

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **FINANCE**

DATE: **MARCH 7, 2012**

Committee Members Present:

Supervisors Thomas
Taylor
Sokol
Monroe
Bentley
Wood
Kenny
Merlino
Conover

Others Present:

Daniel G. Stec, Chairman of the Board
Paul Dusek, County Administrator
Joan Sady, Clerk of the Board
Kevin Geraghty, Budget Officer
Supervisor Frasier
Supervisor Mason
Supervisor Strainer
Mike Swan, County Treasurer
Amy Drexel, Deputy Director, Office of
Emergency Services
Jeff Tennyson, Superintendent of Public Works
Jon Alexander, *The Post Star*
Nicole Livingston, Second Deputy Clerk

Mr. Thomas called the meeting of the Finance Committee to order at 10:11 a.m.

Motion was made by Mrs. Wood, seconded by Mr. Kenny and carried unanimously to approve the minutes of the February 8, 2012 Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Finance Agenda were provided to the Committee members, and a copy of same is on file with the minutes.

Commencing the Action Agenda review, Mr. Thomas stated Item 1 were the requests for Transfer of Funds which were attached for Committee approval. He noted that Supervisory Committee approval had been obtained as necessary.

Motion was made by Mr. Sokol, seconded by Mr. Monroe and carried unanimously to approve Item 1 as outlined above. The necessary resolution was authorized for the next board meeting.

Mr. Thomas advised Items 2A and B were referrals from the Criminal Justice Committee. Item 2A, he said, was referred from the District Attorney and was a request to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$15,000 to reflect receipt of Bryne JAG grant funds.

Motion was made by Mrs. Wood, seconded by Mr. Merlino and carried unanimously to approve Item 2A as outlined above. The necessary resolution was authorized for the next board meeting.

Mr. Thomas added Item 2B was referred from the Public Defender and was a request to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$23,477 to reflect receipt of Indigent Legal Services grant.

Motion was made by Mr. Taylor, seconded by Mr. Monroe and carried unanimously to approve Item 2B as outlined above. The necessary resolution was authorized for the next board meeting.

Mr. Thomas asserted Item 3 was a referral from the Human Services Committee, Office for the Aging, requesting to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$22,953 to fund the new MIPPA/ADRC (Medicare Improvements for Patients and Providers Act/Aging and Disability Resource Center) general ledger which was previously funded out of the HIICAP (Health Insurance Information Counseling and Assistance Program) general ledger.

Motion was made by Mrs. Wood, seconded by Mr. Monroe and carried unanimously to approve Item 3 as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Thomas stated Item 4 was a referral from the Occupancy Tax Coordination Committee, requesting to provide funding in the amount of \$100,000 for further assistance with the eradication of the Asian Clam population; funds to be appropriated from the Occupancy Tax Reserve (A.881.00) and transferred to Budget Code A.6417 470 Tourism-Occupancy Contract, and to authorize an Intermunicipal Agreement with the Village of Lake George for the purpose of further assisting in the eradication of the Asian Clam infestation.

Motion was made by Mr. Conover and seconded by Mr. Monroe to approve the requests as presented.

Mr. Kenny asked what the current balance of the Occupancy Tax Reserve was and Mike Swan, County Treasurer, responded the Reserve balance was \$820,000. Mr. Kenny cautioned the Committee that \$500,000 was to remain in the reserve at all times; thereby leaving an actual balance of \$320,000. He noted that the Smith Travel Report reflected a 7% decrease over the past four weeks, which translated to approximately \$250,000 and if that trend continued, the Reserve could be significantly decreased before the end of the year.

Mr. Merlino expressed his support of the eradication efforts; however, he commented, private property owners should be contributing more funding towards the effort, as well. He opined that the County's contribution of \$100,000 may deter other funding sources from committing a larger sum. He further stated a \$50,000 commitment from the County may have encouraged others to put forth more funding. Mr. Kenny agreed with Mr. Merlino's statements that a lesser amount may be more appropriate than the

\$100,000. Mr. Conover asserted his support for a \$100,000 contribution and he informed that the Town of Bolton had committed to double the funding that they provided in 2011. Mr. Taylor expressed his support of the County's contribution of \$100,000 due to the seriousness of the infestation and the lasting effects it could have on the Lake.

Mr. Bentley entered the meeting at 10:20 a.m.

Following discussion, Mr. Thomas called the question and the motion was carried by majority vote, with Messrs. Kenny and Sokol voting in opposition, to approve Item 4 as outlined above, and the necessary resolutions were authorized for the next board meeting.

Mr. Thomas noted Item 5 was a referral from the Economic Growth & Development Committee, Planning & Community Development, requesting to amend Resolution No. 528 of 2011 to correct the source of funding for the Construction Services for Installation of Automatic Fire Sprinklers, Fire Alarm Panel Replacement and Carbon Monoxide Detectors at Westmount Health Facility from Capital Project No. H296.9550 280 Westmount Sprinkler System Project to CD72 8662-10-470 Westmount Sprinklers-Public Works Fac. Site Imprv.-Contract.

In response to an inquiry, Mr. Sokol advised the total cost of the project was approximately \$490,000.

Motion was made by Mrs. Wood, seconded by Mr. Taylor and carried unanimously to approve Item 5 as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Thomas apprised Item 6 was a referral from the Public Safety Committee, Office of Emergency Services, requesting to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$5,486 to reflect receipt of LEPC (Local Emergency Planning Committee) grant funds.

Motion was made by Mr. Bentley, seconded by Mr. Taylor and carried unanimously to approve Item 6A as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Thomas remarked that Item 7 was a referral from the Public Works Committee, DPW, requesting to increase Capital Project No. H319.9550 280 Hicks Road (CR52) Reconstruction Project, in the amount of \$30,782 for Supplemental Agreement No.1 to the Master Agreement to cover the cost of right-of-way incidentals and increase available State Marchiselli Share, with the source of funding to be: \$3,782 Federal Funds (80%) and \$27,000 State Marchiselli Funds (amount currently available).

Motion was made by Mr. Bentley, seconded by Mr. Merlino and carried unanimously to approve Item 7 as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Thomas advised Item 8 was a referral from the Gaslight Village Ad Hoc Committee, requesting to establish Capital Project No. H332.9550 280 Westbrook Parking Lot to construct a new municipal parking lot adjacent to the Charles R. Wood Park, in the amount of \$153,000 with the source of funding to revenues from the new parking meters that will be available once the parking lot is established.

Motion was made by Mr. Sokol and seconded by Mr. Monroe to approve the request as presented.

Paul Dusek, County Administrator, informed that while this was the ultimate plan being proposed, there was an interim funding issue that also needed to be addressed in order for the project to go forward. The options were, he said, to either secure a bond in the amount of \$153,000 to be paid at a later date or to transfer the necessary funds from the Contingent Fund.

Mr. Monroe opined this would produce a significant amount of revenue and the County could increase the parking fee to \$2 per hour, which was the fee the Village of Lake George would be charging this year. He expounded that the best solution would be to secure a Bond Anticipation Note (BAN) for one to two years to cover this cost and any other associated costs with the idea that said funds would be returned through the grants and the funding from the Wood Foundation. He noted that the Mayor of the Village of Lake George had expressed concern with the County utilizing the \$40,000 from previous parking fee revenue to purchase the parking meters. Mr. Bentley countered that this parking lot would be County-owned, separate from the Gaslight parking area, and any revenues from it would be placed in the County's General Fund. Mr. Geraghty stated that this revenue should not be included in the County's General Fund and should have a separate fund. He further expressed his support for securing a BAN which would be paid for from the anticipated revenues.

Chairman Stec entered the meeting at 10:30 a.m.

Mr. Monroe remarked that the development of the Festival Space would create a demand for more parking, therefore it seemed reasonable to dedicate the revenue from such towards the maintenance of the Park. He suggested that the matter be referred back to the Gaslight Village Ad Hoc Committee for further discussion.

Jeff Tennyson, Superintendent of Public Works, affirmed that the immediate need for funding was to order the pay stations and the plan was to standardize the purchase of the parking meters with the Village's purchase. He stated that delaying action would

impact implementation of the parking plan to generate revenue. He acknowledged that it was anticipated that the County could realize \$36,000 in parking revenues this year. Mr. Tennyson asserted that the funding need for this year would be \$93,000 and the remainder would not be necessary until next year; therefore, he said, if a BAN was secured for the full \$153,000, only a portion of that would be utilized this year.

Mr. Sokol amended his motion to include the source of funding to establish the Capital Project to be a BAN and Mr. Monroe seconded the amended motion. Mr. Dusek advised the decision as to how the BAN would be paid for could be determined at a later date and should be referred back to the Gaslight Village Ad Hoc Committee, as well as the Public Works Committee for further discussions.

Following discussion, Mr. Thomas called the question and the motion was carried unanimously to approve Item 8 as outlined above with the source of funding to be a BAN, and the necessary resolution was authorized for the next board meeting.

Mr. Thomas announced Item 9 was for Finance Committee action which was required on the following items as approved by the Personnel Committee: Item Nos. 1, 3C and 3D.

Motion was made by Mr. Conover, seconded by Mr. Taylor and carried unanimously to approve Item 9 as outlined above.

Mr. Thomas referred to Item IV, Topics to be reported on/discussions/updates, and noted Item 1 was a request from the County Treasurer to provide a report to the Committee.

Mr. Swan informed that the State Comptroller's Office had performed a recent audit for compliance with the 2% tax cap and the County did very well. He also reported that on February 28, 2012, the BAN for the purchase of the Gaslight Village property came due and as approved in the 2012 budget, half of the amount was paid down, which was \$133,333. Relative to the refinancing of the bonds for the Public Safety Building, he continued, Environmental Capital, LLC had been selected as the financial advisor and the refinancing was moving forward. Mr. Swan concluded that he had previously provided the Sales Tax Report to the Committee members which reflected a favorable increase.

Mr. Thomas added Item 2 concerned the Response to the Budget Analysis Report from the County Treasurer as prepared by the County Administrator, which would be emailed when completed.

There being no further business to come before the Committee, on motion made by Mr. Bentley and seconded by Mr. Sokol, Mr. Thomas adjourned the meeting at 10:44 a.m.

Respectfully submitted,

Nicole Livingston, Second Deputy Clerk