

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: ECONOMIC GROWTH & DEVELOPMENT

DATE: JUNE 21, 2021

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: HOGAN
FRASIER
WILD
STROUGH
LEGGETT
GERAGHTY

COMMITTEE MEMBER ABSENT:

SUPERVISOR: MERLINO

OTHERS PRESENT:

REPRESENTING THE PLANNING DEPARTMENT:
WAYNE LAMOTHE, COUNTY PLANNER
SARA FRANKENFELD, GIS ADMINISTRATOR
ETHAN GADDY, ASSISTANT COUNTY PLANNER
LIZA OCHSENDORF, DIRECTOR, EMPLOYMENT & TRAINING
RACHEL E. SEEBER, CHAIRWOMAN OF THE BOARD
ROBERT TERWILLIGER, ACTING COUNTY ATTORNEY
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BRAYMER
DIAMOND
DRISCOLL
MAGOWAN
MCDEVITT
DON LEHMAN, DIRECTOR OF PUBLIC RELATIONS
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
MICHAEL SWAN, COUNTY TREASURER
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the June 21, 2021 meeting of the Economic Growth & Development Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://warrencountyny.gov/mma>

Note: As per Governor Cuomo’s Executive Order 202.1: “Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed”. All of the Committee members in attendance were physically present aside from Supervisor Strough who participated remotely.

Ms. Hogan called the meeting of the Economic Growth & Development Committee to order at 10:34 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.

Copies of the Employment & Training Administration and Planning & Community Development agendas were distributed to those in attendance and those participating virtually accessed the agenda via the Warren County website; *copies of the agendas are on file with the meeting minutes.*

Privilege of the floor was extended to Liza Ochsendorf, *Director, Employment & Training*, who presented a request to appoint or reappointing members to the Workforce Development Board.

Motion was made by Mr. Wild, seconded by Mrs. Frasier and carried unanimously to approve the request as presented and the necessary resolution was authorized for the July 16, 2021 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Moving on to the Information for Discussion/Review section of the agenda, general Employment & Training updates

were given.

There being no further Employment & Training business to discuss, privilege of the floor was extended to Wayne LaMothe, *County Planner*, who presented a request to amend Resolution No. 28 of 2021 to authorize the Chair of the Board to execute all the necessary grant documentation relative to grant application submitted to New York State Housing Trust Fund Corporation Office of Community Renewal for Community Development Block Grant Funding for renovations at Countryside Adult Home.

Motion was made by Mr. Wild, seconded by Mr. Strough and carried unanimously to approve the request to amend Resolution No. 28 of 2021 as outlined above and the necessary resolution was authorized for the July 16, 2021 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Mr. LaMothe introduced a request to establish CD76, *Countryside Renovations*, in the amount of \$300,000, for the purpose of funding repairs and upgrades to Countryside Adult Home.

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

Jumping ahead to Action Item #4, Mr. LaMothe presented a request to authorize the County Planner to appoint a Section 3 Coordinator to ensure contractor conformance for project funded with CDBG (*Community Development Block Grant*) funds.

Motion was made by Mr. Geraghty, seconded by Mr. Leggett and carried unanimously to approve the request as presented and the necessary resolution was authorized for the July 16, 2021 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Returning to Action Item #3, Mr. LaMothe introduced a request for a transfer of funds in the amount of \$1,858.49 from Budget Code A.1990 469, *Contingent Account-Other Payments/Contributions*, to Budget Code A8021.424, *Postage*, to cover the cost of postage for Lake George sewer grant notices to homeowners.

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

Concluding the agenda review, Mr. LaMothe spoke regarding the Consolidated Funding Application proposed projects, advising under the Empire State Development Corporation he proposed to submit a grant application for \$100,000 that would require a County match of \$35,000. He spoke of his discussion with the Budget Officer and the request made to restore funding to the Capital Fund Reserve; it was noted this would be discussed at the upcoming Budget Committee meeting scheduled for June 29th.

Mr. LaMothe spoke regarding the Warren County Historic Lodging Inventory. Sara Frankenfeld, *GIS Administrator*, provided a demonstration of the website for Historical Lodges and Hotels of Warren County. *A copy of which is on file with the minutes.*

Ms. Hogan spoke about the First Wilderness Letterboxing Trail program through New York State DEC (*Department of Environmental Conservation*) which had received nation-wide attention. Mr. LaMothe provided statistical information regarding participation in the program.

As there was no further business to come before the Economic Growth & Development Committee, on motion made by Mrs. Frasier, seconded by Mr. Wild and carried unanimously, Ms. Hogan adjourned the meeting at 11:27 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist