

**ALLEGANY COUNTY BOARD OF LEGISLATORS  
COMMITTEE OF THE WHOLE**

**April 6, 2022**

**CALL TO ORDER:** The meeting was called to order at 10:05 a.m. by Chairman Philip G. Stockin.

**LEGISLATORS PRESENT:** P. Stockin, G. Barnes, J. Burdick, P. Curran, A. Cyr, D. Fanton, G. Hanchett, B. Harris, D. Healy, J. Ricci, J. Ricketts-Swales, D. Root, J. Rumfelt (Absent: K. Demick, S. Havey)

**OTHERS PRESENT:** A. Carrow, S. Decker, J. Henry, C. Knapp, B. Riehle, T. Ross, M. Saglibene (*Hunt Engineers*), D. Scholes, T. Windus, A.J. Young

**DPW Friendship Shop Project**

Public Works Superintendent Justin Henry read the following statement regarding a proposed project at the DPW Friendship Shop.

*“Last year the Department of Public Works began working with the County Legislators to address needs of the department. Two major needs came from these conversations; the first being to address the current separation of different areas within Public Works, and the second being necessary updates to facilities utilized by DPW. The Friendship facility is currently utilized by the County Friendship crew, Bridge Construction crew, Bridge Maintenance crew, and the County Road Machinery crew. Last April, DPW had a walk-through of the Friendship facilities with the Board of Legislators, affording a firsthand look at the deficiencies of the current facilities that DPW currently utilizes. In our evaluation of how to best accomplish our goals, it was determined integrating the administration division with the divisions currently located at Friendship would be a major benefit to the whole operation. By becoming centrally located the administration division would have better access to the crews and individuals with whom we are tasked to administer. More importantly, this integration ultimately would centrally locate 46 percent of the department’s workforce. Extensive research to where the proposed new DPW facility should be located ultimately lead to Friendship being the most desired location. One advantage to using this location over others is the fact that we currently have facilities there that with rehabilitation and repurposing of how these facilities are utilized, would extend their useful life well into the future. An example of how the current facilities will be repurposed for other uses is DPW’s proposal to move District 3 to the current facilities at Friendship. Some other realized advantages that lead to utilizing Friendship as the proposed project location were, utilities are currently available at this location, it is centrally located, and the location has easy access to I-86. Although this proposed relocation would move the administration division further away from Belmont and other departments that DPW works with throughout the year, by working with the County Administrator and the IT department, DPW has made great strides towards making this transition as smooth as possible and to assure that the realized gains from this move do not affect other aspects of the department. A benefit to the County by this proposal is that 2,350 square feet of office space at the Court Street Office Building would become available for future County use. Also, by integrating District 3 into the Friendship facilities, their*

*current facility on Railroad Ave. in the village of Angelica would become available to the County to utilize or be put back on the tax rolls. Today DPW intends to seek approval for DPW forces to perform the proposed rehabilitation of existing facilities and gain approval for the Department of Public Works Friendship Shop project plans. By gaining Board approval for the proposed project, DPW also hopes for Board authorization to bid the final design plans and get approval to generate a referral to Ways and Means requesting authorization of funds. With us today we have Myself, Hunt Engineering, the Deputy Superintendent, the County Engineer, and the County Road General Supervisor to answer any questions the Board may have. Following this introduction, I will give a presentation of work proposed to be done by County forces to rehabilitate the current facilities at the Friendship location. Afterwards, Hunt Engineering will be giving a presentation on the proposed building plans, followed by the cost estimate associated with the new building and the proposed work to be completed by County forces. I would like to take a minute now before we continue with the presentations to address any questions or comments on the overall goals or intent of this project. Once Hunt Engineering has completed their presentation, we will take the time needed to discuss the details of the planned work and the associated cost estimates before any request for approval is submitted to the board.”*

Legislator Barnes asked if those working on the plans for this project have looked as far forward as possibly to make sure that the project will provide sufficient facilities for years to come. Mr. Henry stated that the new facility will be up to modern standards but will also allow us to utilize facilities that are already there. Legislator Healy stated that he’s always concerned about inter-governmental cooperation and wondered if the County has been in discussion with the Town of Friendship regarding this project. Mr. Henry stated that they’ve had good conversations with the Town of Friendship. They’ve had to discuss the waterline and fire access, as well as working on matters such as an old roadway. Mr. Henry indicated that he’d also talked to the New York State Department of Transportation and they have no plans to move. They’ve invested substantially in their Friendship location.

Mr. Henry began his slide presentation by showing an aerial picture of the Public Works Friendship Shop property and explained the use of each of the structures that are currently located on the property. He pointed out the large amount of equipment that is currently being stored outside. Mr. Henry stated that Building A (the current main building) will be utilized by the DPW District III crew that currently works out of Angelica, and the remainder of it will be used for storage. Building B will likely be demolished and a pole barn will be installed. Mr. Henry stated that Building F is currently used to store sand/salt. The stockpile location will be moved and a roof will be constructed over the new storage site.

Mr. Henry introduced Mike Saglibene, Project Manager with Hunt Engineers, Architects, Surveyors. Mr. Saglibene remarked that Hunt Engineering has a long standing relationship with Allegany County. One of the first projects he worked on was the maintenance building that’s located behind the County Office Building. Mr. Saglibene presented the proposed floor plan for the new building and gave an explanation on how each of the different spaces will be utilized. The plan includes a chassis wash and a wash bay that can be used for storage when not in use. Two of the bays in the plan are for the storage of a ten-ton crane. Mr. Saglibene stated that the front portion of the building will include a vestibule for the public to enter. This area will be secured and anyone wanting to enter the building will have to be “buzzed in.” The

front portion of the building will contain offices around the perimeter to house administration, financial, engineering, and other offices. The truck bays are designed with doors on both sides of the building for drive-through access, which will limit the need for trucks and equipment from having to back out of the bays. Mr. Saglibene noted that two different types of construction will be used for the building. The larger portion (truck bay area) will be a pre-engineered steel building. Unfortunately, there is currently a 52-week lead time for that. The front (office) portion of the building will be constructed more traditionally with a block foundation. The hope is to construct the front portion while waiting for the pre-engineered portion to come in. He stated that the larger portion will be constructed of insulated steel panels, and the smaller portion will have metal siding and a metal roof. Legislator Burdick asked if there are any drawings of what the building will look like. Mr. Saglibene showed several elevation pictures. County Administrator Knapp asked if there is going to be any type of noise control between the shop portion and the offices. Mr. Saglibene stated there will be a double wall that's insulated to help with noise in addition to a vestibule area that will help transfer the noise. Legislator Fanton inquired about fire protection for the building. Mr. Saglibene stated that the entire building, with the exception of the data and electrical rooms, will have fire protection in place including a sprinkler system. Legislator Healy asked if the overhead doors need to be double width. Mr. Saglibene stated that the plan includes 18-foot overhead doors. They explored using 20-foot doors but determined that 18-foot is more than adequate. Legislator Healy asked if security cameras are going to be installed. Mr. Henry stated that they've met with our Information Technology Department and Sheriff's Office to make sure they have a good plan in place for security cameras. Legislator Root asked what type of heat will be used. Mr. Saglibene stated they will be gas fired units for the wash bay and hydronic units in the ceiling for the shop; the office will also be hydronic (boiler). Legislator Root asked if there was any thought to using geo-thermal. Mr. Saglibene stated it was cost prohibitive, and they might also struggle with finding a place to put a geo-thermal system. Legislator Root said it might be more expensive up front, but over the long term it would be a cost savings. Mr. Henry noted that the current proposal includes an add-on for radiant heat in the shop floor (bay area).

The tentative schedule for the project has it going out to bid in April/May after a decision is made by the Board. Legislator Fanton questioned the start date for construction if there's a 52-week lead time for the pre-engineered portion of the building. Mr. Saglibene stated there is some work that can be started. For instance, there are unsuitable soils and excavation work that the County can take care of. There is also foundation work that can be done. Mr. Saglibene said he'd like to see construction start in September. A lot of contractors are busy with school projects during the summer months. Legislator Harris asked how the timeline meshes with how we're going to pay for the project. County Treasurer Ross stated that if we were to go out to bond, it would be difficult to have everything done by September. It could be done, but financially, she's not sure that's our best option. Legislator Cyr stated that with six capital school projects in the area and a shortage of contractors, we aren't going to get contractors. He feels we need time to get our "ducks in a row" and wait until later in the year. Mr. Henry agreed that there are definitely times that are more beneficial for bidding but feels that we should get the bid out and if prices don't appear to be the best, we can delay the bid process. Legislator Cyr stated that with that said, you have my full support. Let's see where we're at with numbers.

The cost estimate for the project was reviewed. Mr. Henry pointed out the proposed work on existing facilities and other projects that would be done by County work crews.

Legislator Fanton expressed his concerns about frost protection around the building and asked if an extended footer design would be used. Mr. Saglibene stated that the office portion would be a conventional strip footing, while the pre-engineered portion of the building would be piers that are 10 ft. square. Legislator Fanton then inquired about frost protection. Mr. Saglibene stated the entire portion with radiant floors will receive 2 inches of rigid insulation with a minimum turn down of two feet, which is all regulated by code. Mr. Saglibene noted several items that are listed as purchases from State bid. Ms. Knapp stated that depending on the funding source, we may have to bid rather than going right to State contract. Legislator Ricketts-Swales asked about the necessity for new computers and other items listed that DPW may already have. Mr. Henry stated that the lift that is currently being used will remain in place for the District III crew when they move to that building. The plan for computers is to update the administration computers and then use their current administration computers in places such as the conference room, for training, and other places in the building. Ultimately, no computers will be disposed of. Ms. Ross asked if technology needs for internet were included in the bid. Mr. Saglibene stated that the internet wiring and jacks will be installed as part of the bid. Ms. Knapp asked if the internet issues had been resolved. Mr. Henry stated that he's been working with IT. Ms. Ross asked if the phone system was included in the project estimate. Mr. Saglibene stated that the phone system was not included. Ms. Knapp remarked on the terrible internet service that is currently there, and what the best option is going to be. Remoting in is much slower than having dark fiber connection. She stated that IT Director Keith Hooker had hoped to be at today's meeting but was unable to attend. Legislator Harris asked if every part of DPW would be moving to Friendship. Mr. Henry stated that Administration and Engineering would move to Friendship. Currently there are 32 employees who work out of the Friendship location, and they would remain there. Additionally, there are six employees who are stationed in Angelica (DPW District III) and they would relocate to Friendship. Buildings and Grounds, Solid Waste, and the remaining DPW District shops would remain where they are. He said that 46 percent of the DPW workforce will be in one place. Ms. Knapp noted that currently a very small portion of the total DPW workforce works out of the Friendship location. There are pros and cons to moving staff to Friendship. Administration and Engineering will be closer to other DPW staff but further away from other County offices. Mr. Henry feels that the pros outweigh the cons and it's easier to mitigate the cons. Legislator Healy asked if there would be adequate parking in Friendship. Mr. Henry feels that with better utilization of the space, they should be able to provide enough parking. Ms. Knapp asked for confirmation that the DPW districts would still be in place rather than being combined. Mr. Henry confirmed that each district will be its own entity and will be responsible for things in the district.

Ms. Knapp asked why the offices aren't included in the quote for radiant heat. Mr. Saglibene stated that it was an effort to save money. Ms. Knapp and Ms. Ross asked to have it included in the estimate so the project could be bid with and without the radiant heat in the office space. Legislator Fanton expressed his concern about proper insulation in the floors and suggested it would be best to put radiant heat under the office floors. Ms. Knapp stated that looking forward, if there are other add-ons, we need to put those in the bid. We want a building that works well for the long-term. Legislator Healy asked if the long-term space needs have been considered. Mr. Henry stated that they have and the old facilities will provide additional space. Legislator Healy asked if there is enough land at the Friendship location. Mr. Henry said they'd always take more, but there is enough.

County Attorney Allison Carrow asked if the County would have the opportunity to review the final bid package before it goes out to make sure it complies with legal requirements and internal policies. Mr. Saglibene confirmed that the County would be reviewing the package before it goes out to bid.

Legislator Healy asked for the height of the proposed shop ceilings and if there will be a way to circulate the air. Mr. Saglibene stated they are 20 foot at the lowest point and 24 foot at the highest, and large fans will be utilized to move the air.

The group then discussed some other work that needs to be done. The County is planning to do a lot of the excavating work, including the installation of storm water catch basins, foundation removal, paving, and bringing in suitable soils. Legislator Fanton asked about potential runoff from the truck bays. Mr. Saglibene stated there will be trenches for collecting water and oil. They are collected in a large tank beneath the ground and separated into separate chambers, then it gets pumped out. County Treasurer Ross asked how accurate the cost savings estimate is for having the County do this work. Mr. Saglibene stated that it's an estimate. Ms. Ross asked if a Clerk of the Works was going to be hired or if the project would be handled internally. Last time we had a large project one was hired. Ms. Ross asked if there was a document that breaks down the estimates further than what was presented today. Mr. Henry indicated he has a more detailed report that can be reviewed.

Legislator Ricci stated he's 100 percent in favor of this project as long as "we don't cheap out." He feels using a fire pump rather than having sufficient water lines would be "cheaping out." Legislator Root said, I think we need to be fiscally responsible now, but also for the future. She feels that other heating systems should be looked into. Legislator Cyr remarked about whether we'll be able to use natural gas for heat in 20 years. Ms. Knapp stated it's something we should consider. Ms. Ross stated she has concerns about rehabbing some of these buildings. We don't want to come back and realize they shouldn't have been rehabilitated. Ms. Knapp thanked Hunt Engineering for all of the work that's been done so far. Mr. Henry talked more about the use of a fire pump versus upgrading the water line. He stated they are looking into upgrading the line to eight inches which would eliminate the need for a fire pump. Legislator Hanchett asked about several of the existing building's condition and intended future use. Mr. Henry explained their condition and what their intended use is. Legislator Barnes asked if there is any plan for landscaping. Mr. Henry stated that it wasn't included in the plan because it's something that can be taken care of by DPW.

Chairman Stockin stated that the MOEs in the back of the packet that were handed out today will be addressed at the Public Works Committee meeting scheduled for this afternoon. Ms. Knapp acknowledged the importance of having a space in the new building for offering training to DPW staff and how the new building will provide a place for remote workers to get training. She thanked the DPW staff including Justin Henry, Dean Scholes, Tom Windus, and AJ Young for their input in putting this plan together. She also explained that this was presented at a Committee of the Whole so every Legislator would have an opportunity to give input on this project.

Mr. Henry listed several positive gains that will come out of this project including increasing the capacity of the crane lift from 5-ton to 10-ton, increasing shop space by 50 percent, having emergency power generation in place that we don't currently have, better

computer access, a chassis wash system and the opportunity to store more equipment under cover which will hopefully extend the life of equipment. Ms. Knapp remarked on \$100,000 that was used to replace the roof on Building A saying that nothing was lost in replacing that roof, as that building will still be utilized. She said that anyone who has not toured the facilities in Friendship who would like to do so can make arrangements with Mr. Henry.

**GOOD OF THE ORDER:**

It was noted that today marks the County's 216<sup>th</sup> birthday.

**ADJOURNMENT:**

There being no further business to come before the committee, the meeting was adjourned at 12:03 p.m. on a motion by Legislator Rumfelt, seconded by Legislator Ricci, and carried.

Respectfully submitted,

Sarah M. Decker, Journal Clerk  
Allegany County Board of Legislators