

**PHYSICAL SERVICES COMMITTEE
HELD IN ROOM 318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512
(Chairman Albano, Legislators Castellano & Scuccimarra)**

**Monday March 20, 2017
(Immediately Following the Protective Svcs. Meeting beginning at 6:30p.m.)**

The meeting was called to order at 8:05 p.m. by Chairman Albano who requested that Legislator Scuccimarra lead in the Pledge of Allegiance. Upon roll call, Chairman Albano and Legislators Castellano and Scuccimarra were present.

Item #3-Update/Tilly Foster Farm/County Executives' Office

Commissioner of Highways & Facilities Fred Pena stated that the Tilly Foster Farm Project is moving along well. He stated that they are working on the punch list in the Lodge area. He stated they are within budget, but a little bit behind schedule. He stated they are finalizing some of the details. He stated once the ground defrosts they will be working outside again. He stated there is work to be done on a retaining wall, lighting, and the parking lot to re-establish. He stated that it is all coming along. He stated that shortly it will be a very useful and available facility for the entire County to use.

Chairman Albano stated that he was impressed with the work that has been done on the fireplace.

Commissioner of Highways & Facilities Fred Pena stated that the entire County Employee Team that has been working on this project has done a great job.

Item #4- Approval/Temporary Easement Agreement with Metro-North Commuter Railroad Company in Connection with the Prospect Hill Road Bridge Project-Southeast TM #56.15-1-5

Chairman Albano made a motion to approve the Temporary Easement Agreement with Metro-North Commuter Railroad Company in Connection with the Prospect Hill Road Bridge Project-Southeast TM #56.15-1-5; Seconded by Legislator Castellano. All in favor.

Item #5- Approval/Memorialization/Commending Governor Cuomo and State Legislators on Adopting a Transportation Capital Plan and Urging a Continued & Increasing Commitment to Assisting Counties in Maintaining Their Local Infrastructure

Chairman Albano stated the State Roads throughout the County are in dire need of repair.

Legislator Castellano made a motion to approve Memorialization/Commending Governor Cuomo and State Legislators on Adopting a Transportation Capital Plan and Urging a Continued

& Increasing Commitment to Assisting Counties in Maintaining Their Local Infrastructure; Seconded by Legislator Scuccimarra. All in favor.

Item #6- Approval/Memorialization/Calling on the President and Members of the New York State Congressional Delegation to Direct Infrastructure Stimulus Investments to Counties and Local Governments

Chairman Albano made a motion to approve Memorialization/Calling on the President and Members of the New York State Congressional Delegation to Direct Infrastructure Stimulus Investments to Counties and Local Governments; Seconded by Legislator Scuccimarra. All in favor.

Item #7- Approval/Highways & Facilities/Use of Capital Reserve/County Facility Renovations (R-169/2016)/Funding approval for:

- a. **Putnam County Golf Course Projects (CP-3)**
- b. **Sheriff Department Elevated walkway Project (CP-4)**

Commissioner of Highways & Facilities Fred Pena stated that he apologized that the correspondence he sent to this committee was disconnected. He stated that within this agenda item, he will also be speaking to agenda item #8. Annual Funding: a, b, & c (see below). He stated in order to keep the Putnam County Golf Course Project in compliance work needs to be done. He stated also a study was conducted on the Sheriff's Department Elevated walkway which revealed a level of deterioration that warrants work to be done shortly. He stated a request for funds to get design options is being presented ("project cost not to exceed \$50,000-excerpt" wording in memo: Fr. J. Tully Dated: March 13, 2017 Re: Physical Services Agenda). He stated that currently consideration is being given to demolishing the walkway. He stated that it has been determined that the walkway is not a required emergency exit or fire exit. He stated that they are discussing this matter with members of the Sheriff's Office.

Legislator Scuccimarra questioned in reference to the work at the Golf Course, are the upgrades to make it ADA compliant.

Commissioner of Highways & Facilities Fred Pena stated primarily, that is correct.

Legislator LoBue stated that she had the same question as Legislator Scuccimarra. She stated she is looking for specificity regarding the work. She stated in the memo attached as backup, (memo: Fr. J. Tully Dated: March 13, 2017 Re: Physical Services Agenda) the following is stated "Project Cost not to exceed \$250,000", what work would be done?

Commissioner of Highways & Facilities Fred Pena stated that he could go over the details in Executive Session.

Legislator LoBue stated she did not believe that would be necessary. She questioned if the money would be covering the cost of renovating the bathrooms, or if there is more than that.

Chairman Albano stated that there is more than that. He stated if Legislator LoBue wants more detail, he will make a motion to go into Executive Session.

Commissioner Pena confirmed there is more.

8:15p.m.

Chairman Albano made a motion to go into Executive Session to discuss possible litigation; Seconded by Legislator Castellano. All in favor.

8:30p.m.

Chairman Albano made a motion to come out of Executive Session; Seconded by Legislator Scuccimarra. All in favor.

Chairman Albano stated that no action was taken in Executive Session.

(A motion and vote was made and passed on agenda item#7 during the discussion of item #8. An amendment to that vote was made stating *not to exceed \$50,000*, because there was no amount provided for CP-5 Highways & Facilities Department heating & Air Conditioning Upgrade)

Item #8- Update/Monthly Capital Projects Report

Status updates for the following:

- a. **Tilly Foster Farm**
- b. **Jail A/C RTU replacement**
- c. **Jail LED lighting project**
- d. **Sheriff Department Forensic Lab**
- e. **Highway Department AC and Boiler (CP-5)**
- f. **Federal Projects updates**
 - i. **Fair Street**
 - ii. **Stoneleigh/ Drewville**
 - iii. **Peekskill Hollow Road**
 - iv. **Morningthorpe Bridge**
 - v. **Maybrook Bikeway Phase B**
 - vi. **Pedestrian Bridge over MNR (repackaging)**
 - vii. **Maybrook Bikeway Phase A Bridge #5**
 - viii. **Sodom Road Bridge**
 - ix. **Fairfield Drive Culvert**

Annual Funding:

- a. **Roads (\$1million Bond Correspondence prepared for the 3-27-17 Audit Mtg. for Approval aka: "Highway Improvements")**
- b. **Bridges and Culverts**
- c. **Highway Equipment**

Commissioner of Highways & Facilities Fred Pena stated the Sheriff's facility has a number of projects that need to be addressed in a fairly rapid basis. He stated one of the projects is the Jail Air conditioner and a 1,200 gallon boiler. He stated it is a reserve hot

water storage unit, which is showing a significant amount of deterioration. He stated that there is research being done to see what the law requires and what options are available. He stated the Jail LED project, is a proposal that Chairman Albano brought to his attention. He stated it will result in energy efficiency and as a result of the longevity of a LED bulb, there will be less time spent by County employees in changing the lights. He stated that changing the bulbs currently is a time consuming and difficult task, due to the current high voltage system that is in place. He stated the projection for this project is a cost savings due the LED lighting and Operations Maintenance (O&M).

Legislator LoBue questioned if the bulbs are just being changed to LED or is this a larger project and the actual units are being replaced.

Chairman Albano stated the bulbs and the ballast are going to be replaced on the inside lighting because it will be safer and better way to light the facility. He stated the outside lights and lamps the bulbs will be replaced and replace some of the fixtures. He stated there are some fixtures that currently do not work. He stated the projection is once it is all done the County will save money on labor and there will be a savings in energy. He stated he believes the investment will pay for itself, in approximately three (3) years. He stated that this project is not finalized it is still being worked on.

Legislator LoBue requested confirmation that the Legislature will be provided with information as the project progresses, such as what the contract is, the cost, who will be doing the work through the bid etc.

Chairman Albano stated that is correct.

Commissioner of Highways & Facilities Fred Pena stated that there was a company that came in and stated they were on a preferred list because they employ visually impaired individuals. He stated that the Director of Purchasing Alex Mazzotta followed the County's process to make sure the company that did present to this Committee was approved to do the work. He stated the results of the research are that the company was not fully approved to do the work. He stated the approval found is that the company has the authority to do purchasing of material up to \$50,000. He stated it has not been confirmed that the company is approved to do labor installation or any work of that nature. He stated he believes the project is great. However the company that identified themselves to do the work has not worked out to date.

Legislator LoBue stated that the County needs to get bids from other companies that do this work. She stated that there are a ton of companies that specialize in this work and they know how to go about securing funding from NYSEG. She stated that she believes this project would be one that many companies would apply for, because it could lead to other work in the County. She stated that she hopes that other companies are being contacted to offer a bid to get this project.

Chairman Albano stated the idea is to see what needs to be done. He stated that there are only a few companies that do this work. He stated the next step is to evaluate the project

to the final numbers.

Legislator LoBue stated that she recalls the discussion to use the jail as the prototype. She stated the costs savings can then be evaluated. She stated if it is found to be a positive then the County can consider moving and addressing other areas in the County.

Chairman Albano stated that there is research being done and at this time the actual material for this type of transition is affordable.

Commissioner of Highways & Facilities Fred Pena stated that he believes energy usage in itself is a matter that he believes an entire meeting should be dedicated to discussing. He stated the County needs to look at how it wants to move forward and become more energy efficient. He stated there has been a study going on, in the County, regarding an Article 9 (*New York State Energy Law Article 9 – Energy Performance Contracts in Connection with Public Buildings and Facilities*). He stated that he understands Article 9 as the following: “The County could hire a design build process. A design build firm is hired, they move forward with conducting an energy audit, the firm identifies grants that are available and they will do all of the work with almost an energy guarantee, that a specified amount of energy will be saved. He stated that it becomes a monthly payment as opposed to an initial capital investment.” He stated research is being done to determine if it is an option for Putnam County (*Collective effort by Members of the Law Department, Purchasing Department, and the Highways and Facilities Asset Manager*). He stated the incentive is not to have to invest capital dollars into energy cost savings.

Legislator LoBue stated she believes it was 2009 and she recalled that Commissioner Pena was in attendance, that she had a company come in who did exactly that, design build, energy audit. She stated like she stated earlier there are a lot of companies that do this. She stated that this is the way of the future. She stated that she hopes the County gets a couple of different opinions before making a decision.

Commissioner of Highways & Facilities Fred Pena stated that he agrees. He stated he has some reservations. He stated companies do not do things for free. He stated one of his reservations is when they guarantee an energy cost it will equate to some kind of risk the company would have to add to their bottom line dollar. He stated the County will track how the Rooftop Unit (RTUs) projects are and how well they are moving forward. He stated the decision for the County to make is does it go through the Article 9 analysis or should the Air Conditioning units be replaced in kind. He stated that the County was moving forward strictly with RTU replacements for the eight (8) units. He stated even after looking at the alternatives it would cost \$1.9 million at best.

Legislator LoBue questioned if Commissioner Pena has worked with NYSEG.

Commissioner of Highways & Facilities Fred Pena stated that he believes there is a gap in the County when it comes to having an employee who has the time and knowledge to hunt down energy grants.

Legislator LoBue stated she will look into her past records regarding this matter.

Commissioner of Highways & Facilities Fred Pena stated that the Capital Projects list is filled with projects that are immediate in nature. He stated over the next five (5) years the County is looking at a capital investment in projects throughout the County that could increase above \$50 million. He stated the hope is to fund a large portion of that with federal funds through energy grants and where ever else possible. He stated each of the projects on the Capital Projects list is necessary. He stated the Fair Street Project, since he has been with the County, is a project he has been working, along with Deputy Commissioner of Planning Sandra Fusco, to revitalize. He stated that project is a \$15.6 million dollar project. He stated the County financial commitment is 20% and they are working to reduce that to 5%. He stated that there are currently 24 Legislature approved projects. He stated each project requires leadership, project management, financial involvement, legal involvement, planning involvement and purchasing involvement.

Chairman Albano stated also in regards to the Fair Street project. It is a project that will cost \$14 - \$15 million the County's match is 20%. He stated if the County decides not to move forward with the project. The County will still need to spend approximately \$3 million to fix the issues that must be addressed. He stated through the efforts of Commissioner Pena and his staff these projects have been re-scoped.

Deputy Commissioner of Planning Sandra Fusco stated that there is a very procedural process that must be followed when it comes to each grant and every funding opportunity. She stated it is critical that the projects be finished on the Transportation Improvement Program (TIP). She stated otherwise the County needs to return the funding that they received towards the specific project. She stated she is working with the members of the Highway and Facilities Department to evaluate the progress and status of each County project that is on the TIP list and the projects that receive both Federal and State Funding.

Commissioner Pena continued to speak broadly of the different TIP projects.

Chairman Albano stated that it sounds to him as though there is a need for a person dedicated to looking for and managing grants. He stated that he hates to hear that the County is missing out on grant funding.

Legislator Scuccimarra stated that she agrees. She stated to multi-task, do your job and look for grants is a lot. She stated that she believes hiring a person whose main focus is finding and managing grants for the county should be a consideration.

Commissioner of Highways & Facilities Fred Pena stated that there are 24 approved projects and there are 15 projects that he would like to begin presenting to the Legislature, he stated there are 95 projects under development. He stated that there are gaps in searching for funds. He stated the energy grants are out there, however there is no one identified to go out and find them.

Chairman Albano requested that Commissioner Pena come back to the Legislature with a

proposal as to what could be done to improve the process of “grants”.

Commissioner of Highways & Facilities Fred Pena stated that there are still a couple of engineering positions available that need to be filled. He stated also they still need a strong Project Manager (PM) with construction experience, a Project Engineer with a structural background. He stated there will be PMs needed to process the projects. He stated there is a need for additional professionals in order to process all of these projects.

Legislator Scuccimarra questioned if the Peekskill Hollow Road project will include laying pipes for Oregon Corners.

Commissioner of Highways & Facilities Fred Pena stated the County identified that as a possibility. He stated it was discussed as possibly being an add on to that project. He stated the funding is not part of the project itself. He stated the County is waiting to see if Putnam Valley will be providing the funding. He stated if Putnam Valley believes the water supply is essential to their economic development, now would be the time to install the pipes.

Deputy Commissioner of Planning Fusco stated that the fact is that she represents the County. She stated the work that is done by the County is done in terms of County wide. She stated the municipalities need to take on the effort to look for funding. As stated, the County is limited in terms of staffing in the area of conducting research for funding.

Legislator Scuccimarra stated the Peekskill Hollow Roadway will be actually opened, during the construction, it is the time to lay the pipes. She stated Putnam Valley needs water desperately, the Town officials are in negotiations with Cortland to bring water in.

Chairman Albano stated it sounds to him as though the Town of Putnam Valley needs to get involved in this equation to make this happen.

Deputy Commissioner of Planning Fusco stated if a town has a project they want moved forward it cannot all be the total responsibility of the County.

Chairman Albano requested again that Commissioner Pena present a proposal as to the additional staffing he, as Commissioner, sees as critical.

Commissioner of Highways & Facilities Fred Pena stated that he will meet with the Capital Projects Team, which includes the following County Departments: Procurement, Law, Planning and Highways and Facilities to assess where the gaps in positions exist in the department and the best way to fill them.

Chairman Albano apologized and stated he needs to interject to take a vote on agenda item #7.

Chairman Albano made a motion to Approval/Highways & Facilities/Use of Capital Reserve/County Facility Renovations (R-169/2016)/Funding approval for: Putnam County Golf

Course Projects (CP-3) & Sheriff Department Elevated walkway Project (CP-4); Seconded by Legislator Scuccimarra. All in favor.

Legislator LoBue requested an update on the last part of the bikepath, Maybrook Bikeway Phase B.

Commissioner of Highways & Facilities Fred Pena stated that project, bridge five (5), there is a dilapidated abutment. He stated Metro North did not identify that in their previous inspection. He stated the County has halted the bridge 5 work. He stated the County is searching for grant funding. He stated that Metro North is recognizing their responsibility. He stated that the working relationship between Metro North and the County is very positive.

Legislator Nacerino questioned if out of the \$50million forecasted to be spent on capital projects in the next five (5) years is there any way to estimate the amount of grant money that would be available to offset that cost.

Commissioner of Highways & Facilities Fred Pena stated that they are working on that and he is working to add that information to the spreadsheet, so it will be identified. He stated it will include: the projection of the project cost, the projection of Federal funds that will be made available.

Legislator Castellano requested an update on Morningthorpe Bridge.

Commissioner of Highways & Facilities Fred Pena stated the preliminary engineering has been approved. He stated the matters with the Department of Environmental Protection (DEP) have been resolved. He stated the Morningthorpe Bridge Project is on schedule and within budget.

Legislator Castellano questioned when the work will begin.

Commissioner of Highways & Facilities Fred Pena stated probably 2018.

Legislator Castellano stated that he believed it had to be done in 2017.

Commissioner of Highways & Facilities Fred Pena stated that there is a two and a half (2.5) year limit on that project.

Deputy Commissioner John Tully stated that he would like to specify in reference to the CP5 Project: Highway Department AC and Boiler it will not exceed \$50,000. He stated also the annual funding for Highway Roads Commissioner of Finance William Carlin is working with Bond Council to have the bond resolutions prepared and ready for approval by the Legislature.

Chairman Albano requested the amount.

Deputy Commissioner Tully stated the annual funding amount for Roads is \$1million. He stated when possible they put money aside to put towards other projects.

Commissioner of Highways & Facilities Fred Pena stated in recognition that the county has an investment of \$3million that would have to go into Fair Street regardless, his department began to shorten the road fund by about \$500,000 over the past two (2) years. He stated so there is \$1million that will be used, as explained by Commissioner Carlin, to reduce the County's bonding obligation over time.

Chairman Albano made the motion to approve and revise the Highway Department AC and Boiler (CP5) to state "not to exceed \$50,000"; Seconded by Legislator Scuccimarra. All in favor.

Chairman Albano made a motion to approve and move in concept to the Audit and Administration Committee the bonding for the Roads; Seconded by Legislator Castellano. All in favor.

Chairman Albano stated that he would like to revisit the discussion regarding the County owned property and vacant buildings.

Legislator Sullivan questioned, as a new Legislator, why hasn't there been an in-depth discussion and consideration given to selling County assets that are not utilized.

Commissioner of Highways & Facilities Fred Pena stated that there was not enough information. He stated it was discussed regarding consolidating the County facilities into a more condensed area. He stated Asset Manager Cunningham has studied this further. He stated Asset Manager Michael Cunningham could give a presentation to the Legislature. He stated liability and responsibility need to come into consideration when reviewing this matter.

Asset Manager Michael Cunningham stated the County has 40 plus buildings that are operational. He stated the average age is over 50 years old. He stated the County has limited resources in terms of crews, and they are spread thin. He stated consolidation and the age of the facilities and the utilities in these aging buildings are facts that need to be brought into the examination of this matter.

Legislator Sullivan stated the population in Putnam County is not sky rocketing and probably is at the point where it is leveling out. He stated the need to expand and grow government, he believes, has passed by. He stated the need to hold onto the buildings for future expansion is probably not necessary. He stated that he agrees that this matter be looked at.

Item #9- Other Business - None

Item #10- Adjournment

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

Respectfully submitted by Deputy Clerk of the Legislature, Diane Trabulsy.