

**TOWN OF WESTERLO  
TOWN BOARD WORKSHOP  
(CODE OF ETHICS TRAINING & ARCHITECTURE PLUS)  
TUESDAY, JANUARY 21, 2014**

The Westerlo Town Board, Planning Board, Zoning Board of Appeals, Deputy Supervisor, Town Attorney and Town Clerk met on Tue. Jan 21, 2014 at 7:00 PM for Code of Ethics training instruction was given by Town Attorney Aline Galgay. All those attending signed in and received a copy of the Code of Ethics. ZBA Member Robert Beck was absent. There being no questions regarding the Code of Ethics for Attorney Galgay the training ended at 7:25 PM and those wishing not stay for the Workshop meeting were excused. The training session was immediately followed by a Town Board Workshop which started at 7:30 PM.

**Attending Were:**

Supervisor Richard H. Rapp  
Councilman Alfred L. Field  
Councilman William F. Bichteman Jr.  
Councilman Theodore S. Lounsbury  
Councilman Anthony W. Sherman

Also attending were several Planning Board and Zoning Board of Appeals members, Deputy Supervisor Edwin H. Lawson, Town Clerk Kathleen Spinnato and approximately six residents. Edwin Lawson introduced representative Mary Kate Young from Architecture Plus and explained the workshop was being held at request of the Town Board for the purpose of answering the Town Board's questions regarding Architecture Plus's proposed drawings and fees for repairs to the roof and the building located at 671 County Route 401 (Court, Highway Garage, State Police). Mary Kate Young gave a copy of Architecture Plus's Report to each Town Board member. She explained the issues they found and gave the following recommendations:

- replacing the entire roof in all three sections with an EDPM roof with tapered insulation to improve the pitching
- extension of scupper route and sister framing onto existing rafters to extend roof edge to prevent water from running down walls and away from the building
- R-20 value insulation in roof – to meet NYS Energy Code
- Suggestion for exterior walls - to repaint damaged masonry and cover with a synthetic stucco system which typically has 1" to 2" rigid insulation underneath. Two inch would give an R 10 value which meets the NYS Energy Code

An itemized scope of work was provided by Mary Kate included were costs for damaged pavement, flashing around perimeter of building, replacement of exterior windows and exterior doors, sealant in various places, electrical work for building mounted lighting and conduit that is in the way of the roof, all of which added up to approximately \$250,000 worth of work around the building. She advised on the right hand side of the itemized report the two story section of the building (Section A) could be knocked down or be used as viable space if needed in the future but it does not meet ADA compliance and the outside stairway to the second floor is in poor condition.

Councilman Bichteman asked about the elevations and the durability of the stucco versus metal panels. He suggested a 4' bottom metal portion could be replaced easier should repairs be needed to the bottom sections of the outside walls. R-value on corners was also discussed.

Councilman Field would like to see a better R-Value. Mary Kate advised that would be easy to do but would cost more. It could be bid out as a bid alternate for various insulation thicknesses. The bid process was then briefly discussed.

Deputy Supervisor Lawson reported the board had previously indicated the necessary work should be addressed first any additional could be done later.

Discussed a possible cost savings and inclusion for replacement of four sets of new doors (ADA) with the reuse of existing hardware for the Town Hall located at 933 County Route 401.

Councilman Field suggested removing from the list of repairs blacktop, that work could be done internally.

Councilman Lounsbury asked about the life expectancy of the roof. Mary Kate responded an EDPM roof is generally a 20 yr. warranty. Councilman Field asked about the life expectancy of the building, Mary Kate advised the building is structurally sound as long as the block is protected against water damage and the roof is repaired it would be good.

Councilman Lounsbury inquired about Architectural Plus's background. Mary Kate advised the firm has been in business for 30 years. She listed agencies they have worked for and the projects that they have worked on. Councilman Field asked about the firm's fee schedule, Mary Kate informed the fees were sent to the Town back in October and were broke down by the following:

- Schematic Design cost: \$5,000. She informed the board about \$1,000 remains of that figure and she suggested they could draw the elevation with the remainder.
- \$22,000 to put together documents
- \$2,000 for bidding
- \$5,000 for construction administration

She suggested, to reduce the costs for services, the bidding could be administered by Code Enforcement Officer Ed Lawson. A brief discussion followed. The schematic design had already been authorized, in order to move forward to construction documents authorization is needed.

Construction administration, inspections, and limiting the number of site visits were all discussed. Mary Kate informed the Board for manufacturer warranty on roofing, Architecture Plus will require the manufacture to send a representative to do the warranty.

Councilman Field asked about the replacement of roof underlayment in the area above the bathrooms. Mary Kate explained this is included under rough carpentry remove and replace roof deck 3,000 sq. ft. any extra would require a change order. If sq. footage is not met a credit would be issued.

Design contingencies were discussed and alternates were suggested due to the rising of construction costs.

There being no further questions for Mary Kate Young. Supervisor Rapp asked for a motion to adjourn the workshop. Councilman Field made the motion to adjourn, seconded by Councilman Lounsbury and carried all in favor. The workshop adjourned at 8:14 PM.

Respectfully Submitted,

Kathleen Spinnato

