

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: ECONOMIC GROWTH & DEVELOPMENT

DATE: DECEMBER 2, 2025

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS STROUGH
BEAN
WILD
TURNER
CROCITTO

REPRESENTING THE PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT:
SARA FRANKENFELD, GIS ADMINISTRATOR
ETHAN GADDY, COUNTY PLANNER
JOSHUA BREITBART, CONNECTALL EMPIRE STATE DEVELOPMENT
ROSE VIELAND, CONNECTALL
JIM SIPLON, PRESIDENT, ECONOMIC DEVELOPMENT CORPORATION
REPRESENTING THE WORKFORCE DEVELOPMENT DEPARTMENT:
LIZA OCHSENDORF, DIRECTOR, WORKFORCE DEVELOPMENT
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
JOHN TAFLAN, COUNTY ADMINISTRATOR
LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISOR STRAINER
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
CHRISTINE NORTON, COUNTY TREASURER
GRETCHEN STEFFAN, EXECUTIVE DIRECTOR, SARATOGA-WARREN-
WASHINGTON WORKFORCE DEVELOPMENT BOARD
LESLIE LOVELACE, LEGISLATIVE OFFICE SPECIALIST

COMMITTEE MEMBERS ABSENT:

SUPERVISORS ETU
DIAMOND

Please note, the following contains a summarization of the December 2, 2025 meeting of the Economic Growth & Development 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=pQtIZ_uqT-c

In the absence of Committee Chair Etu, Mr. Strough as Vice-Chair, called the meeting of the Economic Growth & Development Committee to order at 11:33 a.m.

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

The Committee commenced the meeting with the Discussion Items portion of the Planning & Community Development agenda, which included Item 1. EDC Updates, as provided by Jim Siplon, *President, Economic Development Corporation*.

Returning to the approval of the minutes from the previous Economic Growth & Development Committee meeting, the necessary motion was made by Mr. Bean, seconded by Mr. Wild and carried by a unanimous vote of those present (*Messrs. Etu and Diamond absent*), subject to correction by the Clerk of the Board.

Next, review of the Action Agenda/New Business Items section of the agenda commenced with a request to authorize an agreement with the lowest responsible bidder for administrative services for 2025 New York State Office of Community Renewal funded programs, pursuant to the terms and specifications (WC 46-25) and proposal for a term commencing upon execution and terminating upon completion.

Motion was made by Mr. Wild and seconded by Mr. Crocitto to approve the request as presented. A discussion ensued during which, upon the advice of the County Attorney, Messrs. Wild and Crocitto amended their motion and second

to authorize the agreement contingent upon receipt of grant funding. Mr. Strough called the question and the motion, as amended, was carried by a unanimous vote of those present (*Messrs. Etu and Diamond absent*) and the necessary resolution was authorized for the December 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Returning to the Discussion Items portion of the agenda, Committee was advised that although not listed on the agenda, representatives of ConnectALL Empire State Development had been invited to attend remotely and provide a brief status update with regard to broadband deployment across the State; however, because the meeting was running behind both guests had to leave to attend other meetings and therefore the update would be postponed until next meeting. Concluding the review of Discussion Items, Departmental Updates were provided.

Mr. Crocitto exited the meeting at 12:09 p.m. and re-entered the meeting at 12:11 p.m.

There being no further Planning & Community Development business to discuss, review of the Workforce Development agenda commenced with the Action Agenda/New Business portion, which included the following requests:

- A. To authorize a new contract with the New York State Department of Labor in a lump sum amount of \$70,617.28 for a lease agreement for the term commencing on or after June 20, 2025 and terminating no later than September 30, 2025 for office space located at 333 Glen Street.

The County Attorney clarified that although listed differently on the resolution request form, the correct contract term was May 1, 2025 through April 30, 2026.

Motion was made by Mr. Wild, seconded by Mr. Bean and carried by a unanimous vote of those present (*Messrs. Etu and Diamond absent*) to approve the request as outlined above for the term commencing May 1, 2025 and terminating April 30, 2026 and the necessary resolution was authorized for the December 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- B. To authorize a new agreement with SUNY Adirondack to provide career counseling on campus for a term commencing November 1, 2025 and terminating August 31, 2026.

Motion was made by Ms. Turner and seconded by Mr. Bean to approve the request as presented. The County Attorney informed that an intermunicipal agreement would be prepared by his Office and the draft Memorandum of Understanding included in the agenda was not the final agreement. Following discussion, Mr. Strough called the question and the motion was carried by a unanimous vote of those present (*Messrs. Etu and Diamond absent*) to approve the request as outlined above and the necessary resolution was authorized for the December 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- C. To approve the Saratoga-Warren-Washington Workforce Development Board budget for program year 2025. (*Previous Resolution No. 379 of 2023*)

Motion was made by Mr. Wild and seconded by Mr. Bean to approve the request as presented; following discussion, Mr. Strough called the question and the motion was carried by a unanimous vote of those present (*Messrs. Etu and Diamond absent*) to approve the request as outlined above and the necessary resolution was authorized for the December 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

The Information for Discussion/Review portion of the agenda was reviewed, which included the following:

- A. General workforce updates
 - a. Unemployment rate and workforce trends.
 - b. Funding updates.

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

There being no further business to come before the Economic Growth & Development Committee, on motion made by Mr. Wild, seconded by Ms. Turner and carried by a unanimous vote of those present (*Messrs. Etn and Diamond absent*), Mr. Strough adjourned the meeting at 12:31 p.m.

Respectfully submitted,
Leslie Lovelace, Legislative Office Specialist