



New York State Archives

Saratoga Springs Records A3341

New York State Archives
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Overview of the Records

Repository:	New York State Archives
Summary:	Microfilmed records include a wide variety of city records, most archival, some not. Examples are city council minutes, tax assessment rolls, police blotters, city budgets, and local laws.
Creator:	Saratoga Springs (N.Y. : City)
Title:	Saratoga Springs records
Quantity:	3.8 cubic feet
Quantity:	(304 microfilm rolls)
Inclusive Date:	1915-1996
Series:	A3341

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Arrangement

Arranged by type of record and therein chronological.

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Scope and Content Note

Microfilmed records include a wide variety of city records, most archival, some not. Examples are city council minutes, tax assessment rolls, police blotters, city budgets, and local laws.

A3341-92: Microfilmed records include minutes of the city council; oaths of office by city personnel; minutes of zoning board; police blotters; assessment and tax rolls; water/sewer rolls; deeds (prior to 1975); general ledgers, payroll ledgers, distributions, and financial reports; and retirement reports.

A3341-96: Records microfilmed in this accretion include tax assessment rolls, city council minutes, and fiscal records. Minutes of city council meetings contain details of each meeting including resolutions; local laws; ordinances; proclamations; and other official decisions, motions and policies considered by the commissioners. Minutes on public hearings precede the

meeting minutes. City council meeting minutes are presented by commissioner's report and the mayor's report.

City tax rolls contain printed information on the property owner; address; section; block; lot number; amount of tax payable; and exemptions (if any) for each year, both inside and outside districts.

City budgets contain projected appropriations for the administration and fiscal operation of each department and unit of the city government. Information is presented by categorical fund codes and includes current yearly projections as well as actual expenditures from previous years.

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Other Finding Aids

Available at Repository

Microfilm roll lists for both accretions, giving dates and description of contents, are available at the repository.

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Use of Records

Access Restrictions

Payroll ledgers and retirement reports: Restricted in part; social security numbers and deductions data are not disclosable; use with assistance of archivist.

Alternate Formats AvailableAlternate Formats Available

Microfilm: 304 rolls; 16 and 35 mm. Local Government Records Management Improvement Fund Grant Project Microfilm.

Administrative Information

Existence and Location of Originals

Originals held by local government.

Custodial History

This microfilm was produced by grants awarded and administered by SARA's Local Government Records Bureau for the 1992 and 1996 grant cycles. Grantees submitted two copies of each roll of project film: a silver copy for secure storage at the State Records Center; and a duplicate copy, containing only non-restricted records, for public use at the State Archives research room.

Use copies of rolls containing restricted records are not maintained by the Archives, and are withdrawn from public use at time of accessioning. Security copies of such rolls are held at the State Records Center and are subject to restrictions under law. However, not all restricted records were weeded at accession, and some use copies, such as rolls containing payroll ledgers and retirement reports, are restricted.

A3341-92:Three hundred-twenty rolls were sent to the State Records Center for secure storage.

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Access Terms

- Local finance
- Local government
- Local government records
- Tax assessment
- Administering local government
- New York (State)
- Police--Records and correspondence
- Saratoga County (N.Y.)
- Saratoga Springs (N.Y.)--Politics and government