

## Long Range Capital Planning Committee Minutes

September 30, 2008 – 3:00 p.m.

Present: Chairman Wickerham; Supervisors Hargrave, A. Johnson, Grattidge and Hunter; Spencer Hellwig, Mgmt. Analyst; Dan Butler, Animal Shelter; Joe Ritchey, Public Works; Press.

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

Mr. Wickerham said the Long Range Capital Planning Committee is an advisory committee that will advise Mr. Johnson and he on what to put into the tentative budget in terms of capital projects. There will be no final work done at the meeting today, however, Mr. Johnson will reserve the right to make any changes that he deems necessary in order to maintain the tax rate. In the past, the committee has for the most part been able to honor what has been approved at the Long Range Capital Planning Committee meeting.

Mr. Wickerham said the tentative budget will be complete by the end of October.

Mr. Hellwig highlighted the following capital projects as follows:

### **Records Mgmt./Imaging System**

A number of years ago the county entered into a contract with Info-quick Solutions to provide all the hardware and software for Maplewood Manor. The way the contract was setup was for three years and then after the three year cycle there was an option to renew for another two years. Right now the county is in the second year of that agreement, paying \$193,000/yr. At the time that it was approved by the Board of Supervisors, it came with additional revenues from the County Clerk's office to cover costs. Mrs. Marchione has projected revenues for 2008 in excess of \$300,000. This system has provided the public, abstractors and staff with an efficient way to research, reference and store records.

In 2009, Mrs. Marchione, County Clerk is requesting the same amount of \$193,000.

### **Animal Shelter**

The Animal Shelter project has been under way in planning and architectural work, with \$500,000 placed in the 2008 budget to fund the architectural services for the design and construction of the facility. Earlier this year a contract was approved with the architectural firm, The Peterson Group for a contract amount of \$463,000. In July the firm issued a preliminary report with project costs at \$7 million. This was not consistent with earlier statements made by The Peterson Group of their ability to design within the

\$5 million range. At that time, the Public Works committee sent them back to revise their report and look at areas where soft costs and other money could be saved, and to provide a breakdown. The Public Works committee would then make decisions on what changes could be made to bring the cost of the project back in the \$5 million range. In August, The Peterson Group presented a revised plan to the committee in excess of \$6 million, at which time the committee requested that Animal Shelter Director, Mr. Butler enter into an agreement with an outside firm to evaluate the proposal. A contract has just been entered into with CT Male to do cost estimates, and evaluate the plan. They will then present to the committee their feedback as to whether they see those prices as realistic. Thus far, of the \$500,000 that was budgeted for 2008, \$22,000 has been paid out, with approximately an additional \$7,000 for the work that will be completed by CT Male.

Mr. Hargrave asked if the project was going to be bonded? Mr. Hellwig said, that the Board of Supervisors has indicated that they would like to bond the project, at which time the Treasurer will pursue the opportunities and report back to the Board of Supervisors with a recommendation. Mr. Hellwig said there would be no money budgeted for construction in 2009 until the project plans are finalized.

Mr. Grattidge asked if there has been any discussion of developing a long-range plan of having a centralized area for record storage?

Mr. Wickerham said there has been some preliminary interest, but no plan at this time. Right now the county does not have the space internally.

Mr. Hellwig said at this time there is a considerable amount of storage space provided in the old jail.

Mr. Ritchey gave a brief overview of the 2008 Capital Projects as follows:

### **Highway Reconstruction**

There were 19.43 miles of highway reconstructed this year. All projects have been completed with the exception of North Shore Road, which is expected to be completed by the end of October.

### **Bridge Reconstruction**

There were four rehabilitation projects and one design project this year. All of the rehabilitation projects are complete and were done in-house. In the town of Edinburg, Sand Lake Road, over Sand Creek, town of Hadley, South Shore Road over Stewards Pond; town of Corinth, Heath Road over Sturdevent Creek; town of Halfmoon, Tabor Road over Dwaaskill Creek. The design project was on South Shore Road, over Daly Creek. All projects have been completed, with a surplus left of approximately \$67,000.

### **Highway Equipment**

All equipment has been ordered and received with the exception of a tractor, which will be received in the next few weeks.

### **Buildings Vehicles**

- Pickup
- Plow
- Mower

All have been received with approximately a \$5,000 surplus.

### **Traffic Signal**

A traffic signal has been installed at the intersection of Round Lake Road and East Line Road, in the towns of Malta and Ballston. In addition, there was a carryover project of a traffic signal in the town of Waterford at the intersection of Fonda and Middletown Road. Both projects have been completed and are awaiting National Grid to energize.

### **Recycling Center**

This year the Clifton Park Recycling Center was reconstructed, with a surplus of approximately \$1,500. The project has been completed.

### **Recycling Equipment**

Trailers have been ordered for pick up containers.

### **Parking Lots**

Paving and rehabilitation of the Social Services Building parking lot was completed with additional parking spots added.

### **Buildings Equipment**

This was the second year of replacing the roof top units at the jail. The project will begin in the next couple of weeks. It has been designed and bids have been received.

### **Airport Improvements**

There were five projects that were designated. The first was the replacement of an airport beacon, which is scheduled to be completed by the end of the year. The Automated Weather Observation Station (AWAS) is to be completed by the end of the year as well. An in-house project was to pave the parking lot, and access road. The access road has just been completed. The parking lot project is tentatively scheduled to begin at the end of October. Another in-house project is to pave the entire parameter of safety roads.

This is currently under review by DEC for the impact to the Karner Blue Butterfly. It is tentatively scheduled to be completed in 2009. There is a three year window in which to complete all the projects.

In addition, there was off site obstruction removal. This grant was held back and directed to only do the engineering portion. The contract will be granted for 2009 and designed for those properties that have avigation easements or for property that the county owns. It is anticipated that \$677,000 will be either expended in 2008 or re-appropriated into 2009.

### **Wall and Masonry Analysis**

There is a contract with CT Male, the low consulting bid, to analyze all the masonry issues in the county complex. The complex is approximately 40 years old with masonry repairs that need to be done. An inventory has been taken and a final plan program is being worked out.

### **Renovation of Buildings 3 & 4**

This is a plan to move the Treasurer's office to the former storage area in building one and then move the District Attorney's office into the old Treasurer's office. Plans have been received from the architect. Once they have been reviewed, they will be sent back and then go to bid. It is anticipated that the project will be completed in 2009.

Mr. Hellwig said that \$135,000 is being placed in the budget for the Emergency Radio System. This will be used to make one payment in 2009 for a ban.

Mr. Wickerham said there is approximately \$200,000 that remains unspent for 2008.

Mr. Hellwig gave a brief overview of the 2009 Capital Projects requests as follows:

### **Records Management /Imaging System**

The requested \$193,140 for 2009 represents the third year of the current contract that the County Clerk has with Info-quick. There are no changes in terms of what is being received for the money. This is for the maintenance of the software and support from Info-quick for the system that is currently in place. The County Clerk's office is collecting revenues well in excess of those costs, providing no cost to the county.

### **Emergency Radio System**

The requested \$135,200 for 2009 will be a payment for a band that was issued for the Radio Project.

Mr. Grattidge asked if there was still money left in the capital fund for the Emergency Radio Project for items that don't fall under the bond.

Mr. Wickerham said yes, the primary use would be the most expensive component, which is the Microwave Equipment, as that does not have a twenty or thirty year useful life. After communication with the Public Works Committee, it is his understanding that they are looking for a lease because technology goes out very quickly. The money will be used for lease of the main microwave equipment.

Mr. Ritchey gave a brief overview of the 2009 Capital Project requests as follows:

### **Highway Reconstruction**

There is 360 miles of roadway with approximately 20 miles of reconstruction scheduled for 2009.

The following roads are scheduled for 2009:

- Town of Galway – 3.6 miles on Crooked Street
- Town of Northumberland – 4.8 miles on Kings Road
- Town of Charlton – 1.5 miles on Jockey Street
- Town of Malta – 1.6 miles on Raleigh Road
- Town of Stillwater – 3.0 miles on Lake Road
- Town of Clifton Park – 5.3 miles on Grooms Road

The budget is formed based on the average historical costs. This year every project was reviewed to determine if there were any areas that could be cut back. In conclusion there were four projects that would lend themselves to a wearing surface of stone and oil, as opposed to stone and asphalt. These consist of low volume roads, which include the following: Crooked Street, Lake Road, Kings Road and Raleigh Road. This would total 13 miles of roadway saving approximately \$500,000.

### **Bridge Reconstruction**

There are locally and federally funded programs. The locally funded program consists of one repair, three structural replacements and one engineering project. The repair is the Hadley Luzerne bridge which the county has joint ownership with Warren County; the three structure replacements are: South Shore Road over Daly Creek; North Road over Snookkill; Deans Corners Road over an unnamed tributary to Saratoga Lake. There is engineering in the Town of Day for North Shore Road over Glasgow Creek.

There are two federally funded bridge projects for engineering only; North Pine Road over the Kaderossa Creek in the town of Malta and Central Avenue over Anthonykill in the City of Mechanicville.

The engineering is scheduled for 2009 and the replacements are scheduled for 2012.

### **Highway Equipment**

The following items have been requested for replacement in the 2009 budget for a total of \$887,300.

1. Street Sweeper
2. Large truck 200,00 miles – used to transport asphalt, gravel and winter plowing
3. 1995 Loader 115,000 hours
4. 1995 pickup 200,000 miles
5. 1990 Low Boy used to transport equipment from project to project
6. Small truck
7. Air Compressor
8. 1970 tractor mower
9. 1989 Chipper

### **Traffic Signal**

A request for a traffic signal at the intersection of Middletown Road and Terrace Road has been made. The cost increase is directly for the cost of the steel pole.

### **Recycling Center**

Saratoga Springs Recycling Center has been chosen as the recycling center to be reconstructed in 2009.

### **Recycling Equipment**

It has been suggested that the following recycling equipment be replaced in 2009:

1. Fifty six yard ejector used for newspaper
2. Thirty yard ejector used for tin cans

### **Buildings Equipment**

There is a 1969 generator in building four of the county complex. The generator at one time provided for the old jail to be fully operational and provides for the emergency services operation. The generator is forty years old and parts are not available. The Sheriff has a backup emergency 911 system located in the Emergency Services center; therefore, it is requested that the generator be replaced in 2009. The proposed new generator would provide heat, lights and air conditioning for buildings three and four at a cost of \$195,000.

### **Airport Improvements**

There is a grant for off site obstruction removal. In addition, submittal will go for state funding to seal coat both runways. The runways were reconstructed in 2001 and 2002.

The following Capital Projects have been requested for 2009:

- **Highway Reconstruction** \$5,424,500
- **Bridge Reconstruction** \$1,343,000
- **Highway Equipment** \$887,300
- **Traffic Signal** \$140,000
- **Recycling Center** \$45,000
- **Recycling Equipment** \$41,550
- **Building Equipment** \$195,000
- **Airport Improvements** \$1,560,000
- **Rec. Mgmt/Imaging System** \$193,140
- **Emergency Radio System** \$135,200

**Total Cost: \$9,964.690**

**On a motion made by Mr. Hargrave, seconded by Mr. Johnson the above stated Capital Projects for 2009 were approved for a total cost of \$9,964,690. Unanimously.**

**On a motion made by Mr. Hunter, seconded by Mr. Hargrave the meeting was adjourned.**

Respectfully submitted,  
Chris Sansom