



October 16, 2018

**CITY OF SARATOGA SPRINGS**  
City Council Meeting  
City Center  
7:00 PM

6:45 PM P.H. – 2019 Comprehensive Budget  
6:55 PM P.H. – Tait Lane Allen Drive Zoning  
Amendment

**7:00 PM**

**CALL TO ORDER**

**ROLL CALL**

**SALUTE TO FLAG**

**PUBLIC COMMENT PERIOD / 15 MINUTES**

**PRESENTATION**

1. Charter Review Update

**CONSENT AGENDA**

1. Approval of 10/1/18 Pre-Agenda Meeting Minutes
2. Approval of 10/2/18 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 10/05/18 \$545,553.84
6. Approve Payroll M10518 \$142.09
7. Approve Payroll 10/12/18 \$510,568.64
8. Approve Warrant - 2018 1MW8OCT1 \$3,259.02
9. Approve Warrant - 2018 1MW8OCT2 \$81,677.36
10. Approve Warrant – 2018 18OCT2 \$447,863.39
11. Authorization for the Mayor to Sign the Saratoga Springs City School District Hold Harmless Agreement and the Request for School Facilities

**MAYOR'S DEPARTMENT**

1. Appointment: Climate Smart Committee
2. Discussion and Vote: Authorization for Mayor to Sign Letter of Support – Capital District Regional Planning Commission (CDRPC) for NYSERDA Grant Application – Clean Heating and Cooling Community Campaigns Initiative
3. Discussion and Vote: Approval to Pay Invoice – Saratoga Preservation Foundation
4. Discussion and Vote: Consideration of Lead Agency Status for SEQRA Review for 41 – 45 Jefferson Street Subdivision
5. Announcement: First Meeting in November

**ACCOUNTS DEPARTMENT**

1. Discussion and Vote: Authorization to Pay Invoice to LLV Office Concepts, LLC for Recreation Center
2. Award of Bid: Nelson Avenue Drainage Improvements – Phase 5 to Trinity Construction, Inc.

**FINANCE DEPARTMENT**

1. Announcement: 2019 Budget Update
2. Set Public Hearing: 2019 Budget Second Public Hearing on 11/5/18
3. Announcement: Spa Solar Park Update
4. Discussion and Vote: Authorization for the Mayor to Sign Addendum to Architectural/Engineering Services Agreement with Mesick Cohen Wilson Baker for Finance Renovations
5. Discussion and Vote: Use of Reserve Resolution – Subdivision Recreation Trust: Bikeshare Program
6. Discussion and Vote: Budget Amendment Use of Restricted Fund Balance: Subdivision Recreation Trust and City Center Fund Construction
7. Discussion and Vote: Budget Transfers – 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 Trinity Construction, Inc. for the Nelson Avenue Drainage Project Phase V
2. Discussion and Vote: Authorization for the Mayor to Sign Addendum Two with Stantec Consulting Group for the Nelson Avenue Drainage Project Phase V

**PUBLIC SAFETY DEPARTMENT**

1. Set Public Hearing: Amend Chapter 225 of the City code – Vehicles & Traffic with Respect to Application of Time Limits for ON Street Parking on Both Sides of Maple Avenue from Parking Lot North of City Hall to Parking Lot North of City Center
2. Announcement: Congratulating Firefighter John Longo on His Retirement
3. Announcement: Congratulating Wade Collins on His Promotion to Sergeant
4. Announcement: Welcoming Julian Fonseca to the Code Enforcement Department
5. Announcement: Update – Citizens' Police Advisory Board

**SUPERVISORS**

Matt Veitch

1. Saratoga County Trail Update
2. Tourism Advisory Committee

Tara Gaston

1. Real Property/Energy Update
2. Public Safety Update

**ADJOURN**



October 16, 2018

**CITY OF SARATOGA SPRINGS**  
**City Council Meeting**  
**City Center**  
**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**

2019 Comprehensive Budget

Mayor Kelly opened the public hearing at 6:45 p.m.

Commissioner Madigan advised this is the first public hearing for the 2019 comprehensive budget. The taxes rates are \$6.0754 for inside tax district and \$6.0101 for the outside tax district. This public hearing will be closed and the second public hearing will be scheduled for the next City Council meeting on November 5<sup>th</sup> and will remain open until the vote is taken.

No one spoke.

Mayor Kelly closed the public hearing at 6:55 p.m.

Tait Lane Allen Drive Zoning Amendment

Mayor Kelly opened the public hearing at 6:55 p.m.

Mayor Kelly advised the original application was revised to include 5 additional parcels to be re-zoned as T-4. A new public hearing is required to reflect this change.

Diane Kiernan of Traverse Manor stated received notification last week that there was a public hearing tonight but she could not get to review the documents therefore does not know what the change is or what the plans are for development. She asked for description of this so she can comment. She feels as she is coming over the bridge and going to turn into Travers Manor she is going to be hit, so she has concern of additional traffic that would be created by this.

Vince DeLeonardis stated both the City and County Planning Boards gave advisory opinions in favor of changing the zoning and the City Planning Board suggested the addition of these parcels. He doesn't know what the specific project is for that area.

Ned Chapman of Saratoga Springs and owner of Sunnyside Gardens stated his attorney advised him to go on record addressing the traffic issue with this project.

Mayor Kelly closed the public hearing at 7:00 p.m.

### **CALL TO ORDER**

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

### **PUBLIC COMENT**

**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.

Bonnie Sellers of Saratoga Springs stated she attended all the public meetings of the Charter Commissions of 2017 and 2018. The 2018 Charter Commission had many public meetings and forums. They listened to and had discussion on the topics the public raised.

Andrew Bosio of Saratoga Springs stated the Civilian Advisory Board formed by Commissioner Martin lacks basic powers it needs to serve the community. The board appears to be more of a PR measure.

Nora Brennan of Saratoga Springs stated she agrees with what Andrew said. We need to look at how Saratoga Springs can be a leader.

Sam Brewer of Saratoga Springs stated the general municipal debt crisis is going to sweep the nation over the next several years. He reviewed the City's budget and it looks good. He suggested creating a buffer fund to retire all of its debt and fund future projects with a capital reserve account with cash. Also, it doesn't seem any department takes responsibility for the safety of streets; they don't look at the design of intersections.

Darlene McGraw of Saratoga Springs stated she is glad the Council has been able to shorten their meetings while getting business accomplished. She too is concerned with traffic and safety. She still sees cars speeding on Jefferson Street.

Andrew a recent resident of Saratoga Springs stated there was no data collected either way to say what happened in the Darryl Mount case. The investigation is not to find proof you did something wrong, you need proof that you didn't do something wrong when someone comes to sue.

Dave Bronner of Saratoga Springs stated he can't support this Charter change because the Commission had no residents of the City on the Commission. He also can't support the change because of the 2 half members will be at a disadvantage.

Mayor Kelly closed the public comment period at 7:14 p.m.

Commissioner Madigan stated she and each member of the Commission are residents. She also pointed out there are 2 ballots issues being put forth; one is for the change to the Charter and the second is to add 2 members at large.

Commissioner Martin stated it is tragic that a young man was injured and lost his life. His heart goes out to the family. The case is currently in the courts and now nearing a trial or other conclusion in this case. He is going to let the legal process proceed. If there is a trial there will be more testimony and more evidence. In regards to the Citizen Advisory Board, he wants to be sure all aspects of our community are represented. The Department of Public Safety did a Pedestrian Study a couple years ago. He is open to all comments regarding improvements to traffic.

## **PRESENTATION**

### Charter Review Update

Vince DeLeonardis, chair of the Charter Review Commission, stated they are working on informing and educating on the proposed Charter. He addressed the recent letter received from many members of the 2017 Charter Review Commission and reviewed highlights of the 2018 Commission's response to that letter.

Both letters are on the website.

## **CONSENT AGENDA**

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

1. Approval of 10/1/18 Pre-Agenda Meeting Minutes
2. Approval of 10/2/18 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 10/05/18 \$545,553.84
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8. Approve Warrant - 2018 1MW8OCT1 \$3,259.02
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10. Approve Warrant – 2018 18OCT2 \$447,863.39
11. Authorization for the Mayor to Sign the Saratoga Springs City School District Hold Harmless Agreement and the Request for School Facilities

**Ayes – All**

## **MAYOR'S DEPARTMENT**

### Appointment: Climate Smart Committee

Mayor Kelly appointed Keith Forbs to the Climate Smart Committee.

Discussion and Vote: Authorization for Mayor to Sign Letter of Support – Capital District Regional Planning Commission (CDRPC) for NYSERDA Grant Application – Clean Heating and Cooling Community Campaigns Initiative (18-344)

Mayor Kelly advised the campaign goal is to implement community based outreach education and procurement campaigns for clean heating and cooling technologies. CDRPC has asked the City for a letter of support. There is no financial obligation and

**Mayor Kelly moved and Commissioner Martin seconded to authorize the mayor to sign a letter of support Capital District Regional Planning Commission for NYSERDA grant application – Clean Heating and Cooling community Campaigns Initiative as distributed with the agenda.**

**Ayes – All**

Discussion and Vote: Approval to Pay Invoice – Saratoga Preservation Foundation (18-345)

Mayor Kelly advised the City agreed to pay the Preservation Foundation \$18,500 for historic preservation economic impact study pursuant to the certified local grant program award in June 2017.

**Mayor Kelly moved and Commissioner Madigan seconded to approve payment of invoice to Saratoga Springs Preservation Foundation as distributed with this agenda.**

**Ayes – All**

Discussion and Vote: Consideration of Lead Agency Status for SEQRA Review for 41 – 45 Jefferson Street Subdivision (18-346)

Dave Carr of the LA Group stated they are here seeking deferral lead agency. This will be a 4 lot subdivision with a portion being donated to the City. The Planning Board sought lead agency with the City Council being an involved agency because of the land transaction.

**Mayor Kelly moved and Commissioner Martin seconded to approve the deferral of lead agency status to the Planning Board for SEQRA review – 41 – 45 Jefferson Street subdivision.**

**Ayes – All**

Announcement: First Meeting in November

Mayor Kelly announced the first meeting in November will be held on Monday, November 5<sup>th</sup> due to Election Day falling on Tuesday, November 6<sup>th</sup>.

**ACCOUNTS DEPARTMENT**

Discussion and Vote: Authorization to Pay Invoice to LLV Office Concepts, LLC for Recreation Center (18-347)

Commissioner Franck advised the invoice is in the amount of \$18,000 for carpeting at the Indoor Recreation Center for City Hall's relocation. This invoice will be fully reimbursed by the City's insurance carrier and is being paid out of line A3051964-54180.

**Commissioner Franck moved and Commissioner Madigan seconded to authorize payment of the invoice to LLV Office Concepts, LLC in the amount of \$18,000.**

**Ayes - All**

Award of Bid: Nelson Avenue Drainage Improvements – Phase 5 to Trinity Construction, Inc. (18-348)

**Commissioner Franck moved and Commissioner Scirocco seconded to award the bid for the Nelson Avenue Drainage Improvements – Phase 5 to Trinity Construction, Inc. in the amount not to exceed \$553,933.**

Funding is in lines:

H3638142 / 52000 / 1138; H3638142 / 52000 / 1147; and H3638142 / 52000 / 1231.

**Ayes – All**

## **FINANCE DEPARTMENT**

Announcement: 2019 Budget Update

Commissioner Madigan announced the first budget workshop is tomorrow. The other workshops are as follows: Monday, October 22<sup>nd</sup> at 5 p.m. at the City Center for the Department of Public Works and the Capital Budget; Wednesday, October 24<sup>th</sup> at 1 p.m. at the City Center for the Department of Public Safety and the Mayor's Office. A fourth workshop may be called.

Set Public Hearing: 2019 Budget Second Public Hearing on 11/5/18

Commissioner Madigan set the second public hearing for the 2019 budget for Monday, November 5, 2018 for 5 minutes.

Announcement: Spa Solar Park Update

Commissioner Madigan announced the solar park was energized in August of 2017. Since that time the park has resulted in over \$50,000 in utility savings for the City. They are still investigating community solar.

Discussion and Vote: Authorization for the Mayor to Sign Addendum to Architectural/Engineering Services Agreement with Mesick Cohen Wilson Baker for Finance Renovations (18-349)

Commissioner Madigan advised an agreement was approved earlier this year. This addendum is to produce an additional floor plan, ceiling plan, and notes for demolition within the Finance Department space. Mesick Cohen Wilson Baker will also coordinate with Clark Patterson Lee on City Hall renovations.

**Commissioner Madigan moved and Commissioner Franck seconded to authorize the mayor to sign addendum 1 to architectural/engineering services agreement with Mesick Cohen Wilson Baker for finance renovations as available with the agenda.**

**Ayes – All**

Discussion and Vote: Use of Reserve Resolution – Subdivision Recreation Trust: Bikeshare Program (18-350)

Commissioner Madigan advised the City partnered with CDTA and other municipalities to plan a bikeshare program. CDTA submitted an application through NYSDOT for Federally Funded Congestion Mitigation and Air Quality Improvement Program. The grant has a matching requirement and in the event the project was selected for funding, the City agreed to reimburse CDTA a portion of the match in the amount of \$50,000. The project has been selected for funding and CDTA has submitted an invoice to the City for \$50,000.

**Commissioner Madigan moved and Commissioner Martin seconded to approve the use of reserve resolution subdivision recreation trust bikeshare program as available with the agenda.**

**Ayes – All**

Discussion and Vote: Budget Amendment Use of Restricted Fund Balance: Subdivision Recreation Trust and City Center Fund Construction (18-351)

**Commissioner Madigan moved and Commissioner Franck seconded to approve the budget amendment use of restricted fund balance: subdivision recreation trust and City Center fund construction as previously distributed with the agenda.**

**Ayes – All**

Discussion and Vote: Budget Transfers – Contingency (18-352)

Commissioner Madigan stated the balance in contingency prior to this transfer is \$89,464 and \$64,464 remaining after this transfer.

**Commissioner Madigan moved and Commissioner Franck seconded to approve the budget transfers – contingency as previously distributed and uploaded with the agenda.**

**Ayes – All**

Discussion and Vote: Budget Transfers – Payroll and Benefits (18-353)

**Commissioner Madigan moved and Commissioner Scirocco seconded to approve the budget transfer – payroll and benefits as previously uploaded with the agenda.**

**Ayes - All**

## **PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Trinity Construction, Inc. for the Nelson Avenue Drainage Project Phase V (18-354)

Commissioner Scirocco stated they expect the bulk of the work to be completed this year.

**Commissioner Scirocco moved and Commissioner Madigan seconded to authorize the mayor to sign the agreement with Trinity Construction, Inc. for the Nelson Avenue Drainage Project Phase V in the amount of \$533,933.36.**

**Ayes – All**

Discussion and Vote: Authorization for the Mayor to Sign Addendum Two with Stantec Consulting Group for the Nelson Avenue Drainage Project Phase V (18-355)

Commissioner Scirocco stated this agreement is for Stantec to assist the City in construction administration and observation of work Trinity will be doing.

**Commissioner Scirocco moved and Commissioner Martin seconded to authorize the mayor to sign addendum 2 with Stantec Consulting Group for the Nelson Avenue Drainage Project Phase V in the amount of \$30,290.**

**Ayes – All**



## **PUBLIC SAFETY DEPARTMENT**

Set Public Hearing: Amend Chapter 225 of the City code – Vehicles & Traffic with Respect to Application of Time Limits for ON Street Parking on Both Sides of Maple Avenue from Parking Lot North of City Hall to Parking Lot North of City Center

Commissioner Martin set a public hearing for November 5, 2018 for 5 minutes.

Announcement: Congratulating Firefighter John Longo on His Retirement

Commissioner Martin congratulated Firefighter John Longo on his retirement. John was with the Fire Department for 30 years.

Announcement: Congratulating Wade Collins on His Promotion to Sergeant

Commissioner Martin congratulated Wade Collins on his promotion to sergeant in the Police Department.

Announcement: Welcoming Julian Fonseca to the Code Enforcement Department

Commissioner Martin publicly welcomed Julian Fonseca to the Code Enforcement Department as a code technician.

Announcement: Update – Citizens' Police Advisory Board

Commissioner Martin announced he has received a large number of support and interest. He has started the process of who should be represented on the board.

## **SUPERVISORS**

### **Matt Veitch**

Saratoga County Trail Update

Supervisor Veitch reported they received applications from 8 different towns for funding. The County did fund all the applications received to the full amount. The City will be receiving \$10,000 for Bog Meadow Trail as requested.

Tourism Advisory Committee

Supervisor Veitch reported he serves as chairman of the board.

### **Tara Gaston**

Real Property/Energy Update

Supervisor Gaston reported there is a public hearing on November 14<sup>th</sup> regarding payment in lieu of taxes for solar energy programs in Saratoga County at 4:20 p.m.

Public Safety Update

Supervisor Gaston reported there is also a public hearing on November 14<sup>th</sup>, right after the real property hearing regarding a local law passed to establish powers and duties of the county EMS and fire commissioners.

City Council Meeting  
10/16/18

Supervisor Gaston advised sample ballots are now available for the various districts within the County at the Board of Elections.

**ADJOURNMENT**

There being no further business, Mayor Kelly adjourned the meeting at 8:10 p.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 11/5/18  
Vote: 5 - 0