

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: OCTOBER 28, 2008

COMMITTEE MEMBERS PRESENT:

SUPERVISORS HASKELL
THOMAS
CHAMPAGNE
GIRARD

OTHERS PRESENT:

WILLIAM LAMY, SUPERINTENDENT, DEPARTMENT OF PUBLIC
WORKS
FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS
HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE & FISCAL
SERVICES
JOAN SADY, CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISOR STRAINER
SUPERVISOR TESSIER
PHIL TUCKER, GREATER CAPITAL REGION BUILDING TRADES
COUNCIL
JOANNE COLLINS, LEGISLATIVE OFFICE SPECIALIST

COMMITTEE MEMBERS ABSENT:

SUPERVISORS O'CONNOR
VANNESS
GOODSPEED

Mr. Haskell called the meeting of the County Facilities Committee to order at 11:47 a.m.

Mr. Haskell announced that due to the lack of a quorum, action items would be held until a quorum was present.

Mr. Haskell read a letter from Frederick Monroe, Chairman of the Board, and Hal Payne, Commissioner of Administrative & Fiscal Services, which extended thanks and recognition to Frank Morehouse, Superintendent of Buildings & Grounds, who had successfully completed the first Leadership Program. Mr. Haskell apprised that the program, which was recommended and approved by the Board of Supervisors, had been a success in addressing goals and priorities and he congratulated Mr. Morehouse on his efforts which contributed to the success of the program.

Mr. Girard entered the meeting at 10:50 a.m., thereby providing a quorum of the Committee.

Motion was made by Mr. Thomas, seconded by Mr. Champagne and carried unanimously to approve the minutes of the September 10, 2008 Committee meeting, subject to correction by the Clerk.

Mr. Haskell extended privilege of the floor to Mr. Morehouse who distributed copies of the Agenda to the Committee members, a copy of which is on file with the minutes. Pertaining to Old Business, he reported a positive update on the Health & Human Services Building and stated that the walls had been poured, and the project was both ahead of schedule and under budget.

Pertaining to New Business, Mr. Morehouse presented a request to approve the extension of the existing Maintenance Agreement with the New York State Unified Court System for the period from April 1, 2008 through March 31, 2009.

Motion was made by Mr. Girard, seconded by Mr. Thomas and carried unanimously to approve the request to extend the Unified Court Maintenance Agreement for one year, and the necessary resolution was authorized for the November 21, 2008 Board meeting. *A copy of the resolution request form is*

on file with the minutes.

Mr. Morehouse presented a request to amend an existing contract with Fire Control Systems to include additional service to all sprinkler systems effective October 16, 2008 through October 15, 2009. Mr. Morehouse stated that a Request for Proposal (RFP) had been prepared for same.

Motion was made by Mr. Thomas, seconded by Mr. Girard and carried unanimously to approve the request as outlined above, and the necessary resolution was authorized for the November 21, 2008 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Payne inquired if the sprinkler systems at other sites such as Westmount Health Facility or Gaslight Village, could be included in the inspection, and Mr. Morehouse responded affirmatively. Mr. Morehouse stated that the insurance company had requested that the County conduct annual sprinkler system inspections. Further, Mr. Morehouse stated that William Lamy, Superintendent of Public Works, could authorize up to \$5,000 (in additional expenses) for the contract.

Mr. Lamy presented the Buildings & Grounds Budget Performance Report and he stated, the report was positive due to the fact that two vacant positions had not been filled. *A copy of the report is on file with the minutes.*

Mr. Morehouse addressed the Heating Ventilation and Cooling (HVAC) system issues and distributed copies of the Panel Point Log Report to Committee members, a copy of which is on file with the minutes. The Report listed each heat pump in the building and, he stated, a new monitoring system was in place with a current setting of 69 degrees. He explained that with a 69 degree setting, the maximum temperature would be 75 degrees, at which point the cooling system would automatically engage. He noted that the original or previous maximum temperature was set slightly higher at 70 degrees, which caused the cooling system to engage more frequently resulting in an excess of cold air. He added that the night temperature was set at 60 degrees and asked for the support of all staff members in his effort to moderate building temperatures. He stated his support of the new program in which temperatures throughout the building could be monitored with greater ease.

Mr. Payne said he had received numerous complaints of cold temperatures in the early morning in areas such as the Civil Service Department and asserted that with the lower night setting, offices must allow time in the morning for temperatures to rise to the standard daytime range. Mr. Morehouse interjected that office areas near windows would draw in lower temperatures.

Further, Mr. Morehouse urged the removal of all electric heaters and other items both warm and cold that might influence the thermostats. He apprised that the thermostats located near heat sources, such as computers and servers, would be moved.

Mr. Haskell raised the issue of the recent tour of the Court System which confirmed significant space issues, and he stated, the Family Court was clearly in need of additional space. He added that Judge Krogmann had asked this Committee to review the space issue and Mr. Haskell apprised that the issue was discussed two years ago; however, he said, the proposed plan had not been approved. Subsequently, he said, the Health and Human Services Building (HHSB) plan was approved, which deemed the previous plan irrelevant as it included the conversion of the Supervisor's Board room into a Court room. He stated that Judge Krogmann had asked him to re-open the issue before the Committee and invited Supervisors to schedule additional tours as necessary. Mr. Payne noted that he was contacted by Judge Krogmann this morning to remind this Committee to address the space issue. As stated by Judge Krogmann, Mr. Payne reported that if a local candidate for Judge were to win Tuesday's

election, and if said candidate resided in Warren County, a space for the Judge's Office Chambers must be provided within this building to be paid for by Warren County, and to include four offices to house the Judge, his Secretary, a conference room and a meeting room. He added that the Courtroom would remain in the region being served. Mr. Haskell apprised that there was a strong possibility that another Supreme Court Judge would be appointed and therefore an additional courtroom would be needed.

Mr. Girard conveyed his support for the effort to secure additional space for the Family Court. He said it was his understanding that the previous plans had stopped due to the estimated cost of \$30 million to implement the changes at that time. He suggested bringing the Committee's suggestions directly to the full Board to economize time and effort. Mr. Haskell apprised that once the Department of Social Services (DSS) staff was moved, the co-generation facility plan would become costly, and he suggested building Court Chambers in the building previously occupied by the co-generation facility and remove the DSS building. The entire process, he anticipated, would be long due to the logistics involved and the joint efforts required of the Unified Court System, engineers and architects. He clarified that rental fees would not apply to new construction; however, he stated, rental fees collected after construction was complete, would cover the interest on the bond.

Discussion ensued.

Mr. Haskell suggested that all Committee members participate in a complete tour of the Courts prior to submitting recommendations regarding space. Mr. Tessier raised the issue of the old jail, and recommended that it be used for other Departments such as Probation, to allow the Court to remain in the main building.

Mr. Haskell stated that he would obtain figures from the Judge regarding the square footage requirements. Mr. Morehouse expounded that Clark Patterson had done an extensive study pertaining to space issues for the courtrooms, and said he planned to meet with Clark Patterson on Thursday. Mr. Payne apprised that he had received notice from the Department of Corrections that they were not interested in doing the asbestos abatement work. Mr. Payne said he had spoken to Julie Pacyna, Purchasing Agent, with regard to preparing a RFP and she recommended that the abatement RFP be prepared by the same contractor that had been hired by Clark Patterson to conduct the engineering study for the abatement. Mr. Payne noted a cost of approximately \$50,000 for the engineering work, which would not include the actual abatement, and suggested that the County prepare the RFP.

A discussion ensued and Mr. Lamy offered his judgement that the space issue should be handled by the Department of Public Works.

Motion was made by Mr. Girard, seconded by Mr. Thomas and carried unanimously to approve the request by Mr. Lamy that the project related to office space issues be referred to the Department of Public Works.

With no further business to come before the County Facilities Committee, on motion by Mr. Girard and seconded by Mr. Thomas, Mr. Haskell adjourned the meeting at 12:21 p.m.

Respectfully submitted,

Joanne Collins, Legislative Office Specialist