

**PUBLIC WORKS COMMITTEE MEETING**  
**Thursday- January 29, 2009 @ 1115**

	Attachments	<b>AIRPORT AGENDA</b>	
MINUTES 1.		APPROVAL OF MEETING MINUTES – September 30, 2008 (last airport meeting)	CHM. BELDEN
NEW BUSINESS			CHM. BELDEN
2.		<b>Mr. Matt Emmens</b> , a partner in the 2 -10 bay T- Hangars proposed by LSL Inc. (Kim Lussier), would like to address the committee on items he has concerns with in the proposed County lease agreement.	M. Emmens/ D. DeGraw
3.	YES	<b>Resolution Request</b> – To authorize the Chairman to execute Change order 1 & Final, for Rwy 12-30 Rehabilitation Project.	D. DeGraw
4.	YES	<b>Travel Request</b> – For 2 – airport maintenance workers to attend “Intl. Aviation Snow Symposium” training seminar in Buffalo, NY. April 2009	D. DeGraw
5.	YES	<b>Travel Request</b> – For Airport Manager to attend “FAA Airport Conference” in Hersey, PA March 2009	D. DeGraw
6.		The airport currently has two State Grants – RFP’s being advertised, 1. Security Lighting & Fencing, & 2. Construction of a Taxiway for Hangar development.	D. DeGraw
7.		The airport is currently requesting Qualifications from Consultants, for five year terms.	D. DeGraw
8.		Rich Air – Updates – Terminal upgrades, transition adjustments, etc..	D. DeGraw
9.		Mike Bourdeau will be retiring from the airport with 26 years of service to the County!	D. DeGraw
OLD BUSINESS			CHM. BELDEN
10.	Pictures	The “Iron Goat” is making head way on the airports brush problem, the FAA is pleased with the progress (FAA Annual Inspection in Dec.), we are taking advantage of frozen ground to cut brush in normally unreachable areas.	D. DeGraw
REFERRALS		February 2009, Items 1-3	D. DeGraw
PRIVILEGE OF THE FLOOR			CHM. BELDEN
ADJORNMENT			CHM. BELDEN

#3

**RESOLUTION REQUEST FORM NO. 20**

**MISCELLANEOUS**

*\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.*

**DEPARTMENT NAME: Airport - DPW**

**DATE: January 29, 2009**

- (a) Purpose of Request: To authorize the Chairman of the Board of Supervisors to execute Change Order No. 1 and final, for Rwy 12-30 Rehabilitation and Safety Area Improvements. H 279.9550 280
  
- (b) Details: This change order with Kubricky Construction Corp., increases the project cost with a net change total of \$30,817.98, due to changes in estimated quantities and other unforeseen changes incurred during construction.
  
- (c) Previous Resolution Number: 85 of 2008

**Don Degraw**

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**From:** "walters kelli" <kwalters@cscos.com>  
**To:** "Don Degraw" <ddegraw@warrencountydpw.com>  
**Sent:** Monday, January 26, 2009 3:19 PM  
**Attach:** STATUS.xls  
**Subject:** R/W 12-30

Don, per our discussion I have attached a grant summary for AIP 3-36-0033-36-07 for the R/W 12-30 Rehabilitation & R/W Safety Area Improvements project. Because funds were not needed for any wetland mitigation, there are funds available within the original grant for the change order work completed by Kubricky Construction.

If you have any questions or need additional information please let me know.

Thank you,  
Kelli

**Floyd Bennett Memorial Airport  
R/W 12-30 Rehabilitation & R/W Safety Area Imp.**

FAA AIP No. 3-36-0033-36-07  
NYS PIN 1903.76

COST CLASSIFICATION	GRANT BUDGET	ACTUAL INCURRED	BALANCE REMAINING
Administrative	\$4,013.00	\$100.00	\$3,913.00
Wetland Permitting/Mitigation	\$50,000.00	\$0.00	\$50,000.00
Inspection *	\$148,562.00	\$148,562.00	\$0.00
Construction	\$1,278,636.00	\$1,309,453.53	(\$30,817.53)
Miscellaneous - IFE	\$3,000.00	\$2,000.00	\$1,000.00
	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$1,484,211.00</b>	<b>\$1,460,115.53</b>	<b>\$24,095.47</b>
<b>FAA SHARE</b>	<b>\$1,410,000.00</b>	<b>\$1,387,109.75</b>	<b>\$22,890.70</b>

\* Total contract assumed.

SPONSOR Warren County				CONTRACT DESCRIPTION R/W 12-30 Rehabilitation & R/W Safety Area Improvements				CHANGE ORDER NO. 1 & Final	PAGE 1 OF 2	COST DISTRIBUTION TAB					
CONTRACTOR Kubricky Construction Corporation				NYSDOT PIN <del>1930.06</del> <i>1903.76</i>				Floyd Bennett Memorial Airport			FEDERAL	STATE	LOCAL	OTHER	
SPEC ITEM NO.	NO.	DESCRIPTION	UNIT	CONSTRUCTION BID QUANTITY	CHANGE IN QUANTITY	REVISED BID QUANTITY	UNIT PRICE BID	ORIGINAL ITEM TOTAL	REVISED ITEM TOTAL	CHANGE IN CONTRACT	95.00%	MATCHING FUNDS 2.50%   2.50%		0.00%	
P-101	1	Preparation of Existing Pavement	SY	13,160.00	-5,860.00	7,300.00	\$0.13	\$1,710.80	\$949.00	(\$761.80)	(\$723.71)	(\$19.05)	(\$19.05)	\$0.00	
P-101	2	Preparation of Joints and Cracks	LS	100.00%		100.00%	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00					
P-101	3	Partial Depth Joint and Crack Repair	LF	1,265.00	-19.00	1,246.00	\$17.00	\$21,505.00	\$21,182.00	(\$323.00)	(\$306.85)	(\$8.08)	(\$8.08)	\$0.00	
P-120	4	Cold Milling Existing Pavement	SY	31,700.00	-1,711.24	29,988.76	\$1.82	\$57,694.00	\$54,579.54	(\$3,114.46)	(\$2,958.73)	(\$77.86)	(\$77.86)	\$0.00	
P-152	5	Unclassified Excavation	CY	2,300.00	-19.41	2,280.59	\$8.60	\$19,780.00	\$19,613.07	(\$166.93)	(\$158.58)	(\$4.17)	(\$4.17)	\$0.00	
P-152	6	Pavement Excavation	SY	1,870.00	-215.45	1,654.55	\$11.00	\$20,570.00	\$18,200.05	(\$2,369.95)	(\$2,251.45)	(\$59.25)	(\$59.25)	\$0.00	
P-156	7	Silt Fence	LF	860.00		860.00	\$3.40	\$2,924.00	\$2,924.00	\$0.00					
P-156	8	Storm Drain Inlet Protection in Turf	EA	30.00		30.00	\$329.00	\$9,870.00	\$9,870.00	\$0.00					
P-156	9	Storm Drain Inlet Protection in Pavement	EA	2.00		2.00	\$478.00	\$956.00	\$956.00	\$0.00					
P-209	10	Crushed Stone Base Course	CY	300.00	-300.00	0.00	\$66.90	\$20,070.00	\$0.00	(\$20,070.00)	(\$19,066.50)	(\$501.75)	(\$501.75)	\$0.00	
P-401	11	Bituminous Surface Course, P-401C	TON	6,200.00	767.18	6,967.18	\$65.20	\$404,240.00	\$454,260.14	\$50,020.14	\$47,519.13	\$1,250.50	\$1,250.50	\$0.00	
P-401	12	Bituminous True and Level Course	TON	2,325.00	163.55	2,488.55	\$64.65	\$150,311.25	\$160,884.76	\$10,573.51	\$10,044.83	\$264.34	\$264.34	\$0.00	
P-406	13	Asphalt Reinforcement Mesh, Type 3	SY	11,600.00	-1,017.00	10,583.00	\$6.25	\$72,500.00	\$66,143.75	(\$6,356.25)	(\$6,038.44)	(\$158.91)	(\$158.91)	\$0.00	
P-406	14	Asphalt Reinforcement Mesh, Type 4	SY	4,450.00	-2,005.22	2,444.78	\$10.40	\$46,280.00	\$25,425.71	(\$20,854.29)	(\$19,811.57)	(\$521.36)	(\$521.36)	\$0.00	
P-409	15	Bituminous Surface Course (Type 6, Top)	TON	325.00	-70.83	254.17	\$94.50	\$30,712.50	\$24,019.07	(\$6,693.44)	(\$6,358.76)	(\$167.34)	(\$167.34)	\$0.00	
P-409	16	Bituminous Base Course (Type 3, Binder)	TON	815.00	-168.57	646.43	\$73.30	\$59,739.50	\$47,383.32	(\$12,356.18)	(\$11,738.37)	(\$308.90)	(\$308.90)	\$0.00	
CURRENT CONTRACT TIME LIMIT:			50	CURRENT CONTRACT TOTAL			\$1,278,635.55	NET CHANGE THIS PAGE			(\$12,472.64)	(\$11,849.01)	(\$311.82)	(\$311.82)	\$0.00
CHANGE IN TIME, THIS ORDER +/-:			3	NET CHANGE, THIS ORDER			\$30,817.98	NET CHANGE CARRIED FORWARD			\$43,290.62	\$41,126.09	\$1,082.27	\$1,082.27	\$0.00
REVISED CONTRACT TIME LIMIT:			53	REVISED CONTRACT TOTAL			\$1,309,453.53	NET CHANGE, TOTAL			\$30,817.98	\$29,277.08	\$770.45	\$770.45	\$0.00
EXPLANATION:  SEE ATTACHED LETTER OF EXPLANATION											STATE USE:  APPROVED BY: _____ TITLE: _____ DATE: _____				
RECOMMENDED BY ENGINEER  <i>L. Cerretani</i> Lawrence J. Cerretani, Manager Construction Services AIRPORT SERVICE GROUP CS 11/21/09 DATE				SPONSOR'S ACCEPTANCE  APPROVED: _____ TITLE: _____ DATE: _____				CONTRACTOR'S ACCEPTANCE  APPROVED: <i>Mario Petramale</i> TITLE: <i>PROJECT MANAGER</i> CORP. NAME: <i>KUBRICKY CONST. CORP.</i> DATE: <i>10-16-08</i>				FEDERAL USE:			

SPONSOR		Warren County		CONTRACT DESCRIPTION				CHANGE ORDER NO.	1 & Final	PAGE 2 OF 2	COST DISTRIBUTION TAB				
CONTRACTOR				R/W 12-30 Rehabilitation & R/W Safety Area Improvements				Floyd Bennett Memorial Airport			FEDERAL	STATE	LOCAL	OTHER	
Kubricky Construction Corporation				NYS DOT PIN 1930.06				A.I.P. NO.	FAA AIP No. 3-36-0033-36-07			95.00%	MATCHING FUNDS		0.00%
SPEC ITEM NO.	NO.	DESCRIPTION	UNIT	CONSTRUCTION BID QUANTITY	CHANGE IN QUANTITY	REVISED BID QUANTITY	UNIT PRICE BID	ORIGINAL ITEM TOTAL	REVISED ITEM TOTAL	CHANGE IN CONTRACT		2.50%	2.50%		
P-603	17	Bituminous Tack Coat	GAL	4,750.00	-1,094.26	3,655.74	\$1.94	\$9,215.00	\$7,092.14	(\$2,122.86)	(\$2,016.72)	(\$53.07)	(\$53.07)	\$0.00	
P-612	18	Field Office	LS	100.00%		100.00%	\$22,000.00	\$22,000.00	\$22,000.00	\$0.00				\$0.00	
P-620	19	Runway & Taxiway Painting With Glass Beads	SF	34,850.00	-2,696.00	32,154.00	\$0.43	\$14,985.50	\$13,826.22	(\$1,159.28)	(\$1,101.32)	(\$28.98)	(\$28.98)	\$0.00	
D-705	20	6-Inch Underdrain	LF	800.00	-50.00	750.00	\$42.00	\$33,600.00	\$31,500.00	(\$2,100.00)	(\$1,995.00)	(\$52.50)	(\$52.50)	\$0.00	
D-710	21	Stabilization Fabric	SF	16,100.00	-4,405.60	11,694.40	\$0.18	\$2,898.00	\$2,104.99	(\$793.01)	(\$753.36)	(\$19.83)	(\$19.83)	\$0.00	
D-751	22	Modification to Existing Drainage Structure	EA	25.00		25.00	\$930.00	\$23,250.00	\$23,250.00	\$0.00				\$0.00	
D-753	23	Catch Basin Rehabilitation	EA	2.00		2.00	\$1,608.00	\$3,216.00	\$3,216.00	\$0.00				\$0.00	
T-902	24	Topsoil, Seed and Mulch	SY	2,300.00		2,300.00	\$6.20	\$14,260.00	\$14,260.00	\$0.00				\$0.00	
T-906	25	Hydroseeding	SY	10,500.00	-1.42	10,498.58	\$0.72	\$7,560.00	\$7,558.98	(\$1.02)	(\$0.97)	(\$0.03)	(\$0.03)	\$0.00	
L-125	26	Modifications to Existing Elevated R/W Lights	EA	4.00		4.00	\$1,197.00	\$4,788.00	\$4,788.00	\$0.00				\$0.00	
M-100	27	Maintenance and Protection of Traffic	LS	100.00%		100.00%	\$137,000.00	\$137,000.00	\$137,000.00	\$0.00				\$0.00	
M-150	28	Project Survey & Stakeout	LS	100.00%		100.00%	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00				\$0.00	
M-200	29	Mobilization (4% Maximum)	LS	100.00%		100.00%	\$47,000.00	\$47,000.00	\$47,000.00	\$0.00				\$0.00	
F-162	30	12-Foot Swing Gate	LS	0.00%	100.00%	100.00%	\$1,995.00	\$0.00	\$1,995.00	\$1,995.00	\$1,895.25	\$49.88	\$49.88	\$0.00	
P-120	31	Additional Cold Milling at 1-Inch Depth	SY	0.00	10,583.33	10,583.33	\$1.48	\$0.00	\$15,663.33	\$15,663.33	\$14,880.16	\$391.58	\$391.58	\$0.00	
P-152	32	Embankment in Place	CY	0.00	239.60	239.60	\$30.18	\$0.00	\$7,231.13	\$7,231.13	\$6,869.57	\$180.78	\$180.78	\$0.00	
P-209	33	Placement of Asphalt Millings	CY	0.00	290.19	290.19	\$60.94	\$0.00	\$17,684.18	\$17,684.18	\$16,799.97	\$442.10	\$442.10	\$0.00	
D-701	34	18-Inch Diameter SICPP	LF	0.00	30.00	30.00	\$99.86	\$0.00	\$2,995.80	\$2,995.80	\$2,846.01	\$74.90	\$74.90	\$0.00	
D-701	35	21-Inch Diameter Galvanized Steel End Sections	EA	0.00	2.00	2.00	\$187.88	\$0.00	\$375.76	\$375.76	\$356.97	\$9.39	\$9.39	\$0.00	
P-620	36	Pavement Marking Removal	SF	0.00	5,680.00	5,680.00	\$0.62	\$0.00	\$3,521.60	\$3,521.60	\$3,345.52	\$88.04	\$88.04	\$0.00	
NET CHANGE THIS PAGE										\$43,290.62	\$41,126.09	\$1,082.27	\$1,082.27	\$0.00	
NET CHANGE CARRIED FORWARD										\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
CARRIED FORWARD TO PAGE - 1										\$43,290.62	\$41,126.09	\$1,082.27	\$1,082.27	\$0.00	

RESOLUTION NO. 85 OF 2008

Resolution introduced by Supervisors Belden, Bentley, Tessier, Stec, Merlino, Haskell, Champagne, Taylor and Goodspeed

**AWARDING BID AND AUTHORIZING AGREEMENT WITH KUBRICKY CONSTRUCTION CORP. FOR RUNWAY 12-30 REHABILITATION AND RUNWAY SAFETY AREA IMPROVEMENTS - FLOYD BENNETT MEMORIAL AIRPORT, WARREN COUNTY, NEW YORK**

WHEREAS, the Purchasing Agent has advertised for sealed bids for Runway 12-30 Rehabilitation and Runway Safety Area Improvements at the Floyd Bennett Memorial Airport, Warren County, New York (WC 55-07), and

WHEREAS, the Airport Manager and Federal Aviation Administration have issued correspondence recommending award of the bid to Kubricky Construction Corp., as the lowest responsible bidder, now, therefore, be it

RESOLVED, that Warren County enter into an agreement with Kubricky Construction Corp., 238 Bay Street, P.O. Box 3202, Queensbury, New York 12804, pursuant to the terms and provisions of the specifications (WC 55-07) and proposal, for a unit price of One Million Two Hundred Seventy-Eight Thousand Six Hundred Thirty-Five Dollars and Fifty-Five Cents (\$1,278,635.55), for a term commencing upon the Notice to Proceed, and terminating when the project is complete, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute the agreement in the form approved by the County Attorney, and be it further

RESOLVED, that the funds for this project shall be expended from Capital Project No. H279.9550 280 - Construct Runway 12-30 Rehabilitation.

792-0783

SCHEDULE "A"  
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Dept. of Public Works (Airport) hereby authorizes D. Blackmer & B. Gereau  
(Supervisory Committee) (Employee's Name)

to attend AAAE North East Chapter – Intl. Aviation Snow Symposium  
(Name of meeting or organization)

at Buffalo, NY  
(Address)

on 4/26-4/30, 2009. Mode of transportation to be used County Vehicle  
(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is not a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

Notice of meeting or convention including cost. Cost for Two Attendee's x 4 nights

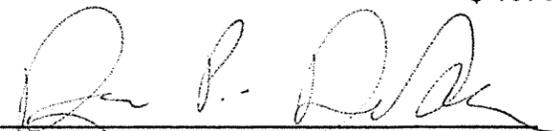
For Overnight Travel

- Room rate \$ 115.00 GSA\* Rate \$92.00
- Meal costs - GSA\*per diem rate \$54.00

Conference Registration - \$550  
Hotel - \$920  
Meals/Incidentals - \$500  
\$ 1970 TOTAL

\*www.gsa.gov

Date: 1/29/09

  
Department Head Signature

Date: 1/29/09

  
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

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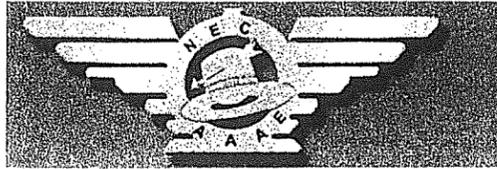
Please check to request a fleet vehicle.

REQUEST FOR USE OF FLEET VEHICLE

\*\*\*\*\*

Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.
5. Copy to Commissioner of Administrative and Fiscal Services if credit card will be used.



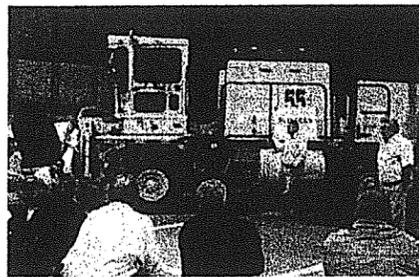
Northeast Chapter / American Association Of Airport Executives  
43rd International Aviation Snow Symposium

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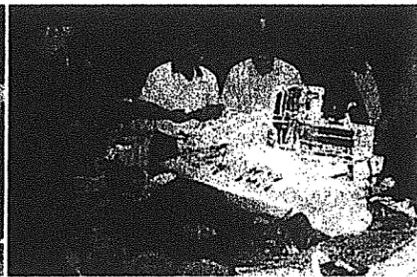
- ABOUT SNOPO**
  - Event History
  - Conference Committee
  - Bernt Balchen
  - Wilfred M. "Wiley" Post
- PROGRAM**
  - This Year's Program
  - Event Registration
  - Idea Corner
  - Balchen/Post Award
  - ASOS School
- TRAVEL/LODGING**
  - Hotel Information
  - Convention Center
  - Directions
  - About Buffalo
- HOST/SPONSORS**
- EXHIBITORS**
- NEWS FLASH**

The Snow Symposium Committee is pleased to announce a comprehensive 5-day agenda. Attend all five days!

Saturday April 25	Sunday April 26	Monday April 27	Tuesday April 28	Wednesday April 29
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Hands on Driver Training Workshops include small group discussions around equipment.



Festivities include the Farewell Banquet at the Convention Center on the last day.

### This Year's Program

- This Year's Program
- Event Registration
- Idea Corner
- Balchen/Post Award
- ASOS School

Hyatt Regency Hotel / Fountain Plaza - Buffalo Downtown, New York

SMTW  
1234

- FRIDAY – APRIL 24, 2009**  
Noon - 4:00 PM      **REGISTRATION FOR VENDORS**
- SATURDAY – APRIL 25, 2009**  
7:00 AM              **ASOS REGISTRATION**  
8:00 AM – 4:00 PM    **ASOS TRAINING – BASIC AND ADVANCED**  
9:00 AM – 4:00 PM    **REGISTRATION**
- SUNDAY – APRIL 26, 2009**  
8:00 AM – 12:00 PM    **ASOS TRAINING – BASIC AND ADVANCED**  
                                  (Rooms 103 – 104 Convention Center)  
9:00 AM – 5:00 PM    **IASS REGISTRATION**  
                                  (Room 102 Convention Center)  
11:00 AM – 12:00 PM   **IASS COMMITTEE MEETING**  
                                  Committee Members Only, Please.  
12:00 PM – 1:00 PM    **MODERATORS' LUNCHEON**  
                                  Workshop Moderators Only, Please.

1:00 PM – 4:00 PM **STREET FAIR**  
Exhibit Area  
4:00 PM – 5:30 PM **NEC/AAAE MEETING**  
6:00 PM – 7:00 PM **ICE BREAKER WITH VENDORS**  
Exhibit Area

④ **MONDAY – APRIL 27, 2009**

6:30 AM – 8:00 AM **BREAKFAST**

**EXHIBIT AREA OPEN – 9:00 AM - 5:00 PM**

8:00 AM – 4:00 PM **IASS REGISTRATION**  
(Room 102 Convention Center)  
8:30 AM – 9:00 AM **OPENING REMARKS**  
• Lawrence M. Meckler, NFTA Executive Director  
• Marshall Stevens, NEC/AAAE President  
• Robert Nowak, Chairman IASS  
• Tom Dames, Interim Chairman/IASS  
9:00 AM – 10:00 AM **GENERAL SESSION I**  
"The Dos and Don'ts of Airport Snow Removal"  
Speaker, Eric Vander Stel  
10:00 AM – 10:30 AM **COFFEE WITH EXHIBITORS**  
(Exhibit Hall)  
10:30 AM – 11:30 AM **WORKSHOP I**  
Title - Snow Removal Process  
(Bring your snow plans)  
12:00 PM – 1:30 PM **LUNCH WITH EXHIBITORS**  
(Exhibitor Hall)  
2:00 PM – 3:00 PM **GENERAL SESSION II**  
Communication During Delays  
Speaker from JetBlue  
Also an Airport speaker  
3:30 PM - 5:00 PM **VISIT WITH EXHIBITORS**  
4:30 PM **EXHIBITOR DRAWING**  
(Exhibit Hall)  
MUST BE PRESENT TO WIN

**DINNER ON YOUR OWN**

⑤ **TUESDAY – APRIL 28, 2009**

6:30 AM – 8:00 AM **BREAKFAST BUFFET**

**EXHIBIT HALL OPEN – 9:00 AM to 5:00 PM**

9:00 AM – 4:00 PM **IASS REGISTRATION**  
(Room 102 Convention Center)  
8:30 AM – 9:30 AM **GENERAL SESSION III**  
Ed Runyon of Siemens  
New AOA Lighting / Snow Clearing Issues  
9:30 AM – 10:30 AM **COFFEE WITH EXHIBITORS**  
(Exhibit Hall)  
10:30 AM – 11:30 AM **WORKSHOP II**  
Airfield Lighting  
Sign & Lighting Standards  
12:00 PM – 1:30 PM **CORPORATE APPRECIATION LUNCHEON**  
ALL INVITED  
Guest Speaker, Richard Blanchard, Fire Chief, New Orleans

1:45 PM – 2:45 PM **GENERAL SESSION IV**  
How Do We Survive the Costs of Chemical Shortfalls  
/ Problems Acquiring Deicer Fluid  
Speakers from manufacturers side and airport  
speaker

3:00 PM – 3:45PM **WORKSHOP III**  
Treatment of AOA Services

4:00 PM Buses depart for tour of **Niagara Falls - promptly at  
4:00 PM**  
**DINNER ON YOUR OWN**

⑦ **WEDNESDAY – APRIL 29, 2009**

6:30 AM – 8:00 AM **BREAKFAST BUFFET**  
(Ballroom)

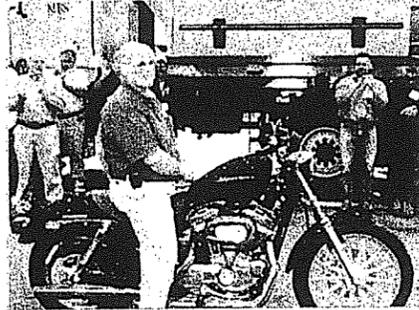
**EXHIBIT HALL OPEN – 8:00 AM to 11:00 AM**

9:00 AM – 9:30 AM **GENERAL SESSION V**  
Next Generation  
Diesel Engines / Overview  
Speaker from engine manufacturer

9:00 AM – 12:00 PM **IASS REGISTRATION**  
(Room 102 Convention Center)

9:30 AM - 11:00 AM **FINAL VISIT W/EXHIBITORS**

10:30 AM **EXHIBITORS GRAND PRIZE HARLEY DAVIDSON  
GIVE-AWAY  
MUST BE PRESENT TO WIN**



11:00 AM - 12:00 PM **WORKSHOP BREAKOUT SESSIONS**  
1. Large  
2. Medium  
3. Small  
4. Military

12:30 PM – 2:00 PM **BALCHEN/ POST AWARDS LUNCHEON**  
Idea Corner Winner  
Click on [Idea Corner](#) for details)

2:00 PM – 5:00 PM **G-15 MEETING**

2:00 PM – 5:00 PM **NETWORKING WITH YOUR PEERS**  
Convention Center

5:30 PM – 7:30 PM **FAREWELL RECEPTION**  
Something everyone talks about—Don't miss it!!!  
(Grand Ballroom Convention Center)

# REGISTRATION FORM

**APRIL 26 – 30 2009 • BUFFALO, NEW YORK • HYATT REGENCY BUFFALO**

TO REGISTER: **Complete this Form and mail to:**

INTERNATIONAL AVIATION SNOW SYMPOSIUM  
C/O EXPOTRAC REGISTRATION SERVICES  
PO BOX 1280  
WOONSOCKET RI 02895

**Or fax form to:**  
(401-765-6677)

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Nickname or First Name for badge: \_\_\_\_\_

Title: \_\_\_\_\_

Company or Agency: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

I/We will be attending tour of Niagara Falls  yes  
Bus seating is limited – register early

Registration Fee: on or before April 1, 2009 - \$250.00; after April 1, 2009- \$275.00; and for all  
invoices/purchase orders - \$275.00; single day registration - \$100.00

**ALL COMPANIES MUST PAY A \$350.00 "RIGHT TO DO BUSINESS" FEE**

**Method of Payment:**

*(For credit card payment convenience, you can register by logging on to [www.snowsymposium.org](http://www.snowsymposium.org) )*

upon receipt of this form, charge my:    Visa                    Master Card

**CARD NO. WITH 3-DIGIT CODE:** \_\_\_\_\_ **Exp:** \_\_\_\_\_

Name (as it appears on card): \_\_\_\_\_ Signature: \_\_\_\_\_

enclosed is a **check** or **money** order made payable to: International Aviation Snow  
Symposium **(Payable in U.S. dollars drawn on a .U.S bank)**

Cancellation Policy: Refunds, minus a \$50.00 administrative fee, will be granted if received in writing two weeks  
prior to the scheduled event



Northeast Chapter / American Association Of Airport Executives  
43rd International Aviation Snow Symposium

Search:  search

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[PROGRAM](#)

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### Hotel Information

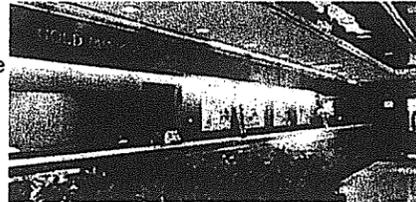
**Hyatt Regency Buffalo**  
Two Fountain Plaza  
Buffalo, New York, USA  
Tel: 716 856 1234 - Fax: 716 852 6157  
<http://buffalo.hyatt.com/hystt>



The Hyatt Regency Buffalo is conveniently connected to Buffalo Convention Center.

### Conference Rates

All attendees will receive the IASS conference rate of \$115.00 + tax (single occupancy or double occupancy). Reservations must be made by April 4, 2009, in order to guarantee these rates. Reservations made after this date can only be honored on a space and rate available basis.



Luxurious accommodations and a full range of amenities await SnoPo attendees.

To make your hotel reservations, call the hotel directly at (716) 855-4943 and identify yourself as part of the "SNOW SYMPOSIUM 2009".

Cut off date for Reservations APRIL 4, 2009.

### Hotel Information

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[Directions](#)

[About Buffalo](#)



**WHAT GSA OFFERS**

**DOING BUSINESS WITH GSA**

- Design & Construction
- Environmental Programs
- Per Diem**
- Historic Preservation
- Facilities Management & Services
- Realty Services
- Workplace Innovation

[Home](#) > [Policy & Regulations](#) > [Travel, Transportation, & Relocation](#) > [Travel Management](#) > [Per Diem](#) > [Per Diem Rates](#)

**New York - FY 09**

(October 1, 2008 through September 30, 2009)

- Charge Card Services
- Meals and Incidental Expenses**
- Expense Reports
- Office Supplies, Equipment, & Furniture
- Facilities Management & Services
- Lodging Rates
- Security, Fire, & Law Enforcement
- State Services
- Highlights & Telecommunications
- Travel, Transportation, & Vehicles

**Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).**

**NOTE: If neither the city nor the county is listed, the location is a standard CONUS destination with a rate of \$70.00 for lodging and \$39.00 for meals and incidental expenses (M&IE).**

- Per Diem Rates**
- Regulations: FTR, FTR, & FAR
- Question?
- Aircraft Management
- Per Diem Rates**
- Arrangements
- Personal Property Management
- Real Property Management
- Technology Strategy
- Travel, Transportation, & Relocation
- Vehicle Management

**State Tax Rates & Exemption Forms**

**Properties at Per Diem (FedRooms)**

View a state map with highlighted areas showing where rates listed below apply. Standard CONUS rates apply elsewhere.

Select another State

- GSA Schedules
- Technology Programs
- Assisted Acquisition
- Requisition Programs
- GSA Fleet & Automotive
- GSA Global Supply
- GSA Travel Programs
- Personal Property Management
- SmartPay Card Services

**Primary Destination (1)**

**County (2, 3)**

**Max Lodging (exc. taxes)**

**+**

**M&IE Rate**

**=**

**Max Per Diem Rate (4)**

**First & Last Day (75% of M&IE)**

Albany	Albany	111	49	160	36.75
Binghamton / Owego	Broome and Tioga	87	39	126	29.25
Buffalo	Erie	92	54	146	40.5
Floral Park / Garden City / Glen Cove / Great Neck / Roslyn	Nassau	162	64	226	48.0
Glens Falls (October 1 - June 30)	Warren	98	49	147	36.75
Glens Falls (July 1 - August 31)	Warren	150	49	199	36.75
Glens Falls (September 1 - September 30)	Warren	98	49	147	36.75
Ithaca / Waterloo / Romulus	Tompkins and Seneca	102	44	146	33.0
Kingston	Ulster	96	49	145	36.75
Lake Placid (October 1 - May 31)	Essex	111	54	165	40.5
Lake Placid (June 1 - August 31)	Essex	150	54	204	40.5
Lake Placid (September 1 - September 30)	Essex	111	54	165	40.5

- Finding Business Opportunities
- For Federal Customers
- For Workers in Federal Buildings
- Property for Disposal/Sale

- Government Customers
- State and Local Governments
- Federal Employees
- Customer Support
- Businesses
- Citizens & Consumers
- Emergency Response
- Presidential Transition
- New to GSA?

- Background & History
- Events
- Training Programs
- News Room
- Organization
- Careers
- Budget, Performance, & Agency Reports
- Reference
- Catalogs, Publications, & Newsletters
- Staff Directory

SCHEDULE "A"  
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Airport - DPW hereby authorizes Don DeGraw  
(Supervisory Committee) (Employee Name)

to attend FAA 32<sup>nd</sup> Annual Airport Conference  
(Name of meeting or organization)

at Hersey, PA  
(Address)

on March 4 Mode of transportation to be used County Vehicle  
(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is not a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

Room rate \$ 132 GSA\* Rate \$ 97 Conference Costs  
Room - 2 nights @ \$132 = \$264  
 Meal costs - GSA\*per diem rate \$ 44 Registration = \$260  
TOTAL Expense = \$524

\*www.gsa.gov

Date: 1/29/09

Don DeGraw  
Department Head Signature

Date: 1/29/09

[Signature]  
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

- REQUEST FOR USE OF FLEET VEHICLE

Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.
5. Copy to Commissioner of Administrative and Fiscal Services if credit card will be used.

## FUTURE DATES

March 2–4, 2010  
February 28–March 2, 2011

## 32nd Annual Airport Conference

This conference is designed for personnel involved in airport management, operations, and fueling; airport planners and designers; industry consultants and contractors; people employed in construction material laboratories; and pilots. The topics will include airport P-401 mix design and testing requirements, management, planning, environment, engineering, safety, field lighting, and finance.

## Conference Program

The 2009 conference agenda, with session descriptions or in table format, is now available on the FAA Eastern Region Web page. Visit the [FAA Airports News and Events](#) page for details.

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an OUTREACH program of Penn State

**This site is a product of Penn State Outreach Marketing and Communications.**

Program questions? E-mail [ConferenceInfo1@outreach.psu.edu](mailto:ConferenceInfo1@outreach.psu.edu) or call 800-PSU-TODAY (778-8632).

Web site questions? E-mail [WebInfo@outreach.psu.edu](mailto:WebInfo@outreach.psu.edu).

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Page last modified on Friday, October 17, 2008

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[5K Fun Run](#)

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March 3–5, 2009 | Hershey, Pennsylvania

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## FUTURE DATES

March 2–4, 2010

February 28–March 2, 2011

## Schedule at a Glance

Tuesday, March 3

1:00–1:30 p.m.	Preconference Registration
1:30–5:00	Preconference Workshop
1:30–7:30	Conference Registration
5:00–7:30	Reception

Wednesday, March 4

7:00 a.m.	Registration and Buffet Breakfast
8:00	Opening Address
8:30 a.m.–noon	Sessions
noon	Buffet Luncheon
1:30–5:00 p.m.	Sessions
6:00	Reception
7:00	Banquet

Thursday, March 5

7:00 a.m.	Registration and Buffet Breakfast 5K Fun Run
8:30 a.m.–noon	Sessions
noon	Buffet Luncheon
1:30–4:00 p.m.	Sessions

**Note:** The conference will be two full days.

The conference program, along with session descriptions, will be placed on the FAA Eastern Region Web page in the second week of January 2009. Visit the [FAA Airport News and Events](#) page.



## Domestic Perdiem Rates

### Pennsylvania - FY 09

(October 1, 2008 through September 30, 2009)

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, [visit the National Association of Counties \(NACO\) website](#) (a non-federal website).

**NOTE:** If neither the city nor the county is listed, the location is a standard CONUS destination with a rate of \$70.00 for lodging and \$39.00 for meals and incidental expenses (M&IE).

#### State Tax Rates & Exemption Forms

#### Properties at Per Diem (FedRooms)

Primary Destination <sup>(1)</sup>	County <sup>(2,3)</sup>	Max Lodging (exc. taxes)	*	M&IE Rate	=	Max Per Diem Rate <sup>(4)</sup>	First & Last Day (75% of M&IE)
Allentown / Easton / Bethlehem	Lehigh and Northampton	91		44		135	33.0
Bucks County	Bucks	102		59		161	44.25
Chester / Radnor / Essington	Delaware	107		44		151	33.0
Erie	Erie	92		39		131	29.25
Gettysburg (October 1 - October 31)	Adams	103		54		157	40.5
Gettysburg (November 1 - March 31)	Adams	78		54		132	40.5
Gettysburg (April 1 - September 30)	Adams	103		54		157	40.5
Harrisburg	Daupin	99		44		143	33.0
Hershey (October 1 - February 28)	City of Hershey	91		44		135	33.0
Hershey (March 1 - May 31)	City of Hershey	97		44		141	33.0
Hershey (June 1 - September 30)	City of Hershey	159		44		203	33.0
Lancaster	Lancaster	95		49		144	36.75
Malvern / Frazer / Berwyn / Phoenixville	Chester	122		49		171	36.75
Mechanicsburg	Cumberland	84		54		138	40.5
Montgomery County	Montgomery	128		59		187	44.25
Philadelphia (October 1 - November 30)	Philadelphia	166		64		230	48.0
Philadelphia (December 1 - August 31)	Philadelphia	155		64		219	48.0
Philadelphia (September 1 - September 30)	Philadelphia	166		64		230	48.0
Pittsburgh	Allegheny	114		54		168	40.5

## REFERRALS - FEBRUARY 2009

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### AIRPORT:

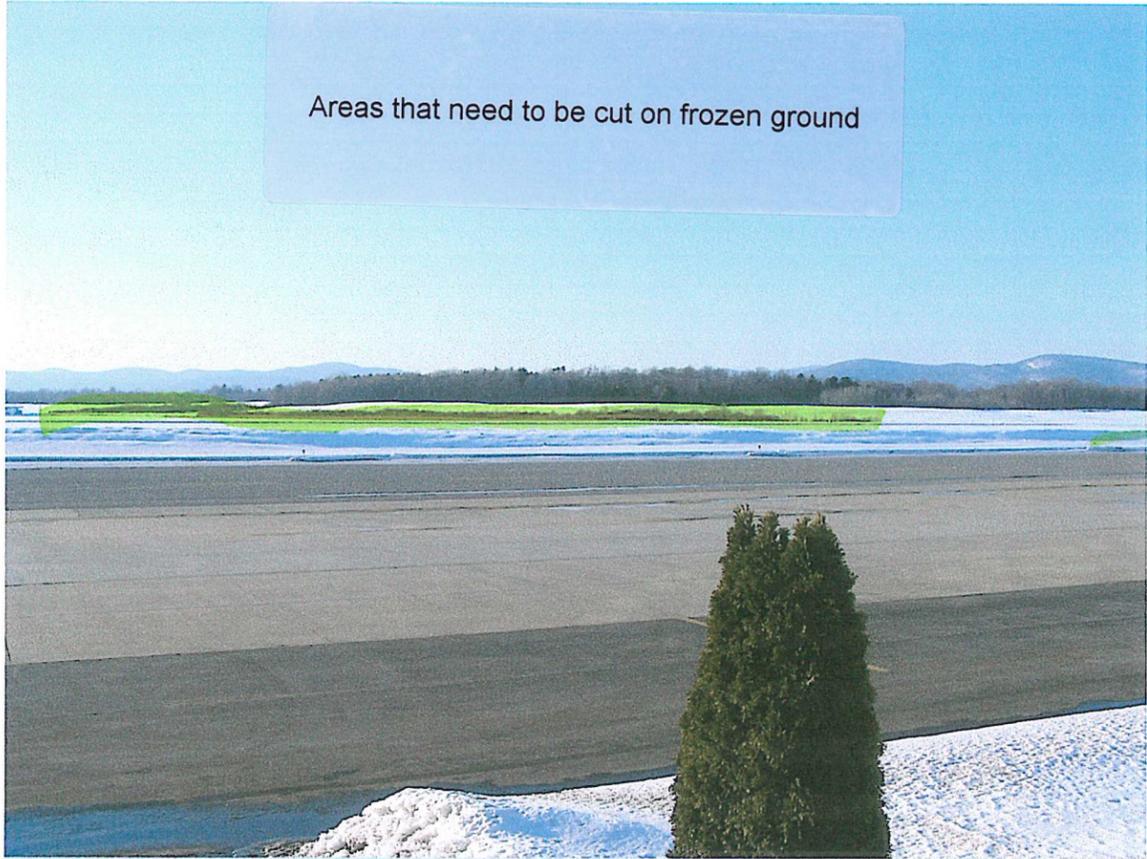
- 1) Committee authorized legal action to determine the validity of easement on the Chartrand parcel. Mr. DeGraw is working with the County Attorney's Office on this issue. (05.27.08)
- 2) Mr. Lamy to determine an appropriate replacement for Mr. Stevens on the NYSAC Public Safety Committee. (07.29.08)
- 3) Mr. DeGraw to determine if round two State grant funding is available to complete the proposed Self-Serve Fueling Station Project at the Airport depending on the outcome of the FBO contract; Schermerhorn Aviation has advised that they will construct this amenity at their cost if chosen to serve as FBO. (09.30.08)

#1 + 2 → No Action to date.

#3. Schermerhorn to construct this Spring. (09)



Areas that need to be cut on frozen ground



RESOLUTION REQUEST FORM NO. 4

Request for Extension of Existing Contract

DEPARTMENT NAME: DPW-Warren County Sewer Project

DATE: 27-Jan-09

( a ) Resolution No. which Authorized the Original Contr 599 of 2008

317 and 624 of 2005 192 of 2007 and 368 of 2008

( b ) Name of Contractor Clough, Harbour & Associates

( c ) Address of Contractor III Winners Circle, PO Box 5269, Albany, NY 12205-0269

( d ) Contractor's Contact Person and Telephone Numbe Vern Ingraham, PE, Partner

518-453-4548

( e ) Commencement Date of Extensio 16-May-08

( f ) Termination Date of Extensio Completion of project

( g ) Payment Provisions i ) Cost plus fixed fee not to exceed \$10,077.08 <sup>#</sup> 19,177.08

ii

iii See attached letter dated January 26, 2009 for explanation of EWA

iv

( h ) Where are the Funds for this Contract: List Budget Code, (with title), Object Code (with title and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount: H.9551 66 280



January 26, 2009

Mr. William Lamy, P.E.  
Superintendent of Public Works  
County of Warren  
4028 Main Street  
Warrensburg, NY 12885

Re: **Town of Hague, EWA #14**  
**CHA Project No. 10096**

Dear Mr. Lamy,

As a follow-up to our previous discussions, this letter formalizes extra work performed or anticipated on the above referenced project.

**A. Plan Modifications to Address Town's Change to Actual Conditions**

The Town constructed an additional sewer and modified pumping in the vicinity of the Route 9 Pump Station with Town forces. These modifications, identified after completion of Sewer District #2 final design and regulatory approvals, interfere with the approved design. CHA performed the following unexpected services to resolve this issue:

- Verified extent of Town modifications.
- Modified the plan to accurately reflect Town modifications.
- Discussed two alternatives with Warren County.
- Discussed basis of preferred plan and sought input from the County and Town Wastewater Operators.
- Evaluated record drawing accuracy as provided by A.P. Realle.
- Confirmed inaccuracy of A.P. Realle record drawings. (Pump station discharge is two-inch diameter in lieu of three-inch diameter as shown.)
- Propose to remodel the pumping/discharge options, including a new routing incorporating three inch diameter sewer.
- Propose to prepare a new recommended plan to the County.
- Propose to present recommended plan to A.P. Realle to facilitate a negotiated change order to: 1) Remove Town installed sewer, 2) Incorporate new sewer, and 3) Relocate Town installed pumps.

These work tasks represent a \$7,314.21 effort to date and \$4,100 of estimated additional effort to complete.

**B. Funding Assistance Comptroller, EPA**

EWA #12 budgeted \$3,000.00 to assist the Town with funding matters. Through December 2008, CHA has expended \$4,851.75 in conference calls and response to inquiries from EFC, NYS Comptroller and EPA. Based upon previous experience with these agencies future support to the County is expected with respect to: documentation of expended costs, additional copies, back-up on Contractor change orders, unanticipated administrative support, etc. We request \$1,851.75 in additional fee and suggest an additional budget set-a-side of \$3 to \$5,000.00 for future CHA assistance.

**C. Negotiation of Directional Drill Change Order**

A.P. Realle proposed use of directional drill construction for Sewer District #2. In a submittal, dated December 22, 2008, A.P. Realle offered a contract deduct of \$209,841. CHA felt the contract deduct was insufficient and rejected it. After comparison of previous prices offered in Sewer District #1 construction and an evaluation of more current directional drill pricing, CHA negotiated with A.P. Realle for an additional deduct of \$4,200. County approval will increase savings for the Town to \$214,041. This represented \$911.12 of additional CHA effort.

**D. Construction Observation**

Sewer construction has proceeded in 2008, with unexpected issues such as:

- Requests to CHA to authorize extending sewers outside of secured easements.
- Multiple requests to the Contractor to provide an acceptable MBE/WBE work plan.
- Delivery of sewer bedding material from a pit not approved by NYSDOT.
- Providing additional construction observation staff as mandated by NYSDOT during NYSDOT Route 9 construction.

CHA is not requesting additional compensation for Item D issues, simply informing you at this time. It is our hope that 2009 spring construction will go smoothly to facilitate completion within the current construction observation budget.

The total of the extra effort to date for Items A, B and C is \$10,077.08 with \$7,100 to \$9,100 for the proposed services and suggested budgets. Note that the savings negotiated for Directional Drill Construction more than offsets these dollars in the overall project cost.

Please call with any questions.

\$ 19,177.08

Sincerely,

Vern W. Ingraham, P.E.  
Vice President

7,314.21	4,100
1,851.75	5,000
911.12	9,100
<u>10,077.08</u>	



# WARREN COUNTY DEPARTMENT OF PUBLIC WORKS

## MAIN OFFICES

4028 Main Street  
Warrensburg, NY 12885  
Tel (518) 623-4141  
(518) 761-6556  
Fax (518) 623-2772



**WILLIAM E. LAMY, P.E.**  
Superintendent of Public Works

**BRIAN N. HUMPHREY**  
Deputy Superintendent

**JEFFERY E. TENNYSON, P.E.**  
Deputy Superintendent Engineering / Environmental

## DIVISIONS

Airport  
Sewer Administration  
Parks & Recreation  
Recycling  
Highways & Traffic  
Engineering  
Buildings & Grounds

To: Hal Payne, Commissioner of Administrative/Fiscal Services  
From: William E. Lamy, P.E., Superintendent  
Date: January 29, 2009  
Subject: Justification to Fill Vacant Position-Information Systems Manager

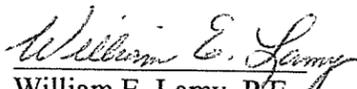
The Information Systems Manager position will become vacant prior to the Personnel meeting scheduled for February 11, 2009. After discussions with Supervisor Belden we concurred that this vacancy should be presented to the Public Works Committee for approval to fill.

As of today, I have not determined the appropriate title and pay grade for this position. I envision the primary focus of this position to include the duties involving the county fuel system under the direction of Jeff Tennyson with support from Chas Barrie. With the updating of 8 fuel farm sites and the expenditure of \$350,000 I anticipate a full time workload. I will be discussing with Rich Kelly the option to change the title of the position.

The information system manager position has also provided computer support to the Department of Public Works. During the past year, I.T. has been very helpful in providing support to the Department of Public Works and I will be discussing with Rob Metthe the potential of continuing that support.

It may be appropriate to establish an entry level engineering title which would provide more flexibility in assigning job duties. I will be discussing with Rich Kelly the option to change the title of the position. The Department has a backlog of work in several program areas.

I intend to resolve these issues prior to the Personnel meeting which I will attend to answer any questions.

  
William E. Lamy, P.E.  
Superintendent

# RESOLUTION REQUEST FORM NO. 12

Schedule "A"

## NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation or termination. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

### DEPARTMENT HEAD COMPLETES THIS SECTION

Department 19

Title of Position **INFORMATION SYSTEM MANAGER** Base salary **\$41,698**

Budget code and title **D.5020 - ENGINEERING**

This position is vacated due to:  Retirement  Resignation  Termination  Promotion

Employee No. 7554

### COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee Public Works Date 1/29/09

The Commissioner has no objection to the filling of the vacancy.

The Commissioner objects to the filling of the vacancy.

Commissioner Signature \_\_\_\_\_

### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Public Works Date 1/29/09

The committee has no objection to the filling of the vacancy.

The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature \_\_\_\_\_

### PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

The Personnel Committee has no objection to the filling of the vacancy.

The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature \_\_\_\_\_

PETROLEUM STORAGE ROLES AND RESPONSIBILITIES  
(Updated July 8, 2008)

Tank Site Representatives (Primary and Alternates)

- Provide daily tank and pump readings. Fax morning tank reports to Tim Daley no later than 10am Monday thru Friday and fax Friday afternoon report no later than 2pm.
- Visually check tank fill boxes after each tank refueling and notify Nancy Ross if Spill Containment Fill boxes require maintenance or cleaning
- Notify Nancy Ross of any equipment issues
- Notify Tim Daley of any fuel delivery or inventory issues
- Post reconciliation reports in the site tank binder.

~~Tim Daley~~ (Fuel Usage, Remote Monitoring & Inventory Control) (ph # 623-4141)

- Coordinate Fuel Bids, ordering, user billing, user access keys/card, remote polling, site communication/connectivity and remote gaging of fuel sites.
- Coordinate tank liquid level measurements for Reconciliation Reports as required by DEC
- Complete and maintain Reconciliation Reports for all tanks as required by DEC
- Communicate with fueling site Primary and/or Alternate designees whenever measurements are late or missing
- Train/Re-train site measurement designees as required
- Notify Jeff Tennyson if site representatives are non-responsive in providing measurements in a timely manner
- Where available, utilize remote monitoring and/or field visits to obtain missing data that is required to complete 10-day reconciliations in the event the data is not provided from site representatives
- Immediately notify Nancy Ross in the event of any calculated reconciliation failure.

*DISTRIBUTION OF GAS CARDS/KEYS FOR APPROVED USERS OF PBS SYSTEM*

Nancy Ross (System Maintenance) (ph # 322-6060)

- Conduct and document site visits to determine the cause of any calculated reconciliation failure
- Report any mechanical failures to Jeff Tennyson
- Conduct routine maintenance, repairs and site monitoring in order to keep systems operational and satisfy requirements of DEC PBS Regulations
- Coordinate with Contractors and/or other DPW personnel working on tank systems
- Coordinate with Engineering (Jeff Tennyson) for any planned system modification, upgrade or addition.

Lisa Penistan (Registrations) (ph # 623-4141)

- Maintain, verify and update PBS Registrations for all tanks as required by DEC
- Coordinate with Nancy Ross for periodic site inventory visits to update PBS Registrations.

Frank Morehouse (Work Orders) (ph # 761-6494)

- Assign Buildings & Grounds personnel as required to service petroleum systems
- Receive and track Work Orders.

Jeff Tennyson (Engineering) (ph # 623-4141)

- Develop and implement plans for bringing existing tanks into compliance
- Oversee petroleum system closures, upgrades and installations to ensure compliance with DEC requirements
- Review and approve any system modifications or additions to ensure compliance
- Oversee coordination between all personnel involved with tank systems.

Other DPW Department Heads (Airport, Buildings, Parks and Rec, Shop, Highways)

- Review the Tank Registrations for accuracy
- Report any changes to the tank inventory to Jeff Tennyson (ie. additions, upgrades, removals, replacements) so that registrations can be updated.

Bill Lamy (ph # 623-4141)

- Prioritize funding for required system closures, upgrades and replacements
- Coordinate with Town Supervisors, DEC and County Attorney.

June 2008 to January 2009  
Project Assignments and Tasks

Listed below is an itemized list of project assignments and tasks performed from June 1<sup>st</sup> 2008 to present. Although not in chronological order, these assignments have been listed as "*priority, on going, and miscellaneous*" assignments or task.

**Priority Assignments:**

Kronos Time Keeping System -Co-ordinate and overseeing installation of updated software.

\*Kronos Time Keeping System -Co-ordinate with M. M. Hayes the upgrade of modems to accelerate the download and upload speed of each clock.

\*Ramp and Platform -Site visit, meeting with Parks and Rec., concept and design, production of construction drawings with details.

Access Data Base -Create data bases in Access for DPW, beginning with Sign Shop.

Fuel Monitoring System -Installation and testing of communications lines for fuel farm monitoring systems.

Fuel Farm Site Plans -Site visits, measurements and data gathering and creation of detailed site plans for each fuel farm location.

County Center EMG, Exit Plans -Department visits confirm measurements and layout of each office and create drawing for each with emergency exit routes, at Municipal Center.

Large Format Scanner -Research large format, raster image, B/W scanner to save large amount of deteriorating drawings stored at DPW office.

Network Printing/PDF Scanning -Research and co-ordinate DPW's two copy machines connection to network.

Drawing Standards -Creation of prototypes, templates, linetypes and title blocks for AutoCAD use, as well as plot standards and line assignments for the printing of plans and drawings.

\*Note: first priority projects.

**On Going:**

\*\*Kronos Time Keeping System –Routine maintenance and trouble shooting of time keeping system.

\*Gas Boy/Trak Systems –Maintain existing card and key systems for employees and vehicles for the access of county fuel.

Email System –Maintain advanced email system utilized by the DPW, including security, adding and removing email accounts and instruction on its use.

FTP Remote File Sharing System –Add and remove user, monitor remote server and instruct

\*\*Telecommunications –Routine maintenance of telephone systems at Floyd Bennett Airport, Parks and Recreations and Up Yonda Farm. Maintain communications lines for North Creek, Toney Pit and South Facility. Emergency repairs when needed.

\*\*Security Systems –Overseen installation of camera security system and training and maintenance of camera system and card key system.

\*\*Internet Access –Routine maintenance and trouble shooting of all internet connections for all DPW remote sites.

DPW Website –Maintain and update DPW website, including Parks and Recreations and Airport.

\*\*Computer Trouble –Trouble shooting and training for employees throughout DPW and remote sites.

\*\* Note: some on going task become priority in emergency situations. (ie: storm damage)

**Miscellaneous:**

Computer Specifications –Review and make recommendations on specification of computer needs for DPW.

Software –Installation of new software, Access and AutoCAD LT.

CSS Code Errors –Assist Up Yonda Farm and GIS Co-coordinator with CSS training and check website codes for errors. Exchange of knowledge base for website design.

GIS Training

Note: miscellaneous task as handled as needed.

