

**FACILITIES AND COMMUNICATIONS COMMITTEE
FEBRUARY 2, 2012**

**** NOT APPROVED ****

Members Present: D. Pullen, M. Healy, D. Fanton, K. Graves, A. McGraw, F. Sinclair, C. Crandall (*Absent: G. Benson*)

Others Present: M. Alger, L. Ballengee, D. Button, A. Finnemore, J. Foels, D. Hanchett, T. Hopkins, J. Luckey, J. Margeson, T. Miner, T. O'Grady, B. Riehle, D. Roeske, R. Starks, R. Swarthout; **Media:** B. Quinn, Wellsville Daily Reporter

Call to Order: 3:05 p.m. by Committee Chairman David Pullen

Approval of Minutes:

The minutes from the January 4, 2012, meeting of the former Court Facilities & County Space Needs Committee were approved following a motion made by Legislator Graves, seconded by Legislator Fanton and carried.

The minutes from the January 18, 2012, meeting of the former Communications & Technology Ad Hoc Committee were approved following a motion made by Legislator Healy, seconded by Legislator Pullen and carried.

FACILITIES:

FACILITY UPGRADES FOR VARIOUS COUNTY OFFICES – STATUS REPORT:

An update was provided by Public Works Superintendent David Roeske for work being done on various County Offices by Public Works staff.

Department of Motor Vehicles: The department is open in their new space (former Treasurer's Accounting area and Surrogate Court Clerk area), and it turned out very nicely.

District Attorney's Office – New Area in Courthouse North Wing: This work has been started. Arrangements are being made to have the air conditioning and heating installed before they go much further.

Maintenance Building: Mr. Roeske is bringing in the night snow plow crew to work on finishing the inside of the building, beginning next week. Comments were made on the good coordination between Public Works and Information Technology for cable drops and the importance of completing certain aspects of a project in the proper stages.

Former Room 8 on Ground Floor of County Office Building to be Utilized by Social Services Foster Care Program: Mr. Roeske has met with Social Services, and his staff will get the Foster Care Program staff set up in the former Room 8 space shortly.

Records Storage Building: The sheet rock work is about two-thirds finished; all that's left after that is the lighting. This project will be done in another month and a half. It was noted that the building is temperature controlled.

Elevator Shaft Changes to Provide Access to All Four Floors of County Office Building: Mr. Roeske has researched and looked at plans of the building around the area of the

former Jail elevator. Ground floor access will have to be moved from where it was originally planned, because the elevator is against the outside wall, and there's a door in the way. The first floor would be very difficult to do anything with, but we already have the main elevator that stops there. This elevator will stop at the second floor, as it does now, and the third floor (the former Jail floor), which will be changed to open on the other side. Mr. Roeske felt this was feasible. Security was discussed. Public Works staff will generate drawings showing where the proposed elevator entrances will be. It was noted that Public Works will do the work on the new break outs. When asked about timing, Mr. Roeske remarked that the new elevator car will probably have to be bid out, and he was unsure how long that will take. He estimated four to five months for the project.

Legislator Sinclair asked if there will be a point, after the elevator plans are reviewed and accepted, where the Legislature will have to decide on the usage of the space on the former Jail floor. Mr. Roeske replied that the elevator project is already funded; it's a separate issue. Mr. Pullen pointed out that the Committee had decided that regardless of the usage of the third floor, access is important. The space is currently unusable due to the inability to gain access. The elevator project was previously authorized, and the money was put in the budget. There's been no decision made on what to do with the space on the former Jail floor, but there are structural realities and weight restrictions. Mr. Pullen brought up the idea of taking advantage of design capabilities of our local educational institutions. This is something that could be explored in the coming months.

Probation Department Area: Probation Director Robert Starks reported that his high-density storage units have been installed and are working wonderfully. Further renovations involving the interior walls in his department are on Public Works' list.

Former Support Collection Unit Building: Mr. Roeske noted that he's working on the bidding for the asbestos abatement, but they may have to bring in a third party to help put the specs together. The budget includes \$80,000 for this work.

Committee Chairman Pullen commended Public Works for the beautiful job they've done on the projects that have been completed so far. He also made note of comments and compliments received from Judges from out of the area during the Court Facilities Open House, not only on the facilities, but also the quality of the maintenance on the facilities.

PARKING:

The status of County parking was discussed at the January 4 meeting of the Court Facilities and County Space Needs Committee, where it was noted that we have more parking spaces now than at the beginning of the Court Facilities Project, if we count those at the bottom of the hill. A policy was established for restricted usage of the rear parking lot. No problems have been reported, but if adjustments are needed, the issue can be brought to committee.

USAGE OF COUNTY-OWNED PROPERTY:

Legislator Sinclair reported that housing needs were discussed at the January 18 meeting of the Planning & Economic Development Committee. ACCORD and Social Services will be collaborating on an evaluation of what's available and programs that are in place for the homeless, homeless diversion, and safety net populations. Mr. Sinclair questioned access to the County-owned former Tronetti house to see how it might be utilized as a prototype for Section 8 housing. It was noted that there is no problem with gaining access if needed. Discussion of the issue included the property's tax exempt status and that we should survey a plot off it and get it back on the market, and there were multiple objections to the County getting involved in any kind of Section 8 housing project. Mr. Sinclair commented that there have been

programs where properties are funneled into the private sector from County ownership, i.e. tax properties, and put on the market in that way; it wasn't meant to be development of Section 8. The P&ED Committee's approach is to see what can be done to solve our housing needs.

Chairman Crandall remarked on a presentation at the NYSAC conference regarding a land bank program. Under new legislation, there will be ten land banks in New York State, probably located in the larger metropolitan communities. The overall plan for addressing housing will not be specific to a certain population, but will be specific to community development. Instead of looking at the same properties that keep showing up on the auction block, this program will involve developing a community plan to get the properties back on the tax roll through a variety of methods. If we don't fit or end up with one of those ten designated land bank projects, there are pieces of the program that could be utilized by Allegany County in addressing these tax properties that keep appearing in the auctions over and over again.

Legislator Sinclair stated that these conversations have just begun in Planning & Economic Development, but due to the questions and concerns, he withdrew his suggestion for utilization of the Tronetti property. They will look for another demonstration site or further develop their ideas.

COMMUNICATIONS:

EMERGENCY COMMUNICATIONS SYSTEM UPDATE:

Lieutenant Dan Hanchett and Randy Swarthout were present to provide an update on the new High-Band Simulcast 911 System. A lot of progress has been made. The system has opened up in the Alfred area, and they're testing with both University Police and with Alfred Fire and Ambulance. One of their biggest concerns is portable coverage inside the college buildings where the population is most densely concentrated. Adaptations were needed on the Pingrey Hill tower to make that occur. The system is up for Town Highway and County Highway, and they will be testing next week. They are moving as quickly as possible for these groups, due to the snow and ice agreements between the County and Towns.

Committee Chairman Pullen asked about new high-band radios. Mr. Hanchett noted that an action plan was discussed at the Public Safety Committee meeting earlier today, much of which involved efforts to bring Fire and EMS onto the system and migrated as quickly as possible and finding the most feasible financial avenue and a time frame that would accommodate both the County and those agencies. They are currently maintaining both low-band and high-band systems, which is costly for the County, so the sooner we can migrate, the better. There was discussion on a recent grant that Allegany County did not receive and comments made that communities that received funding hired outside grant writers. Mr. Hanchett responded that we met the requirements and were within the scope of receiving those grants, but after the date of release, they withheld the release and changed the parameters. None of the counties that received funding used hired grant writers; and several who did use professional grant writers did not receive funding. In this case, when they changed the parameters, it didn't matter what you had done. They will continue to try to obtain grant funding.

COMMITTEE MISSION:

Committee Chairman Pullen spoke briefly on his ideas for the Committee's mission: to find out where change is occurring, and although change can be challenging, it can provide opportunities to do things that weren't possible before, or were only possible at prohibitive cost. The technology opportunities are awesome. The title of the Committee is Facilities & Communications. We spent time following up on Facilities issues, and there are other matters

that will need to be addressed. "Communications" covers a lot. At the next meeting, there will be time to go into detail on some of the technology and communication issues.

INFORMATION TECHNOLOGY:

Information Technology Director Deb Button summarized her department's function. They are in charge of all County computers, and under communications, they are in charge of the telephone system on the County Office campus, the Public Safety Facility, and the Office for the Aging/Veterans' Services Facility. Information Technology works with the Sheriff E-911 staff to assist them with computer problems. Along with the computers and telephones, the department is also in charge of software, to make sure everything is running as it should be. Ms. Button compared the department to "the brains and the veins" of Allegany County. The County started out with about ten computers, and now it's up to about 400 computers and 40 servers. There's a lot going on to stay connected. Committee Chairman Pullen noted that IT touches every department, if not every employee. How can we do it better? If possible, how can we do it cheaper? Are there things we're not doing that we should be doing, and how would that enhance departmental missions? Hopefully the committee can follow up on these issues and have a more in-depth discussion of policies.

EXECUTIVE SESSION:

A motion was made by Legislator Graves, seconded by Legislator Fanton and carried to enter into an executive session to discuss the potential acquisition of property. Following discussion, a motion was made by Legislator Graves, seconded by Legislator Fanton and carried to close the executive session and resume the regular meeting.

Next Meeting: Committee members agreed to retain the same meeting date and time as for the former Court Facilities & County Space Needs Committee, which was the first Wednesday of the month at 3:00 p.m. The next meeting will be on March 7, 2012, at 3:00 p.m. ***(Subsequent to the meeting, the time for the March 7 meeting was changed to 2:00 p.m.)***

Adjournment: The meeting was adjourned at 4:20 p.m. following a motion made by Legislator Healy, seconded by Legislator Fanton and carried.

Respectfully submitted,
Adele Finnemore, Deputy Clerk of the Board

**FACILITIES AND COMMUNICATIONS COMMITTEE
MARCH 7, 2012**

**** NOT APPROVED ****

Members Present: D. Pullen, M. Healy, K. Graves, A. McGraw, F. Sinclair, C. Crandall
(Absent: G. Benson, D. Fanton)

Others Present: M. Alger, L. Ballengee, D. Burdick, D. Button, A. Finnemore, J. Luckey, J. Margeson, T. Miner, T. O'Grady, B. Riehle, C. Santora, R. Starks, R. Swarthout, N. Ungermann, R. Whitney; **Media:** B. Clark, Olean Times Herald, B. Quinn, Wellsville Daily Reporter

Call to Order: 2:07 p.m. by Committee Chairman David Pullen

Approval of Minutes: The minutes from February 2, 2012, were approved following a motion made by Legislator Sinclair, seconded by Legislator Graves and carried.

FACILITIES RELATED MATTERS:

Department of Motor Vehicles Office Renovation (New Location in Courthouse Building):

This renovation project is completed, and no problems have been reported. Favorable comments have been made on the increased efficiencies and shorter waiting times.

District Attorney's Office Renovation Status (New Location in Courthouse North Wing):

Work on this project is proceeding. No problems have been reported. Drywall is currently being installed, and the electric and HVAC have been completed.

Probation Department Renovation (Ground Floor in Courthouse):

Probation Director Robert Starks reported that nothing has changed since the last meeting. The high-density storage units are working well, and it's much more functional having the records in one central area. They are looking at further changes with office partitions and walls when Public Works has the opportunity.

Mr. Starks and Information Technology Director Deborah Button explained that a communication switch controlling both voice and data located in a closet in Probation is running close to the end of its life. The switch will go without warning, leaving Probation without communications. IT has the new switch, but it won't fit where the current switch is. Wiring to the new location will be completed when Public Works does the remodeling work. Ms. Button noted that if the switch goes before then, they may have to run the wires on the floor. Mr. Pullen asked if there are any other similar situations. Ms. Button was not aware of any, but noted that we'll want to keep telephone and data in mind with the former Support Collection Building.

Miscellaneous Courthouse Issues:

Committee Chairman Pullen reported on an issue regarding the Court areas and times when there is no Court in session, but there are still attorneys and parties needing a place to meet, yet all the doors to the conference and meeting rooms are locked. Court personnel stated that the doors are kept locked, and Mr. Pullen was referred to the Sheriff. Legislator Graves was told that the Office of Court Administration wants those doors kept locked. Sheriff Rick Whitney noted that he will check on it, but it is probably a security issue. There was also discussion on the space provided in the Courthouse addition, at OCA's insistence, for a children's room, and it was noted that OCA hasn't provided funding for staffing, so there's no

way to have that space functional. Comments were made on protocol for who can provide care for the children and potential ramifications if OCA is not providing adequate supervision.

Update on Former Support Collection Building Renovation:

Committee Chairman Pullen reported that Public Works Superintendent David Roeske had found a way to have the asbestos abatement work done at a reduced rate, so that work is proceeding. After that process, renovations can take place, including voice and data wiring.

Update on County Office Building Renovation:

The area on the Ground Floor of the County Office Building, most recently used by Support Court, has been renovated for use by Social Services. Their Foster Care Unit has moved into the new space, and computers and phones are up and running. It was noted that one portion of the former Courtroom was partitioned off for an office, and the rest is being used as a children's area. They will need a soundproof wall and door to block the noise to keep the office functional. Health Director Lori Ballengee remarked that her conference room on the other side of the opposite wall has a similar problem with the noise.

Nothing further has been done on the elevator renovation to provide access to the top floor of the County Office Building. Public Works has a plan, and Mr. Roeske will contact OTIS regarding cost and report back. He will also ask OTIS for input on what's required structurally and how difficult the work will be.

Parking Issues and Status:

There have been no complaints on parking in recent months. Mr. Pullen noted that the main objection is location. There is adequate parking, although not as close as some people would like. The County Attorney provided Mr. Pullen with copies of some regulations and possible local laws to update for enforcement of rules that the Board may choose to set up regarding use of the various parking areas. Mr. Pullen will present this information for consideration by the Committee at a later date.

Record Storage Building:

Mr. Pullen reported that at today's meeting of the Personnel Committee, a referral was made to this committee regarding space in the new Record Storage Building near the Landfill for storage of Board of Election's voting equipment. Mr. Pullen will confer with Mr. Roeske to ascertain that what is provided for Board of Elections will be adequate and functional.

COMMUNICATION RELATED MATTERS:

911 System Update Report:

Sheriff Rick Whitney reported on the 911 System apparatus upgrade, which is moving along. He is working with Emergency Management & Fire Director Jeff Luckey on some issues. All police departments in the County are working through the new system. The County's CAD system needs to be updated, but other than that, things seem to be going smoothly.

ION Point of Presence Status Report:

Legislator Fred Sinclair reported on behalf of the Industrial Development Agency. The building to house the ION fiber connection is completed. That building was originally going to be owned by Comnet, but there's been a change in direction, and now IDA will take ownership of that facility. Mr. Sinclair distributed some information providing details on the Data Cell Enclosure construction (copy attached to original minutes). The IDA Board will be addressing financing of the building at their meeting on March 8. The IDA has negotiated with ION and Comnet and will provide the County with a block of internet access, starting out with 10

megabytes of “clean” internet, which will be part of the package of the County being in the building. This internet access comes directly from the fiber optic cable and not through any other vendors. It’s a higher level of consistent performance. Mr. Sinclair is asking this Committee to consider authorizing the County Attorney to work with the IDA on an agreement so that when they are ready for connectivity and switch over to provide internet to the County, funds that are currently being paid for internet service can be diverted to help pay for the building, sort of like rent for the facility.

Legislator Timothy O’Grady asked for and received clarification that this building will be owned by the IDA and will house the fiber optic connections for ION. He questioned why the IDA would get involved in something that’s of the private sector, and why the County is involved in this at any level. Mr. Sinclair explained that when the County developed the Communications Report and analysis of where we should be in the future, priorities were accessing the internet and having a direct access to the internet for our emergency communications system and for our use here, because we were limited in the amount of bandwidth that we could get efficiently or economically. ION was coming right past that facility, and it was seen as a real opportunity for us to ask for a “Point of Presence.” To establish a Point of Presence, you need a certain type of facility or building. The decision was made to try to also achieve the hosting of other small companies having access to that fiber who could then provide it to people out in the rural areas. So a public-private partnership was developed which will provide us with clean internet, at a very inexpensive cost, to the County Office Building, the Courts, and the Public Safety Facility. It will also keep us in a good bargaining position, because the IDA will own the building. Our price and access to clean internet is going to stay constant, and we can negotiate for more bandwidth at any time. There is another private company that will be leasing there from the IDA, and they will be providing the “light” for the fiber. We couldn’t purchase the light and distribute it, to ourselves or anyone else, but we are providing the infrastructure. Also, there is an advantage to this for being able to access our County tower system. This Committee would have to negotiate with anyone who wanted to come from that building and access the County tower system, because we will own the connection to the County system and the County tower system. There was a host of reasons that came together for why the IDA and Office of Development wanted to capitalize on this opportunity.

Mr. O’Grady asked if there is a County price tag for this. Mr. Sinclair pointed out that there is no actual debt or net increase in cost to the County as a result of this deal. We’ll be getting almost double the bandwidth of internet, and it’ll be clean internet, for the same amount of money we’re paying now. We will also be more protected and able to function in the 911 redundancy mode.

Mr. Pullen added that in most areas where ION or similar companies have put in the backbone of the internet, they haven’t made local access a priority. Because of our geographic setting, we didn’t want to get left out. ION would not do it, but through discussions between ION, Comnet, and IDA, we could get the Point of Presence, but it required IDA taking the initiative and moving forward. If requested after the fact, it wouldn’t have happened. We had to be ready when they were stringing their cable to have it pass through this facility. IDA obtained a grant through the Allegany Area Foundation for some of the initial outlay, based on the fact that this will benefit the entire County.

Chairman Crandall responded to Mr. O’Grady’s question on why we’re doing this for ION by stating that the IDA is not doing it for ION. If it was only left up to ION, only a couple of users would benefit from this high-end fiber going through Allegany County. By having this facility, there are existing facilities and new users that are very interested in being able to access or tap into this. So it’s not so much for ION, but for Allegany County and potential users. Hopefully,

this is going to take a handful of users and expand it to many, with the potential for retaining jobs and the new jobs that can come along with it by tapping into this. It's a very important piece of communications.

Legislator Burdick asked about Comnet. Mr. Sinclair explained that Comnet will be leasing from the IDA, and they will be purchasing "light" for the fiber from ION. The actual signal is owned by ION. Comnet will have the franchise for provision of the signal to users. Comnet is located in Hornell and will have a small office in the Crossroads Commerce Center. Their business would be to bring in more customers, people who want a signal, and they would make it available for whatever their business model calls for. We're hoping that we'll have much more internet viability and activity, because right now, there are not that many players available.

Mr. Sinclair stated that after the building is purchased, the next phase will be the connection to IT's room at the Office for the Aging and the connection to the 911 system. This will be done through a short contractual arrangement with the technicians involved with building the bunker. Mr. Sinclair noted that they would like to see the IT Department and the Sheriff 911 group bonded with the installation of the light to this facility and to know everything that's going on and about all of the equipment. We, as users of that system, need to understand, so when we need to change things or trouble-shoot, local people will be involved. The IDA and the Office of Development are inviting the County to be a full partner in the installation, and through this Committee are extending an invitation to be a part of this process and have input as everything gets hooked up.

County Attorney Thomas Miner expressed concern with the County's contracts with current internet providers. He also made note of the potential expense for the equipment needed within the building that would be above and beyond the cost of internet service. Mr. Sinclair stated that IDA is borrowing for the County's hook-up expense along with the cost of the building. There may be some incidentals. The County currently pays \$2,800 per month for internet – \$2,000 for this building and the Jail, and \$800 for the satellite locations. Current providers will be maintained for the satellites, and the \$2,000 will be diverted for the lease of space in the building from the IDA. The intent is to not exceed current costs.

A motion was made by Legislator Sinclair, seconded by Legislator Graves, and carried to authorize the County Attorney to work with the IDA's attorney to prepare a contract for Data Cell Usage at the Point of Presence at Crossroads.

Next Meeting: Wednesday, April 4, 2012, at 3 p.m.

Adjournment: The meeting was adjourned at 3:05 p.m. following a motion made by Legislator Healy, seconded by Legislator Graves and carried.

Respectfully submitted,
Adele Finnemore, Deputy Clerk of the Board

FACILITIES AND COMMUNICATIONS COMMITTEE MINUTES
April 4, 2012

**** NOT APPROVED ****

Committee Members Present: D. Pullen, M. Healy, D. Fanton, K. Graves, F. Sinclair, C. Crandall (Absent: G. Benson, A. McGraw)

Others Present: M. Alger, D. Burdick, J. Foels, E. Herdman, K. Hooker, T. Hopkins, D. Lavery, C. Lorow, J. Margeson, T. Miner, B. Riehle, D. Roeske, D. Scholes, R. Starks, D Wildrick-Cole

Media Present: B. Clark, *Olean Times Herald*

Call to Order: The meeting was called to order at 3:02 p.m. by Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Graves, seconded by Legislator Sinclair, and carried to approve the Facilities and Communications Committee minutes of March 7, 2012.

Facilities-Related Matters:

District Attorney's New Office Renovation Status

Superintendent of Public Works David Roeske reported that finish work (sheet rock being installed right now) is being completed which will be followed by the ceiling, floor, and painting, with an expected finish date of mid-May.

Former Support Collection Unit Building Update

Mr. Roeske indicated that the asbestos abatement has been completed and that he has met with the folks moving into that space to ascertain their needs. Legislator Sinclair noted that the Committee was aware that the County Historian would be moving into that building, but inquired what other units would be moving there also. Mr. Roeske indicated that Workers' Comp, Weights & Measures, and Youth Bureau/STOP-DWI would be moving there.

County Office Building Renovation Update

Mr. Roeske reported that the former magistrate's area on the ground floor is on hold until his staff gets caught up with some other work, but they can function as it is now. (The Social Services Foster Care Unit was recently relocated to this space.)

Mr. Roeske also indicated that he had been in communication with Otis Elevator regarding a new configuration. He expects to report at next month's meeting.

As regards the Maintenance Building, Mr. Roeske indicated that the studs are up, the electric is being installed, and it should be finished next week.

Legislator Pullen inquired when Mr. Roeske's staff can deal with the space vacated by the District Attorney's office.

Mr. Roeske indicated that there would be no delay in starting the work although he had no timeline for completion as the plans for the renovation are not complete. He also indicated that his crew is still working on some of the close-out items in the Court Building. He added that he was scheduled to meet with the contractor to resolve any outstanding issues.

Probation Director Robert Starks indicated that his storage needs are being met, with room for growth.

Legislator Pullen inquired if the security for Mr. Starks' area was adequate.

Mr. Starks responded that it would be valuable to have surveillance cameras and video to keep tabs on the waiting area. He indicated it would be nice to keep this request in mind when it's time to remodel his office area.

Board of Elections Space Needs Update

Board of Elections Commissioner (Republican) Elaine Herdman indicated that their need for space continues to grow. Currently there are 35 voting machines; four more are expected as well as some smaller units. Additionally, she noted that maintenance, programming, and testing must be done on the machines at their storage site, and machines must be available for use in training. Ms. Herdman distributed schematics indicating current site use, emphasizing the need for additional space. She also requested that, if possible, any storage facility should offer electrical outlets every three feet rather than the standard every six feet to better meet their needs.

Ms. Herdman indicated that their current space allotment of 896 square feet is not enough to perform some of the work necessary to prepare machines for elections (e.g., packing the ballots, etc.), so some of the work is done in the Board of Elections Office, requiring extra handling of materials. She also noted that in 2009, she had requested 1,300 square feet of space.

Ms. Herdman indicated that extra handling of materials occurs because there is not one central location for storage of machines and materials, nor is there ease of access for technicians to perform routine maintenance, testing, or programming of the machines. She also noted that often, machines need to be moved into the hallway to allow technicians access. Training of (six to eight) election inspectors at a time is difficult as well. Her space must serve as a training facility and a storage area, and be accessible to technicians four times a year for maintenance. Additionally, it was noted that if the machines are stored in the new Landfill facility, it offers access and storage, but is not certified for "occupancy," so could not be used for training.

Much discussion centered around locating a facility that would accommodate all the requirements of the Board of Elections: space to store the machines, allow technicians to program, test, and run routine maintenance on the machines, and train inspectors without having to move the machines from space to space, and to meet State Board review suggestions.

Ms. Herdman also noted that the more frequently the machines are moved, the more frequently problems with the machines arise.

Legislator Pullen indicated that he will meet with the Board of Elections to better ascertain the needs and the available options to meet those needs, particularly as pertains to the new storage building at the Landfill. He also indicated that procedures to facilitate training and maintenance without having to move the machines need to be established. Currently, that type of space is not available.

Legislator Sinclair suggested inquiring whether the Soil and Water District owns a facility that can be renovated for storage and training. Subsequently it was noted that those facilities may be out of the Village, which would be acceptable for storage, but not for the actual Board of Elections office.

Legislator Pullen indicated that a decision needs to be made sooner rather than later as the security fencing, shelving, and interior space allotments will need to be determined in order to move forward.

Communications-Related Matters:

911 System Update

It was noted that the Pingrey Hill issues have been largely resolved.

Legislator Healy noted that following the morning's Public Safety Committee meeting, it was relayed that most issues have been worked out (referring to the Village of Alfred), and that any unresolved issues will be worked out in 30-60 days with no additional cost to the County.

ION & Point of Presence Status Report

Industrial Development Executive Director John Foels reported he had no news regarding the ION Point of Presence. He did indicate that he is working directly with ION—on ION's schedule—on when exactly they'll be ready to enter our area. He indicated that ION had been concentrating its efforts in Alfred, but because of some technical difficulty it encountered there, its arrival in Belmont has been delayed. Mr. Foels indicated that there remains a great deal of work to complete in the building to ensure that everything is done to the correct specs. He also noted that the deliverables are a work in progress, saying that the design configuration (wireless, hard wire, microwave delivery) has not yet been determined.

Legislator Sinclair noted that a tech team will be working on the design configuration (hard wire or fiber and microwave connection not yet finalized). He indicated that there has actually been very little discussion on the design component.

IT Department representative Keith Hooker indicated that the Department would like the service to be hard wired into the County server which is pretty much the general center of the entire County network. He also noted that if the system relies solely on microwave delivery, the entire County could be without Internet if it goes down.

Legislator Sinclair invited the IT Department to write down its concerns and wishes for an optimal situation for the County's computing needs. He indicated a desire for a formal beginning point (benchmark) about what we're trying to accomplish, and encouraged the IT Department to be involved with the ION tech team.

Legislator Healy inquired that since ION passes at the foot of Court Street (in Belmont), about 500 feet from the County Building, why we (County Building) weren't the point of presence for the County.

Mr. Foels responded that the location should be perceived as neutral ground, particularly among those third parties who will co-habit the new building.

Adjournment:

There being no further business to come before the committee, the meeting was adjourned at 4:12 p.m. following a motion made by Legislator Graves, seconded by Legislator Fanton, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**FACILITIES & COMMUNICATIONS COMMITTEE
MAY 2, 2012**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, M. Healy, G. Benson, D. Fanton, K. Graves, A. McGraw, F. Sinclair, C. Crandall

Others Present: M. Alger, D. Burdick, D. Button, T. Hopkins, J. Margeson, T. Miner, B. Riehle, D. Roeske, C. Santora, R. Starks

Media Present: B. Clark, *Olean Times Herald*

Call to Order: The meeting was called to order at 3 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes

A motion was made by Legislator Sinclair, seconded by Legislator Benson, and carried to approve the Facilities and Communications Committee minutes of April 4, 2012.

Facilities-Related Matters

Updates on Renovation Projects

Department of Public Works Superintendent David Roeske gave a brief update on current renovation projects. Among the items: The District Attorney's Office space is coming along well and should be able to accommodate inhabitants in about four weeks. The electricity and water are hooked up in the Maintenance Building out back, work has been started at the former Support Collection Building, and research continues to be done on the elevator issue. The DPW work at the Record Storage Building at the Landfill is complete, awaiting the shelving and security fencing. Legislator Sinclair inquired whether the voting machine storage issue had been resolved; Legislator Pullen noted that no final decision had been made.

Legislator Graves indicated his concern regarding two security locations and cost of manpower. Discussion revealed that the decision to staff two security checkpoints was based on the desire to avoid "bottlenecking" during heavy traffic times, allowing each building to service its own population. A request was made for a tally of the number of people who go through the security checkpoints.

Communications-Related Matters

Update on 911 System

Legislator Healy noted that everything is on schedule.

Update on ION and Point of Presence

Legislator Sinclair noted that he had no updates to share with the group, but he did distribute the 2011 Allegany County Communications Report which he indicated would be available on disk in the near future.

IT Department Report

IT Department Director Deb Button reported that the new financial payroll system has gone live. The office has been extremely busy helping all offices access and use the system. The office has also been informed that it is now able to run the patch panels and the switch for the District Attorney's Office.

County Administrator/Executive Session

County Administrator John Margeson requested a motion to enter into Executive Session regarding the proposed lease of real property. The Committee moved into Executive Session at 3:18 p.m., following a motion by Legislator Fanton, seconded by Legislator Graves, and carried. The Committee moved out of Executive Session at 3:25 p.m., following a motion by Legislator Fanton, seconded by Legislator Graves, and carried.

Parking Lease

Legislator Fanton moved to have Deputy County Administrator Mitch Alger negotiate a two-year renewal of the contract as written with the First Baptist Church, Belmont, NY, for parking off of Court Street, Belmont. The motion was seconded by Legislator Healy and carried.

Prepare Resolution

Legislator Fanton also made a motion that the County move along with having LaBella Associates complete the plan for a designated parking area. The motion was seconded by Legislator Graves and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 3:29 p.m. following a motion by Legislator Graves, seconded by Legislator Fanton, and carried.

Respectfully submitted,

Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**FACILITIES & COMMUNICATIONS COMMITTEE
JUNE 6, 2012**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, M. Healy, G. Benson, K. Graves, D. Fanton, F. Sinclair, C. Crandall (Absent: A. McGraw)

Others Present: M. Alger, D. Burdick, D. Button, J. Foels, E. Herdman, T. Hopkins, K. LaForge, C. Lorow, J. Luckey, J. Margeson, T. Miner, B. Riehle, D. Roeske, C. Santora, D. Scholes

Media Present: B. Clark, *Olean Times Herald*

Call to Order: The meeting was called to order at 3:01 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Graves, seconded by Legislator Sinclair, and carried to approve the Facilities and Communications Committee minutes of May 2, 2012.

Facilities-Related Matters

Updates on Renovation Projects

Superintendent of Public Works Dave Roeske brought the Committee up-to-date on various renovation projects, including the District Attorney's office space which he predicts will be completed by next week, allowing the District Attorney's Office to move into its new space within the next couple of weeks. Mr. Roeske also commented that the Maintenance Building's heating system is being installed, the wiring is done, and 80 percent of the studs for the walls are in place. His crews will begin working on the Support Collection Building as soon as the District Attorney's space is complete. Mr. Roeske also noted that some projects were on hold until the more urgent projects were caught up. Questions arose about the elevator in the County Building which had not been working for the past week or so. Mr. Roeske indicated that the circuit boards were replaced, but needed reprogramming. He expected the software to arrive at any time. Discussion followed regarding possible temporary measures for people who need elevators, including being escorted by deputies on guard at the entrances, and leaving certain doors between buildings unlocked for easier access. Legislator Sinclair suggested that an "emergency plan" be composed so that in a similar instance, all one would need to do is direct the staff to implement the emergency plan, and everyone would be aware of what that plan entailed. Mr. Pullen agreed to write something up, circulate it to Judge Brown, Sheriff Whitney, Mr. Roeske, and County Administrator John Margeson for approval and suggestions. As regards the Landfill Storage Building, Mr. Roeske indicated the racks had been delivered and need assembly and once that occurs, the security will be installed. Mr. Pullen commended Mr. Roeske and the Department of Public Works for all that has been accomplished by that group over the past two years. Mr. Pullen also inquired about the plans for a second elevator in the County Building. Mr. Roeske indicated that he is waiting for feedback from Otis.

Communications-Related Matters

ION and Point of Presences

Development Director John Foels indicated that ION has had to redeploy its staff because of other projects, including additional work in Alfred, but indicates that although no firm dates are set for connection, he's hopeful that some movement will occur within the next 45

days. He notes that he is pleased with the progress that has been made thus far. The building itself is complete and any additional requirements will be in place when ION arrives. Legislator Pullen noted that he had received an electronic newsletter from ION and would distribute copies.

911 Update

Legislator Pullen indicated that as far as he knows the bugs have been worked out and it is operating successfully.

Executive Session

The Committee entered executive session at 3:17 p.m. on a motion by Legislator Sinclair, seconded by Legislator Fanton, and carried to discuss the acquisition of real property. The Committee exited executive session at 3:52 p.m., following a motion by Legislator Graves, seconded by Legislator Healy, and carried.

New Business

Legislator Pullen distributed an article “Verizon and AT&T Want to Eliminate the Use of Land Lines” to the Committee, indicating that FCC regulators are trying to block this action which, if Verizon and AT&T are allowed to proceed, could be critical for rural areas like Allegany County. Legislator Pullen suggested we let our Senators and Congressmen know that we need assistance in keeping this from occurring.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:02 p.m. following a motion by Legislator Graves, seconded by Legislator Healy, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**FACILITIES & COMMUNICATIONS COMMITTEE
JULY 5, 2012**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, M. Healy, G. Benson, K. Graves, D. Fanton, F. Sinclair, C. Crandall (Absent: A. McGraw)

Others Present: M. Alger, D. Button, T. Hopkins, C. Lorow, T. Miner, T. O'Grady, B. Riehle, D. Roeske, C. Santora, D. Scholes, R. Swarthout

Media Present: B. Clark, *Olean Times Herald*

Call to Order: The meeting was called to order at 3:00 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes

A motion was made by Legislator Graves, seconded by Legislator Healy, and carried to approve the Facilities and Communications Committee minutes of June 6, 2012.

Facilities-Related Matters

Updates on Renovation Projects

Superintendent of Public Works David Roeske informed the Committee that the District Attorney and his staff have moved into their new quarters. The Maintenance Building is having sheetrock installed. When questioned about ADA compatibility at the former Support Collection Building, Mr. Roeske indicated that something will need to be done in the future to bring it into compliance, but that is not currently on the agenda. Legislator Sinclair asked how many parking spots would be realized after the current Historical Museum is razed. Mr. Roeske indicated six or seven spots might be added. Currently, Mr. Roeske and Mr. Miner are negotiating the division of the office space recently vacated by the District Attorney. He indicated that they are close to an agreement. Discussion also included Shannon Ozella's (Victims' Advocate) office space located across from the Human Resources Office, which may now be used as the Workers' Compensation Office Manager's office space.

Elevator Update

Legislator Pullen initiated discussion on the elevator which by-passes the second floor, but runs between the ground floor and the top floor where the County Jail was formerly housed. Legislator Pullen distributed the Otis Service and Repair Order as well as a summary of the salient points. He noted that the overall cost to complete the work as planned would be approximately \$147,300. Mr. Pullen described the changes that are planned, including the need to appropriate several square feet from the Clerk of the Board's office suite, the loss of one office in the Department of Social Services, and the use of the former prisoners' visiting room. The pertinent issue, said Mr. Pullen, is we cannot use the upstairs until we have some way that the general public and staff can access the top floor of the building. It's 16,000 square feet of space which can be designed to accommodate any number of uses, but until the elevator issue is settled, it can be considered a moot point. Legislator O'Grady was concerned that considering the cost of re-configuring the elevator, designing and constructing the space on the top floor, and creating a parking lot, it might be less costly (or equivalent) to erect an entirely new building near the Jail. It was noted, during the discussion, that the primary goal of this endeavor was to make the top floor accessible. There seems to be no argument that many departments could make use of the 16,000 square feet. Mr. Pullen then reminded the group that just a few weeks

prior the main elevator in the building had been out of commission, affording no ADA-compliant means of access. If this project is completed, we would have a second elevator to serve the entire building and would increase the usefulness and viability of the entire building. Chairman Crandall noted that the current elevator itself is not ADA-compliant, added to the fact that there is an obvious need for more space, it makes sense to make the changes that will provide access and usefulness of the top floor. Mr. Roeske added that renovation is less costly than new construction. Legislator Pullen also suggested the possibility of engaging Alfred State students and/or faculty to come up with competing designs for the space, utilizing skills and talents that untrained minds don't have. However, Mr. Pullen cautioned that there is no point in pursuing that option if there is no Board support for the renovation. Legislator Sinclair reminded the group that some monies had been earmarked for this project, and that there should be approximately \$70-\$80,000 in an account someplace to put toward this project. Their proposal to the County was given on a motion by Legislator Fanton, seconded by Legislator Graves, and carried. **Refer to Ways & Means**

Legislator Fanton returned to the issue of the new Maintenance Building, noting that once DPW moves into that new space, there will be a vacant house that he believes the County should divest itself of. It was noted that perhaps Cooperative Extension could utilize that location.

Election Machine Storage

Legislator Pullen informed the group that he, Mr. Roeske, Deputy County Administrator Mitch Alger, and the Board of Elections Commissioners, on a suggestion from former Legislator Bill Dibble, visited the County-owned structure known as the Tronetti Garage to assess its use as a storage facility for the voting machines. The space seems adequate, the wiring is also adequate, and although it needs some finish work such as painting and an upgraded security system, this site is the most satisfactory and cost effective of any investigated thus far. IT Director Deb Button indicated that her area is looking into security options, but it is still early in the process and no numbers are available.

County Campus Parking Options

Discussion on proposal from LaBella regarding a parking lot was delayed until next month.

Communications-Related Matters

Head Emergency Services Dispatcher Randy Swarthout reported to the group that the conversion from the low band to the high band radio system is progressing. He indicated that there had been 28 radio classes over the last six weeks and that the reports from the field had been positive. Legislator Sinclair, seeking clarification, asked whether the equipment which would be purchased through an anticipated grant, would work in both analog and digital modes for the high band system. Mr. Swarthout indicated he had not seen the paperwork on the grant, but thought that it would depend on when the equipment is purchased. Mr. Swarthout noted that he recommends that any new radios that are purchased be P-25 compatible, that is digital. It was also noted that the radios could be upgraded for a small fee. Mr. Sinclair urged Mr. Swarthout to bring this discussion to the table in his area.

ION

Legislator Pullen noted that ION has progressed far more slowly than he had anticipated, but that it is operational in portions of the County. Legislator Sinclair noted that they (ION) are projecting full coverage in a couple of months.

Executive Session

The Committee entered executive session at 3:50 p.m. on a motion by Legislator Fanton, seconded by Legislator Graves, and carried, to discuss the proposed acquisition of real

property. The Committee exited executive session at 4:07 p.m., following a motion by Legislator Sinclair, seconded by Legislator Fanton, and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:07 p.m. following a motion by Legislator Graves, seconded by Legislator Healy, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

FACILITIES & COMMUNICATIONS COMMITTEE
August 1, 2012

**** NOT APPROVED ****

Committee Members Present: D. Pullen, M. Healy, G. Benson, D. Fanton, K. Graves, F. Sinclair, C. Crandall (Absent: A. McGraw)

Others Present: M. Alger, D. Burdick, D. Button, J. Foels, L. Haggstrom, D. Hanchett, K. Hooker, T. Hopkins, M. Johnsen, D. Kaminsky (ION), J. Margeson, B. Riehle, B. Risse (CONXX), D. Roeske, C. Santora, D. Scholes, R. Swarthout

Media Present: B. Clark, *Olean Times Herald*; B. Quinn, *Wellsville Daily Reporter*

Call to Order: The meeting was called to order at 3 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Healy, seconded by Legislator Fanton, and carried to approve the Facilities and Communications Committee minutes of July 5, 2012.

Communications-Related Matters

Proposed Agreement with CONXX Corp. for Provision of Communications Services to Allegany County

Bill Risse, Manager for Public Sector Projects at CONXX, gave the Committee and others in attendance an overview of what his company could do, in conjunction with ION (Independent Optical Network), for the County. Based on a document presented previously to key County officials, CONXX proposed to provide consulting in technology, business, and project funding strategy to fully explore the technical resources, capability, and needs of the community with regard to the ION Network, the 911 Land Mobile Radio Network, Economic Development objectives, the integration of County government and hospital as users, and identification of additional community partners by research and public meeting. He assured the group that 911 would in no way be compromised through any suggestion or action because in a multi-purpose network, public safety has the highest priority. Should the County agree to this preliminary study, the cost to the County would be \$14,750 payable in three installments. ION representative Derek Kaminsky also addressed the group, noting that ION is in discussions with other entities regarding how best to implement the Point of Presence. When asked how ordinary residents get "hooked" onto ION's superhighway, it was explained that other companies come into the venture to "distribute" that capability. The network's value would be compromised if only "anchor" agencies such as schools and hospitals could access it. ION, it was noted, is an aggregation point; other providers, such as CONXX provide the connectivity to the masses. IT Director Deb Button, Lt. Dan Hanchett, and Mike Johnsen all voiced their approval of this proposal. Legislator Healy noted that the study fee is a modest investment for a potentially high return. Accordingly, the Committee agreed to move forward with the agreement with CONXX and refer the agreement to the Ways & Means Committee for funding approval, on a motion by Legislator Healy, seconded by Legislator Sinclair, and carried. **Refer to Ways & Means**

Facilities-Related Matters

Updates on Renovation Projects

Superintendent of Public Works David Roeske noted that the Support Collections Building is moving closer to completion; the Maintenance Building is currently on hold because crews were installing new cooling towers on the County Building; the Department is working on plans for a building permit as regards the elevator project; the Tronetti garage, future home of

election machine storage, is on the docket, but as yet, no alterations have been addressed, but they're planning to take action after the upcoming Primary Election.

Good of the Order

Legislator Sinclair stated that in conversations with Diane Baker, Director, Cornell Cooperative Extension, it was noted that if there were to be a relocation, her staff would require approximately 2,000 square feet of space.

Legislator Pullen noted that a joint meeting between the Allegany-Cattaraugus and Chautauqua Cooperative Extensions is scheduled for Monday, August 13, in Jamestown. He indicated his intention to attend, saying that the focus of the meeting would be on long-range planning issues, including cost savings.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:02 p.m. following a motion by Legislator Fanton, seconded by Legislator Graves, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**FACILITIES & COMMUNICATIONS COMMITTEE
SEPTEMBER 5, 2012**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, M. Healy, D. Fanton, K. Graves, A. McGraw, F. Sinclair, C. Crandall (Absent: G. Benson)

Others Present: M. Alger, D. Button, D. Hanchett, J. Luckey, J. Margeson, T. Miner, B. Riehle, D. Roeske, C. Santora, D. Scholes, R. Starks,

Media Present: B. Clark, *Olean Times Herald*; B. Quinn, *Wellsville Daily Reporter*

Call to Order: The meeting was called to order at 3:40 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Graves, seconded by Legislator Healy, and carried to approve the Facilities and Communications Committee minutes of August 1, 2012.

Facilities-Related Matters

Legislator Pullen indicated that he and several others had spent some time at the former Tronetti garage which is being converted to storage space for the Board of Elections voting machines. He and members of the buildings and grounds personnel toured the facility, noting that repairs/updates are well underway and that, tentatively, the Board of Elections will be able to occupy the building no later than November 1. This works out well, he said, because after the machines are transported to polling sites for the general election, they will be returned to the new storage facility, eliminating an extra move. He added that all the various concerns that had been raised at the start of this process have been addressed and resolved.

Superintendent of Public Works Dave Roeske presented a brief update on other facilities-related matters, including: all personnel have moved out of the annex (save Cooperative Extension) to the former Support Collection Building; however, Mr. Roeske feels that the Annex has too many structural deficiencies to invest much money into its maintenance. That would beg the question about where to relocate Cooperative Extension if the Annex were disposed of. Legislator Sinclair reminded the group that Cooperative Extension Executive Director Dianne Baker indicated that her department would need approximately 2,000 square feet of space which should be taken into consideration if a move is anticipated. Mr. Roeske also informed the group that great progress is being made on the Maintenance Building out back and that it should be ready for occupancy shortly. It was noted that the record storage facility is up and running.

Communications-Related Matters

CONXX Agreements

Legislator Pullen informed the group that the most critical issue for the day's meeting was the review of some materials sent to the Committee from CONXX. These documents are contracts—one is an agreement to install the fiber optic from Route 244, up Court Street to this location, and hook into the server room where a switch would be installed which would not be "activated" until other, future agreements are in place. The other agreement allows CONXX to install the line at the Crossroads Center. If Allegany County signs the access agreements to grant crews access to County property, which is all they are requesting, there will be no charge for what the company is proposing to do. The company's personnel are working in the area at this time and they can have the fiber optics hard-wired into Room 156 of the Court House addition. When we (Allegany County) sign this agreement, we give them the right to come to

County property and connect to our facilities. This, said Legislator Pullen, would typically be expensive, so being able to get this service for free is a good thing. County Attorney Tom Miner had reviewed the contracts, and noted that because these are “form” agreements, some specifics would need to be added before they are signed. Mr. Miner also reviewed a master service agreement which he recommended not signing at this time because it anticipates actual service coming to Allegany County. We would need to work with CONXX to decide how to proceed before considering signing that document. However, Mr. Miner saw no problem in moving forward with these agreements as long as the proposed service is free. Discussion followed questioning why such a service would be provided for free. The response indicated that CONXX anticipates that this will be a mutually beneficial arrangement in the future and is willing to invest some effort at this time. It was stated that signing these agreements in no way obligates the County in any other way at any future time. The request authorizing Chairman Crandall to sign the agreement following further review and approval of the contracts by County Attorney Tom Miner was approved on a motion by Legislator Graves, seconded by Legislator Healy, and carried.

Connect NY Broadband Program

Legislator Pullen went on to say that since the last Committee meeting, he had become aware of the Connect NY Broadband Grant Program which offers funding up to \$25 million for broadband infrastructure. Applications are being accepted through October 5. The Connect NY Broadband Program is administered by the NYS Empire State Development Broadband Program Office (NYS ESD BPO), and includes funding for last-mile solutions to expand broadband connectivity in unserved and underserved areas of New York State. The Program will fund projects which will acquire and install broadband equipment to expand last-mile services to unserved and underserved areas using existing networks, as well as deploying new infrastructure where applicable. Projects must be ready to begin immediately and be fully funded with a combination of requested and matching funds of 20 percent of the requested grant amount. Legislator Pullen indicated that Allegany County would apply for a \$1 million grant which would obligate it to provide 20 percent (\$200,000) of “upfront” money. It was noted that four or five years ago, it was incomprehensible to consider spending upwards of what could easily have been an \$8 million price tag (at that time) for a fiber optic system in the County. In the meantime, said Chairman Crandall, Allegany County has done a great deal of groundwork in order to avail itself of the possibilities this grant could provide, including services to schools, hospitals, and 911 towers, to name just a few, in order to allow such entities to conduct their critical missions. Chairman Crandall also noted that Allegany County is in a good position to meet the criteria of this grant and that the quarterly reimbursement plan doesn’t put the County into a cash flow predicament. He added that he thinks it’s a good thing to pursue. The request for a resolution to move forward with this grant application and a referral to the Ways & Means Committee for a funding commitment was approved on a motion by Legislator Sinclair, seconded by Legislator Fanton, and carried. **Refer to Ways & Means**

Good of the Order

NYSERDA Incentive Check

County Attorney John Margeson reported that the County had received an incentive check in the amount of \$47,400 from NYSERDA (New York State Energy Research and Development Authority) as a result of the energy-efficient HVAC system designed by LaBella Construction in conjunction with NYSERDA during the design and construction of the Courthouse addition.

First Baptist Church of Belmont

Additionally, Mr. Margeson reported that the congregation of the First Baptist Church is definitely and absolutely not interested in selling its property to the County.

Solar Collectors

Legislator Pullen also indicated that perhaps the County should take advantage of the “acreage” of flat roofs on the County Buildings to install solar collectors. He asked the group if it would be interested in pursuing this issue as solar collector programs typically come with grant assistance and a fairly rapid payback. Legislator Fanton indicated that he would be visiting the Wellsville Campus of Alfred State the following day and he would investigate the possibility of a representative from the College giving a presentation on solar collectors at a future meeting.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:22 p.m. following a motion by Legislator Graves, seconded by Legislator Fanton, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**FACILITIES & COMMUNICATIONS COMMITTEE
OCTOBER 3, 2012**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, M. Healy, G. Benson, K. Graves, F. Sinclair, C. Crandall (*Absent: D. Fanton, A. McGraw*)

Others Present: D. Burdick, D. Button, A. Finnemore, D. Hanchett, T. Hopkins, J. Margeson, T. Miner, B. Riehle, D. Roeske, D. Scholes, R. Swarthout

Media Present: B. Clark, *Olean Times Herald*

Call to Order: The meeting was called to order at 3:00 p.m. by Committee Chairman David Pullen.

Approval of Minutes: A motion was made by Legislator Graves, seconded by Legislator Sinclair, and carried to approve the minutes from September 5, 2012.

FACILITIES-RELATED MATTERS:
UPDATES ON RENOVATION PROJECTS

Public Works Deputy Superintendent II Dean Scholes reported on current renovation projects, including: Board of Elections storage garage (ready November 1); Maintenance Building (coming along well); Board Chambers (ready by October 22); and repair and renovation on the public elevator in the County Office Building (Friday, October 5, through Monday, October 8).

Discussion was held on the importance of having an alternate plan in place for handicapped access when an elevator in either of the buildings is down. This may involve having someone available to direct people and negotiating with Court personnel regarding unlocking doors between the two sides on the second floor. It was noted that when the County Office Building elevator is out, access would be through the front of the Courthouse to the Courthouse elevator. Mr. Scholes pointed out that the scheduled work on the main elevator will take place Friday through Monday, which is a holiday, to minimize inconvenience.

Regarding renovations to the former Jail elevator to provide access to all floors of the County Office Building, Mr. Scholes reported that he and Maintenance Supervisor Steve Brown have invited Otis Elevator to come down to discuss the scope of work. The plans are nearly done, and the work will probably be started sometime during the winter.

The Maintenance Building is nearing completion and will be close to the projected \$450,000. There have been questions about the remaining Courthouse Renovation Project bond money and correcting a few loose ends for Court personnel and possibly County departments located in the addition. Mr. Scholes was asked to look into a running list of issues prior to making any determination that no more of the bond money will need to be spent.

Public Works Superintendent David Roeske announced that this would be his last meeting, due to his retirement effective October 31. The Committee thanked Mr. Roeske for his dedicated service to the County and for all of the work his department has accomplished on the renovation projects with outstanding results.

COMMUNICATION-RELATED MATTERS:

NY BROADBAND GRANT

The NY Broadband Grant application status was reviewed. Application submission was authorized at the September 24 Board meeting (Resolution No. 131-12), and Economic Development/Industrial Development Agency Director John Foels and staff are currently running through the last draft. The grant application will be uploaded to the State system tomorrow (the deadline is October 5). Legislator Frederick Sinclair reported that CONXX is preparing a description of a potential system to facilitate the goal of the grant, which is to gain access to the ION fiber optic cable to get it ready for vendors and last mile providers (copy of CONXX report attached to original minutes). This documentation will be used in support of the grant, and by working through this, CONXX has gained a better understanding of the County's needs. CONXX has included cost estimates within the \$1 million range. Mr. Sinclair pointed out that there are other components, and these grant funds can be used as a match to apply for other grants to be used for gap funding.

Committee Chairman David Pullen pointed out that the report CONXX prepared for the grant is not the report that we commissioned them to provide relative to the County's 911 System and Point of Presence (Resolution No. 120-12). This report will be included in the grant application, and it sets out a possible approach for what we will be getting and how the funds will be expended. It illustrates that we have a plan. There may be other things to add, but this addresses redundancy for the 911 system and alternatives for unserved and underserved areas. It includes their scope of work and some of the ways to go for last mile access. These are all matters to be addressed and decisions to be made, but for the grant, they wanted projects that were ready to go. Because we authorized a study and have a plan in place, we have an advantage. At the next Board meeting, a SEQR review and lead agency designation for the project will be considered.

Legislator Sinclair noted that CONXX has been very proactive in encouraging ION to install spurs. There will be a direct connection of Court Street to the Courthouse, and a couple of other connecting points have been suggested. In talking about 911 System redundancy, we're not looking at anything that will affect the functioning of the 911 System. This will have the potential to enhance the redundancy of the 911 System, but it won't interfere. It doesn't depend on 911 to be functional. The public safety component will always have first priority.

911 SYSTEM

Head Emergency Services Dispatcher Randy Swarthout noted that the 911 System is operating smoothly, but there are still issues with coverage areas. The Broadband Grant and CONXX proposal will enhance the system and address concerns about weak signal strength and the Alfred and Whitesville areas with their historic problems with signal. There has been good cooperation with Fire Service with maps for poor reception areas to take to their vendor and CONXX to find the most economical method to reach these areas, rather than erecting another tower.

Adjournment: There being no further business to come before the committee, the meeting was adjourned at 3:35 p.m. following a motion made by Legislator Graves, seconded by Legislator Benson, and carried.

Respectfully submitted,
Adele Finnemore, Deputy Clerk of the Board

**FACILITIES & COMMUNICATIONS COMMITTEE
NOVEMBER 7, 2012**

****NOT APPROVED ****

Committee Members Present: D. Pullen, M. Healy, G. Benson, D. Fanton, K. Graves, A. McGraw, F. Sinclair, C. Crandall

Others Present: M. Alger, D. Button, A. Finnemore, D. Hanchett, T. Hopkins, G. James, J. Luckey, J. Margeson, T. Miner, B. Riehle, D. Scholes, R. Whitney; **Guest:** J. Stevens

Call to Order: The meeting was called to order at 3:07 p.m. by Committee Chairman David Pullen.

Approval of Minutes: A motion was made by Legislator Graves, seconded by Legislator Sinclair, and carried to approve the minutes from October 3, 2012.

FACILITIES-RELATED MATTERS:
Energy/Solar Panels Presentation

Jeffrey Stevens, Alfred State College Assistant Professor for the Photovoltaic and Wind Turbine Programs, presented information on solar energy and opportunities that might exist for the County complex. Handouts included a PowerPoint print-out entitled, "Designing for Efficiency, Practical Recommendations for the Student, Homeowner, and Contractor," a sample site report prepared by the students, and information on commercial and industrial rebate programs and incentives. Mr. Stevens noted that one of the first things a contractor should do is a site assessment and analysis of present energy consumption and energy costs which will determine the rate of payback. Regarding solar panels, we have about four good energy-producing sun hours per day here, but site orientation and shading have to be considered. Most of the information is the same for solar and wind, but our site is not conducive to wind. Mr. Stevens pointed out several energy incentives and eligibility requirements. There is money available, and we would need to work with a NYSERDA representative to determine that. Rebates could offset as much as 30 percent of the cost of a system.

When asked how much the college could do to help calculate potential savings, Mr. Stevens pointed out that the students do all of the layout and the work. He would need to look deeper to determine the size of the project. We couldn't offset our demand 100 percent, due to space availability, but we can offset it. The panels have a 25-30 year warranty. Life span is estimated at one-half percent loss of rating per year of life (in 100 years, they'd be producing at a 50 percent rate). Some computerized equipment would need to be upgraded periodically.

The County's next step would be to have someone do an energy assessment with recommendations, which could run about \$1,500 for a commercial site through a private contractor. We should also look at reducing energy load, so we wouldn't just be offsetting the cost of wasted energy. Lighting and heating are usually the largest loads. There are other incentives to consider for whatever areas are found to be our largest loads, to get the most for our investment. Legislator Fanton asked what the college would charge for the analysis, and Mr. Stevens stated that the college doesn't charge for work done by the students. He would have to do a walk-through to determine if the job is too large. He would be willing to look at it and take it back for approval. He pointed out that his goal here was not to drum up work, but to let us know what to look for. Regarding contractors, he recommended having one contractor do

the assessment/recommendation and another do the installation. Mr. Stevens briefly mentioned geo-thermal. Some things for the County to consider: 1) get control of energy usage, i.e. update, insulate, so when we do put in a system, there would be a 3-to-1 return; 2) solar hot water, one of the lower-cost things that can be done; 3) heating and cooling costs; 4) solar thermal.

Updates on Renovation Projects

Public Works Deputy Superintendent Dean Scholes reported that the garage for Board of Elections equipment storage is finished. The Maintenance Building is nearly ready, with some work remaining in the office area. It should be done within three to six weeks. The Courts have some concerns including key pad swipes, mechanical locks, quality of the water in the old Courthouse, and bathroom updates. Most things can be done in-house, but they will have to look into some issues further. Mr. Scholes reported that Maintenance Supervisor Steve Brown compiled a list of equipment he feels would be needed to properly maintain the new facility including floor scrubbers and burnishers, carpet extractor and cleaner, floor drying fans, emergency egress wall holders, directional signs, etc. The entire list totals about \$48,000. Prioritizing the list was discussed, and Mr. Pullen questioned if major equipment needed to maintain the facility could be purchased with money from the capital project bonding. County Administrator John Margeson will consult with bond counsel.

Mr. Pullen reported on an issue brought up by the Judges regarding storage of inactive files, and he questioned if we could use bond money to put up another storage building for exclusive use by the Court System. We would need the opinion of bond counsel, because it wouldn't be on this footprint. The building we just put up near the Landfill is not a long-term answer. There are record storage grants available to pursue. This is an issue that will need to be looked at.

COMMUNICATION-RELATED MATTERS: **Update on Broadband Grant Application**

Legislator Sinclair reported that no word has been received on grant awards, and he is in hopes that the money committed to these grants has remained intact. We should be notified soon. We are one of only two grants from the Western Region, and our package was well put together. It was valuable to have Conxx develop the proposal that was included. Conxx is presently working on the report they were contracted to prepare. The work they did on the grant proposal set them back a little, but their report should be completed by the end of the month.

Adjournment: The meeting was adjourned at 3:50 p.m. following a motion made by Legislator Graves, seconded by Legislator Fanton, and carried.

Respectfully submitted,
Adele Finnemore, Deputy Clerk of the Board

**FACILITIES & COMMUNICATIONS COMMITTEE
DECEMBER 5, 2012**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, M. Healy, D. Fanton, K. Graves, A. McGraw, F. Sinclair, C. Crandall (Absent: G. Benson)

Others Present: M. Alger, D. Burdick, D. Button, T. Hopkins, G. James, J. Luckey, T. Miner, Y. Rechichi, B. Riehle, T. Ross, C. Santora, D. Scholes, R. Starks, R. Swarthout, J. Tomasi

Media Present: B. Clark, *Olean Times Herald*; B. Quinn, *Wellsville Daily Reporter*

Call to Order: The meeting was called to order at 3:00 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Graves, seconded by Legislator Sinclair, and carried to approve the Facilities and Communications Committee minutes of November 7, 2012.

Facilities-Related Matters

Referral from Human Services to Study Operational and Workflow Efficiencies, Staffing Needs, and Physical Accommodations for the Department of Social Services

Deputy County Administrator Mitchell Alger distributed a copy of the Request for Proposals (RFP), indicating that the reason the topic came before this Committee was that several folks felt that there would be no point in discussing efficiencies until the space availability issue was resolved. It was noted that the Office of Temporary and Disability Assistance (OTDA) is also performing a similar analysis which began in November. However, there are some divisions OTDA will not address. Mr. Alger wanted the Committee's opinion whether it might be best to wait for the OTDA study results before going forward with the RFP. When queried, Mr. Alger said this issue was not at a critical juncture, and could, in response to Legislator Pullen's question, wait until the January 2013 meeting for action. Deputy Commissioner of Social Services Julie Tomasi addressed the group, indicating that she was unsure if the OTDA report would be completed by January. Discussion ensued regarding the Department's possible space needs and the possible spaces available to them in the building. Legislator Pullen asked Ms. Tomasi to have her Office review the architectural plans located in the Clerk's Office and report back to the Committee in January, based on the OTDA report as well as review of the plans.

New Records Storage Building Project Issues

County Treasurer Terri Ross and Mr. Alger addressed the group regarding the issues that have arisen regarding additional need for record storage space. Legislator Pullen noted that regulations require that some records be kept for very long periods of time, and some records must be kept forever. The newly completed building near the landfill has already been characterized as not having enough storage space for the needs of the various County departments. Mr. Pullen noted that County Administrator John Margeson had investigated the possibility of using some of the bond funding to build another storage facility. The Bond Council indicated to Mr. Margeson that additional storage facilities would be an appropriate use of those funds. Ms. Ross noted that there is a balance of \$562,000 in the bond proceeds. So there is some surplus following the completion of the addition and renovation projects. It was noted that the recently completed Storage Building cost approximately \$110,000 (exclusive of shelving, fencing, and use of DPW labor/equipment used on the project). It was stated that County Clerk

Rob Christman has indicated he can fill the new facility with records he has waiting to be stored; then there would be no reserve left. However, the issue is not urgent, meaning necessary within a few weeks or months, but it will be an ongoing issue considering regulations regarding record-keeping. Chairman Crandall offered his opinion that this would be a sensible way to use the bond funds. Legislator Pullen asked Superintendent of Public Works Guy James to return next month with a recommendation of whether the County should go out to bid or whether DPW could build a new facility. Mr. James immediately indicated that it should be contracted out, but Legislator Pullen requested that he spend some time considering the proposal. Legislator Healy indicated we should identify our storage needs for now and into the future. Legislator Pullen asked Mr. Alger to talk to County Historian/Records Management Officer Craig Braack and Mr. Christman to do an evaluation of what the County's storage needs are annually. He also indicated that grants may be available for shelving and fencing/security.

Status of Proposed Building Renovation Projects

Public Works Superintendent James addressed the group, beginning with his concerns regarding a planned Probation Department renovation project. If asbestos abatement needs to be considered, Mr. James had received an estimate of \$110,000. To the best of his knowledge, there is no budget for this—so his concern was where the funding for this project will originate. He noted that it is not in the DPW budget. That's not the only cost, he added. There needs to be funding of \$1,200 for an initial survey, \$600 per day for an on-site project monitor (which may take several weeks), and office relocations while the work is in progress. The proposed changes would resolve noise/sound and privacy issues that are now troublesome to the Department. Director of Probation Bob Starks noted that, although, fortunately, no incidents of this nature had yet occurred, the thick glass panels in the doors could be dangerous should a client (or staff member) become upset enough to put a fist through one of them. Discussion ensued regarding whether partitions could be added without drilling into walls, ceiling, or floor which might disturb the asbestos. At the time, it seemed as if there was no viable solution to the problem. The scope of the project would not include space reallocations, just installation of solid walls and the installation of computer and communication cables. IT Director Deb Button indicated that the current cabling was 12-15 years old and needed replacing, new walls or not. However, the current walls and ceilings do not allow for easy cable installation.

Another of Mr. James' concerns was the project to retrofit the existing elevator so it will be able to access all floors. Mr. James distributed a schematic illustrating the possible configuration of the elevator with the least negative impact on existing offices. He indicated that there had already been some funding allocated to Otis for the elevator, so perhaps this could be an amendment. Mr. James noted that he had talked with County Administrator John Margeson who recommended that he get a price for the work and decided to talk to LaBella as that company is already familiar with the facility. Mr. James asked LaBella for a "not-to-exceed" cost quote for designing the new configuration which would include designing the offices that would be impacted by this project, and received a quote of \$35,000, although Mr. James thinks that perhaps that could be whittled down some.

Chairman Crandall was of the opinion that if we didn't forge ahead with the elevator, then the top floor was nothing more than attic space and would not be useful. Legislator Pullen asked the Committee if it were comfortable to have Messrs. James and Margeson negotiate with LaBella. He also asked the group if it were comfortable with the idea that we do need a considerable number of changes and therefore should have an engineer/architect draw the schematic for what we plan to do so that the elevator/building becomes ADA-compliant as well as fire-safety-compliant. Mr. James was given the charge of negotiating with LaBella to see if the original \$35,000 figure could be pared down. Another question that arose during the

discussion was whether we authorized Otis to do the work and made a 50 percent payment on the original agreement. It was noted there will be additional changes accompanied by additional charges because of the rest of the work that will need to be done. The question of where the funding would come from remained. It was noted that the courthouse project bond funds could not be used in this instance. Mr. James reiterated that it is not budgeted for in DPW budget. Mr. James was directed to go ahead with the configuration that used a two-door elevator car because it was seen as an approach that made more sense and would have less negative impact on existing facilities than turning the door 90 degrees. Legislator Sinclair asked County Treasurer Ross if the Contingency Budget for 2012 was still "live" or if it had been closed out for the year. (It is still "live.") It was proposed that the DPW budget would incur the cost for the elevator engineering study if it did not exceed the budgeted amount. The construction and materials costs were a concern to Mr. James. It was determined that if a rough estimate of construction costs could be calculated between this time and Monday (December 12, 2012) then we ought to start moving the project along, and consider using contingency funding for the construction costs. A motion to encumber money from contingency funds for the engineering and for the estimate for construction for the elevator and related facilities was made by Legislator Fanton, seconded by Legislator Sinclair, and carried. **Refer to Ways & Means**

Communications-Related Matters

Noting that the meeting was running overtime, Legislator Pullen asked Head Emergency Services Dispatcher Randy Swarthout if he had anything to report, to which Mr. Swarthout responded that all was well. Mr. Pullen noted that a communications report had been circulated in draft form and requested that those who had received it please send their comments to County Administrator Margeson.

Legislator Pullen asked Legislator Sinclair if he'd had any word regarding the Connect NY grant application. Mr. Sinclair reported that they had asked Senator Young's office to track the grant, and they had called the head of the Western Region Empire Development Office. It was determined that the funds are still there, but the issuance of the funding has been delayed. He did say that they are hopeful there will still be an award made, but that he has no sense of how the award would be determined or the scope of the competition, though Mr. Sinclair noted there had been 50 applications state-wide.

New Business

Legislator Pullen reported that on Friday (December 7) the Department of Public Works would be replacing the chandelier in the stairwell in the Courthouse, so that area will be closed off to allow for that work to be completed. He indicated that following the installation of the new chandelier, visitors would see a more attractive chandelier that will give more light.

Mr. Pullen asked about the status of the work in the former District Attorney's Office, and was told by Mr. James that no work would begin there until after the first of the year.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:18 p.m. following a motion by Legislator Sinclair, seconded by Legislator Graves, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators