

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: COUNTY FACILITIES**

**DATE: SEPTEMBER 28, 2010**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS THOMAS  
VANNESS  
CHAMPAGNE  
GIRARD  
BELDEN  
MCCOY

**OTHERS PRESENT:**

JEFFERY TENNYSON, SUPERINTENDENT OF PUBLIC WORKS  
FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS  
FREDERICK MONROE, CHAIRMAN OF THE BOARD  
PAUL DUSEK, COUNTY ATTORNEY/ADMINISTRATOR  
JOAN SADY, CLERK OF THE BOARD  
KEVIN GERAGHTY, BUDGET OFFICER  
SUPERVISORS BENTLEY  
CONOVER  
LOEB  
STRAINER  
TAYLOR  
BRIAN LAFLURE, DIRECTOR OF THE OFFICE OF EMERGENCY  
SERVICES/FIRE COORDINATOR  
DON DEGRAW, AIRPORT MANAGER  
DON LEHMAN, *THE POST STAR*  
EVELYN WOOD, TOWN OF THURMAN  
CHARLENE DIRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

**COMMITTEE MEMBER ABSENT:**

VACANT - TOWN OF THURMAN

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Mr. Thomas called the meeting of the County Facilities Committee to order at 9:35 a.m.

Motion was made by Mr. VanNess, seconded by Mr. Belden 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 his agenda packet to the Committee members; *a copy of the agenda packet is on file with the minutes.*

Mr. Morehouse stated the first item on the agenda was to update the Committee on the status of the demolition of the former Department of Social Services (DSS) building. He advised the majority of the building had been taken down with the exception of the section which contained three floors. He said there would be more debris to be removed from the site than had originally been anticipated; however, he continued, the removal of materials had been included in the bid specifications. Mr. Thomas inquired as to the anticipated completion of the demolition and Mr. Morehouse responded approximately one month.

Mr. Morehouse requested to close Capital Project No. H281.9550 280, Municipal Center Jail Study and Capital Project No. H289.9550 280, Old Jail Renovations. He advised he was unsure of the remaining balances in the Capital Projects but he did not believe the amounts were significant.

Motion was made by Mr. VanNess, seconded by Mr. Girard and carried unanimously to close the Capital Projects as outlined and to forward same to the Finance Committee. *Copies of the*

*resolution request forms are on file with the minutes.*

Mr. Morehouse requested a transfer of funds in the amount of \$1,240 from Repair and Maintenance (A.1620.413) to Other Equipment (A.1620.260) to reflect the cost of purchasing locking mailboxes for the new mail room. He added the new mail room would be located next to the Auditor's Office in the Municipal Center.

Motion was made by Mr. Girard, seconded by Mr. Champagne and carried unanimously to approve the request for a transfer of funds as outlined and to forward same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Mr. Thomas reported the last item on the agenda pertained to the Office of Emergency Services (OES) need for a vehicle storage facility. Brian LaFlure, Director of the OES/Fire Coordinator, explained the issue had been referred to the County Facilities Committee by the Public Safety Committee to discuss the possibility of constructing a structure for the storage of emergency vehicles. He said he envisioned an open, three-sided, unheated, carport style structure to be constructed at the rear of the Municipal Center near the location of the dumpster. He explained the structure would eliminate the need to dig out emergency vehicles following snowfalls and would reduce the response time for emergencies that occurred during a snowfall.

Mr. Belden questioned if it would be possible to acquire grant funding to cover the cost of constructing a structure and Mr. LaFlure responded that he had researched grant funding and had only found grants that would cover the cost of renting a facility. Mr. LaFlure suggested it was possible that the Planning & Community Development Department would be able to assist in a search for available grant funding. Mr. VanNess asked if there was an estimated cost for construction of the structure and Mr. LaFlure responded he had completed some research and estimated the cost for materials to be \$50,000 to \$75,000. Mr. LaFlure continued by saying the majority of the site and construction work could be completed by County employees and added there was electrical power already available in the requested location.

Mr. Champagne asked if the structure would be a pole barn style building and Mr. LaFlure responded affirmatively and added it would be a covered three-sided structure. Mr. Belden inquired as to the size of the proposed structure and Mr. LaFlure responded it would need to be at least 40 feet deep and he proposed 80 feet wide in order to accommodate eight 10 foot bays for vehicles. Mr. LaFlure added there would be significant space to allow the Buildings & Grounds Division to store several vehicles. Mr. Morehouse agreed and said the loader and plow truck could be stored in the structure.

Paul Dusek, County Attorney/Administrator, cautioned there were no funds available in the 2010 or 2011 County budgets to cover the cost of this structure. He suggested the project could be researched and budgeted for construction in 2012. Mr. LaFlure stated he was aware of the budget concerns and he suggested a tentative plan could be developed and the Department of Public Works could complete any necessary site work when they were available to do so. He added it would be necessary to have a design in place prior to applying for any available grant funding. Mr. Belden suggested a design and plan for the structure be developed and the Planning & Community Development Department be contacted to request their assistance in a search for possible grant funding.

Motion was made by Mr. Belden, seconded by Mr. VanNess and carried unanimously to approve the development of a design and plan for the future construction of a vehicle storage facility on the Municipal Center Campus.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. VanNess and seconded by Mr. McCoy, Mr. Thomas adjourned the meeting at 9:49 a.m.

Respectfully submitted,  
Charlene DiResta, Sr. Legislative Office Specialist

