

Buildings & Grounds Committee Minutes  
April 5, 2022 – 4:00 p.m.

Present: Chairman Matthew Veitch; Committee Members Eric Connolly, Joe Grasso, John Lant, Scott Ostrander and Jean Raymond; Steve Bulger, Ridge Harris, Matt Rose, Audra Hedden, Christine Rush, Stephanie Hodgson, County Administrator; Michael Hartnett, County Attorney; Chad Cooke, Public Works; Eileen Bennett, Information Technology.

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

**On a motion made by Mr. Grasso, seconded by Mr. Connolly, the minutes of the March 1, 2022 meeting were approved unanimously.**

**A motion was made by Mr. Lant, seconded by Mr. Ostrander, to authorize a renewal enterprise enrollment agreement with Microsoft through Dell Marketing, L.P. for email hosting services. Unanimous.**

Mrs. Bennet said this is the third renewal of the three year agreement and funds for this agreement are included in the approved 2022 budget.

**A motion was made by Mr. Grasso, seconded by Mrs. Raymond, to authorize an amendment to the agreement with McFarland Johnson, Inc. for Engineering Services associated with the design and construction of a six unit t-hangar at the Saratoga County Airport. Unanimous.**

Mr. Cooke said they had received NYS DOT grant funds for the project but the 2017 bids far exceed the grant amount at that time, so the project was shelved. They will lose eligibility for the grant funds soon so as part of the 2022 capital plan, funds were included for the project. The contract amount is for \$19,959. The County share for this \$1.5 million project would be \$151,000.

**A motion was made by Mrs. Raymond, seconded by Mr. Lant, to authorize an amended agreement with McFarland Johnson, Inc. for additional engineering services related to the construction of an airport Snow Removal Equipment Building. Unanimous.**

Mr. Cooke said the county has received additional grant funds for this project which was put out to bid in 2020 but due to the escalating cost of construction during the pandemic, the project was shelved. The County share for this \$1.5 million project would be \$436,000. Mr. Grasso asked if this was a 2022 project and Mr. Cooke said it was. Mrs. Raymond asked if they had a ballpark estimate and Mr. Cooke said they are using the bid prices plus escalation and they removed things from the building to target the \$1.5 million.

*Award County Facilities Assessment Study*

Mr. Veitch appointed Mr. Grasso, Mr. Smith and himself to a Facilities Subcommittee to review the six bids received and to conduct more interviews and said they expect to have a recommendation by Thursday afternoon. Mr. Veitch called for a special Buildings & Grounds

Committee meeting to meet on Thursday, April 7<sup>th</sup> at 5pm for discussing the facilities study and awarding it to a firm. Mrs. Raymond asked if that creates a conflict for Mr. Grasso and Mr. Grasso said his firm was eliminated from consideration, so he feels comfortable partaking in the process.

**A motion was made by Mrs. Raymond, seconded by Mr. Connolly, to enter into Executive Session for the purpose of discussing proposed acquisition, sale or lease of real property. Unanimous.**

**A motion was made by Mr. Connolly, seconded by Mr. Lant, to exit the Executive Session. Unanimous.**

**No action was taken in Executive Session.**

**On a motion made by Mrs. Raymond, seconded by Mr. Connolly, the meeting was adjourned unanimously.**

Respectfully submitted,  
Bridget Rider  
Deputy Clerk of the Board