

**TOWN BOARD  
JOINT TOWN BOARD/VILLAGE BOARD  
WORKSHOP MEETING  
FEBRUARY 28, 2018**

**Town Board Members Present:**

Supervisor George Kaye  
Councilman Ralph Fedele  
Councilman John Merwin  
Councilman Chris Kennan  
Councilman John Midwood

**Village Trustees Present:**

Mayor Debbie Middlebrook  
Trustee David Sherman  
Trustee Christine Bates  
Trustee Jenn Nadjek  
Trustee Stephen Waite

Call to Order:

Village Mayor Middlebrook stated that since this is a workshop and not a regular meeting and none of the Board members have heard Ray Jurkowski's (Morris Associates) presentation, she would like for all questions to be held until after Mr. Jurkowski finishes his presentation.

Mr. Jurkowski stated that this is a very preliminary discussion between the Town and Village with regard to the potential of developing the site as a joint facility for both Highway and DPW.

Mr. Jurkowski explained that the Town was able to obtain a piece of land through the county, measuring a little over 3.5 acres, with about 350 feet of frontage on Route 22.

Mr., Jurkowski explained that the Town does not have enough room in its current facility and has been leasing garage space at a cost of \$35,000 per year for that rental. The Town is very interested in moving forward with building a storage building to completion this year.

Mr. Jurkowski stated that a master plan needed to be developed for the site in its entirety and during that discussion the Town approached the Village to see if the Village would be interested in doing a joint facility. The Town would house its highway department and the Village would house its DPW (administrative offices, break room etc.) and using common spaces.

Mr. Jurkowski explained that it was thought that it would be appropriate to develop a master plan as a full build out considering the Village joining and seeing how everything could fit on the site and coming up with a cost.

Mr. Jurkowski said the grade gently slopes from the rear to the front and there is a water course that goes along the property line and juts into the property quite a bit and then comes back out and goes under the DOT road. This is an intermittent stream the water dries up during the summer. NYSDEC has classified this as a Type C stream so from a permitting standpoint the only thing that needs to be done is water quality. If something can be done during the summer it would be easier because there's no water running through it then.

Mr. Jurkowski explained that the area where the stream juts out into the property there is quite a bit of erosion due to the stream having worked its way into the property. One of the considerations of the project is to straighten out that stream so it runs along the property line and the Town could gain additional ground. He has met with DEC and ran the concept by them and was told that the Town would need to only do a water quality and DEC indicated that they do not have any records of native species. There is Indiana bat habitat in the area which deals with trees that have shag bark and there are no trees with shag bark.

Mr. Jurkowski stated that he has checked flood plain mapping and there are no issues. He has met with NYSDOT on a preliminary basis for site distances and what they would allow for access point. Very preliminary drawings are being submitted to the State for curb cuts.

Mr. Jurkowski stated that there is a utility line that bisects the property towards the front of the property where the building would go and there are no easements on record. Highway Superintendent Stevens has been in touch with the utility company to see what needs to be done

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to relocate that line. As far as budget for this, \$50,000 has been included in case the Town has to be responsible for relocation. A discussion would need to be had because there's no formal easement for the line to be placed there.

Coming into the site access off Route 22 there would be a paved area around the entire building. It would be proposed to do the construction in two phases. Phase one would consist of a cold storage building that would be siding, roof and electric for lighting and block heaters. There would not be heat in that building. It is being proposed that the storage building consist of four bays; one bay for the Village, two bays for the Town Highway and one for a possible harvester for Rudd Pond.

Once this is completed the garage portion of the building would be constructed, which could happen next year or beyond. This area would have additional highway garage facilities with a maintenance bay on one side for the Town Highway, center common area shared by both entities and on the opposite side there would be a garage facilities bay for the Village.

A fuel storage facility has been allocated on the site as well as sand and salt for both the Town and Village. The sand and salt facility would accommodate 2000 cubic yards of material approximately. This would be placed back into the hillside made with concrete walls, asphalt floors, a mixing pad located in front that would drain back into the building. The best management practices for sand and salt storage is to avoid water from getting into the pile so there would be a roof. The entire disturbance site would break over an acre therefore it would be required to incorporate a storm water pollution prevention plan. This plan deals with the control of erosion, run off and saltation and minimizes these issues during the construction phase, as well as the long term treatment.

The garage facilities would have trench grades and a oil water separator to capture any oils prior to discharge, all of which needs to be reviewed and approved by DEC for a general permit.

There will need to be water and sewer. A septic system would need to be designed and located towards the front of the property and well towards the back.

Initially, they were trying to avoid having all the garage doors facing the roadway but that may be a challenge.

The Town and Village provided lists of existing vehicles and how much space would be needed. This information was utilized in developing the design concept presented.

The proposed storage building would be 80x60, electric, siding and roofing. There would be no plumbing or heating and built as Phase I.

Phase II, the joint garage, would be 60x 128. There would be an office for the Town and one for the Village, there would be a common corridor connecting the buildings, ADA bathroom and one that would not be ADA. A slop sink in each bay area. A utility room in the back. The second floor would have a common kitchen and breakroom. There would be a unisex shower, two locker rooms and additional storage.

The Town of North East section would have a maintenance bank with a lift, wash bay and four additional bays.

The building will be a pre-engineered metal building, concrete slab, metal studding and decking for second floor. The maintenance bays and garage would be insulated, there would be ventilation, and carbon monoxide detectors that will turn on ventilation should levels get too high and have a manual override. Heating would be thin tube radiant heating from above which is common in highway garages. There would be radiant heat in the floor of the maintenance bays.

Mr. Jurkowski stated that the cost of the storage building includes site preparation, relocation of utility poles, storage building itself, legal matters and paving and would amount to \$652,500. Based on the fact that this is a municipal project prevailing wages must be paid including

benefits. In addition to that, once a municipal project goes over \$500,000 it is required that separate contracts be had for every prime contractor general contractor, HVAC, electrical, plumbing. This adds costs to the project.

The Garage/Administrative building and all its components would cost approximately \$2.86 million.

The sand/salt building and all its components would cost approximately \$600,000.

The total combined estimated cost of the overall project would be \$4,128,000.

Mr. Jurkowski explained that there is always room to reduce costs. He stated that he wanted to show realistic costs. Right now the cost of construction inflation as far as the cost on an annual basis is running at two times the CPI. Right now it's about 5% as far as the increase in construction cost for 2018. The point is that construction costs are only going to become more expensive.

Stephen Waite asked why the cold storage building is being built first. Supervisor Kaye stated it's because the Town is paying \$35,000 a year in storage fees.

The placement of all the buildings was based upon meeting the Zoning Code setbacks. The municipalities could relocate the back building by instituting the Monroe Test.

Mr. Jurkowski stated that when coming off the highway it is required that a negative slope be maintained at at least 3% and must go back at least 25 to 30 feet before a transition can be made to gain grade. The transition should be made as quickly as possible because we are working against the grade in the back and do not want the grade going into the building to be too steep.

The grade at the front is 744 and in the back by the proposed well it's at 780.

The parking area will be ample for employees or visitors and will have ADA parking spaces

The roofing on the large building is on an east west axis and will have a peaked roof. It was asked if the figures include the possibility of including solar panels. Mr. Jurkowski stated that it does not at present but it can be done keeping in mind that they would increase the cost. The Town could purchase them or lease the panels which give municipalities a percentage, not a full dollar payback.

Supervisor Kaye stated that there may be grants available for the purchase of solar panels.

Mr. Jurkowski stated that there are grants available but the grants are not as beneficial as they use to be.

Mr. Jurkowski stated that he will be looking into the possibilities for grant monies for the salt/sand building.

Storage can be had all the way up to the streambed banks due to the classification of the stream and of course it would be inert materials so as to not interfere with the environment. If the Town is going to redo the stream it may want to create a small berm at the top area so it would promote runoff to run to the storm water area.

Supervisor Kaye stated that a fence will need to be placed along the front area of the property to deter people from coming in after hours and removing sand, salt and materials. He asked if there would be any issue.

Mr. Jurkowski stated that as long as it's outside of the DOT right of way and out of the white fog line which is at least 12 feet. The storm water management may need to be moved farther back into the property.

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The approximate operating costs can be given to the Boards based upon another similar project that Mr. Jurkowski was involved with.

Supervisor Kaye stated that the Town would like to start on the cold storage by late spring early summer of this year.

With regard to a joint fuel storage building between the Town and Village it was discussed if the Village would be interested and its location on the site.

Supervisor Kaye stated that under the shared services plan the savings that can be made in doing a shared services project the State will supposedly reimburse those communities for that.

Supervisor Kaye stated that the fueling facility and cold storage facility should be done at the same time and a decision made at the same time.

Supervisor Kaye stated that in the near future there will need to be an IMA between the Town and Village.

The meeting was adjourned at 8:00 PM.

Respectfully Submitted,

Lisa Cope  
Town Clerk

**Approved: April 20, 2018**