

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PARK OPERATIONS & MANAGEMENT (O&M)

DATE: MARCH 9, 2015

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS MONROE
MERLINO
KENNY
DICKINSON

JEFFERY TENNYSON, SUPERINTENDENT OF THE DEPARTMENT OF PUBLIC WORKS
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
JOAN SADY, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER

SUPERVISORS BROCK
CONOVER
FRASIER
GIRARD
SOKOL
TAYLOR
WESTCOTT
WOOD

TANYA BRAND, GROUP TOUR PROMOTER
ROBERT BLAIS, MAYOR OF THE VILLAGE OF LAKE GEORGE
WILLIAM LAMY, PROJECT MANAGEMENT EXECUTIVE COMMITTEE MEMBER
FRED AUSTIN, FORT WILLIAM HENRY
DON LEHMAN, *THE POST STAR*
CHARLENE DIRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. Monroe called the meeting of the Park Operations & Management (O&M) Committee to order at 9:30 a.m.

Motion was made by Mr. Merlino, seconded by Mr. Kenny 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 Jeffery Tennyson, Superintendent of the Department of Public Works (DPW), who distributed copies of the agenda to the Committee members; *a copy of same is on file with the minutes.*

Commencing the agenda review, Mr. Tennyson requested authorization for a contract with the lowest responsible bidder (WC 19-15) for the construction of a perimeter fence at the Charles R. Wood Park Festival Space. He noted the proposals were due on Wednesday, March 11, 2015 and the contractor would be recommended before the March 20, 2015 Board meeting. He explained that pages 2 through 5 of the agenda packet reflected the construction plans for the perimeter fence. Mr. Monroe asked the current status on the source of funding for the perimeter fence. He recalled this Committee had authorized the bonding but there had been further discussion at the Occupancy Tax Coordination Committee meeting. Mr. Kenny said the Occupancy Tax Coordination Committee had been in favor of the perimeter fence. Robert Blais, Mayor of the Village of Lake George, asked if the intention was to fund the full amount of the construction of the perimeter fence or to bond the necessary funds. Mr. Kenny responded the Committee had left the decision to the discretion of the County Treasurer but he believed the funds would be bonded for a two year period. Mayor Blais stated the Village of Lake George had budgeted the necessary funds for their portion of the costs.

Motion was made by Mr. Kenny, seconded by Mr. Merlino and carried unanimously to authorize a contract with the lowest responsible bidder (WC 19-15) for the construction of the perimeter fence

at the Charles R. Wood Park Festival Space as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the March 20, 2015 Board meeting.*

Mr. Tennyson stated that if the contract for the construction of the perimeter fence progressed as scheduled then the final completion date would be May 22, 2015 and the fence would be in place for the early summer events.

Mr. Dickinson entered the Committee meeting at 9:32 a.m.

Mr. Tennyson requested authorization to reimburse the Village of Lake George in the amount of \$5,714.56 for turf management expenses associated with the new sod at the Festival Space of Charles R. Wood Park. He explained this reimbursement was for turf maintenance and winterization to ensure the health of the new sod during the first winter season. He said some consultants had reviewed the new turf and had recommended a series of treatments at the end of the season last year. He stated the Village of Lake George had performed and paid for the necessary work utilizing their existing turf contractor. He pointed out there were sufficient funds available in the budget for the Festival Space.

Motion was made by Mr. Dickinson, seconded by Mr. Kenny and carried unanimously to authorize reimbursement to the Village of Lake George in the amount of \$5,714.56 for turf management expenses associated with the new sod at the Festival Space of Charles R. Wood Park to be paid from Budget Code A.1625 470, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the March 20, 2015 Board meeting.*

Pertaining to the pending item concerning a park maintenance schedule and estimated budget, Mr. Tennyson explained that by the end of this summer they would have a better understanding of the necessary maintenance and budget for the Charles R. Wood Park. He added the park would be substantially constructed and he anticipated preparing a maintenance schedule and budget for the 2016 season.

Mr. Monroe advised the next item on the agenda pertained to the Charles R. Wood Park construction update. William Lamy, of Clark Patterson Lee (CPL) and Project Management Executive Committee (PMEC) member, advised the trades people were working on the electrical, plumbing and HVAC (heating, ventilation and air conditioning) systems for the restroom building. He commented the work was progressing although the extremely cold temperatures had hampered the construction. He informed that substantial completion of the general site construction for the park was anticipated for early August with final completion anticipated for early September. Mr. Lamy explained the building construction was a separate contract which was supposed to have a final completion date in early March but due to some circumstances beyond the control of the contractor, independent of the weather, a couple of months had been lost. He added a time extension for the building construction had been authorized for final completion in mid May. He stated they were trying to ensure the building was completed so it could be used by the events scheduled in June. Due to the cold weather delay, Mr. Lamy reported, the sub-contractors had been unable to complete their work because the building needed to be fully in place before the electrical, plumbing and HVAC systems could be put in place. He said it was running very close for the mid May final completion date by the trades people.

Mr. Lamy explained the site contractor who was not scheduled to be finished until late summer was responsible to complete the water, sewer and the electric tie-ins to the building independent of the building contractor. He said there was no set schedule in place which would allow the County to have

the site contractor work on any particular piece of the park because it met the County's needs; however, he continued, they would encourage the site contractor to complete this work as soon as possible. He explained the site contractor had planned to complete the directional drill for the water and sewer during the winter; however, he said, due to the extremely cold weather this had not been completed. He stated the project needed some warm weather and when the site contractor returned he would be encouraged to work on the portion of the park which would allow them to make the building functional. He informed it would still be necessary to construct sidewalks, as well as all of the other necessary steps to acquire a Certificate of Occupancy.

Mr. Lamy apprised they had talked to the Village of Lake George about contingency plans for sewer service for the first couple of events in case the construction schedule was not completed on time. He noted there were a couple of activities for the building contractor which were temperature dependent. He stated the building was currently tarped in and was approximately 95% enclosed. He added the archway was tarped in and the building had heat to allow the contractors to work comfortably. He explained the temperature would need to be 50 degrees or above for the contractor to install the snow and ice shield on the roof which was currently tarped off. He stated the roofers were ready to commence as soon as the temperature was appropriate. He noted a foam insulation would be sprayed but this application was also temperature dependent. He commented the matters currently being dealt with had all resulted from earlier delays. He stated every effort was being made to make the building available for the first events this summer; however, he informed, a lot of things would need to fall into place in order for that to happen. Other than that, he expressed, the project was going as expected and the craftsmanship and quality of work were very good.

Chairman Geraghty asked what had to be completed for the sewer and water and Mr. Lamy replied they had to dig a line or directional drill from the site out to the Village utilities on Beach Road. Chairman Geraghty said it sounded as if the building would not be ready in time and would not have a Certificate of Occupancy. Mr. Lamy replied it was too early to tell but at this point he was concerned there were too many things that would have to fall into place to give an answer at this time. He noted there were three months before the first event on the Festival Space and warmer weather was needed to complete the construction.

Mr. Monroe asked if the bids for the perimeter fence would be opened this week and Mr. Tennyson replied affirmatively and he reiterated that he would have a recommended contractor selected prior to the March 20, 2015 Board meeting. Mr. Lamy informed the bids had been opened on Friday, March 6, 2015 for the construction of the children's adventure play area and the skateboard park. He said the architect was reviewing the proposals and would provide a recommendation to the County and the Village of Lake George. He noted it looked as if the cost of the construction would be within the grant amount.

Pertaining to the West Brook Parking Lot update, Mr. Tennyson informed the County had received a grant award to reconstruct and expand the West Brook Parking Lot to have additional parking spaces and porous asphalt. He noted this had been placed on hold due to the progress of the park construction; however, he continued, the majority of the earth work would be completed this year and the porous asphalt would be laid in September. He said they were aware of the events scheduled for September and October. He informed of a meeting with the Village of Lake George a few weeks prior to discuss the needs of the events and ensure the construction did not impact them. He said this construction would go out to bid in early summer and the contract would proceed after the Adirondack Nationals Car Show in September. Mr. Monroe commented the next event after the Car Show was the Shriner's Circus and he asked if there was another point of access from Beach Road. Mayor Blais informed he had submitted an application to New York State for use of the Battlefield Park for the Shriner's Circus because their vehicles would be unable to make the

necessary turn to access the Festival Space. He said the Circus would only be held for one day and was fully independent.

Mr. Kenny said he was very happy to see the Charles R. Wood Park and the Festival Space come to fruition. He stated he was aware that Mayor Blais had wanted a festival space for a long time and he congratulated him on his efforts. Mr. Monroe agreed with Mr. Kenny's statement. Mayor Blais apprised that with all the events scheduled for the Festival Space it would be necessary to ensure one staff member was on site in the summer during the set ups and during the day, as well. He noted the Village of Lake George had staff members who worked on site on the weekends and he did not foresee the need to pay overtime for this staffing. He explained it would be necessary to have a staff member to look after the restrooms and ensure the power was working. He informed he would return to the Committee with a plan to staff the Festival Space for events including the number of anticipated hours. Mr. Monroe asked if there were a total of 17 events scheduled for the Festival Space in 2015 and Mayor Blais replied there were actually 18 events scheduled. Mayor Blais informed he was working with the Cole Brothers Circus which would be coming through this area in July and they were interested in an event to be held during the week.

As there was no further business to come before the Park Operations & Management (O&M) Committee, on motion made by Mr. Kenny and seconded by Mr. Dickinson, Mr. Monroe adjourned the meeting at 9:46 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist