

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: OCCUPANCY TAX COORDINATION

DATE: SEPTEMBER 19, 2017

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS DICKINSON  
MERLINO  
SIMPSON  
STROUGH  
BEATY  
LEGGETT  
MACDONALD  
VACANT

**OTHERS PRESENT:**

REPRESENTING THE TOURISM DEPARTMENT:

JOANNE CONLEY, DIRECTOR  
LEISA GRANT, PRINCIPAL ACCOUNT CLERK  
MICHAEL R. SWAN, COUNTY TREASURER  
MARY ELIZABETH KISSANE, FIRST ASSISTANT COUNTY ATTORNEY  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD  
FRANK E. THOMAS, BUDGET OFFICER

**COMMITTEE MEMBERS ABSENT:**

SUPERVISORS FRASIER  
MONTESI  
GERAGHTY

SUPERVISORS HYDE  
SEEBER  
SOKOL  
JEFF MEAD, COOL INSURING ARENA GENERAL MANAGER  
AMY COLLINS, TOURISM & DOWNTOWN BUSINESS COORDINATOR, CITY OF  
GLENS FALLS  
DON LEHMAN, *THE POST STAR*  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST  
\*PLEASE SEE ATTACHED SHEET FOR ADDITIONAL ATTENDEES

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*Please note, the following contains a summarization of the September 19, 2017 meeting of the Occupancy Tax Coordination Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2017/occupancy/>*

Mr. Dickinson called the meeting of the Occupancy Tax Coordination Committee to order at 10:00 a.m.

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

Copies of the meeting agenda were distributed and a copy of same is on file with the meeting minutes.

Privilege of the floor was extended to Michael R. Swan, Treasurer, who distributed copies of the Occupancy Tax Report, *a copy of which is on file with the meeting minutes.*

Mr. Swan stated Occupancy Tax was down .95%; however, he informed, they had not received a small portion of the Occupancy Tax from July & August, and if the Occupancy Tax Coordination Committee meeting was held next month his figure would be different and collections would be complete by that time.

Mr. Dickinson gave an update on Occupancy Tax, and he commended Mr. Merlino on his efforts for the reorganization he had done. He explained that Occupancy Tax was removed from the Tourism budget in order to make it solely the Tourism budget.

Privilege of the floor was extended to Jeff Mead, General Manager of The Cool Insurance Arena, who stated Elizabeth Mahoney, Board Member of The Adirondack Civic Center Coalition, would present the Annual Report at the January Occupancy Tax Coordination Committee meeting. He continued to inform the Committee of the November Events and the success they had, as well as upcoming events schedule for 2018.

Mr. Dickinson apprised of the process for awarding Occupancy Tax to Special Events for the year 2018.

Mr. Dickinson presented a request to amend Resolution No. 555 of 2016 to reallocate the \$2,000 originally awarded to the 398 Group for the American Music Festival on the Lake to Improv Records, Inc. for the Marshall Tucker Band Concert scheduled for September 24, 2017.

Motion was made by Mr. Strough, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the October 20<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Dickinson provided the Committee with a listing of recipients to be awarded 2018 Occupancy Tax funding; a copy of the list is on file with the minutes. A discussion ensued.

Motion was made by Mr. MacDonald, seconded by Mr. Merlino and carried unanimously to approve the list of awards for 2018 Occupancy Tax funding and the necessary resolution was authorized for the October 20th Board Meeting; *a copy of the resolution request form is on file with the minutes.*

Privilege of the floor was extended to Leisa Grant, Principal Account Clerk, who reviewed the 2018 Occupancy Tax Budget Request in detail, and answered question posed by the Committee; *a copy of the Budget Requests can be found on file with the minutes.*

Concluding the agenda review, Mr. Dickinson spoke briefly regarding Airbnb and the interest in future legislation. He indicated there would be a future meeting with Airbnb.

As there was no further business to come before the Occupancy Tax Coordination Committee, on motion made by Mr. Merlino and seconded by Mr. Strough, Mr. Dickinson adjourned the meeting at 10:45 a.m.

Respectfully submitted,  
Molly Ganotes-Gleason  
*As typed by Leslie Lovelace, Secretary to the Clerk of the Board*