

PUBLIC WORKS COMMITTEE MEETING MINUTES
APRIL 26, 2016

PUBLIC WORKS COMMITTEE MEMBERS PRESENT: Pitts, Shaw, LaPointe, Haff, O'Brien, Fedler, Gang, Skellie

PUBLIC WORKS COMMITTEE MEMBERS ABSENT: Campbell

SUPERVISORS: Henke, Hicks, Moore, Suprenant, Idleman, Hogan, Armstrong
Debra Prehoda, Clerk of the Board
Chris DeBolt, County Administrator
Steve Haskins, DPW Superintendent

Roger Wickes, County Attorney
Al Nolette, County Treasurer
Media & Public

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – March 29, 2016 & April 15, 2016
3. Department Reports/Requests:
 - A. Sewer District
 - 1) 2015 CDBG RFQ for Engineering Services Award – Chazen Companies
 - a. Name Certifying Officer – Joe Brilling
 - 2) 2015 EPG I/I Study Engineering Services Award – Barton & Loguidice Engineers
 - a. Resolution Authorizing Entering into Agreement with EFC
 - 3) Sale of Sewer District No. 1 Property
 - 4) Discuss Summer Help – Hire Temporary Laborer
 - 5) Drifting Ridge Pump Station Rehab – Chazen Companies
 - 6) Proclamation for Retiring Employee
 - B. Department of Public Works
 - 1) Discuss Dewatering Facility Access Road
 - 2) Discuss 2016 County Material Bids
 - 3) Implementation of TMW Software Update
 - 4) Discuss Resolution on Champlain Canalway Trail on CR 70 to CR 113
 - 5) Discuss Designating Portion of CR 113 ROW for Snowmobile Trail
 - 6) Discuss Seasonal Employees & Staffing Pattern
4. Other Business
5. Adjournment

Chairman Pitts called the meeting to order at 10:00 A.M.

A motion to accept the minutes of the March 29, 2016 meeting was moved Mrs. Fedler, seconded by Mr. LaPointe and adopted.

SEWER DISTRICT – In the absence of Joe Brilling, Executive Director Sewer District, Tom O'Donnell, addressed the following items:

- 2015 CDBG RFQ for Engineering Services Award – Chazen Companies – Name Certifying Officer – Joe Brilling – Type II: Engineering services for the 2015 Community Development Block grant were awarded to Chazen Companies and Mr. Brilling would like to be named the certifying officer. The certifying officer is the person designated to sign documents like SEQRA documents. This project is excluded from environmental impact statements; it is a Type II action and is a replacement in kind of existing sewer mains. A motion to name Joe Brilling, Sewer District Executive Director, certifying officer for the 2015 CDBG was moved by Mr. Gang, seconded by Mr. Skellie and adopted. A motion to accept Chazen for engineering services for 2015 CDBG was moved by Mr. Skellie, seconded by Mr. O'Brien and adopted.
- 2015 EPG I/I Study Engineering (Environmental Planning Grant) – The study involves an engineering report that outlines storm water separation on various streets and avenues in Hudson Falls and Drifting Ridge in Fort Edward. This is a SEQRA Type II project. A motion to accept Barton & Loguidice for engineering services for 2015 EPG was moved by Mr. O'Brien, seconded by Mr. Gang and adopted. A motion to authorize entering into an agreement EFC

for funding this project was moved by Mr. O'Brien, seconded by Mr. Gang and adopted. (Note – It was determined later in the meeting that this was already authorized and adopted per Resolution No. 80 dated February 19, 16.)

- Sale of Sewer District No. 1 Property – IDA wishes to purchase the lot, 2.2 acres assessed at \$43,700. This is going to require an easement for a sewer line that runs through the lot. The committee discussed what would be required to sell this property; resolution to sell but will need to do a title search and some other research. The lot has been cleaned up and approved. No information was available on the selling price. The County Attorney stated there is no time crunch and a more comprehensive report, map and offer is needed. This agenda item was tabled until next month's meeting.
- Summer Help – Working on filling their budgeted temporary Laborer positions hopefully by June.
- Drifting Ridge Pump Station Rehab – For information, the Sewer District has a contract with Chazen to engineer and prepare specifications for bidding the job. They hope to have that completed by year-end.
- Retiring Employee – Proclamation for Joe McDowell – Mr. Brillig is working with Personnel to get this done and hopefully present at the May Board of Supervisors meeting.

DEPARTMENT OF PUBLIC WORKS – Steve Haskins, Superintendent of Public Works, addressed the following items with the committee:

- Dewatering Facility Access Road – Chairman Pitts asked for discussion on the road from the April 15th tour of the road. Mr. Shaw stated there was a lot of discussion on the dive culvert and he did contact the Superintendent of the Canal Corp. in Fort Edward who stated the dive culvert is a culvert with a sag in it to drain the runoff from the Kennedy farm low area across the canal into the ditch on the other side. The Canal Superintendent had no idea why it was done that way or what was of historical significance. Mr. Haff stated they do not want surface water/stormwater runoff into the canal. Mr. O'Brien asked for the status of discussions with WCC. Chris DeBolt, County Administrator, stated he has advised the committee of the progress they have made; WCC does not view the maybey bridge as an issue and therefore did not want to discuss it with us and agreed that the one lane section of road was a potential issue for the County moving forward and WCC agreed to hire a traffic engineer for a capacity study of the one lane section of road. WCC hired a very well-known traffic and engineering firm and based on a light industrial usage, the road could support the development of a quarter of a million square feet. Heavy industrial usage would change that figure. Next, WCC was to discuss what they would contribute once that threshold on the road was met and he has not received a monetary contribution number from WCC. The EPA cannot give the road to a private entity and Mr. Haff asked if they gave the road to the County why we can't have an agreement to give the road to WCC. Roger Wickes, County Attorney, stated once it is a County road it can only be abandon to adjoining landowners or to the municipalities of which it is in. Mr. Haff asked for an update on the towns if the County did not take the road. Mr. Suprenant stated the Fort Edward Board would probably accept the road and unsure about Kingsbury. Chris DeBolt, County Administrator, stated that he has been told by Canal Corp. and the EPA that the federal law under which they did the taking from Canal Corp reads that after remediation is completed the property will be turned over to the State. That is the way the federal statue reads. The EPA is saying that in their opinion the State can be interpreted to mean the State or any of its political subdivisions. The Canal Corp has asked for clarification from the EPA and some precedent and it is being interpreted in that broader scope. To his knowledge, the Canal Corp. has not received that clarification from the EPA. Waiting on this

clarification of State or political subdivision and what is considered a political subdivision. The County Attorney stated there is a lot of speculation going on; no one that owns anything has offered to sell us anything adding we don't even know who can sell it to us at this point. Mr. Suprenant stated he has been dealing with the EPA for the last eight years and this is always how it has been going to happen and he doesn't understand now how they are coming up with the opinion they don't know if they can do it or not. The County Administrator concurred that it has always been that the EPA will turn the road over to the towns or County. Mr. O'Brien stated if the County takes the road over and if improvements/or a bridge over the dive culvert is needed in the future, then the County is exposing the taxpayers to an extended amount of tax dollars to maintain based on what return we are going to get which is unknown. Mr. Suprenant stated so far the County has received over \$4M from taxes on that piece of property. The Town of Fort Edward has spent over \$100,000 fighting the GE over grievances and just won a court case that would have made the village, town, county and school district pay back to them over \$44M. The County has put nothing in but received over \$4M in tax revenue. He stated this is economic development and the County wants to hire a Planner to plan how we are going to get economic development and we have a plan right in front of us and it is being resisted for no reason at all. Roger Wickes, County Attorney, stated one thing that has not been talked about is assuming that it is possible for a municipal subdivision to take the road; it is possible for the County to take a portion of it. Roger Wickes, County Attorney, stated what is the trigger point that the one lane road will no longer be sufficient, traffic study has been completed, and then once the trigger point is reached what is WCC willing to contribute toward a second lane; still waiting for a response on that. Mr. Davidson, WCC, stated they are in the process of determining the cost, still gathering information, and then will approach the County. When GE is completely off site and released then the road will be ready to be turned over. The County Administrator asked Mr. Davidson about the status of the boundary line adjustment. Mr. Davidson stated the attorneys with the EPA and Canal Corp are working on it. Until more concrete information is received there is nothing further to discuss. At Mr. Hogan's request, the County Administrator will reach out to Canal Corp and EPA to be more involved in our discussions and will work on setting up a meeting.

- 2016 Materials Bids – Distributed copies of 2016 material bids that were also mailed to the town Highway Superintendents and village DPW Superintendents, on file. No action required. Asphalt is down roughly \$9 to \$10 per ton from last year.
- TMW Software – Implementation schedule attached. Scheduled to go live the end of July.
- Champlain Canalway Trail on CR 70 to CR 113 – The Champlain Canalway Trail working group has requested to designate CR 70 and a portion of CR 113 to be a part of their trail system. Roger Wickes, County Attorney, stated this has also been discussed at the Agriculture, Planning, Tourism and Community Development Committee meeting and he does not see a problem doing that. He has not seen any request for signage and this is just a symbolic designation along the road of this trail. A motion to support designation of Champlain Canalway Trail on CR 70 and a portion of CR113 was moved by Mr. Shaw, seconded by Mr. Gang and adopted.
- Snowmobile Designations – Designating a portion of roadways for snowmobile travel requires concurrence from the Public Works Superintendent and a local law. Superintendent Haskins stated if the local law was passed he would concur. He stated the request he received was for an area on County Rt. 113 down near St. Rt. 4 and up to the area of the Dix Bridge and Co. Rt. 70. The local law would allow for operation of a snowmobiles on the inside banks and shoulders of the roadways. The Public Works Superintendent has given his concurrence and this will go back to the Ag, Planning, Tourism and Community Development Committee.

- Seasonal Employees & Staffing Pattern – The staffing pattern for the Department of Public Works lists, four (4) part time Summer Help, and he had requested in his 2016 budget presentation hiring ten (10) Seasonal and funded to hire ten (10). A motion to amend the Staffing Pattern to change part time Summer Help to Seasonal and change the number of slots from four (4) to ten (10) and forward to the Personnel Committee for consideration was moved by Mr. Gang, seconded by Mrs. Fedler and adopted.

OTHER BUSINESS:

- NYS Covered Bridge Society – Superintendent Haskins was approached by the NYS Covered Bridge Society to use our three covered bridges as part of their Path Through History/I LOVE NY program. He supports this but wanted committee approval prior to responding. No objections expressed, permission granted.
- Update on White Creek Watershed Study – It is nearing completion and the final models are being done. Anticipate a mid-May release of the study and Chairman Pitts stated a community meeting probably will be held the week of May 16th at Proudfit Hall in Salem.
- The Gorman Group Brochure – FiberMat distributed and on file. – He stated there has been some discussion on performance and he wanted to show the committee that there are two ways to do this; Type A: Stress Absorbing Membrane and Type B: Stress Absorbing Membrane Interlayer (SAMI), handout attached. Last year, Superintendent Haskins stated he used Type A on certain roads. He had always intended on applying Type B to those roads seven or eight years later but stated we are at the point that needs to be done now. The roads have experienced stone loss and the roads need to be protected now before water is allowed to get in. He stated right now the seal is in place and that is the most important thing and the seal needs to be protected. Doing the Type B application was not intended to be done now but needs to be done now so we are going to end up with a Type B road. Regarding the status of the current road/roads with the fibermat application, some of it is plow shoes and lack of plow shoes. It was asked if Type B will survive a plow without the shoes on the plow and the Superintendent responded yes. He stated those are some of the things they have been working through internally when he talks about plowing methods. Trying to look at all the different components of what the department has traditionally done. He stated part of it is plow shoes and the lack there of. He stated we are out there with steel and carbide blades and this is rough business. Since January, he has been looking into different methods and different plow edges. There is a rubber cutting edge out there and he would like to try that on one truck to see how it works. Changing the blades out is not an easy decision and it would be expense so he would like to try it out and see how it works. He stated there is a lot going on in the department: new computer system, conducting training sessions for employees, and also mentioned equipping trucks with infrared thermometers to read the pavement temperatures and adjust the salt application based on that. One of his goals this year is to bring a draft snow and ice control policy to the committee which will address some of these other components. In spite of the caution and care that the plow operators use, there will be some damage to the roads due to the equipment. The Superintendent has met with Gorman Group that did the fibermat and Packham's who did the cold mix underneath it and he is in discussions with both of them.

Safety Days – June 21st and 22nd – Budgeted for and authorized to spend up to \$600.00 toward Safety Days. Highly recommends Supervisors attending.

New Deputy Superintendent of Public Works is starting May 2nd, Todd Konifka Jr.

Mr. O'Brien thanked DPW for picking up the Madison County truck for the Town of Hampton.

A motion to adjourn was moved by Mr. LaPointe, seconded by Mrs. Fedler and adjourned. The meeting adjourned at 11:24 A.M.

Respectfully submitted,

*Debra Prehoda, Clerk,
Washington County Board of Supervisors*

ID	Notes	Task Name	Duration	Start	Finish	Predecessor	Resource Names
1		Phase 1 - Project Initiation	32.63 days	Thu 3/10/16	Tue 4/26/16		
2	Completed	Kick Off Call	1 hr	Thu 3/10/16	Thu 3/10/16		TMW & Washington County (NY)
3	Completed	Installation Checklist Review Call	30 mins	Fri 4/8/16	Fri 4/8/16		TMW & Washington County (NY)
4	via remote session starting at 9:00am EDT	TMT Fleet Maintenance Installation	4 hrs	Tue 4/26/16	Tue 4/26/16	3	
5		Phase 2 - Define and Design	39 days	Tue 5/3/16	Fri 6/24/16		
6	via remote session starting at 9:00am EDT	Data Import Template Review	2 hrs	Tue 5/3/16	Tue 5/3/16	4	TMW & Washington County (NY)
7		Provide Quote for Data Import Services	1 day	Wed 5/4/16	Wed 5/4/16	6	TMW
8	On-Site visit	System Setup and Configuration/Invoicing Setup/Warranty Management Setup/Master File Record Training	5 days	Mon 5/9/16	Fri 5/13/16	7	TMW & Washington County (NY)
9	On-Site visit	Generic Accounting Disbursement Setup	4 days	Tue 5/17/16	Fri 5/20/16	8	TMW & Washington County (NY)
10	This time is slated for the master file records that will NOT be imported	Manual Data Entry of Master File Records	45 days	Mon 5/16/16	Fri 7/15/16	8	Washington County (NY)
11		Return Signed Quote for Data Import Services to TMW	1 day	Thu 5/5/16	Thu 5/5/16	7	Washington County (NY)
12		Populate Import Templates	25 days	Mon 5/16/16	Fri 6/17/16	8	Washington County (NY)
13		Submit Completed Import Templates to TMW	1 day	Mon 6/20/16	Mon 6/20/16	12	Washington County (NY)
14		TMW to TEST Import of master records	3 days	Tue 6/21/16	Thu 6/23/16	13	TMW
15		Import of Master records into Production Environment	1 day	Fri 6/24/16	Fri 6/24/16	14	TMW & Washington County (NY)
16	Note: bar-code scanner, printer and labels should be installed by 5/6/16	Parts Room Setup & Organization	25 days	Mon 5/16/16	Fri 6/17/16	8	Washington County (NY)
17		Phase 3 - Configure, Develop & Train	5 days	Mon 7/18/16	Fri 7/22/16		
18	On-Site visit - Note: Touchscreen monitors should be installed by 6/1/16	Operational Training/Shop Floor Interactive Training/Accounting Export Training/Invoicing Training/Warranty Management Training	5 days	Mon 7/18/16	Fri 7/22/16	8	TMW & Washington County (NY)
19		Phase 4 - System Validation & Go Live	5 days	Mon 7/25/16	Fri 7/29/16		

Washington County (NY)
TMT Fleet Maintenance Project Plan
REVISED: April 15, 2016

Task		External Milestone		Manual Summary Rollup	
Split		Inactive Task		Manual Summary	
Milestone		Inactive Milestone		Start-only	
Summary		Inactive Summary		Finish-only	
Project Summary		Manual Task		Progress	
External Tasks		Duration-only		Deadline	

ID	Notes	Task Name	Duration	Start	Finish	Predecessor	Resource Names
20	On-Site visit. Complete Physical Inventory should be performed prior to Go-Live	GO-LIVE	5 days	Mon 7/25/16	Fri 7/29/16	18	TMW & Washington County (NY)
21		Phase 5 - Reporting	0 days	Wed 8/31/16	Wed 8/31/16		
22	TMW Business Intelligence team will work with you to come up with a specific implementation schedule for the Dawg	The Dawg	0 days	Wed 8/31/16	Wed 8/31/16		TMW & Washington County (NY)

Washington County (NY)
TMT Fleet Maintenance Project Plan
 REVISED: April 15, 2016

Task		External Milestone		Manual Summary Rollup	
Split		Inactive Task		Manual Summary	
Milestone		Inactive Milestone		Start-only	
Summary		Inactive Summary		Finish-only	
Project Summary		Manual Task		Progress	
External Tasks		Duration-only		Deadline	



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- Uses patented process which combines special polymer modified asphalt emulsion, chopped fiberglass strands, and aggregate
- **Type A:** Fiber-reinforced stress absorbing surface course
- **Type B:** Fiber-reinforced stress absorbing membrane interlayer (SAMII)

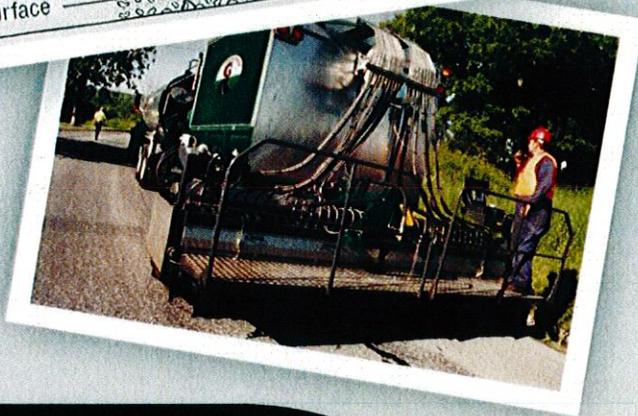
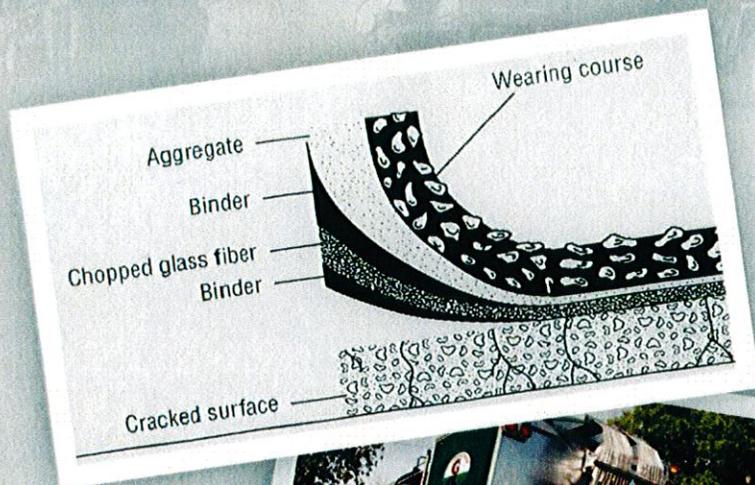
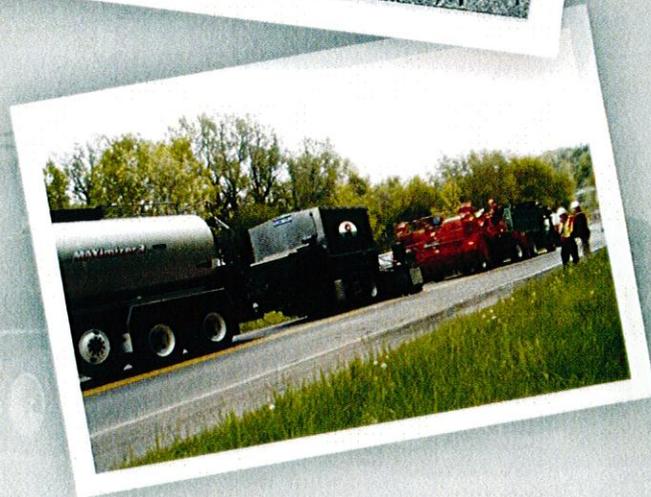
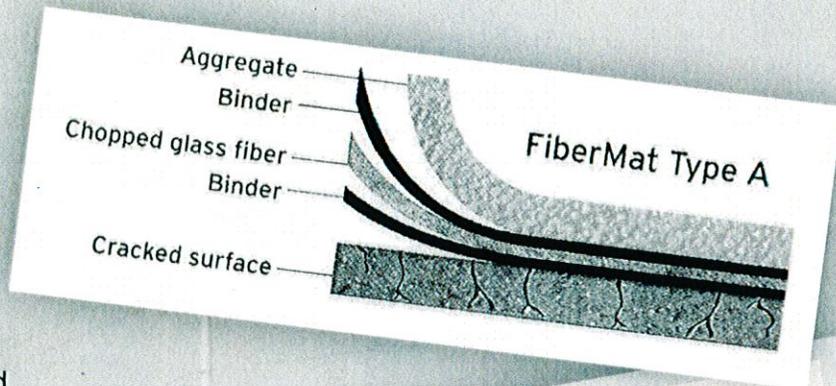
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Type A: Stress Absorbing Membrane

- Specially developed unit chops fiberglass strands in-place and sandwiches them between two layers of polymer modified asphalt emulsion followed by layer of 1/4", 3/8", or 1/2" aggregates
- Stretches maintenance dollars by delaying cracking
- Superior to other surface treatments, no adhesion problems, and the seal produced has greater tensile strength to resist stress
- Quickly applied, roads may be opened to traffic within 15 minutes regardless of temperature or humidity
- Absorbs movements in the pavement structure



Type B: Stress Absorbing Membrane Interlayer (SAMI)

- In advance of final wearing course, specially developed unit chops fiberglass strands in-place and sandwiches them between two layers of polymer modified asphalt emulsion followed by layer of 1/4" aggregate
- Sufficient tensile strength and flexibility to absorb movements in the pavement structure
- Superior to other SAMIs, no adhesion problems, membrane sprayed in place, cannot gather or tear
- Quickly applied, roads may be opened to traffic within 15 minutes regardless of temperature and humidity

THE GORMAN GROUP

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