

Agenda
Public Works Committee – Parks, Recreation & Railroad
Department of Public Works
November 18, 2019 – 10:00 am

Committee Members: *SIMPSON, Merlino, Frasier, Dickinson, Diamond, Loeb, Hyde, Magowan, Wild, Hogan, Geraghty*

- I. Committee Meeting Call to Order..... Chairman Simpson**
- II. Motion to Approve Minutes of Prior Committee Meeting..... Chairman Simpson**
- III. Action Agenda/New Business -**
Page
 - 1 Request: Authorizing agreements with the towns of: Thurman, Lake Luzerne, Hague and Horicon.....Tim Benway
Rationale: Support for snowmobile trail maintenance & equipment
 - 2 Request: Warren County/Town of Bolton agreement.
Rationale: 2019 Up Yonda support \$ 20,000.00.....Tim Benway
 - 3 Request: Notice of Intent to Fill Position of Hatchery AideTim Benway
Rationale: Due to Retirement
- IV. Referral/Pending Items -None**
- V. Information for Discussion/Review**
Railroad Storm Damage.....Kevin Hajos
Wreath Making Flyer.....Enclosed
- VI. Privilege of the Floor to discuss any additional items to come before the Committee**
- VII. Motion to Adjourn..... Chairman Simpson**

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Parks, Recreation & Railroad

DATE: 11/18/19

- (a) Is this a Result of a Bid or Request for Proposal? No
- (b) Purpose of Contract: **Authorizing agreements between Warren County and the towns of Hague, Horicin, Lake Luzerne and Thurman for snowmobile trail maintenance and equipment. (Reso. 513 of 2018)**
- (c) Name of Contractor: **Town of Hague, Town of Horicon, Town of Lake Luzerne and Town of Thurman.**
- (d) Address of Contractor:
- (e) Contractor's Contact Person and Telephone Number:
- (f) Has or will the Contract be provided, if so, please attach: No
- (g) Commencement Date of Contract: 1/1/20
- (h) Termination Date of Contract: 12/31/20
- (i) Payment Provisions:
 - i) lump sum amount **\$90,000.00**
Horicon \$27,000.00
Hague \$ 9,000.00
Luzerne \$27,000.00
Thurman\$27,000.00
 - ii) hourly rate amount
 - iii) total amount not to exceed **Same as above**
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount: Parks, Recreation & Railroad, A7110 .470 Contract \$90,000**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Parks, Recreation & Railroad

DATE: 11/18/19

- (a) Is this a Result of a Bid or Request for Proposal? **NO**
- (b) Purpose of Contract: **Authorizing an inter-municipal agreement between Warren County and the Town of Bolton to accept funding from the Town of Bolton in the amount of \$20,000.00 in support of Up Yonda Environmental Education Center for the budget year 2020. (Reso.513 of 2018)**
- (c) Name of Contractor: **Town of Bolton**
- (d) Address of Contractor: **Town Hall
4949 Lake Shore Drive, P.O.Box 7
Bolton Landing, N.Y. 12814**
- (e) Contractor's Contact Person and Telephone Number: **Ron Conover, Supervisor
Tel. 518-644-2461
Fax 518-644-2476**
- (f) Has or will the Contract be provided, if so, please attach: **No**
- (g) Commencement Date of Contract: **January 1, 2020**
- (h) Termination Date of Contract: **December 31, 2020**
- (i) Payment Provisions:
 - i) lump sum amount **\$20,000.00**
 - ii) hourly rate amount
 - iii) total amount not to exceed **\$20,000.00**
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Public Works Payroll Dept. No: 19.40
Title of Position: Hatchery Aide Base Salary of Position: #31,824 Grade: 6
Filling at Step # (If Known): _____
Budget code and title: A.7110 Hatchery Aide Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: #11527 Catherine Dzierba Date of Vacancy: 11/20/2019
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal _____ % State _____ % Other _____ %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (*hiring would be provisional*) Non-Competitive Other _____

Actual Impact to Budget Report will be provided monthly by Human Resources Director.

Candidate's qualifications must be approved by Personnel Officer prior to hiring. 11/12/19

Human Resources Director has approved this form when initialed. 11/13/19

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

- The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 11/13/19

BUDGET OFFICER COMPLETES THIS SECTION

- The Budget Officer has no objection to the filling of the vacancy.
 The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature [Signature] Date 11/15/19

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Public Works

- The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy.
 In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.
 In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature [Signature] Date 11/18/2019

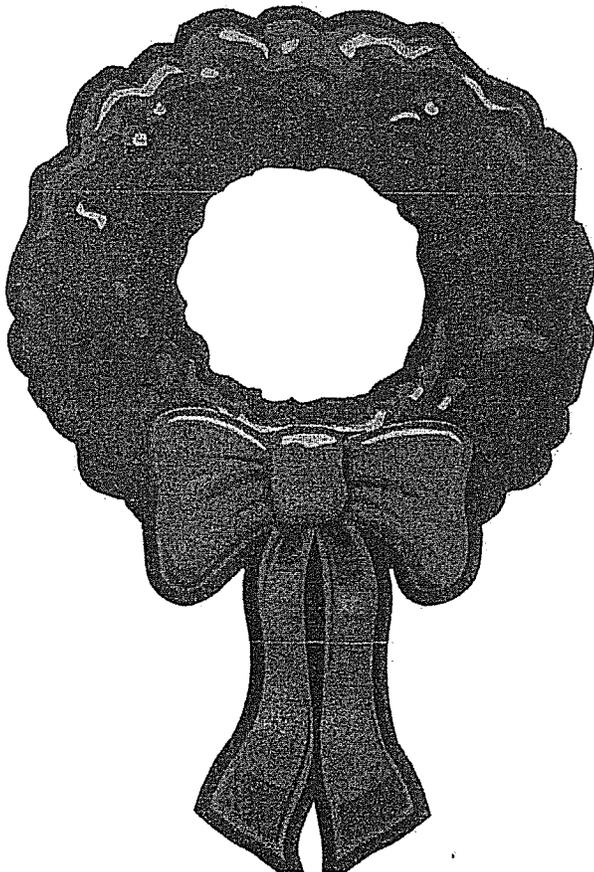
Make a Holiday Wreath

Dates: November 22, 23, 29, 30
& December 1, 6 & 7, 2019

Time: 9:00am - 2:00 pm
Sign up for a time!

Location: Up Yonda Farm
Bolton Landing, NY

Cost: \$20 /wreath \$15 /Bolton residents



Presented by



Join us as we make beautiful evergreen wreaths for the holidays! Wreaths will be about 18-24" upon completion and contain different greens of your choosing: balsam, cedar, pine, etc. All supplies are provided. Feel free to bring your own special decorations if you'd like.

Reservations are required: 644-9767
www.upyondafarm.com
SPACE IS LIMITED!