

Buildings & Grounds Committee Minutes
March 1, 2022 – 4:00 p.m.

Present: Chairman Matthew Veitch; Committee Members Joe Grasso, Scott Ostrander, and Mike Smith; Supervisors Bill Peck, Tara Gaston; Steve Bulger, Ridge Harris, Matt Rose, Audra Hedden, Christine Rush, Stephanie Hodgson, County Administrator; Michael Hartnett, Michael Naughton, County Attorney; Chad Cooke, Public Works; Eileen Bennett, Information Technology; Dustin Lewis, Saratoga County Soil & Water; Turner Bradford, McFarland Johnson.

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

On a motion made by Mr. Grasso, seconded by Mr. Smith, the minutes of the February 1, 2022 meeting were approved unanimously.

A motion was made by Mr. Ostrander, seconded by Mr. Smith, to authorize an agreement for cleaning services at the Mental Health facility. Unanimous.

Mr. Cooke said the original contract is being terminated due to unsatisfactory performance and the second lowest bidder, Complete Building Solutions, will be the new contractor for an amount of \$24,600 for the first year and \$25,800 per year for the second and third year renewals.

A motion was made by Mr. Grasso, seconded by Mr. Ostrander, to authorize an agreement for cooling tower repairs at Building 4. Unanimous.

Mr. Cooke said this contract is with Tri County Refrigeration for \$30,247 which was the low bid.

A motion was made by Mr. Grasso, seconded by Mr. Ostrander, to authorize a conservation easement to North American Land Trust for Karner Blue Butterfly habitat areas. The motion failed, Mr. Veitch and Mr. Ostrander voted yes, Mr. Grasso and Mr. Smith voted no.

Mr. Cooke said they are in the process of developing three Karner Blue butterfly habitat areas in response to a 2015 study that identified safety issues due to the proximity of habitat to the runways and taxiways at the airport and one of the conditions of the US Fish and Wildlife is that a third party entity oversee the properties through a conservation easement. The conservation easement would be granted to North American Land Trust and a contract for a one time fee of \$87,325 would be needed for them to manage the property in perpetuity. Mr. Smith asked what North American Land Trust would be doing for the \$87,000 and for how long and Mr. Cooke said they would be responsible for yearly monitoring of the habitat to make sure it's being maintained, and Mr. Naughton said it would be in perpetuity. Discussions took place regarding the responsibility the County would undertake under the easement and the maintenance of the land in perpetuity based on North American's yearly suggestions. Mr. Grasso expressed concerns with the maintenance responsibilities and being exposed to costs and a scope of work that can't be controlled in the future. Mr. Veitch and Mr. Smith expressed concerns about the need for a conservation easement on County forestland. Mr. Naughton said the alternative to not having the conservation easement would mean that the County would be in violation of the incidental take permit under the

Endangered Species Act and the County Airport would not be able to be utilized to the degree the FAA is requiring the County to take certain steps in order to use the Airport.

A motion was made by Mr. Grasso, seconded by Mr. Smith, to authorize acceptance of grant funding from NYS DOT in the amount of \$585,450 for the acquisition of a self-propelled runway broom for use at the County Airport. Unanimous.

Mr. Cooke said the broom would be utilized for removing debris and snow from runways and taxiways and the local share to the grant is \$65,050 which would require an appropriation from fund balance.

A motion was made by Mr. Grasso, seconded by Mr. Ostrander, to amend the 2022 budget to reappropriate unspent funds relating to Department of Public Works capital projects. Unanimous.

Mr. Cooke said there are about eight projects that they're in the middle of completing totaling \$2.4 million, the bulk of which is state and federal aid related to the airport, and a fund balance appropriation of \$228,637 would be required. Mr. Grasso asked if the off-site mitigation project was the butterfly habitat and Mr. Cooke said it was. Mr. Smith asked what's going on with that project and Mr. Bradford said most of the construction is done but they still need to seed.

Saratoga County Soil and Water Conservation District space request

Mr. Cooke said the Saratoga County Soil and Water Conservation District is requesting space at the County Farm complex to construct a metal storage building and they would like to gauge the committee's willingness to allow them to construct the building. Mr. Veitch said he thinks the committee should move forward with this. Mr. Ostrander asked what cost would be and Mr. Lewis said the Conservation District has the funds to construct the building and a long term lease agreement would be discussed. Mr. Smith said he supports the project and Mr. Veitch said Saratoga Soil and Water Conservation District has the support of the committee to move forward.

A motion was made by Mr. Smith, seconded by Mr. Grasso, to authorize an agreement with UTC Associates for cyber security assessment. Unanimous.

Mrs. Bennett said cybersecurity is the most important part of IT's job and they require additional expertise in assessing the infrastructure and to help create a proactive risk management program including policies and procedures. The contract is for an amount not to exceed \$100,000 and funds are in the 2022 budget.

A motion was made by Mr. Ostrander, seconded by Mr. Smith, to authorize an amendment to Resolution 37-2020 to increase the number of Kronos licenses. Unanimous.

Mrs. Bennett said they need additional licenses for the Kronos time management system and the resolution pertaining to the maintenance on those licenses needs to be amended for years five and six.

Other Business

Mrs. Bennett said the boardroom upgrades are scheduled to begin March 21st and continue for ten days. Mr. Veitch said they hope to do training with the Board, so they get a feel for the new system before the Board meeting.

A motion was made by Mr. Smith, seconded by Mr. Grasso, to enter into an Executive Session for the purpose of discussing proposed acquisition, sale or lease of real property. Unanimous.

A motion was made by Mr. Smith, seconded by Mr. Ostrander, to exit the Executive Session. Unanimous.

No action was taken in Executive Session.

On a motion made by Mr. Smith, seconded by Mr. Grasso, the meeting was adjourned unanimously.

Respectfully submitted,
Bridget Rider
Deputy Clerk of the Board