



March 20, 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  
Susan Armstrong, Deputy Commissioner, Finance  
Maire Masterson, Deputy Commissioner, Accounts  
Eileen Finneran, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

Peter Martin, Supervisor

**EXCUSED:** Frank Coppola, Jr., Deputy Commissioner, DPW  
Matthew Veitch, Supervisor

**CALL TO ORDER**

Mayor Yepsen called the meeting to order at 9:35 a.m.

**PUBLIC HEARINGS**

1. Amend Chapter 225 – Redemption of Seized Vehicles – Tony Izzo stated this is to remove the fine from the code.
2. Purchase of Land with Open Space Bond Funds – Tina Carton advised the Open Space Committee have recommendation the purchase of this property. The cost is \$135,000.
3. Ballston Avenue Zoning Amendment – Commissioner Franck reminded all he will recuse himself from this tomorrow night.
4. SPA Housing Zoning Ordinance

**PRESENTATION**

1. Save A Vet Program – Commissioner Madigan stated this is a program with the Saratoga Lions Club and Saratoga War Horse.
2. Municipal Electric and Gas Alliance (MEGA): Community Choice Aggregation Program - Commissioner Madigan stated this is something for our residents. The more residents that are on board will help reduce their costs.

**CONSENT AGENDA**

1. Approval of 3/6/17 Pre-Agenda Meeting Minutes
2. Approval of 3/7/17 City Council Meeting Minutes
3. Approve Payroll: 3/10/17 \$475,886.92
4. Approve Payroll: 3/17/17 \$473,099.01

5. Approve Warrant: 2017 – 17MAR2: \$401,832.05
6. Approve Warrant: 2017 Mid – 17MWMAR2: \$4,109,803.97

No comments.

## **MAYOR'S DEPARTMENT**

Presentation: Update, Ryan McMahon, Executive Director, Saratoga Springs City Center

No comments.

Appointment: Re-Appointment to the Zoning Board of Appeals (Alternate)

No comments.

Discussion and Vote: Accept Donation to City of "Grande Olde Saratoga" Painting

Mayor Yepsen stated Sharon Miller is offering a painting to the Mayor's Office.

Discussion and Vote: Authorization for the Mayor to Sign the 2017 Great Escape Outing Agreement

John Hirliman of the Recreation Department stated this is the annual field trip. There is a 50% down payment.

Discussion and Vote: Authorization for the Mayor to Sign the Tri-City Valley Cats Agreement

John Hirliman stated this has a 50% down payment with a total cost of \$10 per child.

Discussion and Vote: Authorization for the Mayor to Sign the NYS Parks Bus and empire Pass Application

John Hirliman stated this is for field trips to the state park Peerless Pool.

Discussion and Vote: Accept Recreation Department Donations and Sponsors

John Hirliman stated this is for Camp Saradac scholarships totaling \$8,795 and basketball sponsors totaling \$6,500.

Announcement: Saratoga Springs Recreation Programs and Leagues

No comments.

Set Public Hearing: Community Development Citizen Advisory Committee's Recommendations to the City Council

Mayor Yepsen stated she will also be adding an item to her agenda to announce the Community Development Citizen Advisory Committee's recommendations.

Discussion and Vote: Resolution for Railroad Run Trail

Kate Maynard of the Planning Department stated this is regarding work that started with the Complete Streets Advisory Board.

Discussion and Vote: Economic Development Revolving Loan Application – Upstate Distilling Co., LLC

Mayor Yepsen stated Upstate Distilling Co., LLC has applied for a \$50,000 loan at 3%.

Shelby of Saratoga County Prosperity Partnership stated the owner is here. They made the owner aware of this loan. The owner is looking to expand his staff and upgrade the operation.

Discussion and Vote: Authorization for Mayor to Sign Contract with Pitney Bowes for U.S. Mail Postage Metering

No comments.

**ACCOUNTS DEPARTMENT**

Discussion and Vote: Authorization for Mayor to Sign Contract with Mid-State Industries

Commissioner Franck advised this item will be moved to come after the award of bid.

Award of Bid: Lake Avenue Door Project to Mid-State Industries, Ltd.

No comments.

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

Marilyn Rivers, director of risk and safety, stated the Safety Committee reviewed this. The incident handling has been broken down to 2 sections.

Commissioner Scirocco stated he would like to see a timeframe of when the incident should be reported. It also doesn't state how the incident should be reported – phone call, e-mail, etc.

Marilyn stated over the years, the City has integrated its policies with their insurance company.

Commissioner Franck stated in order to keep our insurance rates the best we can, we have developed these policies.

Commissioner Scirocco asked why they can't leave the 72 hours or as soon as possible in the policy.

Commissioner Franck stated we will put it up to vote and see what happens.

Commissioner Mathiesen stated as soon as possible is good; 72 hours is too long.

**FINANCE DEPARTMENT**

Use of Reserve Resolution – Buildings Reserve

Commissioner Madigan stated items #1 - #6 will be done at the same time.

Use of Reserve Resolution – Recreation Trust Fund

See above.

Use of Reserve Resolution – Reserve for the Payment of Bonded Indebtedness

See above.

Use of Reserve Resolution – Retirement Reserve

See above.

Use of Reserve Resolution – Sewer System Capital Reserve

See above.

Use of Reserve Resolution – Water System Capital Reserve

See above.

Approve Budget Transfer – Payroll

No comments.

**PUBLIC WORKS DEPARTMENT**

Announcement: Submit the 2016 Department of Public Works Annual Report

No comments.

Set Public Hearing: To Amend Chapter 201 of the City Code to Add Meadow Vista Subdivision Streets to the List of City Streets – Cygnet Circle, Ericson Way, Hawkins Place, and Grand Avenue Extension

No comments.

Discussion and Vote: Authorization for the Mayor to Sign Agreement Addendum with C.T. Male Associates for the Post-Closure Monitoring Services at the Weibel Avenue Landfill

No comments.

Discussion and Vote: Approval to Pay Invoices – Cornell's Used Auto Parts

No comments.

Commissioner Scirocco added one item to his agenda: Discussion and Vote: Authorization for the Mayor to Sign Agreement with Mahoney Notify Plus for the High Level Alarm Radio Transmitters for the Sanitary Pump Stations.

**PUBLIC SAFETY DEPARTMENT**

Set Public Hearing: Amend city Code Chapter 225 Article IX Schedules, Subsection 225-87 Schedule XXII: Time Limit Parking

No comments.

Set Public Hearing: Amend City Code Chapter 225 Article IX Schedules, Subsection 225-81 Schedule XVI: Parking P

No comments.

Announcement: Retirement of Joe DeCrosa

No comments.

Discussion and Vote: Set Part/Temporary Dispatch Rate

Commissioner Mathiesen stated Joe DeCrosa has agreed to work part time for the City on a per diem basis to help with the staffing problems.

Commissioner Mathiesen added one item to his agenda: Discussion: Immigration Enforcement.

## **SUPERVISORS**

Matthew Veitch

1. 2017 STOP – DWI Program
2. County Trails Grant

Peter Martin

1. Social Programs
2. Senior Advisory Committee
3. Public Health
4. Equalization and Assessment – County Auction
5. National Crime Victims' Rights Wee / Crime Victims' Vigil
6. Maplewood Manor LDC

## **EXECUTIVE SESSION**

**Mayor Yepsen moved to go into executive session to discuss collective bargaining regarding the CSEA City Hall Employees contract at 10:30 a.m.**

**Ayes – All**

Council returned at 11:14 a.m.

Mayor Yepsen stated no decisions were made therefore there was nothing to report to the public.

## **ADJOURN**

Mayor Yepsen adjourned the meeting at 11:14 a.m.

Respectfully submitted,

Margaret LoPresti  
Clerk

Approved: 4/4/17  
Vote: 5 - 0