

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: OCCUPANCY TAX COORDINATION**

**DATE: NOVEMBER 21, 2022**

---

---

**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: MERLINO  
WILD  
MAGOWAN  
RUNYON  
STROUGH  
GERACI

**COMMITTEE MEMBER ABSENT:**

SUPERVISOR: DICKINSON

**OTHERS PRESENT:**

REPRESENTING THE TOURISM DEPARTMENT:  
LEISA GRANT, PRINCIPAL ACCOUNT CLERK  
PAUL TACKETT , ASSISTANT TOURISM COORDINATOR/INTERIM OFFICE  
MANAGER  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
CRAIG LEGGETT, ACTING COUNTY ADMINISTRATOR  
LARRY ELMEN, COUNTY ATTORNEY  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD  
FRANK E. THOMAS, BUDGET OFFICER  
SUPERVISORS BRAYMER  
SEEBER  
STAN CIANFARANO, COUNTY HISTORIAN  
TAMMIE DELorenzo, ASSISTANT TO THE COUNTY ADMINISTRATOR  
ETHAN GADDY, ASSISTANT COUNTY PLANNER  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
MICHAEL SWAN, COUNTY TREASURER  
VINNIE CROCITTO III, LAKE REGIONAL CHAMBER OF COMMERCE &  
HOLIDAY INN RESORT  
JESSE JACKSON, LAKE GEORGE TV  
ED LARKIN, SR. VICE PRESIDENT, HOOD COMMUNICATIONS  
CINDY MEAD, DOCK DE-ICER COMMITTEE  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD  
\* SEE SIGN-IN SHEET FOR ADDITIONAL ATTENDEES

---

---

*Please note, the following contains a summarization of the November 21, 2022 meeting of the Occupancy Tax Coordination Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://warrencountyny.gov/mma>*

In the absence of Committee Chair Dickinson, Mr. Merlino as Vice-Chair, called the meeting of the Occupancy Tax Coordination Committee to order at 1:23 p.m.

Copies of the meeting agenda were distributed; a copy of the agenda is on file with the meeting minutes.

Motion was made by Mr. Strough, seconded by Ms. Runyon and carried by a majority vote of those present (*Mr. Dickinson absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Review of the Occupancy Tax Coordination agenda commenced with the following request:

- a. For an appropriation of funds in the amount of \$274,800, from Budget Code A.881.00, *Reserve, Occupancy Tax*, to Budget Code A.6417.002 480.04, *Tourism-Warren County Projects*, for the Hood Communications, Inc., contract with Lake George TV.

Motion was made by Mr. Wild, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Dickinson absent*) to table the request.

The Discussion Items section of the agenda was reviewed, as follows:

- a. Treasurer's Report. Review of Report provided by Michael Swan, *County Treasurer - a copy of the Occupancy*

---

---

*Tax Report is on file with the minutes.*

- b. De-icer and Bubbler Safety Initiative. Ethan Gaddy, *Assistant County Planner*, discussed the initiative which would entail production of a tri-fold brochure to educate residents on the matter, *a copy of the flyer developed is on file with the minutes*. Committee was advised the cost to produce and distribute the brochure would be \$3,386.54.

A motion was made by Mr. Geraci and seconded by Mr. Strough to approve the request. Upon further discussion Larry Elmen, *County Attorney*, requested they hold off on this request until he gave his presentation regarding the disposition of revenues and how it fit within the requirements of the Occupancy Tax Law.

- e. County Attorney to review Occupancy Tax Spending Plan History and Local Law and provide any updates required. Mr. Elmen presented two slides with information pertaining to the New York State Statute relating to occupancy tax.

Following Mr. Elmen's presentation, Committee returned to the motion on the floor, relating to funding for the de-icer and bubbler safety initiative; Mr. Merlino call the question and the motion was carried by a unanimous vote of those present (*Mr. Dickinson absent*) to approve the request and the necessary resolution was authorized for the December 16<sup>th</sup> Board Meeting.

- c. Warren County Historian Stan Cianfarano and Queensbury Historian John Berry to discuss a request for occupancy tax funding relating to the celebration of the Revolutionary War anniversary. Mr. Cianfarano presented a request for \$23,000 to the Warren County Historian for use in funding the 250<sup>th</sup> Anniversary of the American Revolution Commission.

Motion was made by Mr. Wild, seconded by Mr. Magowan, and carried by a unanimous vote of those present (*Mr. Dickinson absent*) to approve the request, and the necessary resolution was authorized for the December 16<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

- d. Chairman Dickinson to continue discussion of how occupancy tax special event funding was distributed. This item was not discussed.

Leisa Grant, *Principal Account Clerk, Tourism*, presented a request on behalf of Up Yonda Farm, Environmental Center to authorize funding in the amount of \$3,000 to be used in conjunction with the Glens Falls National Trust Grant to support programming for the Summer Nature Programs on a yearly basis until canceled or material changed.

Motion was made by Mr. Wild, seconded by Mr. Strough, and carried by a unanimous vote of those present (*Mr. Dickinson absent*) to approve the request as presented, and the necessary resolution was authorized for the December 16<sup>th</sup> Board Meeting. *A copy of the resolution request is on file with the minutes.*

Concluding the agenda review, the Referral Items were addressed, as follows:

- a. Referral from the ARPA Advisory Committee regarding to request from Par 27 LLC dba Sunnyside Par 3 for funding in the amount of \$175,000 to include the Local Development Corporation, Warren-Washington Industrial Development Agency & Civic Development Corporation as alternative funding solution. Ms. Grant informed she did not think Occupancy Tax funding should be entertaining a capital project for a small business.

Motion was made by Mr. Wild and seconded by Mr. Geraci to provide occupancy tax funding to Sunnyside Par 3; however, the motion failed due to a lack of majority vote, with Mr. Merlino, Mr. Magowan, Ms. Runyon and Mr. Strough voting in opposition, (*Mr. Dickinson absent*).

- b. The consensus of the Committee was to discuss the proposal for a contract with Lake George Radio, which had been tabled at the August 19, 2022 Board Meeting and returned to Committee for further consideration at the next

Committee Meeting.

Motion made by Mr. Wild and seconded by Mr. Magowan to approve the proposal with lake George Radio. Mr. Merlino called the question and the motion failed due to a lack of majority vote, with Mr. Wild, Mr. Magowan, Ms. Runyon, Mr. Strough and Mr. Geraci voting in opposition (*Mr. Dickinson absent*).

Regarding the Privilege of the Floor and Public Comment portion of the agenda, the following individuals spoke:

Supervisor Braymer mentioned last year they had spent many hours creating a new occupancy tax application, scoring system and a schedule on how occupancy tax would be distributed so the Committee would not fall behind, adding these items were not included in the Local Law. She spoke regarding Up Yonda Farm, Environmental Center not have Warren County mentioned on their website, nor did they have Warren County emails. She suggested that they put the Lake George Area logo throughout their website and it be promoted as one of Warren County's resources. She suggested putting a hold on the funding for the Lake George Chamber of Commerce and CVB (*Convention and Visitors Bureau*) until they could determine whether their work was beneficial to the County along with reviewing the note left by the former Tourism Director.

County Attorney was asked whether the County was obligated to continue the contract with the Lake George Chamber of Commerce and CVB, Mr. Elmen replied that they were. County Attorney was asked whether an escape clause could be included in a new contract and Mr. Elman advised he would look into this and report back. It was consensus of the Committee to invite Gina Mintzer, *Director, Lake George Chamber of Commerce and CVB*, to attend the next meeting to explain the increase in the annual contract cost.

Mr. Strough exited the meeting at 2:17 p.m.

Ed Larkin, *Sr. Vice President, Hood Communications*, provided an update on what they were doing since signing the Lake George TV contract on November 3, 2022.

Motion was made by Mr. Wild, seconded by Mr. Geraci and carried by a unanimous vote of those present (*Mr. Dickinson absent*), to bring the request for an appropriation of funds in the amount of \$274,800, from Budget Code 881.00, *Reserve, Occupancy Tax*, to Budget Code A.6417.002 480.04, *Tourism-Warren County Projects* for the Hood Communications, Inc., for the contract with Lake George TV which was tabled at the start of the meeting back to the floor.

Motion was made by Mr. Wild, seconded by Mr. Magowan and carried by a majority vote of those present (*Mr. Dickinson absent*), with Mr. Merlino abstaining, to approve the request as presented and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Vinnie Crocitto III, *representing the Lake Regional Chamber of Commerce and Holiday Inn Resort*, mentioned it was sad to hear the departure of Alfred Snow, *former Director of Tourism*, who he had been looking forward to working with. He indicated his desire for the business community to work with the County regarding the contract with the CVB.

As there was no further business to come before the Occupancy Tax Coordination Committee, on motion made by Mr. Geraci, seconded by Mr. Wild and carried by a unanimous vote of those present (*Mr. Dickinson absent*), Mr. Merlino adjourned the meeting at 2:25 p.m.

Respectfully submitted,  
Leslie Lovelace, Secretary to the Clerk of the Board  
(*As transcribed by Molly Ganotes-Gleason, Legislative Office Specialist*)