



May 5, 2014

**CITY OF SARATOGA SPRINGS**  
**City Council Pre-Agenda Meeting**  
**9:30 AM**

**PRESENT:** Joanne Yepsen, Mayor  
Michele Madigan, Commissioner of Finance  
John P. Franck, Commissioner of Accounts  
Anthony Scirocco, Commissioner of DPW  
Christian Mathiesen, Commissioner of DPS

Peter Martin, Supervisor  
Matthew Veitch, supervisor

**STAFF PRESENT:** Lynn Bachner, Deputy Commissioner, Finance  
Sharon Kellner-Byrnes, Deputy Commissioner, Accounts  
Eileen Finneran, Deputy Commissioner, DPS

Sarah Burger, City Attorney

**EXCUSED:** Joe Ogden, Deputy Mayor  
Tim Cogan, Deputy Commissioner, DPW

**CALL TO ORDER**

Mayor Yepsen called the meeting to order at 9:38 a.m.

**PUBLIC HEARINGS**

Amend Capital Budget – Police Department Infrastructure

No comments.

Amend Capital Budget – Wastewater Pump Station

Commissioner Scirocco advised this is to accept \$30,000 from the Environmental Facility Corporation.

Amend Capital Budget – Amend Capital Budget – Jefferson Street Sanitary Sewer  
Local Law #2 Tax Penalties

Commissioner Scirocco stated this is to accept \$42,500 for studies regards to the upgrade of the pump station.

St. Neumann Comprehensive Plan and Zoning Map Amendment

No comments.

**PRESENTATION**

Effects of Household Hazardous Waste on the Environment

Commissioner Scirocco stated Skidmore students did a survey on the household waste collection program the City has been running. They will be presenting their findings.

### **CONSENT AGENDA**

1. Approval of 4/14/14 Pre-Agenda Meeting Minutes
2. Approval of 4/15/14 City Council Meeting Minutes
3. Approval of 4/30/14 City Council Meeting Minutes
4. Approve Budget Amendments (Increases)
5. Approve Budget Transfers – Regular
6. Approve Payroll 4/18/14 \$409,586.40
7. Approve Payroll 4/25/14 \$430,948.19
8. Approve Payroll 5/2/14 \$410,838.44
9. Approve Warrant: 2014 Mid – 14MWAPR2 \$28,180.55
10. Approve Warrant: 2014 Mid – 14MWAPR3 \$531,304.84
11. Approve Warrant: 2014 REG – 14MAY1 \$802,577.09

No comments.

### **MAYOR'S DEPARTMENT**

#### Discussion: Creation of Junior Committee

Mayor Yepsen advised she was approached by the high school to create a junior committee. This committee will be made of 10 members and will help with the centennial celebration and veterans council. She asked each commissioner to appoint one person to this committee.

#### Discussion: Update – Friends of Saratoga Springs Public Library

Mayor Yepsen pulled this item from her agenda.

#### Discussion: City Center Annual Report

No comments.

#### Discussion: St. Neumann Comprehensive Plan and Zoning Map Amendment

Kate Maynard of the Planning Department stated the application is for a comprehensive plan amendment and zoning amendment. The applicant would like to amend the comprehensive plan from institutional to high density residential (HD-1). The zoning change would be from institutional to urban residential 1 (UR-1). The proposal is for 85 units of senior housing. A favorable advisory opinion was given by the City Planning Board and they issued a negative declaration for SEQRA for the action in question. The buffer originally proposed has been extended. The City will be receiving a recreation fee of \$1,500 per unit as each unit comes on line; the applicant is no longer requesting a waiver of the recreation fees. The City's Design Review Commission also responded with an advisory opinion and we are awaiting response from the County Planning Board.

Sonny Bonacio, the applicant, stated he is not doing any segmentation on this project. The project that you see is the project. If they were ever to expand, they would have to start the process over again.

Mike Toohey, attorney for the applicant, stated this project was created from the City's Comprehensive Plan. The numbers told them the zone they had to be in. They are not asking for any density bonus. They are giving up land to better secure the boundary for the neighbors. The entire strip of land will be forever deeded to the City for scenic view.

Commissioner Mathiesen stated there is a gap on the deeded land on the Excelsior Spring Drive side. He is not sure why that is there as he understood there was not going to be an entrance off that road.

Mr. Bonacio stated they will make that change.

Announcement: Camp Summer Programs and Fall Soccer Registration

No comments.

Discussion and Vote: Authorize Mayor to Sign Agreement with Digital Surveillance Solutions for the Recreation Center

John Hirliman of the Recreation Department advised they are changing their security system which will become compatible with the Police Department. The cost is \$30,247.34 and will be coming from budget lines H3567142 / 52000 / 1222 for \$25,166.00 and H3567112 / 52000 / 1069 for \$6,081.34.

Discussion and Vote: Authorize the Mayor to Sign the 2014 Tri-City Contract for Camp Saradac

John Hirliman advised this will come out of their program and bus trip line. The total amount budgeted for the year is \$13,450 of which \$1,428 has been budgeted for this trip.

Discussion and Vote: Authorize the Mayor to Sign the Great Escape 2014 Tri-City Contract for Camp Saradac

John Hirliman of the Recreation Department explained this is similar to the previous contract. They maximum amount they will be paying for tickets is \$2,550. They only play for the actual number of children that will be going.

Discussion and Vote: Mayor to Sign Agreement with Jonathan M. Haynes for an Easement at 152 Grand Avenue

Sarah Burger, city attorney, advised the Real Estate Committee voted to recommend the City Council vote to grant 2 easements for this parcel. There were 2 existing encroachments pre-construction; the porch on the Grand Avenue side overhangs 6 feet 3 inches over the property line, and the overhang along Western Alley is 8 inches over the property line.

Discussion and Vote: Approval for Changes Made to the Greenbelt Trail Feasibility Study

Mayor Yepsen stated this is to formally adopt the Greenbelt Trail Feasibility Study. This includes the recent changes made to the plan.

Discussion and Vote: Approval of a New Position – Zoning and Building Technician – Part Time

Steve Shaw of the Building Department advised they would like to change the existing line item from assistant building inspector to.

**ACCOUNTS DEPARTMENT**

Award of Bid: Extension of Pre-Cast Curb Bid to The Fort Miller Company, Inc.

No comments.

Announcement: Grievance Class – May 8<sup>th</sup> at 6 p.m.

No comments.

Discussion: Records Advisory Committee

Nancy Wagner advised this committee would serve in an advisory capacity. When the records and information is in order, we serve the public better. She described who should make up this committee. Needs assessments are being completed by Records Management (Nancy).

Commissioner Franck added that he would like each department to select a person to be on this committee.

**FINANCE DEPARTMENT**

Discussion and Vote: Authorization for the Mayor to Sign Fiber Tech Contract – Dark Fiber

Commissioner Madigan advised this is a renewal contract between City Hall and both fire stations.

Discussion and Vote: Authorization for the Mayor to Sign Fiber Tech Contract – Internet

Commissioner Madigan advised this a renewal on the contract for the City internet connection.

Discussion and Vote: Capital Budget Amendment – Jefferson Street Sanitary Sewer Project

No comments.

Discussion and Vote: Capital Budget Amendment – Wastewater Pump Station Project

No comments.

Discussion and Vote: Resolution for the Use of Reserve – Capital Reserve Fund to Finance the Construction, Reconstruction or Acquisition of Buildings

Commissioner Madigan advised this is for \$180,000 for Department of Public Safety agenda item #1.

Discussion and Vote: Capital Budget Amendment – Police Department Infrastructure

Commissioner Madigan advised this is to correct wiring and fire sprinklers uncovered during the course of construction.

Discussion: 1<sup>st</sup> Quarter 2014 Financial Report

No comments.

Discussion and Vote: Local Law No. 2 of 2014 – A Local Law to Amend Section 4.1.3 of the City Charter Entitled Tax Penalties

No comments.

Discussion and Vote: Budget Transfers – Payroll

No comments.

Discussion and Vote: Budget Transfers – Capital Budget

No comments.

Discussion and Vote: Budget Amendments – Benefits

No comments.

Announcement: Congratulations to Christine Gillmett-Brown, Director of Finance

Commissioner Madigan advised that Christine Gillmett-Brown completed her year as president of the Government Finance Officers Association.

Commissioner Madigan added: Rate Renewal for First Rehab Disability Insurance.

**PUBLIC WORKS DEPARTMENT**

Announcement: "We Remember 9-11 " Memorial Bricks

Commissioner Scirocco stated this project was not supposed to cost the taxpayer any money. They will be selling memorial bricks with the purchaser's name on it for \$50 per brick.

Discussion and Vote: Authorization for the Mayor to Sign a Curb Agreement with Sean Connolly

No comments.

Discussion and Vote: Authorization for the Mayor to Sign a Renewal Agreement with Mahoney Notify-Plus, Inc. Alarms

Commissioner Scirocco stated this is a renewal contract for the sewer pump stations.

Discussion and Vote: Authorization for the Mayor to Sign a Sidewalk Agreement with Marilyn Kellner

No comments.

Discussion and Vote: Authorization for the Mayor to Sign a Sidewalk Agreement with Joy Burke

No comments.

Discussion and Vote: Authorization for the Mayor to Sign a Sidewalk Agreement with Katie Nemer

No comments.

Commissioner Scirocco added 2 items to his agenda: Discussion and Vote: Amend Capital Budget for Jefferson Street Sanitary Sewer Project, and Discussion and Vote: Amend Capital Budget for Wastewater Pump Station Project.

**PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: Amend Capital Budget for the Police Department Infrastructure

No comments.

Discussion and Vote: Authorization for Mayor to Sign Contract with the County for STOP DWI

Commissioner Mathiesen advised this is an annual contract with the County.

Discussion and Vote: Authorization for the Mayor to Sign Change Order #5 to Hoosick Valley Contractors

No comments.

Announcement: NYS Citizen Preparedness Corps Training Program

Commissioner Mathiesen stated families and individuals can attend this program and learn how to be prepared for disasters.

Commissioner Mathiesen advised he was adding the following 2 items to his agenda: Discussion and Vote: Authorization for Mayor to Sign Contract with Frank Ryan & Sons; and Discussion and Vote: Authorization for the Mayor to Sign contract with Simplex Grinnell.

**SUPERVISORS**

**Matthew Veitch**

1. Resolution Opposing Closure of Reactor at Knolls Atomic Power Laboratories
2. Update: Workforce Development Program

**Peter Martin**

1. Veteran's Affairs
2. Trails Committee

**ADJOURN**

Mayor Yepsen adjourned the meeting at 11:03 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved:  
Vote: