TOWN OF HARRIETSTOWN
TOWN BOARD AGENDA
DATE: January 8, 2015

ORGANIZATION MEETING AT 6:45 P.M.

REGULAR MEETING 7:00 P.M.

ROLL CALL/PLEDGE TO THE FLAG

AGENDA APPROVAL

APPROVAL OF MINUTES OF THE REGULAR MEETING OF DECEMBER 18, **2014 AND SPECIAL MEETING DECEMBER 30, 2014.**

WARRANT 01 OF 2015:

GENERAL FUND $24,149.13 1-23

AIRPORT FUND $8,340.63 1-3

GENERAL OUTSIDE FUND $798.04 1-4

HIGHWAY FUND OUTSIDE $9,599.06 1-2

CAPITAL PROJECT DA $17,680.00 1

COMMUNITY GROUPS/ COMMENTS FROM THE AUDIENCE:

Katy VanAnden Director of the Saranac Lake Area chamber of commerce will give an update on current on goings of the Chamber and ROOST.

SUPERVISOR:

AIRPORT:

Airport Manager's Summary Report

3-36-0105-57-13 nysdot 7905.97
Approval of change order # 4 for Contract # 1 Terminal Building Expansion (TSA Improvements) Meridian Construction
Original Contract #1 = $613,230.00
Net change change order (#1) = -$2,010.18
Net change change order (#2) = +$610.16
Net change change order (#3) = +$3,853.04
Net change change order (#4) = +$9,812.13
Revised contract total = $625,495.15

BUILDINGS:

HIGHWAY:

Permission to order salt to fulfill state contract request for 250 ton $23,920.00.

SPECIAL DISTRICT:

HOUSING AUTHORITY:
The Harrietstown Housing Authority has received a CDBG grant for Americans with Disabilities Act compliance. (elevator)

BUSINESS PARK:

CODE/ZONING:

COMMENTS FROM BOARD MEMBERS:

ADJOURN:

TOWN OF HARRIETSTOWN
TOWN BOARD MINUTES
DATE: DECEMBER 18, 2014

PUBLIC HEARING 6:45 P.M. FOR SARANAC LAKE VOLUNTEER RESCUE SERVICE AND FIRE PROTECTION FOR JANUARY 1, 2015 TO DECEMBER 31, 2015

REGULAR MEETING 7:00 P.M.

ROLL CALL/PLEDGE TO THE FLAG

AGENDA APPROVAL

APPROVAL OF MINUTES:
The minutes of the regularly scheduled meeting of December 4, 2014 were approved as presented to the board. (Goetz, Meyette, Riley abstain;m/s/p)

WARRANT 22 OF 2014:

GENERAL FUND	**$33,320.52**	**489-512**
AIRPORT FUND	**$ 24,014.87**	**370-388**
GENERAL OUTSIDE FUND	**$3,955.98**	**135-139**
HIGHWAY FUND OUTSIDE	**$12,060.56**	**215-219**
TRUST AND AGENCY	**$13,459.06**	
AMPERSAND BAY WATER/SEWER	**$195.00**	**12**

The above listed payments were approved as presented to the board. (Keough, Meyette;m/s/p)

COMMUNITY GROUPS/ COMMENTS FROM THE AUDIENCE:

Business Park advisory committee report to the board.

Tim Hesseltine reported that the town should change the name of the business park, brush out the existing lots that have been surveyed. Partner with Franklin County and improve website information. Has good hopes for the future of the park.

SUPERVISOR:
Special Meeting at Noon on December 30, 2014 to pay bills for the end of the year.

Letter from the Office of the State Comptroller stating the board was right to vote to override the tax levy limit.

SOLE ASSESSOR:
The board interviewed Marten Tichenor for the position of sole assessor. Marten is provisionally appointed at $32,500.00. Upon successful completion of 6 months probation the salary will be $35,000.00. He will fill the remaining term of Douglas Tichenor. (Goetz, Keough;m/s/p)

AIRPORT:

Airport Manager's Summary Report
Airport Incident

CHANGE ORDERS:
On motion of Councilman Goetz, seconded by Councilwoman Meyette; the following change orders and credit were approved. (m/s/p)
1f 3-36-0105-57-13 Brockway Mechanical Terminal Expansion NYSDOT 7905.97 for $8,619.76 our share $215.49
2F 3-36-0105-57-13 OCP Insurance $250.00

SRE/ARFF:
Credit of $1,401.70 from Acts II construction

PASSERO ASSOCIATES INVOICES:
On motion of Councilwoman Meyette, seconded by Councilman Keough the below listed invoices were approved for payment. (m/s/p)
Approval for payment NYSDOT Air 99 7905.34 # 15458 $23,712.33
FAA 3-36-0105-58-14 Apron/Drainage Improvements $13,007.97
Transfer Memo for the above listed project.
FAA 3-36-0105-59-14 #15460 $3,721.54 Per Airport Manager's approval.

CHANGE ORDERS TO TERMINAL BUILDING EXPANSION:
On motion of Councilman Keough, seconded by Councilwoman Meyette the below listed change orders were approved. (m/s/p)
Meridian Total $14,445.95 our share $606.45
S&L Electric $9,904.24 our share $247.61

BUILDINGS:

Denial of request to do a performance during Winter Carnival Rotary Show.
Work report.
Construction Meeting Notes on comprehensive rehab to town hall. December 11, 2014

HIGHWAY:
Monthly Report

CODE/ZONING:
Monthly report

COMMENTS FROM BOARD MEMBERS:
Councilwoman Meyette has asked if anyone is interested in serving on the Saranac Lake Area Youth Board.

ADJOURN:
There being no further business before this board, a motion was made to adjourn at 8:05 P.M. (Kilroy, Riley;m/s/p)

TOWN OF HARRIETSTOWN
TOWN BOARD MINUTES
DATE: DECEMBER 30, 2014

SPECIAL MEETING:

ROLL CALL:
Supervisor Kilroy called the meeting of the Town Board of the Town of Harrietstown to order at twelve noon on Tuesday, December 30, 2014.

ROLL CALL:

Supervisor Kilroy Present
Councilman Keough Present
Councilwoman Meyette Present
Councilman Goetz Present
Councilman Riley Excused
Also in attendance was Town Clerk Patricia Gillmett.

WARRANT #
GENERAL FUND $35,825.22

AIRPORT FUND $71,653.29 365-

GENERAL OUTSIDE FUND $4,681.05 127-

HIGHWAY FUND OUTSIDE $15,991.05 211-

CAPITAL PROJECTS $101.552.44

SEWER DISTRICTS $174.97 14

WATER DISTRICTS $4,407.76

TRUST AND AGENCY $19,496.86
A motion was made to approve the above listed payments. (Meyette, Keough;m/s/p)

BUILDING USE WITH ALCOHOL:

St. Bernards School has requested use of the town hall for a concert which will also include the sale of alcohol. It would be held Saturday, January 24, 2015 from 6:00 to 9:00 P.M.

On motion of councilwoman Meyette, seconded by Supervisor Kilroy the request was approved contingent on the committee having dialog with St. Bernards School to make sure the proper permits were in place and what the specifics are regarding the event. (Meyette, Kilroy, Goetz voting nay;m/s/p)

ADJOURN:

There being no further business before this board, a motion was made to adjourn at 12:20 P.M.

TOWN OF HARRIETSTOWN HIGHWAY DEPT.
71 JOHN MUNN ROAD
SARANAC LAKE, NY 12983

REQUEST FOR AGENDA

DATE: 1-2-15
FOR THE BOARD MEETING OF 1-8-15

1. PERMISSION TO ORDER SALT TO FULFILL STATE CONTRACT REQUEST. (250 TON) $ 23,920

PASSERO ASSOCIATES
engineering architecture

December 22, 2014

Mr. Robert Levine
Federal Aviation Administration
One Aviation Plaza
New York Airports District Office
Jamaica, NY 11434

Re: Terminal Building Expansion (TSA Improvements)
Adirondack Regional Airport
FAA AIP No. 3-36-0105-57-13
NYSDOT Project No. 7905.97

Dear Mr. Levine:

Four copies of Change Order (CO) #4, for Contract #1 of the referenced project, are enclosed for your review and approval, including explanations for the additional work items requested.

Based on the enclosed change order, the Construction Contract #1 total would be adjusted as follows:

Original Contract #1 =	$613,230.00
Net Change Change Order (#1) =	-$2,010.18
Net Change Change Order (#2) =	+$610.16
Net Change Change Order (#3) =	+$3,853.04
Net Change this Change Order (#4) =	+$9,812.13
Revised Contract Total =	$625,495.15

December 22, 2014

Re: Terminal Building Expansion (TSA Improvements)
Adirondack Regional Airport
FAA AIP No. 3-36-0105-57-13
NYSDOT Project No. 7905.97

If you have any questions, please contact me at (585) 760-8513, or MKGenthner@Passero.com.

Sincerely,

Mary Kay Genthner, P.E.
Senior Airport Engineer

cc: File
Michael Kilroy, Town of Harrietstown (w/encl.)
Corey Hurwitch, Town of Harrietstown (w/encl.)
Luke Salome, Meridian Construction, Inc. (w/encl.)
Tim Long, Meridian Construction, Inc. (w.encl.)
Phil Collins, Meridian Construction, Inc. (w/encl.)
Fran Brigham, Passero Associates (w/encl.)
Peter Wehner, Passero Associates (w/encl.)
Tim Geier, Passero Associates (w/encl.)

PA

AIP PROJECT NO. 3-36-0105-57-13 **CHANGE ORDER NO. 4**
(CONTRACT #1 – GENERAL)

PROJECT: **Terminal Building Expansion (TSA Improvements)**
AIRPORT: **Adirondack Regional Airport (SLK)**
LOCATION: **Saranac Lake, NY**

ATTACHMENT – CHANGE ORDER 4 (Contract #1)
Explanation of Changes

Sequence No. 10: During construction, the Owner requested addition of a 4' wide swing gate with cipher lock. The attached negotiated cost is considered fair and reasonable.

Sequence No. 20: During construction the Owner requested revisions to the interior signage that led to extra costs. The attached negotiated cost is considered fair and reasonable.

Sequence No. 30: During construction and adjustment to the conduit run locations into the existing building basement required minor asbestos abatement. The attached negotiated cost is considered fair and reasonable.

Sequence No. 40: During construction the Owner requested revisions to the proposed Cape Air Counter, for a higher profile, and addition of a lower signature counter. The attached negotiated cost is considered fair and reasonable.

Sequence No. 50: During construction, the doors proposed for electronic locking were revised, and additional revisions to the type of electronic locks, and security system, were required to fully meet the Owner's and TSA's access requirements. The attached negotiated cost to revise the electronic door hardware and security system is considered fair and reasonable.

Sequence No. 60: Door 103A was shown wrong in the plans, but installed before this error was discovered. The attached negotiated cost to remove, reverse, and reinstall this door is considered fair and reasonable.

Sequence No. 70: See Sequence No. 110.

Sequence Nos. 80 & 90: These are credits for unused amounts in the allowance items for the Exterior Signage, and Furniture after actual invoicing.

Sequence No. 100: Per Sequence No. 110 paragraph, TSA decommissioned the existing X-Ray, and commissioned a new X-Ray during the checkpoint move. Due to this, there was no cost to TSA for the equipment relocation as expected when bid, and the allowance has been credited to the contract.

Sponsor:	Town of Harrietstown	Contract Description	Change Order No. 4F
Location:	Adirondack Regional Airport	**Terminal Building Expansion (TSA Improvements) - Contract #1 (General)**	
Contractor:	Meridian Construction, Inc.		FAA AIP No.: 0
Engineer:	Passero Associates	NYS Controller's No.:	NYSDOT Project No.: 7905.97

Seq. No.	Spec. Item No.	Description	Unit Price Bid	Original Quantity	Change in Quantity	New Quantity	Original Item Total	Revised Item Total	Change in Contract	Cost Distribution Tab. Federal 95.00%	State 2.50%	Local 2.50%
110	TOWN SHARE ONLY	Widen Opening for Seq. No. 70 - Reimbursed by Others	($3,633.82)	0.00	1.00	1.00	$0.00	($3,633.82)	($3,633.82)	($3,452.13)	($90.85)	($90.85)
120	TOWN SHARE ONLY	OCP Insurance	$1,000.00	1.00	(1.00)	0.00	$1,000.00	$0.00	($1,000.00)	($950.00)	($25.00)	($25.00)
						0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
						0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
						0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
						0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
						0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
						0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
						0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
						0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
						0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
						0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Current Contract Time Limit	180	Current Contract Total	$615,683.02	Net Change, This Page	($4,633.82)	($4,402.13)	($115.85)	($115.85)
Change In Time, This Order +/-	14	Net change, This Order	$9,812.13	Net Change, Carried Forward	$14,445.95	$13,723.65	$361.15	$361.15
Revised Contract Time Limit	194	Revised Contract Total	$625,495.15	Net Change, Total	$9,812.13	$9,321.52	$245.30	$245.30

Explanation

State Use

Engineers Acceptance		Sponsor's Acceptance		Contractor's Acceptance	
Approved		Approved		Approved	
Title	Senior Airport Engineer	Title	Supervisor	Title	
Date		Date		Corp. Name	Meridian Construction, Inc.
				Date	

Federal Use

AIP PROJECT NO. 3-36-0105-57-13 **CHANGE ORDER NO. 4**
(CONTRACT #1 – GENERAL)

PROJECT: **Terminal Building Expansion (TSA Improvements)**
AIRPORT: **Adirondack Regional Airport (SLK)**
LOCATION: **Saranac Lake, NY**

ATTACHMENT – CHANGE ORDER 4 (Contract #1)
Explanation of Changes

Sequence Nos. 70 & 110: Just a few weeks prior to the October 28, 2014 TSA checkpoint move, TSA determined they could provide the airport with a new X-Ray machine during the move. As measurements were checked the day before the arrival, it was determined that the new equipment required door 108C to be widened. Lockheed Martin's subcontractor contracted with the Owner to reimburse the Town for widening the opening and patching closed (by Meridian Construction). The Town wanted a long term solution to accommodate the equipment, therefore, an extra door leaf was ordered. The attached negotiated costs for both widening the opening, and installation of an extra door leaf, are considered fair and reasonable, and resulted in successful relocation of the TSA checkpoint within the allotted timeframe. Sequence No. 70 shows the total cost to widen and install the extra door leaf. Sequence 110 shows the amount of the widening and patching as a credit to be paid by Lockheed Martin's subcontractor outside of contract. The extra cost, over that reimbursed by others, is requested as an extra to this contract.

Sequence No. 120: After award the Town was asked to remove the Protective Liability Insurance covering the Owner from the FAA funded project. The Town chose to keep the insurance, therefore, this is marked Town Share only, as it was 100% Town funded.

Sponsor:	Town of Harrietstown	Contract Description	Change Order No. ~~#~~ 4
Location:	Adirondack Regional Airport	**Terminal Building Expansion (TSA Improvements) - Contract #1 (General)**	Page 1 of 2
Contractor:	Meridian Construction, Inc.		FAA AIP No.: 3-36-0105-57-13
Engineer:	Passero Associates	NYS Controller's No.:	NYSDOT Project No.: 7905.97

Seq. No.	Spec. Item No.	Description	Unit Price Bid	Original Quantity	Change in Quantity	New Quantity	Original Item Total	Revised Item Total	Change in Contract	Cost Distribution Tab. Federal 95.00%	State 2.50%	Local 2.50%
10	EXTRA	Furnish and Install 4' wide Swing Gate with lock	$1,423.88	0.00	1.00	1.00	$0.00	$1,423.88	$1,423.88	$1,352.69	$35.60	$35.60
20	EXTRA	Additional Interior Signage	$576.02	0.00	1.00	1.00	$0.00	$576.02	$576.02	$547.22	$14.40	$14.40
30	EXTRA	Asbestos Abatement for Revised Conduit Run Location	$1,732.50	0.00	1.00	1.00	$0.00	$1,732.50	$1,732.50	$1,645.88	$43.31	$43.31
40	EXTRA	Revisions to Cape Air Counter	$1,546.30	0.00	1.00	1.00	$0.00	$1,546.30	$1,546.30	$1,468.99	$38.66	$38.66
50	EXTRA	Revisions to Door Hardware	$10,357.73	0.00	1.00	1.00	$0.00	$10,357.73	$10,357.73	$9,839.84	$258.94	$258.94
60	EXTRA	Reverse Door 103A	$882.00	0.00	1.00	1.00	$0.00	$882.00	$882.00	$837.90	$22.05	$22.05
70	EXTRA	Furnish and Install Extra Door Leaf at Door 108C **(See Seq. No. 110 also)**	$5,919.52	0.00	1.00	1.00	$0.00	$5,919.52	$5,919.52	$5,623.54	$147.99	$147.99
80	CREDIT	Unused Exterior Sign Allowance	($855.00)	0.00	1.00	1.00	$0.00	($855.00)	($855.00)	($812.25)	($21.38)	($21.38)
90	CREDIT	Unused Furniture Allowance	($137.00)	0.00	1.00	1.00	$0.00	($137.00)	($137.00)	($130.15)	($3.43)	($3.43)
100	CREDIT	Unused TSA Allowance	($7,000.00)	0.00	1.00	1.00	$0.00	($7,000.00)	($7,000.00)	($6,650.00)	($175.00)	($175.00)

Current Contract Time Limit	180	Current Contract Total	$615,683.02	Net Change, This Page	$14,445.95	$13,723.65	$361.15	$361.15
Change In Time, This Order +/-	14	Net change, This Order	$9,812.13	Net Change, Carried Forward	$0.00	$0.00	$0.00	$0.00
Revised Contract Time Limit	194	Revised Contract Total	$625,495.15	Net Change, Total	$14,445.95	$13,723.65	$361.15	$361.15

Explanation **See attached page.**

State Use

Federal Use

Engineers Acceptance	Sponsor's Acceptance	Contractor's Acceptance
Approved: Mary Kay Gardner	Approved: Mike Lilley	Approved: Timothy V. Long
Title: Senior Airport Engineer	Title: Supervisor	Title: President
Date: 12/9/14	Date: 12/18/14	Corp. Name: Meridian Construction, Inc.
		Date: 12/4/14

Sponsor:	Town of Harrietstown	Contract Description	Change Order No. ~~4~~ 4 — Page 1 of 2
Location:	Adirondack Regional Airport	**Terminal Building Expansion (TSA Improvements) - Contract #1 (General)**	
Contractor:	Meridian Construction, Inc.		FAA AIP No.: 3-36-0105-57-13
Engineer:	Passero Associates	NYS Controller's No.:	NYSDOT Project No.: 7905.97

Seq. No.	Spec. Item No.	Description	Unit Price Bid	Original Quantity	Change in Quantity	New Quantity	Original Item Total	Revised Item Total	Change in Contract	Cost Distribution Tab. Federal 95.00%	State 2.50%	Local 2.50%
10	EXTRA	Furnish and Install 4' wide Swing Gate with lock	$1,423.88	0.00	1.00	1.00	$0.00	$1,423.88	$1,423.88	$1,352.69	$35.60	$35.60
20	EXTRA	Additional Interior Signage	$576.02	0.00	1.00	1.00	$0.00	$576.02	$576.02	$547.22	$14.40	$14.40
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40	EXTRA	Revisions to Cape Air Counter	$1,546.30	0.00	1.00	1.00	$0.00	$1,546.30	$1,546.30	$1,468.99	$38.66	$38.66
50	EXTRA	Revisions to Door Hardware	$10,357.73	0.00	1.00	1.00	$0.00	$10,357.73	$10,357.73	$9,839.84	$258.94	$258.94
60	EXTRA	Reverse Door 103A	$882.00	0.00	1.00	1.00	$0.00	$882.00	$882.00	$837.90	$22.05	$22.05
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80	CREDIT	Unused Exterior Sign Allowance	($855.00)	0.00	1.00	1.00	$0.00	($855.00)	($855.00)	($812.25)	($21.38)	($21.38)
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Revised Contract Time Limit	194	Revised Contract Total	$625,495.15	Net Change, Total	$14,445.95	$13,723.65	$361.15	$361.15

Explanation **See attached page.**

State Use

Federal Use

Engineers Acceptance	Sponsor's Acceptance	Contractor's Acceptance
Approved: Mary Kay Goodman	Approved: Mike Lilley	Approved: Timothy V. Long
Title: Senior Airport Engineer	Title: Supervisor	Title: President
Date: 12/9/14	Date: 12/18/14	Corp. Name: Meridian Construction, Inc.
		Date: 12/4/14