

Buildings & Grounds Committee Minutes  
March 12, 2019 – 4:00 p.m.

Present: Chairman Matthew Veitch; Committee Members Phil Barrett, Jean Raymond, Todd Kusnierz, Bill Peck, Mike Smith, Mo Wright; Supervisors Tara Gaston, Alan Grattidge; Chad Cooke, County Administrator; Keith Manz, Public Works; Eileen Bennett, Information Technology; Katrina Pacheco, H2M; Turner Bradford, McFarland Johnson.

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

**On a motion made by Mrs. Raymond, seconded by Mr. Peck, the minutes of the October 9, 2018 meeting were approved unanimously.**

Mr. Veitch announced the appointment of Mr. Peck as the Committee Vice-Chair.

Mrs. Pacheco gave a brief update on the Public Safety Building. Most of the foundation work has been completed, the remaining parts are at the access points. Structural elements that protect the call center have been put in place. They have met with various county vendors to address coordination of the installation of their services including phone and fiber optic. Structural steel and metal deck are partially installed and should be completed by the end of March. The overall project schedule is at 40%. The GC did request a 2-month extension in January which was rejected as it was thought to be premature. Masonry should begin in June. There have not been any allowances forwarded to the change committee yet. The major push at this point is making sure that door hardware and security is coordinated.

Mr. Bradford gave an update on Airport projects.

Prime Group was potentially planning on moving their HQ from Saratoga to the airport and have decided not to. FAA approval for the process, building office space on the airport, is imminent. They anticipate having the process done by the end of the month and approval will be there if needed in the future.

Environmental assessment is ongoing. Public hearing was held on February 20 and the public comment period has closed. Responses to public comment are being wrapped up and anticipate them being forwarded to the FAA in the next few weeks. They anticipate a finding of no significance (FONSI) in mid-May. The master plan was completed a few years ago and recommended a series of projects. The short term EA projects included a parallel taxiway from the terminal area out to runway 2-3, taxiway C improvements giving additional operating area outside the hangars, a decreased mowing plan around runways, perimeter fencing to provide security/wildlife deterrent, and land acquisitions and obstruction removals. Mr. Veitch said that the main concern from residents that attended the public hearing was with the mowing plan and mitigation of the Karner Blue Butterfly. There was some confusion on the part of the residents that the plan was a move towards expansion of the airport. Nothing in the plan expands the runway lengths, and aviation easements are only for the existing runways. Mrs. Raymond suggested that increased outreach be provided to the public, particularly prior to aviation easements and removal of obstructions. Mr. Peck said that the mitigation of the butterfly is tied to the mowing plan. At this point they are unable to mow until a certain time of year which causes high grass, wildlife

hiding in the grass and running out onto the runway causing a safety issue. Mr. Bradford said that the habitat will be recreated in three parcels of county land in the Wilton area.

Mr. Bradford said that there are two grant applications into the FAA for this year. The design of the parallel taxiway and the design of the perimeter fence. They are progressing forward and will be finalized in May-June.

Mr. Bradford said that the County received a state grant to construct a snow removal equipment building, the current blower is stored in the DPW building. There is a 2014 state grant for a T-hangar. The project came in over the budgeted amount. They have approached the DOT about additional funds and the conversation has been entertained so far. They will continue the conversations.

Mr. Manz distributed layout plans and gave a brief update on the new Law Library which will be located in Building 3. Renovations are being done by Buildings & Grounds staff and should be completed by the end of May.

**A motion was made by Mr. Wright, seconded by Mr. Kusnierz, to authorize a 5-year agreement with Twinstare Technologies, Inc. to update the County's outdated and unsupported phone systems in certain departments including implementation and installation of a new phone system in the new Public Safety Building. Unanimous.**

Mrs. Bennett said that IT took over the operations of the phone system for the County as of the beginning of 2019. The current system is leased and went into end of life at the end of 2015. After reviewing several options with Twinstare, they believe that the best option is a 60 month agreement for the overall phone system with an addendum to include the new Public Safety Facility. Mr. Cooke said that the funds for this are already in the budget.

**A motion was made by Mr. Peck, seconded by Mr. Smith, to amend the 2019 Budget to increase appropriations and revenues by \$24,815 to conduct Airport Master Plan Environmental Assessment Projects, Phases I and II . Unanimous.**

Mr. Manz said that the EA projects should be completed by mid-summer.

**On a motion made by Mr. Wright, seconded by Mr. Peck, the meeting was adjourned unanimously.**

Respectfully submitted,  
Therese Connolly  
Deputy Clerk of the Board