

**FACILITIES & COMMUNICATIONS COMMITTEE
JANUARY 7, 2015**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, A. McGraw, N. Ungermann, C. Crandall (Absent: D. Root)

Others Present: M. Alger, L. Ballengee, S. Burt, D. Button, P. Curran, D. Decker, K. Dirlam, M. Evans, S. Grusendorf, D. Hanchett, D. Healy, R. Hollis, T. Hopkins, G. James, K. LaForge, T. Miner, B. Riehle, T. Ross, C. Santora, D. Scholes, R. Swarhout

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

Call to Order: The meeting was called to order at 2:00 p.m. by Facilities and Communications Committee Chairman David Pullen.

Amendment & Approval of Minutes

It has been noted that in the section below, "Tesla" should be Testa (Construction)

Elevator Project

Legislator Pullen provided an update on the elevator project indicating that Otis representatives were on site Monday. The elevator cab is on site and is being assembled in coordination with **Tesla**. Testa. It is anticipated that the project will be complete by the end of the year.

A motion was made by Legislator Graves, seconded by Legislator Fanton, and carried to approve the Facilities and Communications Committee minutes of December 3, 2014, as amended.

Facilities-Related Matters

Contract with Dormitory Authority State of New York (DASNY)

County Administrator Mitch Alger requested a resolution to authorize the Chairman of the Board to enter into a contract with the Dormitory Authority of the State of New York (DASNY) in order to receive a State and Municipal Facilities Program "SAM" grant funding award of \$250,000 to renovate the former jail to create office space. The \$250,000 should be placed in appropriations account H5633.200 (Capital Projects-County Building-Jail Floor Renovation) with a like sum placed in revenue account H5633.3097.SAM (St Aid Capital-SAM Grant). It was noted that the funding is earmarked for capital improvements and cannot be used for engineering studies. Legislator Ungermann suggested that first things that should be done would be to put a roof over the "courtyard" and eliminate the top layer of concrete that held the jail bars in order to discern a truer estimate of available space. He also wondered where the most need is. Mr. Alger responded that the top three space needs are in DSS, E-911, and the Public Defender's Office (not in any particular order). It was also noted that LaBella is currently doing an analysis of space needs and will be meeting with Department Heads to determine the most critical needs. There was also a brief discussion of record storage needs. The request to accept the funding and to authorize the Chairman of the Board to enter into an agreement with DASNY was approved on a motion by Legislator Graves, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Updates on Renovation Projects

Deputy Superintendent of Public Works Dean Scholes brought Committee members up to speed on current projects:

The elevator project: Otis is on-site, he said, and there is progress being made. Testa Construction should be back on-site next week to complete its portion of the project. Mr. Scholes is hopeful that he can report that the project is complete by the next Facilities meeting.

As regards the Building Security Sub-Committee, Mr. Scholes said that a new representative from Simplex had performed a walk-through and will return shortly with recommendations regarding cameras, swipe cards, etc. It was determined to have them attend the February Facilities meeting.

Finally, Mr. Scholes noted that he was in communication with CLLN Drilling in regards to the replacement of communication lines between the County Office Building and Employment and Training.

Communications-Related Matters

Legislator Pullen noted that work is progressing with CONXX and that equipment and materials had been ordered. He added that representatives from CONXX would attend a Facilities & Communications Committee meeting in the near future to update the Committee on the project's status.

Mr. Pullen then called on County Planner Kier Dirlam to tell the Committee about a copy of a letter that had been forwarded to him by Wellsville Town Clerk Sylvia LaChance. Mr. Dirlam said that "We have been made aware of a program being authorized to provide broadband service in Allegany, Broome, Tioga, and Tompkins Counties. The grant is for up to \$5,000,000 to be used for a portion of the cost to extend dark fiber backbone to expand broadband access and capacity. For Allegany County it appears that this will include extensions to Almond, Alfred, Wellsville, and Belmont areas. This will provide an additional line of fiber optic service that businesses and residents may be able to take advantage of. While this is not a County project per se it may tie in nicely with the broadband project that Allegany County is actively working on and may be useful in bringing even better service to some parts of the County."

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 3:45 p.m. following a motion by Legislator Graves, seconded by Legislator Ungermann, and carried.

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

**FACILITIES & COMMUNICATIONS COMMITTEE
FEBRUARY 5, 2015**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, C. Crandall
(Absent: A. McGraw, D. Root, N. Ungermann)

Others Present: M. Alger, L. Ballengee, A. Bigelow, S. Burt, D. Button, D. Decker, K. Dirlam, M. Evans, S. Grusendorf, D. Hanchett, D. Healy, R. Hollis, T. Hopkins, G. James, K. LaForge, T. Miner, B. Riehle, T. Ross, C. Santora, D. Scholes, R. Swarhout
Guests from Simplex: J Rizzo and R. Myers

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

Call to Order: The meeting was called to order at 2:30 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Jessup, seconded by Legislator Graves to approve minutes of January 7, 2015.

Facilities-Related Matters

Elevator Update

Deputy Superintendent of Public Works Dean Scholes said the elevator project is about 99 percent completed. He indicated only cosmetic work was still needed. The following day, he said, there would be a final inspection and that by the end of next week, everything should be up and ready to go. Mr. Scholes wanted to go on record to thank Steve Brown and his crew for going above and beyond to get the elevator project to this point.

Building Security

Simplex Representatives Jeff Rizzo and Ray Myers addressed the Committee, reporting on what activities had been conducted regarding the proposed installation of additional cameras and swipe card readers in the County Office Building. The first issue, they said, was that after doing several walk-throughs of the premises and talking with pertinent individuals, the bids they generated were done two ways: the first would have Allegany County personnel install the cable infrastructure, while the second would have Simplex do the entire system. The only difference in the two bids, they said, would be the cost of the labor if Simplex laid the infrastructure as well. The scope of work for the project included 26 high definition 2 mega-pixel cameras and one high definition 5 megapixel camera outdoors, and one high definition PTZ (pan, tilt, and zoom) outdoor camera. There was discussion regarding the cameras' capabilities, where they would be placed, and which doors would be swipe card entrances. Additionally, the necessary new workstations were discussed. When asked, DPW indicated that it would be more helpful to their area if the County had Simplex do the entire project, including the cabling infrastructure. Legislator Graves indicated he would like the County to find the resources to do this project. Legislator Fanton suggested that we spend the next two months seeking any possible grant funding for such a project and revisit this issue at the April Facilities meeting. Additionally, it was noted that since the County is in the midst of a space needs study it would be foolish to go ahead with the security project until it is known what areas will be housed on the top floor of the building as that may alter the current configurations.

Communications-Related Matters

E-911 Project Update

Lt. Dan Hanchett noted that the project is moving forward at the site locations. Engineers are *en route* from tower manufacturer to make sure that the weight loads are okay. So far, he said, all is good. Just one site left to inspect, but the weather has been an impediment. Additionally, he introduced Shawn Grusendorf who will be assuming Lt. Hanchett's duties after his retirement.

Broadband Project

County Planner Kier Dirlam distributed an informal Broadband Project update from Bill Risse of CONXX.

- “CONXX provided information to grant manager (KHEOPS) for the Broadband Quarterly Report and was told that it was sufficient.
- “CONXX has been engaged during December to the present with the 911 Team on planning and engineering for the purchase and/or construction of additional towers needed to complete the microwave ring. Persistent tough weather has made it hard to climb towers and confirm some lines of sight, and Trent Tanner is on standby looking for clear days that are not frigid (when it is really cold, there are ice crystals in the air that prevent long-distance visibility between towers.
- “911 has also brought in their preferred tower builders to inspect towers that might be available for the County to acquire—to assess current physical condition and determine if strengthening is needed.
- “Long-term equipment has been ordered, and we are currently trying to improve on a delivery schedule for the MPLS switches that has been forecast for May
- “We have worked with 911 to come up with some options for storage and staging, and will make site visits this month and settle on a location.
- “We had a short conference call with the County's architect with regard to space needs for equipment at the prison.
- “We have made repeated calls to the NYS Broadband Office looking for details on their two new broadband funding programs with no success. We have also sent emails to both the state and the network operator regarding the fiber network that has been funded to include connections in Alfred, but no response to date.”

Legislator Healy inquired about potential last-mile providers. Legislator Pullen responded that there are three potential companies at this time who have exhibited an interest in becoming the last-mile provider when the time is appropriate.

Good of the Order

Legislator Burt inquired whether all the afternoon committee meetings could adjust their start times to 1:30, 2:30, and 3:30. He was advised that this topic is under discussion at this time.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 3:47 p.m. following a motion by Legislator Graves, seconded by Legislator Jessup, and carried.

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

**FACILITIES & COMMUNICATIONS COMMITTEE
MARCH 4, 2015**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, C. Jessup, K. Graves, A. McGraw, D. Root, C. Crandall (Absent: D. Fanton, N. Ungermann)

Others Present: M. Alger, L. Ballengee, H. Budinger, S. Burt, R. Christman, D. Decker, M. Evans, D. Hanchett, D. Healy, R. Hollis, K. LaForge, T. Miner, B. Riehle, C. Santora, D. Scholes, R. Swarthout, Guests D. Kartchner and B. Risse from CONXX

Media Present: No media present

Call to Order: The meeting was called to order at 2:30 p.m. by Facilities and Communications Committee Chairman David Pullen.

Amendment & Approval of Minutes:

Board of Elections Commissioner Rick Hollis requested that his question regarding whether there are any “provisions in the Simplex proposal for outlying offices such as the Board of Elections and others” and the response he received be included in the minutes. The answer given was that “I should already know the answer to that question.’ I would like the question and answer included in the minutes if possible.” To that end, the following amendment is proposed:

Under: Building Security

Simplex Representatives Jeff Rizzo and Ray Myers addressed the Committee...There was discussion regarding the cameras’ capabilities, where they would be placed, and which doors would be swipe card entrances.... ****Board of Elections Commissioner Rick Hollis inquired of the Committee whether there were any provisions in the Simplex proposal for out-lying offices such as the Board of Elections and others. He was told there were no provisions for other buildings at this time.*****

A motion was made by Legislator Graves, seconded by Legislator Root, and carried to approve the amendment to the Facilities and Communications Committee minutes of February 5, 2015. Subsequently, a motion was made by Legislator Graves, seconded by Legislator Root, and carried to approve the Facilities and Communications Committee minutes of February 5, 2015, as amended.

Facilities-Related Matters

Project Updates

Deputy Superintendent of Public Works Dean Scholes gave the Committee an update on local projects. Mr. Scholes noted that the new elevator is operational and the main doors have been re-opened for use. He indicated that Security continues to monitor traffic patterns in order to determine the permanent placement of furnishings. Overall, he said, DPW is pleased with the work that has been done. He added that he has heard no complaints. Mr. Scholes also said that he has been working with Deb Button to get the communications issues settled. This building (the County Office Building) will be connected to Employment & Training wirelessly. He is hoping this will be done in the next three to four weeks with plans to raze the old museum after that. As pertains to security issues, Mr. Scholes said there would be information available for the April meeting. Following Mr. Scholes’ update, County Clerk Rob Christman stepped up and indicated that his area has been on the list for some refurbishing—paint, carpets, furniture, etc. He wanted to let the Committee know that he’s been working with the County Administrator and is hoping for an April/May timeframe. Legislator Root then inquired where the facilities study

is at this time. County Administrator Mitch Alger indicated that it is still in process and that the three departments deemed to have the most dire need (DSS, Public Defender, Sheriff) had met with LaBella and now the ball is in LaBella's court to come up with recommendations on how to utilize the space we have to accommodate the top departments' needs. He added that he cannot predict how long it will be before a recommendation is submitted. Legislator Pullen asked Mr. Alger to check with LaBella to try to get things moving because the space needs continue to be an issue. Ms. Root also inquired about the scope of LaBella's space survey, wondering if they are looking only at the County Office Building or whether they are reviewing every County-owned property. Mr. Alger responded that at this time, the review was focusing only on the County Office Building. Legislator Healy asked whether there exists a comprehensive list of all properties owned or rented by the County. Mr. Alger responded by saying that he is not aware of such a list, but perhaps individual Department Heads would have a list of the buildings "attached" to their areas. Mr. Healy went on to say that the County should take a long-term approach to these space needs, including our rentals and their costs and what potential needs there might be. Doing so, he said, might help us formulate better decisions regarding space needs in the future. Legislator Pullen concurred, saying we should be looking at long-term projections on what we will need because some things we prepare for never happen, but other things we could have prepared for, we have not and then we're bothered when it lands us in a crisis mode. Legislator Pullen asked Mr. Alger if he could ask the Department Heads for lists of what they are currently renting. Mr. Alger noted that most of the rentals are grant-funded.

Communications-Related Matters

CONXX: Update on 911 and Broadband Projects

Before turning the floor over to the CONXX representatives, Legislator Pullen remarked that the previous week, he and others had been at Swain where David Salway, Director of the NYS Broadband Program Office, to discuss Broadband issues. Mr. Pullen noted that Allegany is the only county Mr. Salway has visited.

Bill Risse and Dave Kartchner then gave the Committee an update on the progress being made on the Broadband and 911 Projects. Mr. Kartchner said that some of the equipment has been ordered now that a secure warehouse has been found. The packing lists will be faxed to CONXX so they know what is arriving. Currently, he said, they are in the process of getting the actual network configurations designed and built which will take a couple of months to get it all done. They are also getting the management system built and prepared for installation. These are critical for the rest of the network. So, he continued, the equipment being ordered will be shipped up here, and in the later part of April, weather permitting, he hopes to send crews up here to get things up on the towers to start to build the network. Mr. Kartchner said he anticipates, based on past experience, that by late summer, most of the first phase will be finished. By fall, he said, we can start offering services to significant parts of the County.

Legislator Pullen then asked for information regarding the towers. Lt. Dan Hanchett brought the Committee up-to-date on the towers, saying the project is moving ahead, but the weather had caused some delays. He indicated that the County will purchase six WNED towers for \$1 each. He said that they are in conversation with local BOCES which have ceded their first rights to the towers; however, 911 has agreed to provide tower space (if it is doable) when/if BOCES requires it. Additionally, thus far, the engineering studies have indicated two additional towers, one on England Hill in the Town of Grove and one in Genesee. Lt. Hanchett said that towers are chosen by the following criteria:

it is in a location that would best suit 911's needs for land mobile coverage,

it is sustainable (won't cost a fortune for upkeep),
it is usable by the Broadband side.

He added that next month he hopes to submit an MOU to apply for an additional \$3.5 million as a continuation of the current \$5.9 million dollar grant. He told the Committee that the Question/Answer period had occurred between committee meetings, but he filed his questions so as not to lose an opportunity for additional funding. Legislator Healy inquired about the number of departments availing themselves of the County-funded radio program. Lt. Hanchett said he believed there are more than a dozen doing so. He added that the program is going very well.

Lt. Hanchett admitted that there are gaps in coverage. He said that is why they are looking at the four corners of the County. He mentioned, in particular, the "gully" between Wellsville and Hume. Lt. Hanchett said his hope is that the WNED tower will be helpful with that. There are some areas they know of, he said, and they are addressing all of those. He added that they continue to look for tower sites where there is poor coverage. The only way to find the best coverage, he added, is via propagation studies, a man on the tower, and drones.

A discussion regarding the space needed to install the new equipment followed. After much discussion where it was said that the lack of appropriate space could delay the project, it was revealed that Emergency Management and Fire Services has a space where they store equipment that would be sufficient for the new 911 equipment. The Committee directed the County Administrator to work with Emergency Management and Fire Services Director Jeff Luckey and Deputy Director Mike Barney to determine what equipment can be moved and to find temporary accommodation for it on a motion by Legislator Graves, seconded by Legislator McGraw, and carried. **Refer to County Administrator**

New Business

Discussion of Space Needs for the Board of Elections

Board of Elections Commissioner Rick Hollis told Committee members about his safety concerns at his building as well as at the polling machine storage site. In addition to noting that the office is somewhat isolated (that is, apart from other County offices), the outer door locks only from the outside. He added that he does not feel that it is a safe location to work when one is the only employee present. He also noted that the storage facility is inadequate due to lack of running water, lack of space when the machines need to be tested, and plain lack of storage space as he needs to order more sandwich signs and there is no room for them. The argument was made that because the County does not own this building, it should not be doing any renovations to it. However, in the short term the following actions would be welcome:

- doors lockable from the inside
- monitored alarm on both buildings
- emergency alarm buttons
- controlled building entrance (e.g., being buzzed in)

Subsequently, Legislator Pullen asked for a motion to direct the County Administrator to address the four immediate safety issues identified by the Board of Elections. To that end, a motion was made by Legislator Root, seconded by Legislator McGraw, and carried. **Refer to County Administrator**

Legislator Pullen added that he would meet with the County Administrator in order to pursue long-term solutions to the safety and space issues facing the Board of Elections. He noted that Legislator Healy had also brought forth additional questions and suggestions regarding long-term issues, including use of the Belmont School

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:00 p.m. following a motion by Legislator Graves, seconded by Legislator Root, and carried.

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

**FACILITIES & COMMUNICATIONS COMMITTEE
APRIL 1, 2015**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, D. Root, N. Ungermann, C. Crandall (Absent: A. McGraw)

Others Present: M. Alger, L. Ballengee, D. Button, H. Budinger, J. Budinger, S. Burt, K. Dirlam, M. Evans, V. Grant, D. Healy, R. Hollis, T. Hopkins, B. Kelley, C. Knapp, K. LaForge, J. Luckey, M. McCormick, T. Miner, B. Riehle, C. Santora, D. Scholes, R. Swarthout, R. Whitney, J. Wood
Guests: Jeff Rizzo & Ray Meyers, Simplex Grinnell; Mark Kukuvka, LaBella

Media Present: No media present

Call to Order: The meeting was called to order at 2:30 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Graves, seconded by Legislator Root, and carried to approve the Facilities and Communications Committee minutes of March 4, 2015.

Facilities-Related Matters

Project Update

Deputy Superintendent of Public Works Dean Scholes said he had little to report in this area. However, he said that he hoped the wireless connection between the County Office Building and the Employment & Training Center would be completed by the end of the week. Additionally, he said he hoped that the old Museum would be razed no later than April 18.

Simplex Grinnell (Security Cameras & Swipe Cards)

Jeff Rizzo and Ray Meyers, Simplex Grinnell Representatives presented the Committee with two proposals for the project they outlined at the February Facilities meeting. The bids, they said, were done two ways: the first would have Allegany County personnel install the cable infrastructure, while the second would have Simplex do the entire system. The only difference in the two bids, they said, would be the cost of the labor, approximately \$16,000, if Simplex laid the infrastructure as well. The scope of work for the project remains the same, and includes 26 high-definition 2 mega-pixel cameras and one high definition 5 megapixel camera outdoors, and one high-definition PTZ (pan, tilt, and zoom) outdoor camera. There was some discussion regarding the pros and cons of one bid over the other. It was noted that these installations would significantly upgrade the security apparatus which is now in place. Legislator Ungermann inquired whether the system could be used for payroll as a time and attendance tracker because the handwritten timesheets are antiquated, and unless it could be used in this way, he would not support the project. The Simplex reps indicated that there would need to be some major adjustments to the bid as it was presented, but that it could be done. It was also noted that it could be done at a later date when more funding is available. Chairman Crandall stated that he felt it is a waste of time to look at this project for serving a payroll function as it was not the original purpose. Additionally, the Committee would need some input from County Treasurer Terri Ross, who was not in attendance, to determine what would be necessary for her Office's function. Mr. Scholes added that not all DPW employees work on the County "campus" and,

therefore, would not be included in the time/attendance function of the equipment. The Committee approved the full turn-key installation proposal on a motion by Legislator Fanton, seconded by Legislator Graves, and carried. (Opposed: Legislator Ungermann) **Refer to Ways & Means**

Discussion of Space Needs Study

Mark Kukuvka from LaBella distributed documents outlining the results of the space needs study LaBella had undertaken at the County's request, focusing primarily on the Public Defender's Office, the Department of Social Services, and the Emergency Management and Fire Service Office. Among the study's findings: The Public Defender's Office has a need of 2,141 square feet; DSS has a need of 13,450 square feet; and OEM has a need of 780 square feet.

The report, in part, said:

In order to provide some budgetary information on a square-foot estimating level to the County, it was discussed to essentially provide three options for consideration.

Option 1

Based on the square foot needs of the different departments, provide an option that builds out the third floor. This assumes that a portion of the department of social services is relocated to the third floor which in turn provides additional space on the main floor, relocate the Public Defender's Office to the third floor along with the Emergency Management and Fire Service Office. The emergency operations center would stay at the Jail building. With this option, the exterior courtyard is not filled in and it can become an outdoor employee break area. New exterior commercial windows would be added, and the existing mechanical, electrical, and plumbing systems would all be modified for the new design layout.

Option 2

With this approach, as many of the existing walls as possible would be salvaged, the mechanical, electrical, and plumbing systems are modified as little as necessary to meet NYS building code, and corridor access is provided to the new elevator and both exit stairs. After the minimum code requirements are met, this option provides approximately 1,300 square feet of office space that could be constructed. For this scenario, new exterior windows would not be provided and the existing exterior jail windows would be used.

Option 3

this option provides for a "clean slate" on the third floor with new or reworked infrastructure for all mechanical, electrical, plumbing, and IT services for generic office space. This would include new exterior insulated windows that work in concert with the existing office building design, the construction would meet the requirement of the new energy code and meet requirements of the new building code. This option assumes demolition of most of the existing walls and salvaging the only walls that make sense for a new generic layout. This scenario essentially prepares the space for future work by others, in a phase construction approach as needed by the County.

Mr. Kukuvka proceeded to go over the several schematics he provided, saying these plans were on a "macro" level, so not as detailed as more finalized plans might be. He answered all questions that came up from the Committee and others in attendance. Mr. Alger noted that the Sheriff's Office is not part of this plan because the assumption is that Emergency Services will relocate to the Crossroads (which Mr. Luckey endorses), freeing up some space

for the Sheriff's Office with that move. Mr. Alger will continue to work with the IDA to create space for Emergency Services. Legislator Healy wanted to go on record asking about the feasibility of using the old Belmont School, citing many of its benefits. Mr. Kuvka responded that LaBella had studied that space several years ago, and to the best of his recollection, the newer part of the school would be where one would want to locate the offices, but that the head-end equipment—that is, the utilities, etc.—are located in the oldest part of the school. There was some opportunity offered by the building, but it would be very cumbersome to overhaul it for use which is why the estimate at the time was so high. Additionally, he said, the County had no use for a lot of the space in the school such as the auditorium and cafeteria, and these could turn into liabilities for the County. He added that as he recalled the building, it did not have air conditioning which an office building would require.

It was decided that when the Committee reconvened next month, after spending time reviewing the information LaBella had provided, the Committee members would be in a better position to make recommendations regarding the proposal.

Communications-Related Matters

Legislator Pullen indicated that the County must begin thinking seriously about establishing a Local Development Corporation to handle the duties related to the Broadband system. He added that he would be working with the County Attorney's Office on that in the near future. Radio Technician Matt Evans told the Committee that CONXX has located additional tower locations for possible use by the County. CONXX will also help to survey a couple of locations in the southern part of the County. The WNED towers look good so far, he said, adding that the County is waiting for the legal documents turning the towers over to us.

Old Business

Legislator Jessup inquired if the Committee hadn't authorized safety upgrades for the Board of Elections building last month and what that status might be. Mr. Alger said that they have been able to start moving forward with the locks. Changing the locks so the doors would not have to be locked by hand from the outside would cost between \$400 and \$1,000. He added that he had received two quotes from Simplex on the other three issues that had been raised last month. Mr. Alger plans to return to the Personnel Committee because of the unexpectedly high cost of the proposed fixes.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 3:50 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
MAY 6, 2015**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, A. McGraw, D. Root, N. Ungermann, C. Crandall

Others Present: M. Alger, L. Ballengee, H. Budinger, D. Button, S. Burt, D. Decker, K. Dirlam, M. Evans, S. Grusendorf, D. Hanchett, R. Hollis, T. Hopkins, G. James, C. Jessup, B. Kelley, K. LaForge, J. Luckey, T. Miner, K. Monroe, B. Riehle, T. Ross, C. Santora, D. Scholes, R. Swarthout, R. Whitney
Guest: Mark Kukuvka, LaBella

Media Present: B. Quinn, *Wellsville Daily Reporter*

Call to Order: The meeting was called to order at 2:30 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Graves, seconded by Legislator Root, and carried to approve the Facilities and Communications Committee minutes of April 1, 2015.

Facilities-Related Matters

Updates on Renovation Projects

Deputy Superintendent of Public Works Dean Scholes said there were no major projects that needed to be reported on at this time.

Legislator Pullen asked Lt. Dan Hanchett for any updates on the E-911 Project. He said that they are spending to meet grant deadlines (although they will probably request a one-year extension as well) and that equipment is being delivered to a secure storage facility until it is time for it to be installed. He added that they are now waiting for the expansion of the equipment room so the equipment can be installed.

Legislator Pullen thanked Lt. Hanchett, who will be retiring May 13, for his efforts at securing the grants and overseeing the project thus far. He added that a few years ago, the level of communication system Allegany County is approaching seemed out of reach. Now, thanks largely due to Lt. Hanchett's efforts, that system is within reach.

Legislator Fanton asked if Lt. Hanchett would be available to answer questions if Lt. Grusendorf hit a snag through this process, and was assured that Lt. Grusendorf would be calling upon Lt. Hanchett if need be. Legislator Fanton also encouraged Lt. Grusendorf to come to the Committee with any problems he might face.

Communications-Related Matters

Establishing & Funding Local Development Corporation

Legislator Pullen read from an email sent by CONXX's Bill Risse, saying that the negotiations for tower locations is on-going and that County Attorney Tom Miner is in the midst of these negotiations; the equipment has been arriving at a steady clip at a secure location and installation should begin in the near future.

Legislator Pullen went on to say that it has not been the intention, throughout the Broadband Project, for Allegany County to operate the system. The standard model for the operation of a system developed in this way is the establishment of a not-for-profit Local Development Corporation. Mr. Miner has developed a draft of the Certificate of Incorporation as

well as the proposed Corporations' by-laws. The Committee will need to review these documents so that the County can enact a local law authorizing the creation of the LDC. That entity will oversee the operations of Broadband-related activities. A Board of Directors will be appointed by the Board of Legislators and will serve at the Board's pleasure. Tentatively, the LDC Directors will include County Administrator Mitch Alger, County Planner Kier Dirlam, Facilities & Communications Committee Chairman David Pullen, and Public Safety Committee Chairman Phil Curran. This group will adopt the bylaws which will include composition of membership, terms of membership, responsibilities of members, etc. There was some discussion regarding a loan from the County to the LDC until it is firmly established. Mr. Pullen said that CONXX has told him that most LDCs become profitable within a few months. The other model, he said, is a person or company hired by the County to run the system.

Because of the complexity of this issue, it was suggested that a special meeting be held to discuss this issue in more detail.

Old Business

WIC Building Issues

Public Health Director Lori Ballengee said she has been in conversations with County Administrator Alger regarding a search for new location which would offer easier accessibility for patrons. Some suggestions were discussed, but no definite decision was made. It was suggested that LaBella could perhaps investigate funding sources for WIC before any proposals were brought forward. Thus, the WIC Building issue was tabled on a motion by Legislator Graves, seconded by Legislator Fanton, and carried.

LaBella Space Study

The Committee reviewed the Space Studies presented to them last month. It appeared that Option 3, the "tabula rasa" option was the most popular. Option 3 provides for a "clean slate" on the third floor with new or reworked infrastructure for all mechanical, electrical, plumbing, and IT services for generic office space. This would include new exterior insulated windows that work in concert with the existing office building design, the construction would meet the requirement of the new energy code and meet requirements of the new building code. This option assumes demolition of most of the existing walls and salvaging the only walls that make sense for a new generic layout. This scenario essentially prepares the space for future work by others, in a phase construction approach as needed by the County. There was also some discussion of using the courtyard which is not part of Option 3 at this time. It was noted that the \$250,000 DASNY grant would underwrite approximately half of the cost of this option. It was also discussed whether the County's DPW could do some of the work as well. Eventually, it was hoped that Alfred State might construct the interior as a learning experience for its Construction students. It was determined that before any plans were finalized, the option of roofing the courtyard must be investigated. Subsequently, the Committee approved Option 3 of the LaBella Space Study with the proviso that the Ways & Means Committee determine the source of funding for the remaining costs on a motion by Legislator Graves, seconded by Legislator Root, and carried. (One opposed: Legislator Ungermann) **Refer to Ways & Means**

Board of Elections Space Needs

Commissioner Rick Hollis updated the Committee on his progress regarding the security of his building, saying he has gathered the quotes and is working with DPW's Steve Brown to determine the next step. As far as space needs go, Mr. Hollis said that his storage areas are quite full and that he needs to order 18 sandwich board signs and there is no place to store

them. Additionally, because the signs will be paid for by grant funds, he has a deadline by which to purchase them. After some discussion, it was determined that the Tronetti House might be a viable spot and that it would be more convenient to the BOE than the old Jail.

Security Cameras & Scanners for County Buildings

The Committee was reminded that this issue had been tabled at Ways & Means and decided to re-open the discussion at the May 20th Ways & Means meeting.

New Business

Staffing Changes That Will Impact Departments with F&C Committee Projects

It was announced that IT Director Deb Button would be retiring on July 7, 2015. There were congratulations and appreciation for all she's done for the County. There also was discussion of how to replace her position, including the possibility of out-sourcing. She said she will network with her counterparts at an upcoming conference to see what other models are out there.

Belmont Betterment Association Re: Old Belmont School Building Development

Legislator Pullen distributed copies of a letter he had received from the Belmont Betterment Association requesting a meeting to discuss the use of the old Belmont School building. After much discussion, it was determined that he would respond, saying that he and several Committee members would be able to meet on Monday, May 11, at 4:30 p.m. It was discovered that all Legislators and Department Heads had received the letter and might be meeting with the Association at different times.

Mr. Alger reported that he had asked LaBella to do a brief space study for the CrossRoads Building, reviewing current usage and proposing more efficient use. It was determined that if there was some serious intent about using the old Belmont School building, perhaps we should not put yet another iron in the space needs fire at this time. It was decided to put the CrossRoads space study issue on the June Facilities agenda.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 3:50 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 3, 2015**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, A. McGraw, N. Ungermann, C. Crandall (Absent: D. Root)

Others Present: M. Alger, L. Ballengee, D. Button, S. Burt, D. Decker, K. Dirlam, S. Fraser, S. Grusendorf, D. Healy, R. Hollis, T. Hopkins, G. James, K. LaForge, J. Luckey, T. Miner, K. Monroe, B. Riehle, T. Ross, C. Santora, R. Swarthout, R. Whitney (CONXX Guests David Kartchner and Bill Risse)

Media Present: D. Donohue, *Olean Times Herald*

Call to Order: The meeting was called to order at 2:30 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Graves, seconded by Legislator Fanton, and carried to approve the Facilities and Communications Committee minutes of May 6, 2015.

Facilities-Related Matters

Equipment Room Renovation Project

The Sheriff's Office requested a resolution authorizing the expenditure of County funds for the renovation of the 911 Equipment Room, and transfer of said funds. Allegany County is in the process of upgrading its E-911 System and developing a Wireless Broadband System that will provide an opportunity for all residents of Allegany County to receive broadband internet access. Both the E-911 System and the Wireless Broadband System share a common telecommunications infrastructure and both were made possible through the receipt of grants totaling in excess of \$10 million.

In order to move forward with these projects and receive the grant funds, it is necessary to expand the size, enhance the security, and add new equipment to the 911 Equipment Room. Due to the crucial public safety role served by the E-911 System, and the highly sensitive nature of the equipment going into the 911 Equipment Room, any expansion and renovation of this room must be undertaken in a manner that shields the equipment from electrical and radio interference while also ensuring that the room is not susceptible to outside security threats. It is estimated that the cost of upgrading the 911 Equipment Room will be approximately \$200,000 (See attached material from LaBella). A motion is requested authorizing the expenditure of the funds as well as the transfer of the funds from A1990.429 (Contingency) to H3200.200 (911 Equipment Room Project).

The discussion included information regarding the original \$43,425 request which was earmarked for architectural and engineering studies. It has been estimated that an additional \$160,000 will be needed for construction for a total of about 200,000. This includes not only the renovation, but all the requisite infrastructure as well. Legislator Ungermann inquired how long this new space will be good for. Lt. Grusendorf estimated about 10 years. It was also noted that the equipment room will accommodate not only E-911, but also the Broadband Project. It was also stated that the grant monies cannot be used to pay for construction work. Legislator Pullen asked County Administrator Mitch Alger where the money would come from. Mr. Alger replied that it would come from Contingency. Legislator Burt inquired whether by investing this money at this time, does that mean that the top floor of the County Office Building would no longer be

an option for the 911 operation. No definitive answer was forthcoming. Chairman Crandall indicated that this issue should not come as a surprise to anyone. It has been discussed for a long time. His suggestion was to move this on the "fast track," sending the referral to Monday's (June 8) Ways & Means meeting and have the resolution come off the floor later that day at the Board meeting, thus after approval by that body, 911 could go out for bids for the work. After additional discussion of what needs to be done, who needs to move, recriminations over what might have been done in the past, the committee voted on the issue. The request for funding was approved on a motion by Legislator Graves, seconded by Legislator Fanton, and carried. (Opposed: Legislator Ungermann) It will be referred to Ways & Means on June 8 to determine the source of the funding, and the resolution will come off the floor at the June 8 Board meeting.

Refer to Ways & Means

Following the vote, Undersheriff Kevin Monroe offered kudos to Lt. Shawn Grusendorf, Randy Swarouth, and Matt Evans for their tireless work on this project. Legislators Pullen and Healy concurred.

Communications-Related Matters

CONXX Executive Vice-President David Kartchner updated the Committee, saying that construction on the joint communications projects has begun with a crew working on the Corbin Hill Tower to prepare it for radio installation. He added that there is also a crew working at the warehouse location assembling, configuring, and testing equipment. Mr. Kartchner said that he expects this process to move along fairly quickly barring any unforeseen problems. He went on to say that the 911 room is a concern for CONXX, but he still expects to hit their target dates of going live with significant parts of the network late August, early September timeframe. He added he is pleased with the equipment although the antennas are special order items and are being manufactured right now. He said he expects to see them on site by the end of June.

Legislator Pullen told the Committee that last November the voters of New York State approved the Smart Schools Project. He said that there have been several meetings which CONXX and some County officials have attended. The schools are directed to provide internet service to the home of every student (essentially the same mission Allegany County has undertaken to provide service to every residence in the County). He and others have met with personnel from Cattaraugus/Allegany BOCES and WNYRC (resource center for WNY education). These entities are looking at what Allegany County can do. He hastened to say that no decisions or commitments have been made at this time. His reaction, he said, is that Allegany County is not out of the running to provide the signal to the local schools. It was noted that the signal must be strong enough to meet the needs of the students. Mr. Pullen believes we have demonstrated to them that we can provide the capacity and be an adequate resource for the schools and their students. At this time, there is nothing we can count on; they're looking at doing a study to determine number of residences involved, locations, what is available to them, etc. Currently, that data is not available. What our project shows is that we can provide them an option. Other than their building a duplicating system, they don't have an option because they could not possibly afford to wire fiber to every residence.

Mr. Kartchner added that at the start of discussions with the schools, they were focused on whether the Allegany County System would have the capability for the students. By the end of the discussion, all indications were that we satisfied them and that, yes, this system has the needed capabilities.

He went on to say that fiber isn't going to do the job; in fact, they acknowledged that fiber is not the solution. There may be areas they choose to run fiber where there is a concentrated population area, but the bulk of the Allegany County population lies outside the population

centers in the County, and there is no way to run fiber. Also during these conversations, they addressed issues such as network expansion, capacity, more clients on system, and all questions have been addressed to their satisfaction. In fact, we introduced them to some additional capabilities they had not considered that may open up additional funding mechanisms that will bring more dollars into Allegany County from outside to help fund this, and these dollars will stay in the County depending on how we structure the business plan. Mr. Kartchner said he felt encouraged that we have so much of our discussion focused on how we put things together so we can use available funding and maximize dollars that can be spent on connecting students. Legislator Healy inquired whether we have as yet identified the mid- and/or last-mile providers for this project. Legislator Pullen said we are talking about developing a Local Development Corporation—the mid-mile—which would manage the Broadband portion of what's on the towers, and it would have contracts with the last mile providers.

Legislator Pullen noted that long-term, this system cannot add additional operating expenses to the school districts; they are under a tax cap and cannot exceed their tax cap without having a vote and super majority approval by the voters/taxpayers as part of that, so they have a very hard tax cap with which to comply. So they have Smart Schools Bond Act money, but what we put in place cannot be an ongoing burden to the schools, but it must resolve the mandate posed by the state. This (Allegany County's System) will be something that will not create a burden for them; it creates an opportunity for them. The schools may decide to go a different route, "but if we are not the only game in town, we are one of the better games in town," he said.

Legislator Pullen then directed the conversation toward the creation of the Local Development Corporation, saying that at the last meeting, we had talked about moving forward, but that the County does not want to be operating a Broadband company. We have talked about what has been done in other counties, he said, citing Ontario County which established A Local Development Corporation. This allows government to set up a not-for-profit to manage a business. The question is how would that business get up and running. One possibility is to offer a loan from Allegany County for start-up capital. Based on that, we needed a business plan. While investigation who could help the County develop such a plan, Mr. Pullen was put in touch with Shane Fraser, a local man, educated at Houghton College and Alfred, now living in North Carolina. Mr. Fraser agreed to work with Allegany County and prepared a business plan after talking to Legislator Pullen, CONXX, County Attorney Tom Miner, and others. Mr. Fraser prepared a business plan, and shared it with Committee members.

The plan shows the financials of the LDC borrowing from Allegany County and how it will be repaid. Briefly, he said, a \$400,000 loan from the County would assist the LDC with expenses during the first three years while it locates last-mile providers who will install the equipment and provide ongoing service and maintenance. The LDC will not install, etc., but simply work with the last-mile providers to help offer internet to every residence in Allegany County which is the ultimate goal.

Using conservative numbers, what follows is a brief summary of the plan: operational costs for the first year would include some legal services to draft contracts between different providers we'll be using, services of a technician on a contract basis, and office furniture and supplies. The plan allows for two employees, a director and a part-time administrative assistant.

The cash flow projections for the plan include first year total expenses of \$248,891; second year expenses of 242,000, third year approaches the break-even point, and by the fourth year, the LDC is making a profit and can begin to pay back the loan at an interest rate of three percent. The first loan payment will be made January 1, 2019, and by January 1, 2024,

the loan will be officially paid off. At the end of the loan, revenues will come from monthly subscribers. For each subscriber, the providers will pay \$10 per month to the LDC.

Legislator Pullen indicated that the plan makes a lot of assumptions. He added that the school districts (as discussed earlier) are not included in these projections. Mr. Kartchner added that this business plan deals ONLY with residential customers...no businesses, hospitals, etc.

Legislator Burt inquired how the loan will work from the County to the LDC.

Mr. Pullen responded that it's a loan which will be repaid although an interest rate has yet to be negotiated. Other counties (such as Ontario County) have lent money to LCDs.

County Attorney Tom Miner suggested that the County may want to use the mechanism of partnering with the IDA, but options will be investigated prior to any decision. He added that he hasn't had any conversations with the IDA, but he feels that mechanism could work. He went on to say that because he was seeing the plan for the first time, he hadn't had the opportunity to fully consider how such an arrangement might work.

Legislator Pullen said that LCD will not serve as the last-mile provider; its job will be to contract with those entities. It was stated that County Planner Kier Dirlam would be attending a meeting in Albany the following week where he would learn more about and perhaps interact with last mile providers. Mr. Pullen said the difference between Allegany County and other Broadband systems is that we are providing a much cleaner, less expensive option to the last-mile providers because we are building the backbone for them, so they have less to do. If we do have trouble locating such providers, CONXX has acted as the last-mile provider for other entities. It is not what they like to do, but they have done it in some situations where they installed these systems.

Legislator Pullen said his main goal is that the Committee move forward on this to keep to the "go live" deadline of August/September.

Chairman Crandall said that Committee should move the project forward to Ways & Means and have W&M identify the vehicle by which this will work best. This is the arm that allows us NOT to be the last-mile provider which is, we agreed, what we don't want to do.

Legislator Ungermann asked, "Who pays the taxpayer back if it doesn't work?"

Legislator Pullen said it would be a default in that situation, and that is the risk. There are no guarantees. However, he said, in his opinion that is unlikely to happen, particularly given the conservative numbers that were used in the plan.

County Treasurer Terri Ross said that she was not comfortable at this time and without further perusal of the plan with putting her name on a \$400,000 loan and wants to be sure of the legality of same.

Mr. Miner said that although he was just seeing this plan for the first time, he questions whether we go direct with lending these funds. There may be other mechanisms perhaps the same mechanism we used when we went for the pipeline process. However, he added, there are several steps that would have to be done so that it's correct, but I don't see it as an impossibility. "It's just a matter of dotting our i's and crossing our t's," he added.

He said "I don't think we are ready to say yes, this is it and how we're going to do it, but this Committee needs to know that to make this thing a going proposition, the start-up money has to come from somewhere. We need to figure out how much money is the County comfortable with and how are going to go about correctly, legally, making that money available to this public/private partnership.

Legislator Jessup opined that he doesn't think this project in the IDA mission to do this. Additionally, if the IDA sets up the LDC, then the County loses control, so I think this is the best way as the LDC will be under the control of the County. It seems to be the safest way to go.

Legislator Pullen noted that the Committee seemed uncomfortable with offering a motion to accept the business plan at today's meeting.

Legislator Fanton suggested that Committee members be given more time to review the plan at least until the July meeting.

Legislator Ungermann said "Let's see if any last-mile providers come forward."

Legislator Pullen indicated that this is a "chicken and egg" situation because we have no one to negotiate with any last-mile providers at this time; that's what the LDC would do. Mr. Pullen went on to suggest that Committee members review the plan and email any questions/concerns to him ASAP so he knows what he needs to present. He said he would not be happy if people come back next month and there is more delay.

Chairman Crandall told Committee members to make sure that the Treasurer and County Attorney have some direction to get this thing together so that we can review it, not a month from now, but sooner if possible, maybe at a special meeting or one of our Monday meetings because "I don't think we can wait a month."

Legislator Pullen said he would work with the Treasurer and County Attorney to identify exactly how this will work that would be legally viable and maybe we can talk with our fiscal advisor on what the requirements would be on that.

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 Graves, seconded by Legislator Jessup, and carried.

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

**FACILITIES & COMMUNICATIONS COMMITTEE
JULY 1, 2015**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, A. McGraw, N. Ungermann, C. Crandall (Absent: D. Root)

Others Present: M. Alger, L. Ballengee, H. Budinger, D. Button, S. Burt, D. Decker, K. Dirlam, S. Grusendorf, D. Healy, R. Hollis, T. Hopkins, G. James, B. Kelley, J. Luckey, T. Miner, B. Riehle, T. Ross, C. Santora, D. Scholes (Guests: Ravo Root, Fillmore Central School Superintendent; Kyle Lyon, WNYRIC; Bill Risse and Trent Tanner, CONXX)

Media Present: D. Donohue, *Olean Times Herald*

Call to Order: The meeting was called to order at 2:30 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Graves, seconded by Legislator Fanton, and carried to approve the Facilities and Communications Committee minutes of June 3, 2015.

Communications-Related Matters

Legislator Pullen commenced the meeting with the introduction of Ravo Root, Fillmore Central School Superintendent, and Kyle Lyon, IT Representative from WNYRIC (Western New York Regional Information Center) who spoke to the Committee regarding the Smart School Bond Act which will provide funding to school districts to “provide access to classroom technology and high-speed internet connectivity to equalize opportunities for children to learn, to add classroom space to expand high-quality pre-kindergarten programs, to replace classroom trailers with permanent instructional space, and to install high-tech smart security features in schools. The funds received by the state from the bond act will be used by school districts for capital projects related to educational technology equipment, including but not limited to interactive whiteboards; computer servers; tablets, desktop and laptop computers; high-speed broadband or wireless internet connectivity for schools and communities; capital projects to construct, enhance or modernize educational facilities to accommodate pre-kindergarten programs and provide instructional space to replace transportable classroom units; and capital projects to install high-tech security features in school buildings and on school campuses.”
(excerpted from NYSUT.org website)

Mr. Root: began by saying that technology is not going away and that many schools have gone to a one-to-one program where there is one device (e.g. tablet) for every one student. That device becomes the student’s notebook, textbook, and source of information. It is a key learning tool for students to achieve and excel. Currently, when students come into the building, they download information to the device, so when they go home, if they don’t have internet access, they have all the information they need to do the work. We are becoming more immersed in technology; however, we all know that it would be more convenient to have access to the internet. Mr. Root said he sees it as an equity issue. He added that he would prefer for all of his students to have equal access to resources when it comes to learning. In Allegany

County, he said, about 50 percent of students are qualified for free or rate-reduced lunch. He added we also have large areas that don't have internet access, so our goal is to make it accessible and affordable. We're currently looking into this on our own, he said, and we have taken some steps to create an RFP, and are looking to have consultants with that goal in mind of making the internet accessible and affordable. What Allegany County is doing, we believe, from a technical standpoint, it will work, and it might be the avenue we need to make the internet accessible and affordable. Not only would that help the business community, but residents, schools and students as well, and I would encourage you to continue to support these efforts, and we will share any information we receive openly in case that might benefit the County in some way.

Mr. Lyon then spoke. He began by giving an overview of his responsibilities with WYNRIC. He said he manages about 38 schools for their internet access, firewalls, security, etc. from Jamestown to Corning to Arcade. He added that in Allegany County, only about 60 percent of students have internet at home vs. those in the city or the suburbs where that number is about 90-95 percent. So providing internet access is definitely something we (WYNRIC) have an interest in. He added the issue is not only does internet capability "pass" the home, but also can the home afford it. The bigger service providers are not going down a road they won't get revenue back on, he said. Legislator Ungermann asked if people are made aware that not everything on the internet is truthful or accurate. Mr. Root noted that of Fillmore's curriculum is critical thinking and how to do research and look at sources with a critical lens. When Legislator Ungermann went on to ask if students would be able to do math, for example, without the assistance of an electronic device, Mr. Root assured him that in his District, at least, that was the case. However, as part of a mission to prepare students for college, career, and the military, it is necessary for them to have a grasp of the technology. Legislator Ungermann expressed his concern about the educational system because everything is done electronically, and the product (graduate) can no longer think for him/herself. Mr. Root said it is a valid concern, but at Fillmore, they don't ignore those "soft skills" to which Mr. Ungermann referred. They have steered the curriculum so there is more of that...and more STEM (science, technology, engineering, math) focus as well. Students are taught to apply critical thinking and problem solving to all areas/problems, he said. The rigor students need has been escalated in order to prepare them for their futures.

Chairman Crandall said if we can couple Broadband with the schools, it could be beneficial for both the schools and the County. The schools could springboard off what the County puts in place. He asked if our system would be acceptable from the educational perspective. Mr. Lyon said that what the County is doing is cutting edge. The game changer, he added, is that the County System is wireless, and thus costs less than traditional fiber or coaxial cable. He said that in rural areas such as Allegany County, wireless must be used because of the remoteness and the number of miles in the County.

Mr. Root added he would like to see the County get its Broadband up and running, and once there, perhaps education can help support the effort down the road. His goal is to see internet service cost \$10-\$20 per month.

He went on to explain that the "we" he refers to is comprised of school superintendents in Allegany and Cattaraugus counties, and a subcommittee which has been formed from among that group. That subcommittee hopes to continue talks with the County regarding this initiative.

Legislator Pullen noted that students will not have access to "bad" stuff on the internet on the devices they use for school, because there will be secure filters and the County Broadband would be compatible with those filters.

Bill Risse of CONXX said that the Allegany County System will be compatible with what is done in the schools.

Legislator Healy inquired whether there are other avenues of funding for this type of initiative at the federal or state levels, noting that this is a poor area.

Mr. Lyon responded that there is incentive for the schools to work through BOCES. The majority of schools in this area are receiving 70-90 percent refund when they buy technology. Bigger schools in the cities, for example, do not get that high a rate of return. Mr. Lyon also mentioned E-Rate which is FCC money purely based on the number of students who get free and reduced-rate lunch. Schools in Allegany, Cattaraugus, and Steuben counties typically get about 70-80 percent at the federal level. If schools buy technology, that all comes back to them. In this area, the funding Mr. Lyon sees is very high. There is more opportunity out there than previously believed, he added.

Legislator Pullen noted that the State is making available \$1 billion (with a 50 percent match) for technology for private companies as well as municipalities. This program may be something we want to look at more closely.

Mr. Risse said that there are three programs that might be available as additional funding streams: the billion dollar program Mr. Pullen mentioned, which, he said, he feels there is good reason to look into the parameters because he thinks Allegany County could qualify; the Smart Schools Bond Issue, which is a source of funds that school districts, individually or collectively, control; and E-Rate, which is a federal program providing low-cost technology to a prescribed population (see below).

E-Rate Program—Discounted Telecommunications Services

The Universal Service Administrative Company (USAC) is an independent, not-for-profit corporation created in 1997 to collect universal service contributions from telecommunications carriers and administer universal support mechanisms (programs) designed to help communities across the country secure access to affordable telecommunications services. USAC carries out its functions as the administrator of the federal universal service programs and Universal Service Fund (USF) under the oversight of the Federal Communications Commission (FCC). USAC administers universal service programs for high-cost companies in rural areas, low-income consumers, rural health care providers, and schools and libraries. The universal service Schools and Libraries Program, commonly known as "E-rate," provides discounts of up to 90 percent to help eligible schools and libraries in the United States obtain affordable telecommunications and internet access. The program is intended to ensure that schools and libraries have access to affordable telecommunications and information services. Eligible participants include public and most non-profit K-12 schools as well as all public and many private libraries. Program participants must carry out a competitive bidding process to select the most cost-effective companies to provide the goods and/or services requested.

(from the web site:<http://www2.ed.gov/about/offices/list/oii/nonpublic/erate.html>)

Mr. Risse added that a good portion of these programs can be used for those things such as connectivity and technology for learning that have been topics of discussion at this (and other) meeting. Additionally, he said, these issues were not included in the Business Plan which was presented at last month's meeting. Nor does the plan include industrial, hospitality, medical, or educational users.

Legislator Pullen noted that the June meeting, a preliminary Business Plan had been distributed to the Committee. It served as an analysis to see if an LDC (Local Development Corporation) could be established by Allegany County, function, and survive....to see if it would be economically viable. The Plan concluded that with just a gradual signing of private (residential) customers, and not any of the other types mentioned above, the LDC should be a viable proposition.

He went on to say there was other paperwork to review, and commenced distributing the following: a proposed Local Law provided by County Attorney Tom Miner, a certificate of incorporation (which is actually what the local law authorizes us to establish [LDC]), and an agreement approving a service agreement with Allegany County and Allegany County Telecommunications Corporation to manage the County's wireless internet Broadband service and transfer of funds.

Now that the County has spent the money on this project, moving forward, it needs a vehicle so that every step of the project is not handled by the Facilities and Communications Committee and/or the Board because the Committee meets only one time per month, and that's been how it's been handled thus far.

Discussion on the local law was opened on a motion by Legislator Graves and seconded by Legislator Jessup.

During the discussion, the following topics arose:

The LDC would be the entity that will be taking over so that the Legislature and this Committee would not be doing the day-to-day business because such things as proposals with BOCES, school districts, WNYRIC, and possibly contracts with ION and last-mile providers will arise.

The wireless system itself is owned by Allegany County, but we (the County) need to have a contract between the County and the LDC that turns it (the system) over to LDC to manage and operate. If this Committee agrees, the Local Law will be referred to Ways & Means and then to the full Board to be considered at its July 16 meeting. A public hearing could be held on July 22, 2015; following the public hearing, the Board could consider action on that (which is our typical pattern). And if there need to be changes, they can be made as well.

Mr. Pullen went on to say that the County cannot loan money, so instead, what is being looked at is a contract that would function in much the same way except that the LDC would have a contract that would give it revenue from Allegany County to get started. Then there would be revenue streams that would come from the LDC to the County after the first couple of years. Initially, he reminded the group, we were looking at a three-four year break-even point; however, depending if we add several thousand of school users or contract with the schools themselves, revenues could be available a lot earlier. The County would pay up to \$400,000 for the start-up.

As the discussion continued, County Attorney Tom Miner suggested an attorney/client session. The Committee entered into attorney/client session at 3:12 p.m. on a motion by Legislator Graves, seconded by Legislator Fanton, and carried. The Committee exited attorney/client session at 3:52 p.m. on a motion by Legislator Fanton seconded by Legislator Graves and carried.

Following attorney/client session, a vote was taken on the motion made earlier by Legislator Graves and seconded by Legislator Jessup to support the proposed local law to establish the LDC and which opened the discussion to move it forward to Ways & Means and then on to the full Board. The motion was approved and carried. (One opposed: Legislator Ungermann) **Refer to Ways & Means**

Mr. Risse, when asked for an update on 911 and Broadband activity turned the floor over to Trent Tanner, CONXX VP of Installation and Operations, who said he and his team have been in Allegany County for about five weeks. He said during this first phase his team has done all the towers but one. All the Broadband and 911 equipment is up on the towers. All the cable had been run. The last piece they are waiting for is to have cabinets installed, and they are waiting for some equipment to arrive.

“As we sit now,” he said, “we are 90 percent done with all tower work in phase 1.”

Subsequently, Lt. Sean Grusendorf said he is pleased with how things are going so far. However, he wanted to reiterate that we should not be confusing Broadband funds with Homeland Security Funds. It is fine to piggyback the two systems, but he wanted to make it clear that Broadband is **not** using 911 funds. On a related matter, he had been in conversations with LaBella regarding the equipment room. He is now waiting to hear about a timeline for construction going forward. He went on to say they are spending other grant dollars to improve the CAD system at the Jail.

Legislator Pullen remarked that the previous day, Clerk of the Board Brenda Riehle had emailed to Committee members a report by the NYS Department of Public Service regarding a Study on the State of Telecommunications in New York State as well as information regarding public hearing locations and dates. Mr. Pullen said the document is a staff assessment of telecommunication services in the State. However, from the portion of the report he had read by the meeting, Mr. Pullen felt that the information contained in the report was not 100 percent accurate and that the qualifier that there “may be some remote areas that do not have what we describe” seemed to indicate that Allegany County must be that area because we don’t have the widespread services such as cell phone coverage, cable, internet, and competitive phone service, detailed in the report. Mr. Pullen indicated he will attend a regional meeting and give them an “earful” as regards the misinformation in the report. He added that he wants them to know they are making decisions on bad information.

Legislator Pullen apologized for not recognizing IT Director Deb Button earlier in the meeting and congratulating her on her upcoming retirement. He noted that Deb has been “a capable and faithful public servant,” and he wants to recognize her.

However, that leaves a vacancy which falls to the Facilities & Communications Committee to fill. County Administrator Alger distributed resumes to the Committee members for their review and the Committee agreed on conducting interviews on Thursday, July 9. Mr. Alger will email Committee members with details.

Facilities-Related Matters

Attorney/Client Session

The Committee entered into attorney/client session to discuss contract issues at 4:12 p.m. on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried. The Committee exited attorney/client session at 4:47 p.m. on a motion by Legislator Fanton, seconded by Legislator Graves, and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:47 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
July 15, 2015

**** NOT APPROVED ****

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, D. Root, N. Ungermann, C. Crandall (Absent: A. McGraw)

Others Present: M. Alger, H. Budinger, P. Curran, D. Decker, S. Decker, M. Evans, S. Grusendorf, D. Healy, R. Hollis, T. Hopkins, K. LaForge, T. Miner, T. O'Grady, T. Ross, C. Santora, R. Whitney

Media Present: No media present

Call to Order: The meeting was called to order at 10:50 a.m. by Facilities and Communications Committee Chairman David Pullen.

Executive Session

The Committee entered executive session at 10:51 a.m. on a motion by Legislator Fanton, seconded by Legislator Root, and carried, to discuss the employment history of a particular employee. The Committee exited executive session at 10:57 a.m., following a motion by Legislator Fanton, seconded by Legislator Graves, and carried.

Communications-Related Matters

Request to Fill Director of Information Technology Position

The County Administrator requested permission to fill the position of Director of Information Technology which is vacant due to a retirement. This is a department-head-level position which has the responsibility for supervising, coordinating, and supporting County information technology and telecommunications activities. The position is currently budgeted at a salary of \$71,615; however, the new Director will receive a salary of \$76,000. This position is a full-time, non-union position, Section IV, and will require an amendment to the Section IV Salary Schedule. Permission to fill this position, with the necessary Section IV amendment, was granted on a motion by Legislator Fanton, seconded by Legislator Root, and carried. **Refer to Ways & Means**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 11:00 a.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
AUGUST 5, 2015**

**** NOT APPROVED ****

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, A. McGraw, D. Root, N. Ungermann, C. Crandall

Others Present: M. Alger, L. Ballengee, S. Burt, H. Budinger, P. Curran, D. Decker, K. Dirlam, M. Evans, S. Grusendorf, D. Healy, R. Hollis, K. Hooker, T. Hopkins, C. Knapp, K. LaForge, J. Luckey, K. Monroe, B. Riehle, T. Ross, C. Santora, R. Swarthout, R. Whitney

Media Present: No media present

Call to Order: The meeting was called to order at 2:30p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Root, seconded by Legislator Fanton, and carried to approve the Facilities and Communications Committee minutes of July 1, 2015.

A motion was made by Legislator Graves, seconded by Legislator Root, and carried to approve the Facilities and Communications Committee minutes of July 15, 2015.

Facilities-Related Matters

Updates on Renovation Projects

Deputy Superintendent of Public Works Dean Scholes said that it had been a quiet month, and he had nothing to report. Lt Shawn Grusendorf reported that LaBella had made its recommendations on changes to the Jail (to house the E-911 apparatus) and went over building diagrams for every system such as electric, heating, cooling, etc. and will soon put this out to bid. He predicts a construction start date of September 15.

Communications-Related Matters

Executive Session

The Committee entered executive session at 2:35 p.m. on a motion by Legislator Root, seconded by Legislator McGraw, and carried, to discuss the employment history of a particular employee. The Committee exited executive session at 2:40 p.m., following a motion by Legislator Graves, seconded by Legislator Ungermann, and carried.

Request to Fill IT Network Administrator Position

IT Director Keith Hooker requested permission to fill the IT Network Administrator (non-union, Grade 25, Step 7) position on a part-time temporary basis with the former Director of Information Technology. The filling of this position will assist in the (his) transition into the position of Director. She will also assist the department in performing assigned duties while the department is short-staffed. Because the department is down one person, it has enough funding in the 2015 Budget to cover the cost of this position. The request noted that without this temporary hire, response times to requests from other departments will be much slower. The parameters of this position would be two half-days per week for eight weeks, for a total of

approximately 56 hours. Permission to fill the position within the stated parameters was granted on a motion by Legislator Fanton, seconded by Legislator Root, and carried. (One opposed: Legislator Ungermann) **Refer to Ways & Means**

Request to Fill Network Technician Position

Mr. Hooker also requested permission to establish and fill a Network Technician position (AFSCME, Council 66 bargaining unit, Grade 17, Step: Base-7) on a full-time permanent basis. This position will replace the IT Network Administrator position (AFSCME Grade 25) which became vacant when Mr. Hooker was appointed Director. Mr. Hooker contends that without this position, IT will be unable to support all County customers and that the level of support will not be acceptable. Approval was granted, contingent on the position's being created by the Board, on a motion by Legislator Root, seconded by Legislator Graves, and carried. (One opposed: Legislator Ungermann) **Prepare Resolution**

E-911 and Broadband Update

Legislator Pullen invited Bill Risse of CONXX to update the Committee on recent activities regarding these two projects. Mr. Risse said that during the months of June and July, CONXX had a crew of four or five men working six days a week hanging equipment on towers. He said they were not onsite currently, as there are some activities that need to be done by the County in order for CONXX to continue. He added that there are some contracts regarding towers currently owned by BOCES and WNET public television in Buffalo that need to be expedited. He added there are a couple of changes planned for Phase 2 because the County-owned property on which they planned to construct towers is no longer feasible. He said Matt Evans and Lt. Grusendorf have found alternate sites which may be better suited even than the originals. These new sites will cover the Swain area better. He added that he does not foresee any trouble with staying on track for the timeline. October, he said, is the target date for going live with the system. That being said, he added that the need for a working Local Development Corporation (LDC) becomes more urgent. Legislator Pullen said that now that the Board had passed a resolution to form the LDC, it is only a matter of the Board's appointing an initial Board of Directors which will then hire the Executive Director of the LDC. Thus, a variety of contracts needs to be drawn up in order to continue. He added that County Planner Kier Dirlam has sent out some "feelers" to potential last-mile providers.

Executive Session

The Committee entered executive session at 3:12 p.m. on a motion by Legislator Fanton, seconded by Legislator Root, and carried, to discuss the proposed acquisition of real property. The Committee exited executive session at 3:40 p.m., following a motion by Legislator Fanton, seconded by Legislator Root, and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 3:40 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

September 2, 2015

NOT APPROVED

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, A. McGraw, N. Ungermann, C. Crandall (Absent: D. Root)

Others Present: M. Alger, L. Ballengee, B. Budinger, S. Burt, D. Decker, K. Dirlam, S. Grusendorf, D. Healy, R. Hollis, K. Hooker, G. James, K. LaForge, J. Luckey, T. Miner, B. Riehle, T. Ross, D. Scholes, R. Scott, R. Swarhout

Media Present: No media present

Call to Order: The meeting was called to order at 2:01 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Graves, seconded by Legislator Jessup, and carried to approve the Facilities and Communications Committee minutes of August 5, 2015.

Facilities-Related Matters

Dean Scholes stated there was nothing to report regarding facilities related matters.

Communications-Related Matters

Legislator Pullen stated there was an initial meeting of five initial directors of the Local Development Corporation. The initial directors include, Legislator Pullen, Legislator Fanton, Legislator Curran, County Administrator Mitch Alger, and Planner Kier Dirlam. The Directors elected a temporary chairman, Legislator Curran. During the meeting, the Directors adopted bylaws of the new corporation. In the bylaws, a permanent Board of three to nine Directors is required. The current Directors anticipate seven or nine Directors to serve on the Board. Four or five of the Directors will be community members not directly involved as County officials, officers, or employees. The Board is seeking a broad representation of the community, such as individuals from business, finance, education, medical, and or legal fields. The Directors will provide initial guidance and will not be compensated. Legislator Pullen stated if anyone has any suggestions for public members, please let one of the initial Directors know. Once the Directors have been identified, Chairman Crandall will bring the names to the Board of Legislators for approval. The next meeting of the Local Development Corporation is on September 14, 2015 at 11 a.m.

Shawn Grusendorf stated two tower sites have been updated with new generators, platforms, and cabinets. CONXX is working on the equipment. Mr. Grusendorf stated it has been difficult accessing different towers for 911 and Broadband connectivity, but working diligently to access them. Four sites have been secured to build new towers. One site will be purchased while the other three sites will be leased. Mr. Grusendorf stated they will quickly put the new towers out to bid. Legislator Ungermann asked about the tower issues. Mr. Grusendorf stated the issues were back-up generator failures at the tower sites, but the issue

has been fixed. Legislator Ungermann asked if the new towers were under the grant as well. Mr. Grusendorf stated yes except for the land and surveying.

Mr. Grusendorf stated they are ready to renovate the 911 space previously occupied by emergency services. Simplex and maintenance will complete minor details before construction will begin in order to save money. Mr. Grusendorf has met with Labella three times and sent the 95 percent specs back to them. Mr. Grusendorf stated this week or next week they will be putting the construction out to bid. He anticipates construction to begin the end of October or early November. Legislator Healy stated when he toured the jail facility five years ago, he was assured there was enough space in 911. Because this was not the case, Legislator Healy asked what percentage of the space will be filled by new equipment and how much space will be available for expansion. Mr. Grusendorf stated 50 percent of the room will be filled with equipment. The old electronic room can't be torn down until new equipment is up and running but there is a couple of racks available to use in that space. Legislator Healy asked how many years they can expect the space to fill their needs. Mr. Grusendorf stated he couldn't speculate on time frame, but can't foresee adding anything in the near future because everything is brand new.

Legislator Pullen stated WNEC had four towers that were not serving a purpose for them, but would meet the needs of the County. Legislator Pullen asked about the potential for the County to acquire the towers for free or \$1. Tom Miner stated Cattaraugus Allegany BOCES originally owned the towers and gave them to WNEC. Cattaraugus Allegany BOCES has to sign off on the towers before WNEC can give them to the County. Attorney Miner stated he has been in contact with Superintendent Linda Quick regarding signing off on the towers. Once Cattaraugus Allegany BOCES has signed off on the towers, they can be transferred to the County.

Legislator Pullen stated he had a phone conversation with CONXX about moving forward and working on the towers once the leases for the land have been signed.

New Business

Legislator Pullen welcomed the new Secretary to the Clerk of the Board, Becky Scott, to the committee meetings.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 2:17 p.m. following a motion by Legislator Graves, seconded by Legislator McGraw, and carried.

Respectfully submitted,
Rebecca Scott, Secretary to the Clerk of the Board
Allegany County Board of Legislators

FACILITIES & COMMUNICATIONS COMMITTEE

October 7, 2015

NOT APPROVED

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, N. Ungermann, C. Crandall (Absent: A. McGraw, D. Root)

Others Present: M. Alger, L. Ballengee, H. Budinger, S. Burt, P. Curran, K. Dirlam, D. Healy, R. Hollis, D. Horan, M. Kukuvka, K. LaForge, J. Luckey, T. Miner, T. O'Grady, B. Riehle, T. Ross, D. Scholes, R. Scott

Media Present: No media present.

Call to Order: The meeting was called to order at 2:02 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Graves, seconded by Legislator Jessup, and carried to approve the Facilities and Communications Committee minutes of September 2, 2015.

Facilities-Related Matters

Deputy Superintendent Dean Scholes stated he didn't have anything to report.

Personnel Officer Harold Budinger addressed the third floor plans for future office space. He stated that LABELLA had given the County three options to develop the third floor of the County Office building focusing on a phased clean slate approach. After speaking with a grant administrator for the Dormitory Authority of State of New York (DASNY) Grant outlining this approach, Mr. Budinger stated the administrator expressed concerns it might not be the intent of grant. As a result, LaBella proposed to do a space study for options 4 and 5 that would meet the grant requirements for a fee of \$5,000. The study would include sketches and take offs, which would give the committee a graphic idea of what options 4 and 5 would look like, and how much it would cost. It would take approximately one month to complete the study. LaBella Client Manager Mark Kukuvka stated these options are a phased approach to developing the upstairs, with a section of the third floor being finished office space. Mr. Budinger spoke with the grant administrator, and she liked this approach. The grant money would be used for the new office space, giving a tangible result for the grant. Mr. Kukuvka summarized Option 4 stating it focuses on the development of the North and East sides of the third floor into office space, salvaging some of the existing areas. Option 5 would give some office space on the northeast side without developing the whole third floor. The other space would be used as storage.

Chairman Crandall asserted that we must meet and operate within the grant parameters in order to be eligible to receive the \$250,000 DASNY Grant. Chairman Crandall also noted that the ultimate goal for the area is to be able to utilize it to alleviate some space needs. He noted the Department of Social Services still needs space. Other departments such as the Office for the Aging and the County Jail have been addressed. He stated this space would make the most sense to help with their space needs. Legislator Ungermann agreed with Chairman Crandall that it would meet some of our space needs, and that is his problem with it. It is only meeting some of the County's space needs. He is concerned the Office for the Aging has a ten year contract for their space needs, and they are already in their fifth or sixth year. The County is

going to have to decide whether to continue the contract or buy it. He noted it doesn't look at the space needs far enough down the road, and the space will only help one department. Chairman Crandall stated that historically, they look at one department at a time.

Legislator Healy asked if the grant was tied to the third floor or for space needs in general. Mr. Budinger stated he only spoke to the grant administrator about the third floor. Legislator Healy asked what the County has already appropriated for the project. County Treasurer Terri Ross stated \$330,000 is already appropriated in a contingency account. With the \$250,000 grant, the total amount available would be \$580,000 for the project. Legislator Burt asked what was the end date of the grant. County Administrator Mitch Alger believes the grant funds have to be spent by the end of the year of 2017. Mr. Kuvuka stated the minimalist option that doesn't jeopardize the grant is about \$500,000. Legislator Fanton asked if the square footage of usable office space would be available once they do the study. Mr. Kuvuka stated yes, they can do it generically or with a specific department in mind.

Legislator Pullen stated historically the Legislators don't want to spend money, and try to keep things to a minimum. However, he believes it may be a minimum burden to look at bonding something for 5 to 10 years. He thinks the entire project could be completed, and the County would get useful space. With this idea, some of the previous options would be back on the table. Legislator Graves asked if it would be about \$2.5 million for the whole project, how much it would cost if the County did the project in phases, rather than all at one time. Mr. Kuvuka stated the inflation rate would increase, and it would disrupt the staff. To get an estimate, you would have to look at how much time it would take to complete the whole project if doing it by pieces, and the inflation rate. Legislator Graves stated he liked the previous options, but wondered how difficult it would be for individuals to get to the office space if it is in the rear part of the building. He also wondered if it would be dangerous for workers. Mr. Kuvuka stated the work would be at the minimum per code. In the future, that space may be developed if the County didn't want to use it as storage. Legislator Graves stated it may be more appealing to do the whole project at one time rather than in pieces. Legislator LaForge spoke about utilizing Alfred State College on a smaller scale to do some of the work. Legislator Pullen stated there has been discussion about Alfred State College and BOCES on this project. If it is a full scale project, Legislator LaForge stated there may be union issues if the County used Alfred State College and BOCES. Ms. Ross stated the County can look at different ways to finance the project, if they wanted to do the whole project.

Mr. Kuvuka stated he would have it completed by the next committee meeting on November 4, 2015. Legislator Pullen asked Mr. Kuvuka to contact Mr. Budinger if it would not be ready for the next committee meeting. A motion was made by Legislator Graves, seconded by Legislator Fanton, and carried to authorize the additional study on options 4 and 5 by LaBella for a cost not to exceed \$5,000. **Prepare Resolution**

Communications-Related Matters

Legislator Pullen noted Lieutenant Shawn Grusendorf was not at the meeting. Head Dispatcher Randy Swarthout stated they are still moving forward, and have 4 tower sites that have been selected. The County is in final negotiations with property owners. He hopes a final agreement will be done before the snow flies. Planner Kier Dirlam stated the Local Development Corporation (LDC) has had three meetings. The LDC are finalizing new members to add to the group, and figuring out a financial strategy to move forward in the next 6 months. The LDC is hoping to meet again next week. Legislator Pullen noted Legislator Curran is the current Chair

of the LDC Board of Directors. The LDC has been in contact with another organization that has helped other counties with their Broadband program and needs, and may have them come in.

Tablets/iPads

Clerk of the Board Brenda Rigby Riehle spoke about the Allegany County Affordable Government Group discussion on supplying all Legislators and appropriate support staff with an iPad or Android Tablet. This is an effort to “go green” instead of supplying paper copies. There would be a reduction in paper and copy costs, time savings, and it is an environmentally friendly option. She noted this idea has been successfully implemented in Steuben County. Ms. Riehle reported there will be discussion at the Committee of the Whole meeting on October 26, 2015, and Steuben County Clerk of the Legislature Brenda Mori has been invited to the meeting to talk about how Steuben County implemented this idea.

Legislator Pullen stated he is not sure if towns have implemented this technology, but a number of School Boards have done it successfully. Legislator Fanton stated a majority of the Legislators may be happy, but some may still want to get paper copies. He noted he uses an iPad. Legislator Ungermann stated it will help with clutter on table, but he sets things aside that really interest him. He prefers the written option, so he can read it at his leisure. He also wondered if people could catch something from all the signals going through the air. Legislator Graves asked if some of the Legislators can have it in print, and Legislator Ungermann asked who would print it. Ms. Riehle stated it may be rolled out using a trial basis, and if anyone wanted a paper copy they would get one. Legislator Jessup stated that at the Affordable Government Group meeting, there was discussion of having a wireless printer available if anyone wanted to print something out. He also stated he prefers a paper agenda. Ms. Riehle stated some devices allow the user to take hand written notes.

Legislator Jessup stated he was not sure if there was really a cost savings or not. He understands the cost of the iPads or Tablets would be about \$9,000. He believes there needs to be more work in investigating the cost. Legislator Burt asked who would pay for the technology, Ms. Riehle responded it would be a County investment. He is concerned about spending money, while working hard with employees to bring down their raises. Legislator Burt doesn't think it makes for a good mixture.

Legislator Healy stated a day will come when everything will be electronic. Ms. Riehle stated this is a way to start moving towards that. Legislator Pullen was concerned some of the Legislators may not have broadband connection at home or in the workplace. Ms. Riehle stated all legislators currently have an email address, so it should not be a problem. County Treasurer Terri Ross added there has been discussion about the devices updating automatically when you enter the County building. Legislator O'Grady stated he currently uses his iPhone, but would like to see all of the Legislators with a County email address. Ms. Riehle stated that was also discussed at the Affordable Government Committee meetings. Legislator Fanton wondered about Legislators using the devices for personal use as well as County Business, and if there were any restrictions. Chairman Crandall stated a computer use policy would need to be examined. County Planner Kier Dirlam stated there would be filters on the devices, and programs would be assigned by the IT department. Ms. Ross stated sites can be blocked.

Legislator LaForge noted he anticipates discussion on the idea, but it is a good way to distribute information. He also stated a review of the email and electronic policy is needed. He asked everyone to have an open mind when it is a topic at the Committee of the Whole meeting. Chairman Crandall understands some of the older members of the Board may be reluctant. He admitted he was against it when they first talked about it. He brought up many of the issues some of the Legislators talked about. However, he feels his concerns have been reasonably

addressed based on the information provided by Steuben County. He reiterated the best thing to do is listen to Ms. Mori at the meeting, and hear what Steuben County has done. Legislator Ungermann asked if Cattaraugus County uses them too. Ms. Riehle state she will poll other Clerk of the Boards across the State, and will have more information by October 26 2015. Ms. Riehle asked if there was any other additional information she can gather that would help. Legislator Jessup asked about cost savings.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 2:56 p.m. following a motion by Legislator Ungermann, seconded by Legislator Graves, and carried.

Respectfully submitted,
Rebecca Scott, Secretary to the Clerk of the Board
Allegany County Board of Legislators

FACILITIES & COMMUNICATIONS COMMITTEE

November 4, 2015

NOT APPROVED

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, A. McGraw, D. Root, N. Ungermann, C. Crandall

Others Present: M. Alger, L. Ballengee, P. Curran, D. Decker, K. Dirlam, M. Evans, K. Francisco, D. Healy, R. Hollis, K. Hooker, K. LaForge, K. Monroe, B. Riehle, T. Ross, D. Scholes, R. Scott, R. Swarthout, R. Whitney

Media Present: B. Quinn, *Wellsville Daily Reporter*

Call to Order: The meeting was called to order at 2:01 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Graves, seconded by Legislator Root, and carried to approve the Facilities and Communications Committee minutes of October 7, 2015.

Facilities-Related Matters

Public Works Deputy Superintendent Dean Scholes stated he had nothing to report.

Communications-Related Matters

Accept General Contracting Bid for Allegany County 911 Equipment Room Renovation Project

The Sheriff's office requested approval to accept the general contracting bid from Kinley Corporation for \$167,850 for the Allegany County 911 Equipment Room Renovation Project. Two bids were received on this project, and the Kinley Corporation's bid was the lowest. Radio Technician Matt Evans gave a summary and update on the project. He stated the project is to make an additional equipment room for the 911 dispatch system electronics. He noted they will be taking over office space, and the old entry way to 911 center. A wall will have to be removed, but the 911 center will stay functional. They will put up a temporary wall to minimize dust and construction noise. All of the new equipment from several projects including Mutual Link, 911 phones, dispatch console, radio system, and the broadband system will all be located in this room. Legislator Healy asked if there will be extra room when they are done. Mr. Evans replied yes. Legislator Healy asked if they have any idea how many extra square feet they will have. Mr. Evans stated they don't know yet because they haven't purchased all the equipment yet. Legislator Healy asked how long Mr. Evans estimates this space will fit their needs. Mr. Evan stated he can't answer that question because technology is always changing. Legislator Pullen noted it turned out to be more complicated than they first thought, but LaBella noted items of infrastructure within the building that were impacted. Legislator Graves asked if the money was in the Budget. County Treasurer Terri Ross stated there was \$200,000 budgeted for the expansion. Legislator LaForge noted he will request to abstain as this moves forward because he is a subcontractor for Kinley on the Society for the Prevention of Cruelty to Animals (SPCA) project. Legislator Ungermann stated he will also have to abstain. A motion to allow Legislator Ungermann to abstain from voting was made by Legislator Graves, seconded by

Legislator Jessup, and carried. The request was approved on a motion by Legislator Healy, seconded by Legislator Root, and carried. (Abstain: N. Ungermann) **Refer to Ways & Means**

Purchase One Acre of Land for 911 Project

The Sheriff's Office requested approval to purchase one acre of land in the Town of Almond for the County 911 project. This property will be used to construct one of four new 911 radio towers. This land will be County owned, and will be a one-time payment of \$8,500. Mr. Evans noted this land is similar to the Grove property that was brought before the Committee at a previous meeting. He noted there are hills in the way to connect the towers, and they need specific locations. Mr. Evans stated they tried to work with one property owner, and it did not work out. They went to the neighbor, and he agreed to sell them some land for this project. They need this land to connect two other towers, and increase emergency services radio coverage to the Almond, Canaseraga, and Alfred areas. Legislator Graves asked why they preferred the first site that did not work out. Mr. Evans stated electric service already exists at that site.

Legislator Fanton asked if the location was similar to the Grove property where it was close to the road and had electric. Mr. Evans stated it was not so easy, and they will have to run electric. He added the grant will cover running the electric, but will not cover land acquisition. This location is about 4,000 feet from the road, but it was better than the other sites they were looking at because they were over a mile. Legislator Ungermann asked if the lines will be underground. Mr. Evans said the lines have not been run yet, but they will probably be overhead. Legislator Decker thought it was safer and more secure to run the electric lines underground instead of overhead lines. Mr. Evans noted he spoke with the electric company, and they said either way has positive and negative benefits. The line will be at the edge of a field, and there aren't many trees that have to be cleared. Legislator LaForge asked if there wasn't much clearing, could the County inmates do the clearing in order to save money. Mr. Evans stated he did not know, but the intention was to have a company come in and do it.

Legislator Fanton asked if they have approached the electric company for a quote to run the electric lines. Mr. Evans replied not at this specific site, but at other sites it was approximately \$100,000 to \$125,000 for running electric lines just over a mile. Legislator Fanton noted they don't want to use all of the grant money running electric lines. Legislator Decker asked how close this acre of land was to the one with existing electric. Mr. Evans replied it has one property in between the two sites, so it is about 1,000 feet. Legislator Decker asked if there is a possibility to get an easement from the other site to run electric to save money. Mr. Evans replied he did not know. Legislator Fanton recommended Mr. Evans get more information on this option, and a quote from the electric company if possible before the next Ways & Means meeting.

Legislator Jessup asked about the right-of-way easement. Mr. Evans stated they have an agreement to include the right-of-way. Legislator Jessup asked if the \$8,500 goes towards the easement; Mr. Evans responded no. Legislator Healy asked if there were 911 coverage issues in this area. Mr. Evans said they have coverage in this area now, but they need to increase the coverage. Legislator Jessup asked how the price was negotiated. Mr. Evans described how they came to the price, and noted they need the site. Legislator Jessup noted when they passed the motion to purchase the property in Grove for \$8,500 they did not mean to set a precedent for price per acre of land. The request was approved on a motion by Legislator Fanton, seconded by Legislator Root, and carried (voting no: K. Graves). **Refer to Ways & Means**

Lease Agreement for One Acre of Land for 911 Project

The Sheriff's Office requested approval to enter into a twenty-five year lease agreement for one acre of land in the Town of Rushford for the County 911 Project. This property will be used to construct one of four new 911 radio towers. This land will not be County owned, and will be a one-time payment of \$8,500 for twenty-five years renewable by the County at the end of the lease agreement if the County so desires. The property is located on State Route 243, and is approximately 200 feet from the road. Mr. Evans noted this is a critical spot, and currently they only have one tower in the northern part of the County. He said with this location and the one in Grove, there will be three towers in the north. Legislator Ungermann asked if it will be \$8,500 to continue the lease after twenty-five years, or if the lease will have to be re-negotiated because he is concerned it will increase significantly. Legislator Fanton asked if the lease can be fifty years. Second Assistant County Attorney Carissa Knapp replied she did not think they could make it fifty years, but she will check into it. Legislator Pullen noted the terms that were discussed were for twenty-five years at \$8,500. Legislator Fanton noted if the County can get more than a twenty-five year lease, they should try. Legislator Ungermann was concerned because the lease agreement is open ended. Legislator Pullen will speak to County Attorney Tom Miner about the language in the final lease. The request was approved on a motion by Legislator Root, seconded by Legislator Pullen, and carried (voting no: K. Graves, N. Ungermann). **Refer to Ways & Means**

Report from the Allegany County Telecommunications Development Corporation

Legislator Pullen invited Chairman of the Allegany County Telecommunications Development Corporation (ACTDC) Legislator Curran to give an update. Legislator Curran stated they are not quite split from the County yet. The ACTDC is asking the committee to confirm appointments, so it can move to the full Board for approval. Once the members are confirmed, the ACTDC will be a separate corporation working on developing the telecommunications system. He noted the system is piggybacking on the 911 system effectively. Legislator Curran said until the members are appointed, they can't become a separate entity or receive funds to begin forming this business. There will be nine members of the ACTDC; five non-County employees or officers, and four County Employees or officers. The four County representatives will be two Legislators, the County Administrator, and the County Planner. Legislator Curran stated the ACTDC is meeting, and making progress. Legislator Pullen noted County Administrator Mitch Alger, Planner Kier Dirlam, County Attorney's Office, and County Treasurer Terri Ross have been very involved with numerous meetings. Legislator Pullen also stated he appreciated Legislator Curran for stepping up, and being Chairman of the ACTDC.

Confirmation of Appointments

Clerk of the Board Brenda Rigby Riehle and Legislator Curran requested a resolution confirming Chairman Crandall's appointment of John E. Margeson of Scio, Michael Johnsen of Dalton, and Luis Rodriguez of Alfred as members of the Allegany County Telecommunication Development Corporation for a two-year term effectively immediately, and expiring September 30, 2017. Legislator Pullen noted these members serve without compensation. The request was approved on a motion by Legislator Jessup, seconded by Legislator Graves, and carried.

Prepare Resolution

E-Mail and Communication Policies

Legislator Pullen invited Information Technology (IT) Director Keith Hooker to discuss updating the e-mail and communication policies. Legislator Pullen noted the existing policy was adopted in 2004. Mr. Hooker distributed a revised employee electronic communications and device use policy. He noted this policy is shorter than the previous policy. The new policy is four pages instead of ten pages. The new policy is more generic, and applies to all electronic devices. Legislator Pullen noted this was for review, and asked committee members to come back with questions at the December committee meeting, so action can be taken on this issue. Mr. Hooker stated if anyone has any questions or concerns, to please contact him. Legislator Ungermann asked how computer use is monitored. Mr. Hooker talked about software that monitors and blocks certain websites. He noted the County does what they can at a high level to make sure everything is safe. Directors, supervisors, and other employees can also report if someone is doing something they should not be doing. Legislator Fanton asked if IT can access someone's email. Mr. Hooker replied yes depending on what it is, and the grievance. Legislator Fanton asked if some of the software advertised on television is reliable. Mr. Hooker replied it is not as good as the software the County uses. Legislator Fanton asked if this policy would apply to conversations they have had at the Committee of the Whole meetings regarding iPads. Mr. Hooker replies yes it is covered in this policy.

Legislator Pullen stated Mr. Hooker has obtained a quote for iPads for the Legislators. The cost will be \$8,830 for twenty iPad Airs with 32 gigabytes. Legislator Pullen noted it was for review. Legislator Fanton asked if Mr. Hooker received a quote from Staples for the iPads; Mr. Hooker replied no. Legislator Fanton believes \$441 is higher than what he is used to seeing. He noted he purchased a 32 gigabyte Tablet for \$149 that uses an android operating system. Legislator Graves asked if the iPads come with preloaded programs. Mr. Hooker stated it is the Apple operating system.

Mr. Hooker talked about the County webpage noting it is old and outdated. Currently he is the only one who is able to update it. He reported there is software that allows each department to do their own webpage. It is \$10,000 and \$1,900 a year for maintenance. Legislator Root stated she has spoken to Mr. Hooker about the webpage, and it needs to be updated. She noted most people access the webpage using their phones, and the website is out of date with that capability. Legislator Root said when talking about economic development, most people coming to the County will look at the webpage, and we want to give the best first impression. Legislator Pullen asked Mr. Hooker to follow up on this issue.

Legislator Pullen stated Mr. Hooker spoke with him about upgrading the telephone communication system. He asked Mr. Hooker to give a general summary at this meeting, and a presentation of what Mr. Hooker is proposing at the next meeting. Mr. Hooker reported the current system is at least sixteen years old, and is at the end of its life. County Treasurer Terri Ross noted the project was bonded, so she can get an idea of how old the system is. Mr. Hooker stated he has three different quotes, and they are all about the same price. He noted the only difference is what you receive for the price. Legislator Ungermann said one of the most frustrating things for him is to call someplace, and sit there for what seems like an eternity going through all the stuff to get to the person you want. Legislator Ungermann added we are here to serve the public, and they need to be able to get to the person they intended to call in a short amount of time. He notes they should not have to spend two to three minutes going through a menu. Mr. Hooker stated that is a department choice, but the new phone system would help that issue. Mr. Hooker stated the cost of the new phone system is \$195,000. He noted the County is currently paying \$26,000 on maintenance of on old system. For the new phone system, the maintenance would be \$14,000. Legislator Graves asked if the quoted phone system includes

all of the County sites. Mr. Hooker replied it does not include the Jail because they are on a stand-alone system, but it will meld with the new system. Mr. Hooker stated the Court System is part of the current phone system, and would be part of the new system. Mr. Hooker said there is a rumor that the State is trying to take over the Court phones, if that occurs, the County will save money. Legislator Pullen asked Mr. Hooker to prepare something for the Committee to consider at the next meeting.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 3:00 p.m. following a motion by Legislator Graves, seconded by Legislator Fanton, and carried.

Respectfully submitted,
Rebecca Scott, Secretary to the Clerk of the Board
Allegany County Board of Legislators

FACILITIES & COMMUNICATIONS COMMITTEE
Special Meeting
November 18, 2015
NOT APPROVED

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, D. Root, N. Ungermann, C. Crandall (Absent: A. McGraw)

Others Present: M. Alger, H. Budinger, S. Burt, D. Decker, K. Dirlam, L. Gridley, S. Grusendorf, D. Healy, R. Hollis, K. Hooker, C. Knapp, K. LaForge, J. Luckey, B. Riehle, T. Ross, R. Scott, R. Sobeck-Lynch, J. Wood

Media Present: B. Quinn, *Wellsville Daily Reporter*

Call to Order: The meeting was called to order at 1:44 p.m. by Facilities and Communications Committee Chairman David Pullen.

Allegany County Telecommunication Corporation Funding

Legislator Pullen stated the Allegany County Telecommunication Corporation (LDC) Board has been moving forward, and they may have a potential Executive Director. He noted there are tasks that need to be undertaken, and they need funding. The LDC Board has requested the County to provide funding pursuant to an agreement for services to take over the operation of the Broadband Program. The County will initially provide \$100,000; paid out in a particular sequence. Legislator Pullen noted he sent out Schedule A of the proposed agreement which states the payment schedule.

Legislator Ungermann stated he has never seen a job description, or what the LDC will do, or be responsible for. He would like to see this information before voting money towards a project. Legislator Pullen gave a brief explanation and history of the LDC. He noted the County Legislature did not want to operate the Broadband system. The LDC will operate the system that is being built with \$800,000 from the Broadband Grant, and \$200,000 from the County. Legislator Pullen said there is equipment on six towers, and there will be a total of twelve towers to provide broad coverage to residents who don't have broadband service. This organization will have a contract with the County, and the County will turn over the Broadband transceivers to them. The LDC will enter into contracts with last mile providers, who will sign-up subscribers. They will be responsible for establishing operating standards, guidelines on pricing, and updating existing equipment as it becomes worn out or obsolete. Legislator Pullen said the County will not sign-up any customers. Legislator Fanton noted the majority of the LDC Board is not County affiliated.

Legislator Pullen added it is important to move forward because the Board of Cooperative Educational Services (BOCES) and Western New York Regional Information Center (WNYRIC) have been looking for means to provide service to students in the County. Legislator Pullen stated it is his understanding that there are about 4,000 students in the County without broadband. This would help solve their problem, and possibly provide funding that the LDC needs. Legislator Pullen also said Southern Tier Wireless has asked when the system will be operational. Chairman Crandall said the important piece is the County payback when the LDC is profitable; the County will receive the money back. Legislator Pullen requested a resolution to fund an allocation to the Allegany County Telecommunication Corp (Broadband LDC) per contract. (\$20,000 for 2015 from Contingency A1990.49, and \$80,000 will be included in the 2016 Budget appropriated from Fund Balance.) Cost Center A8676 is established for budget purposes, both expense and revenue.

Appropriations #
A8676.492 - Home and Community Service Contractual \$20,000

Fiscal Impact:

2015 \$20,000 from Contingency A1990.429
2016 \$80,000 from Fund Balance A 15.599

The request was approved on a motion by Legislator Graves, seconded by Legislator Fanton, and carried (Voting no: N. Ungermann). **Refer to Ways & Means**

Tablets/iPad Devices for Legislators

Information Technology Director Keith Hooker presented additional quotes for iPads. GovConnection was the cheapest quote for 20 iPads and cases. The cases come with a slim keyboard. Mr. Hooker stated it was \$429 per iPad at Staples. Legislator Graves asked about the GovConnection lease option. He wondered if it was better to lease them, and trade them in. Mr. Hooker responded sometimes it is better to lease computers than buy them, but iPads last a long time. Legislator Fanton added he has had an iPad for five years, and hasn't had any problems. County Treasurer commented there are more benefits to buy them, than lease them. Legislator Pullen noted there were other issues to discuss such as the computer use policy. These issues will be discussed at the regular Facilities and Communication Committee meeting on December 2, 2015. Legislator Pullen encouraged the Committee members to look over the various policies and proposals before the next meeting. Chairman Crandall noted there was additional information from Steuben County about their computer use. Mr. Hooker noted this information was more on how documents are distributed. It may be more appropriate for the Clerk of the Board's Office rather than as a computer use policy. Legislator Root noted they need the policies, and a new website. Mr. Hooker said he went to a meeting, and presented his website idea for funding. He is hoping to get partial or full funding. County Treasurer Terri Ross stated they can purchase the devices now, but distribute them once the computer policy is updated. Legislator Graves made a motion to purchase iPads from GovConnection for \$9,172, seconded by Legislator Root, and carried. **Refer to Ways & Means**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 2:07 p.m. following a motion by Legislator Graves, seconded by Legislator Root, and carried.

Respectfully submitted,
Rebecca Scott, Secretary to the Clerk of the Board
Allegany County Board of Legislators

FACILITIES & COMMUNICATIONS COMMITTEE

December 2, 2015

NOT APPROVED

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, A. McGraw, D. Root, N. Ungermann, C. Crandall

Others Present: M. Alger, L. Ballengee, S. Burt, H. Budinger, D. Decker, K. Dirlam, M. Evans, S. Grusendorf, D. Healy, R. Hollis, B. Kelley, M. Kukuvka, K. LaForge, T. Miner, K. Monroe, B. Riehle, T. Ross, D. Scholes, R. Scott, R. Swarthout, R. Whitney

Media Present: B. Quinn, *Wellsville Daily Reporter*

Call to Order: The meeting was called to order at 2:00 p.m. by Facilities and Communications Committee Chairman David Pullen.

Approval of Minutes:

A motion was made by Legislator Graves, seconded by Legislator Root, and carried to approve the Facilities and Communications Committee minutes of November 4, 2015.

A motion was made by Legislator Fanton, seconded by Legislator Graves, and carried to approve the Facilities and Communications Committee minutes of November 18, 2015.

Facilities-Related Matters

Public Works Deputy Superintendent Dean Scholes noted he had nothing to report.

Communications-Related Matters

Lieutenant Shawn Grusendorf stated he had nothing to report. Legislator Graves asked for an update. Mr. Grusendorf said all sites have been selected and surveyed. He and County Attorney Tom Miner have been working on the twenty-five year lease, and establishing a local law for the lease. Mr. Grusendorf said they have acquired Motorola to spearhead the project, and do the overall construction. Legislator Graves asked about the timeline of the project. Mr. Grusendorf said it will be completed at the end of 2016. Legislator Fanton asked if Motorola understands the budget; Mr. Grusendorf replied yes. He said they are also looking at all options to save money including working with other County Departments to assist in the project. He said he met with the Highway Department regarding clearing properties and roadways. Legislator Ungermann said Mr. Grusendorf mentioned something about soils, and wondered if that was to determine if that ground was suitable for foundations. Mr. Grusendorf said it was an archaeology study looking for artifacts in the ground. Legislator Decker asked about the tower in Rushford, and wondered if there would be interference with the existing tower because they are close together. Mr. Grusendorf said no. Legislator Graves asked when the system is completed will there be flexibility to expand the system if they wanted to. Mr. Grusendorf said the idea is to hold anything existing, anything new, and be able to expand. Legislator Pullen noted technology is continually and quickly evolving, and may radically change tomorrow. They are providing best efforts, but they know technology and expectations are continually changing.

Legislator Pullen stated he had made arrangements for Kyle Lyons from the Western New York Regional Information Center (WNYRIC) to attend the meeting, but he could not attend today because of a scheduling conflict. Mr. Lyons apologized, and indicated he would be willing to come at another time. Legislator Pullen noted Mr. Lyons said the County is the only one that

is actually building something. Legislator Pullen will also contact Cattaraugus Allegany Board of Cooperative Educational Services (BOCES), and have one of their representatives speak to the Committee or the Allegany County Telecommunications Development Corporation. Legislator Decker commented Cuba Rushford School Board is continually talking about getting internet service to 100 to 200 kids that don't have it. The School District is interested in what the County is doing.

E-Mail and Communication Policies

Information Technology Director Keith Hooker was at a funeral and unable to attend the meeting. Legislator Pullen noted the policy was handed out at the last meeting. County Attorney Tom Miner said he has not had an opportunity to review it. County Administrator Mitch Alger believes the Personnel Committee should also review it. The committee recommended moving the policy to the Personnel Committee.

Space Needs and the Third Floor

Deputy County Administrator/Personnel Officer Bobby Budinger introduced LaBella Client Manager Mark Kukuvka to update the Committee on two more options for the third floor. Mr. Kukuvka came up with two hybrid options in order to meet the Dormitory Authority of State of New York (DASNY) Grant guidelines. Mr. LaBella discussed option 4 and 5. He noted option 4 is about \$1 million, and option 5 is about \$614,000 plus soft costs. Option 4 includes keeping part of the third floor as storage and building office space. These designs show the office space being used by the Department of Social Services (DSS) Administration and Public Defenders. Mr. Alger discussed the need for DSS to have more space, and that currently the Public Defender's offices are in separate areas.

Legislator Ungermann said he is concerned about security if the Public Defender's Office is moved to the third floor. Public Defender Barbara Kelly said everyone has to be screened, and she thinks it would be best to have everyone in one area rather than in separate locations. She thinks security wise, it would be better for them to be all together. Legislator Fanton said he agrees, he believes it would be more secure if they were in one location. Legislator Healy said it would be preferable to have the Public Defender's Office near security, and not have them going through more of the building than they have to. Ms. Kelly said in 9 years, they have only had to use the security button twice.

Legislator Fanton asked if the cost includes demolition. Mr. Kukuvka said yes, and it includes contingencies and soft costs. He noted this is at the study level, and is conservative. Legislator Decker asked what is included in soft costs. Mr. Kukuvka stated soft costs are fairly routine, and can include architectural engineering fees, construction management fees, and building permit fees. He noted the soft costs were calculated at a conservative 20 percent. Legislator Graves asked the County Administrator and County Treasurer how the County will pay for the project. County Administrator Mitch Alger said they appropriated \$250,000 from DASNY, and \$330,000 from County funds for a total of \$580,000 in the Capital Budget. Legislator Ungermann asked where the \$330,000 came from. Mr. Alger stated the Board voted on it, and he believes the money came from Contingency. Legislator Healy asked about the timeline of the grant. Mr. Alger said the grant money has to be used by the end of 2017.

Legislator Pullen summarized they have five options now, but only three will meet the DASNY requirements. These three options include the full build out and the two new hybrid options. Mr. Alger said he would recommend option 4 because they need office space. He noted there was several ways to approach funding. One option could be appropriating money in

2016, and in the next year's budget there could be another appropriation to fully fund the project. In this option, the County would not have to borrow any money. Legislator Burt thought the committee should consider breaking the project into two pieces. He suggested there may be another grant to complete the work. Mr. Alger said he was skeptical the grant would be recurring. Legislator Pullen noted Senator Young found this grant, and the County would have to look for another funding stream. Legislator Fanton stated the County has \$3 million in the landfill fund. He suggested next year taking \$1 million away from the landfill fund that they normally budget, and put it into this project. Then, they can put the \$1 million back in the landfill fund in 2017 or 2018. Legislator Jessup said that would be enough to cover option 4.

Legislator Jessup stated at the last meeting, there was discussion of bonding, and the low cost. He would like to consider doing a full build, and have the project completed. Mr. Kukuvka noted option 1 would be the full build out, and is about \$2.5 Million. Legislator Graves and Legislator Root agreed with Legislator Jessup about completing the whole project. County Treasurer Terri Ross said she can get a schedule, and what it would look like for a flat payment for the duration of the bond. Legislator Pullen said he would like to hear the opinions from members for a full build out or for option 4. He suggests offering a resolution at the next meeting.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 2:57 p.m. following a motion by Legislator Graves, seconded by Legislator Jessup, and carried.

Respectfully submitted,
Rebecca Scott, Secretary to the Clerk of the Board
Allegany County Board of Legislators

FACILITIES & COMMUNICATIONS COMMITTEE
Special Meeting
December 16, 2015
NOT APPROVED

Committee Members Present: D. Pullen, C. Jessup, D. Fanton, K. Graves, D. Root, N. Ungermann, C. Crandall (Absent: A. McGraw)

Others Present: M. Alger, H. Budinger, S. Burt, D. Decker, K. Dirlam, M. Evans, S. Grusendorf, G. Hanchett, L. Gridley, D. Healy, R. Hollis, K. Hooker, J. Hopkins, K. LaForge, T. Miner, B. Riehle, T. Ross, R. Scott, R. Sobeck-Lynch, J. Wood

Media Present: B. Quinn, *Wellsville Daily Reporter*

Call to Order: The meeting was called to order at 1:53 p.m. by Facilities and Communications Committee Chairman David Pullen.

Accept Bid Addendum No. 1

The Allegany County 911 Equipment Room Renovation Project requested approval to accept Bid Addendum No. 1 from LaBella Associates, D.P.C. in the amount of \$41,850. This work will be completed by Kinley Corporation. Lieutenant Shawn Grusendorf said this addendum is related to the installation of the Simplex Fire Suppression System. He noted it is an oversight by LaBella, and Kinley submitted the cost associated to fix the problem. Mr. Grusendorf stated it is specific equipment that will surround the 911 equipment once it is installed. Legislator Fanton asked if it is a dry suppression system. Mr. Grusendorf said yes because water can't go over the new equipment. The water sprinkler heads have to be removed, and it needs to be prepared for Simplex. Legislator Fanton asked if Kinley will re-plumb because he doesn't see anything in the addendum about it. Mr. Grusendorf said yes it is included in the general construction of the project.

County Administrator Mitch Alger explained when it was put out to bid some of the existing contracts were pulled out of the bid in order to address them with current contractors. These contractors were already working on those items at the Jail. He noted the Board accepted the \$167,000 bid for this project. He added it is an evolving project, and they need to do the addendum no. 1. It is \$41,850, and there will probably be additional costs. Legislator Fanton asked why they would not submit the fire suppression cost along with this addendum. Mr. Alger said they do not have a firm cost from Simplex on the fire suppression system upgrades that need to happen. He suggests accepting the addendum from Kinley with the understanding there will be additional cost in the future. Mr. Alger said if they accept this addendum, they will be over budget. County Treasurer Terri Ross said it will be \$31,000 over budget, and that is without the additional cost from Simplex. Mr. Alger suggested waiting until 2016 when the Contingency account is replenished to look at appropriating this extra cost and any additional costs. Legislator Healy asked if Mr. Grusendorf had an idea of the amount of additional costs. Mr. Grusendorf replied no, but it will not be cheap. Legislator Graves asked if Simplex has given any type of estimate for the additional cost. Mr. Grusendorf said they initially estimated about \$35,000 to \$60,000. Legislator Jessup asked if they have any other options. Mr. Grusendorf said there are no other options, but once he gets the bid, he will send it to LaBella to review. Legislator Burt commented he feels like they need to stop operating this way, and get a full cost before they jump into something. Legislator Fanton feels like they have to do it. Legislator Ungermann said they are between a rock and hard spot. The request was

approved on a motion by Legislator Jessup, seconded by Legislator Graves, and carried.
Prepare Resolution

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 2:09 p.m. following a motion by Legislator Graves, seconded by Legislator Root, and carried.

Respectfully submitted,
Rebecca Scott, Secretary to the Clerk of the Board
Allegany County Board of Legislators