

March 7, 2017



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

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

PRESENTATIONS

1. 2016 West Avenue special Assessment District Annual Report
2. Saratoga Go! Technology Competition

CONSENT AGENDA

1. Approval of 2/21/17 City Council Meeting Minutes
2. Approval of 2/21/17 Pre-Agenda Meeting Minutes
3. Approve Budget Amendments (Increases)
4. Approve Budget Amendments – Insurance Reserve - 4
5. Approve Budget Transfers – Regular
6. Approve Payroll: 2/24/17 \$506,945.98
7. Approve Payroll: 3/3/17 \$492,182.98
8. Approve Resolution for Use of Insurance Reserve - 4
9. Approve Warrant: 2016 Mid – 16MWDEC8: \$6,071.00
10. Approve Warrant: 2017 – 17MAR1: \$364,685.83
11. Approve Warrant: 2017 Mid - 17MWMAR1: \$6,467.67

MAYOR'S DEPARTMENT

1. Set Public Hearing: Acquisition of Parcel 166.23-1-9 and Portion of 166.23-3-9 Utilizing Open Space Bond Funds
2. Discussion and Vote: To Seek SEQRA Lead Agency for Geyser Road Trail
3. Discussion and Vote: Authorization to Apply for 2016 Zero-Emission Vehicle (ZEV) and Infrastructure Municipal Rebate Program
4. Discussion and Vote: Approval to Pay GAR Associates, Invoice for Appraisal Services
5. Discussion and Vote: Authorization for Mayor to Sign Contract with Miller, Mannix, Schachner & Hafner, LLC
6. Discussion and Vote: Authorization for Mayor to Sign Addendum to Contract with Honeywell Law Firm, LLC
7. Discussion and Vote: Approve to Pay Honeywell Law Firm, Invoice Labor and Employment Matter February 2017
8. Discussion and Vote: Authorization for Mayor to Sign Contract with Goldberger and Kremer Attorneys at Law for Labor and Employment
9. Discussion: Memorial Day Parade

ACCOUNTS DEPARTMENT

1. Discussion and Vote: Authorization for Mayor to Sign Three Agreements with Plaza 15 Self Storage
2. Award of Bid: Labor and Employment Legal Services to Goldberger and Kremer, Attorneys at Law
3. Award of Bid: Land Use board Legal Counsel to Miller, Mannix, Schachner and Hafner, LLC
4. Discussion and Vote: Property and Casualty incidents, Claims and Litigation Protocol

FINANCE DEPARTMENT

1. Announcement: 2 Mega Watt Solar Array on Weibel Avenue Landfill Spa City Solar Park
2. Discussion and Vote: Budget Transfers – Health Benefits

PUBLIC WORKS DEPARTMENT

1. Discussion and Vote: Authorization for Mayor to Sign Contract with CNA Environmental for Laboratory Services
2. Discussion and Vote: Authorization to Sign Contract with BPI Mechanical Service
3. Discussion and Vote: Authorization for the Mayor to Sign Change Order #2 with Trinity Construction, Inc. for the Adams Street Pump Station Upgrade
4. Discussion and Vote: Authorization for the Mayor to Sign Change Order #2 with PCC Contracting, Inc. for the Canfield Casino Dining Room & Parlor Restoration Project
5. Discussion and Vote: Authorization for the Mayor to Sign Contract with Fleet and Family Center for the Music Hall
6. Discussion and Vote: Sick Bank Request

PUBLIC SAFETY DEPARTMENT

1. Set Public Hearing: Amend chapter 225, Article VII Subsection 225-59 Redemption of Seized Vehicles
2. Discussion and Vote: Amend Chapter 225, Article IX Subsection 225-87 Time Limit Parking
3. Discussion and Vote: Amend Chapter 225, Article IX Subsection 225-77 Schedule XII Stop Intersections
4. Discussion and Vote: Authorization for Mayor to Sign Contract with SF Cleaning
5. Discussion and Vote: Authorization for Mayor to Sign the Disbursement Agreement with LISC (Local Initiatives Support Corporation)
6. Discussion and Vote: Establish Code Enforcement Technician Position
7. Discussion and Vote: Authorization for Mayor to Sign Vendor and/or Service Agreement with Vander Molen
8. Discussion and Vote: Authorization for Mayor to Sign Contract with Pittsfield Communications
9. Announcement: Letter to DOT Regarding Traffic Problems in Saratoga Springs
10. Discussion and Vote: Establish Police Department Records Management Clerk
11. Announcement: Thanks to All Who Set Up Shelter at the Recreation Center During the Power Outage

SUPERVISORS

Matthew Veitch

1. National Association of Counties Conference: February 25 – March 1, 2017

Peter Martin

1. Greenbelt Trail Alliance
2. Equalization and Assessment
3. NY Farm Bureau

ADJOURN



March 7, 2017

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
Maire Masterson, Deputy Commissioner, Accounts
Franck Coppola, Jr., Deputy Commissioner, DPW
Susan Armstrong, Deputy Commissioner, Finance
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.

CALL TO ORDER

Mayor Yepsen called the meeting to order at 7:02 p.m.

PUBLIC COMMENT

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

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

James Lawrence of Saratoga Springs stated he owns the property on Geyser Road that is affected by the new 3rd lane. His house is going to be close to the road. He was told the lane is going to start 800 feet from Rt. 50. If they could start the lane at 500 feet it would not affect his home. He invited someone from engineering to meet with him to let him know how he can protect his property.

Molly Gagne of Saratoga Springs provided the Council with pictures (attached) of how the Geyser Road Trail is going to be created.

Dave Bronner of Saratoga Springs stated the EMS issue has been going on for years and nothing has been done. The attorney general has turned down the land deal. How come the City didn't know about the fact that if a third party was going to benefit than the deal couldn't be done? He also doesn't understand how the contracts could have been signed; the mayor should have been advised by the attorneys that work for the mayor that this couldn't be done.

Karen Villiswick of Saratoga Springs stated she had to swerve to avoid a car coming at her on Geysler Road who failed to yield to the runner on their side of the road and failed to yield to oncoming traffic. This is a common practice on Geysler Road. The Geysler Road trail will ensure safety to walkers, joggers, bikers, and vehicular traffic.

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

Commissioner Mathiesen stated Brad Birge has a good handle on what is happening at the corner of Rt. 50 and Geysler Road. Brad and Mr. Lawrence should speak. He agrees the EMS issue has gone on and on. No one envisioned this taking as long as it did. The attorney general's decision did delay us and we were bound by the contracts once we signed them. They had been working on what to do if that property didn't go through. They plan to offer alternative solutions to the City Council.

Mayor Yepsen stated the Mayor's Office has been hands on with property owners on Geysler Road to accommodate issues and concerns. DOT has approved the trail system. The state is paying for the reconstruction of the intersection at Geysler Road and Rt. 50.

PRESENTATION

2016 West Avenue Special Assessment District Annual Report

Commissioner Madigan introduced Matt Jones of the West Avenue Special Assessment District.

Matt Jones advised in 2001 a partnership was formed between the residents on West Avenue and the City for water and sewer improvements. Rite Aid is under construction to double its size. There is a new project before the Planning Board for 2 large projects by the railroad.

Saratoga Go! Technology Competition

Commissioner Madigan advised this is Smart City competition. Participants can submit any solution relating to the following categories: connected community, public services, environmental innovation, education and training, and intelligent infrastructure.

She introduced Alyssa Stewart of IgniteU, Christopher Markham of Empire State College; and Ryan Van Amburgh of Saratoga Economic Development Corporation.

Alyssa stated they are looking for people or teams to submit their ideas. The competition will kick off in April and last 3 months. To become a participant, the registration form on the website needs to be completed.

Christopher stated we live in the 'connected age'. The expectation of people that are going into the labor force is to have technology 'connectiveness'. Part of the Smart City initiative is to invite those people into this initiative.

Ryan Van Amburgh stated they are taking in entrepreneurs now for their incubator. Their goal is to help inspire the entrepreneurship.

Alyssa stated they are looking for regional participants. She navigated through the webpage to show the look and feel.

Commissioner Madigan stated the web address is www.saratogago.com.

CONSENT AGENDA

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

1. Approval of 2/21/17 City Council Meeting Minutes
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Ayes – All

MAYOR'S DEPARTMENT

Set Public Hearing: Acquisition of Parcel 166.23-1-9 and Portion of 166.23-3-9 Utilizing Open Space Bond Funds

Mayor Yepsen set a public hearing for Tuesday, March 21, 2017 at 6:40 p.m.

Discussion and Vote: To Seek SEQRA Lead Agency for Geyser Road Trail (17-049)

Mayor Yepsen moved and Commissioner Mathiesen seconded for the City Council to declare itself as lead agency for the SEQRA for the Geyser Road Trail.

Ayes – All

Discussion and Vote: Authorization to Apply for 2016 Zero-Emission Vehicle (ZEV) and Infrastructure Municipal Rebate Program (17-050)

Tina Carton, sustainability coordinator, advised they have the opportunity to apply for up to 80% reimbursement of the cost of the ports for electric vehicles.

Mayor Yepsen moved and Commissioner Mathiesen seconded the City Council to authorize the application for the 2016 zero emission vehicle and infrastructure municipal rebate program.

Commissioner Madigan confirmed the City can opt out of this after the application if the price is too costly.

Tina advised the City can opt out.

Ayes – All

Discussion and Vote: Approval to Pay GAR Associates, Invoice for Appraisal Services (17-051)

Vince DeLeonardis, city attorney, advised this appraisal is of the parcel at 100 Geyser Road for the Safe Routes to School Program. This will allow the City to take a figure to the property owner.

Mayor Yepsen stated the funds would come from the following budget lines: 82011424 / 54110 for \$128.01; A3011214 / 54110 for \$1,698.16; A3618684 / 54740 for \$219.67; and A3113624 / 54110 for \$454.16.

Mayor Yepsen moved and Commissioner Franck seconded to pay the GAR Associates invoice for appraisal services.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Contract with Miller, Mannix, Schachner & Hafner, LLC (17-052)

Mayor Yepsen moved and Commissioner Mathiesen seconded to authorize the mayor to sign a contract with Miller, Mannix, Schachner & Hafner, LLC.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Addendum to Contract with Honeywell Law Firm, LLC (17-053)

Mayor Yepsen advised this contract will extend the term to December 31, 2017 or to completion of the open matters of 2015 or 2016.

Mayor Yepsen moved and Commissioner Mathiesen seconded to authorize the mayor to sign an addendum to contract with the Honeywell Law Firm, LLC.

Ayes – All

Discussion and Vote: Approve to Pay Honeywell Law Firm, Invoice Labor and Employment Matter February 2017 (17-054)

Mayor Yepsen stated this is for the month of February 2017 when there was no contract in place.

Mayor Yepsen moved and Commissioner Mathiesen seconded to approve the payment of Honeywell Law Firm invoice labor and employment matters for February 2017.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Contract with Goldberger and Kremer Attorneys at Law for Labor and Employment

Mayor Yepsen withdrew this item from her agenda per Commissioner Franck withdrawing the award of bid from his agenda.

Discussion: Memorial Day Parade

Mayor Yepsen announced the Memorial Day Parade is in need of more volunteers. The date is Thursday, May 25th at 6 p.m.

ACCOUNTS DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Three Agreements with Plaza 15 Self Storage (17-055)

Commissioner Franck advised the three storage unit lease agreements will allow the City to remove all stored paper files from the DPW Garage Carpentry-Dispatch Complex and move them to temporary storage for a period on twelve months until the City can rebuild a new garage facility and make permanent plans for records retention of these documents. The costs of these contracts will be reimbursed by the City's insurance carrier as a result of the recent fire loss.

Commissioner Franck moved and Commissioner Madigan seconded to authorize the mayor to sign the 3 agreements with Plaza 15 Self Storage as distributed with the agenda.

Ayes - All

Award of Bid: Labor and Employment Legal Services to Goldberger and Kremer, Attorneys at Law

Commissioner Franck moved and Mayor Yepsen seconded to award the bid for Labor and Employment Legal Services to Goldberger and Kremer, Attorneys at Law at \$155 per hour not to exceed \$15,000.

Funding is in line A3011424 / 54720.

Commissioner Mathiesen asked this be tabled to give them time to research their concerns.

Vince DeLeonardis, city attorney, stated they had discussions with the Accounts Department to determine if an RFP was required or if they could obtain quotes. Due to the amount that has been expended in the past for legal services, it was advised they send an RFP. The bids came back and this firm came back with the lowest bid and appears to be highly qualified.

Commissioner Mathiesen stated he understands that but still requested this be tabled so people can look into this further.

Commissioner Franck advised this process was done in the proper way.

Commissioner Scirocco asked if they could be disqualified due to experience.

Vince explained this firm is well qualified to perform the services required. They represent a number of municipalities and this is their main area. This could be tabled but we would be without labor counsel for the period of time this is tabled. If this is voted down, we would have to resubmit the RFP.

Commissioner Mathiesen stated there are a number of different concerns that have come up in the past 2 days. It would be in everyone's best interest to table this.

Commissioner Madigan stated she is fine with that.

Vince asked if he could explain any of the concerns.

Commissioner Mathiesen stated he couldn't speak to them at this time.

Commissioner Franck stated he feels pulling this is a mistake. He withdrew his motion and suggested this not wait until the next City Council meeting to award the bid.

Award of Bid: Land Use board Legal Counsel to Miller, Mannix, Schachner and Hafner, LLC (17-056)

Commissioner Franck moved and Commissioner Madigan seconded to award the bid for Land Use Board Legal Counsel to Miller, Mannix, Schachner and Hafner, LLC at \$210 per hour not to exceed \$21,000.

Funding is in line: A3618684 / 54720 / 8020.

Ayes – All

Discussion and Vote: Property and Casualty incidents, Claims and Litigation Protocol

Commissioner Franck pulled this item from his agenda.

FINANCE DEPARTMENT

Announcement: 2 Mega Watt Solar Array on Weibel Avenue Landfill Spa City Solar Park

Commissioner Madigan stated ground breaking will begin in April. This will sit on top of the landfill and will be 2.567 Megawatts. There will be 7,956 - 335 watt solar panels mounted to a racking system. Construction will take approximately 3 months. The 2 mega watt solar array will provide the City with 40% of its energy needs.

Discussion and Vote: Budget Transfers – Health Benefits (17-057)

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

Ayes - All

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Contract with CNA Environmental for Laboratory Services (17-058)

Commissioner Scirocco advised this is for laboratory testing of our water supply per the NYS Department of Health.

Commissioner Scirocco moved and Commissioner Mathiesen seconded to authorize the mayor to sign a contract with CNA Environmental for laboratory testing of the City's water supply in the amount of \$18,280.

Ayes – All

Discussion and Vote: Authorization to Sign Contract with BPI Mechanical Service (17-059)

Commissioner Scirocco stated this is for plumbing and sewer services for various City buildings on an as needed basis and for preventative maintenance. The work done during regular business hours will be done at \$84 per hour and overtime/holiday rates will not exceed the appropriated rates that were provided in the bid documents.

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign an agreement with BPI Mechanical Service for the plumbing and sewer services for the City of Saratoga Springs City buildings.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign Change Order #2 with Trinity Construction, Inc. for the Adams Street Pump Station Upgrade (17-060)

Commissioner Scirocco advised this addresses changes to the pump station to close out the project.

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign change order #2 with Trinity Construction, Inc. for the Adams Street Pump Station Upgrade in the amount of \$10,708.29.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign Change Order #2 with PCC Contracting, Inc. for the Canfield Casino Dining Room & Parlor Restoration Project (17-061)

Commissioner Scirocco stated this is for additional work including cracks to the upper cornice, extra support for a loose cornice, additional plaster decorative items. The amount of the change order is \$34,631.10.

Commissioner Scirocco moved and Commissioner Madigan seconded to authorize the mayor to sign change order #2 with PCC Contracting, Inc. for the Canfield Casino Dining Room and Parlor Restoration Project.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign Contract with Fleet and Family Center for the Music Hall (17-062)

Commissioner Scirocco stated this is for a rental of the music hall on March 30 and March 31.

Commissioner Scirocco moved and Commissioner Mathiesen seconded to authorize the mayor to sign a contract with Fleet and Family Support Center for the music hall rental.

Ayes – All

Discussion and Vote: Sick Bank Request (17-063)

Commissioner Scirocco moved and Commissioner Franck seconded to request up to 5.25 days from the sick bank for an employee. This has been approved by the DPW CSEA Union.

Ayes – All

PUBLIC SAFETY DEPARTMENT

Set Public Hearing: Amend chapter 225, Article VII Subsection 225-59 Redemption of Seized Vehicles

Commissioner Mathiesen set a public hearing for Tuesday, March 21, 2017 at 6:35 p.m.

Discussion and Vote: Amend Chapter 225, Article IX Subsection 225-87 Time Limit Parking (17-064)

Commissioner Mathiesen moved and Commissioner Madigan seconded to amend Chapter 225, Article IX Subsection 225-87 Time Limit Parking as follows: Railroad Place – west side – time limit 3 hours from 9 – 6 p.m. between Church Street and Division Street; Railroad Place – west – time limit 15 minutes starting 285 feet south of Church Street and ending 350 south of Church Street.

Ayes – All

Discussion and Vote: Amend Chapter 225, Article IX Subsection 225-77 Schedule XII Stop Intersections (17-065)

Commissioner Mathiesen moved and Commissioner Scirocco seconded to amend Chapter 225, Article IX Subsection 225-77 Schedule XII of the City Code regarding Stop Intersections as follows: stop sign at Cygnet Circle – direction of travel north – at intersection of Grand Avenue; stop sign on Cygnet Circle – direction of travel west – at the intersection of Cygnet Circle; stop sign on Ericson Way – direction of travel east – at intersection of Cygnet Circle; stop sign on Hawkins Place (south end) – direction of travel west – at intersection of Cygnet Circle; and stop sign at Hawkins Place (north end) – west – at the intersection of Cygnet Circle.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Contract with SF Cleaning (17-066)

Commissioner Mathiesen moved and Commissioner Scirocco seconded to authorize the mayor to sign the contract with SF Cleaning in the amount of \$421.50 per month.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign the Disbursement Agreement with LISC (Local Initiatives Support Corporation) (17-067)

Commissioner Mathiesen stated this identifies how the \$150,000 grant for zombie and vacant properties is going to be dispersed.

Commissioner Mathiesen moved and Commissioner Madigan seconded to authorize the mayor to sign the disbursement agreement with LISC.

Ayes – All

Discussion and Vote: Establish Code Enforcement Technician Position (17-068)

Commissioner Mathiesen stated with the impending retirement of a code enforcement officer, they decided to restructure. They would like to hire 2 code techs. Civil Service and the CSEA Union have both approved this at a grade 10.

Commissioner Mathiesen moved and Commissioner Franck seconded to approve the establishment of a code enforcement technician.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Vendor and/or Service Agreement with Vander Molen (17-069)

Commissioner Mathiesen moved and Commissioner Franck seconded to authorize the mayor to sign the contract with Vander Molen Fire Apparatus Sales and Service.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Contract with Pittsfield Communications (17-070)

Commissioner Mathiesen moved and Commissioner Franck seconded to authorize the mayor to sign a contract with Pittsfield Communications.

Ayes – All

Announcement: Letter to DOT Regarding Traffic Problems in Saratoga Springs

Commissioner Mathiesen stated in his last communications with the DOT addressed various issues including the intersection of Meadowbrook Road and Gilbert Road; the intersection of Gilbert Road and Lake Avenue; reduction of speed limit on Lake Avenue at Saratoga Independent School; reduce speed limit at South Broadway at PJ's BBQ; and reduction of speed on Washington Street at Brook Road/Slade Road.

Discussion and Vote: Establish Police Department Records Management Clerk (17-071)

Commissioner Mathiesen stated he is asking for a change in title of their current identification clerk to better describe her responsibilities. This position will be a grade 11.

Commissioner Mathiesen moved and Commissioner Madigan seconded to approve the establishment of the Police Department records management clerk position.

Ayes – All

Announcement: Thanks to All Who Set Up Shelter at the Recreation Center During the Power Outage

Commissioner Mathiesen thanked all who helped to set up the shelter at the Recreation Center during the power outage.

SUPERVISORS

Matthew Veitch

National Association of Counties Conference: February 25 – March 1, 2017

Supervisor Veitch reported he attended the National Association of Counties. He attended 2 seminars on healthy communities; attended seminars on civility in our public; attended a town hall on opioid epidemic; and he also serves on the Telecommunications Committee.

Peter Martin

Greenbelt Trail Alliance

Supervisor Martin reported the trail group meets monthly.

Equalization and Assessment

Supervisor Martin reported the County sold 42 properties at the last auction. The number of corrections were down in 2016 compared to prior years.

NY Farm Bureau

Supervisor Martin reported the NY Farm Bureau addressed the supervisors at their last board meeting.

City Council Meeting
3/7/17

ADJOURNMENT

There being no further business, Mayor Yepsen adjourned the meeting at 8:56 p.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 3/21/17
Vote: 5 - 0