

**COMMON COUNCIL**  
**Regular Session**  
**April 4, 2017**

**Present:** Alderman Gressler, Alderman Shaffer, Alderwoman Jodway, Alderman Welyczko, Alderman Ruffing, Alderman Regan, Alderman Atutis, Alderman Carter, City Attorney Jennifer Chrisman, City Treasurer David Petkovsek, Mayor Mark Blask, and City Clerk Kira Andrilla

**Comments from the floor:**

No comments

**Minutes:**

The minutes of the March 7, 2017 Regular Session were approved as printed and placed on file in the City Clerk's office on motion of Alderman Carter and seconded by Alderman Gressler.

All in favor: Gressler, Shaffer, Welyczko, Ruffing, Regan, Carter, Jodway, Atutis

**Bills:**

Bills for the period of March 7, 2017 through April 4, 2017 in the amount of **\$179,534.93 Current Check numbers 61518-61535, prepaid \$3,912.14 Check numbers 61397, 61398, 61399, 61400, 61401, 61501, 61502, 61503, 61508, 61513** were approved as audited on motion of Alderman Shaffer and seconded by Alderman Ruffing.

Roll Call: Gressler, Shaffer, Jodway, Welyczko, Ruffing, Regan, Carter, Jodway, Atutis

**Monthly Report:**

The report of the City Clerk and Court Clerk for the month of March 2017 was accepted and placed on file on motion by Alderman Regan and seconded by Alderman Shaffer.

All in favor: Gressler, Shaffer, Jodway, Welyczko, Ruffing, Regan, Carter, Jodway, Atutis

**RESOLUTION #22**

**April 4, 2017**

**RESOLUTION No. 22 OF THE COMMON COUNCIL OF THE  
CITY OF LITTLE FALLS**

**WHEREAS**, buildings are the single largest user of energy in the State of New York, and the poorest performing buildings typically use several times the energy of the highest performing buildings, for the exact same building use; and

**WHEREAS**, this Local Policy will use Building Energy Benchmarking to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the City of Little Falls; and

**WHEREAS**, collecting, reporting, and sharing Building Energy Benchmarking data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide; and

**WHEREAS**, equipped with this information, the City of Little Falls will be able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement.

**WHEREAS**, the following definitions will apply:

(A) “Benchmarking Information” shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.

(B) “Building Energy Benchmarking” shall mean the process of measuring a building’s Energy use, tracking that use over time, and comparing performance to similar buildings.

(C) “Commissioner” shall mean the head of the Department of Public Works.

(4) “Covered Municipal Building” shall mean a building or facility that is owned or occupied by the City of Little Falls that is 1,000 square feet or larger in size.

(5) “Department” shall mean the City of Little Falls Department of Public Works.

(6) “Energy” shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.

(7) “Energy Performance Score” shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.

(8) “Energy Use Intensity (EUI)” shall mean the kBtUs (1,000 British Thermal Units) used per square foot of gross floor area.

(9) “Gross Floor Area” shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.

(11) “Portfolio Manager” shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.

(12) “Utility” shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.

(13) “Weather Normalized Site EUI” shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations; and

**WHEREAS**, this Local Policy is applicable to all Covered Municipal Buildings as defined in item 5 above of this Local Policy; and

**WHEREAS**, the Commissioner may exempt a particular Covered Municipal Building from the benchmarking requirement if the Commissioner determines that it has characteristics that make benchmarking impractical; and

**WHEREAS**, no later than December 31, 2017, and no later than May 1 every year thereafter, the Commissioner or his or her designee shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year; and

**WHEREAS**, for new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the Commissioner or his or her designee shall begin inputting data in the following year; and

**WHEREAS**, the Department shall make available to the public on the internet Benchmarking Information for the previous calendar year:

- (a) No later than December 31, 2017 and by September 1 of each year thereafter for Covered Municipal Buildings; and

**WHEREAS**, the Department shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

- (a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and
- (b) For each Covered Municipal Building individually:

- (i) The status of compliance with the requirements of this Local Policy; and
- (ii) The building address, primary use type, and gross floor area; and
- (iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and
- (iv) A comparison of the annual summary statistics (as required by this Local Policy) across calendar years for all years since annual reporting under this Local Policy has been required for said building; and

**WHEREAS,** the Department shall maintain records as necessary for carrying out the purposes of this Local Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the Department for a period of three (3) years; and

**WHEREAS,** the Commissioner or his or her designee shall be the Administrator of this Local Policy; and

**WHEREAS,** the Administrator of this Local Policy may promulgate procedures necessary for the administration of the requirements of this Local Policy; and

**THEREFORE BE IT RESOLVED THAT** within thirty days after each anniversary date of the effective date of this Local Policy, the Administrator of the Benchmarking Policy shall submit a report to the City of Little Falls Common Council including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the Commissioner determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Local Policy; and

**BE IT ALSO RESOLVED THAT** this Local Policy shall be effective immediately upon adoption by the City of Little Falls Common Council and a copy of this resolution shall be provided to the City of Little Falls Department of Public Works.

This resolution and appointment shall take effect upon passing hereof by the Common Council.

Dated: April 4, 2017

Motion: Alderman Gressler

Second: Alderwoman Jodway

Mayor Blask explained the resolutions. He answered any questions that were asked. The second resolution for the Solar Permitting will be on the agenda at the Special meeting being held on April 11<sup>th</sup>.

Roll Call: Gressler, Shaffer, Jodway, Welyczko, Ruffing, Regan, Carter, Atutis

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Kira Andrilla

City Clerk of the City of Little Falls

**RESOLUTION #23**

**April 4, 2017**

**RESOLUTION No. 23 OF THE COMMON COUNCIL OF THE  
CITY OF LITTLE FALLS**

**WHEREAS**, the City of Little Falls contract with the City of Little Falls Fire Department/Little Falls Paid Firefighters Local 2966 for the period from January 1, 2017 through December 31, 2019 has been negotiated between the Finance Committee and the City of Little Falls Fire Department/Little Falls Paid Firefighters Local 2966; and

**WHEREAS**, the City of Little Falls Fire Department/Little Falls Paid Firefighters Local 2966 has agreed to the terms of the extensions of the contract; and

**NOW THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Little Falls, that the Mayor is authorized to execute the aforementioned contract between the City of Little Falls and the City of Little Falls Fire Department/Little Falls Paid Firefighters Local 2966.

This resolution shall take effect upon passing hereof by the Common Council.

Dated: April 4, 2017

Motion: Alderwoman Jodway

Second: Alderman Shaffer

Mayor Blask thanked all the members involved for being flexible and agreeing and making it easy to work with everyone.

Roll Call: Gressler, Shaffer, Jodway, Welyczko, Ruffing, Regan, Carter, Atutis

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Kira Andrilla

City Clerk of the City of Little Falls

**RESOLUTION #24**

**April 4, 2017**

**RESOLUTION No. 24 OF THE COMMON COUNCIL OF THE  
CITY OF LITTLE FALLS**

**WHEREAS**, the City of Little Falls contract with the City of Little Falls Fire Chief for the period from January 1, 2017 through December 31, 2019 has been negotiated between the Finance Committee and the City of Little Falls Fire Chief; and

**WHEREAS**, the City of Little Falls Fire Chief has agreed to the terms of the extensions of the contract; and

**NOW THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Little Falls, that the Mayor is authorized to execute the aforementioned contract between the City of Little Falls and the City of Little Falls Fire Chief.

This resolution shall take effect upon passing hereof by the Common Council.

Dated: April 4, 2017

Motion: Alderman Welyzcko

Second: Alderwoman Jodway

Roll Call: Gressler, Shaffer, Jodway, Welyzcko, Ruffing, Regan, Carter, Atutis

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Kira Andrilla

City Clerk of the City of Little Falls

**Comments from the floor:**

Dave Burluson asked questions regarding resolution #22. All questions were answered.

**Mayor:**

Mayor Blask: A huge thank you to the DPW for a great job with snow removal. Alderman and Alderwoman Jodway also mentioned what a great job DPW did.

Mayor Blask also informed the Council that the Fire Chief and he have been working with Manheim in regards to East Canada Creek fire services. He believes that they are almost in an agreement and should be on next month's agenda.

Mayor Blask thanked all department heads for a good job with the budget this year. There will be no increase. April 11<sup>th</sup> at 7:00 will be the Special Meeting for the budget.

**Adjournment:**

Meeting was adjourned at 7:20 p.m. with the motion made by Alderman Shaffer and seconded by Alderman Regan with all in favor.

Next meeting will be May 2, 2017. Bills will be at 6:30 pm with a regular session of the Common Council at 7:00 pm. **Any questions please contact City Clerk.** Thank you