

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: ECONOMIC GROWTH & DEVELOPMENT

DATE: JANUARY 22, 2018

COMMITTEE MEMBERS PRESENT:

SUPERVISORS MCDEVITT
BEATY
LEGGETT
BRAYMER
STROUGH
HOGAN
MAGOWAN
SIMPSON

OTHERS PRESENT:

WAYNE LAMOTHE, COUNTY PLANNER
REPRESENTING ECONOMIC DEVELOPMENT CORPORATION:
ED BARTHOLOMEW, PRESIDENT
JOHN WHEATLY, VICE PRESIDENT
KEVIN B. GERAGHTY, ACTING COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS DIAMOND
FRASIER
HYDE
LOEB
MERLINO
SOKOL
DON LEHMAN, *THE POST STAR*
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

COMMITTEE MEMBER ABSENT:

SUPERVISOR WILD

Please note, the following contains a summarization of the January 22, 2018 meeting of the Economic Growth & Development 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/2018/economic>

Mr. McDevitt called the meeting of the Economic Growth & Development Committee to order at 9:16 a.m.

Motion was made by Mr. Magowan, seconded by Mr. Beaty 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 Wayne LaMothe, *County Planner*, who distributed copies of his agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. LaMothe presented the following requests:

- 1) To establish Community Development fund CD75 in the amount of \$43,237 to administer CFA grant award for Countryside Adult Home assessment to include the physical structure and it's subsystems.

Mr. Simpson inquired whether any matching funds were required and Mr. LaMothe replied in the negative. Mr. Leggett asked whether the subsystems included the fire alarm and Mr. LaMothe responded in the affirmative; he apprised the subsystems encompassed anything that was deficient inside of the building.

Motion was made by Mr. Simpson, seconded by Mr. Strough and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

- 2) To enter into an agreement with the Village of Lake George and other project partners to assist with the administration of the Local Waterfront Revitalization Program funding awards.

Mr. LaMothe advised he had met with Ms. Braymer, who was representing the Environmental Concerns & Real Property Tax Services Committee, to discuss the two grants awarded to the Village of Lake George

which were supposed to be administered by the Lake George Watershed Coalition; however, he noted, due to some unforeseen circumstances the Coalition would not be administering the grant. He continued, the Village had moved forward and executed the grant awards, but the State had not due to some of the issues that had come to fruition. He said his Office had been working with the Village and the Grantor Agency to save some money. He referred to pages 18-19 of the agenda which consisted of the work program elements; he stated the next step in the process required them to enter into an MOU (*Memorandum of Understanding*) to allow his Office to administer them following which the grantor agency would release the funds. He informed he had been working with the Village and the participating entities who consisted of The Fund for Lake George, The Lake George Association and Lake George Park Commission; he noted the matching funds would be provided by these entities and not the County, as the County's only cost may include some administrative salaries.

Mr. McDevitt inquired whether the grants were related to any pending litigation and Mr. Lamothe replied in the negative. Mr. LaMothe explained all of the work relating to the 2012 grant award had been completed and would consist of his Office processing some paperwork. He stated one of the issues they were dealing with related to the fact that once the Village signed the award, a number of the project partners moved forward in anticipation of the contract going forward. He stated his goal was to ensure everyone was allocated their portion of the funding.

A lengthy discussion ensued following which a motion was made by Mr. Strough, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the February 16th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 3) To authorize Wayne LaMothe to attend the American Planning Association National Conference in New Orleans, Louisiana from April 20 - 25, 2018.

Motion was made by Mr. Simpson, seconded by Mr. Beaty and carried unanimously to approve the request and the necessary resolution was authorized for the February 16th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 4) To increase Capital Project H347, Lake George Invasive Species Management and Control, in the amount of \$482,050 to account for local matching funds/in-kind services.

Mr. LaMothe explained the County Treasurer's Office had requested that they increase the Capital Project to account for the local matching funds which were not appropriated when the Project was established. He said the County would be providing the matching funds. He advised this morning it was brought to his attention that Resolution No. 43 of 2014 which advanced funding for the boat washing stations included funding to pay for the staffing of the boat washing stations. He continued, this staffing was used for the matching funds; however, he noted, the County Treasurer's Office indicated to him the Resolution did not adequately reflect this was to be used for matching funds even though that was how the application was written and what was referred to in the application. He requested that the County Attorney's Office review Resolution No. 43 of 2014, to determine whether there was a conflict with the Resolution and if so he would request to amend it to correctly account for the matching funds.

Motion was made by Mr. Leggett and seconded by Mr. Simpson to approve the request to increase Capital Project No. H347, Lake George Invasive Species Management and Control, and amend Resolution No. 43 of 2014 as outlined above and refer same to the Finance Committee.

Ms. Braymer advised she would like to see the proposed amendment before they voted on it, as she was unsure of what Mr. LaMothe was requesting. Mr. LaMothe stated the fourth paragraph of Resolution No. 43 of 2014 indicated that \$100,000 would be allocated for the purchase of the boat washing stations and \$100,000 to be allocated to the Village of Lake George for the labor. He explained the \$100,000 being allocated for the labor was the matching funds and the County Treasurer's Office was seeking to clarify

that this is to be used as matching funds, as they did not believe it currently indicated such even though the grant application and contract stated so.

A conversation ensued following which Mr. McDevitt called the question and the motion to approve the request to increase Capital Project H347, Lake George Invasive Species Management and Control, in the amount of \$482,050 and to authorize amending Resolution No. 43 of 2014 to clarify that the \$100,000 to be paid to the Village of Lake George for administration of the boat launch inspection and boat wash program through an intermunicipal agreement between Warren County and the Village of Lake George was to be used as a match to the grant funding was carried unanimously and forward same to the Finance Committee. Copies of the resolution request forms are on file with the minutes. ***Subsequent to the meeting it was determined by the County Treasurer's Office that it was necessary to record a portion of a \$150,000 2015 County contribution to the Lake George Park Commission expended in the General Fund as a local match and State reimbursable expenditures in Capital Project H347, Invasive Species Boat Washing to reflect the latest revision of the project budget agreed by New York State Department of State and Warren County for contract C1000461, with \$129,319 being recorded as local match expenditures and \$16,396.96 as State reimbursable expenditures. The County Treasurer's Office also determined that it was necessary to amend the County Budget in the amount of \$100,000 with a source of funding to be identified to reflect a change in funding for Capital Project H347, Invasive Species Boat Washing, agreed to by New York State Department of State and Warren County for Contract C1000461, as it related to local match. The latest revision to the contract required the \$100,000 advanced from the General Fund to Capital Project H347 to be paid to the Lake George Park Commission for administration of the boat launch inspection and boat wash program now be used as local match so an appropriation from the General Fund is needed to record the cost as a transfer of a local match instead of an advance.***

Mr. Diamond entered the meeting at 9:45 a.m., Mrs. Frasier entered the meeting at 9:46 a.m.

Moving on to the Information for Discussion portion of the agenda, Mr. LaMothe noted he had included in his agenda copies of the status of grant awards for EPF funds. Mr. LaMothe indicated his agenda also included an annual report, as his Department was required to provide pursuant to General Municipal Law 239.

Mr. LaMothe then presented a GIS Program update. Mr. Leggett inquired as to the progress of the update and Mr. LaMothe responded there had been some delays which had slowed their progress due to an issue with the software program and the Real Property Tax Services Department borrowing their plotter until they could purchase a new one.

Moving on to the Economic Growth portion of the meeting, privilege of the floor was extended to Mr. Bartholomew, who reviewed a power point presentation outlining EDC activities; *a copy of the presentation is on file with the minutes.*

Mrs. Hyde entered the meeting at 10:02 a.m.

Mr. Simpson noted The Warren-Washington Counties IDA had an upcoming vacancy they were looking to fill with a Warren County resident and an advertisement would be in the newspaper.

There being no further business to come before the Economic Growth & Development Committee, on motion made by Mrs. Hogan and seconded by Mr. Simpson, Mr. McDevitt adjourned the meeting at 10:12 a.m.

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