

**Physical Services Committee Meeting
Held in Room #318
Putnam County Office Building
Members: Chairman Albano & Legislators Nacerino and Scuccimarra**

Thursday

December 15, 2014

The meeting was called to order at 6:15 by Chairman Albano. Legislator Nacerino led the Pledge of Allegiance. Upon roll call, Chairman Albano and Legislators Nacerino and Scuccimarra were present.

Item 3.) Approval/Physical Services Meeting Minutes/Special Physical Services Meeting September 23, 2014

Chairman Albano approved the minutes as submitted, Seconded by Legislator Scuccimarra.

Item 4.) Approval/Proposed Resolution-County of Putnam with Habitat for Humanity

Chairman Albano made a motion to Amend Resolution date from March 8th 2011 to March 8th 2012 made by; Seconded by Legislator Nacerino. All in favor.

Motion to move Amended Resolution to Full Legislature Year End meeting made by Chairman Albano; Seconded by Legislator Nacerino. All in favor.

Item 5.) Correspondence: Fr: Commissioner Pena Dated: December 10, 2014

a.) Update/County Office Building Exterior

Commissioner of Highways and Facilities Pena stated that in 2009 there was a structural evaluation conducted by a third party company Greenman-Pedersen Inc. (GPI) that found the building to be structurally sound. He stated there are however several areas of deterioration on the outside of the building that would require masonry work. He stated that in photograph #2 it displays the root penetration through the rubber membrane. He stated that it is starting to reach its end of useful life. He stated that the membrane roof is in need of replacement and the masonry façade that needs to be addressed. He stated that he and his staff are investigating alternative options to rectify these matters. He stated that his department is currently awaiting a proposal from GPI for an updated, in depth inspection of brick deterioration in an effort to better understand what needs to be repaired and what alternative options are. He went on to say that during GPI's inspection in 2009, the main area of focus was the Para Pits (para pit is a short wall above the roof line) on the roof. Commissioner Pena stated another less expensive option would be to install a metal roofing that would mirror the County Court House next door. He provided additional details on the approach to rectify the structural issues; using the photos in his power point presentation as a visual aid.

Chairman Albano questioned different options of weatherproofing that could be done to the building.

Commissioner Pena stated that there are several options and the Highway Department is currently evaluating costs from GPI as well as attempting to make the building architecturally pleasing. He explained other proposed changes that could improve the aesthetics and structure of the building. He stated that ultimately it will all come down to costs. He stated that there are some vertical elements that have not been introduced in the presentation photos; they have been looking at stucco solutions. He stated the goal in this facet would be to make the building more architecturally pleasing. He stated those would be niceties not necessary to making sure that the building envelope is intact and is water proof. He stated the cost estimation is \$800,000 to \$1.3million to redo the entire envelope. He stated that the Highway Department is actively researching cost effective alternatives to all of the work that is deemed necessary to address.

Legislator LoBue questioned if the purpose of doing the metal paneling would be to avoid the need to do brick repair.

Commissioner Pena stated that is correct. He stated using the metal paneling would rid the need for brick repair while encapsulating the building with metal paneling or stucco; which they are continuing their investigation to see which would be most cost effective. He stated the main focus is to water proof the exterior of the building. He stated at a minimum the two (2) things that need to be done is the replacement of the membrane roof and the Para Pits need to be replaced. He continued to provide an update on the assessment of the building as well as some of the rectification methods they have looked into. He stated that the recommendation of the Administration is to move forward to get an update from GPI on the report that they did in 2009, do a more extensive detail investigation of the brick masonry, get a better understanding of what the condition of the masonry is and then continue on with the analysis and renderings to see what the preference of the Legislature is to support an investment in this matter.

Legislator Gross stated that he supports the improvement ideas proposed by Commissioner Pena. He then questioned if any funding would come from the State in terms of grant funding for Capital Projects or Energy Efficiency.

Legislator LoBue stated that there is funding available for Energy Efficiency upgrades. This includes window replacement, roofing and weather proofing. She stated that she had a meeting with the energy agencies and Commissioner Pena when he first came on board in 2012. She stated that there is funding available because they want improvements made to buildings that will enhance the energy efficiency.

Commissioner Pena said that window replacement is not initially the priority due to the cost, however replacing the window panes would improve visibility and some Energy Efficiency. He stated that the rough estimation to replace one window would be approximately \$1,500.

Chairman Albano stated that he is unaware of what kind of funding would be available with structural improvements however, Solar Panels would add an interesting cost effective aspect to the equation.

Commissioner Pena stated that his department is still waiting for the proposal from GPI. He stated his concerns are in the significant replacement of masonry around the building and the projected costs.

Legislator LoBue questioned what it will cost to get GPI to do the analysis of the building.

Commissioner Pena stated that he will provide that financial information to the Legislature as soon as they received it from GPI.

Legislator Wright questioned why Commissioner Pena is requesting a second proposal.

Commissioner Pena stated that it will allow for a six (6) year updated report on the building and a more in depth report on specific areas that need improvement.

Chairman Albano showed some slides where photos were taken of the bricks on the exterior of the building. He explained his concern, from a professional contractors view point.

Commissioner Pena stated that a solution and a commitment to this building exterior needs to be made fairly quickly.

Legislator Wright questioned what the useful life of the membrane is.

Commissioner Pena stated that the existing membrane is over 25 years old. He stated it has held up for a good amount of time. However the deterioration of the membrane is evident.

Legislator Wright questioned if the square foot cost of the membrane versus the metal roofing; is favorable to the metal roofing.

Commissioner Pena stated that the metal roofing is favorable in cost versus the replacement of the Para Pits.

Chairman Albano stated that there are also many surprises that can occur during repairs so those need to be estimated for as well.

Legislator Wright questioned if the metal casing could be used over the entire building.

Commissioner Pena stated that they are looking into that. He stated when they were looking at some of the numbers associated with the recommendations to address the different issues it was believed that a smaller metal cap would be more cost effective. He stated it would allow for units such as air-conditioning that would be place on the building. He stated if a complete cap were used you would need to make penetrations to accommodate needed units and then that becomes more costly.

Chairman Albano stated that the Town of Carmel has had solar panels installed on their roofs. He stated that he is not aware of the financials associated with it.

Legislator Wright questioned if GPI secured the job through a County Request For Proposal (RFP) process.

Commissioner Pena stated that he believes that they were on call.

Deputy Commissioner Tully stated that if they were on call then that means that they were part of the RFP and on the County's approved list.

Legislator Wright stated that he believes it would be helpful to review any supplemental proposal from GPI, to see the scope of the work that they recommended in 2009.

Commissioner Pena stated that GPI had done a general inspection of the entire building in 2009.

Legislator Wright stated he can understand the need for a new evaluation. He stated that the 2009 was a building wide as opposed to exterior fascia report.

Chairman Albano facilitated additional discussion on this matter.

Legislator LoBue stated for the record, Commissioner Pena stated that he believes it will be costly to get the 2nd report from GPI. She stated that she would like Commissioner Pena to provide the cost information to the Legislature for review before moving forward with the second assessment.

Chairman Albano stated the biggest thing to keep in mind is if there is a safety issue involved.

Legislator Nacerino stated this is a preliminary discussion. However the fact remains that this work needs to be done, it is inevitable. She stated that the safety and welfare of the people who frequent this building needs to be considered as well as the physical and structural standpoint as well.

b.) Approval/Proposed Draft Resolutions/Authorization to County Law Department to draft Inter-Municipal Agreements between the County and the Town Highway Departments

Senior Deputy County Attorney Sandra Fusco stated currently there is an Inter-Municipal Agreements with every municipality in the County. She stated that the purpose of this agreement would be to have a formal document declaring the shared use of County construction equipment with Town Highway Departments. She stated specifically in terms of liability and responsibility. She stated as of right now it is more of a handshake agreement and a formal agreement would be more appropriate. She stated that the proposed language for the agreements with each of the Towns will be more refined. She stated that Commissioner Pena would like to include an actual document as an added precaution to have the Superintendent of Highways in the municipality sign off on a document that would record: the type of equipment being shared, the date received, the expected date the equipment will be returned and the condition of the equipment when received. She stated that it would provide accountability and responsibility.

Legislator LoBue questioned what kind of equipment is being loaned out to the Towns.

Commissioner Pena stated as an example a Bulldozer has been loaned to the Town of Carmel. He stated during the operation of the equipment the worker had broken his leg during use. The Town of Carmel was void of liability due to certain laws; however the County was named due to ownership of the equipment. He stated that a legal agreement stating clearly who has the authority and control of the equipment during the use of the equipment that would help to prevent the County of liability. He stated this would also cover materials and equipment loaned.

Legislator Nacerino stated that she is favor of this proposal. She stated that it is a great program. She stated that she spoke to Russell Goff the Town of Patterson Highway Supervisor regarding this matter. She stated that he says it is a great partnership the municipalities all benefit.

Legislator Scuccimarra stated that the Town of Philipstown Superintendent Roger M. Chirico also is a strong supporter of this program. She stated sharing of these tools is very effective and cost effective for the municipalities.

Commissioner Pena agreed saying that the concern is not the breaking of equipment or malice, the purpose and goal of this proposal is to redefine the agreement for legal purposes.

Legislator LoBue questioned if any agreement is signed currently when loaning a vehicle and what kind of protections does it offer.

Senior Deputy County Attorney Fusco stated that currently there is an agreement however the language simply needs to be refined to make it more specific in order to protect the County. She stated if the municipalities want to modify their agreement, that is their purview to do so.

Legislator Wright questioned if the rewording is being done with in such a way that it would lend itself to applicable in terms of the consolidation of municipal services in order for Putnam County to qualify for a portion of the funding rebates from the State Agencies.

Commissioner Pena stated that is a very important part of this aspect. He stated at this time the areas of where Putnam County can save through consolidation has not yet been identified. He stated that is another reason why it is important to have these agreements in place to allow the County to do that or allow the County to investigate the opportunity to avail the County to that particular grant funding. He stated in terms of that view point it raises the question of should the County have this in place with the Department of Transportation (DOT), the Department of Environmental Protection (DEP) and the Department of Environmental Conservation (DEC) and other agencies that the County may try to save funds by working together have cooperative relationships. He stated that it was the advice of the County Law Department that we get the IMA's amended that is currently in place. He stated however he recommends that the County revisit this matter on a broader basis with other agencies that the County may wish to have working relationships with. He stated that he believes that the DOT would be a valuable agency to have this agreement with. He stated currently they have a working relationship with the local New York State DOT, Lance McMillan is the County's contact. He recommended that the

County make sure that everything is in place to work with that office. He stated that the DOT has an interesting inventory of equipment and manpower. He stated that relationship should be made available and effective.

Legislator Wright stated that the Putnam County is not going to receive State Tax Payer Rebates next year unless it is demonstrated to the State that there has been a comprehensive consolidation plan put in place. He stated this year the rebates were received because Putnam County met the Tax Cap. He stated in 2015 the Tax Cap must be met in addition to the creation of a comprehensive plan for consolidation of services. He stated that he is recommending that be considered when amending the language for these IMAs.

Chairman Albano facilitated further discussion on this matter.

Commissioner Pena stated that the County is working on getting educated on the requirements at the State level. He stated that they need to have a better understanding of the parameters in place that will be accepted as a consolidation of services. He stated he believes getting the frame work in order to allow the County to even think of the services needs to be in place. He stated that is what they are proposing to do here tonight at the Town level. He stated that he believes that there are many other agencies he believes that the County could benefit from by sharing services. He stated that having the permission of the Legislature to do that is an essential step to getting started.

Legislator Gross stated the Town of Southeast also supports and appreciates both County and Towns working together. He stated that he spoke to Deputy County Executive Walker regarding a Vac-All Truck. He stated due to certain restrictions the Town of Southeast was not able to get one. He stated that Deputy County Executive Walker stated that the County wants to share the Vac-All Truck with the Towns that do not have one.

Commissioner Pena stated that the County purchased a used Vac-All Jetter truck, and have not applied for reimbursement from the Water Quality Investment Program (WQIP) as of yet. He stated that they could not wait because the County's Vac-All Truck was on its last leg. He stated that piece of equipment is essential to maintaining the catch basins and closed drainage system.

Legislator Nacerino questioned what happens when seasonal equipment is needed and there is a certain window of opportunity to perform the work.

Commissioner Pena stated in talking about the Vac-All Truck specifically, the County need to discuss with the DEP in their expectations. He stated that the County needs to meet requirements set by the MS4 (Municipal Separate Storm Sewer Systems). He stated that cleaning, monitoring and maintaining are all MS4 requirements in a broad sense. He stated that they do want to visit with the DEP and discuss financial support for some of these water quality maintenance which are included in the County's MS4 obligations. He stated without the financial support it is difficult for the County. He stated the County needs to go back to the table and press that issue. He stated it is an open issue that is still being addressed.

Legislator LoBue questioned if the County has requested maintenance money from the East of Hudson WQIP Corporation (EOHWQIP).

Commissioner Pena stated that the EOHWQIP only has capital funding. He stated the request needs to be made to the DEP to provide EOHWQIP with maintenance funding.

Legislator LoBue stated the memorandum of agreement is coming up to be negotiated. She questioned what the deadline date is for the negotiations to be completed.

Commissioner Pena stated that he needs to take a closer look into that. He stated that it is a significant opportunity to speak about a lot of issues that the County has.

Legislator LoBue stated that the County should look into when the next meeting is. The County should be updated on those negotiations. She stated that it will have a big impact on the County and Towns. She stated that the Town of Carmel is going through a process involving the DEP and property in the Town of Carmel. She stated that is a matter that needs to be taken into consideration while negotiations are going on.

Chairman Albano made a motion to approve the Proposed Draft Resolutions/Authorizing the County Law Department to draft Inter-Municipal Agreements between the County and the Town Highway Departments; Seconded by Legislator Nacerino. All in favor.

Item 6.) Update/Lake Gleneida

a.) FYI/Correspondence sent to each Lake Gleneida Boat Tag Holder

b.) Update/Dec. 11, 2014 Public Presentation on Lake Gleneida Beautification Project

Commissioner Pena stated that the boat tag holders were invited to a meeting to introduce them to the Lake Gleneida Vegetation Management and Restoration Plan. He stated the Plan is geared toward cleaning up the lake front area that faces Route 52 and Route 6 as the road goes south. He stated that the County was given a permit by the DEP. and included comments made by boat owners but later found that there were additional concerns with the Plan of action by the boat owners than originally accounted for. He stated that the Plan for cleaning up the lake front will be modified to adhere to some of these concerns so long as the DEP will allow.

Legislator LoBue questioned what some of the concerns were regarding the Plan.

Chairman Albano stated that the concerns were minor but they regarded boat owners in the community wanting to leave their boats where they are and not move them to a new docking area, or would like to select a new area rather than the current selected area that was selected for the boat dock.

Legislator LoBue stated that the DEP has the final approval either way.

Chairman Albano stated that is accurate. He stated that the DEP is happy with the location that the County has selected for the boat dock.

Legislator LoBue questioned if there are any cost projections in relation to this matter.

Commissioner Pena stated that there are no financials as of yet. He stated they will not have an estimate until an inventory of the restoration areas is done and a sense of the plant costs and seed costs have been compiled. He stated that the County will provide the labor.

Legislator LoBue stated this will be a big project.

Chairman Albano stated that only 200 feet at a time can be worked on at a time. He stated that the County will move forward slowly.

Commissioner Pena stated that what is important is that the County has gotten the approval to maintain the plantings at a four (4) foot height restriction. He stated that the restoration is a very important part of this, however the maintenance is probably just as important to the County.

Legislator Scuccimarra stated that there are a lot of invasive species along the lake shore.

Commissioner Pena concurred and stated that they will work to replace them with low growth native species.

Item 7.) Correspondence: Fr: Chair of Physical Svcs Albano Dated: November 7, 2014

a.) Pending/Projected Cost Breakdown Requested "Tilly Foster Farm Redevelopment" (item #2 in the November 7th memo)

Chairman Albano made a motion to waive the rules and accept the additional; Seconded by Legislator Scuccimarra. All in favor.

Commissioner Pena explained numbers presented in an additional document to the Legislature. He stated when Tilly Foster Farm (Farm) was transferred back to the County's in 2014 jurisdiction; \$300,000 was requested to begin the work that was needed to be done. He stated that the additional document is what was submitted at that time. He stated that in September of 2014 the County began to work on site work, building #9, the Barn, work was done on the interior and the exterior and the exterior and interior of the Lodge. He stated that they did do some parking lot expansion and restoration. He stated that was outlined in a memo dated September 16, 2014 from Deputy Commissioner Tully to the Legislature in response to a request for the financial breakdown of what had spent in that area. He stated tonight he has provided a cost break down of the material purchased as of September 12, 2014 which totals \$31,406.94. He stated that the next list is pending costs that have not yet been paid by the County which totals \$7,123.68.

Legislator LoBue stated that she would like to see the breakdown of the cost of labor, not just materials cost.

Commissioner Pena stated that there are many issues that were unexpected that have created an issue for the evaluation of the lodge building on the property. He stated that they are finding that there is further deterioration in the buildings then what was anticipated. He stated many

elements of the structure are rotted and electrical issues have which cause the building to be unsafe. He stated those issues need to be addressed to make the buildings safe and code compliant. He stated that the cost of labor can be sent in a separate document, this document solely covers material cost. He stated currently further evaluation is being done of the deterioration. He stated in the past presentations that he has done for this committee, he did report that it has been discovered that the building had been modified over the decades. He stated that there are some interior walls today, which were exterior walls. He stated as those walls are opened they are finding that there is a lot of rot. He stated that was not expected. He stated that they are focusing on correcting those issues. He stated that the Water System is a factor that the County was aware needed to be addressed. He stated the hope was that the East of Hudson Water Quality Investment (EOHWQIP) program would provide reimbursement for that project. He stated unfortunately they do not believe that will be possible. He stated attached is the estimate that was prepared by a consultant. He stated that they took the consultants original design and made some modifications based on input from the County's plumber; that was believed would improve the Water System. He stated in the last presentation that he gave to this Committee he presented the modifications and improvements to the design. He stated that the original design from the consultant was estimated to cost \$437,000.00. He went over some of the modifications that were made. He stated that by using the County's staff and paying for materials the County would reduce the cost. He stated that he projects that the cost for materials will be approximately \$80,000-\$100,000.00. He stated by using the County's workforce would resulting in a saving of approximately \$200,000.00 on the Water System project. He stated that is what they are moving forward with. He stated when utilizing the County's own staff a significant amount of dollars is being saved. He stated that this project demonstrates that as a good example. He stated that electrical upgrades are also being looked at. He stated that as the County realized with the work done at the Putnam Golf Course, doing the work utilizing the County workforce is very cost effective.

Legislator LoBue stated for clarification, she is not questioning the cost effectiveness of utilizing the County workforce. She stated what she is questioning is the obtaining a clear picture of the total costs. She stated that involves the labor costs.

Chairman Albano stated that it is only a concern if the work within the County under the job description of the County employees is not getting done as a result of their work at the Farm or if overtime costs are incurred. He stated other than that he believes that praise is given to the County employees for going over and above their job requirements.

Legislator LoBue stated that she has been here longer than Chairman Albano and when the expensive accounting computer program was purchased it was in an effort to account for every penny spent and hold them up against revenue raised by the facility. She stated that all of the capital projects have a cost. She stated that every use of man power, overtime or not, is an additional use of man power that is costly. She stated that every expense needs to be recorded and accounted for; every truck delivery of gravel needs to be accounted for. She stated that she does not agree with trivializing the request to obtain a detail accounting of the expenses be incurred on this project or any project. She stated that she voted against this project. She stated that everyone should be asking for the exact accounting to the penny. She stated again that was the justification for the very expensive computer system/financial software that the County purchased.

Chairman Albano stated that as long as overtime is not paid, the same county employees are not getting paid any extra to do these projects, they are just taking on another project with no cost difference so long as there is no over time. He stated that if the county employees feel that the work load is limiting them from completing other responsibilities than it is viable for either over time or alternative action.

Legislator LoBue stated that many of the workers feel as if they cannot keep up with their regular work while doing the additional work. However they recognize that they need to listen to what their boss is telling them to do. She stated there are times when there is overtime being incurred. She stated that she wants a clear accounting of the activity taking place on the Farm. She went on to discuss her concerns with the lack of information being shared with the Legislature in terms of the unforeseen challenges that were discovered resulting in additional time, work and expense. She stated the issue here is to keep communication open between the Commissioner of Highways & Facilities and the Legislature because there is money being spent on this project.

Commissioner Pena stated that a full presentation was given recently at the last Physical Services Meeting with details about the construction projects. He stated that he would be willing to go over the specifics again if need be.

Chairman Albano stated that when a project like this has begun, and the demolition begins; the work cannot stop in the middle of it. He stated this Committee meets once a month and Commissioner Pena is here tonight. The Legislature should and does receive updates on this project.

Legislator Lobue responded by saying it is too late now, because without making it known to the Legislature, the costly repairs have already been made.

Chairman Albano stated that because the Full Legislature and Physical Committee only meets once a month, it is difficult to submit this information and have safety issues put on hold with equipment in the facility when trying to reopen the building for use.

Legislator Lobue stated that a similar situation happened with the Police Department requesting money; this is not how local government should be running.

Chairman Albano stated that approval still has to be given or not.

Legislator Lobue responded with saying that is incorrect because the work has already been done without coming to the Legislature first.

Chairman Albano stated that only the safety issues have been dealt with, however the majority of the work has yet to be completed.

Legislator LoBue questioned the involvement of the DEP and whether or not they have given approval to these projects.

Commissioner Pena stated that approval has been given from the Watershed Agricultural Council (WAC) for the project, they oversee the conservation easement. He stated that was part of the last months presentation to this Committee.

Legislator LoBue stated that she recalls that update. She stated that she is requesting if there is any need for approval from the DEP to do any of the work on the Farm; such as the expansion of the foundation.

Commissioner Pena stated that the only project requiring permission from the DEP is the Septic Rehabilitation Project. He explained that the Septic Rehabilitation replacement goes to the County's Department of Health and then gets submitted to the DEP.

Legislator Gross agreed and supported the immediate safety repairs regarding fire hazards and structural damage. He stated that this is all part of the Phase I that was presented for the Farm. He stated that the infrastructure must be addressed: water, sewer and the buildings. He stated then the County will be able to move onto Phase II. He stated the work that is being done now, must be done.

Legislator Nacerino stated that she supports and believes utilizing the County's Highway staff is a very good idea. She stated that in the Town of Patterson they utilized the Highway staff at the Town level when they did their Courthouse project. She stated that nothing was compromised as a result of their efforts to the project. She stated that Legislator LoBue's point is well taken. The Legislature should have some realm of reference as to how many County Employee hours are being dedicated to the Farm. She stated that she is not sure that the County would charge back the employees' time to the project. She stated that if overtime is incurred it is still a cost effective measure in comparison to having to outsource the work.

Legislator LoBue stated that she does not understand why the County would not want to document the County Employees' hours; clearly documenting the cost savings. She stated that she recognizes that the County is fortunate to have highly skilled employees. She stated she would like to see a cost breakdown on how many hours/pay will be attributed to this project versus time dedicated to regular duties.

Commissioner Pena stated that there are overtime fees associated with this project because it is a significant amount of extra work along with other responsibilities around the County. He stated that the majority of hours being spent are impeded cost to the, but there is some overtime. He stated that this is giving the staff an opportunity to be a part of this "design build method". He stated that we can go through the accounting. He stated he is confident that the County is operating in a cost effective way. He stated that the Water Supply System is a great example. He stated that he is not sure what was spent on this water design system years back, but the design has been improved with the County Plumber and it is being installed at 1/3 of the costs.

Legislator LoBue questioned the Commissioners reference to the initial design, who did it.

Commissioner Pena stated that it was done before he got here in 2012.

Legislator LoBue stated that is the report that should have been sent to her when she sent multiple requests to the Administration when she had a restaurant who was interested in the Farm as a potential location. She stated that she knew that there were plans for both the Water and the Septic Systems.

Commissioner Pena stated that he has not seen a previous Septic Design, his department is working on that now with the County's Department of Health. He stated that the Water Supply System Design was done by an outside consultant. He stated that the Water Supply System Design was part of the presentation given to this Committee. He stated that it was a good starting point, but modifications were made, allowing them to tap into a third well on the property.

Commissioner Pena stated that the Munis System has been touted as being able to track the hours of the employees. He explained that they are not sure that it will be done correctly. He stated that there have been several meetings with the Finance Department. The County is looking at Munis to make it a better tracking device for this purpose.

Legislator LoBue questioned if there is any accounting being kept tracking the men/women, based on their skill, of who is being sent to the Farm to work.

Commissioner Pena stated there is a handwritten recording of that. He stated it is a very arduous way of managing staff. He stated it is not computerized therefore if you have different questions requiring "sorting", that is done via the paper copy. He stated the document he brought tonight has been prepared by the Highways & Facilities Fiscal Staff, which took a lot of time.

Legislator LoBue stated that is a requirement. The job of Legislature is to review the dollars spent in the County.

Commissioner Pena stated his suggestion is that the County look for software that will allow tracking of the activities. He stated that it would be an asset for him if he were able to access and track information such as when work orders are open, how much personnel hours have been spent on a project, when they were closed, how much material was used. He stated none of the analysis that should be done can be done on work order production with the current system.

Legislator Wright stated that he sympathizes with Commission Pena in response to what he has described as a nightmare of record keeping. He stated that he would like to suggest that an on or off site swipe access system that would digitally account for an employee's time for whatever site they are at.

Chairman Albano stated that he believes that this matter is being made more complicated than it needs to be. He stated unless at the end of the year there is a dramatic increase in cost at the end of the year. He stated that he believes the County is aware of what has to be done and there is a cost in doing business. He stated that he would hate to give Commissioner Pena more work to do.

Legislator Wright stated that is why he suggested a system that would automatically track employees on site and off site via a swipe card system.

Chairman Albano stated that could be looked into, also there is the option of purchasing additional software for the Munis system, or the County could stop working on the project. He stated until the end of the year financials are compiled and reviewed, he does not recommend making changes.

Legislator LoBue stated the County doesn't even know how the Farm will be used.

Chairman Albano stated the County does have a direction, and there have been many meetings regarding it.

Legislator LoBue stated that there is nothing in concrete. She stated that no financial agreement has been discussed with us, this is absurd. She stated that the County is spending money, yet there is no definite plan as to where the County is going.

Chairman Albano facilitated further discussion.

Legislator Nacerino stated that the infrastructure issues must be addressed.

Legislator Gross stated the County is responsible for the Farm. He stated that the County is in Phase I, working to improve the infrastructure, then Phase II will begin, there will be additional livestock brought to the farm.

Legislator LoBue stated that she does not agree that the infrastructure be addressed before having an end use. She stated that she wants to see the labor report on the Farm.

Item 8.) FYI/Fund Transfer (14T324)/Highways & Facilities/To Provide Funding for Purchase of Diesel Fuel Through Y/E –Duly Noted

Item 10.) Other Business

a) Discussion/ Historic Courthouse Building Management System (BMS)

Commissioner Pena stated that the BMS System in the Historic Courthouse is severely out of date and could crash very easily. He stated that there are no longer any updates for the current System however there is one more upgrade for the System for \$8,000. However, as he stated the System could crash at any time and would not be repairable. He stated the other option is switching to another system, Andover specifically. He stated the Andover System is one that is used in other facilities of the County. He stated that would cost approximately \$50,000. He suggested that a qualified bid would be the best option to replace and upgrade the Building Management System. He stated that he wanted to bring this important matter to the attention of the Legislature. He stated that he would like to meet with Commissioner Carlin and discuss ways that the new System could be funded. He stated then he would bring that proposal back to the Legislature for approval.

Chairman Albano questioned what BMS stood for.

Commissioner Pena explained that it stands for “Building Management System”. He stated that it is called a “Legacy System” by its manufacturer because they do not support the system any longer. He provided further detail on the System and its function. He also stated that replacement is more cost effective than installing alarms or some other type of building monitoring.

Chairman Albano questioned if going back to a more simplistic system would be more effective.

Commissioner Pena stated that was discussed. However it was decided that the cost to rewire and changing the controls would be costly. He stated it would equate to reverting a modern car back to a classic car, taking out all of the electronics and placing in old systems that would not be compatible with other systems.

Legislator LoBue questioned any additional costs that may come along with the replacement of this System other than the \$50,000.

Commissioner Pena stated that updating some of the sensors would be required. He stated the wiring that has been routed through the building is reusable.

Legislator LoBue requested clarification that the \$50,000 price is all inclusive. She questioned if there will be any other additional costs, such as maintenance.

Commissioner Pena stated that the County Electrician will be able to maintain the System that is another positive feature when considering the Andover System.

Chairman Albano stated that he would support moving forward with this change. He questioned what did Commissioner Pena required from the Legislature to move forward.

Commissioner Pena stated that he will meet with Commissioner Carlin to discuss his recommendations and he will bring that update to the December Audit & Administration Committee meeting.

Chairman Albano made a motion to move the issue to the Audit & Administration Committee December meeting.

b) Approval/ Budgetary Amendment (14A119)/ Highways & Facilities/ Repair and Annual Maintenance

Deputy Commissioner Tully stated that this budgetary amendment will provide the funding to do the maintenance on all of the generators around the County.

Commissioner Pena stated during the inspection at the Emergency Operations Center a variety of repair items that he discussed with, Commissioner Stiebeling, who also expressed concern as well.

Deputy Commissioner Tully stated that there is a contract with a vendor, which was secured through a competitive solicitation. He stated that the contract is for service and repair, however the level of repair is beyond that which is covered in the contract.

Chairman Albano made a motion to move Budgetary Amendment (14A119)/ Highways & Facilities/ Repair and Annual Maintenance; Seconded by Legislator Scuccimarra. All in favor.

Item 9.) Discussion/Correspondence From: Legislator Gross Dated: December 1, 2014 Re: Future Plans/Butterfield Project

Chairman Albano stated that he has met with the Developer of the Butterfield Project. He stated that he would like to get information regarding the project. He stated that Legislator Scuccimarra met with the Developer at another time as well. He stated that the County is looking at approximately 6,000 square feet of space to work with. He stated as the details are finalized he will bring the information to the Full Legislature for discussion.

Legislator Gross stated that he sent his correspondence dated December 1, 2014 regarding an article read in one (1) of the County Newspapers regarding the Butterfield Project and a quote by Legislator Scuccimarra that was included. He stated that since sending his memo he and Legislator Scuccimarra spoke and she explained that she had been misquoted in the article. He stated the misquote referenced County Services being provided at the Butterfield location. He stated as a Legislative Body of government that is a matter that is still being reviewed and discussed. He stated that he was approached by his district's Town Officials who were asking for insight on the article, as well as them expressing concern with County Services being provided in the Butterfield space. He stated his concern is transparency and respect to process. He stated that each Legislator needs to be informed of the facts of every project that this Legislative Body is dealing with. He stated that in past three (3) years he believes the Legislature has been left out of the loop on some decisions. He stated that this is a critical issue that will affect the entire County. He stated that he is not opposed to the idea of having County Services at Butterfield. He stated however it is a matter, in his opinion, that requires further consideration, research and discussion.

Chairman Albano stated he agrees with Legislator Gross. He stated that the Senior Center and the increase Sheriff's presence in that part of the County are important and priorities right now. He stated in the future if there is space the Legislature can explore the idea of bringing additional services.

Legislator Nacerino stated that she believes Legislator Gross's point is well taken. The Legislature knew where they stood in terms of the Senior Center and the Sheriff's Department, but not further discussion ensued after the Special Physical Services Meeting held in Cold Spring on September 23, 2014. She stated to find out that there was communications behind closed doors or in separate meetings comes as a surprise to some of the Legislators. She stated resulting in some Legislators being able to answer questions that other Legislators would be unable to answer; due to the lack of communication in sharing information. She stated that she believes that it was all well intended, but she does agree that there was a lack of communication.

Legislator Scuccimarra stated that there was no intent to keep anyone out of the loop. She stated that the purpose was to get the ball rolling and concentrate on the Senior Center, which is the main focus. She stated she met with the Developer to begin speaking about comp charges and gather information that she planned to bring to her colleagues on the Legislature.

Chairman Albano stated that he would like to begin receiving the information so that things can be approved swiftly before there is no longer any rental space available.

Legislator Nacerino stated she does not want the point of this discussion to be missed. She stated as well intended as these actions were the fact is that there was a lack of communication of information. She stated that the Legislative Body needs to be kept a part of the meetings and discussions that take place pertaining to the matters that the Legislature is involved with. She stated if there is a Legislator who attends a meeting, that Legislator should report back to his/her colleagues with an overview of information discussed.

Legislator LoBue stated that the entire Legislature should be aware that such meetings are taking place.

Chairman Albano stated that he apologizes for this confusion. He stated that he requested the meeting with the Developer to gather information for the Legislature to review.

Legislator LoBue stated that she would like to make it clear that the Senior Center and Law Enforcement Office has not been officially voted and agreed upon by the Legislature as of yet.

Chairman Albano confirmed that was correct, however the Legislature is receptive to those two (2) ideas. He stated that nothing definitive at all has been decided in terms of the Butterfield project, which is correct.

There being no further business, at 9:15 P.M., Chairman Albano made a motion to adjourn; Seconded by Legislator Nacerino. All in favor.