

**CITY COUNCIL MEETING  
CITY OF WATERTOWN  
January 21, 2020  
7:00 p.m.**

**Mayor Jeffrey M. Smith Presiding**

**Present:** Council Member Sarah V. Compo  
Council Member Ryan J. Henry-Wilkinson  
Council Member Jesse C. P. Roshia  
Council Member Lisa A. Ruggiero  
Mayor Smith

**Also Present:** Richard M. Finn, City Manager  
Robert J. Slye, City Attorney

**City staff present:** James Mills, Michael Delaney, Matthew Roy, Jennifer Voss, Vicky Murphy

The City Manager presented the following reports to Council:

- Resolution No. 1 - Authorizing Amendment #3 of the GHD Engineering Agreement for Phase 1B of the Sludge Disposal Modifications Project
- Resolution No. 2 - Authorizing Amendment #4 of the GHD Engineering Agreement for Phase 1B Of the Sludge Disposal Modifications Project
- Resolution No. 3 - Accepting Change Order GC-1 for Thompson Park Pool & Bathhouse, Con Tech Building Systems, Inc.
- Resolution No. 4 - Accepting Change Order EC-1 for Thompson Park Pool & Bathhouse, Ridley Electric Company, Inc.
- Resolution No. 5 - Re-Adopt Fiscal Year 2019-20 General Fund Budget
- Resolution No. 6 - Authorizing Professional Services Agreement for Design Services for the Public Square Area Traffic Signal Optimization and Coordination Project, PIN 7807.20, Fisher Associates
- Resolution No. 7 - Authorizing Adjustment to the 2019-20 City Tax Bill for 133 Orchard Street North
- Resolution No. 8 - Authorizing the City Manager to Develop Rules and Regulations for Content on the City-Wide Facebook Page
- Resolution No. 9 - Acknowledging Establishment of a Non-City Sponsored Watertown City Council Facebook Page
- Ordinance No. 1 - Changing the Approved Zoning Classification of 231, 237, and 241 Goodale Street, Respective Parcel Numbers 11-01-109.000, 11-01-108.000, 11-01-107.000 from Commercial to Downtown and 201 and 209 Sterling Street, Respective Parcel Numbers 11-01-106.000 and 11-01-105.000 from Residence C to Downtown
- Public Hearing – Resolution - Approving Assessment Charge for Sidewalk Improvement Special Assessment Program, District No. 14

**Complete Reports on file in the office of the City Clerk**

Meeting opened with a moment of silence.

Pledge of Allegiance was given.

The reading of the minutes of the regular meeting of January 6, 2020 and work session of January 13, 2020, was dispensed and accepted as written by motion of Council Member Ryan J. Henry-Wilkinson, seconded by Council Member Lisa A. Ruggiero and carried with all voting in favor thereof.

### **COMMUNICATIONS**

A letter was received from the Jefferson County Board Elections, requesting that City Council consider updating the City's nonpartisan election law.

**Above communication was placed on file in the office of the City Clerk.**

### **PRIVILEGE OF THE FLOOR**

**Jason Traynor**, 142 Mechanic Street, addressed the chair discussing his hopes for expansion of the Citibus system. He said he would like the hours extended into the evening and he plans to conduct a survey to obtain the needs of the community.

**Tim Monaghan**, no address given, addressed the chair regarding pedestrian safety in the downtown area and mentioned that a consultant is being brought in to look at the traffic on lower Arsenal Street. Stating he was trained for nine months at Louisiana Center for the Blind and an experienced street traveler, he said the safest thing to do is to install a traffic light at the intersection with the crosswalk. He expressed concerns with some of the consultant's proposals and indicated there are safety issues for blind people traveling downtown.

**Jonathan Phillips**, 735 Mill Street, expressed concerns over pedestrian safety at the Arsenal Street crosswalk and stated the recent reconfiguration of the street has caused bus delays. He also stated he is concerned about noncommercial plow trucks plowing without the flashing safety light on top of the truck.

**Christopher Kubis**, Statewide Systems Advocate for Northern Regional Center for Independent Living, informed Council that he is working as an advocate for Mr. Traynor to help form a group to conduct a survey and petition to expand the Citibus system.

**Timothy Drew**, 663 Brainard Street, stated he is in support of the outside consultant hired as the traffic engineer for the downtown area and he encouraged residents to have patience until the traffic study is completed. He also mentioned the sidewalk in front of his home and hoped that it could be repaired with favorable cost sharing with the City.

**Donnie Lee Barrigar**, 134 Union Street, stated this is his fifth time coming to City Council but he has not heard back from anyone. He said he wants an investigation into his theory that the world is flat and the earth is motionless because he feels that people are being presented with fraudulent information. He indicated that scientific testing would prove his theory correct.

### **PUBLIC HEARING**

**At 7:30 p.m. Mayor Smith asked the City Clerk to read the notice of Public Hearing concerning approving Assessment Charge for Sidewalk Improvement Special Assessment Program, District No. 14.**

**Mayor Smith declared the hearing open at 7:30 p.m.**

No one spoke

**Mayor Smith declared the hearing closed at 7:31 p.m.**

## **RESOLUTIONS**

**Resolution No. 1 - Authorizing Amendment #3 of the GHD Engineering Agreement for Phase 1B of the Sludge Disposal Modifications Project**

**Introduced by Council Member Ryan J. Henry-Wilkinson**

WHEREAS, GHD Consulting Services Inc., and the City of Watertown entered into an Agreement to perform engineering services for design and construction of Phase 1B Sludge Disposal Modifications; and

WHEREAS the construction phase was scheduled to be completed during 2017 and 2018; and

WHEREAS, due to delays associated with award of additional grant funding and additional Project scope, the construction will be completed in 2019 and 2020; and

WHEREAS, the Engineer's subconsultant cost for Resident Project Representative (RPR) services increased from \$80/hr to \$90/hr; and

WHEREAS, the Engineer requests an Amendment for the additional \$18,375 cost of subconsultant RPR services;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes amending the GHD agreement, a copy of which is attached and made part of this resolution, to include the additional services in the amount of \$18,375, and

BE IT FURTHER RESOLVED that the City Manager Richard Finn is hereby authorized and directed to execute the Professional Services Agreement on behalf of the City of Watertown.

**Seconded by Council Member Lisa A. Ruggiero**

Prior to the vote on the foregoing resolution, Mayor Smith questioned the subconsultant's increase in rate from \$80 per hour to \$90 per hour.

Water Superintendent Vicky Murphy explained that there was a delay in construction and the resident engineer that this company uses for the MWBE necessities of the EFC group raised their rates by \$10 per hour. She clarified that the work was pushed out from FY 2018-19 to FY 2019-20 and during that time the rate increased.

**At the call of the chair, a vote was taken on the foregoing resolution and carried with all voting yea.**

**Resolution No. 2 - Authorizing Amendment #4 of the GHD Engineering Agreement for Phase 1B Of the Sludge Disposal Modifications Project**

**Introduced by Council Member Ryan J. Henry-Wilkinson**

WHEREAS, GHD Consulting Services Inc., and the City of Watertown entered into an Agreement to perform engineering services for design and construction of Phase 1B Sludge Disposal Modifications; and

WHEREAS the City of Watertown has requested GHD to perform additional services for the Design and Construction of a new mixing system for Primary Digester #2; and

WHEREAS, the additional design and construction tasks will increase the contract by an estimated \$52,450;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes amending the GHD agreement, a copy of which is attached and made part of this resolution, to include the additional services in the amount of \$52,450, and

BE IT FURTHER RESOLVED that the City Manager Richard Finn is hereby authorized and directed to execute the Professional Services Agreement on behalf of the City of Watertown.

**Seconded by Council Member Lisa A. Ruggiero and carried with all voting yea.**

**Resolution No. 3 - Accepting Change Order GC-1 for Thompson Park Pool & Bathhouse, Con Tech Building Systems, Inc.**

**Introduced by Council Member Ryan J. Henry-Wilkinson**

WHEREAS on August 19, 2019 City Council accepted the bid from Con Tech Building Systems, Inc. in the amount of \$2,138,640.00, for the Thompson Park Pool & Bathhouse Project, per our specifications, and

WHEREAS Con Tech Building Systems, Inc, has now submitted Change Order GC-1 in the amount of \$26,534.88,

NOW THEREFORE BE IT RESOLVED by the City Council that it hereby accepts Change Order GC-1 submitted by Con Tech Building Systems, Inc. in the amount of \$26,534.88 for the Thompson Park Pool & Bathhouse Project, bringing the total amount to \$2,165,174.88, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to sign all documents necessary to accept Change Order GC-1 on behalf of the City.

**Seconded by Council Member Lisa A. Ruggiero**

Prior to the vote on the foregoing resolution, City Comptroller James Mills confirmed for Mayor Smith that this change order is a result of the design change at the time the bid's acceptance.

Council Member Ruggiero added that the purpose of this change was to make the bathroom accessible year-round.

Council Member Roshia asked if there were any other change orders expected to come forward.

City Engineer Michael Delaney replied that he does not foresee any major change orders, and he noted that there is money in contingency, which would cover any change order first. He pointed out that the City did reject one change order because they did not feel it was necessary and they are trying to be diligent in keeping costs down and within budget.

**At the call of the chair, a vote was taken on the foregoing resolution and carried with all voting yea.**

**Resolution No. 4 - Accepting Change Order EC-1 for Thompson Park Pool & Bathhouse, Ridley Electric Company, Inc.**

**Introduced by Council Member Ryan J. Henry-Wilkinson**

WHEREAS on August 19, 2019 City Council accepted the bid from Ridley Electric Company, Inc. in the amount of \$149,800.00, for the Thompson Park Pool & Bathhouse Project, per our specifications, and

WHEREAS Ridley Electric Company, Inc, has now submitted Change Order EC-1 in the amount of \$6,422.51,

NOW THEREFORE BE IT RESOLVED by the City Council that it hereby accepts Change Order EC-1 submitted by Ridley Electric Company, Inc. in the amount of \$6,422.51 for the Thompson Park Pool & Bathhouse Project, bringing the total amount to \$156,222.51, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to sign all documents necessary to accept Change Order EC-1 on behalf of the City.

**Seconded by Council Member Lisa A. Ruggiero and carried with all voting yea.**

**Resolution No. 5 - Re-Adopt Fiscal Year 2019-20 General Fund Budget**

**Introduced by Council Member Ryan J. Henry-Wilkinson**

WHEREAS on May 29, 2019 the City Council passed a resolution adopting the Budget for Fiscal Year 2019-20, of which \$44,148,031 was appropriated for the General Fund, and

WHEREAS on August 19, 2019 City Council re-adopted the Fiscal Year 2019-20 General Fund budget to appropriate \$2,900,000 of fund balance to partially fund the Thompson Park Pool and Bathhouse project and,

WHEREAS on January 6, 2020 City Council approved a bond ordinance which negates the use of \$1,400,000 of appropriated fund balance,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby re-adopts the General Fund Budget for Fiscal Year 2019-20 to decrease the appropriated fund balance used to fund the Thompson Park Pool and Bathhouse project by \$1,400,000 and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown that the following adjustments be included in the re-adopted General Fund Budget:

<u>Appropriated Fund Balance</u>	
A.0000.0909 Fund Balance	(\$ 1,400,000)
Total Appropriated	<u>(\$ 1,400,000)</u>
 <u>Expenditures</u>	
A.9950.0900 Transfer to Capital Fund	(\$ 1,400,000)
Total Expenditures	<u>(\$ 1,400,000)</u>

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby **Seconded by Council Member Lisa A. Ruggiero**

Prior to the vote on the foregoing resolution, Mr. Mills explained that this updates the budget to reflect the recent adoption of the bond ordinance which will now cover a portion of the pool project cost.

**At the call of the chair, a vote was taken on the foregoing resolution and carried with all voting yea.**

**Resolution No. 6 - Authorizing Professional Services Agreement for Design Services for the Public Square Area Traffic Signal Optimization and Coordination Project, PIN 7807.20, Fisher Associates**

**Introduced by Council Member Ryan J. Henry-Wilkinson**

WHEREAS the City of Watertown is planning to improve traffic flow, reduce congestion, allow the redevelopment and improve access to the businesses around Public Square, and

WHEREAS in support of this project, the City Engineering Department has negotiated a professional services agreement with Fisher Associates for the design, construction and construction administration services of the Street and Bridge Rehabilitation in the amount of \$135,000.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Agreement between the City of Watertown and Fisher Associates, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute the Agreement on behalf of the City of Watertown.

**Seconded by Council Member Sarah V. Compo and carried with all voting yea.**

**Resolution No. 7 - Authorizing Adjustment to the 2019-20 City Tax Bill for 133 Orchard Street North**

**Introduced by Council Member Ryan J. Henry-Wilkinson**

WHEREAS an amount of \$329.60 representing unpaid water and sewer charges was relieved to the 2019-20 City tax bill for 133 Orchard Street north and

WHEREAS the full amount of the relieved water and sewer charges was subsequently determined to be an error and accordingly resulting in no unpaid balance to relevy,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby reduces the 2019-20 City property tax bill for 133 Orchard Street North, parcel 07-05-237.000, by \$329.60 for the erroneously relieved water and sewer charges, and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown that the above amount is abated and the City Comptroller is hereby authorized to mark the books and records accordingly.

**Secoded by Council Member Sarah V. Compo and carried with all voting yea.**

**Resolution No. 8 - Authorizing the City Manager to Develop Rules and Regulations for Content on the City-Wide Facebook Page**

**Introduced by Council Member Ryan J. Henry-Wilkinson**

WHEREAS, the City Council of the City of Watertown is aware that two departments of the City have established Facebook pages for purposes of keeping the public apprised of events and milestones within their departments; and

WHEREAS, the City Council encourages the use of social media by the City to disseminate information concerning upcoming projects, public hearings and debates, and City events and activities; and

WHEREAS, the City Council believes it is in the best interests of the City to have a single Facebook page dedicated to all City departments and activities, with the option that a user may then determine which department(s) of the City that user desires to “follow;” and

WHEREAS, the City Council believes that the City should have a uniform policy in connection with posts to and comments upon, the City Facebook page to ensure that they conform with content rules designed to encourage positive participation by the public;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that the City shall establish one official City Facebook page for the City of Watertown government and that each department of the City desiring to have a special section devoted to that department shall abide by any and all rules and regulations established by the City Manager for postings; and

BE IT FURTHER RESOLVED that the City Manager of the City of Watertown shall develop rules concerning comment, which rules shall be uniform for all departments of the City and which shall be posted on the City’s main Facebook page; and

BE IT FURTHER RESOLVED by the City Council that the City shall have one Administrator of the City's Facebook page, to be appointed by the City Manager, to ensure compliance with the posting and content policy.

**Seconded by Council Member Sarah V. Compo**

**Rules waived by Motion of Council Member Ryan J. Henry-Wilkinson, seconded by Council Member Sarah V. Compo and carried with all voting in favor thereof.**

Council Member Henry-Wilkinson asked how soon the language for the rules for maintaining a City Facebook page would be developed.

City Manager Finn indicated he is assembling information now and hoped that it would be completed within 30-45 days. He said that he wants to involve the departments and there are other municipalities which have policies in place and can be used as examples.

Mayor Smith explained that he attended a meeting last Friday with the City Manager, City Attorney, and City Clerk to discuss this topic and the hope is to be consistent in following a universal policy in disseminating positive information and messages from the City. He pointed out that City Clerk Saunders had information from other communities which can be used to develop the City's policy.

**At the call of the chair, a vote was taken on the foregoing resolution and carried with all voting yea.**

**Resolution No. 9 - Acknowledging Establishment of a Non-City Sponsored Watertown City Council Facebook Page**

**Introduced by Council Member Ryan J. Henry-Wilkinson**

WHEREAS, the City Council of the City of Watertown has developed a Facebook page for the dissemination of news and information pertaining to City-wide projects and initiatives, and to announce upcoming events and milestones of interest to the public; and

WHEREAS, the City Council acknowledges that its Facebook page is not sponsored by the City of Watertown, and that postings thereon, and comments to those postings, are not to be considered official acts of the City of Watertown or otherwise endorsed by the City; and

WHEREAS, the City Council desires to establish rules pertaining to its Facebook page content which may be posted by Council Members or by the public which will be maintained by a City Council Member Administrator;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that the City Council will establish rules concerning its Facebook page content which conform to the rules developed for the official City Facebook page by the Office of the City Manager; and

BE IT FURTHER RESOLVED that rules concerning content will be posted by the City Council Facebook page Administrator on the Council's Facebook site.

**Seconded by Council Member Sarah V. Compo**

**Rules waived by Motion of Council Member Ryan J. Henry-Wilkinson, seconded by Council Member Sarah V. Compo and carried with all voting in favor thereof.**

Council Member Compo stated this is a good way to get information out to the public and she has received positive feedback regarding it.

Each member of Council agreed and offered similar comments, as well as words of appreciation to Council Member Compo for handling the administration of the Facebook page.

**At the call of the chair, a vote was taken on the foregoing resolution and carried with all voting yea.**

**ORDINANCES**

**Ordinance No. 1 - Changing the Approved Zoning Classification of 231, 237, and 241 Goodale Street, Respective Parcel Numbers 11-01-109.000, 11-01-108.000, 11-01-107.000 from Commercial to Downtown and 201 and 209 Sterling Street, Respective Parcel Numbers 11-01-106.000 and 11-01-105.000 from Residence C to Downtown**

**Introduced by Council Member Ryan J. Henry-Wilkinson**

BE IT ORDAINED where the City of Watertown, pursuant to Section 83 of the New York General City Law, has submitted an application to change the approved zoning classification of 231, 237, and 241 Goodale Street, respective Parcel Numbers 11-01-109.000, 11-01-108.000 and 11-01-107.000 from Commercial to Downtown and 201 and 209 Sterling Street, respective Parcel Numbers 11-01-106.000 and 11-01-105.000 from Residence C to Downtown, and

WHEREAS the Planning Board of the City of Watertown considered the zone change request at its January 7, 2020 meeting and adopted a motion recommending that City Council approve the zone change, and

WHEREAS the Jefferson County Planning Board was scheduled to review the application at its January 28, 2020 meeting, pursuant to Section 239-m of New York State General Municipal Law, and

WHEREAS a public hearing was held on the proposed zone change on February 3, 2020, after due public notice, and

WHEREAS the City Council has made a declaration of Negative Findings of the impacts of the proposed zone change according to the requirements of SEQRA, and

WHEREAS the City Council deems it in the best interest of the citizens of the City of Watertown to approve the requested zone change,

NOW THEREFORE BE IT ORDAINED that the approved zoning classification of 231, 237, and 241 Goodale Street, respective Parcel Numbers 11-01-109.000, 11-01-108.000, 11-01-107.000 shall be changed from Commercial to Downtown, and the approved zoning classification of 201 and 209 Sterling Street, respective Parcel Numbers 11-01-106.000 and 11-01-105.000 shall be changed from Residence C to Downtown, and

BE IT FURTHER ORDAINED that the Zoning Map of the City of Watertown shall be amended to reflect the zone change, and

BE IT FURTHER ORDAINED this amendment to the Zoning Ordinance of the City of Watertown shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or otherwise printed as the City Manager directs.

**Seconded by Council Member Lisa A. Ruggiero**

**Motion was made by Council Member Ryan J. Henry-Wilkinson to schedule a Public Hearing on the foregoing ordinance for Monday, February 3, 2020 at 7:30 p.m. Motion was seconded by Council Member Lisa A. Ruggiero and carried with all voting in favor thereof.**

### **OLD BUSINESS**

**Resolution - Approving Assessment Charge for Sidewalk Improvement Special Assessment Program, District No. 14.** *(Introduced on 12/2/2019; public hearing held this evening; appears in its entirety in the 2020 Minutes Book on page 6 of the 12/2/2019 minutes).*

**Motion was made by Council Member Sarah V. Compo to amend the foregoing resolution to reflect the cost share as 50% to the property owner and 50% to the City. Motion was seconded by Council Member Jesse C. P. Roshia and carried with all voting in favor thereof.**

Mayor Smith explained that the amendment would change the cost share split from 75% property owner/25% City to 50% property owner/50% City and that this would be a better way to amend it since the City does not have the bid numbers yet.

Mr. Finn warned that Council should examine the “cap” which plays into how this was calculated. He said that the City Comptroller has run the numbers by changing the percentage but the “cap” needs to be figured in as well. He also noted that initial letters have already been sent to the residents with the cost share based on the 75/25 split, and he reminded Council that this was done because it was set by a previous resolution. He questioned if there would need to be “some kind of cancellation” of the previous resolution and a reestablishment of it. Lastly, he pointed out that the reason the percentages were originally increased was due to the fiscal impact on the City, so Council will need to determine how to pay for changing the percentage back.

Council Member Henry-Wilkinson questioned what the City’s cost would be if it was changed to a 50/50 split and wondered if the “cap” should be eliminated.

Mr. Mills referred Council to the spreadsheet attached to the resolution showing the cost to the City under the current ratio of 75/25 with \$3,000 “cap” is approximately \$111,000, but a 50/50 split with the same “cap” increases the amount to approximately \$145,000. He pointed out that the current budgeted amount for the City’s cost is \$70,000 so it is currently \$41,000 over budget and changing the ratio to a 50/50 split will make it \$75,000 over budget.

Stating he was one of the authors of the program in 2000, Mayor Smith provided an in-depth historic background of the sidewalk program noting how and why it was started. He commented that repairing

sidewalks provides a benefit to the public and homeowner, making the City more walkable and safe, so the City entered into a partnership to share the cost. Because of the public and residential/private benefit, he said he feels a 50/50 split is fair, but he also recognizes that the City will need to come up with the additional money. He also remarked that business properties are different and should not receive the advantage of the “cap” because a business can write-off the expense of improvements.

Mr. Finn noted that Council has not provided direction in regard to the “cap” on commercial properties and that staff had recommended that commercial properties pay 100%.

Mayor Smith pointed out that the program was always only for residential and said that commercial and not-for-profit businesses were responsible for 100%.

In response to Mr. Finn’s request for formal guidance on non-residential properties, Council concurred that non-residential properties should pay 100% of the cost. Mr. Finn stated that he will draft something up and bring it to Council.

A lengthy discussion occurred regarding the proposal to change the ratio to a 50/50 split, the affect on the current district and notifications that were already sent to the homeowners, the cost difference to the City, the bidding process and timeline, and the inability to set the exact rate for the homeowner until the bid is received and accepted. Staff expressed concerns over having to repeat some of the work that has been completed in this process and the possible delays that it might cause. It was noted that Council should see the final numbers that will result from this change in order to make an informed decision and also decide if there should not be a “cap” with a 50/50 split. Therefore, it was suggested that the amendment be withdrawn and the resolution tabled until more information is received.

**Council Member Sarah V. Compo withdrew her motion to amend the resolution and Council Member Jesse C. P. Roshia withdrew his second to that motion.**

**Motion was made by Council Member Ryan J. Henry-Wilkinson to table the foregoing resolution. Motion was seconded by Council Member Jesse C. P. Roshia and carried with all voting in favor thereof.**

## **STAFF REPORTS**

No were no staff reports.

## **NEW BUSINESS**

### **Lower Arsenal Street Reconfiguration and Crosswalk Safety Concerns**

Members of Council and the Mayor thanked Mr. Traynor and Mr. Kubis for their comments during Privilege of the Floor and gave words of appreciation for their efforts to improve the bus system.

Mayor Smith asked for a police report in regard to the safety concerns of this area.

### **Sewall’s Island and Factory Square Redevelopment Plan Meeting**

Council Member Compo stated she attended this and thanked the members of the public who also attended.

Mentioning there was a survey for the public, Council Member Ruggiero asked how long it would be available to complete.

Senior Planner Jennifer Voss replied that it will be active until the end of the month.

Mayor Smith said this meeting was very informative and he thanked staff for their work.

### **Thank You to Water Department**

Council Member Henry-Wilkinson mentioned he was contacted by a constituent who was very pleased with the Water Department's response to a recent break.

### **Census Committee Update**

Council Member Henry-Wilkinson informed Council that electronic invites will be sent out in March for people to complete their census online. He suggested the committee be invited to a work session in March for a presentation and to walk the Council Members through the online process.

### **Transportation Committee**

Council Member Henry-Wilkinson provided an update from the quarterly meeting and indicated that the guide for paratransit was discussed as well as the Code of conduct for Citibus. He asked if the City has a bloodborne pathogen prevention standard operating procedure for staff because it was brought to the committee's attention that staff has had to clean up after passengers.

Mr. Finn said he will look in to this.

Council Member Ruggiero mentioned she received a complaint from the daughter of an individual that uses the paratransit service and it is being discussed by the Transportation Committee.

### **Chili Cook-off**

Council Member Henry-Wilkinson announced that the Volunteer Transportation Center's Annual Chili Cook-off is Saturday, February 1 at the State Office Building. He stated that he has submitted a registration and asked Council Members to join his team.

### **Skating Event at the Arena**

Council Member Roshia stated he attended the free skating event at the Arena this past weekend and commended the Parks and Recreation staff for their work in hosting this event. He indicated that there were over 200 people in attendance.

### **Neighborhood Watch Meeting**

Council Member Ruggiero announced that the Police Department will be holding a Neighborhood Watch informational meeting on January 28 at 6:00 p.m. at the Library. She said that Officer Shayne Ryan will be speaking regarding a program in general and how to form a group.

### **Mr. Barrigar's Flat Earth Comments During Privilege of the Floor**

Mayor Smith advised that Council will not be able to do a study or pass anything in regard to this because it would need to be handled at the State or Federal level. He suggested that Mr. Barrigar contact his State representatives for further assistance.

**City Right-Of-Way - Water and Sewer Lines**

Mayor Smith said the intent was that the water and sewer lines from curb to curb were the City's responsibility and outside of the curb was the homeowner's responsibility. Noting this was discussed in the past and he thought it was formalized, he stated that he has been told that only one of them was changed and the other one was not. He suggested that a resolution be drawn up so that this is a "hard policy" and there are no questions by staff on how to handle it.

**Board of Elections Letter - Communications**

Mayor Smith stated he received an email regarding the City's election law with questions and recommended changes. He said he hopes to work with the City Attorney on some changes that can be done and bring it before Council for approval.

**Digital Billboards**

Mayor Smith stated he hopes Planning is continuing to work from the City's perspective on digital billboards for downtown and if the NYS DOT has an issue with them, then that is the State's issue to resolve. He said he wants the City to move forward in determining what is allowable for digital billboards downtown from the City's standpoint.

**Motion was made by Council Member Ryan J. Henry-Wilkinson to move into Executive Session to discuss the employment history of a particular individual and collection bargaining.**

**Motion was seconded by Council Member Sarah V. Compo and carried with all voting in favor thereof.**

Council moved into Executive Session at 8:13 p.m.

Council reconvened at 9:38 p.m.

**ADJOURNMENT**

**At the call of the chair, meeting was duly adjourned at 9:38 p.m. until Friday, January 24, 2020 at 10:45 a.m. by motion of Council Member Ryan J. Henry-Wilkinson, seconded by Council Member Lisa A. Ruggiero and carried with all voting in favor thereof.**

*Ann M. Saunders*  
City Clerk