

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: DPW

DATE: NOVEMBER 27, 2007

COMMITTEE MEMBERS PRESENT:

SUPERVISORS BELDEN
BENTLEY
MASON
STEC
GERAGHTY
MERLINO

COMMITTEE MEMBER ABSENT:

SUPERVISOR HASKELL

OTHERS PRESENT:

REPRESENTING THE DPW DEPARTMENT:

WILLIAM LAMY, DPW SUPERINTENDENT
JEFFREY TENNYSON, DEPUTY SUPERINTENDENT OF
ENGINEERING
GEORGE VANDUSEN, PROJECT ENGINEER
WILLIAM THOMAS, CHAIRMAN
PAUL DUSEK, COUNTY ATTORNEY
JOAN SADY, CLERK OF THE BOARD
SUPERVISORS GABRIELS
F. THOMAS
VANNESS
FRED AUSTIN, BUILDING PROJECT COORDINATOR
DAVE STRAINER, SUPERVISOR ELECT - TOWN OF QUEENSBURY
AMANDA ALLEN, LEGISLATIVE OFFICE SPECIALIST

Mr. Belden called the meeting of the DPW Committee to order at 9:30 a.m.

Motion was made by Mr. Mason, seconded by Mr. Merlino and carried unanimously to approve the minutes from the October 30, 2007 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to William Lamy, DPW Superintendent, who distributed copies of the agenda to the Committee members. *A copy of the agenda is on file with the minutes.*

Mr. Lamy advised that because Paul Dusek, County Attorney, was currently in attendance he preferred to begin the agenda review with the items requiring Mr. Dusek's input. Mr. Lamy directed the Committee members to page 16 of the agenda which reflected a request to authorize Chairman Thomas to sign a contract with the lowest responsible bidder to complete installation of a new main electrical switch disconnect at the Municipal Center. He explained that the work would be completed as quickly as possible to prevent any injuries and/or major malfunctions of the system and would be scheduled during a weekend to avoid closing the Municipal Center during normal business hours. Mr. Lamy reminded the Committee that subsequent to the electrical fire that had occurred at the Municipal Center earlier in the year, the decision had been made to hire Hour Electric to perform an evaluation of the system to avoid such occurrences in the future. He stated that it was during this evaluation, which had been performed during the prior week, that the possibility for the switch malfunction was discovered. However, Mr. Lamy noted, the issue surrounding this work was whether or not the switch replacement could be considered an emergency.

Mr. Lamy apprised that a meeting with Hour Electric and the electrical engineer from Rist Frost Associates was scheduled following the Committee meeting, during which the urgency of the repairs would be determined. He stated that if the switch replacement was not deemed an emergency, a short bidding process would be used to advertise the work required and a resolution would be required to award the project based on the results of the bid. Because they were not yet aware of how urgent the repairs would be and in order to progress the project as quickly as possible, Mr. Lamy advised that they were requesting permission to award

the bid, in the event that it was needed.

Mr. Lamy explained that if the main switch were to malfunction someone could be seriously injured. Additionally, he noted, National Grid would be required to completely de-energize the Municipal Center prior to the installation of the new switch, which they were not sure could be changed without requiring additional engineering to make it fit. These were issues that would be discussed during the upcoming meeting, Mr. Lamy added.

Mr. Dusek stated that the main issue in this case would be to carefully consider the true urgency of the repairs. He noted that they had already operated with the existing switch for a week without issue, therefore a determination had to be made as to whether or not they could proceed with the existing equipment for the amount of time it would take to undergo the short bidding process. Mr. Dusek advised that even if there was not sufficient time to provide a full bidding process Mr. Lamy should attempt to do some sort of quotation to assure that the County was getting the best value available. He said that the only time the bidding process could be completely eliminated would be if the situation was deemed an emergency that required immediate action. Mr. Dusek added that in situations where there was some time it was required that they do as much as they could to get the bidding into place in order to avoid criticism.

Mr. Belden asked if this project required an RFP (Request for Proposal) and Mr. Dusek replied in the negative, explaining that because this was a Public Works project a bid process was used. Mr. Belden then asked if there was an anticipated cost for this project and Mr. Lamy replied in the negative.

When asked about the details of the malfunctioning switch, Mr. Lamy stated it was his understanding that if there was a problem at the Municipal Center which required use of the switch, there was the potential for it to malfunction by allowing the electricity to arc and cause a fire that could not be stopped until National Grid de-energized the building. He added that if this were to occur there was the chance for serious injury to the employee moving the switch. Mr. Lamy said that they were walking a tightrope in this instance as although the repairs might not technically qualify needing to be done on an emergency basis, by delaying them there was the potential for severe consequences.

Mr. Geraghty asked if the switch was part of the old system that they intended to replace and Mr. Lamy replied affirmatively. Mr. Lamy added that initially they had thought the switch would not require replacement; however, he said, upon further inspection the chance for malfunction was discovered. He noted that the possibility of the switch malfunctioning was only a problem if a series of events occurred causing the electricity to arc, at which point they would be unable to rectify the situation without the assistance of National Grid. Mr. Lamy advised that he would have a better sense of the severity of the situation subsequent to the meeting with Hour Electric and the Rist Frost Associates Engineer.

Mr. Geraghty stated that although he was in agreement that they should attempt to secure the best pricing possible for the necessary work, he also understood Mr. Lamy's concerns. Furthermore, he noted, if they made quotation inquiries via telephone, it was likely that the electricians pricing the job would require the ability to review the system to determine the extent of the necessary repairs prior to issuing their quotation, which would further delay the repairs. Mr. Dusek replied that Mr. Lamy should balance this time factor along with repair costs prior to awarding the bid. For example, he said, if one contractor had bid the price slightly higher than another, but could perform the repairs faster, it would be reasonable to select the higher priced bid.

Mr. Geraghty pointed out that in their review, Hour Electric had suggested replacement of other old parts of the electrical system and Mr. Lamy advised that funds had been included in the 2008 Budget for such work.

Mr. Stec stated that he agreed that the repairs needed to be made as quickly as possible, based solely on the costs of lost productivity and revenues that would occur if the Municipal Center had to be evacuated and closed during business hours. He added that once this matter had been resolved they should consider developing a contract for maintenance of all significant electrical switches controlling large chunks of the Municipal Center campus for safety purposes in the future. Mr. Lamy advised that the Committee had already taken such action of which the contract with Hour Electric was a result.

Jeffrey Tennyson, Deputy DPW Superintendent of Engineering, pointed out that the switch requiring replacement was not a readily available stock item, but rather a 3,000 amp switch which Square D (*the manufacturing company*), had begun a nationwide search for. In addition, he noted, a connection for the switch and the existing bars would have to be fabricated. Mr. Tennyson advised that it was his estimation that the replacement work could begin as early as the upcoming weekend, as that would give Square D sufficient time to make the necessary fabrications. However, he stated, if a bid process was required the project would most likely be delayed for at least another week because the company granted the bid would have to first find the switch and then fabricate the connections to fit the current system. Mr. Tennyson reiterated Mr. Lamy's concern that although the switch was not causing any issues as it was, if an event occurred that required the switch to be moved, there was the potential for trouble.

Mr. Belden asked if the backup generators could be used to keep the building up and running in the event that the switch stopped working and Mr. Lamy replied in the negative. Mr. Belden pointed out that if power was lost it was possible that the building could freeze leading to additional costs to repair resulting damages. Mr. Lamy stated that these were all issues that could be repaired if they occurred, he expressed that his biggest concern was for the person that might be injured in the event that the switch malfunctioned.

Mr. Dusek stated that Mr. Lamy should look to the advice of the electrical engineers at their meeting and determine how severe the need for repair was and implement as extensive a bid process as he was able to.

Discussion ensued.

Motion was made by Mr. Mason, seconded by Mr. Stec and carried unanimously to approve the request to authorize the Chairman to sign a contract with the lowest responsible bidder to complete installation of a new main electrical switch disconnect in the Municipal Center and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Motion was made by Mr. Stec, seconded by Mr. Mason and carried unanimously to authorize Mr. Lamy and Mr. Tennyson to make a decision on the procession of the project based on information received at the upcoming meeting with Hour Electric and the Rist Frost Associations Electrical Engineer and discussion with Mr. Dusek, whether it be to get quotes or to perform a formal bidding process to get the project completed as necessary.

Returning to Mr. Tennyson's advisement that a nationwide search had been required to find the necessary switch, Mr. Stec asked if the electrical system was being redesigned to use equipment currently produced.

Mr. Lamy replied that the system was not being redesigned but they were purchasing parts currently manufactured to replace the old ones. He added that the replacement equipment would be standard for use today.

Mr. Lamy advised that the next agenda item requiring input from Mr. Dusek referred to Proposed Local Law No. 2 of 2008, a copy of which was distributed to the Committee members and is also on file with the minutes. Mr. Dusek advised that New York State and the Federal Government were imposing requirements for all Municipalities utilizing a "County-owned separate storm sewer system" to adopt certain stormwater management laws in their zoning requirements. He said that basically anyone in the State having a sufficient stormwater density would be required to adopt these laws and the MS-4 region of Warren County, specifically the Town of Queensbury and the City of Glens Falls, was being included due to population in these areas.

Mr. Dusek explained that although Warren County did not employ a massive sewer system, they did qualify for the local law because catch basins, detention and retention ponds, storm water wells, drainage ditches, crossover pipes laid under the roads or any other construction used to contain or direct stormwater were considered independent sewer systems. Although many of these systems were very small, they combined to form a sufficient stormwater system, thereby requiring stricter control over what property owners could place in them, he added. Mr. Dusek stated that the point of the law was to stop foreign substances from being introduced into these storm systems in an effort to avoid pollution, as stormwater eventually ran into lakes, streams and ponds.

Mr. Dusek pointed out that although the local law would basically prohibit anything but stormwater from being introduced into the system, there were some exceptions. For example, he cited, in paragraph A on page five, exceptions were made for waterline flushing, landscape irrigation, uncontaminated ground water from storm drains, uncontaminated pumped ground water from footing drains, air conditioning condensate, irrigation water, springs, dechlorinated water, residential car washing water and any other water source not containing pollutants. Mr. Dusek stated that the law went on to prohibit illegal connections to the system and noted that any such connections existing in the past had to be disconnected; however, he stated, he was not of the opinion that this would be an issue. Finally, Mr. Dusek apprised, the law obligated the use of best management practices to inspect and enforce this law and as such, a Stormwater Management Officer would be required.

Mr. Stec asked Mr. Lamy what he anticipated as far as the manpower necessary to provide the services required of the Stormwater Management Officer. Mr. Lamy replied that this position would not necessarily fall under the realm of the DPW and he pointed out that other Counties had actually placed the position within their Code Enforcement Departments. Mr. Lamy stated that his Department was not equipped to enforce this law or provide for the position of Stormwater Management Officer, a responsibility that had traditionally been held by NYSDEC (New York State Department of Environmental Conservation). Mr. Dusek added that the proposed Local Law did not state that the DPW should be responsible for enforcing it, but rather had been written so that the County could appoint whomever they wished to the position.

Mr. Stec advised that the Town of Queensbury was currently developing their own form of a Local Law regarding stormwater management and they were also concerned with the code enforcement impact. He suggested that this might be an area where shared services could be used to fund the position through an inter-municipal agreement between the County, Town of Queensbury and City of Glens Falls to fund a position that would service all three groups. Mr. Stec noted that because this was an unfunded State mandate there might be a way to save money by splitting the cost of the position three ways. Mr. Geraghty added that this position might qualify for a Shared Services grant.

Mr. Belden stated that he could foresee the Lake George Basin area eventually being included in this local law and George VanDusen, Project Engineer, noted that the areas requiring the local law were determined by NYSDEC based on population. Mr. VanDusen estimated that as the population expanded, the areas covered by the local law would also.

Discussion ensued.

Mr. Dusek pointed out that the proposed Local Law also pertained to drainage systems and therefore stormwater management plans would be required for all developers as part of the zoning ordinance. He said that although Warren County was not involved in zoning ordinance, NYSDEC had advised that the County was still required to adopt the same ordinances adopted by the Towns as County policy. Mr. Dusek stated that he was still working on the drainage regulations portion of the Local Law, which would have to be adopted by the County once completed. He added that subsequent to the inclusion of the drainage policy, a Stormwater Management Officer would have to be incorporated.

Mr. Dusek stated that because the County was required by the State to adopt the Local Law drafted for the MS-4 district, regardless of the decisions made as to the use of a Stormwater Management Officer, he recommended that the proposed Local Law be introduced, and a Public Hearing set, at the December 21st Board meeting, allowing for adoption in January. He noted that a slight revision to the proposed Local Law was necessary because as it was currently written it imposed the regulations on a County-wide basis rather than to only the MS-4 district.

Mr. Stec stated that by using the timetable indicated by Mr. Dusek, the Local Law would not be imposed prior to the January 1st deadline initiated by the State and Mr. Dusek replied that Mr. VanDusen had been in contact with NYSDEC who had advised that this was acceptable. Mr. VanDusen added that in speaking with NYSDEC he had been informed that as long as the County was diligently making progress with the adoption of the local law they would not be objective to the law being adopted subsequent to the deadline indicated.

Motion was made by Mr. Stec, seconded by Mr. Bentley and carried unanimously to approve proposed Local Law No. 2 of 2008 for presentation at the December 21st Board meeting as recommended by Mr. Dusek.

Mr. Lamy advised that the next item requiring Mr. Dusek's assistance was reflected on page 34 of the agenda in the form of a request to authorize the abandonment of two sections of Harrington Hill Road (CR#60) to the Town of Warrensburg. He explained that upon the County's abandonment, the Town would also proceed to abandon the unwanted section of road, while preserving the property owner's rights to access their parcels. Mr. Lamy explained that Resolution No. 146 of 1954 added the Potash Mountain-Harrington Hill Road to the Warren County Highway System, at which time it was anticipated that the entire road would be improved. He noted that a section of the road, known as Viele Pond Road, had never been improved for year-round travel and remained a gravel seasonal road. Mr. Lamy stated that the Town of Warrensburg maintained that section of the road, which was listed on the Town's inventory for CHIPS (Consolidated Highway Improvement Program) reimbursement. By authorizing the abandonment requested, Mr. Lamy advised, ownership and maintenance responsibilities for both sections of the road would be clarified. He added that the property owners along both sections of the road had been canvassed and were in agreement with this proposal.

Mr. Dusek apprised that the first step in the process was to abandon the road to the Town of Warrensburg; however, he said, this could not be done without the Town's agreement. In fairness to the Town of

Warrensburg, he explained, they had met to discuss the matter and the Town had acknowledged that they had always maintained the Viele Pond section of the road and would not dispute the abandonment procedure. Mr. Dusek said that the more difficult part of the process would be abandoning a short spur of pavement off of the main road which accessed several private properties. He explained that in 1954 the County had adopted a resolution stating that they would takeover Harrington Hill Road to build a new road. At that time, he said, it was well documented that the intent had been for the County to build a new road, leaving spurs, such as the one in question, as the responsibility of the Town of Warrensburg, while the County would maintain the new road. Mr. Dusek stated that although this had been their intent, when the County had accepted responsibility for the road they had done so as a whole, neglecting to include language excluding the spurs. The only way to undo this, he explained, was to abandon the unwanted portion to the Town of Warrensburg.

Mr. Dusek stated that although the Town was not especially interested in accepting responsibility for the portion of road unwanted by the County, they were willing to accept the abandonment because a plan had been developed to legally allow the Town to perform a qualified abandonment, meaning that the spur would continue to serve as a public easement but would not be maintained. He added that at this point, the agreement was that the Town would accept the abandonment procedure for the time being; however, he noted, if the situation became unsavory for the Town at any time the County would have to resume ownership of the unwanted portion of road. As part of this arrangement, Mr. Dusek advised, he would complete all of the paperwork necessary to facilitate the abandonment procedure for the Town of Warrensburg.

Mr. Dusek asked Mr. Geraghty if the explanation given concurred with his understanding of the agreement and Mr. Geraghty replied affirmatively.

Motion was made by Mr. Stec, seconded by Mr. Merlino and carried unanimously to approve the request to abandon two sections of Harrington Hill Road (CR #60) to the Town of Warrensburg as outlined above and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Mr. Bentley asked if the portion of road in question was being maintained currently and Mr. Lamy replied in the negative. Mr. Lamy explained that it had not been maintained for the past 12 years and that a portion of the road was now impassable.

Mr. F. Thomas entered the meeting at 10:07 a.m.

Mr. Lamy directed the Committee to agenda page 37 which reflected a request to authorize the issuance of a bond in the amount of \$2.5 million to purchase equipment for DPW. He explained that the 2008 Budget had been prepared with the assumption that equipment purchases would be made in 2008 and 2009 through the use of bonds. Mr. Lamy apprised that he'd had conversations with both Hal Payne, Commissioner of Administrative & Fiscal Services, and Mr. Caimano, Budget Officer, wherein he had explained the need to establish purchase orders at the start of 2008 to begin equipment purchases and in order to identify funding for such purposes, a source of funding was necessary. He said that he had been informed that the issuance of the bond could not take place until 2008; however, he noted, this was the last DPW Committee meeting for 2007 and, from his perspective, the process needed to move along as quickly as possible. Mr. Lamy noted that an itemized listing of the equipment intended for purchase was also included in the agenda.

Mr. VanNess entered the meeting at 10:13 a.m.

Referring to the listing of equipment requests for 2008, Mr. Geraghty pointed out that software and office furniture purchases were included in the listing and he asked why these items were being bonded. Mr. Lamy replied that there was equipment and furniture that should be purchased, rather than bonded; however, he said there was not currently funding available in the 2008 Budget to fund those purchases. He explained that some of the equipment listed would not be bonded and those issues would be revised in 2008.

Motion was made by Mr. Stec, seconded by Mr. Bentley and carried unanimously to approve the request to authorize the issuance of a bond in the amount of \$2.5 million to purchase equipment for the DPW and refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Mr. Dusek left the meeting at 10:15 a.m.

Returning to the start of the agenda review, Mr. Lamy apprised that page two reflected a request to authorize a transfer of funds which he detailed as follows:

| <u>From Code:</u> | <u>Title:</u> | <u>To Code:</u> | <u>Title:</u> | <u>Amount:</u> |
|-------------------|--|-----------------|-------------------------------------|----------------|
| DM9055 855 | Road Machinery- Disability | DM9060 860 | Road Machinery - Hospitalization | \$3,000 |
| DM5130 110 | Road Machinery - Salaries - Regular | DM9060 860 | Road Machinery - Hospitalization | \$7,000 |

Motion was made by Mr. Geraghty, seconded by Mr. Merlino and carried unanimously to approve the request for transfer of funds as outlined above and refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Mr. Lamy stated that the next agenda item began on page three and consisted of three requests to fill vacant positions which he detailed as follows:

- 1) Senior Account Clerk #1, base salary \$27,085, Employee No. 539, vacated due to retirement;
- 2) MEO (Motor Equipment Operator) Light #26, base salary \$24,601, Employee No. 10889, vacated due to promotion;
- 3) MEO Light #13, base salary \$24,601, Employee No. 11378, vacated due to promotion.

Mr. Lamy explained that the Senior Account Clerk was the primary person in charge of payroll and she tentatively planned to retire at the end of January. He noted that if the Committee was in agreement, he wished to hire someone to fill the position prior to the employee's retirement to be sure that the new employee was properly trained in payroll procedures.

Motion was made by Mr. Mason, seconded by Mr. Geraghty and carried unanimously to approve all three requests, as outlined above, and refer same to the Personnel Committee. *Copies of all three requests are on file with the minutes.*

Mr. Lamy noted that he had spoken with Mr. Payne regarding all three personnel requests and although Mr. Payne had no objection to their being filled, he had not signed the requests because he was on vacation. Mr. Lamy apprised that he would inform Mr. Payne of the Committee's decision to approve them and have the forms signed prior to the Personnel Committee meeting scheduled for December 12th.

Moving on, Mr. Lamy advised that a request for a new contract with Reclamation of Kingston, LLC was

included on agenda page seven. He said that this contract was for cold in-place pavement recycling and would be for the term commencing January 1, 2008 and terminating December 31, 2008. Mr. Lamy added that this contract request was the result of a bid process and that Reclamation of Kingston, LLC was the same vendor that had been used in the past.

Motion was made by Mr. Bentley, seconded by Mr. Stec and carried unanimously to approve the request for a new contract with Reclamation of Kingston, LLC as outlined above and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Mr. Lamy directed the Committee members to page eight of the agenda which reflected a request for a new contract with Callanan Industries, Inc. for cold milling services and he noted that this was the same vendor that had been used during the previous year.

Motion was made by Mr. Stec, seconded by Mr. Geraghty and carried unanimously to approve the request for a new contract with Callanan Industries, Inc. for cold milling services and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Mr. Lamy apprised that the next agenda item pertained to a request for a new contract with Bell & Flynn, Inc. for cold in-place pavement recycling, which was reflected on page nine of the agenda. He explained that in this contract the Hammermill Method, as used previously on Federal Hill Road and two other roads, had been identified where the same method was desired.

Motion was made by Mr. Mason, seconded by Mr. Stec and carried unanimously to approve the request for a new contract with Bell & Flynn, Inc. as outlined above and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Page 10 of the agenda, Mr. Lamy explained, reflected a request for a new contract with R&B Construction, LLC for bridge and structural repairs, rehabilitation and heavy construction. He stated that this was the contractor currently finishing the retaining wall on the Market Street Bridge in the Town of Horicon and they would also be used to put in the lower gate on the County-owned dam.

Motion was made by Mr. Bentley, seconded by Mr. Mason and carried unanimously to approve the request for a new contract with R&B Construction, LLC and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Mr. Lamy stated that agenda page 11 included a listing of three vendors, (*Grasshopper Gardens, Inc.; Stone Industries, LLC and Porter Maintenance, Inc.*), that had all signed contract extensions for 2008 with the same conditions as 2007. He added that although a resolution was not necessary to facilitate these renewals, the approval of the Committee was required.

Motion was made by Mr. Geraghty, seconded by Mr. Stec and carried unanimously to approve the 2008 contract extensions for Grasshopper Gardens, Inc.; Stone Industries, LLC and Porter Maintenance, Inc.

Mr. Lamy distributed a packet, *a copy of which is on file with the minutes*, pertaining to contract extensions with vendors providing reflective sheeting for signs and pavement. He explained that six of the seven vendors used for 2007 had agreed to extend their terms for 2008, although Hall Signs, Inc. had declined.

Mr. Geraghty asked why Hall Signs, Inc. had not renewed their contract and Mr. Lamy replied that he was

unsure of the reason behind this.

Motion was made by Mr. Mason, seconded by Mr. Geraghty and carried unanimously to approve the 2008 contract extensions for Avery Dennison; Custom Products Corporation; Osburn Associates, Inc.; Nippon Carbide Industries and 3M Company, for the provision of reflective sheeting for signs and pavement.

Resuming the agenda review, Mr. Lamy apprised that page 15 contained a listing of bid recommendations which were as follows:

- 1) WC 1-08 - Gravel, Sand, Stone & Topsoil
Award to all bidders;
- 2) WC 2-08 - Corrigated Polyethylene Culvert Pipe & Fittings
Chemung Supply Ferguson Waterworks
PO Box 527 612 Pierce Road
Elmira, NY 14902 Clifton Park, NY 12065

Adirondack Highway Materials
1120 Dix Ave
Hudson Falls, NY 12839
- 3) WC 3-08 - Concrete Drainage Units
Pallette Stone Corp.
373 Washington Street, PO Box 4550
Saratoga Springs, NY 12866
- 4) WC 4-08 - Substance Infiltration Drainage Chambers
Chemung Supply Ferguson Waterworks
PO Box 527 612 Pierce Road
Elmira, NY 14902 Clifton Park, NY 12065
- 5) WC 5-08 - Geotextiles
Chemung Supply
PO Box 527
Elmira, NY 14902

Motion was made by Mr. Stec, seconded by Mr. Geraghty and carried unanimously to approve all of the bid awards recommended.

Mr. Lamy advised that agenda page 19 included a request for extension of the existing contracts authorizing Municipal contracts for snow and ice removal based on the table adopted in the 2008 Budget. He explained that Brian Humphreys, Deputy Superintendent of Highways, had been working with the County Attorney's Office and further information regarding this matter would be forwarded to each of the Towns posthaste.

Motion was made by Mr. Mason, seconded by Mr. Stec and carried unanimously to approve the request to extend the existing Municipal contracts for snow and ice removal and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Continuing to page 21, Mr. Lamy apprised that the agenda included a request to authorize a bid award to the lowest responsible bidder for a computerized sign machine for the Traffic Sign Shop. He reminded the Committee that there had been some confusion in prior meetings as to how the purchase was going to be funded. Mr. Lamy stated that initially the cost of the machine was going to be included in the 2008 Budget but it had since been removed; therefore, he advised, they were proceeding with the bid specifications in

hopes that the bid could be awarded prior to the close of 2007 because funding was available within the 2007 Budget and had previously been approved by the DPW Committee. Mr. Lamy said that if the purchase could not be made prior to the close of 2007 they would have to re-address the topic at the next Committee meeting.

Motion was made by Mr. Bentley, seconded by Mr. Merlino and carried unanimously to approve the request to authorize the bid award to the lowest responsible bidder for the purchase of a computerized sign machine for the Traffic Sign Shop and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Mr. Lamy advised that agenda page 22 reflected a request for an extension of the existing contract with M. M. Hayes Company, Inc., as authorized by Resolution No. 821 of 2006, for annual maintenance of the time clocks at all DPW locations for the annual fee of \$4,759.

Mr. Belden asked if this contract was the result of a bidding process and Mr. Lamy replied in the negative, noting that because the equipment had been supplied by M. M. Hayes Company, Inc. they were also used for the maintenance contract.

Motion was made by Mr. Mason, seconded by Mr. Stec and carried unanimously to approve the request to extend the existing contract with M. M. Hayes Company, Inc. for annual maintenance of the DPW time clocks as outlined above and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Proceeding with the agenda review, Mr. Lamy apprised that page 24 reflected a request for a new contract with Standard Medical Services, LLC for drug and alcohol testing as well as physical exams. He noted that this was the same vendor used in the past and he pointed out that the pricing for the urine drug screen had been reduced by \$7 per screening while the costs for alcohol breath testing and physical exams had remained the same.

Mr. Belden asked if this contract could also be used by the Towns and Mr. Lamy replied that he believed that it could, as it had been in the past.

Motion was made by Mr. Geraghty, seconded by Mr. Mason and carried unanimously to approve the request for a new contract with Standard Medical Services, LLC for drug and alcohol testing and physical exams as outlined above and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Mr. Lamy advised that the next agenda item began on page 26 and referred to a supplemental agreement with NYSDOT (New York State Department of Transportation). Mr. Lamy asked Mr. Tennyson to address this item. Mr. Tennyson apprised that this was a routine request to amend the Master Agreement with NYSDOT to accept an additional \$33,750 for ROW (Right-of-Way) acquisition to proceed with this phase of the Tannery Road Bridge Project.

Motion was made by Mr. Stec, seconded by Mr. Geraghty and carried unanimously to approve the request to amend the Master Agreement with NYSDOT for the Tannery Road Bridge project as outlined above and refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Mr. Geraghty asked if additional ROW acquisition was necessary to alter the bridge and Mr. Tennyson

replied affirmatively.

Mr. Belden asked if the \$25,450 Local Share of this agreement was already included in the Budget and Mr. Lamy replied that it was.

Mr. Tennyson advised that agenda page 30 reflected a similar request to amend the Master Agreement with NYSDOT for the Grist Mill Road Bridge Project in the Town of Stony Creek. He explained that the supplemental agreement for this project would allow an additional \$32,275 in grant funding.

Motion was made by Mr. Mason, seconded by Mr. Merlino and carried unanimously to approve the request to amend the Master Agreement with NYSDOT for the Grist Mill Road Bridge project as outlined above and refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Mr. Tennyson provided a brief update on the status of ongoing Capital Projects, during which he noted that the Corinth Road Project would be discussed at length at a special DPW Committee meeting that had been scheduled for the following day. In addition, Mr. Tennyson circulated pictures of the Padanarum Road Bridge Project, which was now complete with the exception of some minor work items and administrative issues. He then shared pictures of the ongoing retaining wall project in the Town of Horicon and he noted that the final section of the retaining wall was anticipated to be completed later that week. Relating to the Finkel Road Project in the Town of Bolton, Mr. Tennyson presented pictures of the ongoing work and he explained that the work had been funded through a 50% grant agreement with the Lake George Watershed Conference.

Mr. Tennyson advised that although they had been working with NYSDOT to gain reimbursement from Federal aid projects, the funding was being delayed because the contracts were being held at the State Comptroller's Office. He said that the good news was that all of the work required of the DPW had been taken care of and they were simply waiting for the Master Agreements to be released at the State level. Mr. Tennyson noted that because of the delay in the receipt of funding, the Corinth Road Project was being affected; however, he said, they would discuss those issues at the special Committee meeting. He said that on most projects the consultants were willing to proceed with the job regardless of the fact that the funding had not been received, because they knew it was forthcoming. Unfortunately, Mr. Tennyson noted, this was not the case with the Corinth Road Project because funding was needed to complete the ROW acquisitions phase.

Mr. Belden commended Mr. Tennyson for his efforts in closing out the Capital Projects as they were completed and also for bringing the Office up to date in this area.

Discussion ensued.

Fred Austin, Building Project Coordinator, entered the meeting at 10:29 a.m.

Mr. Lamy apprised that the next agenda item referred to the Winter Conference which was going to be held at the Turf Inn in Albany, NY. He said that historically both the DPW Superintendent and the Deputy DPW Superintendent were authorized to attend this one day meeting. Mr. Lamy stated that although he had not yet received the pertinent information regarding the costs of the conference, he was requesting permission for both himself and Mr. Tennyson to attend the conference, which they would travel to by County vehicle. Mr. Lamy stated that he would keep the Committee apprised of the pertinent details with respect to the Conference and he noted that he was requesting permission for the travel presently because this was the last

Committee meeting that would be held prior to the Winter Conference.

Motion was made by Mr. Bentley, seconded by Mr. Mason and carried unanimously to authorize both Mr. Lamy and Mr. Tennyson to attend the Winter Conference in Albany, NY.

Mr. Lamy directed the Committee to page 40 of the agenda which reflected a letter of thanks from the Glens Falls Soap Box Derby for the assistance and cooperation given during their rally race held in September. Mr. Lamy stated that the County had only authorized the use of the road, which had not taken much effort; however, he said, they were appreciative of the letter of gratitude.

The final agenda item, Mr. Lamy apprised, referred to a review of items pending from prior Committee meetings, which he detailed as follows:

- 1) Mr. Lamy stated that the Corinth Road project would be discussed at the special Committee meeting scheduled for November 28th;
- 2) *The Budget Performance Report was not discussed at this meeting and no update was given;*
- 3) Mr. Lamy advised that he continued to research the use of bio-diesel fuels and would keep the Committee abreast of any update. He added that this fuel type had not been an option for purchase on State contract for 2008;
- 4) Referring to the possibility of selling unused County property online, Mr. Lamy advised that he had spoken with the Auctioneer who thought that his contract would permit online sales. He said that follow-up conversation would be held with the Auctioneer and he would keep the Committee aware of any new information.

Mr. Lamy reminded the Committee that the special meeting regarding the Corinth Road project was scheduled for November 28th at 1:30 p.m. and would shape the future of the project.

As there was no further business to come before the Committee, on motion made by Mr. Stec and seconded by Mr. Geraghty, Mr. Belden adjourned the meeting at 10:32 a.m.

Respectfully submitted,
Amanda Allen, Legislative Office Specialist