

Buildings and Grounds Committee Meeting

March 12, 2007 – 3:30 p.m.

Present: Chairman M. Johnson; Supervisors Gutheil, Hunter, Lucia, Raymond, Trottier, Grattidge and Wood; David Wickerham, County Administrator; Joseph Ritchey, Rick Gardner, Public Works; Dan Butler, Animal Shelter; William Connor, Woodward, Connor, Gillies & Seleman Architects; Press.

Chairman Johnson called the meeting to order and welcomed all in attendance.

On a motion made by Mr. Hunter, seconded by Mr. Lucia the minutes of the January 8, 2007 meeting were approved unanimously.

Mrs. Johnson appointed the following Supervisors to a sub-committee with regard to the Airport Leases: Ms. Raymond (chairwoman), Mr. Hunter and Mr. Lucia.

Mrs. Johnson appointed the following Supervisors to a sub-committee to review the Public Health space issue: Mr. Gutheil (Chairman), Mr. Trottier, and Mr. Connors.

Mr. Ritchey requested a resolution authorizing the Chairman to enter into an agreement with NYSDOT to accept a NYS Air99 Grant for the design and installation of a water main at the Saratoga County Airport in the amount of \$270,000.00.

<u>Total Project</u>	<u>Reimbursement</u>	<u>Local Share</u>
\$300,000.00	\$270,000.00	\$30,000.00

The money comes from the transportation bond issue that was passed in November of 2005. The first item is a New York State Air Grant in the amount of \$270,000. This money will be for the design and installation of a water main at the Saratoga County Airport.

A motion was made by Mr. Lucia, seconded by Mr. Trottier to approve a resolution to accept a NYS Air99 Grant for the design and installation of a water main at the Saratoga County Airport in the amount of \$270,000. Unanimous.

Mr. Ritchey requested a resolution authorizing the Chairman to enter into an agreement with Edwards and Kelcey for the design and construction administration of the Airport Water Main in the amount of \$53,854.00. An RFP (Request for Proposal) is issued approximately every five years, he said.

A motion was made by Mr. Lucia, seconded by Mr. Hunter to approve a resolution authorizing the Chairman to enter into an agreement with Edwards and Kelcey for the design and construction administration of the Airport Water Main in the amount of \$53,854.

Mr. Gutheil said when the cost for engineering in a project is 20% of the total cost another RFP should be sent out.

Ms. Raymond proposed tabling the resolution for another month in order to review the engineering budget. Ms. Ritchey said he would forward all of the documentation to all committee members for their review.

Mr. Lucia withdrew his motion.

Mr. Ritchey requested a resolution authorizing the Chairman to enter into an agreement with NYSDOT to accept a NYS Business Airport Development Grant for the design and construction to rehabilitate itinerant apron, all taxiways and to replace the hangar in the amount of \$2,550,000.

A motion was made by Mr. Trottier, seconded by Ms. Raymond to accept a resolution authorizing the Chairman to enter into an agreement with NYSDOT to accept a NYS Business Airport Development Grant for the design and construction to rehabilitate itinerant apron, all taxiways and to replace the hangar in the amount of \$2,550,000. Unanimous.

Mr. Ritchey requested a resolution authorizing the Chairman to enter into a one-year lease renewal with J. Thomas Roohan for Supreme Court Justice Williams Chambers in the amount of \$3,054.18/mo. The annual lease has been worked on for a few years now, with the first lease beginning in 2000 thru 2005. Since then it has been an annual lease. The fee is a 3% increase over the previous fee for a total of \$21.99 sq. ft.

On a motion made by Mr. Lucia, seconded by Ms. Raymond to approve a resolution authorizing the Chairman to enter into a one-year lease renewal with J. Thomas Roohan for Supreme Court Justice Frank Williams Chambers in the amount of \$3,054.18/mo. Unanimous.

Mr. Gutheil made a motion to give the Buildings and Grounds Committee advance notice of 180-days before the expiration of any lease for review. Ms. Raymond seconded. Unanimous.

Mr. Ritchey requested a resolution authorizing the Chairman to enter into an agreement with NYSDOT to accept an acquisition offer for .9 acres of the Zim Smith Trail and temporary acquisition of two parcels of 1.58 acres and 1.03 acres. Total appraised value is \$11,500. This is required for the Round Lake Bypass.

On a motion made by Ms. Raymond, seconded by Mr. Lucia a resolution was approved to authorize the Chairman to enter into an agreement with NYSDOT to accept an acquisition offer for .9 acres of the Zim Smith Trail and temporary acquisition of two parcels of 1.58 and 1.03 acres. Total appraised value is \$11,500. Unanimous.

Mr. Butler said after going out for bid, four firms replied with regard to a needs assessment for the Animal Shelter. The RFP stated that the architects must have at least five projects of the same scope. There were two responses with no Animal Shelter experience and one firm from Vermont who has done four Veterinary Hospitals and one Animal Shelter. Butler, Rowland and Mays has teamed up with the Baker Group, which is a firm out of Florida, who are very well known on the East Coast for Animal Shelter design, having been the principal architects for nine shelters thus far and involved with eight others as design consultants.

Mr. Gutheil asked if this was for a conceptual design?

Mr. Butler said this is for a needs assessment, taking a lot at the existing structure and making recommendations that pertain to the structure. They will come up with a design chart, floor plan and lump sum construction costs and design for each alternative that is presented.

Mr. Gutheil suggested going right to the design of the project.

Ms. Raymond said it is really important that the architects work closely with the Animal Shelter personnel to find out what their needs are.

A motion was made by Mr. Hunter, seconded by Mr. Lucia to approve a resolution authorizing the Chairman to enter into an agreement with Butler, Rowland and Mays Architects to perform studies resulting in a conceptual design of a new Animal Shelter in the amount of \$26,500. Ayes – M. Johnson, Hunter, Lucia, Raymond and Trottier – Naves – Gutheil. Connors - Absent. Motion passed.

Mr. Connor from Woodward, Connor, Gillies & Seleman Architects gave a brief presentation on the courtyard layout and construction plans.

On a motion made by Mr. Lucia, seconded by Ms. Raymond the meeting was adjourned.

Respectfully submitted,
Chris Sansom