



April 3, 2018

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

PRESENTATION

1. An Update on Improving the Safety of Short Term Rentals in the City of Saratoga Springs

CONSENT AGENDA

1. Approval of 3/19/18 Pre-Agenda Meeting Minutes
2. Approval of 3/20/18 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 3/23/18 \$516,865.11
6. Approve Payroll 3/30/18 \$494,662.66
7. Approve Warrant - 2018 18MWMAR2 \$104,720.46
8. Approve Warrant - 2018 18APR1 \$635,565.44
9. Request Permission to Pay an Invoice for Fire Truck Equipment Provided by B-Lann Equipment Company, Inc.

MAYOR'S DEPARTMENT

1. Appointment: Arts Commission Appointments
2. Discussion and Vote: Ann Bullock Reappointment to Housing Authority
3. Discussion and Vote: Approval to Amend Employee Handbook (Section 504) Re: Leave for Cancer Screening
4. Discussion and Vote: Accept Recreation Department Donations and Sponsors
5. Discussion and Vote: Authorization for the Mayor to Sign Agreement with Saratoga Casino Holdings, LLC
6. Discussion and Vote: Facility and Session Rules Updates
7. Announcement: Recreation Programs and Leagues
8. Discussion and Vote: Approval to Pay Invoice for Engineering Services to Chazen Engineering in the Amount of \$1,500
9. Announcement: April as Parkinson's Awareness Month

ACCOUNTS DEPARTMENT

1. Nothing at this time.

FINANCE DEPARTMENT

1. Announcement: Spa Solar Park Performance & Cost Savings Update
2. Discussion and Vote: Authorization for the Mayor to Sign a Municipal Agreement and Membership Letter with the Energy Improvement Corporation (“Energize NY PACE Finance”)
3. Announcement: UPH Restore NY Award
4. Discussion and Vote: 2018 City Fees Amendment
5. Announcement: City of Saratoga Springs IT Infrastructure
6. Discussion and Vote: Budget Amendment – Benefits
7. Discussion and Vote: Budget Transfer – Contingency
8. Discussion and Vote: Budget Transfers – Payroll and Benefits

PUBLIC WORKS DEPARTMENT

1. Discussion and Vote: Authorization for the Mayor to Sign Agreement with Mahoney Notify-Plus, Inc. Alarms
2. Announcement: 2017-2018 MS4 Annual Report

PUBLIC SAFETY DEPARTMENT

1. Discussion and Vote: Authorization for the Mayor to Sign a Contract with Motorola, Inc. for the Installation of an Upgraded Radio System for the Use of the Police Department
2. Appointment: Code Enforcement Special Prosecutor

SUPERVISORS

Matt Veitch

1. Saratoga County Capital Resource Corporation Report
2. Saratoga County Tourism Advisory Committee Update

Tara Gaston

1. Nothing at this time.

ADJOURN



April 3, 2018

CITY OF SARATOGA SPRINGS
City Council Meeting
City Council Room
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

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

ABSENT: Vincent DeLeonardis

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 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.

PRESENTATION

An Update on Improving the Safety of Short Term Rentals in the City of Saratoga Springs

Commissioner Martin advised they are going to try to get a handle on short term rentals so the City can contain some of the costs of short term rentals.

Deputy John Daley stated this was a project he worked on while he interned at the City. Short term rentals are changing the way we live. There are over 50 platforms supporting short term rentals. The City started to notice a problem in 2015/2016 with noise and parking complaints. Short term rentals in Saratoga Springs are year round, not just track season. Most rentals are not subject to the same building code and fire inspections normal rentals are. There are no local property managers required and noise and parking concerns are heard on a routine basis. Solutions are to implement regulations at the local level, building inspections, residence manager, identify where the properties are and register those properties, and enforcement. They will be awarding a bid to a company they have chosen and are working with now that will identify the short term rental properties. He further explained all the services this company can offer. They will be putting forth an ordinance to bring forward to the Council at a later date. They hope to begin enforcement this fall.

Commissioner Madigan stated finance is also working on occupancy tax and will be coming forward with a resolution to send to the County. The City will have to eventually pass a local law.

CONSENT AGENDA

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

1. Approval of 3/19/18 Pre-Agenda Meeting Minutes
2. Approval of 3/20/18 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 3/23/18 \$516,865.11
6. Approve Payroll 3/30/18 \$494,662.66
7. Approve Warrant - 2018 18MWMAR2 \$104,720.46
8. Approve Warrant - 2018 18APR1 \$635,565.44
9. Request Permission to Pay an Invoice for Fire Truck Equipment Provided by B-Lann Equipment Company, Inc.

Ayes – All

MAYOR'S DEPARTMENT

Appointment: Arts Commission Appointments

Mayor Kelly announced the appointment of the following to the Arts Commission: Ria Curley by Commissioner Madigan; Ardie Russell by Commissioner Scirocco; Lance Bell by Commissioner Franck; Matt Hurff by Commissioner Martin; and Sue Kessler by Mayor Kelly all for a 2 year term. Mayor Kelly announced the additional 1 year term appointments as Ian Berry, Joel Reed, Dee Sarno, Belinda Colon, Pontelis Kodogiannis; and Devra Cohen-Tigor.

Discussion and Vote: Ann Bullock Reappointment to Housing Authority (18-103)

Mayor Kelly moved and Commissioner Martin seconded to re-appoint Ann Bullock to the Saratoga Springs Housing Authority.

Ayes – All

Discussion and Vote: Approval to Amend Employee Handbook (Section 504) Re: Leave for Cancer Screening (18-104)

Mayor Kelly moved and Commissioner Madigan seconded to approve the amendment to section 504 of the Employee Handbook as attached to this agenda.

Ayes – All

Discussion and Vote: Accept Recreation Department Donations and Sponsors (18-105)

Mayor Kelly moved and Commissioner Martin seconded to accept the donations and sponsorships to the Recreation Department as attached to the agenda.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Saratoga Casino Holdings, LLC (18-106)

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

Ayes – All

Discussion and Vote: Facility and Session Rules Updates (18-107)

Mayor Kelly moved and Commissioner Franck seconded to approve the Recreation Department facility and session rules updates as attached to the agenda.

Commissioner Scirocco asked who is going to enforce these rules? It states no barbeque grills at the Waterfront Park and there are grills out there.

John Hirliman of the Recreation Department stated that was a typo. They will correct that.

Ayes – All

Announcement: Recreation Programs and Leagues

John Hirliman of the Recreation Department advised they are developing a new spring pickleball league for 18 years of age and older. They are registering for Camp Saradac and the soccer program is starting April 21st. All information regarding programs and leagues can be found on the City's webpage.

Discussion and Vote: Approval to pay Invoice for Engineering Services to Chazen Engineering in the Amount of \$1,500 (18-108)

Mayor Kelly moved and Commissioner Madigan seconded to approve payment of the Chazen Engineering invoice for the building code review services provided to the Skidmore College Greenhouse Project as attached to the agenda.

Ayes – All

Announcement: April as Parkinson's Awareness Month

Mayor Kelly read a proclamation for April being Parkinson's Awareness Month.

ACCOUNTS DEPARTMENT

Commissioner Franck reported he has nothing for his agenda.

FINANCE DEPARTMENT

Announcement: Spa Solar Park Performance & Cost Savings Update

Commissioner Madigan announced the Spa Solar Park has generated 1.4 million kw hours of electricity with over \$20,000 of savings to date. Savings expected to increase as spring is traditionally a peak season for solar performance.

Discussion and Vote: Authorization for the Mayor to Sign a Municipal Agreement and Membership Letter with the Energy Improvement Corporation ("Energize NY PACE Finance") (18-109)

Commissioner Madigan advised Local Law #2 of 2018 was approved by the City Council in March allowing commercial and non-profit property owners access to the program's benefits. The municipal agreement and membership letter attached to the agenda are the second and third step in the process. City has 3 restrictions: the financing shall not be issued for properties whose owners have failed in the current and/or 3 previous years to make timely payments on property taxes on any property within the City of Saratoga Springs or Saratoga County; the cumulative amount of outstanding loans issued under the municipal agreement shall not at any time exceed \$1 million dollars; and financing for properties deemed by Saratoga Springs to present high risk of environmental contamination shall be reviewed by the City.

Commissioner Madigan moved and Commissioner Franck seconded to authorize the mayor to sign a municipal agreement and membership letter with the Energy Improvement Corporation – as distributed with the agenda.

Ayes – All

Announcement: UPH Restore NY Award

Commissioner Madigan announced \$81 million was awarded statewide through the Restore New York Initiative with Saratoga Springs receiving \$750,000 for the restoration of the Universal Preservation Hall. She thanked the City Council for supporting this project and setting aside \$50,000 for UPH. That is a total of \$800,000 for UPH.

Discussion and Vote: 2018 City Fees Amendment (18-110)

Commissioner Madigan advised these fee amendments are for the Recreation Department pickleball.

Commissioner Madigan moved and Commissioner Martin seconded to approve amending the 2018 City Fee Schedule to allow for a new Recreation Department fee schedule which will be effective immediately.

Ayes – All

Announcement: City of Saratoga Springs IT Infrastructure

Commissioner Madigan announced high speed internet access is a necessity in today's technology and will also open up competition. She views fiber as complementary rather than competition.

Discussion and Vote: Budget Amendment – Benefits (18-111)

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

Ayes – All

Discussion and Vote: Budget Transfer – Contingency (18-112)

There is currently \$269,016.68 in contingency; after approval of this motion there will be \$267,570.68 left in contingency.

Commissioner Madigan moved and Commissioner Martin seconded for approval of the budget transfer - contingency as previously distributed with the agenda.

Ayes - All

Discussion and Vote: Budget Transfers – Payroll and Benefits (18-113)

Commissioner Madigan moved and Commissioner Franck seconded to approve the budget transfers – payroll and benefits as previously distributed with the agenda.

Ayes - All

Commissioner Madigan moved and Commissioner Scirocco seconded to add an item to her agenda to approve warrant 2018 18APR1 for \$206. (18-114)

Ayes – All

Discussion and Vote: Approve Warrant 2018 18APR1 for \$206 (18-115)

Commissioner Madigan moved and Commissioner Scirocco seconded the approval of warrant 2018 18APR1 of \$206.00.

Ayes - All

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Mahoney Notify-Plus, Inc. Alarms (18-116)

Commissioner Scirocco advised this agreement with Mahoney Notify-Plus, Inc. is for the pump stations and ice rink.

Commissioner Scirocco moved and Commissioner Madigan seconded to authorize the mayor to sign an agreement with Mahoney Notify-Plus, Inc. for high level alarms radio transmitters in the amount of \$12,600 that is billed monthly at \$1,050 for the 24 sanitary pump station locations.

Ayes – All

Announcement: 2017-2018 MS4 Annual Report

Commissioner Scirocco announced the MS4 2017 – 2018 annual report will be available for public review on the City's website and a copy in the City's Engineering Department.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign a Contract with Motorola, Inc. for the Installation of an Upgraded Radio System for the Use of the Police Department (18-117)

Commissioner Martin advised Motorola will be

Commissioner Martin moved and Commissioner Franck seconded to authorize the mayor to sign a contract with Motorola, Inc. in the amount of \$925,000 for the installation of an upgraded radio system for the Police Department

Ayes – All

Appointment: Code Enforcement Special Prosecutor

Commissioner Martin announced the appointment of Sam Vetter as the code enforcement special prosecutor. Sam will be working under a grant to combat zombie properties on a part-time basis.

SUPERVISORS

Matt Veitch

Supervisor Veitch mentioned the passing of former Republican Chairman Jasper Nolan.

Saratoga County Capital Resource Corporation Report

Supervisor Veitch reported Warren County is seeking to build a family health center in the Town of Moreau. The cost of the project is \$11 million and asking for bonds from the Capital Resource Corporation in the amount of \$7.7 million.

Saratoga County Tourism Advisory Committee Update

Supervisor Veitch reported the tourism advisory committee is set up by Saratoga County as part of the Saratoga County Property Tax Law and re-established in 2015.

Tara Gaston

Supervisor Gaston advised she has nothing at this time for her agenda.

ADJOURNMENT

There being no further business, Mayor Kelly adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved: 4/17/18
Vote: 4 - 0