

Warren County Board of Supervisors

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

Date: October 2, 2012

Committee Members Present:

Supervisors Girard
Thomas
Loeb
Mason

Committee Member Absent:

Supervisor Westcott

Others Present:

Jeffery Tennyson, Superintendent of Public Works
Frank Morehouse, Superintendent of Buildings
Ross Dubarry, Airport Manager
Daniel G. Stec, Chairman of the Board
Paul Dusek, County Administrator
Martin Auffredou, County Attorney
Joan Sady, Clerk of the Board
Kevin Geraghty, Budget Officer
Supervisor Bentley
Supervisor Frasier
Supervisor Merlino
Supervisor Taylor
Mark Donahue, Chairman, Adirondack Balloon
Festival Board of Directors
John Strough, Councilman, Town of Queensbury
John Mandwelle, Resident, Town of Queensbury
Dr. Fredd Senser-Lee, PHD, Botanical Blossomings
on the Bikeways, USA
Don Lehman, *The Post Star*
Nicole Livingston, Second Deputy Clerk

Mr. Girard called the meeting of the County Facilities Committee to order at 11:25 a.m.

Motion was made by Mr. Loeb, seconded by Mr. Mason and carried unanimously to approve the minutes of the August 31, 2012 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Jeffery Tennyson, Superintendent of Public Works, who noted there was not an agenda for the Buildings & Grounds portion of the meeting because he only had a brief update to provide to the Committee. The update, he said, concerned the former WIC Building. He reported that the hazard survey had been conducted by the asbestos and lead consultant and a small amount of asbestos was found. He advised the estimated cost for the abatement of such would be between \$5,000 to \$6,000, as per the consultant. Mr. Tennyson added they were working on estimates for the material disposal if the Board of Supervisors decided to demolish the building, and he stated that the demolition would be performed by DPW (Department of Public Works) staff. He mentioned that once the material disposal amount was determined he would return to the Committee with that information in order to make a final decision as to how to proceed with the building.

Mr. Mason expressed his opinion that the WIC building was structurally sound and only had some issues with the roof which could be easily repaired. He asserted it would make

more sense to secure a tenant for the building rather than to tear it down. He thanked Frank Morehouse, Superintendent of Buildings, for taking the time to bring him through the building on such short notice.

Chairman Stec entered the meeting at 11:30 a.m.

Mr. Taylor reiterated his concern from a couple of months ago regarding the front entrance to the Municipal Center Building and he stated again that the sidewalk was in desperate need of repair. He presented a large piece of broken concrete that he found this morning while entering the building. Mr. Tennyson recalled the discussions for the need to repair the concrete and also for a redesign of the entrance. He apprised that the DPW staff could replace the large marble stairs; however, he said, the entrance would be closed for a long time and it would be a slow process. Mr. Tennyson acknowledged there had been comments made that the Bicentennial celebration would be using that area and they did not want any major modifications in the near term. Another option, he proposed, would be to hire a contractor to perform that work and possibly a landscape architect. Mr. Morehouse referenced the main entrance to the Supreme Court area and he suggested incorporating that into the redesign. Mr. Loeb recommended obtaining design work in 2013 and setting a target of 2014 for a complete renovation of the entrance.

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.*

Mr. Dubarry began with a review of the recent Adirondack Balloon Festival event, noting it was very successful with two out of the four scheduled launches taking place. He informed that approximately two hundred three preferred parking passes were sold, for a total of \$3,045 and the handling of the parking in that area was performed almost exclusively by County volunteers. He expressed his sincere appreciation to all of the volunteers that assisted with the parking.

Privilege of the floor was extended to Mark Donahue, Chairman of the Adirondack Balloon Festival Board of Directors, to provide a detailed report of the recent event. Mr. Donahue apprised the organization at the Airport had been better than he could remember in years past. He added the event also garnered the best press coverage it had ever received, including five television stations reporting live at the Airport on Friday night. He acknowledged Governor Cuomo also visited the event. Mr. Donahue referred to the closure of the event on Saturday evening due to inclement weather, and stated he could not have been happier with the decision that was made and the way it was handled. He pointed out that they had record setting crowds on both Thursday and Friday; however, he said, due to the poor forecast on Saturday, people did stay away. Mr. Donahue suggested that the Tourism tent that was set up each year should have a County employee in attendance to answer questions and to provide additional promotion of the County. He thanked Mr. Tennyson and Mr. Dubarry for all their work and assistance with the event.

Mr. Girard commented that the volunteers, such as Martin Auffredou, County Attorney; Mike Swan, County Treasurer; Trish Nenner, Second Assistant County Attorney; and

Suzanne Wheeler, Acting Commissioner of the Department of Social Services, that worked the preferred parking area from Friday to Sunday saved the County approximately \$2,000 that would have been spent hiring people to work those lots. Mr. Tennyson recognized other volunteers from the County which included Herb Levin, Director of Weights and Measurers; Joanne Conley, Tourism Specialist; DPW employees; Supervisor Bentley and his wife Dianna Bentley; Supervisors Girard and Strainer, and he thanked them all for their dedication and support of the event.

Mr. Tennyson commended Mr. Dubarry for the great job he had done, considering that this was his first balloon festival with the County. He noted that Mr. Dubarry also developed the parking permits which worked very well and he added that the flow of traffic was better than ever. He advised that the revenue expectations through the donations and parking passes were met and he believed they could be increased next year. Mr. Donahue interjected that another recommendation would be to sell the parking passes at either the Municipal Center or the Airport rather than in Warrensburg and to have them available for purchase much earlier.

Mr. Girard asserted that Mr. Donahue's suggestion regarding the Tourism tent would be shared with the Tourism Committee and he asked Mr. Donahue if he could attend the next Tourism Committee to provide them with an update on the event, as well. He referenced the DPW staff that assisted with the general parking and traffic and expounded they were very dedicated people and he was extremely impressed with the County's employees.

Privilege of the floor was extended to Dr. Fredd Senser-Lee, PHD, of Botanical Blossomings on the Bikeways, USA, who stated he agreed with the suggestion to offer the parking passes at either the Airport or the Municipal Center Building. He further noted that he had been working with the City of Glens Falls for the past four years to create a hot air balloon sculpture as an image of Glens Falls and it was nearing fruition. He also acknowledged all of the volunteers that made this year's event a success.

Returning to the Agenda review, Mr. Dubarry asserted that the requests he would be presenting all related to the Airport Capital Improvement Program and grant projects. He referred to a summary that he included in the Agenda for the Committee members review, a copy of which is on file with the minutes. Mr. Dubarry apprised that back in May of this year, the FAA (Federal Aviation Administration) had directed the County's engineering consultant, C&S Companies, Inc., to combine three Capital Projects into one grant application to save time and money in administering the projects for Federal funding. He remarked that in early September, the FAA informed the County that only one of those three Airport projects would likely receive funding and requested the County to resubmit the Runway 1 End Obstruction Removal project (Capital Project No. H335.9550 280) with the Environmental Assessment & Preliminary Engineering Runway 1 Extension project (Capital Project No. H303.9550 280).

As a result of the change requested by the FAA, Mr. Dubarry advised he had seven resolution requests for the Committee to consider. He presented the requests as follows:
1- Request to establish Capital Project No. H339.9550 280 Land/Easement Acquisition Runway 12 & 19 Approaches in the amount of \$45,000. Mr. Dubarry explained that this

project was the first phase of the land acquisition or avigation easements for property within the approaches to Runways 12 and 19 to address known FAR part 77 airspace obstructions;

- 2- Request for a new contract with C&S Companies, Inc. to provide the required professional engineering and consulting and technical support services for the Land/Easement Acquisition associated with the Runway 12 & 19 Approaches, for an amount not to exceed \$45,000;
- 3- Request to amend the existing grant with the FAA-AIP/NYS DOT (Federal Aviation Administration-Airport Improvement Program/New York State Department of Transportation) to separate three Airport Capital Projects from one grant application and recombine with another Capital Project per the FAA direction, for an amount not to exceed \$58,000;
- 4- Request to increase Capital Project No. H335.9550 280 Runway 1 End Obstruction Removal in the amount of \$8,000. Mr. Dubarry reiterated that the FAA originally requested three Airport Capital projects be submitted as one grant application and later requested that two of the projects be removed from the grant application, as only one project would receive funding this year. He noted this project had since been combined with one other project and had incurred an increase in grant administrative expenses;
- 5- Request to decrease Capital Project No. H303.9550 280 Runway 1-19 Environmental Assessment & Preliminary Engineering Project in the amount of \$2,000. Mr. Dubarry pointed out that Phase II of this project was previously a separate project but had now been combined with another project to reduce the FAA administrative burden when issuing AIP grants and thus the projects now shared some of the administrative expenses;
- 6- Request for a new contract with C&S Companies, Inc. to provide the required professional engineering, consulting and technical support services for the Runway 1 End Obstruction Removal project, for an amount not to exceed \$58,000; and
- 7- Request for a new contract with C&S Companies, Inc. to provide the required professional engineering, consulting and technical support services for the Runway 1-19 Environmental Assessment & Preliminary Engineering Project, for an amount not to exceed \$40,000.

Discussion ensued relative to the presentation of resolution requests that pertained to Capital Projects and Mr. Loeb suggested that when a project was established, an outline be included of all the resolutions that would be necessary to accomplish each project. Mr. Tennyson and Mr. Dubarry explained why it would be difficult to predict exactly how many resolutions would be required for specific projects, due to unexpected changes that could arise from the FAA, as was the case with these projects this month. Mr. Dubarry added that the FAA did provide a flow chart that explained the grant process and he could share that with the Committee members. He suggested the Committee members visit and tour the Airport with him to obtain a better understanding of some of these projects.

Following discussions, motion was made by Mr. Thomas, seconded by Mr. Mason and carried unanimously to approve Items 1 through 7 as outlined above, and the necessary resolutions were authorized for the October 19, 2012 Board meeting. Copies of the resolution request forms are on file with the minutes.

Mr. Dubarry presented a request to authorize the Chairman of the Board of Supervisors to sign offer letters for the Land/Easement Acquisition Forest Enterprises project. He explained that the NYS DOT had completed their reviews for this project for the approach to Runway 1. He noted the amount of approved just compensation for the property owner was \$327,200 and was shown on an attached letter from the NYS DOT in the Agenda, a copy of which is on file with the minutes. He added that the signed and accepted offer letters were required prior to applying for Federal grants under the Airport Improvement Program. Mr. Dubarry pointed out the amount of \$327,200 included the purchase of 4.13 acres and an avigation easement over the remainder of the property and he stated this was just the next step in the process.

Motion was made by Mr. Thomas, seconded by Mr. Loeb and carried unanimously to authorize the Chairman of the Board of Supervisors to sign offer letters for the Land/Easement Acquisition Forest Enterprises project as outlined above, and the necessary resolution was authorized for the October 19, 2012 Board meeting. A copy of the resolution request form is on file with the minutes.

Under the Items of Interest portion of the Agenda, Mr. Dubarry apprised the Collings Foundation contacted him and requested to host their "Wings of Freedom" tour for WWII vintage aircraft tours and flights at the Airport from October 3-5, 2012. He mentioned it would be necessary to ratify the actions of the Chairman of the Board of Supervisors in executing an agreement with the Collings Foundation to host this event at the Airport.

Motion was made by Mr. Mason, seconded by Mr. Thomas and carried unanimously to ratify the actions of the Chairman of the Board of Supervisors in executing an agreement with the Collings Foundation to host the "Wings of Freedom" tour at the Airport as outlined above, and the necessary resolution was authorized for the October 19, 2012 Board meeting. A copy of the resolution request form is on file with the minutes.

Privilege of the floor was extended to John Mandwelle, resident of the Town of Queensbury. Mr. Mandwelle expressed his concern with the FAA consolidating three projects into one, and he questioned if that was because the FAA was unable to provide the necessary funds for these projects. Mr. Dubarry responded in the negative and informed that the FAA could issue supplemental authorizations of up to 15% for projects without necessitating any major modifications to the grants; thereby providing flexibility in the program. Mr. Tennyson remarked it was critical to follow the FAA processes and the County would only run into a problem if they circumvented the FAA or NYS DOT process.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Thomas and seconded by Mr. Mason, Mr. Girard adjourned the meeting at 12:43 p.m.

Respectfully submitted,

Nicole Livingston, Second Deputy Clerk