

February 19, 2019



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

6:55 PM P.H. – Amend 2018 CDBG
Entitlement Action Plan

P.H. – Amend Chapter 225 –
Stop Signs on Ash Street

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

PRESENTATIONS

CONSENT AGENDA

1. Approval of 2/4/19 Pre-Agenda Meeting Minutes
2. Approval of 2/5/19 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 02/08/19 \$518,657.65
6. Approve Payroll 02/15/19 \$547,835.65
7. Approve Warrant - 2018 18MWDEC7 \$185.52
8. Approve Warrant – 2019 19MWFEB2 \$819,940.54
9. Approve Warrant – 2018 18DEC6 \$226,541.32
10. Approve Warrant – 2019 19FEB2 \$317,058.75

MAYOR'S DEPARTMENT

1. Announcement: 03/12/19 Special Council Workshop (Rescheduled) – Unified Development Ordinance (UDO)/Draft Zoning Map
2. Announcement: Zoning Board Appointment
3. Discussion and Vote: Amend City Code 171 Entitled “Plumbing”
4. Discussion and Vote: Authorization for Mayor to Sign Sidewalk Easement
5. Discussion and Vote: Authorization for Mayor to Sign Agreement with Saratoga Casino Holdings, LLC
6. Discussion and Vote: Authorization for Mayor to Sign Revocable License with Saratoga Historic Properties for Proposed Vent
7. Discussion and Vote: Authorization for Mayor to Sign MOA with CSEA – City Hall Re: Donation of Sick Time

ACCOUNTS DEPARTMENT

1. Discussion and Vote: Clark Patterson Invoice 59602
2. Appointment: Saratoga Springs Arts Commission

FINANCE DEPARTMENT

1. Announcement: Economic Development Lunch and Learn Series – Blockchain: The Future of Everything (2/28)
2. Discussion and Vote: Sick Time Donation
3. Discussion and Vote: Establish PR & Communications Manager New Position
4. Discussion and Vote: Budget Transfer – Contingency
5. Discussion and Vote: Budget Transfers - Insurance

PUBLIC WORKS DEPARTMENT

1. Discussion and Vote: Authorization for Mayor to Sign Contract with Clark Patterson Lee for Restoration & Renovations to City Hall
2. Discussion and Vote: Accept Donation for Memorial Bench
3. Discussion and Vote: Authorization for Mayor to Sign Contract with BlueScope Construction
4. Set Public Hearing: 2019 Water & Sewer Rates Resolution

PUBLIC SAFETY DEPARTMENT

1. Discussion and Vote: Authorization for Mayor to Sign a Contract with Wellness Farm
2. Discussion and Vote: Authorization for Mayor to Sign a Contract with the New York Racing Association
3. Discussion and Vote: Authorization for the Mayor to Sign a Contract with Complus Data Innovations, Inc.
4. Discussion and Vote: Authorization for Mayor to Sign a Contract with the Saratoga Springs City Center
5. Announcement: Swearing In Ceremony for Fire Chief & Officers
6. Announcement: Third Citizens' Advisory Board Meeting

SUPERVISORS

Matt Veitch

1. Special Board Meeting 2/12/19
2. Saratoga County Airport Master Plan Public Hearing 2/20/19
3. Saratoga County Capital Resource Corporation Report

Tara Gaston

1. 2019 Saratoga County Legislative Agenda
2. WOTUS Rule
3. 2019 NACo Legislative Conference

ADJOURN



February 19, 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 2018 CDBG Entitlement Action Plan

Mayor Kelly opened the public hearing at 6:56 p.m.

Mayor Kelly explained the amendment includes moving \$70,000 from the 2018 CDBG Residential Rehabilitation Program to the 2018 CDGB Rebuilding Together and moving \$200,000 from the CDBG Revolving Fund Loan to fund a new 2018 CDBG award to Saratoga Springs Public Housing Authority for its affordable housing project.

No one spoke.

Mayor Kelly concluded the public hearing at 6:57 p.m. and left it open.

Amend Chapter 225 – Stop Signs on Ash Street

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

Commissioner Martin advised this amendment is to install 2 stop signs on Ash Street at the intersection with Birch Street.

No one spoke.

Mayor Kelly concluded the public hearing at 7:00 p.m. and left it open.

CALL TO ORDER

Mayor Kelly called the meeting to order at 7:00 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 7:01 p.m.

No one spoke.

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

CONSENT AGENDA

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

1. Approval of 2/4/19 Pre-Agenda Meeting Minutes
2. Approval of 2/5/19 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 02/08/19 \$518,657.65
6. Approve Payroll 02/15/19 \$547,835.65
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10. Approve Warrant – 2019 19FEB2 \$317,058.75

Ayes – All

MAYOR'S DEPARTMENT

Announcement: 03/12/19 Special Council Workshop (Rescheduled) – Unified Development Ordinance (UDO)/Draft Zoning Map

Mayor Kelly advised the workshop has been rescheduled from February 12, 2019 to March 12, 2019. This meeting is to have the consultant explain the draft zoning map. The complete document will not be presented at this meeting.

Announcement: Zoning Board Appointment

Mayor Kelly appointed Rebecca Kern as a full member of the Zoning Board. Rebecca previously served as an alternate on this board. Her term will be from 2/10/19 – 12/31/21.

Mayor Kelly advised the Zoning Board now has one opening for an alternate.

Discussion and Vote: Amend City Code 171 Entitled "Plumbing" (19-054)

Mayor Kelly advised the Board of Plumbing Examiners will be licensing plumbers in the City for the first time in years. With the resurrection of this board, she asked that Chapter 171 of the City Code be reviewed and revamped.

Mayor Kelly moved and Commissioner Madigan seconded to approve amending City Code 171 entitled Plumbing as included with this agenda.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Sidewalk Easement (19-055)

Mayor Kelly advised this easement is for a roof overhang; stoop and porch encroachment on to a sidewalk right-of-way belonging to the City. The Real Estate Committee reviewed this and recommended this corrective action.

Mayor Kelly moved and Commissioner Madigan seconded to authorize the mayor to sign the sidewalk easement as distributed with the agenda.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Agreement with Saratoga Casino Holdings, LLC (19-056)

Mayor Kelly advised the Recreation Department uses the fields at Saratoga Casino for soccer. She thanked the Casino for this. This agreement is for 2019 at no cost to the City.

Mayor Kelly moved and Commissioner Madigan seconded to authorize the mayor to sign an agreement with the Saratoga Casino Holdings, LLC as distributed with this agenda.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Revocable License with Saratoga Historic Properties for Proposed Vent (19-057)

Mayor Kelly advised this license will all Saratoga Historic Properties to confer air rights for a vent that will overhang City property.

Mayor Kelly moved and Commissioner Martin seconded to authorize the mayor to sign the revocable license with Saratoga Historic Properties as distributed with the agenda.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign MOA with CSEA – City Hall Re: Donation of Sick Time (19-058)

Mayor Kelly advised this MOA will make it easier and more efficient for sick day donations among CSEA City Hall Unit members.

Mayor Kelly moved and Commissioner Madigan seconded to authorize the mayor to sign an MOA with CSEA City Hall regarding donation of sick time as distributed with the agenda.

Ayes - All

ACCOUNTS DEPARTMENT

Discussion and Vote: Clark Patterson Invoice 59602 (19-059)

Commissioner Franck advised this invoice is for the construction management services for the demolition of insurance related walls and ceilings pertaining to the August 17, 2018 lightning loss.

Commissioner Franck moved and Commissioner Scirocco seconded to approve payment of invoice 59602 in the amount of \$1,375 to Clark Patterson.

Ayes - All

Appointment: Saratoga Springs Arts Commission

Commissioner Franck announced he is appointing Nicole Coady to the Saratoga Springs Art Commission. She will be replacing Ardie Russel and completing his term. Her term will be effective today and end 4/30/2020.

Nicole received her Bachelor of Arts from Vassar College in film. Her talents are endless and include:

- Creator and show runner of the live action fairy tale television show, The Adventures of Snow White & Rose Red, which premiered on Amazon in summer 2018.
- Currently in development on The Brothers Grimm's classic fairy tale, "Twelve Dancing Princesses", and the haunted house film, "In A Mirror Darkly".
- Served on the boards of Upstate Women In Film and the Saratoga Springs International Film Festival.
- Currently part of the MDOCS faculty at Skidmore College where she teaches screenwriting. She is the Creative Director for Saratoga Arts Fest, where she has produced theatrical projects with SPAC, Opera Saratoga, The National Museum of Dance, Saratoga Shakespeare, and many other arts organizations.

FINANCE DEPARTMENT

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 from noon – 2 p.m. This series is on blockchain/cryptocurrency.

Discussion and Vote: Sick Time Donation (19-060)

Commissioner Madigan advised 3 City employees are donating sick time hours to a finance employee. (memo attached)

Commissioner Madigan moved and Commissioner Franck seconded to approve the sick time donation.

Ayes - All

Discussion and Vote: Establish PR & Communications Manager New Position (19-061)

Commissioner Madigan advised this was discussed and approved in this year's budget process. The City needs to be their own messenger to spread the good work being done; keeping City residents updated; and deadlines. This is also one of the top priorities of the Recreation Commission's Master Plan – to have better communication to residents. The position will be part of the IT Department as the role will require skills such as social media, graphic design, and web content management. The position will report to the entire City Council. The position has been budgeted for \$70,000 and will be posted with a range of \$60,000 - \$70,000.

Commissioner Madigan moved and Commissioner Martin seconded to approve to establish the PR & Communications Manager new position as previously distributed with the agenda.

Ayes - All

Discussion and Vote: Budget Transfer – Contingency (19-062)

Commissioner Madigan advised the beginning balance in contingency for the City Center Authority to cover office equipment needs. The City Center contingency balance is \$4,000 and \$0 will remain after this transfer.

Commissioner Madigan advised a transfer from general fund contingency will also happen to cover an economic development partnership with the Saratoga Performing Arts Center (SPAC) to promote Saratoga Springs as a world-wide destination for arts and culture. The general fund contingency balance is \$173,800 and following approval of the \$18,000 transfer, the balance remaining will be \$155,800. SPAC will be matching the \$18,000.

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

Ayes – All

Discussion and Vote: Budget Transfers – Insurance (19-063)

Commissioner Madigan advised this transfer will allow funds to be available to award the contract to BlueScope until insurance reimbursement is received.

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

Ayes – All

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Contract with Clark Patterson Lee for Restoration & Renovations to City Hall (19-064)

Commissioner Scirocco advised this contract is for finalizing schematic design, design development, creating contract documents and bidding procedures, along with contract administration for construction.

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign contract with Clark Patterson Lee for restoration and renovations to City Hall in the amount of \$663,000.

Commissioner Scirocco verified all members of the Council received a copy of the proposal he handed out tonight (attached).

Ayes - All

Discussion and Vote: Accept Donation for Memorial Bench (19-065)

Commissioner Scirocco advised the donation of \$1,500 was made for a memorial bench to be placed in Congress Park.

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

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign Contract with BlueScope Construction (19-066)

Commissioner Scirocco advised BlueScope will build a pre-fab building for DPW dispatch. The building will be put up outside of the garage and away from the fuel pumps. This building will be used for dispatch, flower crew operations, a new sign shop, and training room.

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign a contract with BlueScope Construction for DPW dispatch building in the amount of \$293,870.

Ayes - All

Set Public Hearing: 2019 Water & Sewer Rates Resolution

Commissioner Scirocco set a public hearing for March 5, 2019 at 6:55 p.m.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign a Contract with Wellness Farm (19-067)

Commissioner Martin explained this is a renewal for the boarding of the Police Department horses. The contract is in the amount of \$7,200.

Commissioner Martin moved and Commissioner Madigan seconded to authorize the mayor to sign a contract with Wellness Farms in the amount of \$600 per month to be paid over a 12 month period.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign a Contract with the New York Racing Association (19-068)

Commissioner Martin advised this is for the City to provide crossing guard services to NYRA for the 2019 meet in exchange for \$20,000.

Commissioner Martin moved and Commissioner Madigan seconded to authorize the mayor to sign a revenue contract with New York Racing Association in the amount of \$20,000 as attached to this agenda.

Ayes - All

Discussion and Vote: Authorization for the Mayor to Sign a Contract with Complus Data Innovations, Inc. (19-069)

Commissioner Martin explained this is the company that does parking ticket processing services.

Commissioner Martin moved and Commissioner Franck seconded to authorize the mayor to sign a contract with Complus Data Innovations, Inc.

Ayes - All

Discussion and Vote: Authorization for Mayor to Sign a Contract with the Saratoga Springs City Center (19-070)

Commissioner Martina advised this agreement is for the room rental to hold the swearing-in ceremony for the fire chief and officers on February 26, 2019.

Commissioner Martin moved and Commissioner Franck seconded to authorize the mayor to sign a contract with the Saratoga Springs City Center in the amount of \$350.

Ayes - All

Announcement: Swearing In Ceremony for Fire Chief & Officers

Commissioner Martin announced they will be holding a swearing-in ceremony at the City Center on February 26th at 6 p.m. They will be swearing-in Joe Dolan as fire chief, Aaron Dyer as battalion chief, Jeffrey Alonzo as captain, Mark Bellantoni as lieutenant, and 7 new firefighters.

Announcement: Third Citizens' Advisory Board Meeting

Commissioner Martin announced the third Citizens' Advisory Board meeting will be held on February 28th at the Recreation Center City Council Room at 7 p.m.

SUPERVISORS

Matt Veitch

Special Board Meeting 2/12/19

Supervisor Veitch reported the Board of Supervisors held a special meeting on February 13th to adopt the Saratoga County Legislative Program. It is their lobbying document for the state. Items worth noting are: expansion of cellular service in rural areas and to stop unfunded state mandates.

Saratoga County Airport Master Plan Public Hearing 2/20/19

Supervisor Veitch reported the public hearing is scheduled for tomorrow at 50 West High Street from 7 p.m. – 9 p.m.

Saratoga County Capital Resource Corporation Report

Supervisor Veitch reported the Saratoga County Capital Resource Corporation was founded in 2012. It's a local development corporation of the County that uses the County's credit to finance projects that promote economic development; mainly for not-for-profits. They have funded a total of \$206,460,000 in Saratoga County since 2013 with the main project being the refinancing of bonds for Saratoga Hospital expansion; Skidmore College project; and \$15 million dollars for the Raymond Watkins Apartments rehabilitation.

Tara Gaston

2019 Saratoga County Legislative Agenda

Supervisor Gaston reported they supported the passage of the farm bill and maintaining the funding of the Department of Social Services.

WOTUS (Waters of the US) Rule

Supervisor Gaston reported she participates in the National Association of Counties Environment Energy and Land Use Committee. They are working with the federal government and the EPA to change the definition of navigable waters. Some ditches and culverts were being considered navigable waters.

2019 NACo Legislative Conference

Supervisor Gaston reported she will be attending the Energy Environment and Land Use Committee and the health committees.

ADJOURNMENT

There being no further business, Mayor Kelly adjourned the meeting at 7:34 p.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 3/5/19
Vote: 5 - 0