

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS (INCLUDING AIRPORT; DPW AND PARKS, RECREATION & RAILROAD)

DATE: SEPTEMBER 30, 2008

COMMITTEE MEMBERS PRESENT:

SUPERVISORS BELDEN
TESSIER
STEC
MERLINO
HASKELL
CHAMPAGNE
TAYLOR
GOODSPEED

COMMITTEE MEMBER ABSENT:

SUPERVISOR BENTLEY

OTHERS PRESENT:

REPRESENTING DPW:
WILLIAM LAMY, SUPERINTENDENT
JEFFREY TENNYSON, DEPUTY SUPERINTENDENT OF ENGINEERING
REPRESENTING THE WARREN COUNTY AIRPORT:
DON DEGRAW, MANAGER
REPRESENTING PARKS, RECREATION & RAILROAD:
PAUL BUTLER, DIRECTOR
PAUL DUSEK, COUNTY ATTORNEY
HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES
JOAN SADY, CLERK OF THE BOARD
SUPERVISORS GERAGHTY
STRAINER
THOMAS
JULIE PACYNA, PURCHASING AGENT
KIM LUSSIER, EMPIRE EAST AVIATION
RICH SCHERMERHORN, SCHERMERHORN AVIATION
JOHN RIEGEL, UPPER HUDSON RIVER RAILROAD
CLIFF WELZ, UPPER HUDSON RIVER RAILROAD
GORDON WOODWORTH, THE CHRONICLE
AMANDA ALLEN, SR. LEGISLATIVE OFFICE SPECIALIST
Please see the attached sign-in sheet for additional attendees.

Mr. Belden called the meeting of the Public Works Committee to order at 9:30 a.m.

Motion was made by Mr. Haskell, seconded by Mr. Tessier and carried unanimously to approve the minutes from the August 21, 2008 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Don DeGraw, Airport Manager, who distributed copies of the Airport agenda to the Committee members. *A copy of the Airport agenda is also on file with the minutes.*

Beginning with the New Business portion of the agenda, Mr. DeGraw presented Item 2, which consisted of a request to authorize a new contract with Baseline King Corp. for the installation of precision approach path indicators (PAPIs) to replace the existing visual approach slope indicators (VASIs) along Runways 1 and 19. He explained Baseline King Corp. had been the low bidder for the installation services at a total of \$56,416. Mr. DeGraw concluded that this was a NYSDOT (New York State Department of Transportation) project which was 90% funded by State grants, requiring only a 10% Local Share to be paid by the County.

Motion was made by Mr. Champagne, seconded by Mr. Taylor and carried unanimously to approve the request for a new contract with Baseline King Corp. as outlined above and the necessary resolution was approved for the October 17th Board meeting. *A copy of the request is on file with the minutes.*

Mr. DeGraw advised that Agenda Item 3 included a request for a new contract with C&S Engineers to perform design and administrative services in connection with work funded by the NY State Security Fence and Lighting

grant. He said that the contract total would be approximately \$5,000 which would be completely funded by State grants.

Mr. Haskell reminded the Committee that new fencing had previously been installed around the Airport and he questioned the need for more. Mr. DeGraw replied that the fencing work being provided was for an area around the terminal, which had not been fenced previously, and the remainder of the work associated with the grant would be for lighting.

Motion was made by Mr. Haskell, seconded by Mr. Champagne and carried unanimously to approve the request for a new contract with C&S Engineers as outlined above and the necessary resolution was authorized for the October 17th Board meeting. *A copy of the request is on file with the minutes.*

Proceeding to Agenda Item 4, Mr. DeGraw apprised that during the construction phase of the Runway 1 Safety Area (RSA) Project wetland areas had been destroyed, leading to a need for mitigation services. He said that because the condition of the existing wetlands were not equal to NYSDEC (New York State Department of Environmental Conservation) standards, the County was required to improve them, which incurred additional costs in the area of \$260,000, with approximately \$110,000 for engineering fees and \$150,000 for construction costs.

Referring to the minutes from the February 1, 2008 Public Works Committee meeting, Mr. DeGraw advised that Marshall Stevens, former Airport Manager, had discussed the matter with the Committee and a resolution had subsequently been approved for \$110,000 in engineering services to be provided by C&S Engineers for project design and engineering oversight for the project. He added that although the resolution had been approved, funds had not been appropriated for this work. Mr. DeGraw stated that typically, when an overrun such as this was incurred in a project funded by FAA (Federal Aviation Administration) grants, the total grant amount would not amend until the project was finished, at which point the FAA would review the overrun costs and amend the grant, provided that the overrun amount was less than 15% of the total grant amount. The problem with this, he cautioned, was that the FAA would not guarantee reimbursement prior to the completion of the work and without this guarantee the County Treasurer would not authorize the expenditure of funds for the necessary work without Committee approval.

Mr. DeGraw directed the Committee members to the portion of the agenda wherein he had included a Cost Summary for the project which outlined the original FAA grant amounts as follows:

Cost Summary:

Original FAA Grant Amount (95%):	\$1,928,500
Allowable Grant Run-Over (15%):	289,275
Original County Share (2.5%):	50,750
Change Orders for RSA Site:	44,294 (estimated)
Design for Wetland Mitigation Site:	110,000 (with optional bid phase)
Construction for Wetland Mitigation Site:	150,000 (estimated)
Total Estimated Additional Costs:	304,294
FAA Portion (95%):	\$289,079.30
NYS Portion (2.5%):	7,607.35
County Portion (2.5%):	7,607.35

Mr. Belden questioned if the County would have to fund the full \$304,294 to complete the project prior to receiving any FAA grant reimbursement and Mr. DeGraw replied affirmatively. Mr. DeGraw cautioned once again that the FAA reimbursement of \$289,079.30 was not guaranteed; he added that typically, when the work was completed the FAA would review the project and the grant award monies available to them which would be forwarded to the County when and if they became available.

Mr. Belden then questioned how long after the work was completed would FAA reimbursement be received and Mr. DeGraw relayed the information he had received from the FAA which indicated that if the project proceeded as planned, reimbursement would be received by the end of 2009. Mr. DeGraw reiterated that this projection was not guaranteed and that the reimbursement funds would be contributed to by other FAA projects around the State that were completed under budget.

Mr. Taylor stated that he was wary of approving the expenditure due to the uncertainty as to whether or not additional offsetting FAA grant funds would be received.

William Lamy, Superintendent of Public Works, asked what the consequences would be if the work was not completed and Mr. DeGraw replied that because the County would be in violation the agreement with NYSDEC, it was likely that fines and penalties would be received and that no further NYSDEC wetland permits would be issued, thereby ceasing all Federal projects at the Airport.

Mr. Taylor suggested that the issue be tabled and that Mr. Lamy be directed to review the engineering and construction work necessary to determine if it could be completed by County staff, rather than contracting with outside engineering firm, in order to reduce the expenditure of County funds in connection with the project.

Subsequent to further discussion on the matter, motion was made by Mr. Goodspeed, seconded by Mr. Champagne and carried unanimously to delay further work on the project pending a determination by Mr. Lamy as to whether the construction work necessary in connection with the Runway 1 Safety Area Project could be completed by County staff. *Note: Subsequent to the meeting, Mr. Lamy advised that the necessary work could not feasibly be accomplished by County Staff and the matter of the additional funding for the project was referred to the Finance Committee.*

Moving to the Old Business section of the agenda, Mr. Belden apprised that Item 5 referred to Committee discussion on the RFPs (Request for Proposals) received in connection with the FBO (Fixed Base Operator) contract which was to expire on December 31, 2008. Due to the fact that the discussions would be based upon matters leading to the employment of a particular firm, Mr. Belden suggested that an executive session be called.

Paul Dusek, County Attorney, interjected that Mr. DeGraw had specific information to present on the proposals which should be made public prior to entering into executive session.

Mr. DeGraw announced that three bids had been received in response to the RFP and they were from Empire East Aviation; North American Flight Services and Schermerhorn Aviation. He then distributed copies of the "FBO - RFP Final Analysis Sheet", which he reviewed aloud for the Committee's benefit. The Analysis Sheet included specific information regarding the bids received from each of the three responding firms, as well as Mr. DeGraw's personal assessment as to which group would be best suited to assume or continue the role as FBO. A copy of this document is on file with the minutes.

Motion was made by Mr. Tessier, seconded by Mr. Champagne and carried unanimously to enter into executive session to discuss matters leading to the employment of a particular firm pursuant to Section 105(f) of the Public

Officers Law.

Executive session was held from 9:52 a.m. to 10:51 a.m.

Upon reconvening, Mr. Belden announced that no action had been taken during the executive session. He then advised that each of the firms vying for the FBO contract would be given the opportunity to briefly speak on their behalf prior to receiving the Committee's decision.

Rich Schermerhorn, proprietor of Schermerhorn Aviation, addressed the Committee first, stating that if given the opportunity to serve as FBO, he would strive to maintain and exceed all of the minimum standards required in connection with the services currently being provided at the Airport. He added that he had been a successful businessman for some time and understood that it was very important to attend to the needs of both local and transient visitors of the Airport equally and without favoritism to either group. Mr. Schermerhorn advised that his initial reasons for applying for the FBO contract were based on the fact that he had made a \$1.5 million investment in the County Airport through the hangars that had been constructed by his company. He stated his feeling that the Airport held a great potential for expansion and his plans were to continue its growth as economic development and growth were extremely important, especially in consideration of the status of the local and national economy.

With respect to funding cut from the 2009 County Budget for an aircraft wash pad, Mr. Schermerhorn stated that two of the large Schermerhorn t-hangars already had oil/water separators in place, allowing them to legally be used as wash-bays and this was one of the benefits he would offer as FBO. In addition, he said that he would also provide full-service jet maintenance. Mr. Schermerhorn stated that as per the minimum standards put in place by the County and the FAA, it was encouraged for the FBO to exceed the minimum standards, which was his intention. He said that he intended to provide excellent service to every patron while increasing revenues.

Finally, Mr. Schermerhorn stated that although it had not been included in the bid submitted by Schermerhorn Aviation, as the chosen FBO he would be willing to fully fund and construct the self-fueling facility that the County had projected for the Airport, repaying the County for any investment made thus far in the project. He advised that the self-fueling facility was a huge benefit to the patrons of the Airport as it allowed for 24-hour airplane fueling. Mr. Schermerhorn noted that the self-fueling facility would be constructed as per the plans and specifications already outlined by the County at the cost of Schermerhorn Aviation.

Mr. Goodspeed pointed out that the proposal offered by Schermerhorn Aviation offered projected capital improvements in the amounts of \$50,000, to be allocated towards the fuel farm, and \$25,000 towards the main terminal. He asked if the funds and commitments were available at the start of the FBO agreement and Mr. Schermerhorn replied affirmatively.

Mr. Stec asked if the self-fueling facility proposed would be completed within 2009 and Mr. Schermerhorn replied affirmatively, noting that if Schermerhorn Aviation was awarded the FBO contract the equipment necessary for the self-fueling facility would be ordered immediately and the County would be refunded for any investments they had already made in the project.

Mr. DeGraw questioned if ownership of the self-fueling facility would revert to the County and Mr. Schermerhorn advised that his initial intention had been to own the facility himself; however, he added, he would agree to the ownership reverting to the County at the end of his term as FBO as he was entering into the agreement with the intention of making a commitment to the County and he hoped to retain the FBO contract for an extended period.

Mr. DeGraw noted that the design for the self-fueling facility would permanently tie it into the County's fuel farm; therefore, he said, the County would desire to own the facility independently, rather than in conjunction with a private individual. Mr. Schermerhorn stated that he understood the desires of the County and would agree to transfer ownership of the self-fueling facility, regardless of its location at the Airport.

Kim Lussier, current FBO, said that Empire East Aviation had been planning to institute a self-fueling facility also and he had already researched the costs for a self-contained unit that would be independent of the County's fuel farm, with the intention of eventually relinquishing the facility to the County at the end of the lease term. He said that they also planned to complete the 20 t-hangars planned for construction on Airport property and hoped to increase services over and above what was currently being offered if chosen to continue as FBO. Mr. Lussier noted that gross sales had increased by 89% since 2004; he added that the annual gross amount paid to the County had also increased from \$28,000 in 2007 to \$57,200 in 2008. He explained that the increase in sales was due to the additional services now available to Airport patrons, such as de-icing. Mr. Lussier stated that the corporate hangars constructed by Mr. Schermerhorn had also assisted in increasing sales as they had been able to offer hangar space to customers seeking it.

Mr. Belden questioned when the t-hangars being constructed by Empire East Aviation would be completed and Mr. Lussier replied that they would not be finished until 2009 due to the County's inability to provide the necessary paving until that time.

Mr. Goodspeed stated that as per his recollection, the bid submitted by Empire East Aviation stated that they would "explore" expansion or construction of the fuel farm to include a self-fueling facility. He asked if the bid was now being amended to state that if elected to continue the role as FBO, Empire East Aviation would fund the construction of the self-fueling facility and Mr. Lussier replied affirmatively.

Mr. Goodspeed then questioned Mr. Lussier's visions for the Airport over the next 15 years and Mr. Lussier apprised that he anticipated continued growth and improvements to the existing buildings, which were starting to show their age. He added that he would also like to see an increase in the flow of air traffic, as well as more planes based at the Airport. Mr. Lussier stated that balanced with the continued growth, the Airport would have to continue to be a good neighbor to the people and businesses existing around it. He said that the Airport did not receive many serious complaints from surrounding residents and he said that this standard should continue along with the growth.

Tom Clements, a pilot who frequented the Airport, stated that he had been a patron of the Airport since 1991 and had dealt with a number of different FBO's in that time. He said that he was very happy with the service provided by Empire East Aviation in their tenure as FBO, noting that they were very reliable and provided necessary services regardless of weather conditions; he added that he hoped the Committee would give a great deal of weight to this factor in making their decision. Mr. Clements stated that although he was sure that the Committee desired growth in the income generated at the Airport, he felt that the potential for growth was limited. He said that people flying jets into the Airport were not doing so because they were attracted by the FBO but rather by the attractions in the area. Mr. Clements noted that the FBO was unable to magically increase jet traffic as they played a supporting role and were not the main attraction for visiting pilots.

Mr. Clements pointed out that while everyone appreciated what Mr. Schermerhorn had done in building the four corporate hangars at the Airport, he had no experience in running an FBO and he noted that Empire East Aviation had the most experience of the applicants. He stated that private pilots were somewhat wary of an FBO that catered to jet traffic, such as it was feared that Schermerhorn Aviation would. Mr. Clements said that Empire East Aviation

had done a great job of working with both private and jet traffic and he said he had yet to hear of a situation in which a jet pilot had not received all of the services they were accustomed to. He closed by stating that the Committee members should be wary of any revenue enhancement projections that had been provided. Mr. Clements said that the figures presented by Empire East Aviation were actual while all others were simply figures projected by the RFP applications and could not be substantiated.

Jon Lapper, Attorney for Schermerhorn Aviation, addressed the Committee stating that there was no competition between general aviation and jet traffic, there was simply a need to expand jet service at the Airport. He said that if chosen to be the FBO, Schermerhorn Aviation would address the needs of all users and would hire quality personnel to address these needs. Mr. Lapper said that it was in the best interest of Mr. Schermerhorn and the County that he continued to invest in the Airport in order to capitalize on the investments already made. He noted that he disagreed with the statements made by Mr. Clements, stating that the increase in revenues over the past few years could be directly attributed to the corporate hangars constructed by Schermerhorn Aviation and the more jet and general aviation traffic incurred would increase revenues to the County.

Mr. Belden stated that the Committee had made a determination as to their recommendation for award of the FBO contract effective January 1, 2009. He added that the recommendation would be forwarded to the full Board of Supervisors for their approval at the October 17, 2008 Board meeting; if approved, Mr. Belden stated that a public hearing would be held at the November Board meeting to allow for discussion by the public sector, subsequent to which the contract would be awarded.

Motion was made by Mr. Stec, seconded by Mr. Goodspeed and carried by majority vote to recommend that the FBO contract be awarded to Schermerhorn Aviation effective January 1, 2009 and should include provisions for all of the services noted in the proposal submitted by Schermerhorn Aviation, as well as the verbal commitments made by Mr. Schermerhorn during the current meeting, with Mr. Haskell voting in opposition.

Mr. Dusek exited the meeting at 11:10 a.m.

Concluding the agenda review, Mr. DeGraw advised that the final Old Business item consisted of a review of the items pending from prior Committee meetings, which he detailed as follows:

1. Mr. DeGraw said that he had no update for the Committee regarding the validity of an easement on the Chartrand parcel;
2. Regarding the RFP issued for the FBO contract, Mr. DeGraw stated that this item had been addressed and could be removed from the referral listing;
3. Mr. DeGraw said that he had no new information to present regarding Mr. Lamy's decision as to whom would be appointed to the NYSAC (New York State Association of Counties) Public Safety Committee;
4. Referring to round two State grant funding to complete the proposed self-serve fueling station project at the Airport, Mr. DeGraw said that application for grant funding would depend upon the FBO provisions as Mr. Schermerhorn had advised that he was willing to fund this initiative.

As there was no further Airport business to present, Mr. DeGraw thanked the Committee and exited the meeting at 11:12 a.m.

Privilege of the floor was extended to Paul Butler, Director of Parks, Recreation & Railroad, to begin the Parks, Recreation & Railroad portion of the Committee meeting. Mr. Butler distributed copies of the Parks, Recreation

& Railroad agenda to the Committee members, a copy of which is on file with the minutes.

Mr. Butler presented Agenda Item 1, which consisted of a request to amend the County Budget to increase estimated revenues and appropriations in the amount of \$13,750 to reflect in-kind services required by the AGFTC (Adirondack-Glens Falls Transportation Council) Make the Connection Grant award. He noted that he had previously requested an amendment to the County Budget to reflect the receipt of \$55,000 in grant funding but had inadvertently omitted the in-kind services required in connection with the grant award.

Motion was made by Mr. Champagne, seconded by Mr. Stec and carried unanimously to approve the request to amend the County Budget as outlined above and refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Mr. Butler advised that Agenda Item 2 referred to a request to extend the termination date for the agreement with NYSDOT for the Warren County Railroad Rehabilitation Project, Pin# 1821.71, to September 29, 2011. He explained that the initial agreement had expired; however, he noted, \$147,885.01 remained in the Project and NYSDOT had offered an extension of the agreement to September 29, 2011 in order to expend those funds. Mr. Butler noted that the funds could only be used for work on the railroad tracks themselves and he suggested that the remaining funds be used for the track work required in connection with the Town of Thurman Station, allowing for the funds included in the Rail Stations Improvement Project for this purpose to be used as contingent monies.

Mr. Merlino questioned if the remaining funds could be applied directly to the Rail Station Improvement Project and Mr. Butler replied in the negative. He clarified that the funds could only be used for track work and could not be used for the Rail Stations or their engineering and design. Mr. Butler noted that by using the remaining \$147,885 for the track work required at the Town of Thurman Station, they could use the funds initially included in the Rail Stations Improvement Project for this purpose to meet some other need or to serve as additional contingency funds.

Mr. Butler stated that the Rail Stations Improvement Project engineers had been made aware of the additional funds and would be addressing any additional costs over and above what was already approved with the Committee if such a need surfaced. Mr. Merlino stated that in his opinion any extra monies should be held as contingency monies rather than expanding on the Project plans already in place. Mr. Lamy pointed out that there were no plans to include any additional work in the Rail Station Improvement Project without Committee review and approval.

A discussion ensued.

Motion was made by Mr. Haskell, seconded by Mr. Goodspeed and carried unanimously to approve the request to extend the agreement with NYSDOT as outlined above and the necessary resolution was authorized for the October 17th Board meeting. *A copy of the request is on file with the minutes.*

Mr. Butler apprised Agenda Item 3 referred to a notice he had received from NYSDOT regarding a two-lane driveway addition on State Route 9 at the Wild West Ranch which would temporarily interfere with the Bikeway. He said that his only concern was with the way in which they intended to divert Bikeway traffic during the construction; he noted that he was wary of having it directed onto State Route 9 as it was a very busy highway. Mr. Butler stated that NYSDOT would potentially approve the request for the driveway construction, including the County's concerns in their letter of approval. He added that the stipulations expressed by the County would be included in the NYSDOT letter of approval and it would be up to the property owner and their hired contractor to see that they were implemented. Mr. Butler noted that the work was not imminent and the item was being

presented for informational purposes only, requiring no immediate Committee action.

Mr. Goodspeed suggested that the County's experts be relied on to make recommendations and comments on the matter and the Committee was in agreement.

Proceeding to Agenda Item 4, Mr. Butler announced that John Riegel and Cliff Welz, both of the Upper Hudson River Railroad (UHRR), were in attendance to address the Committee regarding the Thomas the Tank event and other railroad oriented activities.

Privilege of the floor was extended to Mr. Riegel who began by advising that the 2008 Thomas the Tank event had been held during the last two weekends in the month of May and had boasted attendance figures of close to 9,000 riders. He reminded the Committee that in order to make the Thomas the Tank event profitable, UHRR had been granted a reprieve on the \$1 per ticket fee normally given to the County and he said that they were requesting the same allowance for the 2009 event. Mr. Riegel stated that the event brought a considerable amount of economic stimulus to the Town of Johnsbury in the form of gas, lodging and food sales. He said that the \$1 reprieve would be necessary to bring the Thomas the Tank event back to the area and the sooner they received a commitment from the County, the sooner they could begin advertising and selling tickets for the attraction.

Not including the Thomas the Tank Event, Mr. Riegel apprised that UHRR had reached a ridership figure of 9,000 riders for the regular season thus far in 2008. He added that he anticipated this figure would increase to 11,500 by the end of the year, which was very close to what was experienced for 2007.

Mr. Riegel apprised that an operating agreement had recently been signed with the Town of Corinth naming UHRR as the operator of record for the portion of railway they owned. He said that since the agreement was now in place, UHRR would begin the work on the Antone Mountain Road crossing signal. Mr. Riegel reminded the Committee that the County had delayed in entering into an agreement with UHRR to do the work, and also authorizing use of the excess County-owned rail crossing equipment being stored at the Toney Pit, until the operator agreement with the Town of Corinth was in place.

Referring to the two-year extension of the operator contract with the County, Mr. Riegel said that he had recently signed and delivered the agreement to the County Attorney's Office. He reminded the Committee that in February, UHRR had expressed their interest in a five-year extension; however, he said, at that time the Committee members had not been agreeable to the five-year extension due to their uncertainty as to the future of the Rail Stations Project and the Authority merging the Town of Corinth and Warren County, which had just been established. Mr. Riegel said that since these matters were more stable, he hoped that the Committee would be in favor of authorizing an additional three-year extension to meet the five-year term the UHRR desired in order to avoid another RFP process at the close of the current two-year extension.

Mr. Riegel stated that he had attended a meeting during which it had been indicated that grant funding was available in connection with the railroad, for which he believed Mr. Butler had applied on the County's behalf. He added that UHRR intended to apply for grant funds also but were impeded from doing so as one of the specifications in the grant application was the requirement of a ten-year commitment with the organization they worked with, which was not supported by the current two-year contract held with the County. Mr. Riegel said that UHRR intended to use any grant funds to improve the equipment used to serve the County and would appreciate their reconsidering the extension of the current contract to meet this end.

Mr. Welz stated that while he did not understand the legality or availability of contract extensions, it was his understanding that if the extension was not going to be offered, an RFP process would have to be started in the near future in order to give all parties the opportunity to appropriately respond. He added that the previous RFP process had started late and sufficient time had not been given to allow any party receiving the contract to get their equipment in order to begin the contract term.

Mr. Belden stated that the Committee was not prepared to make an immediate decision on the contract extension and that further discussion would have to be held on the matter prior to doing so. Mr. Haskell pointed out that the County Attorney's Office should be consulted on the matter to determine if the extension requested was feasible before discussions could begin.

Referring to the \$1 reprieve on ticket sales for the Thomas the Tank event requested by Mr. Riegel, Mr. Belden asked the Committee for their feelings on the matter. Mr. Champagne stated that he preferred to see the funds return to the County, while Mr. Haskell stated that he was in favor of the reprieve because the event brought much needed tourism to the northern portions of the County, such as the Towns of Thurman and Johnsborg. Mr. Goodspeed agreed with Mr. Haskell's statements, noting that the event transformed one of the slowest times of the year into a very busy time for the Town of Johnsborg. He said that many of the event attendees partook of the amenities and attractions available on the way to the event site, purchasing gas, food and other such items. Mr. Goodspeed noted that in previous meetings he had been unable to vote or speak extensively on the matter as he had a conflict of interest; however, he said, that conflict no longer existed.

Motion was made by Mr. Haskell and seconded by Mr. Goodspeed to approve the \$1 reprieve on tickets sold for the Thomas the Tank event as per Mr. Riegel's request.

Mr. Geraghty, speaking as Budget Officer, stated that during the 2009 Budget negotiation process contracts in every Department were reduced, or increases were denied, in order to fund the Budget. He said that it did not send a good message to cut all other contracts and allow the reprieve to UHRR. Mr. Geraghty noted that because the event seemed to support tourism, the event coordinators should be able to apply for and receive Occupancy Tax funding to support their advertising costs which would in turn add to their profits.

Mr. Welz stated that UHRR had applied with the Town of Johnsborg for recommendation to the County for Occupancy Tax funding in the past but had not been qualified for such, as theirs wasn't a not-for-profit organization.

Mr. Goodspeed apprised that the Occupancy Tax funding application used by the Town of Johnsborg had recently been revised and UHRR should re-apply using the new multi-layered process that had been implemented. He added that while he agreed with the principals set forth by Mr. Geraghty in stating that the reprieve should not be granted because all contracts had been reduced, there was a small distinction in this case that was important to note as a stipend was not being allotted to UHRR, but rather the forgiving of a remittance that was normally submitted to the County.

Mr. Thomas reminded the Committee members that the \$1 per ticket received from UHRR was a revenue that could only be used to fund costs associated with track inspection and maintenance; therefore, he said, this could not be considered a true revenue to the County.

Subsequent to further discussion on the matter, Mr. Belden called the question and the motion was defeated with Messrs. Belden, Stec, Champagne and Taylor voting in opposition.

Mr. Belden announced that because the motion had failed, the \$1 reprieve requested by UHRR would not be granted and he suggested that they seek Occupancy Tax funding for assistance with advertising costs.

Concluding the agenda review, Mr. Butler addressed the listing of items pending from prior Committee meetings, which he detailed as follows:

1. With respect to the negotiations with OSI (Open Space Institute) regarding the Kellogg Property, Mr. Butler asked Mr. Goodspeed to update the Committee on the status of the negotiations. Mr. Goodspeed apprised that the Town of Johnsborg continued to await the final report from Elan Planning, who had visited the Town Board and given a presentation during the prior month. He advised that once the Elan report was received, it would be reviewed by Town officials in connection with Mr. Dusek and Mr. Butler, subsequent to which the property deed would be transferred to the County. Mr. Goodspeed closed by stating that he assumed the transfer would take place before the close of 2008;
2. Mr. Butler advised that they were currently working on plans for a covered railroad platform at the Stony Creek Station, located at the 1,000 Acres Ranch Resort. He added that once complete, the plans would be presented to the Committee and forwarded to the APA (Adirondack Park Agency) for their review. Mr. Butler said that he did not foresee any APA issues with the project plans.

Mr. Belden pointed out that during a recent meeting of the Planning & Community Development Committee they had discussed the \$30,000 in grant funding anticipated for the 1,000 Acres project and had found that there was no guarantee that the funds would be received. He suggested that in light of this information, no construction should begin until the funds were guaranteed in writing. Mr. Lamy responded that the project was planned for construction in 2009 and a definitive answer should be received before that time.

Referring to the funds intended for the purchase of additional railway stretching from the Town of Johnsborg into Essex County which had recently been returned to the General Fund, Mr. Goodspeed stated that he had voted for the fund to be closed reluctantly because he felt there was potential for a considerable business opportunity in connection with Barton Mines who had offices in the Town of North Creek and the City of Glens Falls. He said that Barton Mines had expressed interest in the rail lines for future commercial freight transportation purposes and the County stood to gain a considerable amount of revenue from this use if the line was acquired. Mr. Goodspeed said that he would like to keep the Committee up to date on the matter as in the future there might be the possibility of acquiring the line in connection with Barton Mines. He apprised that other entities had contacted his office as well, expressing interest in freight traffic which could lead to additional revenues for the County.

Mr. Belden questioned if the current railway would support freight traffic and Mr. Haskell replied affirmatively.

As there was no further Parks, Recreation & Railroad business to present, Mr. Butler thanked the Committee and exited the meeting at 11:51 a.m.

Committee recessed from 11:51 a.m. to 12:10 p.m.

Upon reconvening, privilege of the floor was extended to Mr. Lamy who distributed copies of the DPW agenda to the Committee members. *A copy of the DPW agenda is also on file with the minutes.*

Commencing with the New Business portion of the agenda, Mr. Lamy directed the Committee members to page 2 which reflected a request to fill the vacant position of Working Supervisor #3, base salary of \$26,101, which had been vacated due to retirement. He explained that during the 2009 Budget review, the Budget Committee had

determined that two positions within the Highway Division should be deleted and he was provided the flexibility to determine which positions those would be. Mr. Lamy stated that pursuant to this authority, he recommended the promotion of an employee currently classified as an MEO (Motor Equipment Operator)-Light to that of Working Supervisor #3 and deleting the vacated MEO-Light position. The remaining vacant Working Supervisor position would be the second position deleted, he added. Mr. Lamy further explained that the employee being promoted was currently providing the services of the higher grade position and was being paid out of title.

Mr. Geraghty affirmed that Mr. Lamy was given the flexibility to choose the two positions that would be deleted and he recommended that Mr. Lamy's suggestions be implemented.

Motion was made by Mr. Haskell, seconded by Mr. Champagne and carried unanimously to approve the request to fill the vacant position of Working Supervisor #3 as outlined above and refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

The next agenda item, Mr. Lamy advised, began on page four of the agenda which included a request to amend the County Budget in the amount of \$133,078 to reflect increased CHIPS (Consolidated Highway Improvement Program) funding. He reminded the Committee that during the summer season a letter had been received advising of increased CHIPS funding in the amount of \$178,000, at which time a decision had been made to retain the funds, rather than allocating them to any ongoing projects, in anticipation of budget overruns. Mr. Lamy added that they had subsequently allocated \$45,000 from this total to fund the addition of a turning lane on Peaceful Valley Road in the Town of Johnsbury, leaving a balance of \$133,078 in unused CHIPS funding. He pointed out that the DPW budget had no funds left over to purchase road salt for the remaining winter months of 2008 and he suggested that the County budget be amended to reflect the CHIPS revenues via a highway project, to be immediately transferred to the appropriate budget code to fund salt purchases. Mr. Lamy advised that he had reviewed the suggested transfer with Rick Murphy, Deputy Commissioner of Fiscal Services, who had confirmed that this method of transfer was appropriate. He added that sufficient highway projects had been completed for 2008 to submit for CHIPS reimbursement.

Mr. Lamy noted that the DPW salt sheds were currently full and if the supply was not depleted prior to the close of the year, he would have no need to use the funds being transferred. He stated that if the Committee was in agreement, at the close of 2008 any remaining funds could be used to supplement the 2009 DPW Budget, which had been significantly reduced. Mr. Lamy advised that this would be his last opportunity to transfer funds before the snow and ice season began.

Motion was made by Mr. Goodspeed, seconded by Mr. Haskell and carried unanimously to approve the request to amend the County Budget in the amount of \$133,078 as outlined above and refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Mr. Lamy then presented the request for transfer of funds as follows:

<u>From Code:</u>	<u>To Code:</u>	<u>Amount:</u>
D.5112 8000 280	D.5142 410	\$133,078
County Roads - CR#4, Valley Road	Snow Removal - County - Supplies	

Motion was made by Mr. Goodspeed, seconded by Mr. Haskell and carried unanimously to approve the request for transfer of funds as outlined above and refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Mr. Lamy advised that page six of the agenda included the revised paving scheduled for 2009 based on the reduced amount allotted during recent budget negotiations. He explained that the total had been reduced to \$1.32 million, with \$1.2 million being contributed by CHIPS funding, leaving a County share of \$119,017. Mr. Lamy noted that \$1.5 million had originally been estimated for CHIPS funding in the initial 2009 Budget request; however, he said, as per the direction of NYSDOT, the anticipated amount had been reduced to the figure received in 2007 as that figure was more realistic, although not guaranteed. Mr. Lamy stated that as they reached the end of the 2008 paving season there would be some projects with residual funds remaining in them and he suggested that those funds be used to supplement some of the road projects cut from the 2009 Budget. He said that he was not prepared to provide a full presentation on the matter at this time, but would approach the Committee with a more detailed request when the information was available.

Mr. Geraghty questioned the estimate of \$100,000 per mile for paving costs and Mr. Lamy replied that the figure was accurate for reconstruction projects. He added that in prior years the cost had been closer to \$50,000 per mile but due to increases in gasoline and material costs the price had risen.

Mr. Lamy stated that although pavement traditionally lasted for ten years, there were some County roads that were constructed improperly in the past and had not lasted that long. He said that in the paving schedules previously developed, provisions had been included to revisit every lane mile on a ten year basis; by reducing the paving schedule, Mr. Lamy said that they had changed this standard to a twenty year rotation. He stated it was his hope that this dilemma would be rectified, allowing for the paving schedules to resume their ten year cycle, as the road life of ten years would not last the twenty year visit cycle. Mr. Lamy pointed out that the DPW budget currently included the costs for the 2005 washout, consisting of approximately \$1.16 million to be paid over a three year period, and he assumed that when the funds were repaid the amount allocated for this payment would be returned to the paving projects, allowing for the paving schedule to be expanded once again.

Discussion ensued.

Mr. Lamy advised that the next agenda item referred to the possibility of instituting one-person plowing crews and he directed the Committee members to page 8 which included a chart reflecting the personnel responsible for highway plowing during the snow and ice season. He stated that there were 34 people working during snow and ice events, 18 of which manned the nine tandem plow trucks used during snowstorms. Mr. Lamy added that if they moved to a one-person plowing operation they could reduce this workforce by 9 people.

A considerable amount of research on the implementation of one-person plowing operations across the State had been performed, Mr. Lamy stated, subsequent to the review of which he had found that the opinions of the Counties varied, with some in favor and others against. He advised that in an effort to reduce overtime costs he had reviewed the matter with his Highway Manager and General Foreman and had determined that they were willing to try one-person plowing to see how it would work in Warren County.

Motion was made by Mr. Champagne and seconded by Mr. Stec to approve the implementation of one-man plowing crews during snow and ice events.

Mr. Lamy stressed that he would have to be completely comfortable with the safety of both the employees and the public before implementing the one-person plowing crews; therefore, he said, he had contacted NYSDOT to gain the services of a trainer who would train all of the employees involved. He added that the recommendations received from Counties that had already implemented these measures was to make the change slowly and be sure that the employees were comfortable with the changes. Mr. Lamy stated that in order to make the transition as

safely as possible, he intended to keep two people in each plow truck for the first few storms to allow the driver to initially work the wing by themselves with the wing-person on hand to assist with direction. Once the driver had developed the appropriate confidence level, he said, the second person would be removed from the truck. Mr. Lamy stated that one-person plowing crews would be used only when storms occurred after normal business hours, when overtime was incurred, to simply clear the roadways. He said that during normal business hours the trucks would be fully staffed with two-person crews which was when they would do the extra work such as pushing back snowbanks. Mr. Lamy apprised that there were two plowing routes that he was very concerned with and would prefer to retain a two-person crew for, those being the routes that encompassed Diamond Point Hill and County Route #11 as both included dangerous hills. He said that depending upon the length and severity of a forecasted event he would hope to adjust the plowing crews as necessary to ensure safety.

Mr. Lamy stated that other Municipalities had made this transition with great success and he was willing to make an attempt to do so also to reduce costs to the County. However, Mr. Lamy cautioned, it would only take one catastrophic accident to equal all of the savings attained through this effort. He added that as per their prior conversations, Mr. Dusek had advised that the Union should be incorporated into the plans to proceed with one-person plowing crews; he added that the next step would be to inform Mr. Dusek of the Committee's decision and he would then proceed in contacting the appropriate Union representatives.

In an effort to reduce costs in another manner, Mr. Lamy said that he had researched the possibility of implementing 10-hour work shifts or shift work, and had found that he did not have sufficient employees to do either. Therefore, he said, he would propose that they maintain the regular eight-hour shift currently in place.

When asked what the projected savings in overtime for implementing one-person plowing crews, Mr. Lamy replied that it would be approximately \$30,000 per year. Mr. Belden questioned why the total amount would not be reduced by half and Mr. Lamy replied that this was because the overtime incurred through the nine tandem plowing trucks would be reduced. He noted that overtime costs for the loader operators and such would not be reduced.

Mr. Stec stated that the Town of Queensbury had been using one-person plowing crews for some time with no incident and he noted that Luzerne Mountain Road was one of the most treacherous roads in Warren County and it was plowed by the Town with a one-person plowing crew without issue.

Subsequent to further discussion, Mr. Belden called the question and the motion was carried by majority vote to implement one-person plowing crews during overtime snow and ice events with Mr. Haskell voting in opposition.

Resuming the agenda review, Mr. Lamy apprised that the next agenda item pertained to a parcel of land located at the Maintenance Facility in the Town of Warrensburg which was not used by the County and had been acquired through purchase for back taxes. He said that the neighboring property had expressed an interest in purchasing the parcel and the DPW had no objection to its sale. Mr. Lamy advised that he had already spoken to Michael Swan, Director of Real Property Tax Services, and it was his understanding that the property would be sold via a sealed bid process. He noted that a map of the parcel in question was included on page 10 of the agenda.

Mr. Belden said that this matter had been discussed at the recent Real Property Tax Services Committee meeting where it had been determined that the property would also be advertised on the internet. He noted that the property would have to be determined excess and Mr. Goodspeed interjected that it was his understanding that this process was not necessary because the property was attained through a tax auction. Mr. Lamy stated that this matter had been included for informational purposes only and that he would update the Committee on any new developments.

Mr. Lamy directed the Committee members to page 11 of the agenda which included a request for a new contract with Safety-Kleen Systems, Inc. for environmental services to the Maintenance Facility, Airport and Municipal Center. He said that the item was being presented as the costs of the contract might exceed the \$5,000 limit by which the Chairman was previously authorized to approve contracts.

Mr. Goodspeed asked what environmental services would be provided through this contract and Jeffrey Tennyson, Deputy Superintendent of Engineering, replied that it was for the handling of fluids. Mr. Lamy added that the contract would handle the disposal of glycol, cleaning solvents, filters from the paint shop and other such waste.

Hal Payne, Commissioner of Administrative & Fiscal Services, advised that Siemens Building Technologies handled this service for the Westmount Health Facility and he asked if the fluids could be destroyed through the oil burner that Siemens had proposed for implementation at the Warrensburg DPW Maintenance Facility. Mr. Lamy replied that he was unaware of the status of the project as the matter had not been discussed further. He noted that they were about to enter into another heating season without benefit of the new heating equipment which would lead to additional costs for fuel and overtime to monitor the existing furnace for the third year. Mr. Payne then advised that Mr. Dusek was currently working with Siemens Building Technologies on the financing arrangement for the oil burner. Mr. Tennyson added that further information with respect to the matter was to be presented at the next Finance Committee meeting.

Motion was made by Mr. Stec, seconded by Mr. Haskell and carried unanimously to approve the request for a new contract with Safety-Kleen Systems, Inc. as outlined above and the necessary resolution was authorized for the October 17th Board meeting. *A copy of the request is on file with the minutes.*

Mr. Stec exited the meeting at 12:29 p.m.

Mr. Tennyson advised that page 17 of the agenda included a request to authorize the Chairman to execute various ROW (right-of-way) documents for future road and bridge projects. He explained that a resolution to this effect would consolidate the authorities already granted to the Chairman by the Committee in approving different stages of the ROW processes. Mr. Tennyson noted that this would not enable any new authorities, but would apply those already given to all road and bridge projects and consolidate them into one resolution.

Motion was made by Mr. Champagne, seconded by Mr. Tessier and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the October 17th Board meeting. *A copy of the request is on file with the minutes.*

The next agenda item, Mr. Tennyson apprised, pertained to a drainage issue along a County Road located in the Town of Bolton which had been caused by a property owner. He explained that approximately 20 years ago, a garage had been erected by the property owner and a spring had been hit during the excavation for the foundation. At that time, Mr. Tennyson further explained, a pipe had been run under the road to direct the flow of water from the spring to the drainage on the opposite side of the road. He said that the pipe had now failed and water was beginning to pool on the side of the road. Mr. Tennyson advised that the resident had committed to fixing the problem, which would require some directional boring under the road to replace the existing pipe, for which the property owner had hired a contractor and both parties had agreed to the County's terms and conditions in doing the work. However, he added, if the property owner decided not to take care of the job prior to the winter season, the County would have to proceed in doing the work as there was a potential for considerable icing due to the amount of water pooling on the side of the road, which could lead to hazardous conditions for drivers passing by. Mr. Tennyson stated that if it became necessary for the County to provide the work necessary in the interest of

public safety, they would have to do so and pursue litigation against the resident to recover the costs incurred. He added that the County Attorney's Office had been made aware of the situation, as well as Mrs. Simmes, Supervisor for the Town of Bolton, who had been assisting wherever she was able to.

Mr. Tennyson stated that the matter was being brought to the Committee's attention as if the property owner did not proceed in taking the necessary action to correct the drainage issues, the County would be forced to implement an emergency contract, prior to the next Committee meeting, in order to rectify the situation before the start of the winter season.

Mr. Belden advised that the DPW should proceed as necessary to avoid any safety hazard and should keep the Committee abreast of any new information pertaining to the matter.

Mr. Tennyson directed the Committee members to page 20 of the agenda which included documentation pertaining to the bids received for Multi-discipline Engineering Services as authorized in a previous Committee meeting. He apprised that there had been ten responders to the bid and that an analysis based on a typical project had been performed to determine who would be best suited to assume the work included in the bid. Subsequent to the analysis, Mr. Tennyson advised that the contract had been awarded to Clark Patterson Lee and the County Attorney's Office was currently in the final stages of establishing the necessary contract. He said that work would begin on the electrical system in the Municipal Center within the coming weeks as a part of this contract and that a meeting had already been scheduled in the panel room to discuss the matter.

Mr. Lamy stated that this information had been provided as per a request made by the Committee at a previous meeting. He reminded them that the contract was necessary to replace the one previously held with Rist Frost Associates.

Regarding the addition of a turning lane on Peaceful Valley Road in the Town of Johnsburg, Mr. Tennyson apprised that DPW crews were currently in the process of doing site work for the addition and he anticipated that the project would be complete by the middle of the following week, weather permitting. He stated that the minimum amount of work necessary had been done to complete the job done at the least cost to the County. Mr. Lamy interjected that the plans for the project were completed by County staff, which would not have been possible if the Committee had not authorized the computer and software upgrades approved in a prior meeting. He added that the savings incurred by providing the engineering work in-house had paid for the software upgrades implemented.

Mr. Lamy advised that the next agenda item pertained to the Interstate 87 (I-87) Exit 20, State Route 9 Corridor Study and he advised that two major initiatives involving traffic on Route 9 adjacent to the Municipal Center were progressing simultaneously. He apprised that the AGFTC had undertaken a study to evaluate the recommended alternatives to alleviate traffic congestion on State Route 9 between State Route 149 and Round Pond Road (CR#17), including the I-87 Exit 20 interchange. Mr. Lamy stated that the County was currently advertising sale of two parcels of property adjacent to the I-87 interchange with frontage on State Route 9 and he noted that from a transportation perspective, an effort should be made to maintain sufficient ROW to implement any of the recommended improvements to State Route 9, Gurney Lane (CR#23) and the I-87 interchange.

Proceeding, Mr. Lamy advised that the NYSDEC-owned portion of Beach Road, located in the Town of Lake George, had reached a considerable level of deterioration and would not survive the winter season. He apprised that he had spoken with NYSDEC regarding the matter and they were now seeking funds to pay for the County to implement temporary repairs to last until that portion of the road could be rebuilt. Mr. Lamy stated that it was his hope that funds would be found on the State level to pay for the repairs and he wanted the Committee to be aware

of the situation in the event that they heard of County forces paving that area.

Mr. Lamy directed the Committee members to page 24 of the agenda which included a listing of the contract extensions approved within the past month, based on previous resolutions passed by the Board. He added that this notation had been included for informational purposes only and required no Committee action.

Moving to the next agenda item, Mr. Lamy presented a copy of a letter received from Willy F. Grimmke, Washington County Superintendent of Public Works, regarding a Solid Waste Management Plan update. Mr. Lamy read Mr. Grimmke's letter which indicated that Washington County was considering developing a Solid Waste Management Plan separately from Warren County. He added that a copy of the letter had been included on page 25 of the agenda as per the direction of Mr. Dusek.

Mr. Lamy noted that they were currently in the process of developing an RFP (request for proposal) to select a party to update Warren County's Solid Waste Management Plan. He noted that the main difference in solid waste programs between the two Counties was that Washington County owned all of the transfer stations at the County level, while in Warren County the Towns owned the transfer stations respectively. Mr. Lamy said it appeared that the two Counties were proceeding in different directions to develop their Solid Waste Management Plans.

Mr. Champagne stated that he was a member of the Solid Waste Coordinating Committee and was not aware of this desire on Washington County's part, prior to receiving the results of the RFP being prepared. He said it was his feeling that it was not in the best interest of either County to move forward in this manner prior to determining what benefits might be attained by developing a Plan jointly.

Discussion ensued with respect to the matter.

Mr. Champagne suggested that Mr. Lamy forward a letter back to Mr. Grimmke stating that the future of the Inter-County Solid Waste coordination had yet to be determined and would not be until the appropriate study was completed.

Mr. Belden questioned if Committee action was required in connection with the matter and Mr. Lamy replied in the negative, noting that Mr. Dusek was continuing to develop the RFP for a group to develop the Solid Waste Management Plan and he would keep the Committee up to date on matters surrounding the issue. Mr. Lamy added that he would prefer to consult with Mr. Dusek prior to responding to Mr. Grimmke's letter.

Mr. Champagne then suggested that Mr. Lamy and Mr. Grimmke be invited to the next Inter-County Solid Waste Coordination Committee meeting to determine what issues led to his developing the letter that was forwarded to Mr. Lamy. Mr. Lamy apprised that he would be unavailable to attend that meeting but would send a representative in his stead.

Concluding the agenda review, Mr. Lamy presented the listing of items pending from prior Committee meetings which he detailed as follows:

1. Regarding the Corinth Road Reconstruction Project, Mr. Lamy apprised that they continued to move forward with the necessary ROW acquisitions and had attained approximately 60 of the 93 needed;
2. Mr. Lamy advised that the Budget Performance Report would be presented at the next Committee meeting;
3. Referring to work requested by NYSDEC at Scaroon Manor, Mr. Lamy stated that he had not

- received any requests for such;
4. Mr. Lamy advised that a map had been prepared by the surveyor hired by the prospective buyer of County-owned property located on Bay Road. He said that he intended to forward the map to Mr. Dusek for his review, but had already reviewed the map and confirmed that the transfer of ownership would have no affect on operations at the adjoining County property. Mr. Lamy stated his recommendation that Mr. Dusek advance an agreement to the prospective buyer for transfer of the property with the value to be determined by Mr. Swan. Mr. Belden questioned if Committee action was necessary to begin the process and Mr. Tennyson apprised that they would return to the Committee at a future meeting seeking this action once a price for the property had been settled upon;
 5. Regarding citations and NYSDEC violations at the North Creek fuel farm, Mr. Tennyson advised that he had been working with Mr. Dusek who was currently formulating the final response to NYSDEC. He advised that the cooperation received from all personnel at both the County and Town fuel farm sites had been excellent and has been reflective in successful reports from the sites;
 6. Mr. Lamy stated that he had nothing to report on the establishment of a Stormwater Officer position;
 7. As per his research, Mr. Lamy apprised that Section 1652-A of the New York State Vehicle and Traffic Law authorized the Superintendent of Public Works to install crosswalk signs in the middle of County roads. He added that the signs could be purchased at a cost of approximately \$300 each. Mr. Belden asked if the signs could be installed on State and Town roads and Mr. Lamy replied that it was his understanding that the appropriate representatives of each jurisdiction would be given the same authority. Mr. Lamy asked that this item be removed from the Pending Items list as it had been addressed;
 8. With respect to the Milton Avenue Bridge repairs, Mr. Tennyson advised that he expected checks to be issued to purchase the ROW property necessary to perform the repairs. He added that the plans, specifications and estimates, which served as the final submissions to NYSDOT for the project, had already been delivered and reviewed; NYSDOT was now awaiting the final ROW acquisition documentation which would complete the process, he added.

As there was no further business to come before the Public Works Committee, on motion made by Mr. Haskell and seconded by Mr. Goodspeed, Mr. Belden adjourned the meeting at 12:55 p.m.

Respectfully submitted,
Amanda Allen, Sr. Legislative Office Specialist