

Buildings and Grounds Committee Minutes
July 8, 2013 – 3:00 p.m.

Present: Chairman Wright; Supervisors Barrett, Hargrave, Jenkins, Lewza, Lucia, Raymond, Grattidge, Wormuth, Southworth and Kinowski; Ryan Moore, Mgmt. Analyst; Keith Manz, Tom Speziale, Public Works; Roger Schiera, Bill Fruci, Elections; Richard Doyle, Ballston Planning Board Member; Father Derik Roy, and members of the Christ Episcopal Church.

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

On a motion made by Ms. Raymond, seconded by Mr. Lucia the minutes of the May 2, 2013 meeting were approved unanimously.

Mr. Wright said a request has been made by the Christ Episcopal Church for an easement on property owned by the County for additional parking spaces.

Mr. Dorsey said there are three options: Easement, Lease or Sale. He said in order to do a lease to a specific entity it would require a local law. In general, County Leases are limited by county law to five years, but if a local law is passed you can exceed that and make the term longer. A survey and legal description would be required to identify the exact portion of the land being used. If this is not done, when the county leases its property it has to lease it to the highest bidder; therefore, there would have to be an auction of some sort for the specific lease, so a local law is a much better way to go, he said. It would require a public hearing in advance and then the Board would vote on it after the public hearing was concluded.

Mr. Dorsey said if you wanted to sell the property outright to a specific legal entity a local law would have to be passed allowing the sale to that specific entity for fair and adequate consideration. If a sale was pursued there would probably be subdivision issues that would require a public hearing as part of the local law process, which could take a period of several months before conveyance of the property.

Mr. Dorsey said the third option would be either a permanent or temporary easement over a specific term. He said it doesn't appear that the county is using this specific section of land currently. He said upon an inspection of the land with Mr. Manz it appears that the land is already being used for Handicapped parking.

Mr. Doyle gave a visual overview of the specific location of land being requested by Christ Episcopal Church to expand their parking. He stated that the request would be for a 13 ft. easement.

Mr. Manz suggested having the Church put in gravel in the parking area under a five year lease. Mr. Wright said that after the five year lease other options could be explored, such as blacktop.

Mr. Wright said any maintenance to the parking area would be the responsibility of the Church.

The committee was in agreement to approve an easement for a period of five years. Mr. Dorsey said that survey and legal description of the specific area that will be used should be obtained by the Church at their expense. Once that is received by the County Attorney's office they will proceed with the formation of a resolution that will then be brought to the committee for approval. Mr. Wright said there would be no approval of a resolution today.

Mrs. Southworth said she wanted to make the committee aware that the discussions began because of projects that were in progress on the North side of Ballston where there are road improvements needed. The State DOT will not give permit applications in their right-of-way until the parking problem is resolved in front of the Church. She said this is just not about the Church, it is vital to the Town of Ballston to be able to develop out those parcels, one of which has already been approved for development.

Mr. Schiera requested a renewal of a lease for the storage of the Electronic Voting Machines at a decrease in rent of 11% from what is being paid currently. The lease would be for three years with the first year's rent of \$59,700 and an additional 3% for each of the remaining two years.

A motion was made by Mr. Lucia, seconded by Mr. Hargrave, to approve the renewal of a three year lease for the storage of the Electronic Voting Machines at a rate of \$59,700 for the first year with an additional 3% increase for each of the remaining two years. Unanimous.

Mr. Lewza said he was approached by one of the Glider Associations requesting the county to put a Port-a-potty in near one of the hangers at the county airport.

Ms. Raymond said that the Glider Association should be responsible for the purchase of the Port-a-Potty.; however, they should first put in writing what it is that they would like to do, and submit it to the county for approval.

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

Respectfully submitted,
Chris Sansom