

# WARREN COUNTY BOARD OF SUPERVISORS

## COMMITTEE: ARPA ADVISORY

DATE: MARCH 1, 2022

---

---

**COMMITTEE MEMBERS PRESENT:**

CLAUDIA BRAYMER (CO-CHAIR)  
DENNIS DICKINSON (CO-CHAIR)  
WAYNE LAMOTHE  
BETH GILLES (VIA ZOOM)  
MICHAEL BITTEL  
FRANK THOMAS  
MICHAEL WILD (VIA ZOOM)  
RACHEL SEEBER  
RYAN MOORE  
MICHAEL SWAN  
ETHAN GADDY

**OTHERS PRESENT:**

LARRY ELMEN, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
SUPERVISOR BRUNO (VIA ZOOM)  
DRISCOLL  
FRASIER (VIA ZOOM)  
GERACI (VIA ZOOM)  
HOGAN  
MAGOWAN  
MERLINO  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

**COMMITTEE MEMBERS ABSENT:**

DOUGLAS BEATY  
RAY AGNEW

---

---

*Please note, the following contains a summarization of the March 1, 2022 meeting of the ARPA Advisory Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://warrencountyny.gov/mma>*

*Note: Pursuant to New York State Legislation (S.50001/A.40001): “Notwithstanding the provisions of article 7 of the public officers law to the contrary, any state agency, department, corporation, office, authority, board, or commission, as well as any local public body, or public corporation as defined in section 66 of the general construction law, or political subdivisions as defined in section 100 of the general municipal law, or a committee or subcommittee or other similar body of such entity, shall be authorized to meet and take such action authorized by law without permitting in public in-person access to meetings and authorize 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 Committee Members in attendance were physically present aside from Ms. Gilles and Mr. Wild who attended virtually.*

Mr. Dickinson called the meeting of the ARPA Advisory Committee to order at 1:06 p.m. Mr. Dickinson apprised he was a new member of the Committee and informed he was co-chairing the Committee with Ms. Braymer, adding he appreciated being a member and turned the meeting over to Ms. Braymer.

The ARPA Advisory Committee agenda was distributed to those present; those participating remotely accessed the agenda via the Warren County website. *A copy of the agenda is on file with the minutes.*

Mr. Bittel entered the meeting at 1:07 p.m.

Commencing the agenda review with Item 1A., Ms. Braymer stated a survey had been conducted in the fall through the County website to allow public participation as a way to gauge the impact the pandemic had on individuals in the community. She said following the survey a Stakeholder Outreach Survey was conducted for organizations to submit project ideas which was still taking place and she requested Ethan Gaddy, *Assistant County Planner*, provide an overview of the summary sheet for ARPA project idea submissions. Mr. Gaddy spoke regarding the project idea solicitation form that was launched via social media/press releases, indicating they had received 36 project ideas

---

---

from the portal, with more via email and telephone. He mentioned many ideas came from non-profit groups, advising there was an emphasis from the stakeholders group on the non-profit organizations. He said it would take some time to sort through the ideas, adding some did not have a budget attached to them. He indicated he e-mailed thirty-six pages of ideas to the Advisory group which he encouraged members to review prior to the next meeting, noting he and Wayne LaMothe, *County Planner*, would review the ideas to determine if they were ARPA eligible or if there were more appropriate grant programs. He explained he did not have the expertise necessary to determine how the groups could work better together, as there were community service organizations with overlapping missions and jurisdictions and experts in the field were necessary for ongoing public engagement. He said once the group determined the priority areas for projects they could then be assigned to spending categories and an allocation amount could be determined. He informed the project portal would be left open and they would continue to analyze the ideas, as well as look for other funding opportunities and partnerships.

Ms. Braymer mentioned the Preliminary Municipal Allocations chart included in the agenda and requested Mr. Gaddy provide input on Item 1B. Mr. Gaddy replied there were no significant updates to report on since the last meeting other than most smaller municipalities had underground infrastructure which the County did not. He indicated there was a need for ongoing coordination with the City of Glens Falls, who hosts a lot of organizations who serve the entire County. He suggested inviting the Mayor of Glens Falls or the City's Economic Development Director to join one of the meetings.

Ms. Braymer requested Ryan Moore, *County Administrator*, speak to Item 1C. Mr. Moore reviewed information provided through NACo (*National Association of Counties*) webinars and material they published with the final rule of eligible uses. He recommended for those interested in more information to access NACo's website and read the summary.

Moving on to Item 2A, Ms. Braymer invited a discussion on the list of priorities. A discussion ensued including what items would impact vulnerable populations and at-risk populations. Mr. LaMothe strongly cautioned the Committee that individual loan programs compared to block programs were labor intensive with a significant amount of follow up, reporting and details necessary. He suggested looking at existing entities already undertaking an activity and allocate funds there rather than start a new program. He stated he was concerned about the longevity of the loan and whether the loan would sunset, apprising more information was needed. Following discussion, it was the consensus of the Committee to change Sewer and Water under Item D. on the Draft Priorities for Discussion sheet to Sewer/Septic and Water and add Diversity/Equity Programs under item E. Workforce Support.

Regarding Item 2B, Mr. Moore reviewed items i. through v. in detail. A lengthy discussion ensued.

Larry Elmen, *County Attorney*, exited the meeting at 2:13 p.m.

Mr. LaMothe advised there were referral items from the County Facilities Committee meeting held yesterday requesting the following funds; Jail abatement \$230,000 or demolition \$175,000, Countryside Adult Home \$950,000 and Airport \$68,308. The Committee decided those items would be discussed at the next meeting.

Ms. Seeber inquired in regards to a First and Second Vice-Chair for the Committee and Mr. Dickinson replied they were working on those positions and he requested anyone interested let himself and Ms. Braymer know.

Mr. Dickinson made a motion and Ms. Seeber seconded it to request the Planning Department bring back formal proposals to the next meeting. Ms. Seeber amended her second to the motion to have any departments with immediate needs submit a completed project solicitation form with the proposals to the Committee prior to the meeting for review. Ms. Braymer seconded the amended motion which carried unanimously by the members present.

Continuing with Item 3 A, Ms. Braymer scheduled the next meeting for March 8<sup>th</sup> at 3:00 p.m.

Ms. Braymer exited the meeting at 2:33 p.m.

Ms. Seeber recognized Ms. Hogan as past Committee Chair for all of her hard work on the Committee last year.

Mr. Dickinson adjourned the meeting at 2:36 p.m.

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