

# Long Range Capital Committee Meeting

## 9/30/21

### **SPEAKERS**

Chad Cooke, Steve Bulger, Andrew Jarosh, Several Supervisors, Phil Barrett, Tara Gaston, Rick Castle, Karen Heggen, Richard Emery, Jason Kemper, Michael Hartnett, Matt Veitch, Chris Dubois, Craig Hayner, Carl Zeilman, Penny Heritage, Theodore Kusnierz, Michael Zurlo

### **Theodore Kusnierz**

Okay. Good afternoon, everyone. I'd like to welcome you to Saratoga County Board of Supervisors' Long Range Capital Planning Committee. We're meeting on September 30th at sharp 1pm. Included in the committee, in addition to myself as Chair, the members include Supervisor Schopf, who is Chair of Law and Finance, Supervisor Barrett, who is Chair of Public Works, Supervisor Veitch, who is Chair of Buildings and Grounds, Supervisor Gaston who is Chair of the Technology Committee, and we have County Treasurer Jarosh, County Administrator Steve Bulger, County Attorney Michael Hartnett, as well as Director of Planning, Jason Kemper. The charge of the Long Range Planning Committee is to review the capital requests made by departments and make recommendations to the Law and Finance Committee as well as the Administration on what items and projects should be included in the capital plans for the upcoming year or years. Based on the decisions made here today, funding for the approved items and projects will be placed in the tentative budget and also listed in the six year capital plan. This may include direct appropriations from the operating budget, and also the establishment of a Capital Facilities Fund to fund selected projects. Item three on the agenda, I'm going to ask County Administrator Bulger to provide an update on the status of the 2021 Capitol register.

### **Steve Bulger**

Thank you, Chairman. Good afternoon, everybody. Hopefully the committee members have this status of 2021 register. It's the long form in your packets, DPW at the top. So, all of the long range capital projects that were approved last year, fall under DPW and the sheet that you have shows the six categories of projects that were approved last year with not only the amount that was approved, but also in red, you'll see the red number those are revenues that were received to offset the cost of those projects. I do have the Commissioner of Public Works, Chad Cooke here who can answer any specific questions, if anyone has them, of last year's capital budget, capital program. As I said, all these fall under DPW and he can give an update, if you so choose.

### **Theodore Kusnierz**

Absolutely. Are there any questions on the status of the 2021 register? Hearing none,

### **Matt Veitch**

Mr. Chairman.

**Theodore Kusnierz**

I'm sorry, Supervisor Veitch.

**Matt Veitch**

Yeah, just one question, for anything that hasn't had any expended amount on it yet, is it all scheduled to be completed by the end of the year?

**Chad Cooke**

There we go. So not necessarily completed by the end of the year, these could be projects that have been postponed, like, for instance, airport improvements, you'll see we've spent nothing there. We just started the parallel, the partial parallel taxiway project. So, we haven't received any bills yet to pay for that particular one, as well as the snow removal equipment building, which has been postponed and put off until a future year.

**Matt Veitch**

Okay, yeah. Now, the one that I guess I'm focusing more on is the traffic signal. So, remember that being somewhat of a priority for, that's in Clifton Park, correct?

**Chad Cooke**

It is Grooms Road and Vischer Ferry Road. We're having issues with receiving anchor bolts for the signal poles. So, the contractor has been reluctant to begin that process until we know we were going to have anchor bolts. So, we're in the process of trying to source them elsewhere at this point.

**Matt Veitch**

Thank you.

**Chad Cooke**

Sure.

**Theodore Kusnierz**

Thank you, Supervisor Veitch. Any other questions? If not, we will move on to item four in the agenda, which is the 2022 Capital requests. And before we go down and we have the department heads present their requests in greater detail, I'd like to ask Treasurer Jarosh to just provide an update on the Capital Facilities Program, how that would work. You know, whether we want these on budget, or separated as a capital improvement. And I think it'd be helpful to have that information before we get into detailed discussions on each and individual request. So, Treasurer Jarosh., short, Chairman,

**Andrew Jarosh**

Thank you. So, we could set up, well, actually, let me start first by saying historically, we have covered capital, most, the vast majority of let's call a minor or smaller capital improvements, just through our annual budget, and through department, buildings expense budget lines. For larger projects, we have also historically set up individual capital funds accounting funds in our budget, are in our general ledger. Specifically for larger projects that are also well defined. For instance, the public safety building is its

own Capital Project Fund, the IT infrastructure upgrade that we did a couple of years ago with his own capital project fund. The Zim Smith Trail is its own capital project fund. So, for those kind of items, we already have existing capital project funds. Let me define that real quick and explain what that means. This is an accounting, call it an accounting process or an accounting procedure in government and municipal accounting, whereby we set up a whole separate box in the general ledger that has revenues and expenses specifically for that capital project. That box, that accounting fund has to balance just like every other fund, it can carry a fund balance, if necessary, from year to year, and it can also receive bond proceeds if we ever wanted to go that route. We have not, in my knowledge, set up a capital fund for let's call it a category of projects and had multiple projects within it. Probably the closest we've come to that is the IT infrastructure project that we did, I think 2016 or 2017. That's probably the closest we've come. I would recommend that we look into setting up a capital project fund for facilities and for other capital needs of our departments. It definitely aids in our accounting. It also aids in segregating those expenses. It's not blended in with other ongoing operating expenses, it makes reporting a little bit easier as well. So, I would recommend that. There are State Controller rules that need to be adhere to when we set up a whole new fund, it's, it's mostly just a matter of defining what the fund is for what projects might be in there in general and generally speaking, and then having a resolution probably presented by both me and the Director of Finance, Stephanie Hodgson, we'd work on verbiage, to present to the Law and Finance committee for setting up that fund, and then it would be approved by the board. So, all that would be as the accounting necessary for it. How to finance that fund, and finance those projects becomes a second question, which if you want me to go into a little bit, I can, if now's the appropriate time. So, we can finance that fund using either a subsidy from the general fund, from state aid, or federal aid, or we can bond for the money. Those are all perfectly good options for financing a capital project fund, that I'd be supportive of all three of those to an extent, depending on the mix of how we do those. For bonding, which is definitely one of the key questions, and probably the key focus of most supervisors and certainly of myself, the process is rather straightforward from the board's point of view, you have me do it. And so there would be a resolution, that's mostly boilerplate, and I would work with our fiscal advisor, Fiscal Advisor Group out of Clifton Park, I would work with them to provide that verbiage again to the County Attorney and to law and finance. And that would be a bond authorization resolution that basically authorizes me, the county treasurer to be the bond agent for the county. And to go out there and basically find or quote out x number up to X number of dollars in bond funding, the requirements for that come down to what the bond funding is for. So, the rules, the rules for setting up a capital project fund from the state comptroller are one set of rules and then going out and getting a bond for those capital projects is a whole nother set of rules. The ones for bond, you do need to be a little bit more detailed. I mean, we can do a capital improvement bond issue for numerous county facilities, we want to make sure that each individual bond issue is for projects, if there are multiple projects, that are of a similar type. Most of the reason for that comes down to useful life. For instance, there's predefined useful lives for different types of capital assets. if we were constructing a building, for instance, that's going to be a 20 year useful life whereas with we're using it to purchase a plow truck that's going to have a different useful life. So, you want to keep useful lives roughly in sync with each interval individual bond issue, and we could do a series of bond issues, you know, sub A sub b sub c kind of thing. And we can make that work. But with that bond authorization resolution passed by the board, I would get, would work with Fiscal Advisors Group and are we actually procure a bond counsel, an attorney, specifically engaged in these matters to help us find an underwriter and then that underwriter would quote out the market and determine, you know, there are different paths we can

take. And then I would come back and say, here's what I found about this amount of bonds for this amount of pricing. If it's within the bond resolution, there's actually nothing else for the board to do. I can take it from there. If it's significantly or materially different from the bond authorization, then I would present it to the board with my recommendation and the board can vote on it.

### **Theodore Kusnierz**

Great, thank you very much for that overview. So, at this time, we will go down to the list of the 2022 Capital requests by the various departments. Before we begin, last year we had \$16 million in the operating budget for projects, you know, could well have been classified or earmarked under the capital facilities fund. Of that \$16 million, all but \$4 million we received reimbursement for. So, some of the numbers that are included in today's asks from the departments do have reimbursable amounts that may come back to the county, so I'd ask that you keep that in mind. So, the first department up would be Public Works and Commissioner.

### **Chad Cooke**

Thank you, Mr. Chairman, committee members. I can walk through briefly the seven different categories that we have historically provided a capital request for each year. And then talk a little bit about the totals for each. So, the first is the highway reconstruction program. So, this is a program and the costs related to this program are typically related to materials that we purchase that we use with county forces to put down be it pavement, sub base guide rail, that sort of thing. As well as we do hire vendors that can provide a specialty reconstructed, reconstruction process that we don't do in house. So, for 2022. That total is about 3.6 million. We identify roadways based on condition ratings. And as part of the capital plan that we supply in August to the County Administrator's office, we look out five years, and we provide the roadways that we will be proposing to rehabilitate over the next five years. So, each year amounts to about 3.6 million, which, interestingly enough, does correspond with the amount of chips and pave New York funding that we do receive each year. So, for that line, in particular, it's almost entirely covered by state aid. The next category would be highway structures program. This is a rehabilitation effort for bridges and culverts in the county. And again, we look up five years we identify bridges based on their condition for replacement or rehabilitation. So, this could include bridges that that have a span of, of over 20 feet, as well as Colbert's that have a span of between five and 20 feet. For 2022, that amount is 1.5 million roughly. And the structures are identified in the handouts that you have in front of you. Highway equipment program. Each year we identify equipment that that is in need of replacement. All manner of equipment, could be large tandem dump trucks down to smaller pieces of equipment, smaller tractors and excavators, that sort of thing. For 2022, we identified about \$3.3 million in equipment needs. And for each of those items, there's also a justification sheet that we provide that provides the salient details in terms of you know how many miles are on the vehicle, why we're asking to replace a piece of equipment. The airport improvement program are obviously projects related to the county's Airport. The bulk of these expenses that we incur at the airport are covered by grants from the FAA. From time to time, we do have a counting match for 2022 the project's total 3.4 million. Bear with me. Which is and we have of that amount. 1.8 million is actually a county share. The bulk of that is related to the snow removal equipment building we did receive a partial grant from New York State DOT for that building. But the 1.8 million of it would be a would be a county expense. For building Improvement Program category, these are all improvements related to improvements to county buildings. As you as you are aware, I'm sure we are buildings and grounds

division is responsible for maintaining over 600,000 square feet of office space here. So, this program is identifying needs for each building, which are detailed here. There are a number of items listed for 2022. Replacing air handling units, installing security cameras, new interior and exterior signage, that sort of thing. The roof replacement program is replacing roofs on county buildings. And again, there's that there's a one pager in your packet that identifies which roofs have been identified for needing replacement for 2022. We will be repairing the remainder of the tub roofs that have been identified as part of the correctional facility. And the final item parking lot, reconstruction, we have identified for 2022 repairing and repaving the supervisors parking lot. So, all told for 2022, our request is 13.7 million. We have anticipated revenues totaling about 5.7, which would leave a net county cost of 8 million. For the five year program that we're proposing in the packet that you have in front of you, I believe it totals 69 million. We are having anticipated revenues of about 39 million, which leaves about a \$30 million county net cost. I'm happy to go over any specific details and any questions that you may have?

**Theodore Kusnierz**

Thank you, Commissioner. On the airport Improvement Program, does that cost include the redesign redirection of the taxiway I think it's taxiway Delta.

**Chad Cooke**

The projects that we have identified, I don't see that specific item noted here. Years 24 and 25 we've identified the rehabilitation of the runways, of both runways. We have a project, a three phase project related to removing obstructions and acquiring easements. I don't see anything related to taxiway delta over the next five years.

**Matt Veitch**

Mr. Chair.

**Theodore Kusnierz**

Supervisor Veitch.

**Matt Veitch**

Just, in relation to that question, that's not the current taxiway redesign they're doing now. Right?

**Chad Cooke**

The partial? I'm not certain.

**Matt Veitch**

Because I think they just started that right.

**Chad Cooke**

We did just start the parallel taxiway, but that's the same.

**Chad Cooke**

Okay, so that was in this year's plan.

**Theodore Kusnierz**

Okay, so that's not being funded for next year, then potentially, the request isn't for that to continue, because it'll be completed in fiscal year 2021.

**Chad Cooke**

Right. We had that in this year's budget, if it's incomplete by the end of the year, historically, we've reappropriated those funds into the next budget year.

**Theodore Kusnierz**

OK, other questions? Supervisor Gaston.

**Tara Gaston**

I'll start with an easy one. What is a tub roof?

**Chad Cooke**

A tub roof, so well, it's this tub shaped roof.

**Tara Gaston**

So, it's kind just kind of roof, we don't need to get tech, but like, it's just the kind of roof it's not like,

**Chad Cooke**

Correct? Yeah, it's

**Tara Gaston**

I'm thinking outdoor showers.

**Chad Cooke**

It's a very poor design. And we've had nothing but problems. And the Colonel could certainly speak to that.

**Tara Gaston**

The description seems to indicate that for sure. Um, I have one question. There's a note about a space study for 2022. In the request and estimate, it says 75,000. But in the listing, it says 100,000. Which one are you looking for? I just want to make sure because I think a space study has been long needed, I fully support it, I just want to make sure whatever we put in and determine is the amount that you're looking for.

**Chad Cooke**

Yeah, we had identified 100,000 in the capital plan that we had submitted over. I'm not certain what the 75 reference comes from. We do have another item for interior and exterior signage. I'm not sure if that's it, that's the same item that you're referring to, or

**Tara Gaston**

What I mean, I'm looking...

**Matt Veitch**

I'll comment if you want.

**Tara Gaston**

Okay, you know why there's a difference in it?

**Matt Veitch**

Yeah, no, I don't. But your form actually has 75,000 on it. Right.

**Tara Gaston**

That's what I'm saying. The form actually says 75. That's what...

**Chad Cooke**

Apologies than that. Yeah, that is, I think initially, we had identified 75 and then I think we increased it. So that that appears to be a typo. Apologies.

**Tara Gaston**

So, Administration you're aware of that. Okay, no, that's fine. I just wanted to make, that's why I wanted to ask and make sure thank you very much for clearing up.

**Theodore Kusnierz**

Any other questions on the presentation and Public Works?

**Tara Gaston**

One more.

**Theodore Kusnierz**

Supervisor Gaston.

**Tara Gaston**

It's not so much for these requests, because I don't think that we've really put this task before but as we're looking at machines and replacing equipment I'd like to keep in mind as chair of Tech and Resiliency, trying to replace them in a way that provides us most benefit, but also less fuel usage, which also is less money and that sort of thing. So just as we're doing that, I know it can be difficult for a lot of these people who have equipment. They don't really make all electric asphalt diggy things.

**Chad Cooke**

Not Yet.

**Tara Gaston**

I think that's the technical term. But just I would just ask that we do that as we're replacing.

**Chad Cooke**

Understood.

**Tara Gaston**

Thank you.

**Theodore Kusnierz**

Thank you, Supervisor Gaston. Any other members of the committee have questions? Thank you, Commissioner Cooke.

**Chad Cooke**

Thank you.

**Theodore Kusnierz**

Moving on to Director of Information Technology, is Eileen with us? Oh, I'm sorry, Chris Dubois. Yep. I didn't realize we had a pinch hitter. So, the floor is yours. If you'd like to just talk briefly about your department's request.

**Chris Dubois**

Afternoon, Chairman. You can call me Eileen if you want. Only you. Our proposal is a straightforward renovation of our current space and building five. We've obviously outgrown the department, we've outgrown our space, it would include expanding over into what is now the purchasing print shop, the purchasing print shop would then be relocated to another room that is currently part of IT but we're going to turn over to John and his department. It's knocking down the walls, relocating power and data, redesigning a few things and changing the layout of the desks, and also includes new cubicles and desks for the employees will be retained in the orientation of the room and the way it's laid out to maximize space for any potential growth.

**Theodore Kusnierz**

Do you have any questions for Chris?

**Tara Gaston**

It's not so much a question, I just want to say I know that worked with IT and Director Warnt is, yes, I'm sure, that I really appreciate you guys arranging this, I think it's a way that saves the county a lot of money and allows for access and growth. And you'll also notice items such as the sink and the countertop, that was very important to IT, particularly they realized during the pandemic, there was less of an ability to, you know, they were having to cross offices to wash hands and that sort of thing. And I think this will also put our employees in a safer position as well. So, I just really appreciate you guys making this plan in a way that saves us money. And also, we do need more IT. So.

**Chris Dubois**

Thank you, Supervisor.

**Tara Gaston**

Thank you.



**Theodore Kusnierz**

Other questions or comments?

**Andrew Jarosh**

Yeah, I think, Treasure Jarosh, one other point to note on their request, is that two thirds of the request is for cubicles, which definitely have a useful life of over five years, but also can be used for a long time and anywhere. They're also mobile. Just keep that in mind.

**Theodore Kusnierz**

Thank you. County Administrator Bolger.

**Steve Bulger**

Yeah, it does not appear that any of this is reimbursable of this \$92,000, just for the record.

**Tara Gaston**

For that, would there be any potential for us to use any of it particularly I know, Director Bennett and Director Warnt indicated that the sink and the cubicles, one of it was specifically in response to concerns that they heard from employees about COVID. Is there the potential for us to use any of that? I don't know. But I think that's a consideration. Perhaps we could at least get for some reimbursement.

**Theodore Kusnierz**

We could look it.

**Tara Gaston**

Because I think that was one of the concerns for the cubicles is that there weren't any spaces kind of separation. And so maybe we could get some reimbursement that way. Thank you.

**Theodore Kusnierz**

Thank you, any other? Supervisor Veitch?

**Matt Veitch**

Yeah, thank you, Mr. Chairman. I guess I would just say it's more of a general statement rather than a question. But um, you know, I know we're in some of the discussions that I was in with regarding the budget that we did talk about, you know, potentially looking at this and a county wide, like level, like this is one renovation at the county that's being requested in a department's budget. I think Treasurer Josh mentioned it earlier, that this may be happening in other departments, but those are not being done through the capital committee. They're being done through the departmental budget. So, it's a I don't know if that's like for next year, we look at maybe looking at it that way that you know, anything that's a renovation or capital construction within the building, be looked at in this committee, rather than go through the Department budget. So just a statement. Thank you.

**Theodore Kusnierz**

Good point.

**Tara Gaston**

I think that might also be helped by the space study in the planning department. That might put us in a better position to say, what should go where, but that's a good point. Thank you.

**Theodore Kusnierz**

Okay.

**Andrew Jarosh**

Again, Treasury Jarosh. Supervisor Veitch, in response to that, one of the things I would note is that the new rules that were set up for this committee require any capital improvement or capital purchase, I'm paraphrasing, by the way, any capital improvement, or capital purchase estimated to be over \$25,000 for an item that would have a useful life of greater than five years. With that threshold, it's also quite possible that many projects at \$22,000, for instance, just never made its way to this committee. But I would assume whatever committee that particular department reports to, you might be aware of aware of those as well.

**Matt Veitch**

Yeah. So, Mr. Chair, sorry. In response to that, I would say that, you know, I guess I'm looking at it from the fact of that if you put them all together, right, and you then have a building renovation project for county wide, that will exceed that amount and be over that amount. So that I think that's like maybe where I'm kind of going with this, that there's, if you put them all together, there's one bigger project, we just don't see that in our budget, because it's a whole bunch of little projects.

**Andrew Jarosh**

And I'm fully supportive of making that one, let's call it a county modernization or county facilities improvement project, at some point.

**Theodore Kusnierz**

Thank you. Any other questions, comments? If not, thank you very much, Chris. I appreciate your pinch hitting. On to the Planning Department and we have Director of Planning, Jason will handle that.

**Jason Kemper**

Thank you, Chairman. This is for the Zim Smith. Currently, the Zim Smith trail runs from the City of Mechanicville, and terminates on Oak Street in the Village of Ballston Spa. We recently completed a feasibility study under a minor contract, which gave us a very rough estimate on the cost to extend the Zim Smith from the terminus on Oak Street North to the Saratoga Spa State Park, that estimate fully is 8.6, approximately \$8.6 million. I would caution that this is just based on a sort of a minor contract feasibility study at this point in time. But I do want to mention that, at this point in time, there has not been any sources of revenue that have been identified. I just want to take a step back to the portion of this Zim Smith Trail we just built in the City of Mechanicville and Halfmoon, that total project cost was around \$5.2 million. The board going back to 2011, started supporting that project. In 2013, they authorized it right away and started doing some of the incidentals on it. We did two feasibility studies in 2014 and 2015, we move forward with full design on that project. Up until that point in time, we were

unsuccessful in five grants seeking funding for the Zim Smith trail. Once we completed full design and acquired the right of way, in 2018 we are awarded funding from New York State DOT and New York State Parks once we took the initial step of the design and right away acquisition. So, to date, that project has cost us \$5.2 million. We've received 4.94 million in federal aid from New York State DOT, and another \$500,000 from New York State Park. So that initial investment in the Zim Smith trail basically paid entirely for the construction of the project and we recoup some of our original costs. This is you know, looking out six years, this is the cost of the project. If we had to do some cuts on this I would say in year one if the committee was comfortable with authorizing the design, right of way acquisition and incidentals that will probably take us between 15 months and two years. If that portion is completed, I think that will make us very favorable to future grant applications. And I will say we do have a grant application in right now for about 2.9 million. You know to start the first two phases of the trail. I will say that CDTC estimates, not ours, that were done in early 2020 prior to the pandemic, they're estimating that 363,000 people a year of passing through Round Lake, Coons crossing has over 100,000 visitors a year. So, like I said, it's a large expense. Since I came on board in June 2006 this has never appeared in front of the Capitol Committee. The process has typically been we would you know, use a little bit of seed money, go to a committee you know, apply for grants and slowly start to build this project at that point in time, but we've made tremendous progress since 2006. And I thank the board for their support.

**Theodore Kusnierz**

Yeah, thank you very much for all your work on this. It's a very popular trail and I hate to see any monies cut from it because we need to get it all the way from the southern part of the county up to the Town of Moreau. So, any questions for Jason? Supervisor Veitch.

**Matt Veitch**

Yeah, so this 8 million, 8.6 million is the six year projected. So, what would the first year need be?

**Jason Kemper**

1.5 would give us a little bit of a buffer which would allow us to design, start final design and begin the right of way acquisition. And it has a little bit of leeway there if we do need to pursue you know if there are landowners that are not cooperative during that process.

**Matt Veitch**

Right. So yeah, just want to be clear that we're not doing 8 million for 2022 projects. It's a spread out over the entire capital plan.

**Jason Kemper**

Absolutely. And this is assuming zero revenue, which we have a pending grant application out now. And I believe once we complete the design will be very favorable moving forward.

**Matt Veitch**

Thank you.

**Jason Kemper**

Thank you, Supervisor.

**Theodore Kusnierz**

Supervisor Gaston.

**Tara Gaston**

Thank you for that clarification. I think that's a good point. And also, it allows us, I know there's potential New York State environmental and conservation changes in funding that may be eligible. So maybe by the time we're approaching towards the end of this first year, we'd also have a pretty good idea of additional grants that might be available. And I know, the Palmer town project, which is taking all the way to (inaudible) is interested in connecting to these sorts of things as well. So maybe that would be something that we could work with a number and that way we can benefit all the municipalities and maybe bring in some money to help support that to make sure they're all connected. Absolutely. Thank you.

**Theodore Kusnierz**

Thank you, Supervisor. Other questions or comments? Hearing none, thank you very much, Jason.

**Jason Kemper**

Thank you, Chairman.

**Theodore Kusnierz**

Next, department is County Clerk, County Clerk Hayner.

**Craig Hayner**

Good afternoon, Chairman and committee members. I appreciate the opportunity to come before you today to talk a little bit about our proposal for a County Clerk's renovation, not only of the County Clerk's office, but also for the vault area. I believe that not only would this project enhance the capabilities and the services that we currently provide, but more importantly, provide a vision that I think would align with the Board of Supervisors goals, to not only enhance the educational purposes of Saratoga County history, with the County Historian coming in, but also, with records management as a whole across the county. The vault area, if you get to take a chance, take an opportunity to look at in your packet, the packet offers a pretty detailed draft plan of what our vault could look like. Just so you know, over the past, since 2005, our vault has it hasn't shrunk, but the records that are inside of it have all been digitized for about 98% of them. And that offers an opportunity to be able to do something with records management in a bigger purpose and possibly be a showcase. If you take a look at the vault, you'll see a gallery area would also house the County Historian, along with research opportunities, and just as importantly, be able to do the business that we currently do now with the favorite program passports and obviously, transactions that have to do with the courts and real estate. So, it's a really nice draft plan that I think, again, would align with your goals. As I've heard this year, there's quite an appetite from the board and from the administration to really get records management as a priority, but also, with the 250th anniversary of the revolution coming up and having the County Historian come to our office, there could just to be a tremendous amount of resources, not only for her, but for us as well to just bring about tremendous capabilities for the for the county as a whole.

**Theodore Kusnierz**

Thank you very much. Questions.

**Matt Veitch**

I'd make a comment. If you don't mind Mr. Chairman.

**Theodore Kusnierz**

Absolutely.

**Matt Veitch**

Yeah. So, and I know that through government review, and our committee, we've been working on the records management program, and it is definitely a priority for the county to have that done. I think this is a great that we're moving the Historian to your area. And you know, again, as buildings and grounds I've heard a lot about the Historians office that she currently has now, and some of the issues and challenges that surround that. So, moving that up into this area is a win for everybody really, at the end of the day, because it gets the Historian closer to the public, people can get into that area better, and it's not also in, I guess I'll say, with the challenges of where it's located, the historical records can be better preserved in the new location. So, thank you appreciate that.

**Craig Hayner**

Yeah, and you'll see on the plans that there's a vault inside the vault proposed, climate controlled, you know, so all the things that would be necessary to, you know, archive the records in a proper way. And, you know, we had a great opportunity, you know, Administrator Bulger put together to take a trip down to Ulster County, and see their records management program, and obviously they have a, you know, beautiful vault that house a lot of things in there. But, you know, this would also include security measures. So, if we were to put together programs say with the New York State Military Museum, we would be able to bring in objects that we could do presentations on in that gallery area, and of course, being close in close proximity to this room. It's just a you know, a great option. Again, for many things that we could work together on as a county.

**Theodore Kusnierz**

Thank you. Treasurer Jarosh?

**Andrew Jarosh**

Thank you, Chairman. Thank you, County Clerk Hayner for such a thorough and well thought out and well plan to project. My question is similarly in line with a couple of other questions I've been asked on other projects. On the renovation project summary sheet, the first page of the Floor Plan sheet, you list a high end estimated cost of the project of just a tick under 2.2 million. But on the project request form, it's 160,000 more than that at 2.358 million?

**Craig Hayner**

So, the 2.35 million I believe is including scanners that are for the records management program, as well as air purification systems for our Clifton Park and Wilton DMV offices.

**Andrew Jarosh**

Got it. Thank you.

**Craig Hayner**

So that's why it's raised up there. If you need any information on that, I do have Deputy County Clerk Charles Foehser and also as far as the high end, you know, we talk a little bit about abatement possibilities of what's going on right now. So, I have Shauna Sutton here as well.

**Theodore Kusnierz**

Thank you. County Administrator Bulger.

**Steve Bulger**

Yep, great job, Craig. Couple of offsets here. Well, I'll mention one, the air handling units that could be covered by ARPA, that is a direct proved cost for ARPA usage. So, we can take a look at that as an offset. But also, could you just for the audience, describe the state grant that would also be part of this.

**Craig Hayner**

Yeah, I appreciate you bringing that up. So back in 2019, we obtained a grant through Senator Cathy Marchione's office to renovate the County Clerk's office, but it did not include the vault because financially speaking, it would not have covered that area. It actually, to me ended up being a blessing in disguise, because obviously, these things that have come up in this year is a tremendous opportunity to not only now accentuate knowing that the Historians coming to the County Clerk's office, but it's one of those things. So, we have a SAM grant, it's for \$440,000, we will have to resubmit, we were just before COVID hit, we were about to go out to bid. But we can take these plans now and submit those in there and when they do unfreeze those funds, be able to be reimbursed for that, as well. So, this is still part of that overall project. And so that would be \$400,000 coming back to the county for reimbursement.

**Steve Bulger**

Great, thank you. So just for purposes, as we track this, we're basically looking at that 2.358 million minus roughly 500,000 between the ARPA money and the grant. So that would be the request would be reduced from either operating or capital funds. So

**Craig Hayner**

Yes, sir. Thank you.

**Steve Bulger**

Thank you.

**Theodore Kusnierz**

Great, thank you for that clarification. Supervisor Gaston.

**Tara Gaston**

Thank you. I know that the requests are for air purifiers for Clifton Park and Wilton Please tell me that you already have some here.

**Craig Hayner**

Well, this this building is

**Tara Gaston**

Or you already have something sufficient?

**Craig Hayner**

I'm sorry?

**Tara Gaston**

You already have something sufficient for the purifiers. I just if not, I want to make sure that that gets added.

**Craig Hayner**

Well, the building, the HVAC system is as a whole for the county in this in this particular building. So, we did not submit for that. I don't, I'm not sure if there was plans overall for that. But these are our outside offices, they're outside contracted with those malls. So that is what this request is for.

**Tara Gaston**

I just want to make sure that everybody,

**Craig Hayner**

I think you'd have to be a holistic approach for this building, and I don't have the expertise to give you an opinion on that.

**Tara Gaston**

I definitely don't want you to jump over Commissioner Cooke either. Um, the other question I had is, just because we were talking about looking at building space and planning as a whole, between these renovations that will help with the vault and whatnot and the previous renovations that were done under the grant from Senator Marchione, do you feel that that's going to be enough for the Clerk's office for a while or we, I just want to make sure that we don't renovate and then have to, you're growing so much that you already run out of room?

**Craig Hayner**

Yeah, absolutely. You know, there's obviously some things that we can do with the office space that we have proposed in this that will cover us for a long period. For records management purposes, if that was to come under our jurisdiction, then ultimately we would need to take a look at some additional things but, pardon me, but to get started, we have plenty of room, we have the conference room downstairs, to be able to use which we use to utilize in the past for grant programs, so we have plenty of space to do the work we need to do at this time. I don't envision that the County Clerk's office will ever get larger for staff wise, pardon me, down the road, because we've done so much e-filing and e-

recording now that most attorneys are processing their transactions that way. So, staffing wise we should not continue to grow. Again, the only way it would be is in records management.

**Tara Gaston**

Okay, I just wanted to make it clear, especially for anybody who's listening that I think this is an okay thing, I think it's a good thing to do. And it doesn't conflict with our plan to look at space generally, because in conjunction with the other renovations, you've done, this will meet the requirements of the Department for a while, obviously, records management is over here.

**Craig Hayner**

Right. Yeah, if there's a decision to move forward with building additional space somewhere else, even with what we're doing with this, with this vault, and this project, it will go a long way towards any kind of records management in the future, in any kind of space needs.

**Tara Gaston**

I think it's great and I'm particularly pleased by being able to have the public in more and engage with the records and the history. I think it's been difficult and I know our Historian's been doing a lot of work and you have to bring people in. So, I think it's a great plan. Thank you.

**Craig Hayner**

Yeah, thank you.

**Theodore Kusnierz**

Treasurer Jarosh.

**Andrew Jarosh**

Thank you, Chairman. Just a point of clarification, I probably should have mentioned this before we got into each individual project, this list, whatever this committee approves, at some point, this is just our long range capital plan radar. It doesn't mean we're obligating ourselves to these projects, it doesn't mean we're approving budget for these projects. It's basically saying we know about these projects, we've reviewed them, and we believe they are valuable projects. At some point in some of the annual disclosures that I do to the state that I do for/to the SEC for our outstanding bonds, this is included, just so that we can show the world that we are thinking ahead, we know about these projects on our radar, we might include them in our budget, or provide financing and funding for them in the future. But my point is, at next year's committee, or perhaps even on a special meeting of this committee, if we were to review and approve some holistic plan for the whole county, or some other plan that that includes records management, for instance, obviously, we would edit this list to remove this project and add that one or remove the remainder of this project. And that kind of thing. So, I just want to make sure you know, to directly address your point Supervisor, just because we're putting this on the list doesn't preclude us from doing anything else. That's all.

**Tara Gaston**

Yeah, thank you very much for making that clarification, that's kind of why I wanted to make the point is because I know that we had all talked about, we're doing this holistic view, and then we have this one



department thing. I appreciate that elaboration just so that anybody listening understands that we are doing that, in addition to New York State.

**Theodore Kusnierz**

Yeah, and if I could just piggyback Treasurer's comments. At the conclusion of today's meeting, we will take a conceptual vote on the items that we discussed either together or separately and as part of the process, this list will be submitted for consideration under the budget committees. Then, if there is support, it will move up through law and finance and then make it to the full board of supervisors. So, you know, what we're doing today does not commit us to anything. It's basically a roadmap for the future, that the full board will eventually all weigh in on. Any other questions or comments for County Clerk? Thank you.

**Craig Hayner**

Okay. Thank you.

**Theodore Kusnierz**

Next on the agenda, we have the District Attorney's office. That's very straightforward. We have District Attorney Heggen with us, she has requested an investigator vehicle.

**Karen Heggen**

Good afternoon, Mr. Chairman. Yes. We have just recently acquired, with the most recent vehicle replacement, a Chevy Equinox all wheel drive, it's provided particularly helpful in those instances when courts don't close, because they don't when the snow flies, and we've got to have witnesses for grand jury or for trials. Our investigators are putting more miles on the road as we've increased, coming out of COVID having to do proceedings in courts both here in Ballston Spa and throughout the county. And so, the estimate that we got through the recommendations from the various departments for a new Chevy Equinox would put us right at around \$25,000 we estimate. So that's your threshold and so I am here today.

**Theodore Kusnierz**

Thank you. Any questions for District Attorney? Comments? Administrator Bulger?

**Steve Bulger**

Yep. Thank you, Karen. I think this is something we talked about a little bit; this can go through our operating budget. That's what we'll be proposing. It's a relatively small amount, and we are looking to, you know, keep vehicles, if we can, in the operating budget. So that will probably be the recommendation to the board.

**Matt Veitch**

Mr. Chairman.

**Theodore Kusnierz**

Supervisor Veitch.

**Matt Veitch**

So, along those same lines, I agree with that, and I know that there was some, it's possible that we may do this a little bit differently in the future, so you know, there may be options to lease, purchase outright, you know, there's a lot of different ways you can get a vehicle obtained. So, I just wanted to make that clear that those options be explored as we go forward with this, you know, and discuss it further. So, there may even be a way to kind of lessen the impact to the county annually, rather than just taking a \$25,000 hit right off the bat for something that's going to last for five years plus, right. So, I mean, I usually don't buy a car and cash myself. So, I usually finance it. So, I mean, there may be that option out there. So, I just wanted to put that out there.

**Steve Bulger**

Yeah, thanks, Supervisor. We are looking, and this will be next year, at putting a committee together. I talked to the Sheriff and all the vehicles they purchase, Purchasing Director Warnt is very aware of this too, we will be looking and exploring different options, including fleet management. There're some newer programs out there that might make sense, and we'll look at it and bring it to the board. If it looks good.

**Matt Veitch**

No Obligation.

**Theodore Kusnierz**

Treasure Jarosh.

**Andrew Jarosh**

Thank you, Chairman. District Attorney Heggen my I fully supportive of this, this is more of a clarification question. Is this a second vehicle or replacement of a previous vehicle?

**Karen Heggen**

This is a vehicle that was put in my budget in anticipation of an additional personnel addition. So, if that personnel request is not granted, then I don't need the vehicle.

**Andrew Jarosh**

Understood, understood.

**Karen Heggen**

But I've tried to anticipate the costs associated with bringing on another investigator and the car would be part of that.

**Andrew Jarosh**

So, the current car that you guys have for your current investigator, how long ago was that one purchase? Do you remember?

**Karen Heggen**

Last year.

**Andrew Jarosh**

Just last year. And do you have any guesstimate on how many miles are put on these vehicles in an average year?

**Karen Heggen**

It really depends. I think the oldest car I have right now has about 130,000 miles on it.

**Andrew Jarosh**

Okay, the reason I'm asking is there are other vehicle purchases that the county is considering budgeting for in 2022. But those vehicles typically like for instance, in the Sheriff's department, they're putting 50,000 miles a year on those vehicles. And those vehicles only last two or three years they're really put through the wringer, so they don't qualify to be on this list. So, what the reason I'm asking the District Attorney's questions to see if this even belongs on the list.

**Karen Heggen**

So, I'm usually using, cars in my office usually are lasting between seven and 10 plus years.

**Theodore Kusnierz**

Thank you. Any other questions for District Attorney, or comments? Thank you very much. And thank you for strictly adhering to our capital committee policy of the \$25,000 threshold. All right, thank you. Next department is the Office of Emergency Services, and we have Commissioner Zeilman.

**Carl Zeilman**

Thank you, Mr. Chairman, Supervisors. This is a request for \$275,000 for a storage facility that would be located over on the complex near the current shared storage building right now on the Sheriff's property over there. What we need that for is, the current shared structure, shared storage structure, is home of a lot of our PPE you know, hand sanitizer, many of you have seen this PPE masks, gowns etc. We need another space so that we can add or relocate this PPE to another PP to another location. Because it's the public health professional's guidance that we need to have six months of PPE on hand for the county. Moving Forward, the current space that this PPE is sitting in, was once home or should be home to our emergency services equipment, our U TVs, our light tower generators, our mobile command vehicle, and those are currently sitting out in the elements. So, looking to relocate those back inside their original home, and then having this additional space for the county's PPE effort. And basically, the construction would be a metal building with a concrete slab, it does not have to be temperature regulated at this point in time.

**Theodore Kusnierz**

Thank you. Questions for Commissioner. Supervisor Gaston?

**Tara Gaston**

Oh, so you just said it doesn't have to be temperature regulated? That was going to be one of my questions, because I see on the estimate piece, there's nothing about heating or anything. Is there any benefit to wiring it? Or is there any difficult with adding that later? My concern is, you know, if we're

talking about like the mask with elastic, I imagine they probably burnout sooner, then. Can you think of any benefit for doing that? Or,

**Carl Zeilman**

Yeah. So, we would in the pre planning stages, you know, stub that out, because the proposal would be to put this building, you've been over to the current shed, right behind that building, is to erect this one, that the current one does have electricity, and there's actually a water line that's nearby as well. So, we could stub that out to put electric in that should we decide to move forward, I'll leave that decision to the supervisors and, you know, moving forward if they want to add the electricity, you know, at the current time of construction,

**Tara Gaston**

But with regards to the storage of PPE right now, neither you nor Commissioner Khules think it's necessary at this time?

**Carl Zeilman**

So, when we've been speaking to the Department of Homeland Security when they deliver this PPE to us, that was one of the questions does this need to be in a temperature regulated you know, facility? And their guidance was nope, just, you can store it, and you just keep an eye on it and cycle it out every six months? And that's what we've been doing.

**Tara Gaston**

Okay. Um, yeah, I would like that to be considered as part of, I mean, I think that's great. I definitely don't want other equipment out in the elements where it's going to rust or not be utilized as fast. But I think if we're going to do something specifically for PPE of a variety, it may be useful to also speak to Dr. Khules and get back with them when you're saying if we're doing it for longer term.

**Carl Zeilman**

Yes.

**Tara Gaston**

Whether that's beneficial, because I'd rather do it when we're standing it up, as opposed to adding it later if that's even possible. But thank you.

**Carl Zeilman**

Thanks.

**Theodore Kusnierz**

Thank you, and this item is eligible for funding. Treasurer Jarosh?

**Andrew Jarosh**

I'm going to concur with Supervisor Gaston on this I think for the purposes of the capital plan and the language capital plan, we'd want to include power and climate control in the building just to have it on the radar. Whether or not we actually do it, or whether we add it later, is probably a second question.

And that would happen at the time of budgeting for this. I completely agree. Every piece of this is absolutely eligible for our ARPA expenses, it's an eligible expense for our ARPA funds. Let's keep that in mind. I'd rather probably err on the side of caution. I don't know what happens to hand sanitizer when we get down to our negative 10 degree, you know, February's here but it probably would be worth considering at least for the for the capital plan, at least to have it on our radar of what that cost would look like to have power. I'd rather have it on the radar and be able to do it than not have it on the radar and have to have a comeback through this committee in order to do it. Okay, thanks.

**Tara Gaston**

I can assure you for using the state hand sanitizer there's no way it's going to freeze that has got enough alcohol in it. That is not a problem.

**Carl Zeilman**

We did test that theory it's safe.

**Theodore Kusnierz**

Thank you. Any other questions or comments? Supervisor Gaston?

**Tara Gaston**

Thank you. No, I just thought the administrator raised his hand but if he doesn't have...

**Theodore Kusnierz**

Thank you very much.

**Carl Zeilman**

Thank you.

**Theodore Kusnierz**

Next department is the Sheriff's department, and we have Sheriff Zurlo.

**Michael Zurlo**

Thank you, Chairman. Thanks for giving us the opportunity to speak about our proposals today. I brought my team with me that are going to address some of them have Colonel Emery he'll take care of the jail renovations I have the Undersheriff he'll talk about the portable radios. I brought the Chief Deputy who's in charge of our Special Operations unit, he'll talk about the Bearcat, and I also will talk about that. So, I'll start with the Undersheriff with the portable radios.

**Theodore Kusnierz**

Great, thank you.

**Rick Castle**

Thank you, Sheriff, good afternoon, Chairman, members of the committee. So brought before you is a proposal for the long-term replacement of our portable radios and mobile radios for the Sheriff's office. These were all included in the original bond back, I believe in 2008, I had the pleasure of working with

Mr. Lent on designing and implementing this program at the time, the portable rays we ended up going with was thanks to Supervisor Wormuth, who worked very diligently on that as well. So, the point we're at is that our portable radios and our mobile radios are all now coming up on roughly 13 years old. These are mission critical pieces of equipment that are used on a daily basis. So, what we're looking to do is, as these are starting to approach end of life, is to get it on the radar to begin replacing them on a regular schedule. So not necessarily buying everything at once, replacing it all in one year as we did back in 2009, which we had to do because we wanted a new type of system. But at this point, you know if we can start replacing 25% 20% a year, possibly as early as 2023, to start that cycle, that we feel that that would be sufficient to keep everything current.

**Theodore Kusnierz**

So, you're all set with the discussion on a portable radio, you're ready for that? So, we'll take each item individually before we move on. Any questions or comments on the portable radio system upgrade? Administrator Bulger.

**Steve Bulger**

So just for clarification then, you mentioned starting in 2023, would there be a request for funds for this coming year's budget to apply for these and then second, is any of this potentially reimbursable, through Homeland Security grant or any anything like that, that you may be aware of.

**Rick Castle**

So, until the change to the capital project or capital project request procedure, there was no intention of putting in for funding for 2022 to replace any of the radios. But we wanted to get on the radar. So, if you're going to start funding next year, that's fine with us as well. But as far as future funding, there is the possibility of grant funding through Homeland Security. That changes every year as the as the grants come out, they come out with different guidance on what acceptable expenses are. So, we don't know that ahead of time. But in the past items like this have been able to be funded through grants.

**Andrew Jarosh**

Is this a purchase, a Treasurer Jarosh? Is this a purchase of new radios? Or is this a lease structure or rent? How does? What's the actual structure?

**Rick Castle**

Currently, it's all a purchase structure. The lifespan of them is, you know, about 15 years.

**Andrew Jarosh**

Got it. The old equipment, and I'm sure there's quite a bit of it, is just put in for recycling or do we only reimbursement on that?

**Rick Castle**

The old equipment does still have value, there may be some trade in value to it or, just an outright sale of the equipment. Because it's a computer as opposed to, these new ones are computers there not really radio, they do have a radio transmitter in them. So, it's not like the old days where if you sold the

radio, anybody could plug it in and use it. So basically, they get bricked before their before we get rid of them. So, they would have to be reprogrammed by Motorola for use on somebody else's system. So

**Andrew Jarosh**

Got it.

**Rick Castle**

They do have some value. What that is, I wouldn't know until we started looking into it.

**Andrew Jarosh**

It's probably marginal. Got it. Thank you.

**Theodore Kusnierz**

Supervisor Gaston?

**Tara Gaston**

I think it's a great plan to rotate and plan for replacing regularly, that also allows if there's any technology change or you want to move to a different system, it allows you to do that incrementally. So, I appreciate that thought in doing it that way. And also, it saves on the blood pressure when you look at the budget for one year instead of it all be one cost. So, thank you.

**Rick Castle**

Thank you.

**Theodore Kusnierz**

Administrator Bulger.

**Steve Bulger**

Yep, thanks, Undersheriff. Great job. I concur with those comments as well from Supervisor Gaston. And just a really, Chairman, for your knowledge and knowledge of the committee. One of the things that we are going to be putting into budget for next year, if the Supervisors are so inclined is to ramp up our grant acquisition capabilities. So based on Rick, on what you said, this is something that potentially we can help out as well in trying to identify grants that might be applicable. And this will be, this grant acquisition effort will be county wide for all our departments, but to be able to identify going into it, opportunities like that, that's helpful. So, thank you.

**Theodore Kusnierz**

Any other questions or comments on the radio system upgrade? Alright, we'll move on to the Lenco Bearcat or similar vehicle.

**Michael Zurlo**

Thank you, Chairman. Yes, I'm proposing the purchase of what they call Lenco bearcat G 3 or similar armored vehicle for use by my special ops team. This will be in lieu of the current military grade MRAP that we have. The Bearcat is a standard for law enforcement across the US. And they're purposely built

for the needs of the specific agency. Justification, it's necessary for my office to have an armored vehicle to respond to and evacuating officers and the public from active shooting incidents or the protection of agency members in high-risk situations. Through executive order 203 compliance discussions, it became evident that some members of the public felt threatened by the current use of the military grade MRAP that we have in certain situations. The addition of this vehicle will address those concerns and better serve the sheriff's office in most situations. Lifespan of the bearcat is 10 years.

**Theodore Kusnierz**

Thank you, Sheriff. And if I'm not mistaken, the MRAP that you currently have is not able, in some instances, to fit down public roadways is that correct?

**Michael Zurlo**

That's correct. It's a larger vehicle. The Bearcat is similar to a Brinks armored car, it's smaller, so more accessible to roads throughout the county, if we have to get into situations out in the rural part where we have a barricaded subject or a hostage situation.

**Theodore Kusnierz**

And also, repairs to that vehicle have to be done by the military?

**Michael Zurlo**

They do, we have to take them to the military base to have them done.

**Theodore Kusnierz**

And whereas a Bearcat would be able, you could take that to a dealer?

**Michael Zurlo**

We could take it right to the county highway garage and they'd be able to take care of the needs.

**Theodore Kusnierz**

Okay. Questions for the Sheriff? Supervisor, guest.

**Tara Gaston**

Thank you. Um, I appreciate your department for considering these concerns, particularly the City of Saratoga Springs, I think is where a lot of the concerns about the use of MRAP have come recently. And I really appreciate that you will have looked into that. And I know a Bearcat I think is a much more suitable vehicle for our use, one it won't tear up our roads, which I'm sure I'm sure Mr. Cooke would appreciate but also it is smaller, but also more useful for law enforcement. What is going to happen to the MRAP? Are we returning it to the military? Is it going somewhere else? What are we still maintaining it?

**Michael Zurlo**

To be determined. If this purchase goes through, that's a decision we'll make it can go back to the military. Or it could go to another agency outside this county.



**Tara Gaston**

Okay, but it wouldn't be your department's intention to keep it and use it.

**Michael Zurlo**

Correct.

**Tara Gaston**

Okay, this so this would replace it totally. Okay. Um, I think that's good. I think, you know, there's still, you know, questions that that I would have about the use of it generally. But I think for the uses that you've suggested, and for the benefit of the residents of my community that have had concerns, I think this is a much better option, and I appreciate that being part of the consideration.

**Michael Zurlo**

Thank you.

**Theodore Kusnierz**

Any other questions or comments on the purchase of a Bearcat? Alright, we'll move on to renovations to the jail booking area and showers.

**Michael Zurlo**

Colonel Emery.

**Richard Emery**

Thank you, Chairman and committee members for the opportunity to be here today. Before you there are two proposals, one for \$966,000 and the other one is \$4.5 million. The first proposal of \$966,000 was originally included in the budget for 2022. And we identified as possibly pulling that out and paying for that through this long-term capital project. And what that will include is a complete renovation of the booking and discharge area of the facility. The facility was opened in 1987. So, it has been in operation ever since that time, and really has not received any extensive renovations, especially to the booking and discharge area. Included in that area is the medical suite and also the car lock where people come and go from the facility. So, the bulk of the renovations will be in that area and will include pretty much a total gut of the of that area. Installation of new cabinetry ceilings of flooring, some renovations of the holding cells in that area. So, it's something that's needed the areas in pretty rough shape now. And the facility itself, in great shape it has great bones. But it's to the point where it needs some tender loving care.

**Theodore Kusnierz**

Any questions or comments? Thank you.

**Tara Gaston**

Okay. Do you want to discuss the second proposal?

**Theodore Kusnierz**

Sure, yeah.

**Richard Emery**

Okay. With regard to the second proposal, it's a very rough estimate. It was kind of a last minute thing, there are things that we have been planning for, that we've been looking at, not only this year, but years past that we will be submitting, if not, next year, the year after, we typically tried to do anywhere from 500 to a million dollars worth of renovations a year. This year, our major project is the outdoor exercise areas. So, this 4.5 million identifies other things that we feel that need to be addressed in the near future, which includes the lock system, the video, surveillance system, and other types of things that that are needed to operate the facility.

**Theodore Kusnierz**

Thank you. Questions or comments? Treasurer Jarosh.

**Andrew Jarosh**

I gotta ask about this. I do. On the first proposal, we have \$280,000, for the housing unit showers. And in the second proposal, we have the remaining showers for another 700,000. I'm amazed that showers cost a million dollars. I mean, I know that, you know, everything in the jail has to be secure, and designed properly if people are going to tinker with anything that they can tinker with, but a million dollars for showers?

**Richard Emery**

So, the initial proposal, proposal number one for the \$966,000 that was actually developed by Clark Patterson Lee, and the numbers for the showers were numbers that we received from them. Okay, so one thing about a correctional facility, believe it or not, you have to have a certain amount of toilets, a certain amount of showers based on your population, right. And one of the problems that we've run into with the showers is there's very little access into those areas whenever they need work. So, if we need to get behind the wall, to work in a shower, the wall has to come down. So, we're thinking about possibly installing some sort of a chase door to get in that area, either externally or within a cell that's adjacent to the shower. So, there's a potential for it to be a rather expensive kind of venture. And unfortunately, as I'm sure you're aware, there really is no funding, no grants or anything else for a jail. That's one of the most unique things, that there's really never any grant money that goes along with it.

**Andrew Jarosh**

Understood. Thank you for the explanation.

**Theodore Kusnierz**

Administrator Bulger.

**Steve Bulger**

Yes, thanks, Colonel. Good job. And we had some conversations about this. And I would submit to the other members of the committee that this is one of the most interesting ones we have today. And the reason is, as the Colonel mentioned, from what I've been told, roughly 500,000 to a million dollars a year has been the amount allocated by the Supervisors through operating budget to make these

upgrades for this building that was, as you mentioned, built in 87. So, this one is really a good example of if you, if the committee, if the Supervisors would like to do a Facilities Planning fund, because what he's basically put in front of us in rough terms is the improvements for the next four to five years. The question becomes, is it better to do those improvements, if we know those improvements are needed, is it better to do them sooner rather than later, for two main reasons, one cost, second, effectiveness and efficiency for the jail and managing the jail. So, I would submit that this is one that is worth a discussion, just because certainly I think the board has proven that they will provide the funding each year. But do we want to recommend additional funding spread out over a facilities instrument to make these changes now. So, I would just submit that for discussion to the group.

**Theodore Kusnierz**

Okay, thank you. Any other questions? Supervisor Gaston?

**Tara Gaston**

So, what is the potential that some of the smaller requests could take off some of the larger requests? Because it seems like some of them, or are they all in different areas?

**Richard Emery**

They're in different, well, I mean, they're throughout the facility. So, like, the video surveillance system, of course, is throughout the facility, both interior and exterior, there's a number of things that you know, touch all areas of the facility. And what we're really trying to do is trying to get our current house in order. Because we know within the next three to four years, we're going to have to have a serious discussion about possibly adding on to the facility. So, we want to get the current structure up to a certain level. And that's why we're trying to deal with those issues now.

**Tara Gaston**

Alright, so that was my next question is the expansion based on occupation by inmates or staffing requirements.

**Richard Emery**

So, it's based on the needs that we're going to have going forward and mandates that we're going to have. Today, our current population is 157, our rated capacity is 222. But in order for us to keep people separated in the classification categories that we need to, we have housing units that have empty beds, I'll give you an example, our female housing unit, we have 18 inmates in there today, it's a 31 bed unit. So, we're not able to utilize those beds for any other purpose than the female inmates. And when you go from unit to unit, and you start looking at those things, you say to yourself, well, you got 65, empty beds. That's true. But when you start taking into consideration the female housing unit, the inmate worker dorm, the classification separations, COVID, the need to keep people separated because of COVID. We have HALT on the horizon to and we also know that the MAT legislation will be signed into law at some point. So, when you factor in all those things, there's going to be a lot of demands on the facility. And we're going to need the space to be able to accommodate all those things.

**Tara Gaston**

So not so much specifically an expansion more of a reimagining so that you can fit all the things that which may mean more space.

**Richard Emery**

Correct.

**Tara Gaston**

But so, they're different things. It's not that the population has increased dramatically. It's just you have to use it in different ways.

**Richard Emery**

But we anticipate that it will.

**Tara Gaston**

Right.

**Richard Emery**

With bail reform, at one point we were down to 85 inmates, we knew it was a temporary thing, we're back up to 157, and actually, this past winter, when the State stopped taking inmates into the state system, because of COVID, we had 200 inmates sitting in our facility. And based on the size of our facility, as a percentage, we were the most populated facility in the state. So, we know things are going to happen going forward. And we're just trying to make plans to address those things.

**Tara Gaston**

Which I appreciate. I mean, I would say this is this is a really big, the 4.5 million is really big, if we're having to, then within three years look at expansions. Honestly, I would like to see that wrapped in a consideration of what all might need to happen because I would hate to spend the 5 million or, I know we're not spending looking at, but um, maybe in this year's budget or next year's budget include, there's got to be somebody that studies jails, correctional facilities, and the uses and determine what size we would need and how we could arrange it and then put in the larger amount that would utilize the different facilities with the exception of I do think that there's some things on here, you know, any matters of safety, any matters of health, you know, like showers, people need to be able to access showers, our staff need to be safe. I also, I appreciate I see that you have negative pressure cells in here, which I know during COVID correctional facilities as congregate facilities had a pretty rough time. And the idea of looking forward for that I think that that's a thing that's good to consider but um I see the treasurer has some thoughts on that.

**Andrew Jarosh**

No, I'm right on board with that. I guess my question would be, if an expansion, if we look in the crystal ball and we say an expansion is necessary and three years, five years, even seven years, whenever that is, probably within three years, I would imagine, is it possible to expand the current facility given these renovations and keep the existing structure operating? Yeah, I know you said that the bones are good. We're good in this current facility for a while, but is the necessary expansion accommodated by the current layout, the current land requirements, the footprint, etc. Because what I don't want is to say,

hey, we need a whole new facility and then these five, four and a half million, you know, don't, you understand my point?

**Richard Emery**

Yeah, so you're going to spend money, and then you're talking about a new facility. So, this 4.5 million was basically a waste of time and energy and taxpayer money. I can tell you that the 4.5 million, in addition to the \$966,000, is to take care of our current structure.

**Andrew Jarosh**

Right.

**Richard Emery**

Any addition to the facility would be directly out the back of the facility between both a pod and B pod, we would have to renovate some of the areas like the kitchen area, and maybe the visitation area. But overall, our current facility would be able to accommodate that expansion.

**Andrew Jarosh**

Got it.

**Richard Emery**

So, this is really to take care of the existing structure. And irregardless, if we expand or not, we still need to do these other things.

**Tara Gaston**

Right, so I get that. I get that there are a lot of improvements, I, that sort of is my question is, if all of these other improvements are being made, can the correctional facilities still function with the population that's required to do while that sort of expansion is going on?

**Richard Emery**

Well, it's going to be difficult at times, like the booking area, but we're going to make things work. We have before, we have done some renovations in the facility in the past, and we've had to move inmates, programs and things like that. But one thing about our staff is that everybody works well together, we have a great staff working up there. And we will make do while these renovations are taking place. And one of the things we have done is we've we have utilized almost every inch of the existing facility to find additional housing for the inmates. Because we knew that, you know, it's going to be a burden on the taxpayers. So, we've done everything we can to utilize every inch of the facility for an additional inmate housing.

**Tara Gaston**

I appreciate that. But to be honest, that just makes me think more that we need to do a study and a workplan to make sure that you get what you need, instead of us having to do a patchwork and a big patchwork, and then another one, that doesn't mean it would be necessarily pushed off any further. Because obviously the 4 million would be over a period of time. But yeah, there are definitely some things that need to be done. So, thank you.

**Theodore Kusnierz**

Any other questions or comments? If not, thank you very much, Colonel. Thank you, Sheriff, for your time.

**Richard Emery**

Thank you.

**Theodore Kusnierz**

Next department is the Animal Shelter, and we have Director Heritage.

**Penny Heritage**

Good afternoon, Mr. Chairman and Supervisors, thank you for the opportunity to bring these requests to your attention. We have two items on the list. First off would be a full facility generator, backup generator, and justification for that, the current generator that we have is about a quarter of the size of the new proposed one but does not run the entire shelter, to be able to safely care for animals or conduct shelter operations. So, as stated in the application, the current generator powers pretty much our surgery room we would not want to be without power in the middle of a surgery for sure. Does supply heat and minimal lighting throughout the shelter. But in a power outage, pretty much our shelter operations are at a standstill. You can't see to safely take dogs out of the kennels or to see in the cat tunnels or conducted adoptions. You can't run the power washers or continue at any operations for adoptions without the computers. There's no light throughout most of the facility and no power to run the commercial machines and the laundry and dishes where washed. So, pretty significant in you know being able to do what we need to do. I do appreciate the work that DPW did to secure this quote for us. The proposed generator, like I said would be four times the size of the current one. And it would also allow for some expansion capabilities. So, you have the quotes there total, including tying this into our into the building maintenance program. And that is, that would allow build Maintenance to, you know, know when there was no power no heat in a in a particular room. And so that would, when it would need to go off. So anyway. So, this is a request for \$300,000 for a new, much larger generator to run the whole facility. Any questions?

**Theodore Kusnierz**

Any questions or comments on the generator? Supervisor Gaston?

**Tara Gaston**

I was just thumbsing up. I'm not sure if that's a phrase.

**Theodore Kusnierz**

I'm sorry.

**Tara Gaston**

I appreciate it. I know we've talked before, like, I think that's best for the health and safety of the animals and our staff want to keep them secure while they're there too.

**Theodore Kusnierz**

So, all right, and moving on to the HVAC system.

**Penny Heritage**

Next request would be to seek an HVAC engineer familiar with the needs of an animal shelter to assess the current HVAC system that we have and either upgrade or redesign and replace the HVAC system. Excuse me. So, the animal shelter was built in 2010, we have nine HVAC units. If you read the attachments that I included there are specific requirements for animal shelters in that you know separating, it is 100% fresh air intake and separating the different divisions, we need to be concerned with transmission of disease from one part of the shelter to another in that herd health environment. So, although the facility is only 10 years old, 11 years old, they had started experiencing problems early on with this HVAC system. And it's been in constant challenge to consistently just regulate and control the heating or cooling. So, it's been kind of a chronic issue over the years. The other issue is the system has really not been able to handle the humidity that's present. You know most, well it's an ongoing problem, we use a lot of pressure washers within the facility too but also bringing in you know, humid air, the system just cannot handle it. And which has contributed and resulted in a mold problem, which has been ongoing. So, I did include yearly repairs that we've seen starting in 2011 through year to date. So, I'm just really concerned at this time, I don't know what the lifespan of an HVAC system is. But with its performance and those escalating repairs with age and the useful lifespan, I'm concerned about the function of it. Little bit of detail on the impact on staff and human staff and animals for sure, just about the inability to regulate, you know, heat, air conditioning, and that humidity in specific zones at times and over the long period of time is really affecting, has an effect on all of the life in there. The mold was tested a few years ago and determined to be not a toxic mold, but one that's triggers mold allergies for people. But you know, in the end, certainly the 100% fresh air intake system contributes to that. So, what I would like to do, is really a lot more research and review is necessary. I'm you know, the attachment that I included, talks about a shelter in Broome County that has really made its kind of a state of the art HVAC system for animal shelters designed for those specific needs. So, I would love to be able to explore more about that and maybe incorporate that kind of technology for our shelter. I think that summarizes it.

**Theodore Kusnierz**

Thank you, any questions or comments? Supervisor Gaston?

**Tara Gaston**

I don't know that it's so much, I mean, it seems like there's a lot more that needs to go into it, but I definitely don't like the idea of mold, and things growing. But if we've had problems since it was in has anybody looked into that from the contract perspective? Like if the HVAC wasn't working from the original has the Administration or the County Attorney looked at are they meeting there? I'm just thinking for the purposes of paying for it. I would,

**Penny Heritage**

Yeah.

**Tara Gaston**

If it's not working properly maybe we could get some money back from.

**Penny Heritage**

Yeah, I think early on anything that was under warranty is that was explored and then certainly over time that goes away. But yeah, it has been an ongoing concern.

**Tara Gaston**

So rather, like iPhones, it worked for the two years of the warranty, and then on two years in one day, it's obsolete. Okay. Well,

**Penny Heritage**

That's my understanding.

**Tara Gaston**

All right, thank you.

**Penny Heritage**

And also, the dollar figure, there was a quote, and again, thanks to DPW for securing that as well. That was just a rough quote, for to replace, like the current system that we have. So, the similar units and our replacement costs for that.

**Andrew Jarosh**

Yeah, Treasurer Jarosh. If I may, part of this is to do, part of the million dollar plan, little bit more than a million dollars, is also to do an assessment to see if it's possible to solve the humidity problem that's part of...

**Penny Heritage**

I would say, so yeah. Certainly, if it could be remedied. I mean, over the years, we've not been able to, you know, remedy that with the current setup. I mean, certainly, if that's possible.

**Andrew Jarosh**

Sure.

**Penny Heritage**

That would be welcomed. But

**Andrew Jarosh**

I would argue that that's definitely a problem that needs a solution. So, I understand the need and the strain on the equipment that's necessitating this replacement of the current equipment. But I'd also want to see that we solve that problem somehow, some way. And I would hope that maybe at next year's committee meeting, you would, you know, propose whatever solution you find and saying, this is what it's going to take to solve that humidity problem. That's all. Thank you.

**Steve Bulger**



Yes, thanks, Penny, agree with the Treasurer. I think this needs to be looked into. And in talking with Commissioner Cooke about this situation, I would recommend that we're going to potentially include this in the budget for the Supervisors review to consider hiring a HVAC consultant. Because of the specialized needs of the animal shelter, we want to make sure whatever solution is arrived at will work. So, we will be including its we're hoping under \$50,000. to hire this consultant. We're going to be looking at that but we'll we're going to try and narrow that down and get it to the Supervisors in the budget process for consideration.

**Jason Kemper**

Thank you, Chairman, I mirror the comments of Treasurer Jarosh and Administrator Bulger, by all means I totally agree with that. But my one concern is you know, we're sitting here looking at a DPW proposal for possibly replacing air handlers from 1960 in one of our buildings and in our second newest building, we're now looking at over a million dollars to replace HVAC. So, with the caveat that I think we really ought to take a look at other county buildings, a hard look at those HVAC systems. Obviously, the useful life of this one has been well over 60 years. So, I think that's absolutely something that needs to be looked at moving forward. And I know, Supervisor Gaston had comments for County Clerk as well, DMV and air circulation. So, I think we'd be a more holistic approach and you know, the situation countywide. Thank you.

**Theodore Kusnierz**

Supervisor Gaston.

**Tara Gaston**

Most of what I was gonna say was that is I think that maybe in the HVAC evaluation, we can include everything. But what I would like to, especially because the animal shelter is so specialized and I know that you have some information about one here and that you've worked closely with Cornell, maybe you can provide the administrator at a minimum, someone who can help advise, even if we get an HVAC looking at the whole county, because it is specialized and I want to make sure that the animal shelter has what they need. Just like you know, we're storing of documents that's a little different than storing of people, live or dead. So just want to make sure but you probably have some access to some names. So, I would definitely appreciate your connections and insights so that we can move forward doing that.

**Penny Heritage**

Sure.

**Tara Gaston**

Correctly.

**Theodore Kusnierz**

Thank you. Any other questions or comments for Director? Thank you, Director.

**Penny Heritage**

Thank you.

**Theodore Kusnierz**

Alrighty, as I indicated earlier in the discussion, what we're being asked to consider this afternoon is basically a conceptual vote on all the items that were discussed by the various department heads. I want to thank the department heads for their time, and explanations on all the requests, very helpful to the committee. I'm sorry?

**Steve Bulger**

If you don't mind, I did have one, I wanted to go back to Commissioner Cooke for a second. Just for further clarification. Just going through the costs, and potential revenues, I just wanted to fully understand the net county costs for some of what you're proposing here to make sure our group fully understands that, if that's okay?

**Chad Cooke**

Sure. So, I think the numbers that were listed in the attachment to the agenda, the summary of items is sort of a mix of total cost and net county costs. So, I just wanted to clarify to two of those items, the first being highway structures program, which on your sheet is listed as \$11,533,350 that's the net county cost, the total cost is actually \$14,770,000. And the other item that requires an update here is the airport improvement program the \$2,711,000 is the net county cost, the total cost for that five-year program is actually \$19,975,000. And the remainder, their main numbers are accurate.

**Steve Bulger**

Okay, thanks. Yeah, I just wanted to get that on the record. Thank you.

**Chad Cooke**

Thank you.

**Theodore Kusnierz**

Okay. So, at this time, I'd entertain motion to approve conceptually, the long range Capital Planning six year Capital Planning Committee proposals, obviously, we had some detailed discussions, and that will be open to changes as it moves through the process of going before the budget, committee and law and finance moving forward. We can take them all together, we can take them separately. I'd entertain a motion from a committee member either way. Supervisor Veitch.

**Matt Veitch**

I'll make the motion. I do want to have discussion.

**Theodore Kusnierz**

Sure.

**Phil Barrett**

I'll second Mr. Chairman, Supervisor Barrett here.

**Theodore Kusnierz**

Seconded by Supervisor Barrett. Discussion on the motion.

**Matt Veitch**

Mr. Chairman, just a couple of things here, I'm just wondering if at all possible based on the, I actually have two things, but the first thing is based on the fact that we're going to be doing the county wide space study and at the end of that we may have some recommendations or changes regarding where certain departments are, whether or not we're going to have, you know, potentially new buildings or different buildings that the county may be in after this is over. I mean, the recommendation may be to build a new building, who knows. I think maybe one thing we could probably move, if not remove from next year's capital program would be the remove solar panels and canopy on building number five. I know that's one of the things I've really wanted to see done over the past several years. It's very unsightly and doesn't really make the building look very good and it has some problems, but maybe they can be moved to 2023, just to give us a year to kind of see what happens with the space study before we go forward that because that's a pretty big expense to remove something. And if that building is recommended to either not be used or changed in some way, and it's kind of inexpensive, maybe we don't need to make right away.

**Theodore Kusnierz**

Any other discussion on that?

**Matt Veitch**

So that would be my first amendment.

**Theodore Kusnierz**

Oh, so you're asking for an amendment?

**Matt Veitch**

Well, I don't know if that's amendment to the plan to move that. Well, it's just conceptually we, this is kind of a new thing.

**Theodore Kusnierz**

I don't disagree with your recommendation. I would like to point out that this is not binding, this is conceptual.

**Matt Veitch**

Right.

**Theodore Kusnierz**

There'll be a lot more discussion and input from the members of the full board as we go through the process. We can do that. I don't think it's necessary. It can still be pulled out along the way. I don't know, does the committee have any other thoughts?

**Steve Bulger**

Well, just doing some rough number crunching here, based on what we heard, based on the request for this year, taking out anticipated revenues, including the two things that ARPA should be able to cover, if

everything on here except for the out years of the jail, so the renovation, the 966 for the jail this year, but not the out years, rough math is about 12.96 million if everything was included, based on what we heard. If we wanted to add in anything additional for the jail, that would be on top of that. So just for consideration, and this will be something the board has to figure out, do we, if the board agrees with all of these requests and wants to fund them this year, either some or part of that 12, almost 13 million would have to come out of operating budget, or it would have to go be funded through a facilities, capital facilities fund. So just for the discussion, to give everybody a rough guesstimate of where we're at right now.

**Theodore Kusnierz**

Yeah, and if I may, the cost Supervisor, for the record, that you're referring to is \$690,000.

**Matt Veitch**

Correct.

**Matt Veitch**

So, I actually had a second amendment, if that's okay.

**Theodore Kusnierz**

I think we're still on discussion.

**Matt Veitch**

Oh, all right. We're staying on this one? That is fine.

**Andrew Jarosh**

One of my questions here, I don't know if this is a procedural question or legalese question, but what is actually our deliverable as a committee? Is it this list? Is this the long range capital plan this list? I'm looking at a spreadsheet that just generally lists the titles of the projects we just discussed with an estimated dollar amount. The reason I asked that, the reason I asked is because my understanding then is that this is gross cost, irrespective of source of funds. In which case, some of the clarifications that we just heard from Commissioner Cooke, these numbers are not gross numbers, and they should be. That's my point. That's my point. And if we're voting on that, if that's part of the motion is to vote on this list, then this list needs to be amended. That's my, my concern. If I if my concern is ill founded or invalid, please let me know. But that's my concern.

**Matt Veitch**

If you don't mind, Mr. Chairman.

**Theodore Kusnierz**

So, he asked a legal question. Can I

**Matt Veitch**

Oh, okay. Sure. Yeah, go ahead.

**Theodore Kusnierz**

County Attorney.

**Matt Veitch**

We'll, let the legal minds answer it.

**Michael Hartnett**

I'm just going to go over the policy, just recite the policy the operating budget procedure that was recently passed by resolution to 235-2021 to answer Treasurer Jarosh's question. The long range capital committee shall make the following determinations on items presented A- include in the six year capital improvement plan and recommend expenditures for the following year; B- defer to a future year within the six year Capital Improvement Plan; C- to hold an abeyance pending more information; or D reject the item. It then goes on to say a six year Capital Improvement Plan shall be presented to the Board of Supervisors as part of the budget message. And at any time after the adoption of the budget by the Board of Supervisors. It goes on to talk about how you can amend the capital plan if needed. So that deliverable at the end of the day, as I read this is that spreadsheet with next to it one of those four choices of either inclusion, deferral to a future year, hold in abeyance or rejection.

**Andrew Jarosh**

I almost just cost \$5. Sorry, as a recommendation, those numbered items would be our committee's recommendation to the board and to budget of what to do with that particular item. Correct. All right, but there's no mention of the actual dollar amounts and what that should be though. So, my understanding is it's a gross dollar amount, not a net dollar amount to the county.

**Michael Hartnett**

It does not differentiate it just indicates on items presented to it.

**Andrew Jarosh**

It sounds like it might be semantic, but I actually think this is a significant issue. I just want to make sure that all of that, that it's all apples to apples on the list and that we're comparing gross numbers to gross numbers. And then as Administrator Bulger said it then behooves the board and possibly even myself to say alright, here's what we, here's what's on our radar, here's what's we're including the budget, go out and find the revenue for it. Right? That's the next step. That would be some step down the road, probably budget workshop. Is that your understanding too, Supervisor?

**Matt Veitch**

Yeah, the Law and Finance committee or whenever they grabbed the first step of the budget process. But yeah, I mean, I was just gonna say, historically, as I've served on this committee for three or four years as Chair of buildings and grounds, it's not really been done this way, and that's why I think we're maybe struggling a little bit is that, you know, it's really just been a next year's program vote like we don't we have not ever done this where we're saying, well, do we move this out for another year? Do we, what do we do with it? It's always been here as the spreadsheet with the capital register for next year. And the committee just voted for what they're going to do next year. And it was very much kind of presented to us that way, rather than what we're doing right now, which is trying to decide what we

want to do next year and what we want to do in future years, right? This is a different process than last year, where we're trying to figure out like, what's the best thing to do next year? And what do we hold off or not another year? We never, I'll say we never really saw that in the capital committee prior to this year.

**Theodore Kusnierz**

And very good point. And I think, quite frankly, the reason that we have some of these serious challenges before us, is because we weren't looking further than out one year. And so that's why I think this is a very important committee, committee process. And what we've heard today addresses the issues that we are currently facing. Supervisor Gaston?

**Tara Gaston**

On page nine of the capital budget, the procedure, item three, it says items to be included in the forum should include the estimated total costs and anticipated source of revenue, if any, so I think that answers the Treasurer's question I think that we do need, I mean even if this is just what it's supposed to be presented here, I think that's what we're supposed to be looking at and moving forward on is based on the total cost and then revenue. I do appreciate that hopefully we can get grants and reimbursement for a lot of it, but I think that is part of the procedure that we passed includes the total cost, so I agree with the Treasurer on that. Also, I would say the 690,000 item request for the solar panels, I'll note that includes not just removal but also installation of new panels and reconfiguration of the parking lot because the panels are leaking and I guess they're not, so my question would be can we pull out those costs? Because I don't, I don't know how much it actually is to remove them and how much it is to do the canopies and if we have people coming in water's dripping on them and if we could utilize the parking lot better it may make more sense to do it, I'm just not sure how we're, I don't know if the Commissioner has any thoughts on it but, that was just my, in looking at that it's not just the removal itself.

**Chad Cooke**

Yeah, I think I think you almost have to look at it as one complete project. It's a wood frame structure that holds that up. There are some structural integrity issues, trucks hit the overhang from time to time, delivery trucks so, I think we can't do one without the other right, I don't think, we can't change the parking lot unless we remove the panels, and you can't remove the panels unless you do the whole project I don't think.

**Andrew Jarosh**

Is that? Treasurer Jarosh. Is that Commissioner Cooke, is that project specked out at all? Do you have an estimated cost for that project?

**Chad Cooke**

We do it's the 690 is the estimated cost.

**Tara Gaston**

I think, if I understand correctly, it's been estimated for a number of years which is why I was really surprised to see Supervisor Veitch consider removing it, but I know that's been on and off for a while.

**Matt Veitch**

The original estimate on this was two years ago was like 350 or something like that and what happened is we went out to bid or got RFPs done and it came in double what we thought so at that point we decided to hold off and we've really been holding off since that time. You know, I just think that, you know, if we're doing a county wide space study and that building is one that maybe is recommended not to be used going forward maybe they move offices in different places or something. I mean I don't know if that's what the recommendation is going to be, but it might be. Why spend \$690,000 on something that you eventually may not need to spend any money on at all. So, I don't know. I mean it may make the building more marketable if we take it down and put new canopies up, I think the building will definitely appear and look better with new canopies and the solar panels gone from 1978 or whenever we put them in, so.

**Tara Gaston**

Hey that's a good year. So would you, so is your amendment not to remove it from the program entirely but to push it just to make sure that so we have the building study done. I don't, what is...

**Matt Veitch**

Moving to 2023

**Tara Gaston**

You keep sitting down like I'm gonna be down. Um what are your, what are your thoughts on delaying it until that? I mean, I would also be concerned if trucks are hitting it, that it becomes a liability issue. If we have panels fallen?

**Chad Cooke**

Yeah. In terms of the trucks hitting it, I think that that's more of, that becomes more of an aesthetic issue right having to repair that. You know, it's not typically a structural issue when that happens, not to say that can't happen. But I think putting it off is okay. No one has indicated to us the consultant, we had to take a look at that no one has indicated or red flag that this is a serious issue. I just wanted to note that it is a wood, you know, it's a wood frame structure and you know, there are structural issues with it, because it is old, but it's not something you'd have to do next year.

**Matt Veitch**

Yeah, it looks like the capital budget. I'm sorry, Chairman. Go ahead. I don't want to get in your way.

**Andrew Jarosh**

If I may, Commissioner Jarosh, this is, this feels similar to the conversation about the jail about the expansion or about the County Clerk's records rooms, you know, depending on what we might do in the future. And I think the point Supervisor Veitch, that you brought up that the new rules in effect this year, differ quite a bit procedurally from years past. And that's why these kinds of conversations have crept up in this meeting today. I would say, and our reading of the rules and in our understanding of what this deliverable is, and thank you, Supervisor Gaston for finding on page 9 the absolute answer to that, there's no harm in including a capital project on this list. There's no harm in it, we're not obligating

ourselves to anything, we're making a recommendation to budget and to the budget process of what should happen. That being said, as a finance guy, I would recommend that this list that this table, this Excel spreadsheet be expanded to show years 1, 2, 3, 4 and 5, and in the future, this would probably require a rules change, and I don't know it's something we can do, certainly not today, and probably not this year, because I don't think there's logistical time. In the future when we do request these from the departments that we asked for a very rough estimate of a draw schedule, basically a five year draw schedule. And then that would show us what our year one demands are year two, year three, year four, year five, and then this committee could push one project one line out to make the years jive up with what we need them to be. So, it's my recommendation to the committee that we look into that as next year's format, that would be, that would actually solve a lot of these questions and a lot of these problems.

### **Theodore Kusnierz**

Yeah, I think, to the Treasurer's point, I would even go one step further and ask that, you know, if we're in agreement of moving forward, these capital projects, recommending them for the six year capital plan, that, in addition to that, we ask as an aside that the department heads to do that for this year. You know, as we start to go through the, because those questions are going to come up, and the more information that the Supervisors have, it just makes more efficient use of everyone's time. So, I would, ask that our department heads have that available, after we adopt whatever our schedule is going to look like for budget discussions coming up and provide that information to the Supervisors. If the group is in favor of that. So, Supervisor?

### **Matt Veitch**

I had another amendment so I didn't. So, I don't know if we're at that point, but I'll go for it. Yeah, so um, one of the things that is coming up very soon and it's actually happening in the City of Saratoga Springs is they're getting ready to construct a third fire station on the eastern side of the City for our, you know, basically response time for that area of the city we're having some issues with slower response time. So, one of the things that I guess I can say it's been somewhat talked about is that the County has their hazmat truck located in the City of Saratoga Springs. Basically, it is currently housed mainly at the Lake Avenue fire station downtown, but from time to time, they put it on the west side. We have a West Side station that was built maybe 35 years ago. And so, one of the things that the county does with the hazmat vehicle is they pay all the costs for any part of that project program that we have. So, the vehicle itself was bought by the county, all the equipment that we use for that vehicle is bought by the county, the manpower time that they spent on the truck is paid for by the County. So, it's basically a county program that the city staffs. And I think it makes sense that we staff it there because it's, it's a 24, seven, you know, department. And if a hazmat spill happens at two in the morning, that truck can be spun out right away and get to wherever it needs to at the County. One of the things about the eastern station that I think is good for us, if we think about that, as a county, from a county perspective, it's located about maybe a mile, maybe less than a mile from the Northway exit 14. And so that will allow for the county hazmat vehicle to respond quicker to anywhere in the county than where it's currently housed now, which is downtown Saratoga. So, if we had a hazmat spill in the middle of track season, it's gonna take a while for that truck to get through the City of Saratoga Springs and out to wherever it needs to in the county to respond. So, my ask here for the capital committee to consider would be that we potentially help and assist the City of Saratoga Springs with housing that truck in the



new station, which I believe is, I think, gonna have three or four equipment bays in it. I did check with the City of Saratoga Springs talked to Fire Chief and the Assistant Chief, and they have estimated what the square footage costs would be to pay for one of the bays in the station. And that number came out to about \$295,000 or so to pay for that area. So, my original thought was somewhere in the range of about 250. So, they were a little, they were close, but a little over. But I was thinking that maybe this committee could potentially consider adding that to the capital program. And I would say, we would put a string attached to it, that the City and again, I don't know if the City would approve this, but I'm going to put it out there, sign an inter-municipal agreement with the county that the truck be housed at this station as needed. Because if you know, could be an emergency and it has to be at the other station and I we get that right this this, we're not going to impede the fire response within an inter-municipal agreement. But at the end of the day, you know, just kind of commit that they're going to keep the truck at that spot. So, if we do spend the money on it, from the county level to help the city, that they're committed to doing it, you know, somewhat on our terms from that regard. But I again, I know that the city would be grateful for us if we were to do that. And I think would benefit response really countywide on this program if we did that. So, I'm just proposing that we amend the program to include I'll say \$250,000 for the bay for the hazmat truck.

**Theodore Kusnierz**

Okay, and before I entertain, so you're making a motion then to amend?

**Matt Veitch**

I guess I'll move to amend. I don't know if I have to do that. But I'll make an, I'll make an amendment to my own motion.

**Theodore Kusnierz**

Okay, we can do that. So just for everybody's clarification, the original motion was to adopt the long range, six year capital planning Committee proposals, as discussed here today. We have a motion to amend it to include \$250,000 for that hazmat operation. Is there a second? Second, second by County Treasurer. Under discussion, I do have a question. Is that an operating expense or is it a capital expense? If we were to fund that?

**Andrew Jarosh**

That would probably be a capital expense. Treasurer Jarosh, I would argue too, when it comes to source of financing for that, I would want to research and get an opinion if we can use our ARPA funds for that too, because anything hazmat related is usually a possibility. So, I'd like to research that as well. I have no problem including that in the capital plan. I think that is a, because they're constructing a new building here. Now the issue, actually, this actually does bring up an issue is what is our asset? What is our ownership?

**Theodore Kusnierz**

So that's, so as described by Supervisor Veitch, I thought we were funding a service.

**Andrew Jarosh**

Yeah.

**Theodore Kusnierz**

That's why I had the question of whether it is a capital expense.

**Matt Veitch**

Right, it probably would be more of a reimbursable expense for the city or a grant. But I don't know I'm not

**Andrew Jarosh**

There, I would probably pass unless we have some sort of ownership say we already own the truck, it's our truck, we have title to the truck.

**Matt Veitch**

And again, I'm not, maybe for next year's program, or this committee actually meets more regularly than once a year per the new rules. We can talk about that because I know Supervisor Lant had mentioned from the public safety perspective, that you know, that truck is, you know, seeing its age now and that may be something that we have to put in our program for maybe an out year. And I believe the city would have to do some research as well as potentially our fire coordinator on what the requirements would be of a new hazmat vehicle for today's needs. Right that you know, the old truck was built, was bought when, probably on a grant would be my guess when they started the program, and you know, we just, they would, that's a separate discussion. But really at the end of the day, that may be an amendment going down the road for the out years.

**Andrew Jarosh**

So, I would just, specific to the Chairman's question, unless, I'm not about to make any suggestions here, but I would say the requirement would be unless we have some sort of ownership stake in it, some asset that the Director of Finance and I would report on our K fund to the state, I can't see, I can't see that being a capital improvement, no.

**Theodore Kusnierz**

So, I guess my recommendation is that we included under our operating budget, not under the capital budget.

**Matt Veitch**

That sounds good to me. I'm happy to discuss that at law and finance when it gets there. Or if it comes out of the preliminary budget, then we'll discuss it at law and finance when it gets there?

**Theodore Kusnierz**

So, are you willing to withdraw your amendment?

**Matt Veitch**

I'm willing to withdraw my motion. Thank you, Chairman.

**Theodore Kusnierz**

And the, go ahead.

**Steve Bulger**

Oh, yeah, I just, if you look on the policy, page 10, item E, number one, from time to time, the long range capital committee may recommend the establishment of a capital reserve funds. So does this committee want to make that recommendation, so that it is an option to present to the board for their consideration, because we've identified as I ballpark the figure roughly 13 million in county costs for next year, based on everything we've heard today, and let's go assuming everything is kept in, that's 13 million from the operating budget. And the way that, you know, we're not planning on that much to be quite honest, unless it either comes out of fund balance, it would have to come out of fund balance, or we would have to really cut other areas of the operating budget. Not saying we're going to recommend that all 13 million would be recommended for a capital fund but it gives us the option to present to the board for your consideration, whether you want to do it that way. Whether you want to take it out of fund balance, if you do want to keep these things in, or if you want to cut them, you know, cut individual things out. So, it just gives us some flexibility moving forward. So, I would ask the committee, if that is also a recommendation that we would want to include in our resolution.

**Theodore Kusnierz**

Supervisor Gaston, I know you wish to speak. Did you want to talk on this particular question that was just raised or were you?

**Tara Gaston**

I think, point of procedure, confusion. I think that is an excellent question. I think that that question belongs after we vote on this, because then we would also include whatever amount is there. So yes, I think we should do that. But I think we should pause that. The other procedural question I had is, you would put forward an amendment about withdrawing or move that never got withdrawn or went anywhere. Right. So, are you withdrawing that? Because you said you wanted to amend it for the soul?

**Matt Veitch**

Yeah, no, yeah. And we're not going to do the solar panel, we'll just leave that as is. Right. So, they're I don't know

**Tara Gaston**

So, you're withdrawing that?

**Matt Veitch**

Yeah. I'm withdrawing that one.

**Tara Gaston**

Okay. Cause that was yeah, I was like, there's a motion floating.

**Matt Veitch**

Yeah.

**Tara Gaston**

The other thing is probably more appropriate for the County Attorney. It looks to me like on page seven, A, 1, B, it says the proposed method of financing such capital program, indicating the amount of each project to be financed by budgetary appropriation or obligations, and the periods for which they're proposed to be issued. It sounds like it's already a requirement for us to put the amounts that we're looking to spend for each year in this. So, I agree with what the County Treasurer said, I think five years ago, about breaking them all down. But I think that may, based on this procedure, may be something that we're required to do this year, and that we can't push off until later. I mean, I would, the County Attorney, maybe a better place for that, but that's what I'm reading is that it talks about the kind of obligations and the period it's supposed to be for. That seems to me like we already need to do that. It is a good idea. Whether we do it now or later.

**Theodore Kusnierz**

So, while the County Attorney ponders that. Are you ready?

**Michael Hartnett**

I think I am.

**Theodore Kusnierz**

Okay.

**Michael Hartnett**

The way that I read this is for the capital budget, as opposed to the recommendation from this committee. So, once we, the way that I conceptually understand this process, is this committee approves the plan, and then it goes into the budget process. And a portion of that budget is the capital budget and that is what this speaks to where it has broken out. So, it also talks about how anything recommended here shall be part of the budget statement in those types of things that the budget officer is going to have to come up with. So that may place a burden upon the budget officer when proposing the capital budget, to break those out and discuss how it's okay,

**Tara Gaston**

So, it's not a requirement, but I think it does make sense since it's going to have to be part of the budget for that sort of thing to be considered.

**Michael Hartnett**

I agree that it may, by doing it now, it may, it will save that from having to be done at the next stage or make it clear how that's going to be done. And just and as a point of procedure, the motion is to approve this plan for inclusion in next year's recommend expenditures for the following budget year or to defer or both? Or I guess, are we doing this in bulk as a proposal? Or are we going through each item and choosing one of the four options?

**Matt Veitch**

I don't know if you're asking me or if you're asking Supervisor Gaston?

**Michael Hartnett**

I'm asking you as the movant of the,

**Matt Veitch**

Oh, the mover? The mover and the shaker, No Yeah, the idea, well, I mean, the DPW part of this was definitely broken into the, and mainly because they have historical expertise of doing this, so they broke it up into a five year plan. I would say that, yes, that would be what I would be moving. I think everybody else's, every other department that had presented today are looking more of a, looking for us to try to make that decision. Where it's you know, they don't know not sure if they want to have it next year's budget or following year's budget. So, we can break it down if we want to, but I was just going to kind of blanket vote on everything for Yes. And then maybe in the next iteration of the budget process, get into what's going to be funded for next year. And maybe this committee has to come back in a special meeting or at our next quarterly meeting, because we meet every quarter to then go okay, well, here's what the board did, we'll change our plan around based on that.

**Andrew Jarosh**

I'm gonna concur with that as well. I think Supervisor you just kind of hit the nail on the head. With the new rules changes and with some of the, it's a new purpose for this committee it sounds like, it really is and what our deliverables are and it sounds like we might even have two deliverables. One is which projects are actually on the radar. Number two is the draw schedule for them. And how much of that do we want to propose as a capital budget? In fact, I don't know if that's something that this committee can assist with the budget officer with, the county administrator with or if that's strictly your purview? I'm not sure, but either way, I could see this. If we're to vote on A, B, C, or D for each item, that implies that we're designing the capital budget request. That's where the confusion is and that's where I don't know if that's still the purview of this committee or not. It sounds like one page says yes and one page, or one page implies Yes and another page implies No, that's where my confusion is about the rules of this committee.

**Matt Veitch**

And I don't know how it happens in other communities. But I know that in the city, it's the same way. So, the, since we have our form of government, it's kind of easy to delineate sometimes in the city. So, the mayor's department does the capital plan, right? They make a recommendation to the City Council of the capital program. It has a bunch of listed items on it. And it has the amounts, and it's all for the next year. But it's done and then the Commissioner of Finance and through the budget process, they come up with a capital budget, right, like what is going to actually be expended. And then when the board and the City Council votes on its budget for next year, the capital budget as part of that budget. So, Attorney Hartnett kind of hit the nail on the head with that one, right. So that we're really just in we're doing, since we don't have a separation of powers like that. We're doing both right, we are doing both parts of that, with this committee coming up with a plan, but the same Board of Supervisors coming up with the actual budget. So, it's all done in the same group, if you will, we're just a subcommittee of the board at the end of the day.

**Theodore Kusnierz**

But if we just want to back up from a historical perspective, I can tell you that when I voted for the rules change, it was with the understanding that we were to make recommendations to the full, to the board as that part of the process of putting a budget together. It was not to be the entity that establishes what the six year capital plan shall be, to be clear.

**Matt Veitch**

I totally agree with you.

**Theodore Kusnierz**

So that's where I'm coming from this afternoon and adopting the recommendation of the committee. So, we have a resolution and a second motion is, a Supervisor Gaston.

**Andrew Jarosh**

I would like the motion to amend that. And the amendment would be, specifically since they're known, of the highway numbers to be the gross numbers, not the net that Commissioner Cooke previously stated.

**Tara Gaston**

I will second that amendment. Discussion. Yes. Good idea. Well, do we need to vote on that amendment?

**Theodore Kusnierz**

So, the vote is on the amendment that the Public Works budget beyond the gross numbers this afternoon? Discussion? I'm sorry? Everybody in favor?

**Several Supervisors**

Aye.

**Theodore Kusnierz**

Anyone opposed? Motion carried unanimously. Now on the motion as amended.

**Tara Gaston**

Oh, I think my brain is with us. Um, by my recommendation would be that we do not, that we remove the recommendation for the jail, the \$4.5 million renovations, maybe even that we recommend more money into the space study so that it includes things like that, not that it's not included, I just, I would rather have a better idea of what we're looking at forward than the consideration of having this now. Especially since we're, you know, we're considering a million dollars to renovate some aspects of it. And then we're looking at 5 million for additional renovations but within three years per the request, it says we're going to have to look at an expansion. I'd rather look at all of that together. So, I would move that we remove that particular item, as a recommendation, obviously, the board as a whole can do it. But with the notion that I think it is important that we study the needs and the uses, my goal would just be to have a broad plan altogether instead of what's right here. And also, with the note that we can recommend, or the board as a whole can amend at any time during the year if we want to move forward. I just, I think that particular number, given our talk about holistic space needs and building is a

little bit vague and might not be sufficient for the purposes of what's being required. Which I think is a little a little different from some of the other ones that I just, yeah, I'm going to stop talking. That's what I'm moving.

**Theodore Kusnierz**

There a second on the motion to amend.

**Tara Gaston**

Okeydokey.

**Theodore Kusnierz**

Hearing none, the motion fails.

**Andrew Jarosh**

If I may, I want to explain why. And I probably would have voted against the motion too but because it comes back to my point of two deliverables. If we're going to, if this is the deliverable, and this is just a radar, this is just, these are the items on our capital plan and there's no harm in including anything on this list. Deliverable number two is probably the more important one and the one that I believe the Chairman and Supervisor Veitch both agreed was the intent of this committee, the deliverable is a year by year, especially the first year, capital budget recommendation to budget committee and to the board. We don't actually have the ability to do that yet today, we don't have the information from the department heads have their first year expense plus their 2, 3, 4, 5, 6 plus right, so I would see six columns on the on the spreadsheet, and I agree with you that we need to get that in order to meet both requirements of this committee and I distinctly see that as two separate requirements. Maybe in the future, there's a rules change to kind of combine them. But this is definitely not ready for an A, B, C or D vote, because there's no way to push something off a year without removing it from a one column table, that's my point. That's why I'm saying it's implied. It's very well implied that there are two deliverables by these rules. That's my opinion. That being said, that'd be the only reason I voted against it. On the second, on the capital budget recommendation, yes, we would move it out a year to do the study first. You understand my point Supervisor Gaston? I don't want to remove it from this list, I'd want to push it out a year on the schedule.

**Tara Gaston**

Yes, more or less. I guess my question is, is when I'm looking at this, and we're putting it on our radar is four and a half million dollars, what's actually on the radar? Because if I'm planning to run a marathon versus a 50k, those are two very different things on my radar. And that's what I'm saying is like, it's not that I don't want to put it on the radar or plan for it, it's, is this really what we're planning for or in two years, you know, are we going to do a budget, a study of space and whatnot, and the actual amount is two, three or four times that, then I don't think that we've actually put anything on our radar except in name only. If others disagree with it, clearly, that's fine. And it failed. So clearly, people do disagree. I just my preference would be is when it's on our radar, it's as accurate as possible. And this is just a bit more vague than I would prefer. But it doesn't matter it failed. So, thank you.

**Theodore Kusnierz**

So, if I may just add, you know, we're under the direction to meet quarterly. And I presume the meeting, the reason to meet quarterly is to make changes and modifications as time progresses. So, there's opportunities for that to happen. So, the motion is on the amended motion to include the gross figures for the jail. Any other discussion? All in favor? On? Are you? Okay. All in favor?

**Several Supervisors**

Aye.

**Theodore Kusnierz**

Opposed? Motion carries unanimously, and I believe Supervisor Gaston you want to comment?

**Tara Gaston**

I just wanted to say thanks to all of our department and staff for stumbling through this with us, it probably was much more difficult for you than for us. And I appreciate answering the questions, you, I appreciate you answering the questions and providing the information so that we can do this. It was a big change, and it's much appreciated.

**Theodore Kusnierz**

Thank you, Supervisor Gaston. Other business?

**Steve Bulger**

Okay, Chairman, getting back to the point I made earlier on page 10, item E, one, I would like to offer a resolution that the long range capital Committee recommends the potential establishment of a capital reserve fund for the 2022 budget. This will provide flexibility to the budget committee as we move forward to present that option as an option to the board through the budget.

**Tara Gaston**

I'll second for discussion.

**Theodore Kusnierz**

Seconded by Supervisor Gaston. Discussion, Supervisor Gaston.

**Tara Gaston**

So, this is a recommendation for the fund. It does not specify an amount or fund the fund, correct?

**Steve Bulger**

Yes.

**Tara Gaston**

I just want to make sure that's clear.

**Steve Bulger**

Right. The wording was to recommend the potential establishment of this fund.



**Tara Gaston**

We're just recommending the establishment right. I just wanted to make it clear that this is not a fund that we are creating ourselves. It is also not a fund that we are recommending an amount in it at this time. We're just suggesting that this is a good idea.

**Andrew Jarosh**

This goes back to an accounting fund that I was talking about earlier. That's number one. Number two, most of these items that are multiple year items are facility improvements. So, my suggestion would be this would be a county facilities improvement buildings and grounds fund a capital improvement fund that we can use and amend as long as we stick within the definition that I have to establish with the state comptroller, we can do that. And I highly recommend this. I think it's a great idea. That being said, we already have a capital fund for Zim Smith, so that would just be going into the Zim Smith fund that portion of it. Some of these are not, the radio systems for instance, would not go into a facilities per se capital fund that also has a different useful life than facilities. So those I might push over. We actually have an old capital fund that we use for the old radio system, I might look at repurposing that one for that particular expense. But to establish it is a good recommendation and I highly support recommending that the board establish a new capital improvement type fund that we can put all of these facility improvements into an account for them within there. I would note that that is an extra step. It's another process. Each accounting fund needs to have its own budget every year. Where is it getting its money from? What's it going to spend in that year? Why I really like that idea is the capital budget recommendation that this committee eventually will do would include this fund, and funding it literally how to fund it, how much what is going to be the next year's cost in that fund? And that would be the recommendation for budget. I mean, it actually ties together very nicely with what we just talked about.

**Tara Gaston**

What I believe I just heard is that the County Treasurer is volunteering to make recommendations for the use of the different capital funds that we already have and which ones would fit and not.

**Andrew Jarosh**

I don't even know if we need to make those recommendations, I think we'd have to simply because they already exist.

**Tara Gaston**

Or a list of it just so that we know what this and what would fall under what,

**Andrew Jarosh**

Of course

**Tara Gaston**

And I appreciate I some of us are a little slower today. So, I just wanted to make that explicit. That's why I asked that. Thank you.

**Theodore Kusnierz**

Thank you, Supervisor Gaston. Any other discussion on the motion? First and second. All in favor?

**Several Supervisors**

Aye.

**Theodore Kusnierz**

Any opposed? Motion carries unanimously. Go ahead.

**Jason Kemper**

Mr. Chairman, as wearing two hats here, it's a little bit difficult for me number one is a department head and then a reviewer. From the department head point of view, it's excellent to go through this process. You know, I think there's traditionally this has solely been DPW so it's nice to hear from other departments and what their needs are for their areas. As a reviewer, it's also it's nice to see department heads thinking about that so this is a new process for me. Thank you for the Supervisors and everyone else on the committee. It's definitely a new step forward. Thank you.

**Theodore Kusnierz**

Thank you for the very kind comments. Other business this afternoon? If not,

**Tara Gaston**

Motion to adjourn.

**Theodore Kusnierz**

Motion to adjourn.

**Matt Veitch**

Second.

**Theodore Kusnierz**

All favor?

**Several Supervisors**

Aye.

**Theodore Kusnierz**

Any opposed? Motion carries. Thank you very much, everyone.