

WARREN COUNTY MUNICIPAL CENTER



LAKE GEORGE, NEW YORK 12845

PLANNING & COMMUNITY DEVELOPMENT
DEPARTMENT

Telephone: (518) 761-6410

**Planning and Community Development Committee
Meeting Agenda
September 26, 2011**

A. Pending Items: (None - As provided by the Clerk of the Board)

B. Committee Actions: (Resolutions provided for Committee consideration)

1.) Resolution authorizing funding requests from Warren County to the NYS Consolidated Funding Application process for funding consideration under the Local Waterfront, Public Facilities, Parks, Transportation or Economic Development Programs.

2.) Resolution authorizing the transfer of funds for the purchase of a color printer. The Department's current printer is 9 years old and we have been advised that essential replacement parts are no longer available. This printer is important and valuable for our marketing efforts in the First Wilderness Heritage Corridor (FWHC), for the preparation of GIS maps used by the County and for public purchase as well as for funding requests and associated reports. The availability of this printer provides timely production of necessary materials, reduces reliance and expenses associated with private vendors. Additionally, we have used this machine for special requests from other County Departments for digital documents that need to be enhanced with color. Staff recommends that 3 existing program funding sources be used for the purchase of the printer. The IT Department has secured a price estimate of \$3,877.

Planning and Community Development Project Updates and Status:

- 1.) Projects and events underway for the FWHC (Summary by Event Coordinator)
- 2.) Mapping services to communities for flood damaged infrastructure.
- 3.) Application submissions under HOME, Access and RESTORE (Home Improvement Assistance Programs).Application submission under CDBG for the Town of Warrensburg.
- 4.) Funding request concerning the Hudson Headwaters Health Center Project in Queensbury.
- 5.) Adirondack Gateway Council application for funding to HUD for a sustainable community planning program. October 6th submission.
- 6.) Other.....

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Planning and Community Development

DATE: 26 September 2011

- (a) Purpose of Grant: Local WaterFront Programs, Public facilities, Parks, Transportation or Economic Development
- (b) Name of Grantor: NYS Consolidated Funding Application
- (c) Address of Grantor: To be determined, .
- (d) Grantor's Contact Person and Telephone Number: To be determined, .
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? No
- (f) Effective Date of Grant: To be determined
- (g) Termination Date of Grant: To be determined
- (h) Total Dollar Amount Involved (not to exceed): _____
- (i) Deadline to Submit Grant Application and/or Grant Agreement: 31 October 2011
- (j) Is a Budget amendment required? Not at this time If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? Not at this time If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (l) Is a Local Share Required? Yes If Yes, Where are the Funds? List Budget Code (with title), Object Code (with title), and Amount OR Capital Project OR Capital Reserve Project Number and Title and Amount: Administrative fees from 8021 budget. Local projects will require match from individual towns that wish to participate.

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

* If this is the result of a grant award, also complete and submit Form No. 5 or 6

DEPARTMENT NAME: Planning and Community Development

DATE: 26 September 2011

(a) Purpose of Amendment: Transfer funds to cover cost of new printer

(b) Appropriation Code (with title), Object Code (with title) and Amount:

(c) Revenue Code (with title), and Amount:

Notes: CD72 8686.410 (\$2000) to CD72 8686.220
A8022.410 (\$1000) to A8022.220
A8021.410 (\$1000) to A8021.220

TABLED



7503 Standish Place
Rockville, MD 20855

QUOTATION

Quote # 23014472.01

PLEASE REFER TO THE ABOVE
QUOTE NUMBER WHEN ORDERING

Date: September 21, 2011
Valid through: October 21, 2011
Account #: 4873677

Account Executive: Jon McClure
Phone: (800) 800-0019 ext. 75010
Fax: (603) 683-0312
Email: jmcclure@govconnection.com

QUOTE PROVIDED TO:
AB#: 4873677
WARREN COUNTY
DATA PROCESSING
1340 STATE ROUTE 9
LAKE GEORGE, NY 12845

SHIP TO:
AB#: 8174157
WARREN COUNTY
DAVID KENYON
DATA PROCESSING
1340 STATE ROUTE 9
LAKE GEORGE, NY 12845

DELIVERY	FOB	TERMS NET 30	CONTRACT ID #
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* Line #	Qty	Item #	Manuf. Part #	Description	Price	Ext
1				NYS OGS Contract # PT58424 **FREE GROUND SHIPPING**		
2	1	8444634	Q3932A#ABA	HP Color LaserJet CP6015dn Printer EMU2 Build for Seabiscuit DN HP-Printers	\$3,877.00	\$3,877.00
Lines: 1					Total Merchandise	\$3,877.00
					Fee	
					Ship Via: Heavy Weight Ground	255. pounds
					Shipping and Handling	\$0.00
					Tax	
					TOTAL	\$3,877.00
					* Lease for as low as:	\$131.20/Mo.



First Wilderness Heritage Corridor Program
Johnsburg, Chester, Thurman, Warrensburg, Stony Creek, Lake Luzerne, Hadley, Town and Village of Corinth

Warren County Planning Department

Pam Morin, Event Facilitator & Technical Assistant Provider

www.firstwilderness.com morinp@co.warren.ny.us

1340 State Route Municipal Center, HS Bldg, 3rd Floor

Lake George, NY 12845

Tel: 518-761-6409 or 696-7184 Fax: 518-761-6411

To: Warren County Planning Committee
From: Pam Morin
Date: September 26, 2011
RE: Update

As a part time position of 16 hours I have developed, created and or participated in the following programs, projects and events as the promotion of the First wilderness allows.

PROJECTS in Motion

- Update of the FWHC Driving Map: Draft Shown
- Developing the Upper Hudson River Community Waterfront Map: Sample Shown

MEETINGS

- **Corridor Delegates meeting** over the last year. Concluded with a very successful HOB0 picnic at the Rockwell Street Station in Hadley. Attendance ranges from 10 to 50. Last was held at 1000 Acres with SNCRR staff as guest speakers. Next meeting will be in partnership with the SNCRR Promotion Dept. to be held in early November targeting lodging property sales folks to take a look at 2012/2013 programs. Identifying Fam tour opportunities will be a priority.
- **All Town Board Regular Monthly Meetings** at least 2 or 3 times since April 2010 with updates and requests for participation in the promotion programs for the Corridor as a group.

Plans are to coordinate efforts for a promotional campaign with like product though maintaining community identity. Examples: Banner, Post Card, Rack Card and Fast Facts Sheet and Historical Book Mark Souvenir with map for the train stops. Also included would be a common brochure display rack at each station for local business promotion.

As we look forward to our County Bicentennial in 2013 I propose town involvement with their own history day including availability of period costume step on guides and celebration themed events. Similar

- Corinth Image Committee: For the advancement of their Community since the loss of International Paper. This Committee has secured a special event in Corinth including a train ride during their Hometown Holidays Program. This group is also looking forward to replacing their station depot in the very near future.
- Co-op meeting with **WC DPW & SNCRR** to discuss better understanding of contract promotion responsibilities and enhancing direct communication to the various communities. SNCRR is very pleased with their statics and the General Manager promised a stat report on the passenger count. Group Sales has almost 30 group tours booked for this fall.

- **Warren County Advisory Committee & Safe and Quality Bicycling Organization:** Identify local trails on and off road in towns, upgrade signage, volunteer for traffic safety during special events such as Tour of the Adirondacks, The Big George Triathlon, Centurion Cycling and VELO the Canadian Group in 2010. As the cycling industry grows in Warren County and Visitors Occupancy Funds are shared I believe we need to strengthen our awareness locally and Develop marketing to target local lodging in the small towns of Warren County. Lloyd Mott chairs this Program. It also includes: GF Hospitality Healthy Committee, NYS Trails & Parks, Warren County GIS, GGF Transit and delegates from each town. I also helped start Community Spirit Bicycling Projects in Lake Luzerne and Chestertown.
- **Warren County Bicentennial Committee:** Attend quarterly under Pam Vogel and worked on budget from suggested ideas of events and promotional material around the county. Budget approval pending. Next meeting October 4.
- **Lakes to Locks: National Geographic Online Map Guide:** Work with Drew Alberti to hold workshops in each community introducing them to the FREE promotional opportunity. www.lakestolocks.org nomination. Site launch scheduled for Sept. 27 at Crandall Library 10-12.

SPECIAL MARKETING OPPORTUNITIES

- **MAY:** FWHC placed an AD in the NY by Rail annual magazine and attended their 1 day show at Penn Station. Sue Wilder attended with me on the day trip. Gave out almost 300 FWHC pieces of literature and again gained addresses and emails of railway travelers.
- **JULY:** Saratoga Count Fair: Saratoga County Chairman called me to ask if the First wilderness and the New Train Operator would be interested in space at the Fair for Promoting the new scenic train. SNCRRT accepted and paid the \$300.00 booth fee and I volunteered to find volunteers. The Fair owns a caboose and we were on the 20' platform deck attached to it. Great opportunity. Gathered names addresses and emails of railway buffs. Also invited back for 2012.
- **OCTOBER:** Thurman Farm Tour

SPECIAL NEEDS at this time is to finish acquiring the following information

A.

1. Town Board approval for participation
2. Town Board designation of 4-6 person local Corridor Delegates
3. Town Board suggestions for 1 or 2 events to be enhanced or created
4. Town Board to rewrite script for FWHC Driving Map