

## Warren County Board of Supervisors

**Committee: County Facilities (Airport-Buildings & Grounds)**

**Date: March 26, 2012**

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**Committee Members Present:**

Supervisors Girard  
Thomas  
Loeb  
Westcott

**Others Present:**

Jeffery Tennyson, Superintendent of the Department of Public Works  
Frank Morehouse, Superintendent of Buildings  
Ross Dubarry, Airport Manager  
Paul Dusek, County Administrator  
Amanda Allen, Deputy Clerk  
Kevin Geraghty, Budget Officer  
Supervisor Conover  
Supervisor Strainer  
Supervisor Taylor  
Don Lehman, *The Post Star*  
Nicole Livingston, Second Deputy Clerk

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**Committee Member Absent:**

Supervisor Mason

Mr. Girard called the meeting of the County Facilities Committee to order at 10:10 a.m.

Motion was made by Mr. Thomas, seconded by Mr. Loeb and carried unanimously to approve the minutes of the March 8, 2012 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Ross Dubarry, Airport Manager, who distributed copies of the Airport agenda to the Committee members; *a copy of the agenda is also on file with the minutes.*

Commencing the Agenda review with Items of Interest, Mr. Dubarry provided an update on the ARFF (Airport Rescue and Fire Fighting) Building Expansion and noted that all of the construction on the project had been completed and the only remaining item was the hydro seeding of the area, which would begin once the temperature outside was warmer. He added that the project had remained well within the 15% allowance for the FAA (Federal Aviation Administration) and once the approval process was completed, the project would be closed.

Mr. Loeb exited the meeting at 10:15 a.m.

The next item of interest listed on the Agenda, Mr. Dubarry stated, was the 2013-2017 Draft Airport Capital Improvement Plan. He noted that the list included in the Agenda packet contained several projects that would be submitted to the FAA for approval and funding. He informed that recently, the local share for Airport projects had increased from 2.5% to 5%. Relative to the Capital Improvement Plan, Mr. Dubarry stated that in order to apply for grant funds, a project must be included on the aforementioned list. He reiterated that the list was still in draft form.

Mr. Dubarry apprised the last item of interest concerned the NYAMA (New York Aviation Management Association) Advocacy Day Legislative Items. He referred to the summary included in the Agenda packet and reviewed such in detail with the Committee members. He highlighted the following budget items that were discussed: the FAA had returned the funding level to 90% as opposed to 95%; the current Federal funding for New York State was \$150 million to \$190 million annually; the State reduced the amount available for half of the local shares from \$8 million to \$4

million, which he noted would not be enough money to cover the 50% State match that had traditionally been provided. Mr. Dubarry cited an example using the Runway 19 Extension project which had a total cost of \$8 million and under the old cost distribution, the local match would have been \$200,000; however, without any action by the Legislature, the local share would increase to \$600,000.

In response to an inquiry regarding the status of the Runway 19 Extension project, Mr. Dubarry explained the project was programmed to occur, with design in 2013 and the first phase of construction to take place in 2014. He noted that in order to proceed with the project, land acquisitions and easements were necessary, and the airspace needed to be protected for the extension before the FAA would provide the funding for the project.

Mr. Westcott questioned how the increase in the local share for this specific project would be handled if the State funding was reduced as mentioned and Jeff Tennyson, Superintendent of Public Works, responded that in recent years, a bond had been secured to cover the local match for such projects; however, he acknowledged that the County was trying to avoid bonding projects. Mr. Tennyson further stated that the Runway 19 Extension Project was the largest project that was planned for the future. A brief discussion ensued relative to the Runway 19 Extension Project.

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.*

Commencing the Agenda review with Old Business, Mr. Morehouse provided an update on the Perkins Recycling property and noted they were on schedule to vacate the property by the end of the month. Another informational item, he continued, concerned the windows in the Human Services Building. He stated that there had been what was thought to be air leaks last winter and it had since been determined that the windows were installed properly. He advised that his staff would be caulking the inside jambs of the windows to prevent future air leaks. Relative to the emergency lighting in the Human Services Building, Mr. Morehouse informed emergency lighting had been installed on every other landing in two different stairwells and they planned to install such lighting on every landing. He noted that it would cost approximately \$1,500 to purchase the emergency lighting for all of the stairwells in the building.

Mr. Morehouse referred to the New Business portion of the Agenda and presented a request to amend Resolution No. 639 of 2010, which authorized an agreement with Schindler Elevator Corporation for the elevators located in the Human Services Building, to confirm that said agreement included a ten year extended warranty, as was outlined in the contract.

Motion was made by Mr. Thomas, seconded by Mr. Westcott and carried unanimously to approve the request to amend Resolution No. 639 of 2010 as outlined above, and the necessary resolution was authorized for the April 20, 2012 Board meeting. A copy of the resolution request form is on file with the minutes.

Mr. Morehouse remarked that the next item on the Agenda was with regard to an alarm interface for panic alarm notification at the Municipal Center. He explained that when an alarm was pulled in the Municipal Center building, the new system would send notification directly to the Sheriff's Office, as well as the monitoring company. He noted that during a series of testing drills, it was determined

that there was over a two minute response time from the alarm company to the Sheriff's Office. The interface, he continued, would connect to the Mahoney Notify-Plus existing equipment and would allow the Sheriff's Office to install software on their computer system which would provide immediate notification that there was an alarm at the Municipal Center building; thereby reducing the response time. He added that the Human Services Building did have security personnel who would respond immediately to an alarm in that building. Mr. Morehouse apprised the cost to purchase and install the alarm interface would be \$1,225 and a source of funding would need to be determined.

Motion was made by Mr. Thomas and seconded by Mr. Westcott to approve the request as presented.

Mr. Girard questioned if any other County buildings would eventually have the same equipment installed and Mr. Morehouse reiterated that the Human Services Building had a security station and he did not feel it would be necessary to have the interface installed there. A brief discussion ensued relative to the current alarm systems in the County buildings.

Following discussion, it was determined that the matter should be referred to the Finance Committee for further discussion as to whether or not both the Municipal Center and the Human Services Building should be included for the purchase and installation of the alarm interface, as well as to determine the source of funding for such.

Mr. Thomas amended his motion and Mr. Westcott amended his second to the motion to refer the matter to the Finance Committee for consideration. Mr. Girard called the question, and the motion was carried unanimously.

The next Agenda item, Mr. Morehouse advised, was a request to extend an existing contract with Mahoney Notify-Plus for the monitoring of the current alarm system in the Municipal Center building for a lump sum amount of \$660, commencing May 1, 2012 and terminating April 30, 2013.

Motion was made by Mr. Thomas, seconded by Mr. Westcott and carried unanimously to approve the request to extend the existing contract with Mahoney Notify-Plus as outlined above, and the necessary resolution was authorized for the April 20, 2012 Board meeting. A copy of the resolution request form is on file with the minutes.

Mr. Morehouse requested to extend an existing contract with Mahoney Notify-Plus for miscellaneous repairs to the alarm systems as needed, for an amount not to exceed \$2,000, commencing June 24, 2012 and terminating June 23, 2013.

Motion was made by Mr. Thomas, seconded by Mr. Westcott and carried unanimously to approve the request to extend the existing contract as outlined above, and the necessary resolution was authorized for the April 20, 2012. A copy of the resolution request form is on file with the minutes. *Please note, subsequent to the meeting, it was determined that a resolution for this contract extension was not needed as the authority to execute agreements for services not to exceed \$20,000 was provided by Resolution No. 375 of 2010.*

Mr. Tennyson directed the Committee members to the Referrals portion of the Agenda. Item 1, he said, pertained to advertising the availability for lease of the portion of the former Ciba Geigy

property owned by the County, and he advised that the matter was being handled by the Warren County Economic Development Corporation and could be removed from the Pending Item list. Paul Dusek, County Administrator, recommended that the referral be amended to state a status report would be provided monthly relative to the lease of the property.

Mr. Tennyson informed the next item was for the County Administrator to review the New York State Department of Environmental Conservation (NYS DEC) Report and related files pertaining to the Ciba Geigy property to determine if NYS DEC clean-up assistance was available at this time. Mr. Dusek apprised that this issue had been addressed and resolved and could be removed from the Pending Items list. He reiterated that the County maintained control of the site as per his recommendation due to the deed restrictions attached to the property.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Westcott and seconded by Mr. Thomas, Mr. Girard adjourned the meeting at 10:54 a.m.

Respectfully submitted,

Nicole Livingston, Second Deputy Clerk