

# WARREN COUNTY BOARD OF SUPERVISORS

## COMMITTEE: COUNTY FACILITIES

DATE: AUGUST 23, 2022

---

---

### COMMITTEE MEMBERS PRESENT:

SUPERVISORS: MAGOWAN  
THOMAS  
STROUGH  
CONOVER

### OTHERS PRESENT:

KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
ROBIN MAPP, AIRPORT MANAGER  
SCOTT ROGERS, DIRECTOR OF FACILITIES  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
SUPERVISOR CRAIG LEGGETT, ACTING COUNTY ADMINISTRATOR  
AMANDA ALLEN, CLERK OF THE BOARD  
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY  
SUPERVISORS DRISCOLL (ZOOM)  
GERACI (ZOOM)  
MICHAEL NEEDHAM, NEEDHAM RISK MANAGEMENT RESOURCE GROUP  
LLC  
MICHAEL SIKIRICA, M.D., FORENSIC PATHOLOGIST  
AMY CLUTE, ADMINISTRATOR, SELF-INSURANCE  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
DR. DAVID SCHWENKER, WARREN COUNTY RESIDENT  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

---

---

### COMMITTEE MEMBERS ABSENT:

SUPERVISORS: BRUNO  
BEATY  
DIAMOND

*Please note, the following contains a summarization of the August 23, 2022 meeting of the County Facilities Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:*  
<https://warrencountyny.gov/mma>

***Note: Pursuant to New York State Legislation (S.50001/A.40001): “Notwithstanding the provisions of article 7 of the public officers law to the contrary, any state agency, department, corporation, office, authority, board, or commission, as well as any local public body, or public corporation as defined in section 66 of the general construction law, or political subdivisions as defined in section 100 of the general municipal law, or a committee or subcommittee or other similar body of such entity, shall be authorized to meet and take such action authorized by law without permitting in public in-person access to meetings and authorize such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.” All of the Committee members in attendance were physically present.***

In the absence of Committee Chairman Bruno, Supervisor Magowan, as Vice-Chair, called the meeting of the County Facilities Committee to order at 9:01 a.m. *(Please note due to a lack of Committee member attendance, Chairman Geraghty served to make a quorum of the Committee).*

Copies of the agendas were distributed to those in attendance and those participating virtually accessed the agenda via the Warren County website; *copies of the agendas are on file with the meeting minutes.*

Motion was made by Mr. Thomas, seconded by Mr. Strough and carried by a unanimous vote of those present *(Messrs. Bruno, Conover, Beaty and Diamond absent)* to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

The meeting commenced with review of the Airport agenda which included the following requests:

- 1) To authorize closure of Capital Project H391, *Airport Two New Snow Plows*, and return remaining funds in the amount of \$132.17 to Budget Code A. 892.00, *Reserve, Airport Repairs & Projects.*

Motion was made by Chairman Geraghty, seconded by Mr. Thomas and carried by a unanimous vote of those present *(Messrs. Bruno, Conover, Beaty and Diamond absent)* to approve the request as presented and refer same to the Finance

---

---

Committee. *A copy of the resolution request form is on file with the minutes.*

- 2) To authorize and approve updates to the Airport Disadvantaged Business Enterprise Program and Policy Statement in accordance with US DOT 49 CFR Part 26.

Motion was made by Chairman Geraghty, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Bruno, Conover, Beaty and Diamond absent*) to approve the request as presented and the necessary resolution was authorized for the September 16<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Conover entered the meeting at 9:04 a.m., at which point a quorum of the appointed Committee members was established.

- 3) Recommending an Airport Real Property Lease Agreement with Schermerhorn Aviation LLC for a three-bay steel frame T-hanger at the Floyd Bennett Memorial Airport and setting public hearing for same.
- 4) To establish Warren County as the Lead Agency for a State Environmental Quality Review (*SEQR*) related to the construction of a 6,000 square foot three-bay T-hanger at the Floyd Bennett Memorial Airport.

Motion was made by Mr. Strough, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Messrs. Bruno, Beaty and Diamond absent*) to approve both of the aforementioned requests as presented and the necessary resolutions were authorized for the September 16<sup>th</sup> Board Meeting. *Copies of the resolution request forms are on file with the minutes.*

Moving on to the Referrals/Pending Items portion of the agenda review, it was noted that the matter of the Rich Air T-hangar proposal had been addressed in the previous agenda item and could be removed from the Referrals/Pending Items List.

There being no further Airport business to discuss, review of the Buildings & Grounds agenda commenced with the following request:

- 1) To authorize a contract with the lowest responsible bidder for demolition and abatement of the interior of old jail facility, subject to the results of the bid opening scheduled for September 7, 2022.

Motion was made by Mr. Conover, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Bruno, Beaty and Diamond absent*) to approve the request as presented and the necessary resolution was authorized for the September 16<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

The Discussion Items section of the agenda was reviewed with the following items being addressed:

1. Work Order Request Program - status update provided indicating program was working well.
2. Fleet Car Request Program - status update provided indicating program was working well.
3. Countryside Adult Home Project - Committee was advised the RFP for the renovation work would be released later that day.
4. Regional Morgue discussion - Dr. Michael Sikirica, *M.D., Forensic Pathologist*, made a Power Point Presentation entitled “ *Evaluation of the needs, and Possible Planning for a Regional autopsy facility to Address the Future Requirements of the Public and Regional Coroners* ” and answered questions posed by the Committee. *A Copy of the presentation is on file with the minutes.*
5. Needham Risk discussion on Workplace Violence Assessment. A request was made to review the Needham Workplace Violence Assessment report in executive session because it involving public safety matters.

Motion was made by Mr. Conover, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Bruno, Beaty and Diamond absent*) to enter into executive session pursuant to Section 105(a) of the Public Officer’s Law.

---

---

Executive session was held from 9:47 a.m. until 10:15 a.m.

Upon reconvening, Mr. Magowan noted that no action had been taken during the executive session.

Concluding the agenda review, the Referral/Pending Items were addressed, as follows:

- 1) Design updates to the front entrance of the Municipal Center Building - Committee was advised that plans for updating the area to include more green space and parking were in the process of being finalized for presentation at a future meeting.
- 2) Update on abatement of asbestos in the old jail building - it was noted this item could be removed from the Referral/Pending Items List as the matter was addressed by action taken earlier in the meeting.
- 3) Update on work to convert the former Warren County Detention Center to the Joseph Warren Center - Committee was advised of a recent meeting held to discuss the updated design; LaBella Associates was working on an estimate for the work which would be presented at a future meeting.
- 4) Referral from the Criminal Justice and Public Safety Committee regarding the matter of installing magnetometers in the Municipal Center Building - Committee discussed installing a magnetometer at the DMV entrance of the Municipal Center Building; update on status of plans for installation to be provided at the next Committee meeting.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Strough, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Messrs. Bruno, Beaty and Diamond absent*) Mr. Magowan adjourned the meeting at 10:18 a.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist