



January 14, 2019

**CITY OF SARATOGA SPRINGS**  
**City Council Pre-Agenda Meeting**  
**Recreation Center**  
**15 Vanderbilt Avenue**  
**9:30 AM**

**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  
John Daley, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

**EXCUSED:** Joe O'Neill, Deputy Commissioner, DPW

Matthew Veitch, Supervisor  
Tara Gaston, Supervisor

**CALL TO ORDER**

Mayor Kelly called the meeting to order at 9:32 a.m.

**PUBLIC HEARING**

1. Amend capital Budget to Add Excelsior Avenue Water Treatment Plant Repairs – Commissioner Scirocco stated that amount of the repairs is \$353,692.
2. Proposed Zoning Amendment – Liberty Affordable Housing Project – Commissioner Franck stated the applicant has re-applied based upon comment from the City Planning Board.

**CONSENT AGENDA**

1. Approval of 1/2/19 City Council Meeting Minutes
2. Approval of 1/2/19 Pre-Agenda Meeting Minutes
3. Approval of 12/31/18 City Council Meeting Minutes
4. Approve Use of Insurance Reserve Resolution #1
5. Approve Budget Amendment – Use of Insurance Reserve #1
6. Approve Budget Amendments – Regular (Increases)
7. Approve Budget Transfers - Regular
8. Approve Payroll 01/04/19 \$390,645.44
9. Approve Payroll 01/11/19 \$515,112.58
10. Approve Warrant - 2018 18NWDEC4 \$69,184.56
11. Approve Warrant – 2019 19MWJAN1 \$6,131.32
12. Approve Warrant – 2018 18DEC4 \$866,154.19
13. Approve Warrant – 2019 19JAN2 \$205,726.38

No comments.

## **MAYOR'S DEPARTMENT**

### Announcement: Special Council Meeting – Workshop Re: Zoning Map January 22, 2019

Mayor Kelly announced a City Council Meeting has been scheduled to review the zoning map based upon recommendations from work done on the UDO.

### Announcement: State of the City Address January 29, 2019

Mayor Kelly announced the State of the City Address is scheduled for January 29<sup>th</sup> at 7:00 p.m.

### Announcement: Open Space Advisory Committee Natural Resource Inventory Workshop January 31, 2019

Mayor Kelly announced this is open to the public and will be held at the library.

### Announcement: Recreation Programs and Leagues

No comments.

### Appointment: Zoning Board of Appeals

Mayor Kelly advised she will be appointing someone to the Zoning Board of Appeals on a full time basis to complete the term of a member who resigned. The appointment will be for 1 year.

### Discussion and Vote: Approval of Salary for Part-Time City Historian as Adopted in 2019 Budget

No comments.

### Discussion and Vote: Approval of Salary and Step for Administrative Director Recreation as Adopted in 2019 Budget

No comments.

### Discussion and Vote: Saratoga Springs Recreation Department Part-time/Seasonal Personnel Referee Proposal

Mayor Kelly advised the rates passed at the 12/18/18 City Council meeting were not correct. They will bring forward the correct rates tomorrow night for vote.

### Discussion and Vote: Accept the Saratoga County Trails Grant Award for Bog Meadow Trail

Mayor Kelly advised the City received a grant from Saratoga County Trails in the amount of \$10,000 and has a match of \$10,000. This grant will be used to improve the bridge over the Bog Meadow Brook.

### Discussion and Vote: Authorization for the Mayor to Sign NYS DOH Renewal

No comments.

### Discussion and Vote: Authorization for CDTC Capital Coexist Mini-Grant Application

Mayor Kelly stated the funding will be used for pop-up bicycle and pedestrian infrastructure demonstrations. There is a 25% grant match from the recipient.

Set Public Hearing: To Amend City Code 171 Entitled "Plumbing"

Mayor Kelly stated they re-established the Plumbing Board. A plumber was unable to get a license in Saratoga Springs. The City Code was reviewed and revamped and needs a public hearing to vote on these changes.

Mayor Kelly added the following to her agenda: Discussion and Vote: Accept SEQRA Lead Agent for Flat Rock Center Project; and Discussion and Vote: Authorization for Mayor to Sign Settlement Agreement with Bast Hatfield.

**ACCOUNTS DEPARTMENT**

Discussion and Vote: Approve Employee Salary and Step Increase as Adopted in the 2019 Budget

Commissioner Madigan advised there are several of these items on the agenda tonight. The Finance Department makes sure the money is in the budget for various items but to approve a raise it must come before the Council. It is separate from the budget process.

Discussion and Vote: Authorization for Mayor to Sign Addendum No. 1 with GAR Associates

Commissioner Franck advised this addendum ties in with the 2019 budget for appraisals.

Discussion and Vote: Authorization for Mayor to Sign Records Management Grant Applications, Supporting Documents, and Submit Application to New York State Archives

Nancy Wagner explained this is a competitive application process for non-matching funds. The project will include having boxes of inactive planning project files professionally scanned and indexed.

Discussion and Vote: Increase Hourly Wage for Part Time Senior Clerk as Approved with 2019 Budget

Commissioner Franck advised this is to increase the hourly wage by \$1.

Award of Bid: Water Treatment Plan Flocculation Tank Equipment Installation to Trinity Construction, Inc.

No comments.

**FINANCE DEPARTMENT**

Discussion and Vote: Authorization for Mayor to Sign Universal Preservation Hall (UPH) Incentive Proposal Offered by Empire State Development

Commissioner Madigan advised this is for an additional \$800,000 award from Empire State Development to the Universal Preservation Hall. There is a 10% equity contribution which will be provided by the Universal Preservation hall.

Announcement: Regarding the City-Wide Fiber Network

Commissioner Madigan stated she will be providing information to clear up some confusion and to respond to the article in the Times Union last week.

Discussion and Vote: Budget Amendment – Use of Fund Balances City Center, Water and Sewer Funds

No comments.

Commissioner Madigan added an item to her agenda: Announcement: Economic Development Lunch & Learn.

## **PUBLIC WORKS DEPARTMENT**

Discussion and Vote: Authorization for Mayor to Sign Contract with Trinity Construction, Inc. for the Installation of Tank Equipment for the WTP Flocculation Tanks

Commissioner Scirocco stated this is for the upgrade to the tanks at the Water Treatment Plant.

Discussion and Vote: Authorization for Mayor to Sign Five-Year Agreement and Annual Budget with the Unified Court System

Commissioner Scirocco stated this is for the maintenance of the new space being provided as part of the City Hall renovations.

Discussion and Vote: Amend 2019 Capital Budget to Add Excelsior Avenue Water Treatment Plan Repairs for \$353,692

No comments.

Set Public Hearing: Capital Budget Amendment to Add Sanitary Pump Station Upgrades

No comments.

Commissioner Scirocco introduced his new executive assistant, Rachel Fragomeni.

## **PUBLIC SAFETY DEPARTMENT**

Discussion and Vote: Accept Donation to the City of \$500 from the Adirondack Trust Company

No comments.

Discussion and Vote: Approval of New Part-Time Civil Service Position as Funded in the 2019 Budget – Part-Time Traffic Control Technician

No comments.

Announcement: Update – Second Citizen’s Advisory Board Meeting

No comments.

Discussion and Vote: Authorization for Mayor to Sign a Lease Agreement with Saratoga Historic Properties

Commissioner Martin advised this is for the space previously occupied by human resources.

Commissioner Martin added an item to his agenda: Temporary Relocation of Police.

## **SUPERVISORS**

Matt Veitch

1. County Organizational Meeting
2. Committee Assignments for 2019
3. Economic Development Committee

Tara Gaston

1. Health and Social Services Committee
2. Legislative Priorities
3. Veterans' Assistance

## **EXECUTIVE SESSION**

**Mayor Kelly moved and Commissioner Martin seconded to go into executive discussion for the proposed acquisition, sale or lease of real property when publicity would affect the value thereof at 9:53 a.m.**

**Ayes – All**

City Council returned at 10:20 a.m.

Mayor Kelly advised no decisions were made to report to the public.

## **ADJOURN**

Mayor Kelly adjourned the meeting at 10:20 a.m.

Respectfully submitted,

Lisa Ribis  
Clerk

Approved: 2/5/19  
Vote: 5 - 0