

PHYSICAL SERVICES COMMITTEE MEETING
Held In Room #318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512

Members:
Chairman Albano, Legislators Othmer & Scuccimarra

Monday

February 11, 2013

The meeting was called to order at 6:30p.m. by Chairman Albano. He requested that Legislator Scuccimarra lead in the Pledge of Allegiance. Upon roll call Legislators Othmer, Scuccimarra & Chairman Albano were present.

Item #3) Approval of Minutes-Physical Svcs Committee Mtg, December 17, 2012
Chair Albano accepted the minutes as submitted.

Item #4) Overview/2013 Putnam County National Golf Course

Deputy County Executive Walker stated that earlier this month the Administration was considering requesting that the Legislature set up Special Full Meeting towards the end of February to approve some Bonding for machinery that is required at the Putnam National Golf Course. He stated that they were not able to pull that together. He stated that he will come back to the Legislature to address the Bond Issues. He stated that tonight he would like to provide an update and overview of the Putnam County National Golf Course (PCNGC). He stated that in his presentation (copy is attached to the minutes) he will cover the 1) Request for Proposal, 2) Capital and O&M Budget: Machine & Equipment and Facilities and 3) East of Hudson MS4 Project. He stated that on December 31, 2012 the contract with RDC expired. He stated that RDC has vacated the property. He stated that the contract with Jean Jacques Catering now renamed Colonial Caterer has been extended for 2013. He stated that they will fulfill the reserved parties/events that have been booked at the PCNGC. He stated that as of today there are approximately sixty-five (65) events booked. He stated that a new contract was negotiated with Colonial Caterer for 2013. He stated that the RFP expires today. He stated that they received approximately ten (10) responses to the RFP. He stated that they will dedicate the next ten (10) or so days to reviewing them. He stated that in the event that the Administration is unable to find a satisfactory candidate to award the RFP to, the Administration has the intention to come back to the Legislature with a proposal for the County to run the Golf Course. He stated that there was funding for four (4) positions in the 2013 Budget placed in the Contingency Line. He stated that they have a plan on the side.

Their intention is to keep the course running.

Legislator Oliverio questioned if the RFP includes the Catering Business and the Golf Course.

Deputy County Executive Walker stated that it contains five (5) lines of business: The Pro Shop, Golf, Catering, the Restaurant and the Banquet Facility. He stated that the RFP was written so that interested parties could bid on all of the lines or choose specific line (s).

Legislator LoBue questioned if the RFP included the Hill Agor Farm.

Deputy County Executive Walker stated that no this RFP does not include the farm. He stated that they are still taking a look at the options for the Farm. He stated that he would like to note that regardless of whether the County awards the RFP or the County decides to run the course, it has become evident in this process that there needs to be a person assigned to handle the Project & Labor monitoring for the Golf Course. He stated done properly, this would be a full time job. He stated the Administration's Recommendation will be to create a position to handle the monitoring of the Golf Course. The person would be responsible day to day to manage the debt, cash flow responsibilities, manage the liquor license, manage the caterer, manage the banquet facility, and manage the restaurant. He stated that all of the pieces that go along with the golf course need to have somebody who is accountable to run it like a business. He stated that in an effort to maximize the benefit to our tax payers that is one of the recommendations that the Administration will be making. He repeated that regardless of the whether the County takes it over or if it is awarded through the RFP process.

Legislator Scuccimarra questioned who was responsible for the oversight before.

Deputy County Executive Walker stated that the previous Commissioner of Highways & Facilities was responsible for the oversight of the golf course. Once the contracted was awarded to RDC, in 2007, no one from the County was assigned to provide oversight to the workings of the Putnam County National Golf Course. He stated that there has been a great deal of focus put on the golf course business, by this administration. He stated that they conducted an audit on the golf course to evaluate the value of the dollars spent. He stated as they phased RDC off of the property the Administration deemed it important to do a close out audit. He stated that Commissioner Pena along with other members of the County Staff and some of the manufacturer's staff conducted an evaluation of each piece of machinery on the Golf Course Property. He stated that each machine was evaluated and listed on the report recording its condition, what type of maintenance it was in need of and whether or not it made sense to just replace it. He stated that all of the equipment at the golf course today was purchased in 2004. He stated based on the evaluation by the members of the County Staff, they have provided a recommendation on a course of action. He stated that Commissioner Pena has a complete report of this evaluation.

Commissioner Pena stated that much of the equipment, purchased in 2004, has reached the end of its useable life. He stated as it was reported they conducted an evaluation of each piece of equipment. He stated that they reviewed the replacement process in terms of a five (5) year plan. He stated all of this information is indicated on his report.

Deputy County Executive Walker stated that the priority machinery on the list to be replaced is the machinery needed to run the Golf Course. He stated that the lead time on many of the equipment identified for 2013 is about six (6) to eight (8) weeks. He stated that the chance of getting the equipment, if ordered now, by April 1, 2013 is up in the air. He stated that they have evaluated the opportunity to use the process of a "Letter of Intent". He stated that they are currently in the process of preparing the letter of intent.

Legislator Oliverio requested that Commissioner Pena please send a copy of the equipment report that has been referred to.

Chair Albano questioned who conducted the maintenance to the Golf Course.

Deputy County Executive Walker stated that for the past five (5) years it was conducted by RDC, with no oversight by the County.

Chair Albano questioned if an outside vendor could be hired to conduct the maintenance to the Golf Course.

Deputy County Executive Walker stated that under the RDC contract the County paid for the parts and any maintenance and for the full-time mechanic that was on site. He stated that is an option that does exist.

Legislator LoBue questioned who was responsible for the maintenance of the equipment.

Deputy County Executive Walker RDC was responsible.

Legislator LoBue questioned now that RDC has left the premises, have they reimbursed the County the money that was owed.

Deputy County Executive Walker stated no RDC has not reimbursed the County. He stated that is a separate discussion.

Legislator Othmer requested confirmation that there really was no maintenance done on the machines by RDC.

Commissioner Pena stated that very little was done by RDC.

Chair Albano how much it costs to run the Golf Course for a year. What is the potential of what could be made in a year. He questioned if it makes sense to continue forward, based on the numbers you have seen.

Deputy County Executive Walker stated that back when the County purchased the property with a 6.5million dollar bond. He stated that bond came with many restrictions on how the business could be run. He stated that RDC has not paid the \$248,000 payment in 2010 or 2011. He stated that payment will exist until 2034. He stated that bond will become callable in 2017 for approximately 5.5 million dollars. He stated that looking at the “run the business” standpoint of the Golf Course, the business can pay for the \$248,000. He stated that in 2012 the Golf Course ended the year net positive, with the \$248,000 payment. He stated that during that time period, it should be noted, that the County stopped paying the \$17,000 Management Fee to RDC. He stated that the Administration is trying to make the site profitable. He stated if the County was to take the extreme approach of shutting the facility down the \$248,000 payment does not go away. The County will still be carrying the debt.

Legislator Oliverio requested that Deputy County Executive Walker explain the importance of the 2017 time frame and the bonds.

Deputy County Executive Walker stated that in 2017 the bonds become callable. Meaning the County would have the opportunity to cash them out, by paying 5.5million dollars to do that. However a possibility exists, which is the option to lease the property for a long amount of time. He stated that when you issue “Tax Municipal Bonds” there are five (5) IRS rules that must be followed. The five (5) IRS rules are fairly restrictive because what they are trying to do is not let a business profit from the issuance of Tax Municipal Bonds, because it would be done on the backs of the Tax Payers. He stated that until we get out of the five (5) IRS restrictions the County is restricted on what can be done. He stated that they have implemented the use of Alternatives To Incarceration (ATI) participants to get some work done at the Golf Course. Most of that work is done on Saturdays. They are hoping to expand to Sundays as well. He stated that has been very successful. He stated that they have one County Employee on the site the participants of the ATI program while they are at the Golf Course. He stated that has been a great partnership. He stated that there has also been a list of Capital Investment Projects compiled by Commissioner Pena.

Legislator Oliverio requested that the Legislature be sent a copy of the Capital Investment Project list.

Legislator LoBue questioned who is supervising the ATI participants.

Deputy County Executive Walker stated that an employee from Commission Pena’s department.

Commissioner Pena stated that they operate on a 10 – 1 ratio. They have 10 ATI participants and 1 supervisor from The Highways and Facilities Department.

Legislator LoBue questioned how long this procedure has been in place.

Commissioner Pena stated since the beginning of January 2013. They have logged about 300 hours of service.

Chair Albano stated that he had two gentlemen from the ATI program work with him on some work that was done along Lake Gleneida. He stated that he found it very rewarding. One of the young men really enjoyed the work and offered to come back. He stated that he believes it is a great program.

Deputy County Executive Walker stated that there are two major issues at the Golf Course that must be addressed. The Parking lot and the drainage on the Golf Course. He stated that years back there was a Grant that was applied for through the Department of Environmental Conservation (DEC) for Flexi Pave. He stated that Grant was never used. That Grant is still outstanding. He stated that working with the EOH Corporation, formed by the County with the 8.2million dollars, a solution has been devised that would allow the County to leverage the DEC Grant, the money that is in the EOH and possible funding from the Department of Environmental Protection; which they are currently pursuing, to address both the drainage issue on the golf course and the paving at the facility. He stated that he, Commissioner Pena, Deputy Commissioner Tully and a number of others met with representatives from the DEP, DEC and Department of State to go through this project as well. He stated that the Administration wanted to be sure that they were leveraging all of the opportunities they could and to make sure that they were not tripping themselves up. He stated that there were some slight modifications that needed to be made, but nothing major. He stated that there is approximately 29,000 square feet of usable credit at the course. He stated that translates to there is 29,000 square feet that impervious surface can be installed on. He stated that would be within the parameters of the agreement that were agreed to between the County and the DEP when the property was purchased. He continued to explain some other options that they are investigating to capture the credits and rectify some of the issues that exist.

Legislator LoBue requested clarification as to whether the entire parking lot is getting paved. Also she questioned if it will be the same footprint space that it is now?

Deputy County Executive Walker stated that they are having discussions with the DEP to come up with the best solution and stay within the parameters of the agreement. He confirmed that yes it will be the same footprint.

Legislator LoBue questioned if the credits for the square footage of the Barn that was taken down is included in the 29,000 credits.

Deputy County Executive Walker stated yes.

Legislator LoBue questioned if that will prevent the Hill Agor Farm from putting another Barn on the site.

Deputy County Executive Walker stated no because they are working to assure additional credits. He went on to explain some of the plans for the drainages system and the potential reduction of phosphorous by doing so. He stated that the beauty of this is that the County will be able to capitalize on the DEC Grant. He stated that the DEP is looking to see if they will be able to match up funds. He stated that they want to secure the bonding in order to get the equipment on site, and not lose any of the golf season.

Legislator Oliverio thanked Deputy County Executive Walker for coming to the Committee level and providing all of this information before any action was taken. He stated when the Legislature is kept in the loop it allows us to provide accurate information to the constituents. He stated that also he requests that this committee move the bonds forward for the renovations to the facility and the equipment. The County made a commitment to our constituency to prevent a housing development from going in on that property. He stated that the commitment was to maintain the facility for public use. He stated that in order to do that equipment and facilities must be maintained. He stated that he believes this is a well thought out plan. He stated that the potential for the Golf Course to be an asset to the County is there.

Chair Albano questioned if an RFP could be administer for a company to come in and maintain the equipment that is salvageable.

Deputy County Executive Walker stated that part of Commissioner Pena's report documents the cost to maintain the equipment. He stated that was the reasoning behind spreading the replacement process of the equipment over five (5) years. He stated that whether we award the business or take it over the County will use their own equipment and salvage and use any equipment possible.

Legislator LoBue stated that she agrees that the parking and drainage need to be addressed. However she would like to wait on the bond for the equipment and salvage the equipment that is there until there is a clearer plan on exactly which direction the County is going to go. She stated that she will not support the bonding of the equipment. She stated that she is concerned about the amount of bonding the County has gotten into. She stated if all things were perfect, everything could be fixed right away. She stated that she believes the leaking roof is a priority and the certain aesthetic changes that need to be made in order for the Golf Course business to move forward,

Legislator Oliverio stated that he agrees with the concern about the bonding. However this is something that has a very short window of opportunity. He stated that April 1st there are thousands of golfers between our County and the surrounding Counties who will be looking forward to the Putnam County National Golf Course being opened.

Legislator Othmer stated that he met twice with Deputy County Executive Walker, and discussed this matter. He stated that this has all been vetted out with Commissioner of Finance Carlin and is all considered to be under the 2% tax cap. He stated that we are not just bonding recklessly. He stated that this has all been well thought out.

Legislator Gross stated that this is a critical asset of the County. He stated that if we do not act now. He stated he would like to add one more thing, which he has spoken to Commissioner Pena about previously. The "Government Surplus Website" is worth looking at to see if there is any equipment that can be gotten. The Town of Southeast has saved hundreds of thousands of dollars. He encouraged that, that resource be checked.

Legislator Othmer made a motion to pass the Bonds to the Audit & Administration Meeting 2/26/2013; Seconded by Legislator Scuccimarra. All in favor.

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

Item #5) Updates:

a. Drainage Problem in Parking Lot of 40 Gleneida Avenue, County Office Building

Chair Albano stated that the committee will address agenda item 5a., c. & 5d. with Commissioner Pena. He stated that item 5b. will be addressed after that by Deputy County Attorney Negro.

Commissioner Pena stated that they have been researching the cause of the water. It has been found that it is ground water. He stated that they are still trying to find out why this has all of a sudden happened. He stated that they will continue to work on this matter. He stated that once the weather approves, he would like to propose putting in a County drainage system. He stated they would like to have the water directed to a catch basin, which is located at the end of the parking lot.

Chair Albano suggested that the drainage issue in the Law Department building be addressed at the same time.

- b. Chapter 31-County Property/Update on how the sale of County owned properties acquired by Tax Foreclosure is being handled**
- c. Proposed Roof for Parking Deck**

Commissioner Pena stated that he has received a conceptual design for what a roof deck would look like. He stated that it is important to note that if, some day in the future, there is a need to add another level of parking, the roof would need to be removed, put the new level on and then put the same roof on the top of the new level.

Legislator Othmer stated that approximately \$5,000 was spent on the new concrete and may get a 20 year life span out of it. He stated with a roof, it could lengthen the lifespan to 60 years. He questioned if what he is explaining is that if the roof is put on and the County decided to add another layer. The roof would be removed and need to be replaced.

Commissioner Pena said no, he would like to preserve the roof and just put it on the new level.

Legislator Scuccimarra questioned if a roof is necessary.

Chair Albano explained that they wanted to look into the cost and feasibility, due to the fact that it would lengthen the years of the concrete. He stated that we are just at the investigation phase to see if it makes sense.

Legislator LoBue questioned if changing the type of Salt used on the deck, with a less corrosive product, wouldn't that lengthen the life of the concrete.

Commissioner Pena stated that he can look into and compare it to the price of a roof when we get that information. He stated that there has also been some discussion about the use of solar panels, which some places are using.

Legislator LoBue stated that there are plenty of County facilities, where the installation of Solar Panels can be done. She stated that she would like Commissioner Pena to conduct a cost estimate of changing the Salt to a less corrosive product, than what is currently being used. She stated that last year she and Legislator Othmer were speaking with representatives from FEMA, who were at the County Campus. She stated that they were the ones who mentioned that there is different sodium that can be used that is less corrosive on the cars, streets and sidewalks.

Legislator Othmer stated that the idea of a roof would also help from losing parking spaces. He stated that after the last snow fall. Due to the plowing and piling up of the snow against the sides of the parking deck several parking spaces have been lost.

Chair Albano stated that they will look at all of the numbers and make an educated decision.

d. Issues Related to the County Office Building: Windows, Air Conditioning, Handicap Bathrooms, Roof – Leaks and Parapet Issues

Commissioner Pena stated that the exterior of the County Office Building's masonry work is failing. He stated that he believes at this point that a full stucco exterior, due to the large square footage of area that is involved. He stated that he believes doing the full stucco exterior would be more cost effective. He stated when there is a driving rain, the water is getting in the building. He provided some general assessment on the exterior of the building. It was based on a review he did on the roof of the County Building with Legislator Othmer, who is a licensed mason. He stated that he will have a cost analysis done of a full stucco exterior

versus repointing the brick. He stated that the windows are another issue with this building. He stated that there needs to be an evaluation as to whether the entire window needs to be replaced or replace the window panel. He stated that they have looked at the current handicap bathrooms. He stated that in this building the handicap bathrooms are surrounded by structural walls. He stated that it would be expensive to break through the walls. He stated that there are some alternatives that can be looked into. He stated at the lower entrance where the handicap entrance is there is a bathroom that could be converted into a handicap bathroom.

Legislator Othmer stated that Commissioner Pena will look into trying to obtain grant funding to update the bathrooms.

Item #9) Other Business:

9a. 40 Gleneida Avenue Route 52 Entrance

Legislator LoBue questioned in regards to the County Office Building, 40 Gleneida Avenue, why is the front entrance, off Route 52 blocked and no longer being utilized.

Commissioner Pena stated that originally they were considering putting a handicap ramp to the front entrance. He stated that also there was discussion that the crossway from the County Office Building to the Historic Courthouse with the entrance being open was posing potential danger. He stated that the NYS DOT has stated that they do not believe that the configuration at the entrance off of Route 52 is very safe. He stated that they are looking to test other options and eliminate that entrance.

Legislator LoBue stated that she hopes the decision is not to eliminate that entrance.

Commissioner Pena stated that there are several options being looked into. He stated that the Local Fire Chiefs have stated that they want to be able to access the thoroughfare in the event that they need it.

Chair Albano stated possibly the County would consider opening up the other side of the Historic Courthouse. He stated that years ago he heard that it was a usable entrance. He stated that he would like to see that considered.

Item #9) Other Business:

9b. Snake Hill Road

Legislator Scuccimarra stated that she would like to request an update on Snake Hill. It is an issue very important to her constituents. She stated it is a roadway that has been closed since Hurricane Irene hit back in 2011. She stated one of the issues that must be worked around is the Trout Stream. That prohibits work being done from October to June.

Commissioner Pena stated that there are quite a few obstacles on confirming a large period of working hours on this roadway. He stated that they did an alternative analysis. He stated that they conferred with the first responders in the County and asked if they could work if Snake Hill Road were closed for two (2) month period. He stated that they said that they could work around that and it would have no impact on their response time to calls in that area. He stated for the record that the option of a bi-pass road was researched. It was very complicated, due to the slope of the road, and expensive. He stated that the community was concerned about

hindering school bus travels. He stated that was another obstacle. He stated so the projected time for this project is June 15 – September 1, 2013.

Item #8) Correspondence:

a. From: Ula Swenson To: Sam Oliverio Ref: Taconic Overpass/FYI

Legislator Oliverio stated that he would like Commissioner Pena to please write a letter of support to State Senator Gipson stating the County's support of his efforts to address the safety issue at the intersection of the Taconic and Pudding Street. He stated that Senator Gipson had a press conference proclaiming his support of addressing the unsafe intersection. He also requested that Chair Albano please write a letter of support from this Committee. He stated that currently there are school buses driving across the Taconic State Parkway, with a little middle island to stop on. He stated it is a scary situation. An overpass would be a solution to this problem.

Legislator Gross stated that he was at the February Traffic & Safety Board Meeting on February 6th. This was a discussion item. At that meeting it was explained that an overpass would not be the correct solution because emergency vehicles would not be able to get off an overpass. He stated that they would like a clover leaf to be put in. He stated that there were representatives from the NYS Department of Transportation who stated that this is a project that is on the agenda for 2017.

Commissioner Pena agreed to send a letter of support.

Chair Albano stated that he would send a letter of support.

Legislator LoBue stated that she would like to go back to the discussion of Snake Hill (**Agenda Item #9b**). She stated that this has never been on the agenda. She questioned when it is scheduled to be worked on.

Commissioner Pena stated that this summer is the projected time frame. It is an item that will come back to the Physical Services Committee, probably at the March Physical. He stated that he could not get all of the cost information together in time to meet the seven (7) day rule.

b. Chapter 31-County Property/Update on how the sale of County owned properties acquired by Tax Foreclosure is being handled

Deputy County Attorney Negro stated that since Chapter 31 was approved and amended by the process of putting out an RFP to select four (4) Real Estate Brokers who would conduct the Multiple Listing Services (MLS) with specifically selected and approved properties has been completed. He stated that nineteen (19) properties have been identified as being suitable to present to the Legislature for approval to utilize the MLS process. He stated that the nineteen properties have been separated into four "bundles" since there are four Real Estate Brokers. They created the "bundles" based on assessed evaluation. He stated that there will be an impartial allocation of the properties to the four Real Estate Brokers. He stated that each Real Estate Broker will pull a number out of a hat. The number selected will match a number assigned to one of the four "bundles". He stated that March 2013 the Law Department plans to present a resolution through the County Executive's Office to the Legislature with the nineteen parcels listed. He stated that six or seven of the properties are included in the 2008

lien action. He stated that once a decision is issued the County will be given the Title of the properties. Then they can proceed forward.

Chair Albano asked how many Real Estate Brokers were given the RFP.

Deputy County Attorney Negro explained that the RFP Process was followed. He stated that quite a few responses were received. Ultimately there were four proposals and all four were selected. He stated that they are all local brokers.

Legislator LoBue requested a list of the Real Estate Brokers that have been awarded the RFP.

Deputy County Attorney Negro stated that he will get the list to the Legislature. He stated that the list contains three (3) Carmel firms and one Yorktown Heights (Westchester County) Firm.

Legislator Scuccimarra requested that the Legislature receive a copy of the list of properties.

Deputy County Attorney Negro stated that the list of properties is currently being compiled and finalized. The final list will be presented with a resolution authorizing the MLS process to be used for the specified properties.

Legislator LoBue requested that the list of properties be provided to the Legislature, in accordance to the seven (7) day rule.

Deputy County Attorney Negro stated as long as the judgment comes through on the lien properties.

Item #6) Approval/Recommendations from the Putnam County Agriculture & Farmland Protection Board/Inclusion in the Agricultural District

Legislator Othmer stated that he has the utmost respect for the recommendations and approvals that come from Lauri Taylor, Marjorie Thorpe and the Putnam County Agriculture & Farmland Protection Board. He stated that they go out to each property that requests to be included in the Agricultural District. He stated that there is specific criteria in place that must be met, set forth by Law. He stated that Ms. Taylor and her team are very thorough on their evaluations.

Lauri Taylor-Liaison to the Putnam County Agriculture & Farmland Protection Board stated that there were nine (9) petitions requesting to be part of the Agricultural District, in November 2012, during the open enrollment month. She stated that in December 2012 each property was visited. There was a soil analysis done at each property. She stated that the Board is recommending that four (4) of the petitions be accepted into the Agricultural District and five (5) be declined. She stated that they have contacted some of the petitions that are not being recommended. All will be contacted. She stated the reason for the non-recommendation is that they do not meet the requirements to be in the Agricultural District, as stated in the State Law. She stated that they can reapply in November of 2013.

Legislator Othmer made a motion to approve the Recommendations from the Putnam County Agriculture & Farmland Protection Board for Properties to be Accepted in to the Agricultural District; Seconded by Legislator Scuccimarra. All in favor.

Item #7) Approval/Re-Appointment Marjorie Thorpe (3) Year Term Soil & Water Conservation District Board

Legislator Scuccimarra made a motion to approve the Re-Appointment of Marjorie Thorpe to a three Year Term on the Soil & Water Conservation District Board; Seconded. All in favor.

Item #8) Correspondence:

- b. From: Vincent Tamagna Ref: 2013 Putnam County Transportation Task Force/FYI-** Legislator Othmer stated that he represented Legislator DiCarlo, who was unable to attend the meeting. He stated that it was a meeting that included representatives from many different areas of the County. All of the members are conducting some research now.

Item #10) Adjournment

There being no further business, at 7:50P.M., Legislator Othmer made a motion to adjourn; Seconded by Legislator Scuccimarra. All in favor.

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