

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PARK OPERATIONS & MANAGEMENT (O&M)

DATE: JUNE 19, 2017

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COMMITTEE MEMBERS PRESENT:

SUPERVISORS MERLINO  
FRASIER  
LEGGETT

COMMITTEE MEMBER ABSENT:

DICKINSON

OTHERS PRESENT:

VOTING MEMBERS REPRESENTING THE VILLAGE OF LAKE GEORGE:

ROBERT BLAIS, MAYOR  
DAVID HARRINGTON, SUPERINTENDENT OF PUBLIC WORKS  
JEFFERY TENNYSON, SUPERINTENDENT OF THE DEPARTMENT OF PUBLIC WORKS  
LEISA GRANT, PRINCIPAL ACCOUNT CLERK, TOURISM  
RONALD F. CONOVER, CHAIRMAN OF THE BOARD  
KEVIN B. GERAGHTY, ACTING COUNTY ADMINISTRATOR  
BRIAN REICHENBACH, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
FRANK E. THOMAS, BUDGET OFFICER  
SUPERVISORS BEATY  
GIRARD  
MACDONALD  
MONTESI  
SEEBER  
SIMPSON  
SOKOL  
JOANNE CONLEY, TOURISM DIRECTOR  
MICHAEL CONSUELO, LAKE GEORGE REGIONAL CHAMBER OF COMMERCE & CVB  
BILL LAMY, PROJECT MANAGEMENT EXECUTIVE COMMITTEE (PMEC) MEMBER  
TINA KELLY, PROSPECT CENTER  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

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*Please note, the following contains a summarization of the June 19, 2017 meeting of the Park Operations & Management 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/om/>*

Mr. Merlino called the meeting of the Park Operations & Management (O&M) Committee to order at 11:15 a.m.

Motion was made by Mrs. Frasier, seconded by Mr. Leggett and carried unanimously to approve the minutes of the previous meeting, subject to correction by the Clerk of the Board

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

Privilege of the floor was extended to David Harrington, *Village of Lake George Superintendent of Public Works*, who commenced the agenda review with the Information for Discussion/Review section, requesting to purchase a drinking fountain for the Park Building in an amount not to exceed \$301.16 which would be paid from the maintenance budget.

Motion was made by Mrs. Frasier, seconded by Mr. Leggett and carried unanimously to approve the request.

Continuing to the next Information for Discussion/Review item, Jeffery Tennyson, *Warren County Superintendent of Public Works*, advised he had expected Walt Lender, *Executive Director of the Lake George Association*, to be present to discuss the Park Wetlands Maintenance. He noted Mr. Lender's absence and apologized for not being able to address the item at today's meeting.

Privilege of the floor was extended to Robert Blais, *Mayor of the Village of Lake George*, who provided an update on events, apprising one new event had been tentatively booked.

Continuing, he advised the Committee of a situation with The Prospect Center's annual volleyball tournament, which had been successfully held at the Million Dollar Beach for the last 25 years, revolving around the permit issued for the sale of alcohol at that site. He explained that although permits had been issued by the State in prior years allowing for the sale of alcohol, food and refreshments on site, they had recently learned the State would not be issuing the permit this year; he added that as an alternative, The Prospect Center had requested to use the Festival Space for their food and beverage vendor tents at what they hoped would be a reduced rate. Mayor Blais introduced Tina Kelly, *The Prospect Center's Director of Community Development*, who was in attendance to expound upon the matter. Ms. Kelly apprised they had obtained a liquor license for the event and needed an area for BBQ and refreshments for the volleyball players once they finished playing. She noted event organizers had anticipated receiving their usual State permit allowing for vendors to set up on-site and had not budgeted for the additional expense of finding an alternate vendor location; therefore, she concluded, they hoped the Committee would look favorably on their request to use the Festival Space for a reduced fee.

Mr. Merlino asked what the State charged for the use of Million Dollar Beach, and Ms. Kelly responded the State had never assessed a charge because the Prospect Center was a non-profit organization. Mayor Blais suggested reducing the fee from a total of \$3,000 for two days use of the Festival Space to a total of \$1,500 for both days (*August 5 - 6, 2017*). Mr. Leggett asked if any other events had requested to use the Festival Space on those dates, and Mayor Blais replied in the negative.

Motion was made by Mrs. Frasier, seconded by Mr. Leggett and carried unanimously to authorize use of the Festival Space by The Prospect Center for vendor set-up during their annual volleyball tournament event, scheduled for August 5-6, 2017, at the reduced rate of \$1,500 for the entire event and the necessary resolution was authorized for the July 21<sup>st</sup> Board Meeting. *A copy of the resolution request is on file with the minutes.*

Mayor Blais displayed for the Committee double page ads in magazines for Hemmings Motor Sports promoting the Lake George region of Warren County which were placed free of cost. He noted this was great exposure for the area, as well as the Americade event.

Moving on to the Referral/Pending Items portion of the agenda, Brian Reichenbach, *County Attorney*, informed he did not have any update to provide relative to insurance requirements and was not aware that the County insurance requirements for the Skate Park, nor any advisement relative to rescinding the County resolution enforcing Skate Park rules. He explained this was a matter Assistant County Attorney Mary Elizabeth Kissane, who was currently out of the Office on maternity leave, had been working on; he advised he would review the issue and prepare to report on it at the next Committee meeting.

With regard to the second Referral/Pending Item listed, Mr. Tennyson reminded the Committee that the South Parcel Operations & Management Manual was distributed previously; he added that representatives from the Lake George Association and Warren County Soil & Water Conservation were reviewing the current/immediate needs and would report their findings to the Committee next month.

Mr. Harrington apprised a sprinkler line at the Charles Wood Park had been broken, but the repair was now complete. He noted following conversations with Mr. Tennyson, funds had been provided to make the repair.

Privilege of the floor was extended to Michael Consuelo, *Executive Director of the Lake George Regional*

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*Chamber of Commerce & CVB*, who apprised he had recently spoke to Leisa Grant, *Principal Account Clerk for the Warren County Tourism Department*, who informed him that the agreement with his organization for maintenance of the Festival Commons website had expired in 2016. Mr. Consuelo inquired as to whether the County would like the Chamber to continue to maintain the website and if they had any issues or concerns; he explained the contract had expired six months ago.

Mr. Leggett asked who the contract was with and Mr. Consuelo replied the contract was between the Chamber of Commerce and Warren County. Mr. Geraghty questioned who owned the website and Mr. Consuelo replied that Warren County and the Village of Lake George owned the website jointly. Mr. Geraghty then inquired as to what was involved in maintaining the website and Mr. Consuelo responded this work included daily updates, changing photos, removing the last event, adding new events, marketing, social media, and tracking usage. A discussion ensued with respect to the matter during which it was noted that the amount for a six month maintenance agreement was \$5,000; Joanne Conley, *Director of Tourism*, noted that the Lake George Chamber of Commerce had also been taking photos for Social Media, press releases and were creating a Festival Commons brochure which would be used for marketing in addition to the website. It was the consensus of the Committee that the contract would need to be reviewed in October to ensure it was included in the budget for the new year. Mr. Merlino suggested taking \$5,000 out of the Tourism budget to pay for the next six month contract.

Motion was made by Mrs. Frasier, seconded by Mr. Leggett and carried unanimously to approve a seven month contract (*June 1, 2017 - December 31, 2017*) with the Lake George Regional Chamber of Commerce for maintenance of the Festival Commons website for a total amount of \$5,000 to be funded from the Tourism Budget (*A.6417 470, Tourism-Occupancy, Contract*) and the necessary resolution was authorized for the July 21<sup>st</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes. (Note: Subsequent to the meeting it was determined by the County Attorney's Office that this resolution would have to come from Tourism Committee and would need to be prepared through the Post Committee Meeting Resolution Request process).*

As there was no further business to come before the Park Operations & Management (O&M) Committee, on motion made by Mayor Blais and seconded by Mrs. Frasier, Mr. Merlino adjourned the meeting at 11:36 a.m.

Respectfully submitted,  
Leslie Lovelace, Secretary to the Clerk of the Board