



February 6, 2017

**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  
Maire Masterson, Deputy Commissioner, Accounts  
Eileen Finneran, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

Peter Martin, Supervisor

**EXCUSED:** Matthew Veitch, Supervisor

**CALL TO ORDER**

Mayor Yepsen called the meeting to order at 9:34 a.m.

**PRESENTATION**

Saratoga Economic Development Corporation (SEDC) Presentation

Mayor Yepsen advised they will talk about their accomplishments in 2016 and their plans for 2017.

**CONSENT AGENDA**

1. Approval of 1/13/17 Special City Council Meeting Minutes
2. Approval of 1/17/16 City Council Meeting Minutes
3. Approval of 1/17/17 Pre-Agenda Meeting Minutes
4. Approve Budget Amendments - Regular
5. Approve Budget Transfers – Regular
6. Approve Payroll: 1/20/17 \$478,762.25
7. Approve Payroll: 1/27/17 \$717,057.94
8. Approve Payroll: 2/3/17 \$462,653.73
9. Approve Warrant: 2016 Mid – 16MWDEC4: \$34,526.91
10. Approve Warrant: 2016 Mid – 16MWDEC5: \$465.94
11. Approve Warrant: 2016 – 16DEC6: \$806,957.12
12. Approve Warrant: 2017 Mid – 17MWFEB1: \$1,703.50
13. Approve Warrant: 2017 Mid – 17 MWJAN2: \$9,209.56
14. Approve Warrant: 2017 Mid – 17MWJAN3: \$3,272.47
15. Approve Warrant: 2017 – 17FEB1: \$258,090.96

No comments.

## **MAYOR'S DEPARTMENT**

### Discussion: 2017 Doppelt Rail to Trail Grant

Brad Birge of the Planning Department advised this is a grant request for directional signage on Railroad Run and Spring Run Trail. There is no match for this grant.

### Discussion and Vote: Resolution in Support to Bring Ride-Sharing to Upstate NY

No comments.

### Discussion and Vote: Authorization to Pay 2 Invoices to Miller, Mannix, Schachner & Hafner, LLC

Commissioner Madigan stated these invoices are from early 2016 and for services outside the original agreement. It seems to be a lot about Charter and City Center lease issues.

Mayor Yepsen stated they overspent their amount due to Mark Schachner coming into every Planning Board meeting.

Commissioner Madigan stated they need to manage to the budget. If these attorneys are being used for services outside the agreement another agreement should be brought to the Council for approval.

Vince DeLeonardis, city attorney, advised some services on the invoice do fall outside the agreement; therefore, they are bringing the invoice to Council for approval to pay.

Commissioner Madigan stated it looks like he did a lot of research on charter, RFPs, and City Center lease. This information should be shared with the Council.

### Discussion and Vote: Easement for 144 Spring Street Property

Mayor Yepsen stated the owners of this property are looking to bring back the front porch to the structure as it was originally.

Vince DeLeonardis stated the porch is consistent with the original porch that was on the structure when it was built in 1868. When the porch is built it will extend 27 inches beyond the boundary line.

### Discussion and Vote: Accept EDPL Determination and Findings for Geysers Road Project

Brad Birge advised this is the next step in the process.

### Announcement: Pitney Farm Workshop – March 5, 2 – 4 PM at Universal Preservation Hall

No comments.

## **ACCOUNTS DEPARTMENT**

### Award of Bid: Audit Services to BST and Co. CPAs, LLP

No comments.

### Appointment: Commissioner of Deeds

No comments.

### Announcement: Meeting Regarding Special Events

No comments.

## **FINANCE DEPARTMENT**

### Discussion and Vote: 2017 Annual Tax Resolution

No comments.

### Announcement: Appointment of Temporary Deputy Commissioner of Finance

Commissioner Madigan stated she will be appointing Susan Armstrong for a 3 month term effective February 8<sup>th</sup>.

### Award of RFP: Audit Contract with BST Co. CPAs, LLP

Commissioner Madigan advised this is a discussion and vote, change from award of RFP.

### Discussion and Vote: Budget Transfers – Payroll

No comments.

### Discussion and Vote: Contract Addendum with Fibertech for Increase of City Hall Internet Speed

Commissioner Madigan stated this is to increase the speed of the main City Hall connection and separate from connections used for WiFi. The increase in the monthly fee will be \$200.

Commissioner Madigan added one item to her agenda: Update: Key Points of Governor Cuomo's Fiscal Year 2018 Executive Budget.

## **PUBLIC WORKS DEPARTMENT**

Commissioner Scirocco added the following items to his agenda: Appointment: Deputy Commissioner; Discussion and Vote: Authorization for Mayor to Sign Change Order #1 with PCC Contracting for the Casino Ballroom Project; and Discussion and Vote: Sign Application for Tree City USA Certification.

## **PUBLIC SAFETY DEPARTMENT**

### Set Public Hearing: Amend Chapter 225, Article IX, Subsection 225-87 Time Limit Parking

Commissioner Mathiesen stated this is for Railroad Place.

### Set Public Hearing: Amend Chapter 225, Article IX, Subsection 225-77 Schedule XII Stop Intersections

Commissioner Mathiesen stated this is for a new development out Grand Avenue.

### Discussion and Vote: Authorization for Mayor to Sign Contract with Empire Ambulance

Commissioner Mathiesen advised Empire Ambulance will continue their lease on West Avenue with the City for 2018 at \$40,000.

### Discussion and Vote: Accept Donation of a Standard Bred Pace for the Police Department Mounted Division

Commissioner Mathiesen advised Jupiter is 23 years old and is retiring. This is to accept the donation of a new horse into the division.

Authorization for a CSEA City Hall Employee to Withdrawal up to 70 Hours from the Sick Bank and to Transfer 320 Hours of Sick Time Donated from an Employee

No comments.

Discussion and Vote: Authorization for Mayor to Sign Renewal Lease Agreements with Ricoh

No comments.

Discussion: Third Fire/EMS Station

No comments.

Commissioner Mathiesen added one item to his agenda: Set Public Hearing: SPA Housing Zoning for March.

## **SUPERVISORS**

### **MATTHEW VEITCH**

1. NYSAC Legislative Conference Report
2. Racing & Gaming Committee
3. 2017 Saratoga County Rabies Clinics

### **PETER MARTIN**

1. Public Health Committee
2. NYSAC Conference
3. Senator Marchione's Legislative Agenda
4. Governor's Meeting

## **ADJOURN**

Mayor Yepsen adjourned the meeting at 10:02 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 2/21/17  
Vote: 5 - 0