

Buildings & Grounds Committee Minutes
December 8, 2020 – 4:00 p.m.

Present: Chairman Matthew Veitch; Committee Members Ed Kinowski, Bill Peck, Mike Smith, Tom Wood and Benny Zlotnick; Supervisor Phil Barrett; Chad Cooke, Matt Rose, County Administrator; Steve Dorsey, Hugh Burke, County Attorney; Tom Speziale, Public Works.

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

On a motion made by Mr. Kinowski, seconded by Mr. Smith, the minutes of the November 10, 2020 meeting were approved unanimously.

A motion was made by Mr. Smith, seconded by Mr. Kinowski, Committee approval to select McFarland Johnson, Inc. as the Airport Consultant for the next 3-5 year period. Unanimous.

Mr. Speziale said that a summary email was sent to Committee members on this item. A broad overview is that that FAA requires that a Request for Qualifications for Engineering Planning Consultants that are interested in providing professional services for airport work be sent out every 3-5 years. This is strictly qualification based. The RFQ was sent out in October. One response was received at the end of October and that was from McFarland Johnson who is the current airport consultant. Mr. Speziale said that they are involved in several airport projects right now and have been a great advocate for the airport with both DOT and the FAA. Mr. Veitch questioned the 3-5 year period, if it was a definite period that would be reviewed again. Mr. Speziale said that how it's been handled in the past, the County does not do a term agreement, no resolution is passed, basically it's a Committee level approval. No contract is entered into until a specific project is funded, and then a project specific agreement is entered into. Mr. Zlotnick said that he had some questions from residents regarding current projects. Mr. Speziale said that there are currently several projects going on; perimeter fencing construction is about to start, offsite mitigation project in Northumberland is ongoing, the design of the partial parallel taxiway is ongoing, pavement management plan, and also the design of snow removal equipment building. These are all projects that are either in construction, about to begin construction or in the design phase. Mr. Speziale said that McFarland Johnson has been the engineering consultants for the past 5 years.

Mr. Speziale distributed copies of the 2020 Buildings & Grounds end of year report and gave a brief overview. The report was previously emailed to all committee members and is attached to these minutes. Mr. Speziale added that the 911 center in the new Public Safety Facility is scheduled to go online Thursday of this week. Mr. Speziale thanked the Board and Committee for their support of Public Works.

Mr. Veitch thanked Mr. Speziale and the Buildings & Grounds personnel for all of their work this year, getting the Public Safety Facility up and running was huge. Mr. Veitch thanked Mr. Manz for his leadership while Commissioner of Public Works. Mr. Veitch also thanked Supervisor Peck, Chairman of Public Safety and the previous Chair of this Committee, who got the ball rolling on this project and followed it through to completion. Mr. Peck thanked Mr. Veitch said that the engineers of the Public Safety Facility, H2M Consultants, used the Public Safety Building to apply

for some awards in the architectural design and public safety design, and were actually awarded. At some point when permissible, they will be presenting the design award plaque to the Board. Mr. Peck said that the facility is now recognized as an award winner from the Public Safety design standpoint.

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

A motion was made by Mr. Zlotnick, seconded by Mr. Smith, Committee approval to instruct the Purchasing Department to issue and RFP for an online auctioneer to begin the process of an online auction for the sale of the 31 Woodlawn Avenue Building in Saratoga Springs. Unanimous.

Mr. Veitch said that the Committee has decided to move forward with the Woodlawn Avenue project and selling the building. Mr. Veitch said that they will keep everyone posted into the next year on the developments of this project.

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

Respectfully submitted,
Therese Connolly
Deputy Clerk of the Board


County of Saratoga
Board of Supervisors

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Chairman

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PAMELA A. WRIGHT
Clerk

MATTHEW VEITCH, Chair
Buildings & Grounds Committee

To: The Honorable Board of Supervisors

From: Matthew Veitch, Chair

Date: December 2020

Subject: 2020 Buildings and Grounds End of Year Report

This report offers an overview of the accomplishments of this Committee and the Buildings and Grounds Division over the past 12 months. The Buildings and Grounds Committee and Division take pride in the following projects that have been completed this year:

Airport Projects:

- Progressed the design of the Partial Parallel Taxiway. Construction is currently scheduled to be funded by the FAA in 2021.
- Progressed the design of the NYSDOT Funded Snow Removal Equipment Building. The construction is currently scheduled for 2021.
- Progressed the development of the FAA 2020 Airfield Pavement Management Program.
- Began the construction of off-site Karner Blue Butterfly at the North and South Sites in the Towns of Northumberland and Wilton. Construction of the East Site is scheduled to begin in the Spring, 2021. All mitigation construction should be completed in 2021.
- Began the survey, lay out and construction of the New Airport Perimeter Fencing. Construction will continue through the 2021 season.
- Submitted applications for two NYSDOT Funded airport projects: Airfield Striping and Snow removal equipment.
- Submitted an application to the FAA for AIP funding for Off-Site Easement Acquisition funding which is set to begin early in 2021.
- Completed a NYSDOT 5010 Airport Inspection
- Closed out the FAA 2017 Master Plan Grant.
- Closed out the FAA 2019 Perimeter Fence Design Grant.
- Submitted quarterly reimbursements for Airport Expenses under the CARES act.

Capital Projects Completed:

- Completed the construction of the New Public Safety Facility. Closeout is ongoing.
- The rehabilitation of the County Farm Road Complex Water Tower will be complete by the end of the year.
- Replaced boilers in the D.P.W Facility, Mezzanine mechanical room.
- The removal of the Building 5 Solar Panels and canopy was postponed for a future year due to COVID Pandemic budget reductions.
- The replacement of the Supervisors Parking lot was postponed for a future year due to COVID Pandemic related budget reductions.

Projects Completed by D.P.W., Buildings and Grounds Personnel:

- Remodeled the Fire Training Center after use as a Code Blue Shelter
- Removal of two high-density shelving units in Bldg. 2
- Sewer line repair basement Bldg. 1
- Jail roof repairs
- Animal Shelter sound panels installed
- Remodel in Human Resources
- Replacement of boilers in Central Garage
- Replacement of air compressors in the Central Garage
- Generator replacements for OES at Milton, Providence, McGregor and Spruce Mtn. cell sites
- Remodel in Bldg. 5 basement
- Abatement in Bldg. 2 - 2nd floor
- Repainted front of jail
- Moving of SCBA compressor from Saratoga to PSF
- Multiple parking lot light repairs
- Installation of over 50 TV's in the new PSF
- Custom desk for Sheriff Administrative Assistant
- Custom map cases for the Historian
- Partial LED light change over on Batchellerville Bridge
- Design and development of new maintenance request system with assistance from IT
- Wired the new storage garage at Zim Smith Trail
- Set up the COVID Call Center in Bldg. 4
- Moved Probation, Public Health, OES and Sheriffs Departments into the new PSF
- Moved COVID call center to Public Health at the new PSF
- Assisted Public Health with Flu Shot POD and Food Distribution in Corinth
- Remodeling old OES space for DA and Conflict Defender offices
- Installed four new hot water tank replacements at Jail
- Moved over 4000 boxes to and from storage and confidential burn bin
- Assisted with Thanksgiving Food Distribution for Salvation Army in Corinth
- Remodeling of old Probation space for DSS Administration
- Multiple water pumps replaced in the Jail
- Start remodel work in Jail Administration area
- Rehab. of shed near the water tower
- Made multiple Plexiglas shields for County Departments for COVID distancing
- Installed a new door at the Animal Shelter
- Prepped Woodlawn Ave. Building for SOS
- Multiple office moves and office painting at Mental Health
- Rebuilt railings on stairs by Bldg. 1
- Patching of Rec Yards at Jail
- Over 50 wooden Partitions made for COVID distancing
- Assisted with the completion of PSF

The Buildings and Grounds Department maintains 609,000 square feet of county building space, including; cleaning and ensuring proper operation and code compliance of the HVAC, plumbing, electrical and fire protection systems. Our staff also maintains the exterior grounds and performs all snow and ice removal of parking lots and sidewalks. To support our County employee's facilities, More than 1802 Maintenance Requests have been processed to date in 2020. All of these functions are part of our day to day mission to provide a safe and comfortable work place for our employees and the public who utilize the services that the County provides.

Special thanks is offered to the Public Works Department and the Buildings and Grounds Staff for completing the many tasks and to the Committee and Board Members for providing direction, support and the financial resources necessary to ensure that our building space and operations meet the needs of Saratoga County employees and residents for the future. We look forward to another successful year in 2021.

2020 Buildings and Grounds Committee:

Matthew Veitch, Chair
Mike Smith, Vice Chair
Alan Grattidge
Ed Kinowski
Bill Peck
Tom Wood
Benny Zlotnick