

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: OCCUPANCY TAX COORDINATION

DATE: JUNE 23, 2025

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: CROCITTO
RUNYON
PATCHETT
GILLIGAN
ETU
THOMAS
MERLINO

OTHERS PRESENT:

REPRESENTING THE TOURISM DEPARTMENT:
HEATHER BAGSHAW, DIRECTOR
PAUL TACKETT, TOURISM COORDINATOR
CHRISTINE NORTON, COUNTY TREASURER
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
JOHN TAFLAN, COUNTY ADMINISTRATOR
LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
SUPERVISORS STRAINER
STROUGH
TURNER
WILD
TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
AMY COLLINS, TOURISM AND BUSINESS COORDINATOR, CITY OF GLENS FALLS
GINA MINTZER, EXECUTIVE DIRECTOR, LAKE GEORGE CHAMBER OF COMMERCE & CVB
LUKE MOSSEAU, *POST STAR*
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the June 23, 2025 meeting of the Occupancy Tax Coordination 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=dngmT6HAX28>

Mr. Crocitto called the meeting of the Occupancy Tax Coordination Committee to order at 10:45 a.m.

Motion was made by Ms. Runyon, seconded by Ms. Gilligan and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

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

Privilege of the floor was extended to the following:

Mr. Wild requested a red line version for changes being made to the Occupancy Tax spending requirements for Municipalities under the Discussion Items section of the agenda. Mr. Crocitto replied to his knowledge there were no changes made yet, indicating this matter would be discussed.

The Committee commenced with a review of the Action Agenda/New Business Items portion of the agenda, which included a request to authorize the new online version of the Municipal Accounting Form to replace the handwritten forms used to date. (*Previous Resolution No. 341 of 2014*)

Motion was made by Mr. Etu, seconded by Ms. Runyon and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the July 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

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Next, the Discussion Items portion of the agenda, which included the following items, was reviewed:

- a. Committee to consider any changes to Occupancy Tax spending requirements for Municipalities.
- b. Treasurer's Report was reviewed by Christine Norton, *County Treasurer*.

Privilege of the floor was extended to the following:

Mr. Wild expressed concern with the lack of strategic discussion he heard from the Committee regarding occupancy tax spending and the increase of tourism economy. He requested sales tax data be added to the Treasurer's Report.

Ms. Norton informed she would add a historical analysis graph along with sales tax to the Treasurer's Report. She inquired as to what the outcome was of the June 4, 2025 Board Workshop Meeting held to discuss the future of Tourism in Warren County. Heather Bagshaw, *Tourism Director*, replied that would be addressed at the Tourism Committee Meeting scheduled to follow the current meeting.

As there was no further business to come before the Occupancy Tax Coordination Committee, on motion made by Mr. Etu, seconded by Mr. Patchett and carried unanimously, Mr. Crocitto adjourned the meeting at 11:31 a.m.

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