

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS - DPW; PARKS, RECREATION & RAILROAD; AND SOLID WASTE & RECYCLING

DATE: DECEMBER 4, 2012

COMMITTEE MEMBERS PRESENT:

SUPERVISORS BENTLEY
MERLINO
MONROE
CONOVER
WOOD
TAYLOR
FRASIER
MASON

COMMITTEE MEMBER ABSENT:

SUPERVISOR DICKINSON

OTHERS PRESENT:

JEFFERY TENNYSON, SUPERINTENDENT OF PUBLIC WORKS
KEVIN HAJOS, DEPUTY SUPERINTENDENT OF PUBLIC WORKS
TOD BEADNELL, DEPUTY SUPERINTENDENT OF OPERATIONS
PAUL BUTLER, DIRECTOR OF THE PARKS, RECREATION & RAILROAD DIVISION
REPRESENTING THE SARATOGA NORTH CREEK RAILWAY (SNCR):
STEVE TORRICO, GENERAL MANAGER
JUSTIN GONYO, GENERAL SUPERINTENDENT
DANIEL G. STEC, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
JOAN SADY, CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISORS LOEB
STRAINER
THOMAS
WESTCOTT
ROSS DUBARRY, AIRPORT MANAGER
JULIE PACYNA, PURCHASING AGENT
MIKE SWAN, COUNTY TREASURER
NICK CAIMANO, TOWN OF QUEENSBURY RESIDENT
JOANNE SMITH, TOWN OF NORTH CREEK RESIDENT
DON LEHMAN, *THE POST STAR*
THOM RANDALL, *ADIRONDACK JOURNAL*
AMANDA ALLEN, DEPUTY CLERK OF THE BOARD

Mr. Bentley called the meeting of the Public Works Committee to order at 9:34 a.m.

Motion was made by Mr. Monroe, seconded by Mr. Taylor and carried unanimously to approve the minutes of the prior Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Paul Butler, Director of the Parks, Recreation & Railroad Division, who distributed copies of his agenda to the Committee members. *A copy of same is on file with the minutes.*

Mr. Butler announced the first agenda item pertained to updates from Saratoga North Creek Railway (SNCR) on a number of operational issues and he introduced Steve Torrico, SNCR General Manager, and Justin Gonyo, SNCR General Superintendent, to address them. Mr. Gonyo distributed a document outlining the issues to be discussed, *a copy of which is on file with the minutes*, while Mr. Torrico proceeded to expound upon them, as follows:

- * 2012 Passenger Numbers - Mr. Torrico advised that for the term extending from July 1, 2011, when SNCR operations began, to June 30, 2012, a total of 48,199 passengers had been carried on the railway. He noted terms included in the Railroad Operator Contract that would require SNCR to pay an additional monthly fee if ridership figures exceeded 60,000 per year within the previously cited time frame. Mr. Torrico advised that in 2011 alone, ridership figures had totaled 44,292, approximately 12,000 of which were regular riders and the remaining consisted of Polar Express riders. He said that so far, for the months of January through October, 2012, SNCR had transported 19,920 regular riders and he pointed out this figure did not include any Polar Express ridership. Mr. Torrico stated that SNCR was very pleased with the increase in regular ridership figures which they considered to have come very close to

doubling.

Mr. Conover questioned whether the number of bicyclists traveling by train had increased and Mr. Torrico replied affirmatively, advising that during the past summer season they had seen more riders traveling with bicycling equipment and provided transport for a bicycling group visiting the area. He said that SNCR had added a baggage car to one of their trains to accommodate bicycling equipment and intended to add a baggage car to a second train in 2013.

- * Snow Train Schedule - as it had during the prior year, Mr. Torrico advised the Snow Train would operate weekly, Friday through Sunday. He expounded that the Friday and Sunday Train schedule would include departures from the Saratoga Springs Station at 10:00 a.m. and returns from the North Creek Station at 3:45 p.m. On Saturday, Mr. Torrico continued, two departure times would be offered from the Saratoga Springs Station, at 7:00 a.m. and 10:00 a.m., to accommodate skiers as well as those wishing to travel to North Creek for a shorter excursion, with the return train departing from North Creek at 3:45 p.m. He commented that during the prior season, approximately 1,400 riders had boarded the Snow Train, at least half of whom were not skiers and had only wanted to visit the Town of North Creek, but were subject to a long layover while waiting for the return train. Mr. Torrico advised the two departure times offered by the Saturday schedule would allow more flexibility for those wanting to visit North Creek, but not wanting to stay for the entire day. He said that if this new Snow Train schedule worked out well, they would further expand the schedule for the 2013 winter season.

Mr. Torrico introduced Mr. Gonyo to speak on freight progress, advising that Mr. Gonyo had recently been hired as General Superintendent for SNCR. He noted Mr. Gonyo had been hired away from the Canadian Pacific Railroad where he had been a fourth generation employee of the Delaware & Hudson Railroad. Mr. Torrico further noted that Mr. Gonyo was a Town of North Creek resident and a perfect addition to the SNCR.

- * Freight Progress - Mr. Gonyo advised Iowa Pacific Holdings, LLC, SNCR's parent company, had recently promoted Alex Jordan to the position of Director of Marketing for the Northeast, which had been created specifically to assist with development of freight traffic in the Northeast region. He said they were currently working with several businesses to develop freight, and the company was pleased with the progress so far; he added that they anticipated some of these proposals would move to contract shortly; Mr. Torrico cautioned the Committee that "shortly" could mean three to six months or longer. Brush cutting work had been done along the rail line stretching from North Creek to Tahawus, Mr. Torrico advised, and he said they had taken several trains up the line to the mine site at Tahawus to inspect the status of the tracks. He announced he was pleased to report that the line had been very well and stoutly built and would not require as much rehabilitation and repair work as initially anticipated.

Mr. Monroe advised he had recently attended a meeting with the Supervisor for the Town of Newcomb who was inquiring as to how soon freight operations would begin and whether new jobs would be created at the northern end of the tracks in Tahawus. Mr. Gonyo responded that although jobs would likely be created, it was far too early to discuss that potential or estimate any type of economic impact.

A brief discussion ensued.

- * Track Improvements/Sperry Car - Mr. Gonyo advised approximately 2,000 railroad ties had been replaced between the North Creek Station and the Riverside Station in Riparius; additionally, he said tie replacement and surfacing work had been done in the yard at the

North Creek Station and for a bridge approach near the Thurman platform. Mr. Gonyo advised the track improvements were being undertaken as part of the contracted agreement made between SNCR and Warren County to make extensive track improvements which they expected to complete in the spring of 2013. He noted the Sperry rail inspection car was traveling the rail line that day and results of the inspection would be revealed within the following few days. Mr. Gonyo said the time frame for completion of repairs and improvements would depend upon the results of the inspection and the number of defects identified.

Jeffery Tennyson, Superintendent of Public Works, asked that his Department be kept apprised of improvements made to the rail line as the Engineering Division was obligated to work with SNCR and keep track of the upgrades for reporting purposes upon completion of the work. He advised reportings on the matter should be made directly to Kevin Hajos, Deputy Superintendent of Public Works; Mr. Hajos interjected that he had been consistently receiving the information requested by Mr. Tennyson.

- * Engine House - Mr. Gonyo apprised of SNCR's desire to build an addition to the North Creek Engine House that would be used as a parts store room to remove those items from the shop area used for repairing machinery. He explained the structure they proposed to build would replace one previously removed and would use an existing concrete pad. Mr. Gonyo concluded that schematic drawings of the addition were included in the agenda packet for the Committee's review.

Mr. Tennyson apprised that his Department had been tracking the project as it progressed through the review of the Town Zoning Board and the Warren County Department of Fire Prevention & Building Code Enforcement to make sure that all of the proper permits are secured. He said that once these documents were received, his Department would provide the proper facility use permit to allow the project to proceed to construction. Mr. Tennyson stated that as per information provided by Martin Auffredou, County Attorney, a resolution would be required to approve construction of the addition, based on verbiage included in the Railroad Operator Contract. Mr. Butler pointed out that the agenda packet included a request to authorize SNCR to construct an 11.5' x 23' addition to the North Creek Engine House and he reiterated Mr. Gonyo's indication that a schematic plan of the addition was included in the agenda.

Motion was made by Mr. Merlino and seconded by Mrs. Wood to approve the request.

Mr. Mason questioned whether the construction of the addition would incur any cost to the County and Mr. Butler replied in the negative, advising that SNCR would construct the addition at their cost and using their own forces.

Mr. Bentley called the question and the motion was carried unanimously to approve the request to construct an addition to the North Creek Engine House at no cost to the County and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

The next agenda item, Mr. Butler apprised, consisted of a request to authorize agreements with the Towns of Hague, Horicon, Lake Luzerne and Thurman for snowmobile maintenance and equipment during the 2012-2013 season. He noted that the contract amounts noted in the resolution request form had been included in the Departmental budget.

Motion was made by Mr. Merlino, seconded by Mrs. Frasier and carried unanimously to approve the aforementioned request and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Continuing, Mr. Butler presented a request for an intermunicipal agreement with the Town of Bolton to provide funding in the amount of \$20,000 to the Up Yonda Farm facility and he advised the funding had already been included in the facility's 2013 budget. He noted that through this agreement, Mr. Conover, Supervisor for the Town of Bolton, had requested that language be included to allow for parking as needed in connection with Town events. Mr. Butler advised that in the past, he had received requests from the Town of Bolton to park vehicles in the Up Yonda parking lot during Town events, but sufficient notice had not been provided to issue the appropriate facility use permit. Mr. Conover clarified that an actual need for parking space had yet to arise as thus far they had been able to secure sites closer to the Town Center, but he said they would like to have the option available in the event that alternate sites were not available. He further clarified that the parking would be sought for overnight parking for a small number of vendor vehicles, but not for parking use by the general public.

Motion was made by Mr. Conover, seconded by Mr. Merlino and carried unanimously to approve the request for an intermunicipal agreement with the Town of Bolton to accept \$20,000 in funding for the Up Yonda Farm and to include language allowing for parking at the Up Yonda facility as needed in connection with Town events, and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Mr. Butler advised Up Yonda had applied for grant funding from the Wood Foundation and has subsequently been awarded \$1,600 for the purchase of electronic equipment for outreach programs. He said the agenda included a request to amend the 2013 County Budget to increase unanticipated revenues and reflect the receipt of the grant funds. Although this request pertained to the 2013 Budget, Mr. Butler asked that it be approved at the current meeting in order to facilitate the anticipated equipment purchase as quickly as possible. Paul Dusek, County Administrator, advised that because the adjustment pertained to the 2013 Budget, it could not be enacted until 2013; however, he added, the Committee could approve the request at the current meeting and the corresponding resolution would be approved at the first Board meeting held in 2013.

Motion was made by Mrs. Frasier, seconded by Mrs. Wood and carried unanimously to approve the request to amend the 2013 County Budget, as outlined above and refer same to the Finance Committee. *A copy of the request is on file with the minutes. Note: the request will be presented at the December 12th Finance Committee meeting and held until the first Board meeting scheduled in 2013.*

Mr. Butler advised the next agenda item consisted of a request to close Capital Project No. H223.9550 280, RR Grade Crossing Improvements. Mr. Tennyson said the Capital Project had a total of approximately \$.50 remaining in it, which would be transferred to the General Fund.

Motion was made by Mr. Merlino, seconded by Mr. Monroe and carried unanimously to approve the aforementioned request and forward same to the Finance Committee. *A copy of the request is on file with the minutes.*

Moving on to the next agenda item, Mr. Butler addressed the Items of Interest section, as follows:

- * Haunted Trails and Barns Event - Mr. Butler advised that although attendance figures were down due to inclement weather, the event was considered to be a success, drawing a crowd of about 220 people on Saturday, alone. He noted that a huge cooperative effort and 60 to 70 volunteers were required to organize and perform the skits and programs provided, making the event enjoyable for attendees and volunteers, alike. *Mr. Butler circulated several photographs taken during the event, copies of which are on file with the minutes.*
- * Grant Awarded - The Up Yonda Farm had been awarded a \$2,500 grant from the Glenn & Carol Pearsall Adirondack Foundation, Mr. Butler apprised, which would be used in

connection with outreach programs. He said he would return to the Committee with a request to amend the 2013 Budget to accept the grant funds in January.

- * Fish Hatchery - Mr. Butler briefly outlined the 2012 Fall Stocking figures provided in the agenda document. He noted that fall stocking was not done every year, but had been done for 2012 due to the decreasing amount of water available, based on environmental conditions. Mr. Butler further noted the decision had been made to reduce the amount of stock maintained through the winter months to allow the remaining fish to be safely retained for spring stocking.
- * Bikeway - With the help of DPW staff, Mr. Butler advised three control gates had been installed along the Bikeway in preparation for the winter season to ensure the bikeway was not being utilized by snowmobile traffic without the proper amount of snow. He said that when sufficient snow was available, i.e. 11" or more, the gates would be opened, allowing for snowmobiles to pass through, and closed to block snowmobile traffic during times when snow levels were too low for use. Mr. Butler stated that the gates would not impede alternate use of the Bikeway as pedestrians could easily get around the gates; he added that if any comments were made identifying difficult use imposed by the gates, adjustments would be made to allow better use for pedestrians, while continuing to block snowmobile use.
- * SNCR Railroad - Mr. Butler advised the County continued to receive payments from SNCR as per the Railroad Operator Contract, with the most recent payment being the one received for the months of August through September which totaled \$42,761.06.

Concluding the agenda review, Mr. Butler advised there were no Referrals to address.

As there was no additional Parks, Recreation & Railroad business to discuss, privilege of the floor was extended to Mr. Tennyson who distributed copies of the DPW agenda to the Committee members; *a copy of the DPW agenda is on file with the minutes.*

Commencing the DPW agenda review, Mr. Tennyson apprised the first two items listed pertained to the Overtime and Fuel Reports. He noted the Overtime Report reflected typical monthly incurrences and he said the Fuel Report continued to reflect an anticipated excess of approximately \$17,000, assuming there were no major storms or increases in fuel prices prior to the end of the year. Mr. Tennyson advised that he had notified the Budget Officer of the anticipated overage and said he assumed that any remaining monies would be returned to the County Road Fund.

Mr. Tennyson announced the next agenda item consisted of a request to authorize the Chairman of the Board to execute a transmittal letter for an EPA (Environmental Protection Agency) Brownfield Assessment Grant application on behalf of the County; he clarified that in order to meet the specified grant deadline, Chairman Stec had already signed the transmittal letter and a resolution was now necessary to ratify those actions. Mr. Tennyson explained the purpose of the grant was for cleanup and assessment of Brownfields sites and he noted that four sites in Warren County had been specified. He said this was the first time a grant application of this type had been submitted, and he noted there had been no cost to the County as the DPW Engineering staff had done all of the application work and there was no submission fee. Mr. Tennyson noted that they were not optimistic about receiving any grant funds as the program seemed to be geared towards industrial sites in urban environments and this situation did not apply to any of the four locations included in the grant application.

Motion was made by Mr. Taylor and seconded by Mr. Monroe to approve the aforementioned request.

Mr. Monroe questioned which sites had been included in the grant application and Mr. Hajos replied they were a 4-acre site in the Town of Hague which had previously been used as a landfill; the Mullen Property, located on Bay Road in the Town of Queensbury; a parcel in the Town of Johnsbury that had

previously housed a gas station; and the property formerly inhabited by a Ford dealership in the Town of Chester.

There being no further discussion on the matter, Mr. Bentley called the question and the motion was carried unanimously to authorize a resolution ratifying the actions of the Chairman of the Board in executing a transmittal letter for an EPA Brownfield Assessment Grant application for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Continuing with the agenda review, Mr. Tennyson presented a request to authorize the Chairman to sign non-binding grant applications and related correspondence without prior Committee or Board action. He explained that many County Departments frequently applied for various grants that did not require Board resolutions as part of the application process; however, he said, the precedence had been to require a resolution for all grant applications, creating an additional burden for the Departmental staff, as well as for the Offices of the Clerk of the Board and the County Attorney to prepare an unnecessary resolution. Mr. Tennyson added that in many cases, the grant applications submitted did not result in a grant award. He said he would propose a resolution authorizing the Chairman of the Board to execute grant applications and related correspondence without further resolution under the following conditions:

1. The application does not require a Board resolution by the grantor agency;
2. The Chairman, Committee Chair, County Attorney and Department Head agree that applying for the grant is in the best interest of the County; and
3. The Chairman, Committee Chair, County Attorney and Department Head agree that submission of the application and associated correspondence does not otherwise bind or obligate the County in any way.

Mr. Tennyson concluded that the resolution would not be specific to the DPW and the authority provided would not eliminate the necessity for other resolutions related to accepting a grant upon award or completing all phases of the work/grant program.

Motion was made by Mr. Conover and seconded by Mr. Mason to approve the request.

Mr. Conover stated that he was somewhat conflicted about this request as while he appreciated the need to expedite the process, he felt there were times when fundamental questions needed to be answered and approved before authorizing the grant application process to proceed. Mr. Bentley pointed out that it appeared the proposed resolution would only apply in cases where the desired grant did not include a Local Share match. Mr. Tennyson clarified that in cases where a Local Share match was involved, the Chairman, Committee Chair, County Attorney and Department Head would first discuss the matter and determine whether the grant application should be submitted; he expounded that if the grant was awarded, the matter would be returned to the Committee level where a resolution would be requested to accept the grant award and at that time a decision would be made as to whether or not to continue with the grant opportunity and enter into a contract obligating the County for the Local Share amount. Mr. Conover said in some cases the grant amounts applied for were sizable, requiring considerable Local Share amounts, and in those instances there should be discussion and interest on the part of the governing entity to ensure the County was not being unknowingly committed to providing matching grant funds. He pointed out that the number of grant opportunities available which did not require a Local Share match were dwindling and therefore, he felt every grant application should be reviewed and approved before submission.

Mr. Monroe recalled prior situations where the County had decided to decline grants awarded to them and indications were made by staff of the Planning & Community Development Department that turning down a grant award could pose negative effects. He said he thought it would be better to

continue the current practice of reviewing and approving the grant applications before they were submitted, or ratifying the submittal actions taken in order to meet a specified deadline. Mr. Dusek said he agreed with the points made by Messrs. Conover and Monroe and he noted these were serious matters that should be thought out and planned prior to submission of grant applications for the best interest of the County from both their financial and organizational standpoints.

Following further discussion on the matter, Messrs. Conover and Mason withdrew their motion to approve the request previously outlined by Mr. Tennyson, and instead made a motion to table the issue, which was approved unanimously.

Mr. Tennyson announced the next agenda item included a request to authorize the renewal of agreements with various municipalities for roadway maintenance for the term commencing January 1, 2013 and terminating December 31, 2013. He pointed out that the agenda included a chart outlining the roadway maintenance mileage and dollar amounts by Town, which had not changed from the prior year. Mr. Tennyson suggested that the requested resolution include verbiage allowing the roadway maintenance contracts to be renewed automatically for up to five consecutive one-year terms, provided there were no changes in mileage or rates.

Motion was made by Mr. Conover and seconded by Mrs. Frasier to approve the request to renew agreements with various municipalities for roadway maintenance and to include verbiage indicating that the contracts may be renewed automatically for up to five consecutive one-year terms, provided there is no change in mileage or rates.

Mr. Dusek questioned whether the agreement allowed for the County/Towns to cancel out of the agreement upon a certain amount of advance notice and Mr. Tennyson responded that although he was sure the contract already included this type of verbiage, he would check with the County Attorney's Office to ensure this was the case.

Mr. Bentley called the question and the aforementioned motion was unanimously approved, thereby authorizing the necessary resolution for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Mr. Hajos advised the next four agenda items were related and he outlined them as follows:

- Pg. 10 Request to authorize the closure of various Capital Projects, with funds to be returned to various sources, *as outlined in the resolution request form on file with the minutes;*
- Pg. 12 Request to amend the 2012 County Budget in the amount of \$119,017.24;
- Pg. 13 Request to increase Capital Project No. H319.9550, Hicks Road Reconstruction, in the amount of \$71,410.34; and
- Pg. 14 Request to increase Capital Project No. H320.9550 280, Crane Mountain Road Bridge, in the amount of \$47,606.90

Mr. Hajos explained the aforementioned actions would essentially close several capital projects and transfer their remaining balances to be used as the Local Share funding for two other capital projects.

Motion was made by Mr. Merlino, seconded by Mrs. Frasier and carried unanimously to approve all four of the above referenced requests and forward same to the Finance Committee. *Copies of the request forms are on file with the minutes.*

Mr. Tennyson advised the next two agenda items, which included resolution request forms on agenda

pages 15 and 16, consisted of requests to create and fill new positions. He proposed the new positions of Laborer #47, Grade 2 Annual Base Salary of \$23,706, to be funded by the deletion of the current MEO Light #16 position, and Laborer #48, Grade 2 Annual Base Salary of \$23,706, to be funded using monies attributed in the 2013 Budget to the vacant MEO Med #23, with both positions becoming effective on January 1, 2013. Mr. Tennyson advised that the positions would be filled by employees identified for layoff in the 2013 Budget process, thereby saving unemployment costs in the range of \$12,000-\$15,000 per position that would otherwise be incurred by the County. He concluded that he had previously discussed this initiative with Messrs. Bentley and Dusek.

Motion was made by Mr. Conover, seconded by Mrs. Wood and carried unanimously to approve both requests to create and fill vacant positions and to refer same to the Personnel Committee. *Copies of both request forms are on file with the minutes.*

Continuing to the next agenda item, Mr. Tennyson provided an update on the status of the DEC Beach Road plowing MOU (Memorandum of Understanding). He advised the agreement had been returned to the County, tentatively approved but unsigned; he added the agreement had been subsequently signed by the appropriate County officials and returned to NYSDEC for final execution. Mr. Tennyson said he hoped the executed version would be received prior to the next Committee meeting.

Mr. Tennyson directed the Committee members to agenda page 17 which reflected a request for six DPW staff members to attend the Cornell Local Roads Program "Improving Safety with Existing Funds: Highway Safety Manual Lite", which would be held on December 12th in Amsterdam, NY. He advised the attendees would travel to and from the program by County vehicle and he noted a total conference cost of \$240 for all six staff members, including lunch. Mr. Tennyson noted this was a safety enhancement program aimed at making roads safer with limited funding.

Motion was made by Mr. Taylor, seconded by Mr. Merlino and carried unanimously to approve the aforementioned travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Moving on to agenda page 19, Mr. Tennyson outlined a request for himself to attend the NYSCHSA (New York State County Highway Superintendents Association) Winter Conference which would be held in Albany, NY on January 22 - 24, 2013.

Motion was made by Mrs. Wood, seconded by Mrs. Frasier and carried unanimously to approve the travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Mr. Tennyson announced the next agenda item pertained to discussion on a new parking lane proposed for West Brook Road. He noted that, as previously requested by Mr. Dickinson, he and his staff had prepared a document outlining the estimated cost for construction of the parking lane, as well as the estimated parking revenues that could be received, a copy of which was included on agenda page 21. Mr. Tennyson said that the conceptual plans included a parallel parking lane on the south side of West Brook Road that could accommodate approximately 45 cars. He estimated the costs associated with the construction of the parking lane to be \$75,000 for materials and equipment, using labor provided by municipal forces, and an additional \$50,000 for the purchase of four additional parking fee pay stations; he advised the projected gross revenues associated with the additional parking were estimated in the range of \$45,500 annually. Because he was not in attendance, Mr. Tennyson said he would forward the estimate information to Mr. Dickinson for his review and he said he assumed the topic would be re-introduced at a future Committee meeting.

Mr. Monroe questioned whether widening of West Brook Road would be required to install the new parking lane and Mr. Tennyson replied affirmatively, noting that the County owned sufficient right of way to do so; however, he added, they would need to revise the underground facilities located in the area where the construction was to take place. In response to a question posed by Mr. Mason, Mr. Tennyson advised the \$75,000 estimated cost for parking improvements included only costs attributed to materials and equipment and did not account for any labor costs. He said that if the proposal came to fruition, municipal labor services would be used and he anticipated the Town of Lake George DPW would contribute staff to the project, as well.

Mr. Taylor noted the documentation provided reflected an estimated gross annual revenue figure of \$40,500 and he questioned what the net revenues would be. Mr. Tennyson responded that there were some nominal costs associated with the pay stations which would likely total about \$2,000 per year. Additionally, he noted that the Town of Lake George was proposing to share the revenues for the parking but it was as of yet unknown which party would be responsible for collecting and accounting for the revenues, nor the amount that would be retained for this work. Mr. Tennyson reminded the Committee members that the Village of Lake George currently collected the parking revenues for the County owned Beach Road and West Brook Road parking lots, for which they retained a certain amount of the revenues received.

Discussion ensued.

Moving on, Mr. Tennyson advised agenda page 22 included a request for a transfer of funds between various codes totaling \$46,993.74, to transfer unused funds from several road projects to the Peaceful Valley Road Project.

Motion was made by Mrs. Wood, seconded by Mr. Merlino and carried unanimously to authorize the request for a transfer of funds and refer same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Continuing with the agenda review, the Items of Interest section was reviewed as follows:

- * Harrisburg Road - Mr. Hajos advised that during the summer months the DPW crews had performed patch work on Harrisburg Road to level it in certain areas and had recently overlaid all of the patchwork with a new pavement topcoat. *Photos of the work were circulated, copies of which are on file with the minutes.*
- * Stony Creek Retaining Wall - Mr. Hajos advised the retaining wall affiliated with Harrisburg Road was failing severely with almost the entire length being undermined and holes in the wall up to six inches deep in some areas. Mr. Hajos stated that crews had been sent out to remove loose concrete, perform repairs where necessary and eventually pour a new foundation and retaining wall. *Photos of the work were circulated, copies of which are on file with the minutes.*
- * East River Drive - Overlay work was completed for sections of East River Drive, Mr. Hajos apprised.
- * Peaceful Valley Road - Mr. Hajos said overlay work was also completed for sections of Peaceful Valley Road. *Photos of the work were circulated, copies of which are on file with the minutes.*
- * Riverbank Road - A section of Riverbank Road located at the approach to Interstate 87 (Northway) Exit 24 was severely deteriorated, requiring milling of the existing road, filling and paving, which was now complete, Mr. Hajos advised. *Photos of the work were circulated, copies of which are on file with the minutes.*
- * Federal Hill Road - Mr. Hajos apprised that the first half mile of road had required reclaiming work which included grinding the road down about four inches, and providing new binder and top course pavement. *Photos of the work were circulated, copies of which are on file with*

the minutes.

- * Bay Road - Mr. Hajos said the work performed on Bay Road was similar to what was done on Riverbank Road, including milling and filling work prior to paving. *Photos of the work were circulated, copies of which are on file with the minutes.*
- * Glen Athol Road - This project had required a full depth reconstruction, Mr. Hajos advised which had progressed throughout the summer months and was completed during the fall. *Photos of the work were circulated, copies of which are on file with the minutes.*

Referring to work completed for Bay Road, Mr. Mason questioned when other deteriorated sections of Bay Road would be addressed and Mr. Tennyson replied that work was not currently scheduled.

Mr. Merlino noted it appeared that the striping did not seem to last as long as it had in the past and seemed to fade rather quickly and Mr. Hajos replied this was due to changing paving methods. He said that on older roads, the striping seemed to last longer than on newer surfaces which seemed to absorb the paint much quicker. Mr. Tennyson interjected that the striping work was typically done on an annual basis and the roads would be striped again in 2013, allowing the paint to layer.

- * Call Street Vehicular Accident - Mr. Tennyson pointed out that the agenda included a copy of an article from *The Post Star* which reported on assistance provided by DPW staff during a recent automobile accident. He explained that while traveling on Call Street in Lake Luzerne, the DPW crew had witnessed an accident and one of the crew members, Dennis Daly, had pulled a teenager from the burning vehicle while the rest of the crew managed traffic in an attempt to maintain a safe travel environment. Mr. Tennyson stated that while he was proud of the actions taken by his crew, he was not surprised as they were constantly seeking out and fixing highway issues in the best interest of the County. He said he intended to address this issue with further commendations at the December 21st Board meeting.

Mr. Tennyson concluded the agenda review with the Referrals section which consisted of one item, referring to the conceptual layout, construction costs and anticipated revenues for new parking areas along West Brook Road, which he said had been addressed earlier in the meeting and could be removed from the list.

Mr. Merlino noted that a satellite Tourism center had recently been installed in the Adirondack Outlet Mall located on State Route 9 in Lake George and he noted the need for a sign directing visitors to the location; he added that the Town of Queensbury Zoning Board had already approved their request for a sign to be erected. Mr. Tennyson responded that Committee approval was not required to authorize the sign to be produced and he asked that a formal request outlining the desired dimensions of the sign be forwarded to him.

There being no more DPW business to discuss, Mr. Tennyson distributed copies of the Solid Waste & Recycling Agenda to the Committee members; *a copy of the Solid Waste & Recycling agenda is also on file with the minutes.*

Mr. Tennyson advised the first three agenda items listed pertained to contract awards for solid waste and recycling services pursuant to bid WC 55-12 released by the Purchasing Department. He noted that the first request, included on agenda page 1, was for a new contract with Stericycle, Inc. for collection/disposal of infectious waste at various County facilities. Agenda page 4, Mr. Tennyson apprised, reflected a request for a new contract with Waste Management of New York, LLC for solid waste and recycling collection/disposal services at various County facilities (*excluding infectious waste and Site 3B - Sheriff's Office*), while agenda page 7 included a request for a new contract with Casella Waste Management dba: Spring Waste Management for solid waste and recycling collection/disposal

services for Site 3B - Sheriff's Office. Mr. Tennyson noted that all three contracts were for the term commencing January 1, 2013 and terminating December 31, 2013 with the potential for a one year contract extension.

Motion was made by Mr. Conover and seconded by Mrs. Wood to approve all three requests.

Mr. Conover questioned whether the County had any prior experience working with Stericycle, Inc. and Julie Pacyna, Purchasing Agent, replied affirmatively, advising this was the only company available to handle collection of infectious waste. Mr. Tennyson pointed out that waste collection services for the Sheriff's Office would not be included in the contract with Waste Management of New York, LLC as they had determined the County would be better served by contracting with Casella Waste Management dba: Springer Waste Management, based on the bid responses received.

There being no further discussion on the matter, Mr. Bentley called the question and the motion was carried unanimously to approve all three requests for new contracts, as outlined above, and the necessary resolutions were authorized for the December 21st Board meeting. *Copies of the requests are on file with the minutes.*

Continuing to agenda page 9, Mr. Tennyson presented a request to delete certain assets from the Waste Management CL8160 Asset Inventory; he noted that a listing of the items to be deleted was included on agenda page 10. Mr. Tennyson explained that over the course of the last 20+ years of decentralized use of County owned waste containers, the CL8160 Asset Inventory had been very difficult, if not impossible, to control completely. He said that the most recent physical inventory performed determined that a number of containers had been either lost or destroyed and of the total inventory of 179 steel roll off containers, 16 could not be located. Mr. Tennyson advised there were also a number of plastic carts that were far beyond their useful life and were presumed destroyed. In light of this information, he requested that the lost/destroyed containers be removed from the inventory, allowing his Department to move forward with a new plan to successfully and accurately maintain the inventory figures.

Motion was made by Mr. Conover and seconded by Mrs. Wood to approve the request.

Mr. Monroe pointed out it was likely that the missing containers had been picked up by the County's waste vendors and he questioned whether they could be recovered. Mr. Tennyson responded that he was unsure if the County could seize them and he noted that in many cases, solid waste vendors had picked up a full County container, replacing it with an empty one of their own; he added that because this was a common practice, the County's containers had been mixed in with a vast inventory of containers owned by various solid waste disposal companies. Mr. Tennyson stated that after an extensive search, his staff had been able to recover all but 16 of the County's shipping containers which he felt was a good result since it was likely that some of the missing containers had become unusable over the past 20 years and had been scrapped. For the future, he suggested that the County secure solid waste contracts with vendors that would use their own solid waste containers, allowing the County to sell their container inventory.

As there was no further discussion on the matter, Mr. Bentley called the question and the motion was carried unanimously to approve the request to delete certain assets from the Waste Management CL8160 Asset Inventory, as outlined in the agenda packet, and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the request is on file with the minutes.*

Mr. Tennyson advised the final agenda item pertained to discussion on the County-wide solid waste disposal and hauling bids. He said the disposal bid had been released and they would likely issue an

extension to the bid response date once the hauling bid was finalized and released in order to synchronize the response dates for the two bids. Mr. Tennyson noted some changes had been made to the disposal bid before release to update the listing of disposal materials they were requesting bids for, as requested at the Town level. Ms. Pacyna interjected there had been very few comments or requests from the Towns, but confirmed that some items had been added to the proposal page of the bid, as well as provisions to allow for a possible contract extension for up to three years if the pricing provided was acceptable. She said the items added to the bid proposal included non-processable waste; construction and demolition waste; tires; household hazardous waste, if accepted; and a schedule of rebates for recyclables.

With respect to the hauling bids, Mr. Tennyson reiterated his prior point that the current inventory of County-owned waste containers was not sustainable as it could not be properly maintained and accounted for. He said one suggestion currently being discussed was to collect all of the storage containers in a centralized location in order to determine which items were serviceable and could be sold and which should be disposed of. Mr. Tennyson stated that this process might have to be implemented over a period of time while transitioning to the use of contract services with a hauler that would supply containers for waste removal. He noted that if the County tried to maintain and continue to use the containers, they would likely be returning each year to request deletion of additional items from the Waste Management Asset Inventory as the containers were very difficult to keep track of because of the way they were used. Mr. Tennyson concluded that they were updating the hauling bid to include provisions for the hauler to provide storage containers and he did not feel this would be a problem because most of the vendors had a vast inventory of these types of containers.

Discussion ensued relative to the history of County solid waste operations.

Mr. Conover noted that in the past, it had been very helpful for the Towns to have the ability to call the DPW and have containers delivered as they were needed; he added that as long as the chosen contractor was willing to do the same, he did not see a problem with eliminating the County's storage container inventory. Mr. Tennyson advised they intended to request that a base number of containers be made available for such use and they could request more, if necessary. He suggested that the DPW could maintain a small inventory of containers that could be distributed by DPW staff as needed.

Mr. Merlino said that before eliminating the County's storage container inventory, he would prefer to wait and review the bids received in light of the fact that many Towns had already finalized their 2013 Budgets and could not sustain an increase in waste expenses. He noted that the containers had been purchased many years ago using grant funds, making them virtually free to the County; he added that maybe the Towns could negotiate with the County to retain the containers they were currently using. Mr. Monroe pointed out that there might be a market for sale of the storage containers as some companies used them as pellet feeders for their boiler units.

Mr. Tennyson pointed out that another major change to the hauling bid was the projected adjustments for fuel pricing. He suggested that one method for maintaining the lowest possible bid rates would be to incorporate a monthly review of the Journal of Commerce entry for fuel prices, similar to the process used by the DPW for fuel deliveries. Mr. Tennyson said a schedule could be developed to determine the base hauling price, plus provisions for fuel costs, to essentially institute a floating scale, rather than an overinflated flat hauling fee which was based on possible fuel price increases. He noted that this would allow the bidder to provide a competitive bid while reducing some of the risk faced in association with unknown fuel prices. Mr. Tennyson cautioned that while the DPW regularly incorporated this type of process to make fuel adjustments, an exorbitant increase in fuel prices could negatively affect the Town budgets.

Mr. Bentley commented that the floating schedule suggested by Mr. Tennyson seemed to be a reasonable plan as they were unable to project future fuel prices. Mr. Tennyson responded that this was also the fairest procedure and it would avoid instances where vendors would include inflated pricing based on anticipated, and possibly unrealized, fuel price increases. He said he, Mr. Auffredou and Tod Beadnell, Deputy Superintendent Operations, were scheduled to meet the following day to work on the draft hauling bid document and he hoped it would be ready for release within the next two weeks; Mr. Tennyson concluded that he would notify the Committee members when the bid was complete and ready for their review,

There being no further business to come before the Public Works Committee, on motion made by Mr. Merlino and seconded by Mr. Taylor, Mr. Bentley adjourned the meeting at 11:15 a.m.

Respectfully submitted,
Amanda Allen, Deputy Clerk of the Board