

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: GASLIGHT VILLAGE AD HOC

DATE: MAY 4, 2011

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS MONROE
MERLINO
THOMAS
KENNY
BELDEN

JEFFREY TENNYSON, SUPERINTENDENT OF THE DEPARTMENT OF PUBLIC WORKS
KATE JOHNSON, DIRECTOR OF TOURISM
DANIEL STEC, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ATTORNEY/ADMINISTRATOR
JOAN SADY, CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISOR TAYLOR
TANYA BRAND, GROUP TOUR PROMOTER
DAVE DECKER, DIRECTOR, LAKE GEORGE WATERSHED COALITION
WALT LENDER, EXECUTIVE DIRECTOR OF THE LAKE GEORGE ASSOCIATION
FRED AUSTIN, FORT WILLIAM HENRY RESORT
MARISA MURATORI, WALT ADAMS PRODUCTIONS
ALLISON ESKER, WALT ADAMS PRODUCTIONS
DON LEHMAN, *THE POST STAR*
THOM RANDALL, *ADIRONDACK JOURNAL*
CHARLENE DIRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. Monroe called the meeting of the Gaslight Village Ad Hoc Committee to order at 9:33 a.m.

Motion was made by Mr. Belden, seconded by Mr. Merlino and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the agenda were distributed to the Committee members; *a copy of same is on file with the minutes.*

Mr. Monroe stated the first item on the agenda was to receive an update on the demolition project on the South Parcel of the former Gaslight Village property. Dave Decker, Director of the Lake George Watershed Coalition, displayed photographs of the site and distributed an Overall Project Status Summary & Site Summary handout to the Committee members; *a copy of the handout is on file with the minutes.* He reminded the Committee members that the former Opera House Building had collapsed over the winter and there was concern that the building contained asbestos which would require abatement. He reported the Building had received an asbestos clearance on April 25, 2011 and the contractor would mobilize to the site to begin demolition of the buildings and the concrete pads on the South Parcel on Friday, May 13, 2011. The contractor would provide a schedule, he continued, as to the length of time it would take to complete demolition on the South Parcel.

Mr. Belden asked if the plan was to demolish all of the buildings on the South Parcel and Mr. Decker replied affirmatively and added he would encourage the contractor to bring multiple pieces of equipment in order to demolish several buildings at the same time. Mr. Kenny noted the Festival Space had been rented to Americade for June 6-11, 2011. Mr. Monroe responded the main purpose of today's meeting was to discuss the necessary actions to prepare the site for use this summer. He said one of the questions was whether the concrete pads should be demolished or left in place. Jeffery Tennyson, DPW (Department of Public Works) Superintendent, apprised there were approximately 700 tons of material from the concrete slabs to dispose of and the approximate

disposal costs would be \$10,000 to \$15,000. He said he had discussed the issue with Dave Harrington, Superintendent of Public Works for the Village of Lake George, and Robert Blais, Mayor of the Village of Lake George, and the consensus was that retaining the concrete slabs for use by Americade was not worth the expense of disposal at a later date when the expense would no longer be covered by grant funding. Mr. Monroe clarified that if the Committee wanted to ensure that the demolition of the concrete slabs was covered under the grant, it would be necessary to include them in the scope of work for the demolition contractor.

Pertaining to the crushed stone or gravel that would be brought in to create a parking area on the North Parcel for the summer season, Mr. Monroe apprised, there would be rough graded material from the demolition of the concrete slabs which could be utilized to minimize the amount of excess material required. Mr. Tennyson advised the contractor would complete some rough grading of the material as part of the contract and it had been made clear that the buildings on the Festival Space would be demolished first in order to allow DPW staff to complete some grading and improve the ground for parking. He estimated the cost of the necessary materials for a parking area at approximately \$4,000 to \$5,000 although a final estimate would not be available until the demolition was completed. Mr. Tennyson advised he had no funds budgeted for the cost of the materials required to create the parking area; however, he added, the funds could be expended from the DPW budget and reimbursed by parking revenues collected. Mr. Monroe agreed that the cost of the materials could be reimbursed with parking revenues and Mr. Thomas suggested the cost of labor should also be reimbursed. Mr. Kenny noted that he believed Occupancy Tax Reserve Funds were approved for the cost of materials necessary to create a parking area and Joan Sady, Clerk of the Board, replied that she thought the issue had been tabled at the Finance Committee meeting because an estimate of the amount and cost of the materials for the parking area was not available at that time.

Motion was made by Mr. Belden, seconded by Mr. Thomas and carried unanimously to authorize County and Village DPW staff to place crushed stone on the North Parcel of the former Gaslight Village Property following demolition of the buildings to allow a gravel parking area to be used by organizations renting the property this summer in an amount not to exceed \$5,000 for materials with the cost of materials and labor being reimbursed with revenues generated from the property. *The necessary resolution was authorized for the May 20, 2011 Board meeting.*

Mr. Decker continued with his display and review of pictures of the site. He said the current contractor had nearly completed their portion of the work and bids for Phase Three would be released on May 13, 2011. He explained Phase Three included the placement of 30,000 yards of organic top soil, eight inches deep with specific plantings throughout the site. He advised there was an issue with petroleum contaminated soil for which the NYS DOT (New York State Department of Transportation) would decide on the appropriate measures to rectify the situation. Mr. Decker opined the only appropriate measure was to remove the soil; however, he added, the NYS DOT was determining a source of funding to use. He said the current contractor had requested an extension on their contract as a direct result of the petroleum contaminated soil. He explained in detail the measures which had been taken to deal with the excessive amount of stormwater caused by the recent rainfall. He noted some of the work which had not been due to begin until Phase Three had been moved up in order to deal with the excess stormwater.

Mr. Decker advised that offsite sources of stormwater had been discovered from neighboring properties and at some point in the future it would be necessary for the property owners to decide how they wanted to deal with the issue which could cause erosion. Mr. Tennyson advised that Mr. Harrington had stated he would complete die testing to determine where the flow of water was

originating. Mr. Monroe said there had been an email from Peter Bauer, Executive Director of The Fund for Lake George, which indicated there had been issues with erosion caused by the recent rainfall. Mr. Decker commented that Spring was the worst time to have an open construction site; however, he added, the time frame for the project had changed based on the release of NYS DOT funding. He said the contractor had been helpful in dealing with the erosion issues. Walt Lender, Executive Director of the Lake George Association, advised he had viewed the site that morning and the water was now running clear. He opined that the addition of spray mulch seemed to be working. Mr. Tennyson stated that the normal specifications and standards for erosion control would not have addressed the amount of extreme rainfall over the last two weeks.

Discussion ensued.

Mr. Tennyson requested to establish Capital Project No. H.323.9550 280, Gaslight Festival Space, in the amount of \$15,000, in order to cover the expenses of landscape architect design services for the Festival Space. Mr. Belden asked the source of funding and Mrs. Sady replied it would be the Occupancy Tax Reserve Fund.

Motion was made by Mr. Kenny and seconded by Mr. Belden to establish the Capital Project as outlined above.

Mr. Tennyson advised that Resolution No. 232 of 2011 was adopted at the April 15, 2011 Board meeting and had authorized the use of Occupancy Tax Funding for design consulting services for planning purposes of the Festival Space of the former Gaslight Village property contingent on the Village of Lake George agreeing to pay their portion of the costs (38%). Mr. Monroe reported he had spoken with Mayor Blais who had agreed the Village would pay their portion of the expense. Mr. Kenny noted it was important to state the source of funding as the Occupancy Tax Reserve Fund to ensure the funds were not taken from the Tourism Department budget. Mr. Merlino apprised the County's share of the \$15,000 would be \$9,300 and he requested a maximum amount to be expended be determined. Mr. Monroe stated that a RFQ (Request for Qualifications) had been released for landscape architect design consultant services and he did not feel it made sense to set a maximum amount on the Capital Project. Mr. Tennyson commented that the Capital Project would need to be established for the full \$15,000 but it could be noted that the cost of the landscape architect design consultant would be proportionately split based on ownership.

Following further discussion on the matter, Mr. Monroe called the question and the motion was carried unanimously to establish Capital Project No. H.323.9550 280, Gaslight Festival Space, as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Tennyson requested to award the contract for landscape architect design consultant services for the Festival Space of the former Gaslight Village property to the lowest responsible bidder in an amount not to exceed \$15,000. He said it was likely that the contractor would be Elan Planning, Design & Landscape Architecture, PLLC based on their familiarity with the project and noted this was the contract for which the aforementioned Capital Project was being established. He advised he should have a recommendation on the contract prior to the Finance Committee meeting. Mr. Monroe said he had received a call from a company interested in submitting a proposal but when advised that Elan Planning, Design & Landscape Architecture, PLLC was familiar with the project, the interested company decided against the submission.

Motion was made by Mr. Kenny, seconded by Mr. Thomas and carried unanimously to authorize a contract with the lowest responsible bidder as outlined above. *A copy of the resolution request form*

is on file with the minutes and the necessary resolution was authorized for the May 20, 2011 Board meeting.

Mr. Tennyson apprised there had been discussions as to the possibility of installing parking meters on Westbrook Road. He said a preliminary estimate of four different parking meter configurations was included in the agenda packet. He noted the preliminary estimate did not include the cost of the parking meters, labor costs for installation or labor and maintenance costs for collections. He stated that following research he had determined that coin parking meters cost approximately \$600 each and credit card multi-meters cost approximately \$12,000 each. He explained the credit card multi-meters would require placement of one for every ten parking spaces. Mr. Tennyson explained the owner of the vehicle swiped their credit card to pay for the amount of parking time they desired and a slip was printed to be placed on their dashboard. Mr. Belden noted that Mayor Blais had indicated at the previous Committee meeting that the Village had extra parking meters in storage and Mr. Tennyson responded the Village had 22 coin operated parking meters.

Mr. Tennyson reviewed the four parking meter configuration options with the Committee members, as follows:

1. diagonal parking at a 60 degree angle on the right side of the north and south lanes of Westbrook Road for a total of 110 parking spaces;
2. diagonal parking at a 45 degree angle on the right side of the north and south lanes of Westbrook Road for a total of 154 parking spaces;
3. parallel parking on the right side of the north and south lanes of Westbrook Road for a total of 83 parking spaces; or
4. parallel parking on both sides of the north and south lanes of Westbrook Road for a total of 166 parking spaces.

Mr. Tennyson noted that Option No. 3 was the only one which did not require widening of the road and which would be the easiest to implement. He commented that the estimated annual revenues were based on the estimate provided by Mayor Blais of \$900 per meter annually. Mr. Monroe asked if Option No. 3 could be completed by this summer and Mr. Tennyson replied affirmatively and noted the only costs not included in the estimate were for the parking meters and labor. Mr. Monroe stated that the potential revenues were significant and it was preferable to commence as soon as possible. Mr. Tennyson commented that parking on the brook side (left side) of the north and south lanes of Westbrook Road increased the risk of contaminating the brook. He stated that Mayor Blais had proposed the addition of a fence on the brook side of each lane to prevent parking and he noted the cost could be incorporated into the TEP (Transportation Enhancement Program) grant. Mr. Monroe said it made sense to choose Option No. 3 for the time being and noted it was possible to select Option No. 2 as a possibility for the future. Mr. Tennyson apprised the Village had begun using the multi-meters which were wireless and battery operated. He advised if the County chose the multi-meter option the meters could be relocated at a later date if necessary as there was no underground wiring.

Discussion ensued.

Mr. Monroe stated that at the previous Committee meeting, Mayor Blais had indicated the Village had 22 parking meters which would otherwise be sold. Mr. Belden suggested Mayor Blais be contacted to determine if his intention was to donate the parking meters. Mr. Monroe noted the Village of Lake George would be responsible for 38% of the costs and the value of the 22 parking meters could be deducted from their share. Mr. Monroe mentioned that if the Committee selected Option No. 3 for the configuration of the parking meters and elected to purchase the multi-meters, a minimum of eight meters would need to be purchased at an approximate cost of \$96,000.

Conversely, he pointed out if the Committee elected to install coin meters, an additional 61 meters would need to be purchased at a total cost of \$36,600. Mr. Geraghty opined the coin operated meters had the red flags which popped up when the time limit expired which he felt people were more apt to utilize than electronic credit card multi-meters which would not necessarily be located directly next to their vehicles. He questioned the difference between the two types of meters as far as enforcement was concerned. Mr. Tennyson responded he was unsure; however, he added, Mayor Blais had expressed that he wanted to move towards the credit card multi-meters for parking in the Village. Mr. Tennyson commented that he had recently visited Syracuse and they were utilizing the credit card multi-meters. He noted the key to success with the multi-meters would be proper signage to direct vehicle owners towards the meters. He stated that parking enforcement would involve ensuring all of the parked cars had the printout from the multi-meter on their dashboards. Mr. Monroe asked if the multi-meters accepted both cash and credit cards and Mr. Tennyson replied affirmatively. Mr. Kenny mentioned that enforcement would be more difficult with the multi-meters as it would be necessary for the parking enforcement officer to leave their vehicle as opposed to merely noticing that the red flag was up on the coin meters. Mr. Monroe suggested the Committee could vote to select Option No. 3 and then decide prior to the Board meeting which type of meters would be installed.

Motion was made by Mr. Kenny, seconded by Mr. Belden and carried unanimously to authorize County and Village DPW staff to create a total of 83 parking spaces on both sides of Westbrook Road in a parallel formation on the opposite side of the brook with the understanding that revenues derived from the parking meters would be applied towards the development/maintenance of the Festival Space and to authorize Mr. Tennyson to complete further research in determining the most cost effective type of parking meters to be utilized for said parking spaces. *The necessary resolution was authorized for the May 20, 2011 Board meeting.*

Continuing with the agenda review, Mr. Monroe said the next item for discussion pertained to the Festival Space boundary modifications. He advised he had spoken to Fred Austin, of the Fort William Henry Resort, who had indicated that Robert Flacke, of the Fort William Henry Resort, was amenable to the modifications. Paul Dusek, County Attorney/Administrator, said he was in the process of scheduling a meeting to discuss the Festival Space boundary modifications and the land swap with the Attorneys for all parties. He added he felt the matter would be resolved quickly. Mr. Monroe noted the landscape architect would need to know the boundaries of the Festival Space in order to complete a design. Mr. Tennyson stated that the existing contract with Elan Planning, Design & Landscape Architecture, PLLC included initial stakeholder meetings this month. He added the Festival Space design would be integrated into the existing process. Mr. Monroe pointed out the plan involved holding a series of meetings with the public to listen to their ideas which would then be brought back to the Gaslight Village Ad Hoc Committee for review.

Pertaining to the pending item list, Mr. Tennyson noted the first item concerned the possibility of designating a Project Administrator and he opined that Gaslight Village was a DPW project at this point. He said the issue could be revisited once the Festival Space was fully developed at which point he felt it would be appropriate to add it to the domain of the Parks, Recreation & Railroad Division. Mr. Monroe concurred with Mr. Tennyson's assessment.

Mr. Monroe apprised the second pending item pertained to a proposal from Mayor Blais and he added this item would remain on the list until the Mayor was available to report on it. He mentioned the third pending item pertained to an RFP (Request for Proposal) for solicitation of naming rights to the Festival Space. Mr. Dusek commented that he had postponed working on this matter due to more pressing issues. Mr. Monroe noted there was at least one party interested in the possibility of

naming rights. He stated the fifth item pertained to the parking meters and could be deleted from the list.

Mr. Kenny reminded the Committee members that he had requested them to consider the possibility of posting the former Gaslight Village property as a tobacco free zone. He reported that the Southern Adirondack Tobacco Free Coalition had offered to post the property at no cost to the County. He opined posting the property as a tobacco free zone sent a positive message and would assist the efforts to keep the property clean. Mr. Dusek interjected that since the County and the Village of Lake George were owners-in-common, it would be necessary to obtain the approval of the Village. He said he was unsure if a local law would be required; however, he suggested adopting the resolution and if a local law was required, a public hearing could be scheduled at a later date.

Motion was made by Mr. Kenny, seconded by Mr. Merlino and carried by majority vote, with Messrs. Belden and Thomas voting in opposition, to support the offer from Southern Adirondack Tobacco Free Coalition to post the former Gaslight Village property as a tobacco free zone contingent on concurrence from the Village. *The necessary resolution was authorized for the May 20, 2011 Board meeting.*

Returning to the pending item list, Mr. Monroe stated the fourth item pertained to Mr. Decker presenting an interim and long term plan for maintenance of the stormwater treatment area of the property. Mr. Decker reported that he had requested a proposal from their engineers to prepare a long term maintenance plan particularly as it related to the wetland plants. He said he was awaiting input from a horticulturist in order to determine proper maintenance for all of the plantings on the property. A brief discussion ensued.

As there was no further business to come before the Gaslight Village Ad Hoc Committee, on motion made by Mr. Kenny and seconded by Mr. Belden, Mr. Monroe adjourned the meeting at 10:45 a.m.

Respectfully submitted,
Charlene DiResta, Senior Legislative Office Specialist