

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS

DATE: JULY 25, 2016

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COMMITTEE MEMBERS PRESENT:

SUPERVISORS SIMPSON  
CONOVER  
FRASIER  
SOKOL  
VANSELOW  
WOOD

OTHERS PRESENT:

JEFFERY TENNYSON, SUPERINTENDENT OF PUBLIC WORKS  
KEVIN HAJOS, DEPUTY SUPERINTENDENT OF PUBLIC WORKS  
PAUL BUTLER, DIRECTOR, PARKS, RECREATION & RAILROAD  
REPRESENTING SARATOGA & NORTH CREEK RAILWAY:  
JUSTIN GONYO, GENERAL SUPERINTENDENT  
LARRY PITBALDO, SUPERINTENDENT  
KEVIN GERAGHTY, CHAIRMAN OF THE BOARD  
MARY ELIZABETH-KISSANE, ASSISTANT COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
FRANK THOMAS, BUDGET OFFICER  
SUPERVISORS BRAYMER  
LEGGETT  
MONTESI  
STROUGH  
DON LEHMAN, *THE POST STAR*  
CHRISTINE SCANLON, *SUN COMMUNITY NEWS*  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

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COMMITTEE MEMBER ABSENT:

SUPERVISORS DICKINSON  
MERLINO  
MACDONALD

Please note, the following contains a summarization of the July 25, 2016 meeting of the Public Works Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2016/works/>

Mr. Simpson called the meeting of the Public Works Committee to order at 9:00 a.m.

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

Copies of the Parks, Recreation & Railroad and DPW Agendas were distributed to the Committee members, copies of same are on file with the meeting minutes.

Commencing the review of the Parks, Recreation & Railroad Agenda, privilege of the floor was extended to Justin Gonyo, *Saratoga & North Creek Railway (SNCR) General Superintendent*, to provide an update on SNCR operations. Mr. Gonyo apprised he had been working with County staff on the repairs required for the roof of the Riparius Railroad Station. He stated that the repairs would be completed by the County with the assistance of two SNCR employees in September.

Mr. Gonyo reported that they had been working with the Upper Hudson Valley Wine Trail on their event scheduled for August 20<sup>th</sup> in North Creek. He apprised that the services of Black Dog Marketing were being utilized to assist with marketing the event. He said SNCR would be operating the train; he added they had purchased 1,000 wine glasses which would feature their logo on one side and a special logo created by the Upper Hudson Valley Wine Trail which would be specific to this event on the other side. He stated reduced fee tickets could be purchased in advance up until the day of the event, following which they would be sold for their regular price.

Mr. Gonyo advised he was pleased to report that the Thurman Caboose was finally open; however, he noted, they were working with the NYSDOH (*New York State Department of Health*) on the water tests which would take some time to complete. He thanked Ms. Wood, Paul Butler, *Director of the Parks, Recreation & Railroad Division*, and Jeffery Tennyson, *Superintendent of the Department of Public Works*, for their assistance in obtaining approval from the NYSDOH for the well at the Thurman Station to be

used as a public water source, as this was required in order for the Caboose to be fully operational. He informed that Dawn's Delights, a local bakery from the Town of Thurman, was the vendor operating the Caboose and whose products consisted of pre-packaged items. He noted SNCR was offering the space to them free of charge.

In regards to the NARCA (*North Atlantic Rail Car Association*) event, Mr. Gonyo stated they would be returning to the railroad this year in early October. He informed he would be meeting with the Hadley Business Association on August 1<sup>st</sup> to commence planning the Fall Foliage Festival which was scheduled for October 14-15, 2016.

In conclusion, Mr. Gonyo introduced Larry Pitbaldo, *Superintendent*, reminding the Committee members as part of the new initiative taking place over the next few months he would introduce different SNCR managers to them. Mr. Pitbaldo provided a brief overview of his experience working for railroads, as well as his job duties which consisted of assisting in the daily operations, with the exception of marketing. He informed in addition to his duties with SNCR, he was also the designated Supervisor of Locomotive Engineers for Iowa Pacific Holdings which required him to travel significantly throughout the year to their other railroad companies to certify and train the locomotive engineers working for their company.

Continuing with the Agenda review, Mr. Tennyson provided an update on the easement for the Town of Johnsbury that was issued so they could install a septic system and leach field. He stated that copies of the latest designs for the system were included within the Agenda packet; he said they were awaiting some additional details regarding the project.

Mr. Simpson apprised that he had attended a meeting wherein the discussion revolved around the possibility of the Town of Johnsbury purchasing the property and he asked whether this was still the intent. Mr. Vanselow advised that there was some confusion regarding whether the parcel was a separate parcel or not. Mr. Simpson inquired whether any action was required by the Committee and Mr. Tennyson replied in the negative. He said once the engineering plans were finalized they would be forwarded onto the County Attorney's Office to execute the easement.

Concluding the Agenda review, Mr. Butler stated as mentioned by Mr. Gonyo they would be replacing the roof on the Riparius Railroad Station. He noted grant funds obtained through the First Wilderness Heritage Corridor would be utilized to pay for the work with the 50% local match required consisting of labor and equipment costs. He said due to the age of the roof a full replacement was required.

Commencing the review of the DPW Agenda Mr. Tennyson presented the following requests:

- Page 1- Request for a new contract with MC Environmental Services to remove, transport and dispose of water/sludge from the County-owned PBS's throughout the County pursuant to the terms and provisions of the specifications (WC 37-16) and proposal in an amount not to exceed \$20,000 for a term commencing August 2016 and terminating August 2019.

Motion was made by Mr. Conover, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the August 19, 2016 Board meeting. *A copy of the resolution request form is on file with the minutes.*

- Page 2- Request to rescind Resolution No. 508 of 2013 which authorized a Master State-Local Agreement between Warren County and NYSDOT (*New York State Department of Transportation*) for the West Brook Road Sidewalk Project (Pin 1759.46) in anticipation of authorizing a new Master State- Local Agreement by separate resolution.

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Page 3- Request to authorize the submission of a grant application to the NYSDOT for the West Brook Sidewalk Project (H343) in the amount of \$148,886.

Page 8- Request to increase Capital Project No. H343 West Brook Sidewalk Project, in the amount of \$74,686.

Motion was made by Mr. Conover, seconded by Ms. Wood and carried unanimously to approve the aforementioned requests and the necessary resolutions were authorized for the Items listed on Pages 2 and 3 and the Item listed on Page 8 was referred to the Finance, Personnel & Higher Education Committee. *Copies of the resolution request forms are on file with the minutes.*

Page 10- Request to decrease Capital Project No. H344, Warren County Bikeway Improvements (Pin 1759.44) in the amount of \$5,864.72.

Motion was made by Mr. Sokol, seconded by Mrs. Frasier and carried unanimously to approve the request and forward same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Page 11- Request to decrease Capital Project No. H345, Warren County Bikeway Connections (Pin 1795.45) in the amount of \$997.40.

Motion was made by Ms. Wood, seconded by Mr. Vanselow and carried unanimously to approve the request and forward same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Page 12- Request to increase Capital Project No. H331, County Bridge Projects, in the amount of \$228,500.

Motion was made by Mr. Conover and seconded by Mr. Sokol to approve the request.

Ms. Braymer inquired whether the request pertained to one project or multiple ones and Kevin Hajos, *Deputy Superintendent of Public Works*, responded that it applied to multiple projects.

A discussion ensued following which Mr. Simpson called the question and the motion was carried unanimously to forward same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Page 13- Request for a transfer of funds between various budget codes totaling \$1,323.61 for various road projects.

Motion was made by Mr. Vanselow, seconded by Ms. Wood and carried unanimously to approve the request and forward same to the Finance, Personnel & Higher Education Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Page 14- Request to amend the Table of Organization and Salary Schedule to decrease the salary of Assistant Engineer #1 from \$49,690 to \$43,000.

Motion was made by Mr. Sokol, seconded by Mr. Conover and carried unanimously to approve the request and forward same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Page 15- Request to fill vacant position of Assistant Engineer #1, Annual Salary of \$43,000,

due to resignation.

Motion was made by Mr. Conover, seconded by Ms. Wood and carried unanimously to approve the request and forward same to the Finance, Personnel & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Page 16- Request for Maja Tiokinska-Scroggins, *Confidential Assistant to the Superintendent of Public Works*, to enroll in the following job-related courses:  
Course Title: Into to Public Speaking  
Course Title: Mathematical Function  
Course Title: Advanced Bookkeeping  
Course Title: Principles of Economic 1  
Institution: SUNY Adirondack  
Cost: \$2,346.50

Motion was made by Mr. Sokol, seconded by Mrs. Frasier and carried unanimously to approve the request and forward same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Page 18- Request for Messrs. Tennyson and Hajos to attend the New York State County Highway Superintendents Association, Inc. Summer Conference in Saratoga Springs August 28-30, 2016.

Motion was made by Ms. Wood, seconded by Mr. Conover and carried unanimously to approve the travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Page 21- Request to establish new Road Projects totaling \$376,348.83.

Mr. Tennyson informed the additional funding for these Road Projects would be allocated from the State through the PAVE NY Program. He said the Road Project Nos. were unavailable at this time but would be provided prior to the Board meeting.

Mr. Conover requested a brief description of the Bolton Landing Riverbank Road Project and Mr. Hajos apprised they would be doing spot reconstructions and a mill and fill within the vicinity of Valley Woods towards the area where the wash out occurred in 2011.

Motion was made by Mr. Conover, seconded by Ms. Wood and carried unanimously to approve the request and forward same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Montesi commended the work completed on Round Pond Road in the Town of Queensbury; he noted the work was finished prior to Senator Little's Golf Tournament which had been held last Monday.

Mr. Tennyson apprised of an additional request which was not included on the Agenda and pertained to an increase in the agreement with Richard Sears Tree Experts, Inc. from \$20,000 to \$30,000 for tree removal services. He explained as per the County Purchasing Policy he was authorized to enter into contracts that did not exceed \$20,000. He said due to the fact that they used this contract to remove trees for not only the County, but also the Towns who were billed for those services, a higher contract allowance was required in order to allow for these services through the end of the year. He noted they were still required to receive hard written quotes and the contracts obtained through this process

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contained all of the same terms that would be required through the formal County bid process.

A discussion ensued, following which a motion was made by Mr. Conover, seconded by Mr. Sokol and carried unanimously to approve the request and the necessary resolution was authorized for the August 19<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing with the Agenda review, Mr. Tennyson advised Page 25 consisted of a listing of the anticipated County Road Projects for next year; he also distributed a copy of the 2016 Warren County Road Conditions report which he said would be placed on the County website. He said no action was required but he welcomed any input from the Committee members regarding roads they felt should be added or deleted from the project listing. He mentioned he anticipated receiving the same allocation for CHIPS (*Consolidated Local Street and Highway Improvement Program*) grant funding for next year which would cover the costs of the Road Projects listed on the top portion of the page and all other Projects listed would have to be covered by the County or PAVE NY funds if they were made available within next years State Budget.

Mr. Montesi questioned what the useful life of a paved road was and Mr. Tennyson responded that this was dependent upon a number of factors; however, he noted, in general the useful life of an overlay on a road in fair condition was between seven to ten years. He said they determined which roads required paving not only by the timeframe since they were last paved but also by assessing their current condition. He informed they could make changes to the listing up until when the DPW Budget for next year was finalized in the fall.

Moving on to the Referral/Pending Items section of the agenda, Mr. Tennyson apprised they were awaiting receipt of the grant funds for the household hazardous waste collections from the NYSDEC (*New York State Department of Environmental Conservation*). Mr. Hajos provided a summary of the items collected and their quantity for both events; he noted the total cost of the event in the Town of Warrensburg was \$9,361 and the one in the Town of Queensbury amounted to \$11,323. Mr. Tennyson stated that the intent was to include \$30,000 in next years budget for these events, as he believed the amount collected would be less than this year.

Moving along, Mr. Tennyson distributed photographs of some paving project as well as the construction on the Market Street Bridge in the Town of Horicon; *copies of the photos are on file with the minutes.*

Concluding the agenda review, Mr. Tennyson pointed out the DPW Overtime, and Salt Usage Reports included in the agenda packet.

There being no further business to come before the Public Works Committee, on motion made by Ms. Wood and seconded by Mr. Conover, Mr. Simpson adjourned the meeting at 9:37 a.m.

Respectfully submitted,  
Sarah McLenithan, Deputy Clerk of the Board