

Minutes

Special Meeting of the Village Board of Trustees  
DPW Highway Garage  
Wednesday, August 31, 2016

Present: Mayor Dunham

Trustees: Richard Phillips  
Dale Leiser  
Robert Puckett  
Robert Baumeister

Also attending: Brian Murphy

Payment Application of One Way Construction

A motion made by Trustee Phillips authorizing the first pay application to One Way Construction in the amount of \$59,473.63; seconded by Trustee Robert Baumeister. All voted "aye".

Proposed Change Order of One Way Construction

Trustee Phillips would like to discuss the change orders that were approved to date before moving forward.

The village accepted the bid price of \$357,451.00 from One Way Construction. Changes to date per the updated Value Engineering report dated July 11, 2016 are: added cost of \$8,271 and net deduction of \$6,712. The common wall between the maintenance and storage area was voted to be placed back at this time.

At the August 16 Village board meeting Change Order No. 1 with a total decrease of \$12,376.00 to the contract was approved. (Square off building, 16' eave height, lower administration ceiling, etc., remove concrete testing, remove insulation, remove pipe bollard, switch to radiant heating, remove buried LP tank)

Also at the 8/16 meeting the village board voted to appoint Dale Leiser as Project Manager to approve minor change orders if need be. Change order No. 2 was approved with an increase of \$2,046.00 to the contract and to remove the wall between the maintenance and storage area again. (increase three overhead door to 12'x12', increase 1 overhead door o 14'x14', remove wall at storage area)

Trustee Phillips questioned if all change orders are required to be by village board approval. He stated he read on the Office of the State Comptrollers web site all change orders are required to be done by board approval.

Mayor Dunham noted it is not feasible to keep a project going to have all minor changes approved by the board at a meeting. He feels minor changes can be done by the project manager and reported to the village board. Mayor Dunham called New York Conference of Mayors and spoke with Wade Beltramo, General Counsel on the issue. Wade responded he didn't feel it was good government for the Village Board to have to meet for all change orders. Change orders could be defined in the village's procurement policy possibly by the scope of the change order and or less than a certain percent of the contract. He later forwarded documentation to the village on change orders that stated the village board approves change orders and guidance on how to handle field changes. Wade noted any changes to the village's procurement policy should be reviewed by the village attorney.

The village received an email dated today 8/31/16 from Ray requesting the following changes:  
(1) Frame an A/C opening \$437.00 (2) Add a ledger board for future shed off of the back of the building \$575.00 (3) add 4 windows for \$4,255.00.

Due to the requested change order the village board wanted to meet and discuss before any approvals were made. If the village was to vote yes on the windows this would have the village enter in the contingency.

Trustee Phillips feels the garage is gaining an approximate 700 ft and the DPW are already requesting a possible lean too. He feels the garage we had was sufficient for the village and does not understand why the DPW are requesting additional items already. He feels the price quoted to add the ledger board is expensive. He would like the village to review the placement of the back door as he feels this is a security issue. He does not feel the windows are needed and again feels this will allow more heat loss.

Trustee Leiser feels adding the ledger board during the construction time is appropriate and feels when all equipment is replaced the space is needed. Previously, he had budgeted for a shed for additional space before the fire so it was needed. The windows will allow for ventilation of the building. He feels heating with propane is better efficiency and does not feel heat will be an issue.

Village Board voted for each item:

- (1) Framing for an A/C unit- All members voted “aye”
- (2) Addition of a ledger board- Trustee Phillips voted “nay” Mayor Dunham, Trustee Leiser, Trustee Puckett, and Trustee Baumeister voted “aye”
- (3) 4 Windows: Trustee Leiser voted “aye” on the glider window and “nay” on the other three; Mayor Dunham, Trustee Phillips, Trustee Puckett and Trustee Baumeister voted “nay” on all four windows

#### DPW time spent on the Highway Garage

Trustee Phillips was not aware the DPW was working on the garage. He previously approved one week of work to install the insulation. He also noted Dave had 2 hours of overtime. Trustee Phillips feels the village board should have been made aware the village DPW was working on the Highway garage.

He noted the DPW daily work logs noted they had worked on the ballards and was paid at prevailing wage. The ballards were removed from the contract with One Way Construction and should not have been paid at prevailing wage. Although the cost and time of the ballards should still count in the total cost of the project. He wants to make sure the board is on top of the project and the Highway garage will be built within the insurance money allowed. Rich believes the DPW regularly hours and the wages for prevailing wage rate needs to be included in the total project costs. The village will need to spend the \$357,451 in order to receive all of the insurance money. The insurance company will hold the depreciation vale of \$71,491.00 until everything is built.

Mayor Dunham stated the DPW worked one day on the ballards and when installing they messed up the subbase to the apron of the garage and needed to correct for another half day of work.

Trustee Leiser and Mayor Dunham did not know the work needed for the insulation was going to have to start. In order for the insulation to be installed gerts needed to be installed before One Way Construction could continue. Trustee Puckett clarified it was work needed to be done that

the board did not understand or know about when the board approved to have the village DPW install the insulation for a savings to the village. The insurance company has agreed to pay for the insulation in addition to the replacement of the garage.

Trustee Phillips requested Dave receive approval from form Mayor Dunham and or Trustee Leiser before he does any work on the Highway garage.

Glenn noted he feels the size of the ballards are wrong. He believes by removing the maintenance wall will require a bigger heating system. He stated the garage will need to be kept at 68 degrees to meet code requirements for working conditions. He noted that he discussed this with Ray Jurkowski. He will not issue a CO for the building if Ray does not show him the heating system is adequate.

Trustee Leiser will inform Ray of Glenn's concerns to make sure the heating system is adequate.

Trustee Phillips inquired if the village was aware if there will be any future change orders. Dale noted the storage area above the office will need a railing very minor no change order needed.

Trustee Puckett is waiting for a proposal from Simplex Grinnel for an alarm system on the DPW Garage.

#### Type II SEQR for Chip Sealing of Village Roads

A motion made by Mayor Dunham to declare a Type II determination for the chip sealing of Albany Ave, Gaffney Lane, James Lane and Van Buren Drive; seconded by Trustee Phillips. All voted "aye".

#### Application for Use

Mayor Dunham made a motion to approve the request of Working Pictures, Inc to close Rothermel Ave to traffic excluding local traffic from on Sept. 1, 2016 from 2pm-10pm for a TV shoot with the NYS Department of Health. They have requested the use of the playground pavilion and use of the village's barricades; the motion was seconded by Trustee Baumeister. The \$50.00 non-resident fee will be charged. All voted "aye"

#### Insurance Meeting

Trustee Phillips met with Gary Van Allen to review the village's insurance policy. Gary noted he is seeing clients add a cyber-security policy. Trustee Phillips requested a quote for the policy and would like to discuss at the village's 9/21 board meeting.

A motion by Trustee Baumeister to adjourn at 7:51 pm; seconded by Trustee Leiser. All voted "aye".

Respectfully submitted,

Nicole H. Heeder  
Village Clerk

