



DRAFT

TOWN OF HILLSDALE
SPECIAL TOWN BOARD MEETING
December 20, 2022

A special Hillsdale Town Board Workshop was held on Tuesday, December 20, 2022 at 10:00 am in the Town Hall with the Engineering firm CPL to discuss the priorities of the three Town buildings in need of repairs: the Town Hall, Sheriff's Sub-Station and Highway garage.

PRESENT: Supervisor Chris Kersten
Councilmember Tom Carty
Councilmember Steve Tiger
Councilmember Robina Ward
Building Inspector Lee Heim
Project Manager, CPL, Jonathan DiRocco, AIA

ABSENT: Councilmember Joanna Virello

OTHERS PRESENT: Kathi Doolan, Town Clerk

The meeting was called to order by Supervisor Chris Kersten.

CPL has provided a list of recommended priorities for the three Town buildings beginning with the Town Hall. The estimated amount for the Town Hall priority list is \$238,000. The purpose of this meeting is to review the recommended list and determine what the Board agrees can be done on its own and/or with the Engineers. The Supervisor asked Jonathan DiRocco, Project Manager to go through the list to explain what he believes are the critical priorities to address. Jonathan began with Site features.

- Trees around the building need to be trimmed. The Supervisor stated the Town will set a schedule for that.
- Roof – needs repair or replace.

The Building Inspector added he received a cost for gutter replacement. A larger amount of slates need to be removed in order to protect the building. Discussion. Jonathan DiRocco to look into the costs of an alternative material.

- Mold in attic from a water leak. Should be cleaned. Discussion. The Supervisor stated he feels this could be done by the Town.
- Window recommendations. Replace the ones downstairs. Window wells need to be addressed.
- Ceilings. Mold from water staining.
- Insulation. The attic has a large amount of mouse droppings. Jonathan recommended the insulation needs to come out and the area needs to be cleaned. Need an exterminator. Because the insulation is inadequate there are ice dams from the melting snow. The Building Inspector recommended spray foam.
- Generator
- Air analysis. Very high elevated numbers of black mold in the basement. The air quality in the basement is worse than outside. Councilmember Ward recommended removing the carpet and replacing with wood. That would be an additive cost. She asked about access to the attic and whether it should be moved. Discussion. Question of asbestos testing.
- Generator. The Town does not currently have one. The installation is based on going rate.
- Fire Alarm system, essential.

Steve Tiger asked if it is possible to hire one firm to do everything. Discussion about Project Manager. The Building Inspector is not available. CPL will create the details and drawings. The Town Hall will handle the rest. Jonathan suggested a base bid and then add/delete alternates. CPL will update the chart based on this discussion for the next Board meeting January 10.

The Supervisor stated the need to encumber funds. Discussion.

Councilmember Tiger stated the need to address the issue that the building is inadequate for a Town Hall. There is the issue of maintaining and preserving and the issue of lack of space. Discussion. The Supervisor stated the need to take care of this building now and do the repairs. Steve asked the next step. Jonathan replied CPL will put together a package. By the end of March, they will move forward with a contractor. Discussion about closing the building and where to operate? Sheriff's Sub-station?

Resolution. Encumber funds for the purpose of making high-priority repairs to Town Hall identified by CPL, not to exceed \$300,000. The \$300,000 will come from the unexpended fund balance.

On a motion by Supervisor Chris Kersten and seconded by Councilmember Tom Carty to encumber funds for the purpose of making high-priority repairs to Town Hall identified by CPL, not to exceed \$300,000. The \$300,000 will come from the unexpended fund balance.

Adopted Vote

Ayes - 4

Nays - 0

Absent - 1

Resolved to encumber funds for the purpose of making high-priority repairs to Town Hall identified by CPL, not to exceed \$300,000. The \$300,000 will come from the unexpended fund balance.

The Supervisor asked Jonathan for an updated presentation at the January Board meeting with a complete proposal.

Adjourn Meeting.

On a motion by Steve Tiger and seconded by Tom Carty to adjourn the meeting at 11:30 am.

Motion Vote

Ayes - 4

Nays - 0

Absent - 1

Motion Carried.

Respectfully Submitted,

Kathi Doolan, Town Clerk