

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: ECONOMIC GROWTH & DEVELOPMENT**

**DATE: JUNE 28, 2024**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: ETU  
STROUGH  
MADAY  
TURNER  
CROCITTO

**OTHERS PRESENT:**

REPRESENTING THE PLANNING DEPARTMENT:  
SARA FRANKENFELD, GIS ADMINISTRATOR  
ETHAN GADDY, COUNTY PLANNER  
DAVID NELSON, PRINCIPAL PLANNER  
MATTHEW SMITH, JUNIOR PLANNER  
LIZA OCHSENDORF, DIRECTOR, WORKFORCE DEVELOPMENT  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
JOHN TAFLAN, COUNTY ADMINISTRATOR  
AMANDA ALLEN, CLERK OF THE BOARD  
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY  
FRANK E. THOMAS, BUDGET OFFICER  
SUPERVISORS BRUNO  
STRAINER  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
CHRISTINE NORTON, COUNTY TREASURER  
BETH GILLES, DIRECTOR, LAKE CHAMPLAIN LAKE GEORGE REGIONAL  
PLANNING BOARD  
DAVID O'BRIEN, WASHINGTON COUNTY SUPERVISOR  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

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**COMMITTEE MEMBERS ABSENT:**

SUPERVISORS: BEAN  
WILD

*Please note, the following contains a summarization of the June 28, 2024 meeting of the Economic Growth & Development Committee; the meeting in its entirety can be viewed on the Warren County website using the following links:*

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

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

Mr. Etu called the meeting of the Economic Growth & Development Committee to order at 10:51 a.m.

Copies of the Workforce Development and Planning & Community Development meeting agendas were distributed; copies of the agendas are on file with the meeting minutes.

Motion was made by Mr. Crocitto, seconded by Ms. Turner and carried by a unanimous vote of those present (*Messrs. Strough, Bean and Wild absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

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

The meeting commenced with a review of the Action Agenda/New Business portion of the Workforce Development agenda, addressed in the following order:

- B. To amend the 2024 Warren County Budget in the amount of \$124,616 to reflect receipt of TANF (*Temporary Assistance for Needy Families*) grant funds for the Summer Youth Employment Program.

Mr. Strough entered the meeting at 10:54 a.m.

Motion was made by Mr. Maday, seconded by Ms. Turner and carried by a unanimous vote of those present (*Messrs. Bean and Wild absent*) to approve the request as outlined above and refer same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

- A. To amend the Table of Organization and Salary Schedule to create the new position of Fiscal Manager, *Annual Salary \$70,401*, and delete the position of Employment & Training Account Manager, *Grade 13, Base Annual Salary \$61,136*, effective July 22, 2024. It was noted that the Personnel Officer was opposed to the new position title based on the assessment that the work description did not fit the actual duties assigned for the suggested title and had declined to approve same, regardless of the fact that the form was marked to reflect approval.

Following discussion, a motion was made by Mr. Maday, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Bean and Wild absent*) to approve the request as outlined above and refer same to the Personnel, Administration & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

The Information for Discussion/Review item was addressed as follows:

1. General workforce development updates.

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

There being no further Workforce Development business to discuss, review of the Planning & Community Development agenda commenced with the following requests:

1. To authorize a new contract with Rebuilding Together Saratoga County in an amount not to exceed \$195,000 to administer the New York State Restore Program to commence upon contract approval and terminate December 2025.

Motion was made by Mr. Crocitto, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Bean and Wild absent*) to approve the request as presented and the necessary resolution was authorized for the July 19<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

2. To ratify the actions of the Chairman of the Board of Supervisors in executing a grant application to NYSDOS (*New York State Department of State*) for funding in an amount not to exceed \$150,000 to conduct Countywide Pre-Planning Inventory and Analysis of Brownfield affected areas via the NYSDOS BOA (*Brownfield Opportunity Area*), as well as to authorize the Chairman to execute a grant agreement for same.

Motion was made by Mr. Maday, seconded by Ms. Turner and carried by a unanimous vote of those present (*Messrs. Bean and Wild absent*) to approve the request as presented and the necessary resolution was authorized for the July 19<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

3. For a transfer of funds in the amount of \$4,000 from Budget Code A.8021 110, *Planning, Salaries-Full Time*, to Budget Code A.8021 120, *Planning, Salaries-Overtime*, to cover anticipated overtime costs.

Motion was made by Mr. Maday, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Bean and Wild absent*) to approve the request as outlined above and refer same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

4. To increase Capital Project H418, *New York State Septic Replacement Program*, in the amount of \$400,000.

Motion was made by Mr. Maday, seconded by Ms. Turner and carried by a unanimous vote of those present (*Messrs. Bean and Wild absent*) to approve the request as outlined above and refer same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

5. To amend the intermunicipal agreement with the City of Glens Falls for ArcGIS Software to increase the not to exceed amount from \$1,000 to \$5,000 to cover the purchase of additional software licenses.

Motion was made by Mr. Strough, seconded by Ms. Turner and carried by a unanimous vote of those present (*Messrs. Bean and Wild absent*) to approve the request as presented and the necessary resolution was authorized for the July 19<sup>th</sup>

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Board Meeting. *A copy of the resolution request form is on file with the minutes.*

6. To amend the 2024 Warren County Budget in the amount of \$6,000 to reflect reimbursement received from the City of Glens Falls and the Village of Lake George for the cost of GIS software maintenance.

Motion was made by Mr. Maday, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Bean and Wild absent*) to approve the request as presented and refer same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

Discussion Items section of the agenda was reviewed with the following items being addressed:

1. Grant Projects and Programs for 2024 Grant Cycle.
2. Housing Update: Short Term Rentals.
3. Lake George Lake Champlain Regional Planning Board Update.

*The housing update included a review of the Short-Term Analysis website which can be found here:*

*<https://warren-county-housing-warrencountyny.hub.arcgis.com/apps/278ea4b2e83d413fb2384352ea86cc6c/explore> as well as a powerpoint presentation entitled "Housing Strategy Update" a copy of which is on file with the meeting minutes.*

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

As there was no further business to come before the Economic Growth & Development Committee, on motion made by Mr. Strough and seconded by Ms. Turner, Mr. Etu declared the meeting adjourned the meeting at 12:00 p.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist