

February 5, 2019



CITY OF SARATOGA SPRINGS
City Council Meeting
Recreation Center
15 Vanderbilt Avenue
7:00 PM

6:55 PM P.H. – Amend Capital Budget –
Pump Station Upgrades

P.H. – Amend Chapter 171 of
the City Code – Plumbing

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

PRESENTATIONS

CONSENT AGENDA

1. Approval of 1/14/19 Pre-Agenda Meeting Minutes
2. Approval of 1/15/19 City Council Meeting Minutes
3. Approval of 1/29/19 State of the City Minutes
4. Approve Budget Amendments – Regular (Increases)
5. Approve Budget Transfers - Regular
6. Approve Payroll 1/18/19 \$600,473.65
7. Approve Payroll 1/25/19 \$796,011.16
8. Approve Payroll 2/1/19 \$528,932.23
9. Approve Warrant – 2018 18MWDEC5 \$42,321.01
10. Approve Warrant – 2019 19MWJAN2 \$713,330.63
11. Approve Warrant – 2018 18MWDEC6 \$48.20
12. Approve Warrant – 2019 19MWJAN3 \$5,870.90
13. Approve Warrant – 2019 19MWJAN4 \$3,262.57
14. Approve Warrant – 2018 18DEC5 \$1,015,580.37
15. Approve Warrant 2019 19FEB1 \$290,245.14
16. Approve Warrant – 2019 19MWFEB1 \$426.00
17. Appointment: commissioners of Deeds for Police Department

MAYOR'S DEPARTMENT

1. Public Hearing Materials: To Amend City Code 171 Entitled "Plumbing"
2. Set Public Hearing: Substantial Amendment to 2018 CDBG Entitlement Action Plan
3. Discussion and Vote: Authorization for Mayor to Sign Pitney Farms Watermain Easement

4. Discussion and vote: Authorization for Mayor to Sign Annual Contract with Carousel Industries for Telephone System Maintenance
5. Discussion and Vote: SEQRA Evaluation for Flat Rock Centre Project
6. Set Public Hearing: Local Law No. 1 of 2019 – A Local Law to Amend Section 2.1 of the City Charter Entitled Officers; Eligibility; Terms of Office; Salaries

ACCOUNTS DEPARTMENT

1. Discussion and Vote: Authorization to Settle Article 7 for Parcel ID: 191.8-1-29
2. Award of Bid: Horticulture Supplies to Dehn's Flowers, Inc.

FINANCE DEPARTMENT

1. Discussion: Key Points of Governor's 2019 – 2020 Executive Budget
2. Discussion and Vote: 2019 Annual Tax Resolution
3. Discussion and Vote: Updated 2019 City Fees
4. Announcement: Economic Development Lunch and Learn Series – Blockchain: The Future of Everything (2/28)
5. Discussion and Vote: Authorization for Mayor to Sign MOA with Habitat for Humanity
6. Discussion and Vote: Budget Amendment – Use of Fund Balances Sewer Funds
7. Discussion and Vote: Budget Transfer – Contingency
8. Discussion and Vote: Budget Transfers – Payroll 2018

PUBLIC WORKS DEPARTMENT

1. Discussion and Vote: Accept Donation for Memorial Bench
2. Discussion and Vote: DPW Sick Bank Request
3. Discussion and Vote: Amend 2019 Capital Budget for the Sanitary Pump Station Upgrades
4. Discussion and Vote: Authorization for Mayor to Sign Contract with Dehn's Flowers, Inc. for Horticulture Supplies
5. Discussion and Vote: Authorization for Mayor to Sign Bast Hatfield Change Order #7 Per Settlement Agreement
6. Discussion and Vote: Authorization for Mayor to Sign Addendum 3 with Stantec Consultant Services for Nelson Ave Drainage Improvements
7. Announcement: Update on Warren Street Water Main Break

PUBLIC SAFETY DEPARTMENT

1. Set Public Hearing: To Amend Chapter 225 of the City Code, Vehicle & Traffic, with Respect to Adding Stop Signs on Ash Street at its Intersection with Birch Street
2. Announcement: Third Citizens' Advisory Board Meeting
3. Discussion and Vote: End of the Year Purchase Requisitions 2018

SUPERVISORS

Matt Veitch

1. 2019 NYSAC Legislative Conference Report

Tara Gaston

1. NYSAC Legislative Conference Report

ADJOURN



February 5, 2019

CITY OF SARATOGA SPRINGS
City Council Meeting
Recreation Center
15 Vanderbilt Avenue
7:00 PM

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance
John Franck, Commissioner of Accounts
Anthony Scirocco, Commissioner of DPW
Peter Martin, Commissioner of DPS

STAFF PRESENT: Lisa Shields, Deputy Mayor
Mike Sharp, Deputy Commissioner, Finance
Maire Masterson, Deputy Commissioner, Accounts
Joe O'Neill, Deputy Commissioner, DPW
John Daley, Deputy Commissioner, DPS

Vincent DeLeonardis

Matthew Veitch, Supervisor
Tara Gaston, 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 HEARINGS

Amend Capital Budget – Pump Station Upgrades

Mayor Kelly opened the public hearing at 6:54 p.m.

Commissioner Scirocco stated this is a continuation of the pump station upgrades. The amount of the amendment is \$450,000.

No one spoke.

Mayor Kelly closed the public hearing at 6:55 p.m.

Amend Chapter 171 of the City Code - Plumbing

Mayor Kelly opened the public hearing at 6:55 p.m.

Mike stated he is licensed in Glens Falls but would like to work in Saratoga. Is there another test he has to take?

Mayor Kelly stated they will be giving a test.

Vince DeLeonardis stated he has the option. The City will provide for an exam.

Mayor Kelly closed the public hearing at 6:57 p.m.

CALL TO ORDER

Mayor Kelly called the meeting to order at 6:59 p.m.

PUBLIC COMMENT

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

Mayor Kelly opened the public comment period at 7:00 p.m.

Darlene McGraw of Saratoga Springs stated there are floods around the corner from the Recreation Center. She is being told it is due to the snow.

Mayor Kelly closed the public comment period at 7:01 p.m.

CONSENT AGENDA

Mayor Kelly moved and Commissioner Madigan seconded to approve the consent agenda as follows:

1. Approval of 1/14/19 Pre-Agenda Meeting Minutes
2. Approval of 1/15/19 City Council Meeting Minutes
3. Approval of 1/29/19 State of the City Minutes
4. Approve Budget Amendments – Regular (Increases)
5. Approve Budget Transfers - Regular
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15. Approve Warrant 2019 19FEB1 \$290,245.14
16. Approve Warrant – 2019 19MWFEB1 \$426.00
17. Appointment: Commissioners of Deeds for Police Department

Ayes – All

MAYOR'S DEPARTMENT

Public Hearing Materials: To Amend City Code 171 Entitled "Plumbing"

This item was created for public hearing materials to be visible by the public.

Set Public Hearing: Substantial Amendment to 2018 CDBG Entitlement Action Plan

Mayor Kelly set a public hearing for Tuesday, February 19, 2019 at 6:55 p.m.

Discussion and Vote: Authorization for Mayor to Sign Pitney Farms Watermain Easement (19-036)

Mayor Kelly advised this will cost the City \$1 and grants the City a waterline easement.

Mayor Kelly moved and Commissioner Franck seconded to authorize the mayor to sign Pitney Farms watermain easement as included with this agenda.

Ayes - All

Discussion and vote: Authorization for Mayor to Sign Annual Contract with Carousel Industries for Telephone System Maintenance (19-037)

Mayor Kelly advised this is an annual agreement that will run from 3/1/19 to 2/28/20.

Mayor Kelly moved and Commissioner Madigan seconded to authorize the mayor to sign the annual contract with Carousel Industries for the telephone system maintenance as included with the agenda.

Ayes - All

Discussion and Vote: SEQRA Evaluation for Flat Rock Centre Project (19-038)

(completed SEQRA form attached)

Mayor Kelly advised Brad Birge of the Planning Department sent a memo to the Council on Friday explaining the process and documentation. The memo is included with the agenda.

Daria Mallin and Joe Paradis from Envision Architects presented drawings/design of how the proposed parking garage will look; its height in comparison to surrounding buildings; and the types of materials that will be used to construct the garage. The color and materials will be similar to those surrounding buildings. The height of the building will be 71 feet higher than the sidewalk and buildings on the other side of the street stands 72 feet higher than the sidewalk. The bridge will be a direct entrance into the City Center – into the lobby.

Brad Birge of the Planning Department provided a quick history of what the Council has accomplished so far on this project. In December 2018, the Council voted to be lead agent on this project. This is a Type I action which requires the SEQRA long form consisting of 3 parts. The city attorney, Vince DeLeonardis asked the city zoning and enforcement officer for a determination if the City is exempt from its own laws pursuant to the Zoning Ordinance, Section 1.6(C). Patrick Cogan, city zoning enforcer, responded to the letter and identified this proposed action is exempt from the provisions of the City's Zoning Ordinance. Brad reviewed Part I of the form with the Council.

Mayor Kelly moved and Commissioner Madigan seconded that the Council reviewed the SEQRA FEAF Part I for the Flat Rock Centre Project and find that the information is complete and accurate.

Ayes – All

Brad Birge lead the Council through Part II of the SEQRA and asked the Council to answer each question. He then reviewed Part II with the Council.

Mayor Kelly moved and Commissioner Madigan seconded that upon review of the information recorded on this EAF as noted plus this additional support information, trip generation evaluation, Phase IA archeological survey addendum – the geotechnical evaluation; and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the City Council as lead agency that this project will result in no significant adverse reactions on the environment and therefore; an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

Ayes - All

Set Public Hearing: Local Law No. 1 of 2019 – A Local Law to Amend Section 2.1 of the City Charter Entitled Officers; Eligibility; Terms of Office; Salaries

Mayor Kelly pulled this item from her agenda.

ACCOUNTS DEPARTMENT

Discussion and Vote: Authorization to Settle Article 7 for Parcel ID: 191.8-1-29 (19-039)

This item is a result of the executive session held at the pre-agenda meeting yesterday morning.

Commissioner Franck moved and Commissioner Martin seconded for the Council to settle an Article 7 case for parcel ID: 191.8-1-29 for the year 2018 as follows:

| Parcel # | Original 2018 Assessment | Negotiated 2018 Assessed Value | 2018 Reduction Amount | 2018 Refund |
|-------------------|---------------------------------|---------------------------------------|------------------------------|--------------------|
| 191.8-1-29 | \$129,400 | \$27,600 | \$101,800 | \$0 |

The grand total of refund for 2019 for this parcel is \$0.

Ayes - All

Award of Bid: Horticulture Supplies to Dehn's Flowers, Inc. (19-040)

Commissioner Franck moved and Commissioner Scirocco seconded to award the bid for Horticulture Supplies to Dehn's Flowers, Inc. in the amount not to exceed \$25,671.25.

Ayes - All

FINANCE DEPARTMENT

Discussion: Key Points of Governor's 2019 – 2020 Executive Budget

Commissioner Madigan advised Governor Cuomo released his 2019 – 2020 budget. One of the most covered items is the elimination of aid for municipalities. There is no impact on the City but villages within the County of Saratoga may be impacted. The governor proposed changes to sales tax collection that would increase collection state wide. There were 2 funding opportunities included: a downtown revitalization competition where 10 communities will receive \$10 million dollars; and \$2.5 billion being provided over 5 years for drinking water and waste water infrastructure. She hopes the city competes for

these. Other items mentioned include no increase to CHIPS funding; the tax cap becoming permanent; and legalization of marijuana for those 21 years of age and older.

Discussion and Vote: 2019 Annual Tax Resolution (19-041)

Commissioner Madigan advised this confirms the 2019 tax roll.

Commissioner Madigan moved and Commissioner Martin seconded to approve the 2019 annual tax resolution as previously distributed with the agenda.

Ayes – All

The resolution is as follows:

2019 Annual Tax Resolution

February 5, 2019

RESOLVED, that the City of Saratoga Springs, New York on this 5th day of February, 2019 at 7:00 PM adopt and confirm the 2019 Tax Roll carrying a levy on the inside district of \$10,683,477.09 for the City and \$6,341,884.84 for the County; total Inside District levy \$17,025,361.93. Levy on the Outside District of \$8,929,615.88 for the City and \$5,360,248.44 for the County; total Outside District levy of \$14,289,864.32 making a total tax levy of \$31,315,226.25 and that the Commissioner of Finance be authorized to collect such a levy computed at the following rates per one thousand dollars of assessed valuation.

INSIDE DISTRICT RATES

CITY \$6.0763
COUNTY \$3.597715

OUTSIDE DISTRICT RATES

CITY \$6.0094
COUNTY \$3.597715

FURTHER RESOLVED, that the City Council of the City of Saratoga Springs, New York adopt and confirm the relevy of the 2018 Utility Tax in the amount of \$505,220.22.

FURTHER RESOLVED, that the City Council of the City of Saratoga Springs, New York adopt and confirm the 2019 Omitted Tax in the amount of \$34,981.50 for the City and \$17,159.02 for the County; total Omitted Tax of \$52,140.52.

FURTHER RESOLVED, that the City Council of the City of Saratoga Springs, New York adopt and confirm the 2019 Saratoga Lake Special Improvement Tax for the Saratoga Lake Improvement District in the amount of \$104,060.68.

FURTHER RESOLVED, that the City Council of the City of Saratoga Springs, New York adopt and confirm the 2019 Special Assessment Tax for the Saratoga Springs Special Assessment District in the amount of \$123,533.34.

FURTHER RESOLVED, that the City Council of the City of Saratoga Springs, New York adopt and confirm the 2019 West Avenue Special District Tax for the Saratoga Springs West Ave Special District in the amount of \$51,003.03.

FURTHER RESOLVED, that the City Council of the City of Saratoga Springs, New York adopt and confirm the 2019 Gilbert Rd. Water District Tax for the Saratoga Springs Gilbert Rd. Water District in the amount of \$17,342.00

FURTHER RESOLVED, that the City Council of the City of Saratoga Springs, New York adopt and confirm the Gilbert Rd. II Water District Tax for the Saratoga Springs Gilbert Rd. II Water District in the amount of \$3,015.00.

TOTAL 2019 TAX ROLL \$32,171,541.04

Discussion and Vote: Updated 2019 City Fees (19-042)

Commissioner Madigan advised changes include moving credit card payment language from Finance to DPS parking and planning fee changes.

Commissioner Madigan moved and Commissioner Scirocco seconded to approve the updated 2019 City fees as distributed with the agenda.

Ayes - All

Announcement: Economic Development Lunch and Learn Series – Blockchain: The Future of Everything (2/28)

Commissioner Madigan announced the next lunch and learn series will be held on February 28th at the City Center. This series is on blockchain.

Discussion and Vote: Authorization for Mayor to Sign MOA with Habitat for Humanity (19-043)

Commissioner Madigan advised in May 2014 the City conveyed title of a parcel on Cherry Street to Habitat for Humanity. This MOA extends the time to transfer title an additional 3 years or until May 13, 2020.

Commissioner Madigan moved and Commissioner Martin seconded to authorize the mayor to sign the MOA with Habitat for Humanity as distributed with the agenda.

Ayes - All

Discussion and Vote: Budget Amendment – Use of Fund Balances Sewer Funds (19-044)

Commissioner Madigan moved and Commissioner Scirocco seconded to approve the budget amendment – use of fund balances sewer funds as previously distributed with the agenda.

Ayes - All

Discussion and Vote: Budget Transfer – Contingency (19-045)

Commissioner Madigan advised there is currently \$175,000 in contingency and \$173,800 will remain after this approval.

Commissioner Madigan moved and Commissioner Scirocco seconded to approve the budget transfer – contingency as previously distributed with the agenda.

Ayes - All

Discussion and Vote: Budget Transfers – Payroll 2018 (19-046)

Commissioner Madigan moved and Commissioner Martin seconded to approve the budget transfer – payroll 2018 as previously distributed with the agenda.

Ayes - All

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Accept Donation for Memorial Bench (19-047)

Commissioner Scirocco advised a donation of \$1,500 was made for a memorial bench and plaque. The bench will be placed in Congress Park.

Commissioner Scirocco moved and Commissioner Madigan seconded to accept the donation of \$1,500 for the purchase of a memorial bench.

Ayes - All

Discussion and Vote: DPW Sick Bank Request (19-048)

Commissioner Scirocco stated they are requesting 102 hours from the sick bank for a DPW employee. The union has approved this.

Commissioner Scirocco moved and Commissioner Madigan seconded to approve the request for 102 hours from the DPW sick bank.

Ayes - All

Discussion and Vote: Amend 2019 Capital Budget for the Sanitary Pump Station Upgrades (19-049)

Commissioner Scirocco stated this is part of the project to upgrade the pump stations. This project will not be bonded.

Commissioner Scirocco moved and Commissioner Franck seconded to amend the capital budget for the sanitary pump station in the amount of \$ 450,000.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Contract with Dehn's Flowers, Inc. for Horticulture Supplies (19-050)

Commissioner Scirocco moved and Commissioner Martin seconded to authorize the mayor to sign a contract with Dehn's Flowers, Inc. for horticulture supplies in the amount not to exceed \$25,671.25.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Bast Hatfield Change Order #7 Per Settlement Agreement (19-051)

Commissioner Scirocco advised this is the final balancing change order for the Ballston Avenue Traffic Improvement in the amount of \$37,609.21.

Commissioner Scirocco moved and Commissioner Martin seconded to authorize the mayor to sign the Bast Hatfield change order #7 in the amount of \$37,609.21 pursuant to the settlement agreement.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Addendum 3 with Stantec Consultant Services for Nelson Ave Drainage Improvements (19-052)

Commissioner Scirocco this addendum includes the additional construction phase services prior to the winter shut down for a total additional fee of \$21,744. It is estimated an additional 5 weeks of construction will be necessary in the spring. The addendum represents 7 weeks of construction observation and administration to cover the services performed in 2018 and to oversee the remaining construction of this project.

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign addendum #3 with Stantec Consultant Services for the Nelson Avenue Drainage Improvements in the amount of \$21,744.

Ayes – All

Announcement: Update on Warren Street Water Main Break

Commissioner Scirocco announced on January 31st there was a watermain break on Warren Street. The temperatures were -15 degrees. The utilities crew identified there was a second and third break in the

water line. The crews remained on location to fix the 3 watermain breaks. Commissioner Scirocco commended the City crew who worked on this.

PUBLIC SAFETY DEPARTMENT

Set Public Hearing: To Amend Chapter 225 of the City Code, Vehicle & Traffic, with Respect to Adding Stop Signs on Ash Street at its Intersection with Birch Street

Commissioner Martin set a public hearing for Tuesday, February 19, 2019 at 6:55 p.m.

Announcement: Third Citizens' Advisory Board Meeting

Commissioner Martin announced the third Citizens' Advisory Board meeting will be held on Thursday, February 28th at the Recreation Center/City Council Room.

Discussion and Vote: End of the Year Purchase Requisitions 2018 (19-053)

Commissioner Martin advised there are 7 requisitions that were not approved at the end of 2018.

Commissioner Martin moved and Commissioner Madigan seconded to approve the seven 2018 purchase requisitions as distributed with the agenda.

Ayes - All

SUPERVISORS

Matt Veitch

2019 NYSAC Legislative Conference Report

Supervisor Veitch reported he attended the NYSAC conference on January 28th. He is vice-chair of the Public Safety Committee. They unanimously passed 3 resolutions.

Tara Gaston

NYSAC Legislative Conference Report

Supervisor Gaston reported she attended the public health meeting and the Agricultural and Rural Affairs Committee. She moderated the Veterans' Services Program.

ADJOURNMENT

There being no further business, Mayor Kelly adjourned the meeting at 8:22 p.m.

Respectfully submitted,

Lisa Ribis
Clerk
Approved: 2/19/19
Vote: 5 - 0