

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: COUNTY FACILITIES**

**DATE: MAY 21, 2018**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: DIAMOND  
BEATY  
LEGGETT  
LOEB  
GERAGHTY  
STROUGH  
SIMPSON  
FRASIER  
WILD  
MCDEVITT  
SOKOL

**OTHERS PRESENT:**

KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS  
RONALD F. CONOVER, CHAIRMAN OF THE BOARD  
MARY ELIZABETH KISSANE, COUNTY ATTORNEY  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD  
FRANK E. THOMAS, BUDGET OFFICER  
SUPERVISORS BRAYMER  
DRISCOLL  
HYDE  
MERLINO  
MICHAEL SWAN, COUNTY TREASURER  
JOANN MCKINSTRY, ASSISTANT TO THE COUNTY ADMINISTER  
STEVE ABBOTT, REPRESENTING RICH AIR, LLC  
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT  
DR. DAVID SCHWENKER, WARREN COUNTY RESIDENT  
DON LEHMAN, *THE POST STAR*  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

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*Please note, the following contains a summarization of the May 21, 2018 meeting of the County Facilities Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:*  
<http://www.warrencountyny.gov/gov/comm/Archive/2018/facilities/>

Mr. Diamond called the meeting of the County Facilities Committee to order at 9:30 a.m.

Motion was made by Mr. Loeb, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Frank Morehouse, *Superintendent of Buildings*, who distributed copies of the Buildings and Grounds agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. Morehouse presented a request for a new contract with Winchip Overhead Door for overhead door repair, replacement, installation and prevention maintenance for a term to commence May 1, 2018 and terminate April 30, 2018, with the option of two one-year extensions.

Motion was made by Mr. Geraghty, seconded by Mr. Sokol and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the June 15<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Kevin Hajos, *Superintendent of Public Works*, introduced a request to fill the vacant position of Janitor, *Grade 4, Annual Base Salary \$28,589*, due to resignation.

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Motion was made by Mr. Geraghty, seconded by Mr. Strough and carried unanimously to approve the request and forward same to the Personnel & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Regarding the Referral/Pending portion of the agenda, Mr. Diamond indicated the contract with D&G Recycling would not be renewed at this time; he indicated D&G Recycling would be renting on a month-to-month basis and Mr. Wild would continue negotiations with them for a potential long-term contract. Mr. Loeb questioned the availability of an insurance policy for D&G Recycling and how this arrangement would impact the value of the County's asset over the longevity of their contract. He noted when space in a County-owned building was rented there was a responsibility to return the property and equipment in the same condition as it was prior to their lease. Mr. Diamond advised use of County equipment should be included in the contract renewal.

Messrs Simpson & Leggett entered the meeting at 9:34 a.m.

Next, Mr. Morehouse provided an update on the Court Expansion Project, indicating the Family Court portion was fully functional. He mentioned the construction for Phase 2 of the project had commenced with removal of portions of the existing courtroom. He added the construction created noise and dust issues for the Probation Department resulting in them being moved to the temporary court area. He advised the contractors were anticipating completing the Court Expansion Project in the fall, ahead of schedule. He stated there were discussions regarding a ribbon cutting ceremony in mid-June after the parking lot was finished and the construction trailers were moved to the rear of the building. Mr. Loeb indicated the front steps of the Municipal Center were unsafe and unflattering and needed to be rebuilt and asked whether this could be addressed. Mr. Diamond recommended approaching that during the budget process. Mr. Hajos indicated he had completed a conceptual design a few years ago which he would bring to the Committee for consideration.

In response to inquiry from Mr. Geraghty about the contract with D&G Recycling, Mr. Diamond advised there had been inspections and he was notified of areas of concern which he asked Mr. Hajos to investigate. Mr. Geraghty asked when the contract expired and Mr. Diamond replied the contract was expired and they were currently renting on a month-to-month basis which would continue until it was determined if the County preferred to renew the contract, sell the building or lease it to a different business. He advised the current tenant was interested in purchasing the building. He informed the conditions had deteriorated over time, pointing out the scale house had not been maintained. He remarked that the felt the outside of the building was an "eyesore".

Privilege of the floor was extended to Mr. Hajos who distributed copies of the Airport agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the Airport agenda review, Mr. Hajos presented a request to establish Capital Project No. H381, *Marketing and Promotion of Floyd Bennett Memorial Airport*, in the amount of \$40,000. He advised the a State grant from the NYSDOT (*New York State Department of Transportation*) had been received which would fully fund the Capital Project and he noted a consultant would be hired to aid in a market analysis to create a profile of the Airport's existing market for development. Mr. Diamond asked if the County had already received the grant funds and Mr. Hajos replied the funds would be received through a reimbursement process. Mr. Strough inquired whether an RFP (*Request for Proposal*) would be sent out for the services and Mr. Hajos replied affirmatively. Mr. Wild asked if the scope of the project included input from the EDC (*Economic Development Corporation*) or any agency in order to work together on marketing the property located across the street from the Airport. Mr. Simpson informed at the IDA (*Industrial Development Agency*) meeting scheduled to be held

later that night they would be reviewing a proposal from Jack Kelly, *of Coldwell Banker*, who had brought hotels and projects to the area, for marketing the properties controlled by the IDA. He said if the proposal went through the County should hold a meeting with Mr. Kelly for potential marketing of the Airport.

Motion was made by Mr. Strough, seconded by Mr. Wild and carried unanimously to approve the aforementioned request to establish Capital Project No. 381, as outlined above, and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Mary Elizabeth Kissane, *County Attorney*, exited the meeting at 9:50 a.m.

Next, Mr. Hajos introduced a request to amend Resolution No. 671 of 2015 to increase the agreement amount with Daniel G. Vincelette, Esq. by \$16,500 to account for the additional services associated with Eminent Domain Procedures Law with regards to land/avigation easements for the Forest Enterprise Parcel. He explained the original estimate was for \$20,000 which, he said, did not include court proceedings. He mentioned he had not received the court transcripts, but he had received an email from Mr. Vincelette indicating the proceedings went well. He advised the cost of the two days of court proceedings totaled \$16,500.

Mr. Beaty indicated he would not vote in favor of the additional payment because it was a mistake to take land through eminent domain before the runway extension was approved. Mr. Wild inquired if a cost summary was presented to the Board before the decision was made to go to court considering there could have been a settlement and Mr. Hajos replied that was the procedure; however, he said, an offer was presented and declined. Mr. Beaty suggested not paying the bill, and if necessary, negotiating the amount. Ms. Braymer asked where the lawsuit stood and Mr. Hajos replied he spoke to Mr. Vincelette to inquire if there would be any further invoices and he discovered there would be an additional \$3,000 which included assessor fees accounted for in the \$16,500 total; he indicated there were funds in the capital project to pay the balance. Ms. Braymer advised the contract stated a cost of \$5,000 for the appraisal. Mr. Diamond suggested inviting Mr. Vincelette to a meeting to explain his charges. Mr. Geraghty suggested a review of the contract, which indicated there was a "not to exceed" figure, to determine if there were any subsequent approvals to authorize further expenses. Mr. Strough reminded the Committee there had been lengthy discussions regarding eminent domain.

Motion was made by Mr. Geraghty, seconded by Mr. Beaty and carried unanimously to table the request to authorize payment to Daniel G. Vincelette, Esq.

Moving on to the Information for Discussion/Review portion of the agenda, Mr. Hajos discussed the Airport Manager position. He indicated he had received eight applications for the position which he had narrowed down to three, one of which was a previous County employee. He indicated the authorization to fill the Airport Manager position was provided in February and he advised it was necessary to have an Airport Manager on staff to protect County assets and work with contracts, grants and maintain contact with the County. He advised the individual he sought to offer the position to had twenty years of experience as an Airport Manager. He added the potential applicant was interested in an \$80,000 annual salary, which, he indicated, was available in his budget this year as a result of savings from having a part-time Airport Manager since the beginning of the year. He stressed the importance and the need for an Airport Manager.

Mr. McDevitt informed he preferred a part-time Airport Manager, or to hire someone full-time to share responsibilities with the DPW (*Department of Public Works*) staff. Mr. Hajos apprised that would be considered in the future; however, he stated, for the time being he needed the position to strictly be focused on the Airport.

Mr. Strough mentioned there was enough work to support a full-time Airport Manager. Mr. Geraghty indicated in the past, the applicant Mr. Hajos preferred had been instrumental in keeping the County informed regarding the Airport and he noted there were County assets that needed to be watched over. Mr. Beaty remarked he could only support a part-time Airport Manager, pointing out there were Airports that did not have a manager or FBO (*Fixed Base Operator*). He indicated it was not good business practice to pay the individual more than the set salary. Mr. Simpson commented that a County-owned property valued at over \$80 million dollars needed a full-time Airport Manager. Mr. Wild advised discussions regarding not having an FBO would impact future FBO negotiations and having an experienced Airport Manager would benefit the County. Mr. Leggett expressed the request came from the Superintendent of Public Works who knew the workload and what was needed at the Airport. Ms. Braymer indicated she supported a Facilities Manager that would cover the Airport and handle other DPW matters. Mr. Strough informed the individual would bring the Airport into the next generation with his experience in marketing, working with the FAA (*Federal Aviation Administration*), and with large and small airports. He advised the County would not get an individual with that type of experience at a part-time pay rate. Mr. Diamond advised in the future the individual could have DPW responsibilities and suggested including that language in the resolution; Mr. Hajos indicated he had spoken to the individual regarding this possibility.

A discussion ensued, subsequent to which a motion was made by Mr. Loeb, seconded by Mr. Simpson and carried by majority vote, with Messrs. McDevitt and Beaty voting in opposition, to approve the request to increase the salary of the Airport Manager position to \$80,000, with the caveat that the job responsibilities may be expanded to include DPW responsibilities, and forward same to the Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Travis Whitehead, *Town of Queensbury Resident*, stated approving a full-time Airport Manager would undercut negotiations with the FBO. He reminded the Committee that two years prior a proposal was presented to save the County \$450,000 depending on how the management of the Airport was handled. He said that was never discussed and he wanted to know if the Committee had another way to save \$450,000. He spoke of environmental needs and an order of consent from NYS DEC (*New York State Department of Conservation*) for lands that were taken during a previous project which, he said, made the County responsible for maintaining the weir levels in the drainage ditches. He informed he had photos of a lake created by beaver dams that was a detriment to the marl fen. He advised Gregory Edinger, *Chief Ecologist, New York Natural Heritage Program*, had written a letter indicating the marl fen was still viable. Mr. Whitehead then spoke regarding eminent domain, informing his understanding of the definition was that there had to be a need, but in this case a need was never established. He mentioned with the current layout of the Airport there was no need for the Macri property which was taken under eminent domain proceedings. He indicated when the decision was made to use eminent domain for the Macri land, the former County Administrator had informed the Board that the County would be responsible for payment to Victor Macri, *Warren County Resident*, for his land that he was requesting \$1 million for. He notified if the Runway 1-19 Expansion was not approved, the County would lose that \$1 million and this was something they should consider.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Geraghty and seconded by Mr. Beaty, Mr. Leggett adjourned the meeting at 10:29 a.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist