

Economic Growth & Development Committee  
Planning & Community Development Agenda  
October 18, 2021

COMMITTEE MEMBERS: Supervisors **HOGAN**, Frasier, Wild, Strough, Leggett, Geraghty, Merlino - *Chair of the Board shall serve as an Ex-Officio member when needed in accordance with the Section C(4) of the Rules of the Board*

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items:
  1. Request: Transfer funds from Salaries – Full time to Salaries – Part time  
Rationale: Request to transfer \$4000 from Full time Salaries to Part time Salaries to offset increased part time costs during a period when the department was short of full time staff.
  2. Request: Enter into an agreement with the City of Glens Falls to provide GIS Services  
Rationale: Warren County GIS proposes a shared services agreement with the City of Glens Falls to provide GIS Services for the City, as needed, at a blended rate of \$50/hr, for a not-to-exceed amount of \$15,000 per year. The Planning Department would invoice the City quarterly for hours worked during the previous quarter.
  3. Request: Enter into Agreement with Cliff & Redfield Interactive (CRI)  
Rationale: In an informal collaboration that started in April 2021, CRI and the Warren County Planning Department produced “Rediscovering the First Wilderness” for *Adirondac*, the bimonthly magazine of the Adirondack Mountain Club. The six-page story ran in the September/October issue. The request is to formalize this collaboration and invite others to participate as they develop a series of articles and other content relative to the First Wilderness Corridor.
- IV. Discussion Items:
  1. Discussion: Update on Planning Staff participation in the EDC Housing Work Group
- V. Referrals/Pending Items:  
*None*
- VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)
- VII. Motion to adjourn

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Attachments:

1. Resolution Request form No. 10 – Transfer of Funds
2. Resolution Request form No. 20 – Enter into a Shared Services agreement with the City of Glens Falls
3. Resolution Request form No. 20 – Enter into an agreement with CRI

# **RESOLUTION REQUEST FORM NO. 10**

## **Request for Transfer of Funds**

**TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

**FROM:** Planning and Community Development  
Name of Department

**SIGNED:** \_\_\_\_\_ **DATE:** October 2021

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A8021.110	Salaries - Full time	A8021.130	Salaries - Part time	\$4,000

**Sample: A.4018.0020 110 Preventive Program – Family Health – Salaries – Regular \$xxx.xx**

**Please state reason for transfers requested:**

To offset increased part time costs during period when the Dept was short full time staff.

**\*Please note: All amounts must be in whole dollars – no cents.**

### **CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

**Please state reason for transfer request:**

**Please file original request with Clerk of the Board and retain copy for your records.**

# ***RESOLUTION REQUEST FORM NO. 20***

## ***MISCELLANEOUS***

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME: Planning and Community Development**

**DATE: October 2021**

(a) Purpose of Request:

**Enter into agreement to provide services to the City of Glens Falls**

(b) Details:

**Warren County GIS proposes a shared services agreement with the City of Glens Falls to provide GIS Services for the City, as needed, at a blended rate of \$50 per hour, for a not-to-exceed amount of \$15,000 per year. The Warren County Planning Department would invoice the City quarterly for hours worked during the previous quarter.**

(c) Previous Resolution Number:

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:

**The Department expects to receive reimbursement in an amount not to exceed \$15,000.00**

**Sample: A.8021 470 Planning & Community Development – Contract**

\* as listed in budget and LOGOS

The agreement would be for city-specific projects (whereas the county-wide efforts that includes Glens Falls would just be part of regular responsibilities).

**Proposal for a  
GIS Shared Services Agreement  
from the Warren County Planning Department  
to the City of Glens Falls  
for FY2022**

July 26, 2021

Since its inception in 1999, Warren County GIS, housed in the Warren County Planning Department, has provided GIS services to local municipalities and other government agencies within the County, helping with training, technical support and map creation as staff time allows. Currently, in addition to assisting numerous County departments with GIS, Warren County GIS provides services via contract for the Lake George Park Commission, the Lake Champlain Lake George Regional Planning Board, and the Adirondack Glens Falls Transportation Council.

Warren County GIS proposes a similar contract with the City of Glens Falls to provide GIS Services for the City, as needed, at a blended rate of \$50 per hour, for a not-to-exceed amount of \$15,000 per year (or another amount of the City's choosing). The Warren County Planning Department would invoice the City quarterly for hours worked during the previous quarter.

The advantages of establishing a Shared Services contract are numerous: 1) the hourly rate is less than half that of hiring a consultant to perform the work; 2) Warren County GIS staff have decades of experience creating and maintaining local data, maps, and processes and can perform GIS work at a high rate of efficiency; 3) the County's GIS staff live locally and are vested in the success of the community; and 4) County staff know and work regularly on various projects with City staff members, staff from local agencies, and staff from adjacent communities.

GIS is typically thought of as a platform for producing maps. However, the true power of GIS lies in the database behind the map. GIS technology can be used for simplifying and streamlining a host of processes that take place at the local government level, such as infrastructure management, assessment, buildings and codes operations, and community development. In addition, GIS is an excellent platform for increasing online access to public records. For example, Warren County GIS recently collaborated with the County Sheriff's Office and the Glens Falls Police Department to create an online, publicly-accessible [Overdose Dashboard](#), which GFPD staff can update via a password-protected form.

If the City and County enter into an agreement for GIS Shared Services, GIS staff propose beginning the process by conducting a GIS Needs Assessment for the City of Glens Falls. The first step would consist of a presentation educating City staff on the potential uses of GIS, followed by an interview with each City department to discuss individual needs. Warren County GIS would compile a summary based on the findings during these interviews, and then follow up with City decision makers to prioritize GIS projects within the City. Warren County GIS staff would begin working on these projects, as time and funding allowed. If the process proves successful in 2022, the County proposes continuing a shared services contract for GIS support for the following years.

# ***RESOLUTION REQUEST FORM NO. 20***

## ***MISCELLANEOUS***

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME: Planning and Community Development**

**DATE: October 2021**

(a) Purpose of Request:

**Enter into Agreement with Cliff & Redfield Interactive (CRI) and the Warren County Planning Department**

(b) Details:

In an informal collaboration that started in April 2021, Cliff & Redfield Interactive (CRI) and the Warren County Planning Department produced "Rediscovering The First Wilderness," for Adirondac, the bimonthly magazine of Adirondack Mountain Club. The six- page story ran in the September/October issue. The request is to formalize this collaboration and invite others to participate as they develop a series of articles and other content relative to the First Wilderness Corridor.

(c) Previous Resolution Number:

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:

**No cost to County**

**Sample: A.8021 470 Planning & Community Development – Contract**

\* as listed in budget and LOGOS

# The First Wilderness Trilogy

The Warren County Department of Planning and Community Development proposes to enter a content partnership with Cliff & Redfield Interactive aimed at shining a bright light on the First Wilderness.

Using Zoom and other digital publishing tools, we'll host and publish in multiple formats conversations to develop the following titles:

## **The Schenectady Force**

*How John Apperson, Paul Schaefer and Howard Zahniser  
Saved the Adirondacks and Created the Wilderness Act of 1964*

We'll tell the story that starts in 1900 when John Apperson arrives at GE and becomes enthralled by the Adirondacks. He enlists Paul Schaefer in his battles to maintain the wilderness surrounding Lake George. Schaefer goes on to fight his own battles all over the Adirondacks. At a conference in New York City in 1946, Schaefer meets Howard Zahniser shortly after he has been named executive secretary of the Wilderness Society. This begins a friendship that leads ultimately to the passage of the Wilderness Act of 1964.

## **The Legacies of Thomas and William Durant**

*How the Adirondack Railroad Opened the Great Forest*

We'll go back to the beginning when Thomas Durant, while very much focused on building the Transcontinental Railroad, embarked on building another railroad to run from Saratoga Springs to the St. Lawrence. He gets only as far as North Creek, but that's far enough to open the interior of the Adirondacks. Inheriting Durant's estate, his son William sold the railroad but kept the land, and went to pioneer the Adirondack Great Camp on a number of sites we can still enjoy today. By the late 1800s, it was obvious that logging and mining were decimating the Adirondack forest and threatening downstate New York's water supply. Remarkably, the New York Legislature created the [Adirondack Park](#) and wrote "[forever wild](#)" into the state's constitution.

## **The Future of the First Wilderness**

*Imagining the Rail Corridor from Saratoga Springs to North Creek*

To promote tourism and community development in western Warren County, Wayne LaMothe led the establishment of the First Wilderness Heritage Corridor and the county's purchase of the Delaware & Hudson Railroad between Corinth and North Creek. The last train ran on those tracks in 2018, which raises the question: What's the best use for the rail corridor going forward?