Veitch reported they passed an IT upgrade at the cost of \$450,000. The upgrade will be to the integrated financial services software and professional services software.

### **Peter Martin**

#### County Auction

Supervisor Martin reported the County runs auctions twice a year. The auction on September 27<sup>th</sup> had 15 properties sold with the net the County received was \$120,000.

#### Social Programs

Supervisor Martin reported the Meals on Wheels program was up for renewal. The service was replaced with Northeast Dining out of Wilton effective November 1<sup>st</sup>.

#### County Clerk

Supervisor Martin reported there are technology purchases made for the County Clerk's Office. They are renewing the contract with InfoQuick for another 5 years.

#### County Budget

Supervisor Martin pulled this item from his agenda as Supervisor Veitch already covered this.

#### Department Name Changes

Supervisor Martin reported the Data Processing Department is now called the Information Technology Department, the Personnel Department is now called Human Resources Department, and the Mental Health Center is now called the Department of Mental Health and Addiction Services.

## **ADJOURNMENT**

There being no further business, Mayor Yepsen adjourned the meeting at 9:33 p.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 11/1/16  
Vote: 5 - 0