

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: OCTOBER 27, 2015

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS GIRARD
WOOD
WESTCOTT
MONROE
STROUGH
CONOVER
SEEBER

JEFFERY TENNYSON, SUPERINTENDENT OF THE DEPARTMENT OF PUBLIC WORKS
FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS
ROSS DUBARRY, AIRPORT MANAGER
PAUL DUSEK, COUNTY ADMINISTRATOR
MARTIN AUFFREDOU, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BEATY
BROCK
FRASIER
KENNY
MCDEVITT
MERLINO
SIMPSON
MIKE SWAN, COUNTY TREASURER
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT
DON LEHMAN, *THE POST STAR*
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the October 27, 2015 meeting of the County Facilities Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: http://www.warrencountyny.gov/gov/comm/county_facilities/

Mr. Girard called the meeting of the County Facilities Committee to order at 9:40 a.m.

Motion was made by Mr. Conover, seconded by Ms. Wood and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Frank Morehouse, *Superintendent of Buildings*, who distributed copies of the agenda packet to the Committee members; *a copy of the agenda packet is on file with the minutes.*

Mr. Morehouse advised the renovation of the Supreme Court Library was proceeding to construct temporary space for the new Family Court Judge and their respective staff coming on board in January of 2016. He mentioned the bulk of the "noisy work" was completed during the morning hours so as to not disrupt the court proceedings; however, he noted, the court staff and the contractors they were working with had all been very accommodating.

Mr. Girard stated anyone interested in viewing the work completed should contact Jeffery Tennyson, *Superintendent of the Department of Public Works*, to schedule a tour. Mr. Tennyson added he would be happy to honor any requests received.

Continuing with the agenda review, Mr. Tennyson displayed design pictures of the new signs for the Warren County Municipal Center Campus; *a copy of which is on file with the minutes.* He mentioned the changes made were based upon the feedback he received from the Committee members at the September 1st meeting. He noted some other departments had been added to the signs, as well as directions for individuals attending Board and Committee meetings. He estimated the signs would be erected by the end of November;,, at which point they would activate the FOB readers on all of the doors. He added future modifications could be made to the signs if deemed necessary. This concluded the Buildings and Grounds portion of the meeting and the Airport portion of the meeting commenced at 9:41 a.m.

Privilege of the floor was extended to Ross Dubarry, *Airport Manager*, who distributed copies of the agenda packet to the Committee members; *a copy of the agenda packet is on file with the minutes.*

Mr. Dubarry displayed and discussed pictures of the gas main installation and new restaurant construction currently taking place at the Airport; *copies of which are on file with the minutes.* He mentioned the gas main installation had been completed and County employees were currently working on cleaning up the trench work. He stated a meeting was scheduled for this Thursday morning with National Grid to discuss how service lines would be provided to all the buildings from the gas main following which National Grid would develop a cost estimate for. He noted the County would only be paying for service lines to their buildings; he added the individual privately owned buildings with long-term leases at the Airport would be responsible for the costs associated with running the service lines to their buildings. Mr. Tennyson pointed out one of the challenges associated with this work would be calculating the cost share because they anticipated some of the trenching would be shared. He indicated they had some difficulties in acquiring the cost estimates from National Grid for the Project thus far; therefore, he said, he was optimistic the meeting would push them to provide these estimates. He stated once these figures were available they would meet with the building owners to discuss a cost sharing arrangement that was favorable to both the County and the building owners. He informed that Mr. Morehouse and his staff had commenced work on a plan to convert some of the propane heaters to natural gas at the Airport, as well as developing estimates for eliminating some of the oil heaters still present there so a gas driven system could be used.

Mr. Conover inquired whether there was a master meter to the park from which whatever was metered for the private buildings was deducted to determine the County's share of the cost, or if each building was individually metered. Mr. Dubarry explained a total of thirteen buildings would be converted to run natural gas and the County would be responsible for any that were not anticipated to ever privately leased. He said he believed the private buildings would be individually metered; however, he apprised, the building owners would need to make the final determination regarding this. Mr. Tennyson added none of the master meters would be shared but there were master valves to kill gas to portions of the Airport for emergency services.

Concluding the Agenda review, Mr. Dubarry stated they had received some preliminary design drawings from their engineering contractor for this Fuel Farm Upgrade Project, McFarland Johnson, Inc., which he reviewed in detail; *a copy of the design drawing is on file with the minutes.*

Mr. Girard apprised although it was not included on the agenda he felt it was pertinent they discuss the Budget Committee's suggestion to explore privatizing the Airport as a possible way of cutting back expenses. Ms. Wood remarked she did not feel they should consider this until it was determined whether this was the direction the Board would like to take for the Airport. Martin Auffredou, *County Attorney*, reported an RFP (*Request for Proposal*) would be necessary in order to privatize the Airport. A lengthy discussion ensued following which a motion was made by Mr. Monroe, seconded by Mr. Strough and carried unanimously to permit Paul Dusek, *County Administrator*, to work with Mr. Dubarry in determining the County's following options for the Airport:

- 1) fully managed by the County;
- 2) fully managed by the FBO;
- 3) Combined approach with the FBO and County involved; and
- 4) Utilizing more than one FBO.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Conover and seconded by Mr. Strough, Mr. Girard adjourned the meeting at 10:42 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board