

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: ECONOMIC GROWTH & DEVELOPMENT AND HIGHER EDUCATION

DATE: FEBRUARY 24, 2020

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: WILD
HOGAN
LEGGETT
BRAYMER
DIAMOND
DICKINSON
MAGOWAN
MCDEVITT
SEEBER

OTHERS PRESENT:

REPRESENTING ECONOMIC DEVELOPMENT CORPORATION:
ED BARTHOLOMEW, PRESIDENT
JOHN WHEATLY, VICE PRESIDENT
REPRESENTING THE PLANNING DEPARTMENT:
WAYNE LAMOTHE, COUNTY PLANNER
CHRIS BELDEN, ASSISTANT COUNTY PLANNER
SARA FRANKENFELD, GIS ADMINISTRATOR
PATRICIA TATICH, ASSOCIATE PLANNER
AMANDA BECK, JUNIOR PLANNER
LIZA OCHSENDORF, DIRECTOR, EMPLOYMENT & TRAINING
ADMINISTRATION
FRANK E. THOMAS, CHAIRMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
KEVIN B. GERAGHTY, BUDGET OFFICER
SUPERVISORS BRUNO
DRISCOLL
FRASIER
MERLINO
SHEPLER
SIMPSON
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
BETH GILLIS, DIRECTOR, LAKE CHAMPLAIN-LAKE GEORGE REGIONAL
PLANNING BOARD
DON LEHMAN, *THE POST STAR*
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the February 24, 2020 meeting of the Economic Growth & Development and Higher Education Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://warrencountyny.gov/gov/comm/Archive/2020/economic/>

Mr. Wild called the meeting of the Economic Growth & Development and Higher Education Committee to order at 9:40 a.m.

Motion was made by Ms. Hogan, seconded by Mr. McDevitt 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 presented to Liza Ochsendorf, *Director, Employment & Training Administration*, who distributed copies of the Employment & Training Administration agenda to the Committee members and a copy of same is on file with the minutes.

Commencing her agenda review, Ms. Ochsendorf presented a request to amend the contract with Seeley Office Systems to pay for services rendered in the amount of \$1,800 and to increase the contract total to \$3,000 per year.

Motion was made by Ms. Braymer, seconded by Mr. Magowan and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing, Ms. Ochsendorf outlined position changes she would like to make within the Employment & Training Administration and she presented the following requests:

- To amend the Table of Organization and Salary Schedule to create the new position of Office Specialist (Part Time), *Grade 7, Base Annual Salary \$33,600*, and delete the position of Employment & Training Counselor (Part Time) effective March 23, 2020.

Motion was made by Mr. Magowan, seconded by Ms. Braymer and carried unanimously to approve the request as outlined above and to refer same to the Personnel & Administration Committee. *A copy of the resolution request form is on file with the minutes.*

- To amend the Table of Organization and Salary Schedule to create the new position of Employment & Training Coordinator, *Grade 8, Base Annual Salary \$34,988*, and delete the vacant position of Senior Employment & Training Counselor effective March 23, 2020.

Motion was made by Ms. Braymer, seconded by Ms. Hogan and carried unanimously to approve the request as outlined above and to refer same to the Personnel & Administration Committee. *A copy of the resolution request form is on file with the minutes.*

- To fill the positions of Office Specialist (Part Time) and Employment & Training Coordinator due to creation.

Motion was made by Ms. Seeber, seconded by Mr. Magowan and carried unanimously to fill the newly created positions as outlined above and to refer same to the Personnel & Administration Committee. *Copies of the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

Concluding her agenda review, Ms. Ochsendorf provided an update on her first three months as the Director of the Employment & Training Administration, informing the need for social services had decreased and they now offered Matrix, which was a free on-line training course.

There being no further Employment & Training business to discuss, privilege of the floor was presented to Wayne LaMothe, *County Planner*, who distributed copies of the Planning & Community Development agenda to the Committee members; a copy of same is on file with the minutes.

Commencing the agenda review, Mr. LaMothe presented a request for a new contract with Invasive Solutions Dive Company, LLC in the amount of \$59,840 to harvest aquatic invasive species in Schroon Lake for a term to commence June 1, 2020 and terminate December 31, 2020.

Motion was made by Mr. Leggett, seconded by Mr. Magowan and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Mr. LaMothe introduced Beth Gillis, *Director, Lake Champlain-Lake George Regional Planning Board*, who spoke regarding the request for an agreement with the Lake Champlain-Lake George Regional Planning Board in

the amount of \$31,200 to provide GIS mapping services necessary to complete all tasks in the Quality Phosphorus Reductions for proposed projects in the New York Reduction Plan.

Motion was made by Mr. Leggett, seconded by Mr. Diamond and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 20th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Moving on, the Information for Discussion/Review portion of the agenda was reviewed, as follows:

- Discussion of Census 2020 Outreach: Privilege of the floor was extended to Sara Frankenfeld, *GIS Administrator*, who provided a 2020 Census update displaying the County website and the Facebook page for the 2020 Census and she described them in detail.

Mr. Dickinson entered the meeting at 10:13 a.m.

- Housing Study: Patricia Tatich, *Associate Planner*, spoke regarding affordable housing, indicating last month they discussed the scope of work needed for a housing study. She said they were ready to move ahead with the LDC (*Local Development Corporation*) being the entity to release the RFP (*Request for Proposals*). She notified they had a contract with a market analyst and utilized the funds from the EDC (*Economic Development Corporation*) to provide additional funding and to write an MOU (*Memorandum of Agreement*) which indicated the Planning Department would be a facilitator and work with the LDC and the EDC to complete the study by the fall. She said she was grateful to Regan Development who provided a market study that they had created for the Broad Street Commons in the City of Glens Falls that could be used by the County.
- 2019 Annual Report: This item was not addressed.

There being no further Planning & Community Development business to discuss, privilege of the floor was extended to Ed Bartholomew, *President, Economic Development Corporation*, who presented a Power Point presentation entitled “Collaborating” and answered question posed by the Committee; *a copy of the presentation is on file with the meeting minutes*. During Mr. Bartholomew’s presentation, a brief discussion ensued during which the Committee expressed their desire for the State of New York to repeal legislation negatively impacting fiber optic projects.

Motion was made by Ms. Braymer, seconded by Ms. Hogan and carried unanimously to authorize a resolution asking the State of New York to repeal legislation negatively impacting fiber optics, and authorizing the Chairman of the Board to issue a letter concerning same, for presentation at the March 20th Board Meeting.

In relation, Mr. Geraghty encouraged the Committee to consider authorizing a letter to the Adirondack Park Agency asking them to revise regulations and allow cell tower heights taller than 40 feet to extend the range of broadband and cell phone coverage, or that they consider referring the matter to the Legislative & Rules Committee. Mr. Wild indicated this was a matter the Committee could take up for consideration at a future meeting.

In closing, Mr. Wild expressed his concerns regarding the property located at 4750 Cooper Street in the City of Glens Falls and the fact the City would be losing industrial land to a not-for-profit agency.

As there was no further business to come before the Economic Growth & Development Committee, on motion made by Mr. Dickinson and seconded by Mr. Magowan, Mr. Wild adjourned the meeting at 10:57 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist