

# SCHENECTADY CITY COUNCIL COMMITTEE AGENDA

for  
Monday, May 17, 2021  
5:30 p.m.  
Teleconference

*The Council President reserves the right to add or delete any agenda item prior to Committee Meeting.*

**View on Live on: Spectrum CHANNEL 1303 or on Verizon FiOS CHANNEL 38**

You can also view the meeting **LIVE** at: <http://www.openstagemedia.org/>

(On the home page, select Government from the play window.) Or on YouTube.com (under Open Stage Media)

Webex: <https://schenectadyny.webex.com/schenectadyny/onstage/g.php?MTID=eb4c0d90414b2136f1febaab92f7ad0cd>

Webex Meeting Phone #: 1-415-655-0001; Meeting #: 161 893 8430; Meeting Password: CityCouncil

## Public Safety

- |   |  |                          |
|---|--|--------------------------|
| 1 | PH Discussion – Amending Chapter 248 of the Administrative Code of the City of Schenectady Related to the Impoundment and Redemption of All-Terrain Vehicles (PH was on 5/10/2021) | Karen Zalewski-Wildzunas |
| 2 | CR – Recognizing the Month of May as Motorcycle Safety and Awareness Month   | Karen Zalewski-Wildzunas |
| 3 | Discussion – City Council In-Person Meetings   | John Mootooveren         |

## Health & Recreation

- |   |                                    |                    |
|---|------------------------------------|--------------------|
| 1 | Grout Park Usage / Lease Agreement | Marion Porterfield |
|---|------------------------------------|--------------------|

## City Development & Planning

- |    |  |                    |
|----|--|--------------------|
| 1  | PH Discussion – Proposed 2021-2022 HUD Annual Action Plan (PH was on 5/10/2021)  | Marion Porterfield |
| 2  | Authorize the Issuance of Revocable Permit No. 661 to Schenectady County Community College for a Sign that Will Encroach the City’s Right-of-Way at 108 State Street | Chris Wallin       |
| 3  | ABAC – for the “Forest and Francis Intersection Improvements” to Callanan Industries, Inc.   | Chris Wallin       |
| 4  | Resolution Issuing a Negative Declaration for the Parkland Alienation on Front Street  | Kristin Diotte     |
| 5  | Resolution Requesting that the NYS Legislature Enact Special Legislation Alienating Front Street Park  | Kristin Diotte     |
| 6  | A Request for Approval of CDBG Funding for Youth Training & Employment Program   | Kristin Diotte     |
| 7  | Amend Chapter 183 of the City Code Related to Business Certificates of Use   | Andrew Koldin      |
| 8  | Sale of 313 Front Street   | Maurice Brown, III |
| 9  | Sale of 430 Hulett Street  | Maurice Brown, III |
| 10 | Sale of 825 Emmett Street  | Maurice Brown, III |



# SCHENECTADY CITY COUNCIL

## Legislative Request Form

**Committee:** Public Safety

**Committee Date:**

Monday, May 17, 2021

**From:** Karen Zalewski-Wildzunas

**Subject** Discussion - Amending Chapter 248 of the Administrative Code of the City of Schenectady Related to the Impoundment and Redemption of All-Terrain Vehicles (PH - was held on 05-10-2021)

**Background Info:**

**Evaluation/Analysis**

**Recommendation**



# SCHENECTADY CITY COUNCIL

## Legislative Request Form

**Committee:** Public Safety

**Committee Date:**

Monday, May 17, 2021

**From:** Karen Zalewski-Wildzunas

**Subject** CR - Recognizing the Month of May as Motorcycle Safety and Awareness Month

**Background Info:**

**Evaluation/Analysis**

**Recommendation**



# **SCHENECTADY CITY COUNCIL**

## **Legislative Request Form**

**Committee:** Public Safety

**Committee Date:**

Monday, May 17, 2021

**From:** John Mootoveren

**Subject:** Discussion - City Council In Person Meetings

**Background Info:**

**Evaluation/Analysis**

**Recommendation**



# SCHENECTADY CITY COUNCIL

## Legislative Request Form

**Committee:** Health & Recreation

**Committee Date:**

Monday, May 17, 2021

**From:** Marion Porterfield

**Subject** Grout Park Usage/ Upgrade / Lease Agreement

**Background Info:**

**Evaluation/Analysis**

**Recommendation**



# **SCHENECTADY CITY COUNCIL**

## **Legislative Request Form**

**Committee:** City Development & Planning

**Committee Date:**

Monday, May 17, 2021

**From:** Kristin Diotte

**Subject** Discussion - Proposed 2021-2022 HUD Annual Action Plan (PH - was held on 05-10-2021)

**Background Info:**

**Evaluation/Analysis**

**Recommendation**



# **Legislative Request Form**

**DEPARTMENT OF ENGINEERING**

**CHRISTOPHER WALLIN, P.E., CITY ENGINEER**

**COMMITTEE ASSIGNMENT:**

**DATE: May 17, 2021**

**TO: City Council**

**FROM: Christopher R. Wallin, P.E., City Engineer**

**SUBJECT: Authorize the Issuance of Revocable Permit No. 661 to Schenectady County Community College for a Sign That Will Encroach the City's Right-of-Way at 108 State Street, Schenectady, New York**

**TO BE PLACED ON COUNCIL AGENDA OF:**

**May 24, 2021**

**Background Information:**

Schenectady County Community College would like to install a sign within the City's right-of-way at 108 State Street, Schenectady, New York. (Please see attached).

**Evaluation/Analysis:**

Attached please find the Revocable Permit Application for the sign that will encroach the City's right-of-way at 108 State Street, Schenectady, New York.

**Recommendation:**

**Authorize the Issuance of Revocable Permit No. 661 to Schenectady County Community College for a Sign That Will Encroach the City's Right-of-Way at 108 State Street, Schenectady, New York**

**LEGISLATION WILL BE PREPARED BY: Engineering**

CRW: cd



## City of Schenectady Department of Engineering

---

Room 205, City Hall, 105 Jay Street  
Schenectady, New York 12305-1938  
Office (518) 382-5082 Fax (518) 382-1050

**Gary R. McCarthy**  
Mayor

**Christopher R. Wallin, P.E.**  
City Engineer

### REVOCABLE PERMIT NO. 661

The City of Schenectady hereby grants **Revocable Permit No. 661** to **Schenectady County Community College** for a **Sign** that will hang over the City's right-of-way at **108 State Street, Schenectady, New York.**

- a) The **Sign** will hang over the City's right of way at **108 State Street, Schenectady, New York**
- b) **Schenectady County Community College** shall hold the City, its employees, or agents harmless for any damage to the **Sign** resulting from their acts in performing of their duties.
- c) So long as the **Sign** remains in the City right-of-way **Schenectady County Community College** shall carry, at **THEIR** expense public liability insurance in an amount not less than \$1,000,000/\$1,000,000 for personal liability and not less than \$1,000,000 for property damage in one accident and \$2,000,000 in the aggregate. The liability policy must the name City of Schenectady as additionally insured to be saved harmless for personal liability and property damage and is subject to the approval of the Corporation Counsel of the City of Schenectady.
- d) The City Engineer of the City of Schenectady reserves the power to revoke the permission granted and to require the removal of the **Sign** except in case of a dangerous condition which shall be corrected immediately upon notification.
- e) **Schenectady County Community College** complies with all rules, regulations and building permits relating to the erection and maintenance of the **Sign**.
- f) **Schenectady County Community College** agrees to defend, indemnify, and hold harmless the City of Schenectady, their officers, agents and employees from any and against any and all claims, suits, liens, judgments, damages, losses and expenses including reasonable legal fees and costs arising in whole or in part and in any manner from acts, omissions, breach or default of **Schenectady County Community College**, or their agent, related to their performance related to this revocable permit.



**City of Schenectady  
Department of Engineering**

Room 205, City Hall, 105 Jay Street  
Schenectady, New York 12305-1938  
Office (518) 382-5082 Fax (518) 382-1050

Office Use Only			
Application No.:	_____		
Permit No.:	_____		
Date Issued:	_____		
Liability Insurance	Attached:	<input type="checkbox"/>	On File:
		<input type="checkbox"/>	<input type="checkbox"/>

**REVOCABLE PERMIT**

**Instruction:**

This application shall be completed in full, either typed or printed clearly in ink, and filed with the City of Schenectady Department of Engineering, at the above address.

**Description:**

This application shall be used when a property owner or their representative install or places an object in City right-of-way, such as signs, planters, etc. All required information for the object placed in City right-of-way can be found herein and/or within the City of Schenectady's Municipal Code Section [§264-63: Zoning Signs](#), [§228-10: Encroaching Structures and Articles](#). This Permit shall be allowed for as long as the insurance is still in place and require a fee of **\$100.00** to be paid in Room 100, City Hall 105 Jay Street, Schenectady, NY 12305.

Any work or obstructions within the City Right-of-way shall require submission of current liability insurance naming the City as additionally insured.

Before any excavation always call Dig Safely New - Call 811

**Part I: General Information**

1. Item Information

- a. Permit Address \_\_\_\_\_ 108 State St
- b. Name Permit to be issued to: (Owner/Business/etc.) \_\_\_\_\_ SCCC
- c. Object type \_\_\_\_\_ Blade Sign

2. Applicant's Information

- a. Applicant's Name: \_\_\_\_\_ AT Signs
- b. Street Address: \_\_\_\_\_ 842 Saratoga Rd
- c. City, State, ZIP: \_\_\_\_\_ Bant Hills NY
- d. Telephone No.: \_\_\_\_\_ 518 399 9291
- e. Fax No.: \_\_\_\_\_ 518 688 0179
- f. Emergency Name 24/7: \_\_\_\_\_ Tom wrecker
- g. Emergency Phone #: \_\_\_\_\_ 518 399 9291

  
Signature: \_\_\_\_\_

5/11/21  
Date: \_\_\_\_\_

**PART II PERMIT APPLICATION SKETCH**  
**SAMPLE**

Applicant: ATSigns

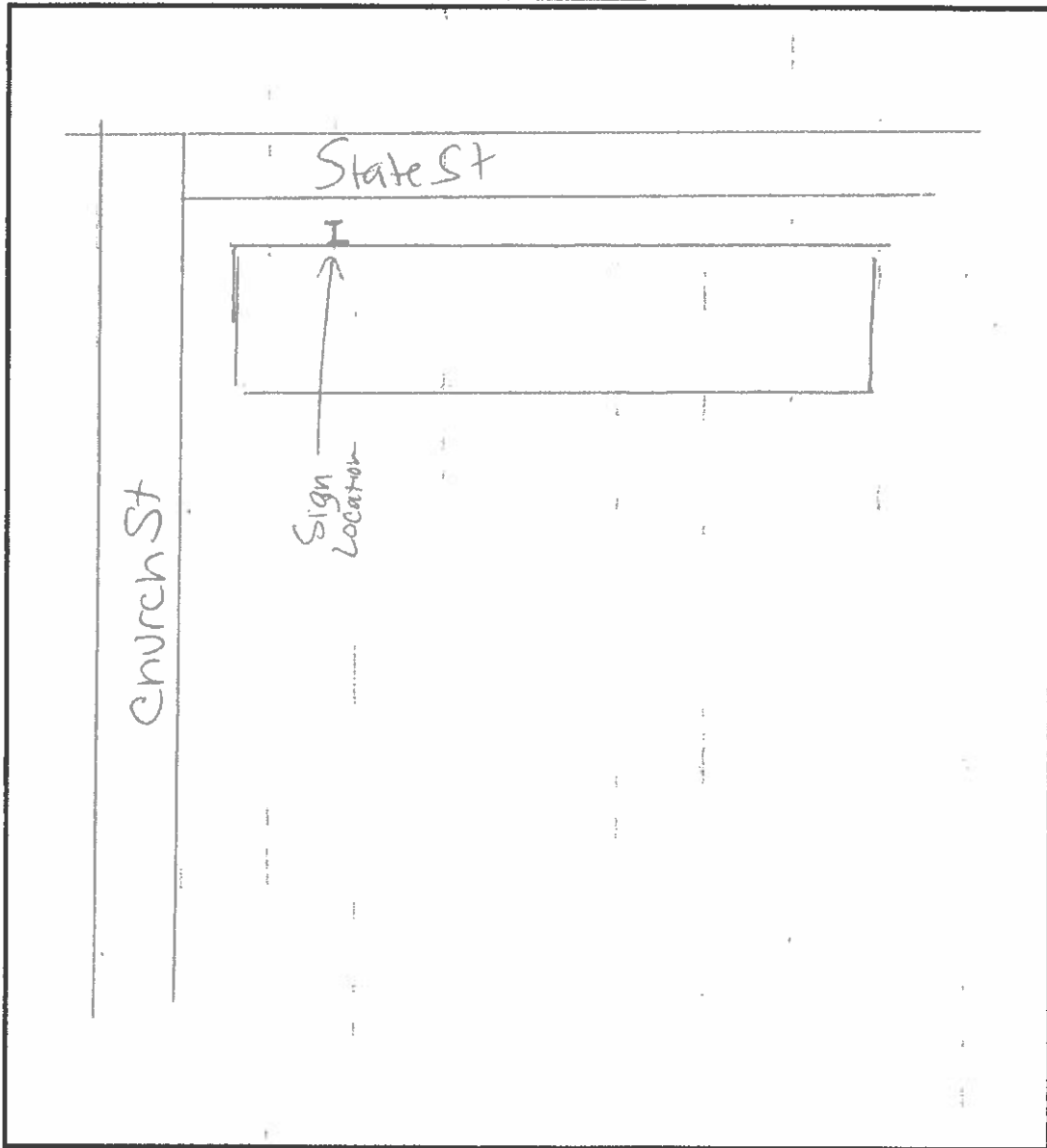
Work Site Address: 108 State

Is there alternate side parking on street: Yes  No

Phone No.: 583999291 Fee: 100<sup>00</sup>

Date: \_\_\_\_\_

**LOCATION OF WORK**



### Procedures for a Revocable Permit

1. Approval of structure and size of the item to be placed in the City right-of-way from Code Enforcement and from Zone. (Please note that the Engineering Dept. will need to have a copy of the approval letter you receive from the Planning Commission<sup>1</sup> and, if in a historic area, from the Historic Commission<sup>2</sup>.)
2. Revocable Permit Application (with all of the required information complete), Revocable Permit Application Sketch (please note that plans, detail sheets can be used, please write "see attached" on the sketch and attach the plans/detail to the packet) and any other attachments should be turned into the Department of Engineering NO LATER THAN the Wednesday before Council's Committee Meeting<sup>3</sup> in order to be presented at the Council Meeting<sup>4</sup>.

#### On the sketch:

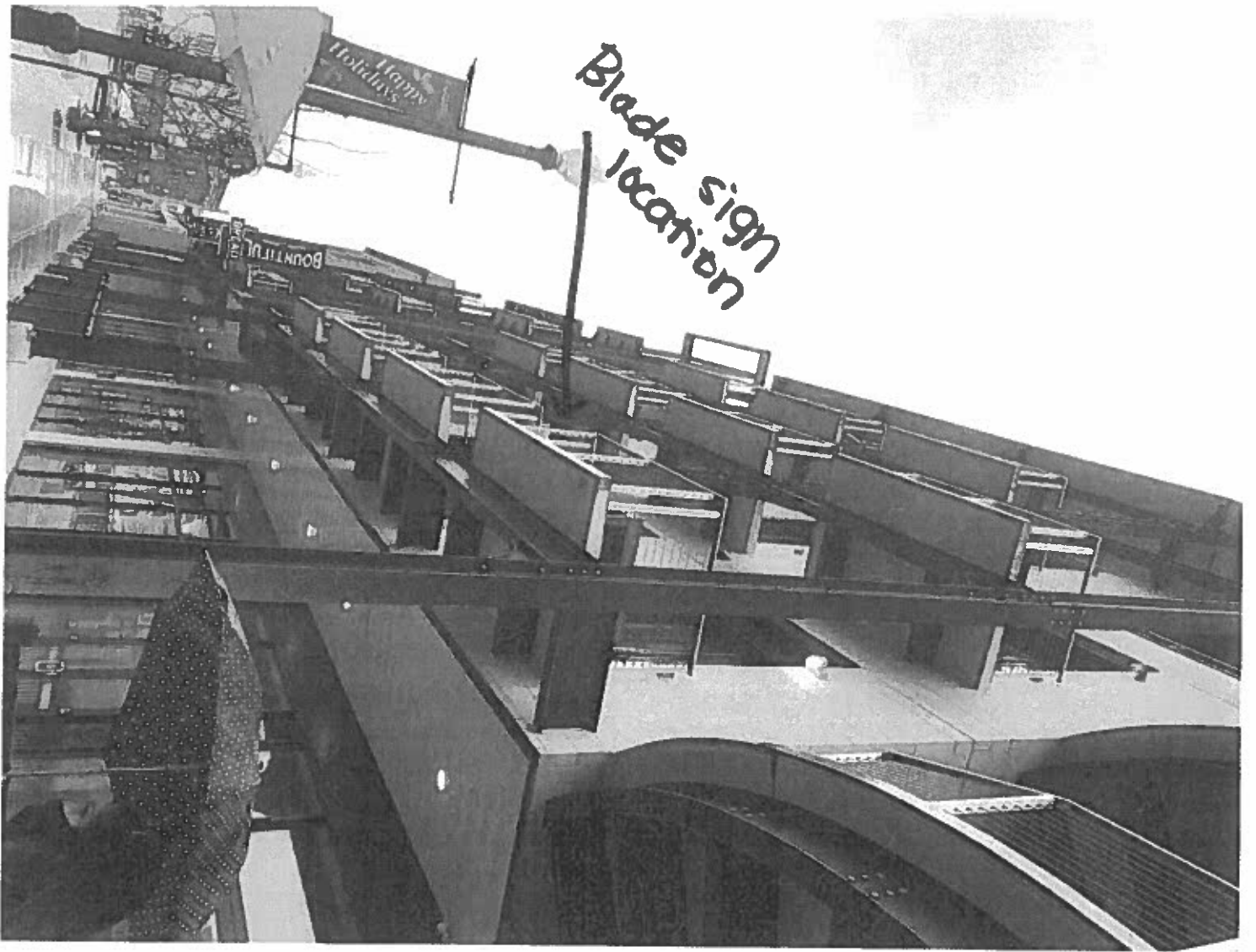
- a. Use the left side of the sketch as the face of the building to show the position of the item in the right-of-way in relation to the building.
  - b. If no sketch of the item is available, you must show the dimensions of the item on the sketch (i.e. height, width, depth).
  - c. If item is an awning or a sign, please attach a picture or artistic rendering of how it will be attached to the building including dimensions and overhangs.
  - d. Show measurement of the ground clearance for any sign or awning.
  - e. Show measurement from the curb to the face of the building.
3. In order to receiving a revocable permit, the City must be furnished with a Certificate of Liability Insurance (limits as shown on sample) that names the City of Schenectady as additionally insured. Please note that the City requires this insurance to be in place for as long as the item is in the right-of-way and a new certificate must be furnished every year before the old certificate expires.
  4. Once Council has approved the issuance of the revocable permit, been signed by the City Engineer and Corporation Counsel, the permit (in the form of a sticker) will be issued upon receipt of payment of \$100.
  5. This permit is only for the item to be placed in the city right-of-way. You will still need to check with Code Enforcement to see if a Building Permit or Electrical Permit is required.
  6. Because the Revocable Permit is a PAPER sticker and is to be placed on a front of the building, it should be taped on the inside of the window to lessen weatherization.

1 The Planning Commission meets on the third Wednesday of every month.

2 The Historic Commission meets on the third Monday of every month.

3 Council's Committee meetings are held on the first and third Monday of every month (except for holidays).

4 Council meetings are held on the second and fourth Monday of every month (except for holidays).



Blade sign location

Happy Holidays

BOUNTIFUL

# SUNY Blade Sign

Qty: (1) Double Sided

Materials: Aluminum with verbiage cut into the face, acrylic backed letters. Entire signs to be internally illuminated with LED's and connected to power brought to sign location by others.

Sign edge to have LED tube (neon look). Sign to be mounted to (2) steel arms with base plates and through bolted to building.

Additional Information: AJ Signs will need full access to through bolt where sign is to be installed.

Colors:  White Acrylic

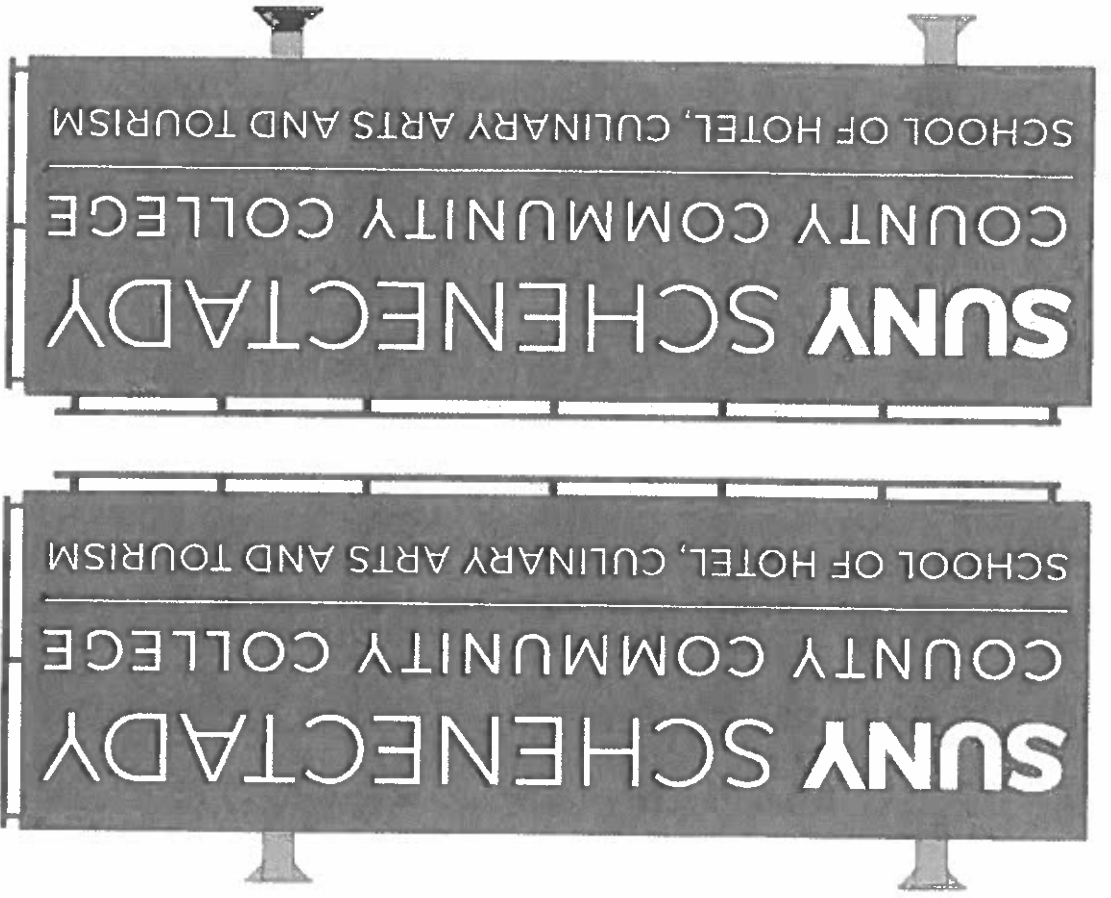
PAINTED PMS 653

7125 White (Stripe)



NIGHT VIEW

120 in



38 in

7125 Vinyl Stripe

**AJ Sign Co.**  
 842 Saratoga Road  
 Bant Hills, NY 12027  
 (518) 395-9791  
 AJSigns.com

Client: SCCC Culinary  
 Project: Blade Sign  
 Location: State Street, Schenectady, NY  
 Customer Approval: \_\_\_\_\_  
 Landlord Approval (if Required): \_\_\_\_\_

Date: \_\_\_\_\_  
 Date: \_\_\_\_\_

File Name: E32291  
 Salesperson: Emma Van Vorst  
 Designer: Liz Charon  
 Date: 1/25/21

Signs and graphics are made from high quality materials and are designed to last. All dimensions are approximate and subject to change without notice. We warrant our workmanship and materials for a period of 90 days from the date of installation. All other warranties are void where prohibited by law. © 2011 AJ Sign Co.



# SUNY Blade Sign

Qty: (1) Double Sided

**Materials:** Aluminum with verbiage cut into the face, acrylic backed letters. Entire signs to be internally illuminated with LED's and connected to power brought to sign location by others. Sign edge to have LED tube (neon look). Sign to be mounted to (2) steel arms with base plates and through bolted to building.  
**Additional Information:** AJ Signs will need full access to through bolt where sign is to be installed.

Colors:  White Acrylic

PAINTED PMS 653

7125 White (Stripe)

APPROVED

PLANNING & ZONING

Christina Flourens 5/11/21



NIGHT VIEW

120 in



38 in



7125 Vinyl Stripe

Client: SOCC Culinary  
 Project: Blade Sign  
 Location: State Street, Schenectady, NY

Customer Approval: \_\_\_\_\_  
 Landlord Approval (if Required): \_\_\_\_\_

Date: \_\_\_\_\_  
 Date: \_\_\_\_\_

File Name: E32281  
 Salesperson: Emma Van Vort  
 Designer: Liz Charon  
 Date: 1/25/21

© 2021 AJ Signs Co. All rights reserved. This document is the property of AJ Signs Co. and is not to be distributed, copied, or used in any way without the express written permission of AJ Signs Co. The information contained herein is confidential and intended solely for the use of the individual named. If you have received this document by mistake, please notify us immediately by email at info@ajsigns.com or by phone at 518-399-4291. We will delete this information from our system and will not disseminate it to any other person or entity.



Your Image. Our Expertise.



# Legislative Request Form

**DEPARTMENT OF ENGINEERING**  
**CHRISTOPHER WALLIN, P.E., CITY ENGINEER**



**COMMITTEE ASSIGNMENT:**

**DATE: May 17, 2021**

**TO: City Council**

**FROM: Christopher R. Wallin, P.E., City Engineer**

**SUBJECT: Award Bid and Contract for the "Forest and Francis Intersection Improvements" to Callanan Industries, Inc. in the amount of \$258,852.**

**TO BE PLACED ON COUNCIL AGENDA OF: May 24, 2021**

## **Background Information:**

This project is to improve the Forest Road and Francis Avenue intersection. These improvements are to include paving, curbing, trees, drainage, and new crosswalks.

## **Evaluation/Analysis:**

The Purchasing Department solicited and received bids for "Forest and Francis Intersection Improvements". A low responsive base bid was received on May 5, 2021 from Callanan Industries, Inc., of Albany, NY in the total amount of \$258,852.00.

## **Recommendation:**

Authorize the Mayor to enter into a contract with Callanan Industries, Inc. for the "Forest and Francis Intersection Improvements" in the total amount of \$258,852.00.

**LEGISLATION WILL BE PREPARED BY: Engineering**

CRW: cd





## Plan Holders List

## Plan Holders List

Organization Name	Main Contact	Download Date	City	Province/State
Empire Paving of Schenectady, Inc.	Richard Longo	05/08/2021 07:41 AM EDT	Duanesburg	New York
American Paving Inc.	Angelo Stanco	05/05/2021 09:41 AM EDT	Glen Cove	New York
GPI/Greenman-Pedersen, Inc.	Heather Pace	04/30/2021 03:56 PM EDT	Albany	New York
Michael Luizzi Contracting Corp.	Michael Luizzi	04/29/2021 02:27 PM EDT	Albany	New York
Commercial Paving Company	Matt Beecher	04/27/2021 09:58 AM EDT	Queensbury	New York
Champion Maintenance Contractors, Inc	Jonathan Delisa	04/27/2021 09:49 AM EDT	Norwalk	Connecticut
James H. Maloy , Inc	Peter Maloy	04/23/2021 04:33 PM EDT	Loudonville	New York
Best Paving and Sealcoating Inc.	Richard Best	04/22/2021 03:32 PM EDT	Albany	New York
DLC Electric LLC.	Ralph Cioffi	04/22/2021 12:48 PM EDT	Troy	New York
SMACNA NYS	Aaron Hilger	04/21/2021 08:57 AM EDT	Rochester	New York
beta.inch	rashi dhaka	04/20/2021 01:55 PM EDT	delhi	
Delsignore Blacktop Paving, Inc.	Debra Newman	04/19/2021 01:06 PM EDT	Troy	New York
Stilsing Electric Inc	Michael Stilsing	04/19/2021 08:43 AM EDT	Rensselaer	New York
North America Procurement Council, Inc. PBC	Tim Loncarich	04/17/2021 01:44 AM EDT	Grand Junction	Colorado
Officepartners360	Tim Boylan	04/16/2021 11:09 PM EDT	Pittsburgh	Pennsylvania
Merit Apprenticeship Alliance	Penelope Hazer	04/16/2021 04:10 PM EDT	East Syracuse	New York
Peter Luizzi Bros Contracting Inc	Peter Luizzi	04/16/2021 02:56 PM EDT	Albany	New York
Callanan Industries	Robert Moreau	04/16/2021 02:54 PM EDT	Albany	New York
New Castle Paving	Adrienne McMullen	04/16/2021 02:48 PM EDT	Troy	New York

**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT:** City Development & Planning      **DATE:** 5/13/21  
**TO: COUNCIL MEMBERS**  
**FROM: Kristin Diotte**  
**SUBJECT: Resolution issuing a Negative Declaration for the parkland alienation on Front Street.**

**Background Information:**

On April 12, 2021 the City Council passed a resolution declaring lead agency for SEQR and opened a thirty (30) day public comment period regarding the proposed alienation of parkland located in the Stockade Historic District. The public comment period is over and an environmental determination can be made.

**Evaluation/Analysis:**

Under SEQR it is a requirement that a Negative Declaration be determined and subsequently issued before an action such as parkland alienation can occur. Based on the Short Environmental Assessment Form submitted by the City staff for this Unlisted Action there will be no adverse environmental impacts as a result of this alienation.

**Recommendation:**

The City Council shall pass a resolution issuing a Negative Declaration for the requested parkland alienation of the Front Street Park.

**LEGISLATION WILL BE PREPARED BY**     **Law Dept.**

**CITY OF SCHENECTADY**  
**LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT:** City Development & Planning      **DATE:** 5/13/21  
**TO: COUNCIL MEMBERS**  
**FROM: Kristin Diotte**  
**SUBJECT: Resolution Requesting That the NYS Legislature Enact Special Legislation Alienating Front Street Park.**

**Background Information:**

The City seeks to make the land available as a site to be used to relocate historic Stockade neighborhood buildings from Ingersoll Avenue to a location outside of the floodplain to reduce extreme flood risk to people and property. The Front Street Park parcel is the only site that can accommodate reuse that is outside of the Special Flood Hazard Area and still inside of the Stockade National Register Historic District. The City will replace parkland with the open space on the former Ingersoll Avenue which will be assembled and added to an enlarged Riverside Park enabling the City to construct new amenities.

**Evaluation/Analysis:**

The City will explore other opportunities for parkland replacement and reserve funds adequate to acquire land of comparable value for new parkland if necessary subject to fair market appraisal. If the relocation project does not advance, the City is committed to rededication of Front Street Park as municipal parkland.

The use of designated parkland for non-park or private sector use requires that the alienation of parkland process be undertaken with the New York State Legislature. The City is working with NYSHPO to determine if any additional consultation is needed, but given timing of the State Legislative session, its best to proceed based on the best available information.

**Recommendation:**

The City Council shall pass a resolution authorizing the Department of Development to pursue the process of alienating the Front Street Park with the New York State Legislature and for authorization by the Governor, pursuant to the Municipal Home Rule Law (MHRL) §40, requesting that the NYS Legislature enact special legislation authorizing the alienation of Front Street Park.

**LEGISLATION WILL BE PREPARED BY**     **Law Dept.**

**CITY OF SCHENECTADY LEGISLATIVE REQUEST FORM**

**COMMITTEE ASSIGNMENT: City Planning + Development**

**DATE: May 13, 2021**

**TO: City Council**

**FROM: Kristin Diotte, Director of Planning + Development**

**SUBJECT: A request for approval of CDBG funding for Youth Training + Employment Program**

**Background Information:**

The City's goals outlined in the 2020-2024 HUD Consolidated Plan prioritize the expansion of workforce development and strengthening local neighborhoods. This includes promoting summer recreational programs, youth employment and fostering training-to-work pipelines connected to the local employment sector while supporting workforce and leadership diversity.

The City of Schenectady will partner with Schenectady Job Training Agency (SJTA), Community Fathers, Inc., ReTree Schenectady and Schenectady County on a collaborative tree planting initiative. This will create opportunities for youth employment, skills training, and workforce development while improving the City's green infrastructure.

**Evaluation/Analysis:**

CDBG funding of \$25,000 is requested to be allocated to this program.

Matched funds received by The City of Schenectady and Schenectady County for tree restoration and planting through National Grid's Capital Tree Program and 10,000 Trees Program will be utilized. ReTree Schenectady and local M/WBE's will be assisting with design, skills training, planting of trees and landscaping as part of this collaboration throughout the summer months.

The City of Schenectady continues to work with our partners, service providers and community to support the economic growth and job training needs in the City and to carry out the 2020-2024 Consolidated Plan to serve low-to-moderate income neighborhoods throughout the City of Schenectady.

**Recommendation:**

City Council approval for the \$25,000 budget allocation to SJTA in partnership with Community Fathers, Inc. for this initiative.

**LEGISLATION WILL BE PREPARED BY Law Department**