

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: ARPA ADVISORY

DATE: JULY 20, 2022

COMMITTEE MEMBERS PRESENT:

CLAUDIA BRAYMER (CO-CHAIR)
DENNIS DICKINSON (CO-CHAIR)
RACHEL SEEBER (ZOOM)
WAYNE LAMOTHE
RAY AGNEW
BETH GILLES
FRANK THOMAS
MICHAEL WILD (ZOOM)
RYAN MOORE
MICHAEL SWAN
VACANT

OTHERS PRESENT:

LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
SUPERVISORS BRUNO
DRISCOLL (VIA ZOOM)
GERACI (VIA ZOOM)
MAGOWAN
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
KEVIN HAJOS, SUPERINTENDENT OF PUBLIC WORKS
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
GINA MARTIN, OFFICE SPECIALIST, PLANNING & COMMUNITY
DEVELOPMENT
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

COMMITTEE MEMBERS ABSENT:

DOUGLAS BEATY
ETHAN GADDY

Please note, the following contains a summarization of the July 20, 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. Seeber and Mr. Wild who attended remotely.

Ms. Braymer called the meeting of the ARPA Advisory Committee to order at 3:06 p.m.

Motion was made by Mr. Thomas, seconded by Mr. Dickinson and carried by a unanimous vote of those present (*Messrs. Beaty, Wild & Gaddy absent*) to approve the minutes from the previous ARPA Advisory Committee meeting, subject to correction by the Clerk of the Board.

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.*

The current vacancy on the Committee created upon the retirement, and subsequent resignation, of Michael Bittel, *former President of the Adirondack Regional Chamber of Commerce (ARCC)*, was discussed. It was the consensus of the Committee to leave the position vacant until the new ARCC President was named.

Gina Martin, *Office Specialist, Planning & Community Development*, was introduced to the Committee as the individual who had been hired within the Planning & Community Development Department using ARPA funding

allocated to assist in administering ARPA distributions and tracking. A document produced by Ms. Martin detailing grant contracts received; grant contracts received and signed; and funding applications received was distributed to the Committee members and a copy of same is on file with the meeting minutes. Discussion ensued with regard to the handout and the order in which applications should be addressed. It was the consensus of the Committee to list the applicants by category, which would include for-profit, not-for-profit, and municipal, as well as in the chronological order in which the applications were received.

Committee discussed a date for the next meeting, subsequently determining that it would be held on August 9, 2022 at 3:00 p.m.

Committee commenced the agenda review with the Referrals/Pending Items section, in the following order:

1. Referral from the County Facilities Committee to request ARPA funding be used to pay for the abatement (\$230,000) and interior demolition of the former jail building (rough costs between \$100,000 and \$200,000) would be discussed at the next meeting - Chair of the County Facilities Committee and Superintendent of Public Works spoke on the matter, advising estimates from consultants had been received totaling \$495,000 for the abatement and demolition of the interior of the former jail building. Committee was updated on proposals to rehabilitate the former jail into a regional morgue facility which would provide a revenue stream for the County. Superintendent of Public Works was asked to return with more exact documentation regarding the costs to convert the former jail into a regional morgue facility.

Mr. Wild entered the meeting remotely at 3:23 p.m.

5. Outstanding responses to RFP (*Request for Proposals*) issued for Tourism related ideas. County Administrator advised twenty responses to the RFP were received which would require input from the new Tourism Director, when appointed, and the Tourism Advisory group. It was noted that a few of the ideas submitted were appropriate for occupancy tax funding, and possibly partial ARPA funding; a future joint meeting of the Occupancy Tax Coordination and ARPA Advisory Committees was suggested to discuss the proposals.

Ms. Seeber exited the meeting at 3:40 p.m.

2. The funding application for the Glens Falls Hospital Behavioral Health project which was in the process of being prepared by the Finance Department of the Glens Falls Hospital would be reviewed at a future meeting. An update was provided and the Committee was advised an application for ARPA funding would be submitted by August 1, 2022.
3. Written ARPA funding distribution plan. Item was not addressed.
4. Meals on Wheels Program. Item was not addressed.

Returning to Discussion Item A, Update from Rob York, Committee was provided with an email from Mr. York updating the Committee on how the Office of Community Services planned to distribute the \$1 million in ARPA funding recently allocated to them; a copy of said email is on file with the meeting minutes. A discussion ensued relative to the distribution of funds and the best process for authorizing and memorializing same at the County level for auditing purposes.

Committee was advised of discussion held at the last Public Works Committee meeting relating to funding required for infrastructure needs totaling approximately \$3,418,000 for the Stony Creek Road (CR2) Culvert over #9 Brook and Bay Road (CR7) over Glen Lake Outlet Projects. It was noted that the Public Works Committee was advocating for ARPA funding to cover the costs of both projects.

A motion was made by Mr. Moore and seconded by Mr. Thomas to allocate \$4 million in ARPA funding to the DPW Budget for emergency culvert repairs.

Discussion ensued with regard to the lack of alternate County funding sources for the projects; and hesitancy was expressed in allocating such a large amount to the County before outside applications for funding were considered. It was the consensus of the majority of the Committee that if the \$4 million allocation in ARPA funding requested was approved, it would be the total allowed for both the emergency culvert repairs and the rehabilitation/renovation work for the old jail building.

Messrs. Moore and Thomas amended their motion and second, respectively, to allocate \$4 million in ARPA funding to the DPW budget to fund emergency culvert repairs and capital improvements. Ms. Braymer called the question and the motion carried by a majority vote of those present (*Ms. Seeber, Messrs. Beaty & Gaddy absent*), with Mr. Agnew opposed to approve the request and the necessary resolution was authorized for the August 19th Board meeting.

Committee discussed the upcoming ARPA application deadline; Committee requested a complete list of applicants, categorized as requested at the beginning of the meeting, be distributed to the Committee members for review prior to the next meeting to be held on August 9th, as well as a listing of all ARPA funding authorized for allocation.

There being no further business to come before the ARPA Advisory Committee, on motion made by Mr. Dickinson, Ms. Braymer declared the meeting adjourned at 4:12 p.m.

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