

Buildings & Grounds Committee Minutes  
November 10, 2020 – 4:00 p.m.

Present: Chairman Matthew Veitch; Committee Members Alan Grattidge, Bill Peck, Mike Smith, Tom Wood and Benny Zlotnick; Supervisor Tara Gaston and Chairman of the Board Preston Allen; Chad Cooke, County Administrator; Steve Dorsey, County Attorney; Keith Manz, Public Works; Turner Bradford, McFarland Johnson.

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

**On a motion made by Mr. Grattidge, seconded by Mr. Zlotnick, the minutes of the October 13, 2020 meeting were approved. Mr. Wood abstained from voting.**

Mr. Bradford gave an update on airport projects. Mr. Bradford displayed a map of the offsite mitigation for the committee. For the offsite mitigation in Wilton and Northumberland, the north and the south sites are underway. The north site was cleared in the late summer and they are currently stripping the topsoil and hauling it off, in spring the Karner Blue habitat will be planted. The south site was logged in the fall and the contractors just started to grub the stubs this week. The top soil stripping will either happen this season or spring, weather dependent. Mr. Peck said that there have been mixed reviews from residents, some are in favor of the project and some are not. Mr. Bradford said that there is some disruption right now but obviously at the end the lands and it's uses will be allowed when the project is completed. Mr. Veitch said that he also received communication from a resident. Mr. Bradford said that the east property will go to bid this winter, that project is tied to the partial parallel taxiway timing. They expect a grant late August, early September next year, to begin in the fall. This would complete the offsite mitigation.

Mr. Bradford displayed a map of the airport for the committee. The perimeter fence will begin probably the end of this month. The contractor will go out and stake where they intend to clear. There are a whole bunch of environmental requirements on different sections depending where the fence goes, whether it's in the woods, through the grass, or around the terminal, as to whether or not it is impacting the butterfly. Mr. Bradford said that the best time to do the clearing of the woods is in the winter, both environmentally and for ease of construction. That is where the contractor will start. They will begin staking for survey the end of this month and probably early-mid December, start to clear the 12 foot path through the woods in order to remove the existing fence and install the new perimeter fence. Mr. Bradford said that he has heard that the shed was removed from County property. Mr. Zlotnick requested that he be notified when the fence work is due to begin as he is anticipating questions from the residents.

**A motion was made by Mr. Grattidge, seconded by Mr. Peck, to introduce a Local Law identified as A Local Law Establishing Rules and Regulations covering Parking on County owned and County Leased Property, and repealing Local Law No. 6 of 1978, and setting a public hearing for Wednesday, December 9, 2020 at 4:25pm. Unanimous.**

Mr. Veitch said that when Ballston Spa requested use of the parking lots during the summer, the County had looked at old local laws and resolutions, the latest updates were done in the 1980's. Mr. Manz was asked to take a new updated inventory of parking areas and Mr. Dorsey was tasked

with putting new regulations together. Mr. Dorsey previously distributed a listing of county parking areas and a draft local law via email to the committee. Mr. Dorsey said that he began with the existing local law from 1978, and added and subtracted to update it in accordance with the inventory that had been prepared by Mr. Manz. Several lots were added that did not exist in 1978 such as the Solar Building, Paul E. Lent building, etc. Mr. Dorsey said that he did not include the Maplewood Manor parking area that employees currently park in. The County does not own this lot but has an easement to park there. This easement is not exclusive to the County. The parking area at the back of the Paul E. Lent Building was not included as this is secured parking for Sheriff's Department and Emergency Services only. The parking area at the Veterans Building was also not included. There were also some buildings and sheds on DPW property which were not included as they either didn't have parking spots or had very little which were not worth regulating. Mr. Dorsey gave a brief overview of the changes. Parking in the driveways or entranceways of the lots was prohibited, Maplewood Manor parking lot was removed, several new properties since 1978 were added, 60 space parking lot at the Airport was included. Section 5 regarding winter parking restrictions was something that was in a resolution from 1984 and Mr. Dorsey thought that this was a better place for it. This prohibits parking in the County Parking lots from midnight to 6am from November 1<sup>st</sup> to May 1<sup>st</sup> to allow for snow removal if necessary. Regarding penalties for offences, Mr. Dorsey removed 10 days imprisonment, and the fine was increased from \$25 to \$50. Mr. Dorsey included a new section 11 regarding the Board having the authority to designate parking spots in any of the County owned parking lots for specific employees or customers, clients. This was done by Resolution a few years ago designating 14 parking spots for DMV customers. Mr. Dorsey said that the intent is to make it clear that the Board has the authority to designate parking spots for particular purposes. Mr. Dorsey said that if the Board is in agreement with the Local Law, the next step is to set a public hearing for December 9<sup>th</sup> at 4:25pm. Mr. Manz asked if signs should be installed at the lots indicating no parking from midnight to 6am, Mr. Dorsey said yes. Mr. Veitch said that he is comfortable moving forward with the local law, committee members agreed. Mr. Veitch thanked Mr. Dorsey and Mr. Manz for their work on the project.

**A motion was made by Mr. Peck, seconded by Mr. Zlotnick, to authorize an Intermunicipal Agreement with the Village of Ballston Spa allowing public parking in the County's West High Street Parking Lots after business hours and on weekends. Unanimous.**

Mr. Veitch said that a contract was entered into with the Village of Ballston Spa in July to allow the public to park on weekends at certain times during the Summer. At that time the Village were closing their streets and losing parking spaces, and this was to help stimulate their economy. Mr. Veitch said that the contract ended on November 1<sup>st</sup>. Mr. Veitch said that toward the end of October he received a letter from Mayor Woolbright asking for the same privilege year round. Mr. Veitch said that he has no feeling one way or the other about it, as long as they meet the insurance requirements and indemnification, he said that would be ok. Mr. Woolbright wanted to have this agreement in perpetuity, Mr. Veitch said that the longest the County could do by law is 5 years. Mr. Veitch said that he is not sure if it's 100% right to have the Village to be able to use the lots long term. Mr. Veitch questioned the reasoning behind doing a local law if we are allowing the public to park in certain parking areas anytime. Mr. Peck asked if there were any problem during the summer months. Mr. Zlotnick said he did not hear any complaints. Mr. Peck said that this was allowed in order for restaurants to be able to use the streets, and thereby losing that parking. Mr.

Peck said that his recommendation would be to extend it for a year through October 31<sup>st</sup> 2021 to allow them to get through this period and then see if any changes need to be made. Mr. Zlotnick said that outdoor dining was a great success for the months they were allowed to do it. Mr. Zlotnick agreed with Mr. Peck as it would mean they would not have to come back next spring to request it again, and would also allow the village to begin earlier next year if weather allowed. Mr. Allen questioned if an agreement through the winter months may cause an issue with snow removal, and also any risk of damage to parked cars by snow removal. Mr. Manz agreed but said that they would have time to test it out. Mr. Veitch said that the County would be indemnified for injury, property damage, etc. as part of the agreement. Mr. Zlotnick said that our current regulations would prohibit parking from midnight to 6am. Mr. Allen expressed concern over snow removal from 6pm to midnight. Mr. Peck said that it is a good issue to raise and believes that to benefit the Village, it would be good to see how it works for a year. Mr. Veitch said that he believes the usage during the winter would be lower as street parking would be available at that time. Mr. Dorsey said that the summer agreement was Thursday and Friday from 5pm-11pm and weekends with some holidays from 8am to 11pm. Mr. Dorsey suggested creating an agreement from April 1<sup>st</sup> to November 1<sup>st</sup>. Restaurants are at 50% capacity currently. Mr. Grattidge suggested adding no parking during snow emergencies. Mr. Veitch said that Mayor Woolbright did not give any indication of timing or dates in his letter. Mr. Veitch said that he would like to forward the agreement along, and between now and Law & Finance, he will get in touch with the Mayor to discuss the exact details of the agreement. It can be tabled and brought back next month if further discussion is needed.

**A motion was made by Mr. Zlotnick, seconded by Mr. Grattidge, to enter into Executive Session for the purpose of discussions on the proposed acquisition, sale or lease of real property, when publicity would substantially affect the value thereof. Unanimous.**

**A motion was made by Mr. Grattidge, seconded by Mr. Zlotnick, to return to open session. Unanimous. No action was taken in Executive Session.**

Mr. Veitch said that today is Mr. Manz's last day as DPW Commissioner. Mr. Veitch thanked Mr. Manz for the amazing job he has done at the County. Mr. Veitch said that he has known Mr. Manz for 15-16 years and appreciates the job he has done for the County. Mr. Peck thanked Mr. Manz for his service and wished him the best in his future endeavors. Mr. Grattidge thanked Mr. Manz for his years of service and said that as Chairman of Public Works he appreciates the work they have completed together. Mr. Zlotnick said that in his 10 months here, his questions have always been answered promptly and courteously and his professionalism will be missed. Mr. Smith thanked Mr. Manz for his prompt attention to the needs in the Town of Galway, he appreciates the job he has done and wishes him the best. Mr. Wood also thanked Mr. Manz and said that on behalf of the HR Committee it's been a pleasure working with Mr. Manz, he has been extremely helpful and wishes him happiness in his retirement. Mr. Manz thanked everyone for their comments.

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

Respectfully submitted,

Therese Connolly  
Deputy Clerk of the Board