

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: PARK OPERATIONS & MANAGEMENT (O & M)**

**DATE: JULY 31, 2017**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: DICKINSON  
FRASIER  
LEGGETT

**COMMITTEE MEMBER ABSENT:**

SUPERVISOR: MERLINO

**OTHERS PRESENT:**

VOTING MEMBER:

ROBERT BLAIS, MAYOR OF THE VILLAGE OF LAKE GEORGE  
DAVID HARRINGTON, SUPERINTENDENT OF PUBLIC WORKS, VILLAGE  
OF LAKE GEORGE

JEFFERY TENNYSON, SUPERINTENDENT OF THE DEPARTMENT OF  
PUBLIC WORKS

LEISA GRANT, PRINCIPAL ACCOUNT CLERK

JAMES LIEBERUM, DISTRICT MANAGER, SOIL & WATER  
CONSERVATION DISTRICT

WILLIAM LAMY, PROJECT MANAGEMENT EXECUTIVE COMMITTEE  
MEMBER

RONALD F. CONOVER, CHAIRMAN OF THE BOARD

KEVIN B. GERAGHTY, ACTING COUNTY ADMINISTRATOR

BRIAN REICHENBACH, COUNTY ATTORNEY

BEN BOTELHO, SECOND ASSISTANT COUNTY ATTORNEY

AMANDA ALLEN, CLERK OF THE BOARD

FRANK E. THOMAS, BUDGET OFFICER

SUPERVISORS MACDONALD

MONTESI

SIMPSON

SOKOL

STROUGH

MICHAEL SWAN, COUNTY TREASURER

REPRESENTING THE LAKE GEORGE CHAMBER OF COMMERCE AND CVB:

MICHAEL CONSUELO, EXECUTIVE DIRECTOR

KRISTEN HANIFAN, SPECIAL EVENTS & CONVENTION SALES  
DIRECTOR

FRED AUSTIN, FORT WILLIAM HENRY

THOM RANDALL, *ADIRONDACK JOURNAL*

DON LEHMAN, *THE POST STAR*

MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

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*Please note, the following contains a summarization of the July 31, 2017 meeting of the Park (O & M) 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/>

In the absence of Committee Chairman Merlino, Supervisor Dickinson, as Vice-Chair, called the meeting to order at 10:01 a.m.

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

Privilege of the floor was extended to Jeffery Tennyson, Superintendent of the Department of Public Works, who distributed copies of the Park Operations and Management agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. Tennyson informed there were no action items on the agenda. He spoke regarding the Referral/Pending Items portion of the agenda and indicated Item #1, County Attorney to research County insurance requirements at the Skate Park, could be removed because the Skate Park was covered by the County's insurance and the Committee concurred.

Regarding Item #2, authorizing Mr. Tennyson to distribute the South Parcel Operations & Management manual to the full Board, Mr. Tennyson noted this had also been taken care of and he asked that the item be removed from the agenda, the Committee concurred.

Moving on to the Information for Discussion/Review portion of the agenda, Mr. Tennyson spoke about an MOU (Memorandum of Understanding) between the Warren County Department of Public Works and the Warren County Soil & Water Conservation District. He informed the MOU was for the inspection and reporting of the West Brook Conservation Initiative South Parcel Storm Water Improvements (West Brook CI), for the sum of \$1,500 for the remainder of 2017 and \$3,000 for 2018. Mr. Dickinson inquired how this would be funded and Mr. Tennyson replied the funds would be taken from the Deferred Revenue Account. He notified that the inspections would take place early in the season and there would need to be inspections in the fall which the maintenance and cost would be discussed at that time. It was consensus of the Committee to move forward with the MOU.

James Lieberum, District Manager, Soil and Water Conservation District, provided a breakdown of the necessary maintenance needed at the West Brook Conservation Initiative South Parcel. *A copy of which is on file with the minutes.*

Next, Leisa Grant, Principal Account Clerk, Tourism Department, mentioned an inquiry she had received from Alex Lombard inquired asking if a refund would be issued for bad weather during his music festival. Robert Blais, Mayor of the Village of Lake George, informed this would have to be carefully considered as it could set a precedent and could cause additional concerns regarding booking events. Mr. Geraghty advised it was necessary to set the rules and abide by them.

Ms. Grant spoke regarding insurance at the Skate Park. She informed the insurance was under the name "Lake George Skate Plaza".

Mayor Blais mentioned the 2<sup>nd</sup> Annual Skate Plaza Competition was originally booked for July 8<sup>th</sup> but was rescheduled for September 16<sup>th</sup>. Ms. Grant advised they only wanted to accept \$250 for a deposit because the group would only be using a portion of the park.

Motion was made by Mayor Blais, seconded by Mr. Leggett and carried unanimously to authorize a reduced deposit of \$250 for partial use of the Festival Commons Skate Park and the necessary resolution was authorized for the August 18<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Following, Ms. Grant requested authorization to refund the deposits for the Lake George Film Festival and the Oriental Shrine Circus, and the Committee agreed. Mr. Tennyson mentioned Committee action was not necessary to authorize the return of deposits.

Mayor Blais discussed all the events that were booked thought the remainder of the summer.

William Lamy, Project Management Executive Committee Member, spoke of the water feature at the Festival Commons at Charles R. Wood Park. He indicated the grant they received was extended through June 2018 and they had a total of \$250,000 to fund the water feature which was ready to be sent out to bid.

Michael Consuelo, Executive Director of the Lake George Chamber of Commerce and CVB, thanked the Committee for authorizing his organization to maintain the website for the Festival Commons.

Mr. Leggett inquired about the status of the portable stage and Mayor Blais responded the grant was being reviewed and they were still waiting on notification.

As there was no further business to come before the Park Operations & Management Committee, on motion made by Mrs. Frasier and seconded by Mr. Leggett, Mr. Dickinson adjourned the meeting at 10:24 a.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist

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