

Buildings & Grounds Committee Minutes  
March 16, 2017 – 4:00 p.m.

Present: Vice Chair Jean Raymond; Supervisors Alan Grattidge, Dan Lewza, and Dick Lucia; Chad Cooke, County Administrator; Steve Dorsey, County Attorney; Keith Manz, Tom Speziale, Public Works; Michael Churchill, McFarland Johnson, Barbara Kerr, Town of Milton.

Vice Chair Jean Raymond called the meeting to order and welcomed all in attendance.

**On a motion made by Mr. Lewza, seconded by Mr. Lucia, the minutes of the January 10, 2017 meeting were approved unanimously.**

Mr. Churchill from McFarland Johnson distributed a handout and gave an update on the Airport projects. The 6-8 unit T-Hangar is going out to bid next week and is due back next month. For the Based Aircraft parking apron, the bids are going out in 3 weeks and construction is not anticipated until after Labor Day with approximately 60 days of construction. For the Environmental Assessment, the project has been ongoing for around a year. They are currently waiting for coordination from Fish & Wildlife regarding additional mowing. Decision will probably be made within a month. The second round of information meetings should be held in late spring or early summer. Last week, they gave an update to neighbors regarding easements for future development projects. Future development projects include partial parallel taxiway, glider staging area and hangar development.

**A motion was made by Mr. Grattidge, seconded by Mr. Lewza, to authorize a 5-year lease agreement and a 5 year renewal with USDA Natural Resources Conservation Services for 1,828 SF of office space in Building #5, 50 West High Street, Ballston Spa, NY. Unanimous.**

Mr. Manz said that the new lease rates are as follows:

Years 1-5      \$22.82514/SF/yr. = \$3,477.03/mo. = \$41,724.36/yr. (Retroactive to October 1, 2016) plus Tenant Improvement Costs in the amount of \$12,000 paid up front (Add computer server room, repaint & add carpet).

Years 6-10     \$26,460596/SF/yr. = \$4,030.83/mo. = \$48,369.97/yr.

The lease rates for each of the 5 year periods are a 5 year average rate which incorporates a 3% annual increase.

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

Respectfully submitted,  
Therese Connolly  
Deputy Clerk of the Board