

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: OCCUPANCY TAX COORDINATION**

**DATE: AUGUST 23, 2023**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: MERLINO  
GERACI

**COMMITTEE MEMBERS ABSENT:**

SUPERVISORS: DICKINSON  
WILD  
STROUGH  
RUNYON  
DIAMOND

**OTHERS PRESENT:**

REPRESENTING THE TOURISM DEPARTMENT:  
HEATHER BAGSHAW, DIRECTOR  
PAUL TACKETT, ASSISTANT TOURISM COORDINATOR  
LEISA GRANT, PRINCIPAL ACCOUNT CLERK  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
JOHN TAFLAN, COUNTY ADMINISTRATOR  
AMANDA ALLEN, CLERK OF THE BOARD  
RYAN DICKEY, SECOND ASSISTANT COUNTY ATTORNEY  
FRANK E. THOMAS, BUDGET OFFICER  
SUPERVISORS BRUNO  
FRASIER  
MAGOWAN  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
ED LARKIN, SR. VICE PRESIDENT, HOOD COMMUNICATIONS  
DAVID STRAINER, TOWN OF QUEENSBURY RESIDENT  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

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*Please note, the following contains a summarization of the August 23, 2023 meeting of the Occupancy Tax Coordination Committee; the meeting in its entirety can be viewed using the following links:*

*Warren County website - <https://warrencountyny.gov/mma>*

*Warren County's YouTube Channel - <https://www.youtube.com/watch?v=smz-smZl5aI>*

In the absence of Committee Chair Dickinson, Mr. Merlino, as Vice-Chair, called the meeting of the Occupancy Tax Coordination Committee to order at 10:50 a.m., noting no action could be taken due to a lack of quorum.

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

Privilege of the floor and public comment was called for, but there was no one wishing to speak.

The Committee commenced with a review of the Discussion Items portion of the agenda, as follows:

- a. Treasurer's Report - This item was not discussed due to the absence of Michael Swan, *County Treasurer*.
- b. Occupancy Tax Overview - Heather Bagshaw, *Director, Tourism*, provided a review of the Occupancy Tax Local Laws over the past twenty years.
- c. Occupancy Tax Application Procedures for 2024 - It was noted this item would be addressed in a future meeting.

Concluding the agenda review, the Referrals Item was addressed as follows:

- a. County Attorney to review Occupancy Tax Spending Plan History and Local Law and provide any updates required - This item was not discussed.

Privilege of the floor and public comment was called for, but there was no one wishing to speak.

As there was no further business to come before the Occupancy Tax Coordination Committee, Mr. Merlino declared the meeting adjourned at 11:11 a.m.

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