

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS

DATE: FEBRUARY 26, 2014

COMMITTEE MEMBERS PRESENT:

SUPERVISORS MERLINO
CONOVER
WOOD
TAYLOR
FRASIER
DICKINSON
SOKOL
VANSELOW

OTHERS PRESENT:

JEFFERY TENNYSON, SUPERINTENDENT OF PUBLIC WORKS
KEVIN HAJOS, DEPUTY SUPERINTENDENT OF PUBLIC WORKS
MARTIN AUFFREDOU, COUNTY ATTORNEY
JOANN MCKINSTRY, COUNTY ADMINISTRATOR
JOAN SADY, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISOR SEEBER
RUTH LAMB, TRI-COUNTY TRANSITION INITIATIVE CITIZENS COMPOSTING
SUPPORT GROUP

COMMITTEE MEMBER ABSENT:

SUPERVISOR SIMPSON

MICHAEL COLVIN, DIRECTOR, INFORMATION TECHNOLOGY DEPARTMENT
MICHAEL SWAN, COUNTY TREASURER
DON LEHMAN, *THE POST STAR*
SARAH MCLENITHAN, SECRETARY TO THE CLERK OF THE BOARD

Mr. Merlino called the meeting of the Public Works Committee to order at 9:31 a.m.

Motion was made by Ms. Wood, seconded by Mr. Sokol and carried unanimously to approve the minutes of the prior Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Jeffery Tennyson, Superintendent of Public Works, who distributed copies of the Parks, Recreation & Railroad Agenda to the Committee members; *a copy of the agenda is also on file with the minutes.*

Commencing the agenda review Mr. Tennyson advised that representatives from the Saratoga and North Creek Railway (SNCR) were not in attendance because they were meeting with all parties concerned in transporting aggregate freight from the Tahawus mines to Long Island, NY. He said he anticipated an update would be provided at the next Committee meeting with regards to freight operations and whether they would commence in the spring.

Mr. Tennyson apprised that SNCR would be receiving delivery of a new locomotive this month and he noted there had been some mechanical issues with the current locomotive which prevented the train from operating during the Presidents Week holiday. Mr. Vanselow voiced his frustration with regard to the recent SNCR personnel changes and the lack of communication concerning the train not operating; he noted a similar situation had occurred during July of 2013, at which time SNCR had promised to develop a more comprehensive list of individuals to be notified in situations such as this. He said he had pointed this problem out to Justin Gonyo, SNCR General Superintendent, who advised he would address the issue. Mr. Vanselow also stated his communications concerns, noting that in the past they had been able to easily reach Luisa Craige-Sherman, SNCR Marketing and Public Relations Coordinator, but since her position was recently eliminated that contact point had been changed to a person in Chicago, IL and he did not feel this was a good sign of improved coordination. Mr. Merlino agreed that the communication should be better and that proper notification of the lack of train service should have been provided, but said he believed SNCR would rectify the problem. Mr. Merlino advised that along with Ms. Craige-Sherman's position, SNCR had also eliminated another position relating to sales and marketing for train operations, essentially removing employment for two Warren County based representatives. He stated his opinion that they should discuss this issue with SNCR representatives as he believed it was imperative to have local marketing representation that understood the needs of the area, rather than using a marketing staff based in another state. Mr. Vanselow commented that Ms. Craige-Sherman had served as a conduit for providing notifications, such as changes in train service, in the past and he was concerned these efforts would not be maintained now

that she had separated from SNCR. Mr. Tennyson interjected that neither he or the Parks, Recreation & Railroad Division had been notified of the lack of train service and while they recognized there had been a failure in communication, it had not occurred at the County level and he said they would work with SNCR to make sure this did not happen again. He pointed out that SNCR had been very good about providing notifications in emergency situations; however, he said, in this instance the lack of service had been due to a routine maintenance/mechanical issue.

Moving on to the Referrals section of the agenda, Mr. Tennyson reported he had no new information to presented relative to either The King's School pedestrian railroad crossing, or the request for a conveyance of County-owned property to North Creek Woodworking.

There being no further Parks, Recreation & Railroad business to discuss, Mr. Tennyson distributed copies of the DPW Agenda to the Committee members, a copy of which is on file with the meeting minutes.

Commencing the DPW Agenda review, Mr. Tennyson advised page 1 included the DPW Overtime Report, while pages 2-4 reflected the Fuel Reports for all DPW Divisions. He pointed out that overtime use remained consistently below average and said there was nothing significant to note relative to the Fuel Reports.

Mr. Tennyson directed the Committee members to Agenda page 5, which consisted of notification on an Organics Management Workshop being held in association with the Tri-County Transition Initiative Citizens Composting Support Group; he added that advisement on the Workshop had been provided at the February 21st Board Meeting. JoAnn McKinstry, Assistant to the County Administrator, pointed out that the Workshop organizers were requesting \$150 to support the associated meeting costs and she noted that if the Committee was in favor of approving this request, a source of funding would need to be determined. In response to an inquiry by Mr. Merlino, Ruth Lamb, of the Tri-County Transition Initiative Citizens Composting Support Group, indicated that the Workshop costs were being covered by donations from the Towns of Chester, Hague and Lake Luzerne. Mr. Conover advised that he would consider contributing funding from the Town of Bolton, as well, but said he had to discuss the matter with his Town Board first. As an example of the types of information that would be addressed, Ms. Lamb handed out copies of agendas distributed at prior Workshop meetings and she noted that if anyone had ideas for additional concepts to be discussed they could contact the Workshop presenters whose contact information was listed on the agenda; *copies of the documents distributed are on file with the meeting minutes.*

A brief discussion ensued, following which Mr. Merlino indicated each Committee member should take the Workshop information back to their respective town for distribution and they would then contact Ms. Lamb to provide attendance registration information; he added that any additional information regarding the Workshop should be forwarded to Joan Sady, Clerk of the Board, who would ensure it was distributed to the members of the Board of Supervisors.

Moving on to the next Agenda item, included on page 6, Mr. Tennyson presented a request to amend the County Budget in the amount of \$1,381.35 to increase sewer rents and taxes for the Industrial Park over the term commencing October 16, 2012 and terminating October 15, 2013. He explained the rents/taxes incurred were higher than anticipated and he noted that both the revenue and expense sides of the budget needed to be adjusted because these fees were charged to the users of the Industrial Park.

Motion was made by Mr. Sokol, seconded by Ms. Wood and carried unanimously to amend the County Budget in the amount of \$1,381.35 and refer same to the Finance Committee. *A copy of the request is on file with the meeting minutes.*

Mr. Tennyson advised Agenda pages 7-10 included requests for four new contracts, as follows:

- Page 7 - For general contracting for repair, rehabilitation & construction - term commencing upon execution and terminating December 31, 2014, with the option of two one-year renewal terms, with the lowest responsible bidder to be determined subsequent to the March 13th bid opening;
- Page 8 - For construction, reconstruction of guide railing, posts and parts - term commencing upon execution and terminating December 31, 2014, with the option of two one-year renewal terms, with the lowest responsible bidder to be determined subsequent to the March 13th bid opening;
- Page 9 - For shotcrete - term commencing upon execution and terminating December 31, 2014, with the option of two one-year renewal terms, with the lowest responsible bidder to be determined subsequent to the March 13th bid opening; and
- Page 10 - Periodic professional geotechnical consulting services - term commencing upon execution and terminating December 31, 2014, with the option of two one-year renewal terms, with the lowest responsible bidder to be determined subsequent to the March 13th bid opening.

Mr. Tennyson explained that following the March 13th bid opening scheduled for all of the aforementioned contracts, they would be moving quickly in awarding contracts to the lowest responsible bidder in order to have all contracts in place for the upcoming spring construction season. He noted that each consisted of a routine contract secured each year for periodic services.

Motion was made by Mr. Conover, seconded by Mr. Dickinson and carried unanimously to approve the four requests outlined above and the necessary resolutions were authorized for the March 21st Board meeting. *Copies of the requests are on file with the meeting minutes.*

Continuing to Agenda page 11, Mr. Tennyson presented a request to authorize out-of-State travel for four members of the DPW paving crew to attend training at the Road Institute in Chambersburg, PA on April 1-3 and 8-11, 2014. He said they had great success with these courses, sending members of the paving crew to different courses each year; he added this training had a tangible impact on the quality of the paving work and the expertise of the paving crew. Mr. Tennyson concluded this training had been anticipated and included in the 2014 Budget.

Motion was made by Mr. Dickinson, seconded by Ms. Wood and carried unanimously to approve the request to authorize out-of-State travel, as outlined above, and the necessary resolution was authorized for the February 21st Board meeting. *A copy of the request is on file with the meeting minutes.*

Mr. Tennyson noted the absence of Martin Auffredou, County Attorney, and advised he would like to skip over the next agenda item and address it later in the meeting when Mr. Auffredou was present.

Proceeding with the agenda review, Mr. Tennyson presented a powerpoint presentation regarding the changes in the Public Works Budget for all Divisions from 2008-2013, which he reviewed in detail. During the presentation, Mr. Tennyson noted the significant reduction in staff that had occurred over the years, regardless of the fact that the same infrastructure and facilities continued to be maintained. *A copy of the powerpoint presentation is on file with the meeting minutes.*

Mr. Dickinson questioned how the reductions in staffing had affected the Department and Mr. Tennyson responded that they had done a lot of reorganizing and shifted much of the burden to the Engineering Division who now served as the Project Managers. He continued that they had combined tasks where they were able and eliminated those positions that were not considered to be necessary. Mr. Tennyson advised they had reached a point where every position was important to the Department and he relied heavily on having a skilled workforce, making scheduling, training/cross-training, and efficient use of personnel critical and allowed them to manage operations with a smaller staff. He

commented that the Public Works Division incorporated a more capable staff than they had likely ever had; however, he said, they had less capacity to react to large problems requiring rapid deployment of staff or large projects requiring large crews. Mr. Tennyson concluded that while the Department did not have the staffing levels it had in the past, they did have more capable, skilled employees.

Mr. Vanselow asked if the current staffing levels were sufficient to complete a larger amount of road work than initially planned if additional funding was provided to enhance the road project schedule and Mr. Tennyson responded affirmatively, stating he was confident his crews could get the work done. He advised that later in the meeting he would discuss the urgency for the Board of Supervisors to make decisions on any additional funding so that the construction schedule could be revised and road work started as quickly as possible. Mr. Tennyson said part of the success of the road projects was attributed to Kevin Hajos, Deputy Superintendent of Public Works, and his staff who established the construction schedule and managed it on a daily basis. He continued they did not have a lot of flexibility in the construction schedule and had to be aware of any lost construction days or rescheduling of contract work. Mr. Tennyson advised much of the road work completed was material intensive and he noted that in the case of a pavement overlay project, while the work was completed quickly, it was very expensive; therefore, he stated, the majority of the costs associated with road projects was for materials expenses. Mr. Tennyson noted that reconstruction projects were more lengthy and he advised that although the DPW crews were able to do all of the reconstruction work, they were limited in the speed with which the work could be done due to the capacity of staff available.

Mr. Sokol commended the Department for the work they had done. Referencing the information provided relative to 2008 staffing levels, he pointed out that although the Department had about 20 more employees in 2008, the overtime levels were higher than they were currently and he questioned these statistics. Mr. Tennyson responded that the transition to one-person plowing, as well as tighter management and the reduction in General Foreman positions and highway crews have helped to reduce overtime use.

With respect to the Overtime Analysis information, Mr. Tennyson advised overtime use had decreased substantially; however, he noted, overtime use had the potential to vary greatly depending on mechanical breakdowns and weather. He commented they were very conscious of overtime use and he noted he met with the heads of the various Public Works Divisions on a regular basis to track overtime and review budgetary issues. Mr. Sokol questioned whether similar statistical information was available for the years 2005-2007 and Mr. Tennyson responded affirmatively, advising that he would email the information to him.

Mr. Tennyson advised that beginning on Agenda page 18 he had included the information previously forwarded to the members of the Board of Supervisors, attempting to articulate the different funding scenarios for additional road projects. Referring to information provided on Agenda page 19, he advised the projects listed under the Category 1 heading were those planned for construction using the \$2 million already provided in the 2014 Budget; Mr. Tennyson noted that if this approach were taken, they would improve 143 estimated service life miles which would not catch up on the road work that had been deferred in previous years and the highway infrastructure would continue to decline. Category 2, he advised listed those projects that could be completed, in addition to those listed in Category 1, if an additional \$1 million in funding was provided. Mr. Tennyson commented that completing the work listed under Categories 1 and 2 would add a total of 247 service life miles back into the County's highway infrastructure, allowing them to reach a "break even" point where the roads would not improve significantly, but they would not decline significantly either. He continued that in order to improve the highway infrastructure, they would need to complete the work listed under Categories 1, 2 and 3, adding an additional 57 service life miles over and above the "break even" point which would improve overall conditions, as well as the pavement rating; however, he added, an additional \$1.5 million in funding would be required over and above the \$2 million already included

in the 2014 Budget to complete the work listed in all three Categories.

Mr. Vanselow questioned whether the projects listed were subject to further assessment during the spring months and Mr. Tennyson replied that although a review of this nature was performed, they typically tried not to change the project list because a lot of preparatory work was completed in the form of brush removal and shoulder work as soon as spring weather allowed. He explained that once the frost was out of the ground and the asphalt had settled, Mr. Hajos and his staff re-assessed the roads and the treatments proposed to determine whether they were still appropriate, following which the cost estimates were adjusted accordingly by transferring funds between road projects to cover the work actually being done. Mr. Tennyson advised their goal was to complete all of the road projects under budget, allowing for remaining funds to be transferred to new road projects completed at the end of the season to maximize the use of funds.

Mr. Taylor pointed out that some of the roads were listed in multiple categories and he questioned why, if additional work was necessary, they would not just complete all of the work while on that project. Mr. Tennyson responded they had to use a balanced approach when considering the road projects because they could not afford to complete all of the work needed for every road in one year; he said the challenge when looking at condition ratings over time to treat good roads to keep them good and reconstruct and rehabilitate those roads with safety concerns. Mr. Tennyson noted the only positive point with roads requiring full reconstruction was that they had already failed and the cost for reconstruction could not increase, whereas those requiring only overlay had the potential to become more expensive if the overlay was not applied at the appropriate time and the road deteriorated to a point where more extensive work was necessary for rehabilitation. Mr. Tennyson advised they attempted to use a hybrid approach that allowed them to keep good roads in good condition, while attending to those that needed more extensive repairs. He admitted that it would be easier to remain on one road and complete all of the work required if there were no budget constraints to consider; he added that they could easily expend their entire construction budget on a few full reconstruction projects but this would cause other roads to deteriorate, putting the highway infrastructure in worse shape.

Mr. Conover pointed out that the cost of maintenance, i.e. plowing and salting, increased as the roads deteriorated and he said their ability to maintain decreased, as well. Mr. Tennyson agreed this was a correct assessment, adding that the costs of summer maintenance increased as well, such as those incurred for repair of pot holes which were occurring in areas where they had not in the past. Additionally, Mr. Tennyson noted they also received regular claims from motorists for vehicle damages incurred while driving on County Roads. Mr. Conover recalled that in preparing the 2014 Budget they had planned to meet early in 2014 to discuss additional road projects that could be addressed, assuming the budgetary status was conducive, and he said he recommended referring the list of additional projects to the Budget Committee for review and a determination of how much additional funding was available for County Road Projects. Mr. Merlino questioned which sections of the project list should be referred to the Budget Committee and Mr. Conover noted that the Category 1 projects were already funded in the 2014 Budget and he would be in favor of referring the projects listed under the Category 2 and 3 sections, as well as those listed under the Other Potential Projects heading on Agenda page 20. Mr. Conover pointed out that an additional 81 miles of road work, totaling \$892,000, had been included in the list under Other Potential Projects since the listing was last distributed and he said this provided a more complete picture of the road work that needed to be completed.

Motion was made by Mr. Conover and seconded by Mr. Vanselow to refer the entire road project list to the Budget Committee (*including Categories 2, 3 and the Other Potential Projects section*) for funding consideration.

Mr. Taylor stated that he was also in favor of authorizing additional funding to expand the amount of road construction performed, and noted that they had initially intended to fund this extra road work

using the unanticipated sales tax revenues the County had collected for 2013. When Mr. Taylor questioned whether sufficient unanticipated sales tax revenues had been collected to provide the level of funding necessary to support the costs of the expanded project list, Michael Swan, County Treasurer, apprised his Office was working to develop these figures early, noting that they were not typically available until the end of April.

Mr. Merlino advised that the Treasurer's Report changed constantly, but noted that for the month of January 2014 it looked as if the sales tax revenue was only off by about \$6,000 in comparison to the 2013 figures, whereas the December figures showed a larger difference. He continued that some businesses would not provide their December-February sales tax collections until March, which would change the reported figures even further. Mr. Swan agreed that the information included in the Treasurer's Report was somewhat misleading because businesses were not required to submit their December-February sales tax collections until March. Mr. Merlino stated his support of the action to refer the issue to the Budget Committee so that the funding requests could be considered while awaiting the final results of the sales tax collections.

Mr. Taylor suggested that the motion be amended to indicate that the provision of additional funds would be contingent upon there being sufficient sales tax revenues available to support the costs. Mr. Conover agreed to amend his motion to this effect; Mr. Vanselow agreed to amend his second to the motion, but opined that they needed to find the money somewhere to fix the roads, otherwise the County was facing a losing battle.

Returning to the topic of ESL miles, Mr. Tennyson commented the biggest concern to note was that if they were not able to address at least 247 miles of road work in 2014, the County's highway infrastructure would continue to deteriorate and would be in worse shape for 2015, causing construction and maintenance costs to increase. He said that one of the issues he had discussed with Mr. Swan, and some members of the Board of Supervisors, was the urgency in making a decision on this matter as quickly as possible in order to move forward in scheduling crews and contractors to complete the preparation and construction work. Mr. Tennyson added that the scheduling aspect was somewhat challenging as many of the contractors used worked in many different areas of the State and in other states, as well, and he noted there were certain bids that needed to be released for various road projects. Regarding concerns relative to the uncertainty of sales tax revenues, Mr. Tennyson advised it was much easier for he and his staff to establish a comprehensive construction schedule to include the additional road projects and then make cuts to the road projects planned depending on the availability of funding than it would be to begin with a shorter project list and add to it as the season progressed; he added that this cumulative approach would cause chaos with the construction schedule.

Mr. Taylor stated it seemed Mr. Swan might have the sales tax information available in the near future and Mr. Swan apprised he hoped to have it in time for the March 5th Budget Committee meeting.

Mr. Dickinson pointed out the road projects list did not include any roads located in the Town of Lake George, but said he was still supportive of the work proposed. Mr. Merlino commented that Warren County had bonded \$600,000 to complete the Beach Road Reconstruction Project in Lake George, the and those funds were repaid using sales tax revenues contributed by the other Towns of Warren County.

Mr. Merlino advised the County would also have to consider the costs associated with the expansion of the Court space and he suggested a possible solution to both problems would be to bond a total of \$8 million, allowing \$6 million for the expansion of the Courts and \$2 million for the enhanced road construction proposed. He said this way, they could complete all of the work with an annual repayment of about \$589,000.

There being no further comments on the road projects, Mr. Merlino called the question and the

aforementioned motion to refer the entire road project list to the Budget Committee (*including Categories 2, 3 and the Other Potential Projects section*) for funding consideration, contingent upon the availability of sales tax revenues, was carried unanimously.

Mr. Tennyson noted that Mr. Auffredou had re-joined the meeting during the road project discussion and he asked him to address the request included on Agenda page 14, requesting to Amend Resolution No. 87 of 2007, authorizing a Just Compensation payment of \$34,500 to AREC 10 LLC (*U-Haul property*) in relation to the Corinth Road Project. Mr. Auffredou noted that subsequent Resolution No. 608 of 2008 authorized an additional Just Compensation of \$2,000, based on a re-appraisal, raising the total Just Compensation amount to \$36,500. He explained the property was the subject of further negotiations in accordance with Eminent Domain Procedures Law, leading the County's appointed counsel to offer a settlement amount of \$60,000, inclusive of interest, costs, allowances and the \$36,500 already deposited with the Court; therefore, Mr. Auffredou concluded, an additional payment of \$23,500 would be required. Mr. Tennyson interjected that the additional Just Compensation amount was grant reimbursable.

Motion was made by Mr. Dickinson, seconded by Mr. Taylor and carried unanimously to approve the request to amend Resolution No. 87 of 2007, as outlined above, and the necessary resolution was authorized for the March 21st Board meeting. *A copy of the request is on file with the meeting minutes.*

Mr. Tennyson noted the next agenda item consisted of Pending Items (*for Personnel/Finance*), which he reviewed, as follows:

- * Amend Contract - Consultant Agreement for H277.9550 280 - B&L Construction Inspection and Design - Mr. Tennyson advised that in relation to the Beach Road Reconstruction Project, the County had agreed to include construction inspection and design work for the NYSDEC (*New York State Department of Environmental Conservation*) owned portion of Beach Road through their consultant agreement with Barton & Loguidice, with all of the associated costs to be assumed by NYSDEC. He noted that an amendment to the consultant agreement needed to be done and he intended to bring this request to the Board of Supervisors through an out-of-Committee request in order to advance the NYSDEC project as soon as the necessary paperwork was received from the State.
- * Personnel Recommendations (*Delete/Add/Fill Positions*) - Mr. Tennyson advised there were some vacancies within his Department and he was working on a reorganization plan that would implement operational adjustments in an effort to better use personnel resources. He said he was working on new position title descriptions that could be created in exchange for deleting others and said he anticipated this would result in a net gain for the Budget and might result in a reduction of the full time workforce. Mr. Tennyson said he had intended to bring this reorganization plan to the Committee for review, but was not able to do so because it was not yet complete, nor had it been reviewed with the County Administrator. He stated that during the next week he would complete the plan and review it with the County Administrator so that it would be ready for presentation at the March 12th Personnel Committee meeting.

The agenda review concluded with the Items of Interest section, which Mr. Hajos reviewed, as follows:

- * Valley Road Bridge over Patterson Brook - Scope Change Status - Mr. Hajos reminded the Committee that during their last meeting a notation had been made relative to the Valley Road Bridge over Patterson Brook located in the Town of Thurman, which had been awarded grant funding for reconstruction, and the possibility of improving the nearby Combs Road Bridge for use as a detour during the construction work. He said they had since received feedback from the FHWA (*Federal Highway Administration*) requesting written justification with regards to the improvements for the Combs Road Bridge, which they would submit by the end of the week. Mr. Hajos advised they did not foresee any problems with receiving FHWA approval for the work on the Combs Road Bridge and noted they should receive a final

decision from the FHWA within the next few weeks.

- * NYSDEC Beach Road Reconstruction Project - Mr. Tennyson advised that pursuant to the bid opening, it appeared Kubricky Construction would be the lowest responsible bidder for the construction work on the NYSDEC portion of Beach Road. He said the bid should be awarded in the near future and the work would be completed prior to the upcoming Memorial Day holiday.

Regarding the archeological digs happening along Beach Road, Mr. Dickinson advised the digs along the Beach Road area had been concluded and he noted they had not dug up every artifact but rather had performed sampling based on statistical rendition of where the best artifacts would be found. He added that the road in that area had been re-designed to raise it one to two feet in an effort to protect any leftover artifacts; he added that while they would be paving the NYSDEC-owned section of Beach Road, they would not be disturbing any remaining artifacts and would in fact be encapsulating them with the road design. Mr. Dickinson reported that other archeological excavations were still ongoing in Lake George and he invited anyone interested in the artifacts to visit the excavation sites.

Mr. Conover spoke on the formula used to determine the amounts paid to the Towns for snow and ice maintenance of County roads, noting that he had some concern about how the reimbursements were determined. He advised he had forwarded the information received from the State of New York regarding the reimbursements made to the Towns for care of State roads and he commented that these rates were higher than what the County paid to the Towns. Mr. Conover stated that although the Towns were not seeking to profit for providing these services, they should receive complete reimbursement for the work provided. He concluded that he believed this issue needed to be reviewed more closely to ensure that correct reimbursements were being provided and he suggested that Mr. Tennyson and his staff review the State's manual on this topic so that discussions could be held about how best to address the calculation moving forward.

Concluding the agenda review, Mr. Merlino noted that an executive session was being requested to discuss the matter of Gillette v. Warren County.

Motion was made by Ms. Frasier, seconded by Mr. Dickinson and carried unanimously to enter into an executive session pursuant to Section 105(d) of the Public Officers Law.

An executive session was held from 10:52 a.m. until 11:08 a.m.

Upon reconvening, Mr. Merlino announced no action had been taken during the executive session.

There being no further business to come before the Public Works Committee, on motion made by Mr. Dickinson and seconded by Mr. Conover, Mr. Merlino adjourned the meeting at 11:09 a.m.

Respectfully submitted,
Sarah McLenithan, Secretary to the Clerk of the Board
Written by Amanda Allen, Deputy Clerk of the Board