

**TOWN BOARD
SPECIAL MEETING**

THURSDAY

August 20, 2020

Zoom Meeting

<https://madisoncounty-ny.zoom.us/j/99244693583>

Meeting ID: 992 4469 3583

Dial by your location

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This meeting was video-recorded.

Supervisor Zupan opened the meeting at 7:00 p.m. with all Councilors present.

The Town Supervisor asked the Town Clerk to take a roll call attendance of all Board members.

Roll call:

Councilor Andersen	Present
Councilor Race	Present
Councilor Golub	Present
Councilor Reger	Present
Supervisor Zupan	Present

Supervisor Zupan stated that proper notification of the meeting took place and further a quorum was present for the purposes of this meeting.

The Town of Cazenovia is committed to practicing the social distancing guidelines that are currently in place. In accordance with the Governor's Executive Order 202.1, this special meeting was held via videoconferencing. The Town Board was present at the Town Office. The meeting notification was posted on the Town's website and on the sign board at the outside entrance of the Town Hall and published in the newspaper.

Supervisor Zupan said this is a discussion with the Town Board only (no public comment) to talk about the Gothic Cottage and its repairs. The Board will have other meetings with the public, based on the outcome of this meeting. He said conference rooms will be rented at the Hampton Inn so social distancing can occur. To start the discussion, he said this project was looked at back in 2006, under the tenure of Supervisor Elizabeth Moran and Holmes, King, Kallquist and Associates (HKK) was hired to assist with the project.

Councilor Andersen interjected and said this has been discussed for quite a while (determined to

be 2006) because there were problems with the building. She said the Town Board visited several Town Halls and she remembered the Board being particularly impressed with the Town of DeRuyter. In 2013, an RFP was authorized for architectural services. The Town Board interviewed several architectural firms and hired HKK. One of the first things they did was a work-flow and space needs analysis. HKK spent time with the staff and determined what was needed in terms of space for each employee to do their job efficiently. HKK produced several plans based on the space needs. One of the plans proposed was moving the Town Clerk's Office to the east and west parlors at the front of the building. She said "Plan F" was the one that was settled on (moving the Town Clerk's Office to an addition on the back of the building). Then, there were discussions of the Town and Village consolidating and things were placed on hold with this building.

Supervisor Zupan said an opportunity has presented itself with the "GHD Building" on Route 20. Councilor Race, John Langey, Esq. and he looked at the building. He felt a decision was going to be one based on heart strings or the pocket book.

Councilor Race said the long term viability also should be considered.

Councilor Golub said he spoke with Julia Marshall of HKK the other night. The old plan for the Gothic Cottage was 1.3 million. The new pricing for "Plan F" with everything is 1.8 – 2.2 million.

Councilor Andersen said with the way the front rooms are currently structured, a new sound system and screens should be part of the update, also. She said their proposal is to push back the front walls a little bit and have folding doors made out of similar wood to what is there. She proposed to take the doors out all together and push the walls back as far as possible, where the angle meets the outside walls and that would save quite a bit of money. She thought many of the features should be preserved, but she didn't think the doors were a necessity. She wondered if there were other items that may not be important to preserve and they should talk to HKK about that aspect. She said enough would be done that already makes them ineligible for the historic preservation grants. She confirmed the two hundred thousand dollar contribution from Rachel May's Office is still valid.

Supervisor Zupan responded to a question regarding the bid process. He stated they will put the project out to bid and there will be a general contractor, heating, and plumbing contractor. He thought the elevator would fall under general.

Councilor Reger asked about local contractors and craftsman that do work that is particular to certain eras.

Councilor Race said a lot of local contractors aren't interested because you have to do certified payroll, prevailing wage, extensive insurance, etc.

Councilor Golub said if you talk about installing a water district or renovating the sewer treatment plant, it is about saving taxpayer dollars. However, the community may want the Town Board to spend money here. He asked the question if the community wanted the Town Board to be fiscally responsible when it comes to the Gothic Cottage or do, they want the Town Hall to stay at its present location. He said he would rather have the Town Office stay at the Gothic Cottage. He felt each Councilor has a not too exceed number that makes the project feasible or unfeasible.

Councilor Andersen said she is very reluctant to be part of a Town Board that abandons the Gothic Cottage. She said she would have to feel they had no other recourse. “Those are the people that took a historic building and put it on the market.” She expressed she does not want to be that Board and felt strongly.

Supervisor Zupan said covenants could be placed on it.

Councilor Race said the other building is 37,000 sq. ft. and office space could be created there. Maybe the Gothic Cottage could be kept, as well, for non-profits. He said the way this building is being used now, they are beating it to death.

Supervisor Zupan thought legal counsel would frown on the idea of keeping the building for not-for-profits.

Councilor Reger liked the hybrid concept.

Councilor Race thought the GHD building would be self-sufficient and then keeping the Gothic Cottage up wouldn't be such a huge dilemma.

Supervisor Zupan said the GHD building has had a new owner for approximately a year and he has one potential renter. He thought the second floor would be the right location for the Town Office and it is approximately 12,000 sq. ft.

The Town Clerk responded to the size of the Gothic Cottage as having approx. 6,000 sq. ft. for all three floors.

Councilor Race said the GHD building has a lot of options and the interior walls can be moved to accommodate a floor plan that would work for the Town.

Supervisor Zupan thought it would cost roughly half a million to tailor it to the Town's needs.

Councilor Race thought the remaining space at GHD would have to be rented as office space, not manufacturing.

Supervisor Zupan said \$ 164,000 was spent for a “paint job,” a couple chimneys and one roof. A quarter of the outside wood was replaced. He said if they are going to stay at the Gothic Cottage, he would like to “gut the interior” and put in the plumbing, heating, electrical and IT things that are needed for the next 100 years. He said Roger can't fit his file cabinets in “Plan F.”

Councilor Race said the bottom line is viability and fiscal responsibility. He said he loves this place, but it is not viable without spending 1.8 – 2.2 million dollars. GHD is a building that is thirty years old and three times the size with everything upgraded. He thought it would be good to go for the next 100 years and would be \$ 800,000.00 - \$ 1,000,000.00 less.

Councilor Reger inquired what office space rents for.

Supervisor Zupan inquired if it was worth pursuing the building and looking at the Gothic Cottage, too.

Councilor Andersen said if we didn't stay here, we still have the Gothic Cottage.

Supervisor Zupan said covenants can be put on this building.

Councilor Andersen thought it should remain in the public domain.

A few Councilors asked the Town Clerk her perspective on working at the Gothic Cottage.

Connie Sunderman said visitors often comment about the Town Hall being a very unique building and about one-fifth of the visitors are foot traffic. She said storage is a huge issue, though.

Councilor Golub asked if money wasn't an issue; would everyone in this room prefer to stay here or still move?

Supervisor Zupan said if someone gave five million he would stay at the Gothic Cottage because the burden wouldn't go on the taxpayers.

Councilor Race said you can't take money out of the equation.

Councilor Golub thought there may be contributions by some wealthy people within the Town.

Supervisor Zupan said if the Town Board decides to stay in this location they will have to hire a construction manager which will cost roughly \$ 100,000.00/yr.

Councilor Andersen felt they should do everything they can to stay and improve and adaptively re-use this building. She thinks this building is a very important part of the community. That being said, she wants to work as hard as possible at not spending more on this building than is necessary. It is important to preserve the spirit of the building, but as long as they aren't going for any historic preservation awards of the building, certain changes can be made. She said \$ 900,000.00 is a lot to have tucked away (referring to the Capital Reserve Fund established in 2006) so it won't be an exorbitant amount requested from the taxpayers.

Supervisor Zupan liked the idea of that building because they can go in and have everything the way they want it – a modern office building. He would like to get HKK's space plan along with the Town of Sullivan's building plans and find out what their estimate would be to renovate.

Councilor Golub thought if it is purely a financial decision that is the route to take. However, he did not think it was simply a financial decision.

Councilor Race considered putting a referendum on the general election ballot.

Councilor Andersen was not a big fan of referendums. She said she would rather have input from lots of meetings and conversations with the public.

Supervisor Zupan said the Board got elected to make decisions and there will be public hearings to hear the public.

Councilor Race said there is a certain degree of urgency. The current owners of the Route 20 building are looking to sell. He guessed it would cost 15-20 million to build such a building today. He felt it was an opportunity that shouldn't go by the wayside without a lot of consideration and it made more sense, viability into the future and fiscally. He encouraged the Board to move along on this process and have public hearings when an option is available such as this building.

Supervisor Zupan said Stearns & Wheler moved out in February.

Councilor Race said they had grandiose plans for it, but the whole situation stopped and it's been on the market since then.

Supervisor Zupan said he can tell the sellers they have to do their due diligence and he can let them know government is a slower process.

Councilor Race responded to a question and said there should be an article in the paper in addition to the legal notice to get the public’s input on the project.

Supervisor Zupan asked the Board if they wanted to consider both options or just stay with the Town Office at the Gothic Cottage.

All Councilors with the exception of Councilor Andersen agreed to explore both options. Councilor Andersen expressed her opposition to not staying at the Gothic Cottage.

Councilor Andersen thought before a public hearing there has to be more information available on the Route 20 Building, cost, rents, etc.

Supervisor Zupan said the potential for rents should be removed from the equation since that is an unknown.

Councilor Andersen responded to a question and thought the Route 20 building should not be explored. The Board should stay with the 2016 article in the Republican that talked about the Gothic Cottage which reviewed the Town Board initiatives. She said it publicly stated their feeling of responsibility for the building. Additionally, she mentioned its location is important because it is central to everything.

There was a small discussion about building a new structure to serve as the Town Office. It was mentioned, a highway garage, which is basically a big open space costs roughly 5-6 million dollars to build.

Councilor Race thought the building on Route 20 was an opportunity that avails untold space and opportunities which is something that has to be explored. He thinks this is an opportunity that changes the whole scope.

Councilor Andersen inquired about seeing the Route 20 property.

Supervisor Zupan wanted the Board to know about this opportunity and he wanted to have a discussion. He said it can be opened up to the public and they can get public input. He tasked himself with getting numbers for a remodel. He asked Councilor Golub to check with HKK to get a swag number for a demolition of interior walls for new construction. How much would it cost per square footage to knock out walls and put up new walls for municipal work.

Councilor Reger asked Supervisor Zupan to find out how much it would cost to rent the place?

Councilor Golub stated HKK stated this could be done in phases.

Supervisor Zupan strongly opposed this idea and said it would not save any money, yet cost more. He said this next project will have a project engineer. He said he is fine going or staying and it will be based on public input.

On another note, Councilor Reger said there was a Caz COVID call today. Bob Hood may be calling because he would like to get a tent for a multi-function use of “The Green” in front of the school. They would like to put up 1-2 tents for the overflow of the school and for use by Common Ground’s after-school activities. It would be used during this pandemic. He wanted to

mention it due to the short time line for school to start.

Supervisor Zupan said they would need insurance and it would have to be reviewed by the Attorney for the Town. A resolution would have to be passed, also. He asked why it couldn't be on the football field?

Resolution No. 94 presented by Councilor Race, seconded by Councilor Andersen

To allow "them" (Cazenovia Central Schools and Common Grounds) to use "The Green" as long as it passes by the Attorney for the Town.

Roll call:

Councilor Andersen	Yes
Councilor Race	Yes
Councilor Golub	Yes
Councilor Reger	Yes
Supervisor Zupan	Yes

Supervisor Zupan declared Resolution No. 94 adopted.

Motion by Councilor Race, seconded by Councilor Reger to adjourn this meeting. The motion was unanimously approved.

At 8:16 p.m., Supervisor Zupan declared this meeting adjourned.

Signed: *Connie J. Sunderman*
Connie J. Sunderman, Town Clerk