

**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 WNEC 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
Allegany County Board of Legislators