

Buildings and Grounds Committee Minutes
May 2, 2013 – 2:30 p.m.

Present: Chairman Wright; Supervisors Barrett, Lewza, Raymond and Sausville; Spencer Hellwig, Administrator; Ryan Moore, Mgmt. Analyst; Keith Manz, Tom Speziale, Public Works; Hans Lehr, Mental Health; Diane Brown, Maplewood Manor; Steve Dorsey, County Attorney; Jeremy McDonald, Guth-DeConzo; Regina Rosara, County Resident; Press.

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

On a motion made by Mr. Lewza, seconded by Mr. Barrett the minutes of the February 11, 2013 meeting were approved unanimously.

Mrs. Brown requested a resolution authorizing a construction award for the Maplewood Manor Entrance Canopy. She said Mrs. Rosara, whose mother lived at Maplewood, has taken on the responsibility of creating a fundraiser to raise funds for the new entrance canopy. Mr. Farnan, a local architect has volunteered his time to do the drawings, secure the prices, complete the building permit, work on the RFP, review all the bids received, and make a recommendation for the contractor.

Mrs. Brown said Mr. Champagne was instrumental in helping to identify how much money would be needed for the project, which was between \$22,000 and \$25,000.

Mrs. Brown thanked Mr. Conroe, whose wife had been a resident of Maplewood Manor, for his generous contribution to the project.

Mrs. Brown requested awarding the bid to GCI Building Services, located in Castleton New York in the amount of \$22,900. She said there were five companies who bid on the project, with GCI Building Services as the low bidder.

Mrs. Brown said there will be a transfer made of \$23,900 into the Maplewood Manor account. The actual price for the canopy project is \$22,900, with an additional \$900 going to Shamrock Engineering for a wind shear test, and \$100 for administrative costs.

A motion was made by Mr. Barrett, seconded by Ms. Raymond to approve a resolution authoring a construction award for the Maplewood Manor Entrance Canopy to GCI Building Services, Castleton, NY in the amount of \$22,900, with additional costs of \$900 for engineering services and \$100 for administrative costs for a total amendment to the budget of \$23,900. Unanimous.

Mr. Manz requested approval of a NYS Department of Labor 429sq. ft. lease extension in the Services Building. He said they have had a 10 year lease with the county that will expire at the

end of June 2013. He said the proposal is for \$13/sq. ft. with a 3% increase annually for five years with a five year extension.

A motion was made by Ms. Raymond, seconded by Mr. Barrett to approve a 429 sq. ft. lease extension in the Services Building at a cost of \$13 sq. ft. with a 3% increase each year for five years with a five year extension available. Unanimous.

Mr. Manz said Guth-DeConzo Consulting did the work for the decommissioning of the co-generation facility at Maplewood Manor. The next phase is to sell the engines. A request was made to authorize an amendment to the Guth-DeConzo Consultant agreement in the amount of \$8,000 to prepare an RFP for the sale of the Maplewood Manor Cogen engines.

Mr. Wright asked what the county could expect for the \$8,000 investment. Mr. McDonald said the county will receive a bid package, technical documentations on how to disconnect the plant and proper means of taking the equipment out, project walk through, follow up with the contractors and ultimately a recommendation for award, and oversight to make sure that the equipment is taken off site without any harm to the facility.

A motion was made by Ms. Raymond, seconded by Mr. Barrett to approve a resolution authorizing an amendment to the Guth-DeConzo Consultant Agreement in the amount of \$8,000 to prepare an RFP for the sale of the Maplewood Manor Cogen engines. Unanimous.

Ms. Raymond stated that she was willing to accept the explanation of the detailed work, but she wanted to be clear that she doesn't want anyone to come back asking for more money. She said she would hope that this is the end.

On a motion made by Ms. Raymond, seconded by Mr. Lewza the meeting was adjourned to Executive Session for the purpose of a Lease Contract Amendment. Unanimous.

On a motion made by Ms. Raymond, seconded by Mr. Lewa the meeting returned to Regular Session. Unanimous.

Mr. Wright said the first resolution will be to amend resolution 256-12 raising the rent to \$500 for the first 38 months of the lease.

A motion was made by Ms. Raymond, seconded by Mr. Lewza to amend resolution 256-12 increasing the rent to \$500 for the first 38 months. Unanimous.

Mr. Wright said the second resolution will be to amend the budget to create a \$50,000 capital fund out of contingency and also appointing a three member change order committee for the Mental Health Clinic. The committee will consist of Supervisor Raymond, Wright and a designee from the County Administrator's office.

A motion was made by Mr. Lewza, seconded by Mr. Barrett to approve an amendment to the budget in the amount of \$50,000 to create a capital fund out of contingency. Unanimous.

On a motion made by Mr. Barrett, seconded by Mr. Lewza the meeting was adjourned unanimously.

Respectfully submitted,
Chris Sansom