

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: COUNTY FACILITIES**

**DATE: MAY 24, 2023**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: BRUNO  
MAGOWAN  
DIAMOND  
GERACI  
STROUGH  
CONOVER  
THOMAS

**OTHERS PRESENT:**

KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS  
ROBIN MAPP, AIRPORT MANAGER  
SCOTT ROGERS, DIRECTOR OF FACILITIES  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
JOHN TAFLAN, COUNTY ADMINISTRATOR  
AMANDA ALLEN, CLERK OF THE BOARD  
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY  
SUPERVISORS DRISCOLL  
LEGGETT  
WILD  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
DEAN MOORE, DIRECTOR, PARKS, RECREATION & RAILROAD  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

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*Please note, the following contains a summarization of the May 24, 2023 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>*

Mr. Bruno called the meeting of the County Facilities Committee to order 9:01 a.m.

Copies of the Airport and Buildings & Grounds agendas were distributed; copies of the agendas are on file with the meeting minutes.

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

Privilege of the Floor and Public Comment was called for, but there was no one wishing to speak.

Mr. Magowan entered the meeting at 9:02 a.m.

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

1. To authorize an agreement with EAA Chapter 353 to use the Floyd Bennett Memorial Airport to host a Young Eagles Fly-In event to be held June 17, 2023.

Motion was made by Mr. Conover, seconded by Mr. Magowan and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the June 14<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

2. To amend Resolution No. 695 of 2022 to remove the Saratoga County, North America Flight Services FBO (*Fixed Base Operator*) from participating in the MOU (*Memorandum Of Understanding*) with Warren County and Schermerhorn Aviation for the purchase an equipment recovery dolly with the remaining balance of \$2,216.38 to be paid by Schermerhorn Aviation.

Motion was made by Mr. Magowan, seconded by Mr. Diamond and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the June 14<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

3. To amend Resolution No. 693 of 2022 to increase the amount of the Federal Aviation Administration/New York State Department of Transportation grant application from \$250,000 to \$271,000 for the 4 Box PAPI Runway 1-19

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Replacement Project Design and Construction for the Warren County Floyd Bennett Memorial Airport.

Motion was made by Mr. Magowan, seconded by Mr. Diamond and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the June 14<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Moving on to the Discussion Items section of the agenda, and update was given on the FAA Annual Part 139 Inspection that occurred on May 3<sup>rd</sup> - May 5<sup>th</sup> 2023, during which only one faulty light requiring replacement was discovered.

Concluding the agenda review, Committee reviewed the Referral/Pending Item section which consisted of an item relating to seeking out occupancy tax funding to cover overtime costs incurred for the Adirondack Balloon Festival Event. As an application for funding had already been submitted to the Occupancy Tax Coordination Committee, it was the consensus of the Committee to remove this item from the Referral/Pending Items list.

There being no further Airport business to discuss, review of the Buildings & Grounds agenda commenced with the sole Action Agenda/New Business Item which was a request for a new contract with a contractor to be determined for WC34-23 Plumbing Services to commence upon execution and terminate upon completion; it was noted that the official award information would be made available prior to the June 14<sup>th</sup> Board Meeting.

Motion was made by Mr. Magowan, seconded by Mr. Thomas and carried unanimously to approve the request and the necessary resolution was authorized for the June 14<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
2. Fleet Car Request Program
3. Countryside Adult Home Project
4. Joseph Warren Museum
5. Regional Morgue Information

Moving on, the Referrals/Pending Items section of the agenda, was reviewed as follows:

1. Design updates to the front entrance of the Municipal Center Building - Committee was apprised of the proposal received from LaBella Associates indicating a cost of \$25,000 for the design work.

Discussion ensued during which Committee was advised there were some funds available for the work, but a balance of \$20,500 would need to be provided from a source to be determined. A motion was made by Mr. Thomas, seconded by Mr. Conover and carried unanimously to accept the proposal from LaBella Associates and make a referral to the Finance Committee seeking the remaining \$20,500 to fund the work, suggesting that it be provided through and appropriation from Budget Code A.909.00, *General Fund Unappropriated Surplus*. *Note: subsequent to the meeting it was determined that a Capital Project would need to be established for the project and that request was included in the Finance referral.*

2. Magnetometer at DMV (*Department of Motor Vehicle*) - Committee was advised the County was still waiting for the unit to be provided by the Courts.

Privilege of the Floor and Public Comment was called for, but there was no one wishing to speak.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Strough, seconded by Mr. Magowan and carried unanimously, Mr. Bruno adjourned the meeting at 9:42 a.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist