WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: ECONOMIC GROWTH & DEVELOPMENT

DATE: JULY 22, 2026

COMMITTEE MEMBERS PRESENT:		**OTHERS PRESENT:**
SUPERVISORS	WILD	REPRESENTING THE PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT:
	CROCITTO	SARA FRANKENFELD, GIS ADMINISTRATOR
	BRUNO	ETHAN GADDY, COUNTY PLANNER
	PATCHETT	REPRESENTING THE ECONOMIC DEVELOPMENT CORPORATION:
	NILES	JIM SIPLON, PRESIDENT
		JOHN WHEATLEY, VICE PRESIDENT
COMMITTEE MEMBERS ABSENT:		LIZA OCHSENDORF, DIRECTOR, WORKFORCE DEVELOPMENT
SUPERVISORS	DIAMOND	REPRESENTING THE SARATOGA-WARREN-WASHINGTON COUNTY WORKFORCE DEVELOPMENT BOARD:
	BEATY	GRETCHEN STEFFAN, EXECUTIVE DIRECTOR
		KASSANDRA PURCELL, DEPUTY DIRECTOR
		KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
		AMANDA ALLEN, CLERK OF THE BOARD
		TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
		KIMBERLY RICHARDS, COUNTY ATTORNEY
		SUPERVISOR STRAINER
		CHRISTINE NORTON, COUNTY TREASURER
		LINDA CLARK, TOWN OF QUEENSBURY RESIDENT
		SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
		LESLIE LOVELACE, LEGISLATIVE OFFICE SPECIALIST
		*SEE SIGN IN SHEET FOR ADDITIONAL ATTENDEES

Please note, the following contains a summarization of the July 22, 2026 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=hI8QVdPyJH4

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

Mr. Wild called the meeting of the Economic Growth & Development Committee to order at 11:28 a.m.

Motion was made by Mr. Crocitto, seconded by Mr. Bruno and carried by a unanimous vote of those present *(Messrs. Diamond and Beaty absent)* to approve the minutes from the previous Economic Growth & Development Committee meeting, subject to correction by the Clerk of the Board.

The meeting commenced with a review of the Action Agenda/New Business Items portion of the Planning & Community Development agenda, which included the following requests:

1. To authorize the Chair of the Board to execute an agreement with Environmental Facilities Corporation to accept grant funding in an amount not to exceed $600,000 under the NYSDEC Septic Replacement Program over a term commencing April 2021 and terminating July 2030.

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

2. To authorize the Chair of the Board to execute an agreement with NYS Homes and Community Renewal to accept grant funding in an amount not to exceed $230,000 under the Technical Assistance to Grow Pro-Housing Communities Grant Program for digital development review permitting systems for Horicon, Hague, Bolton and Chester over a term commencing February 24, 2026 and terminating February 24, 2031.
3. To establish Capital Project No. H455, *TAG Pro-Housing,* in the amount of $230,000.

Motion was made by Mr. Crocitto and seconded by Mr. Bruno to approve Item 2 as presented; following discussion, Messrs. Crocitto and Bruno amended their motion and second to include approval of Item 3. Mr. Wild called the question and the motion, as amended, was carried by a unanimous vote of those present *(Messrs. Diamond and Beaty absent)* to approve the requests as outlined above; Item 3 was referred to the Finance & Budget Committee and the necessary resolution was authorized for the August 19th Board meeting for Item 2. *Copies of the resolution request forms are on file with the minutes.*

4. To authorize a new contract with Warren County Soil and Water Conservation District in an amount not to exceed $38,000 to provide Warren County Soil and Water Conservation District with GIS technical support for MS4 Mapping project over a term commencing June 15, 2026 and terminating May 15, 2028.

Motion was made by Mr. Niles, seconded by Mr. Bruno and carried by a unanimous vote of those present *(Messrs. Diamond and Beaty absent)* to approve the request as outlined above and the necessary resolution was authorized for the August 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

5. To amend Resolution No. 137 of 2026 to reflect the change in termination date from May 19, 2028 to May 19, 2030, designate the source of matching funds as Capital Project No. H430, *Culvert Repairs,* and authorize the Chair of the Board to execute any resulting grant agreement.

Motion was made by Mr. Niles, seconded by Mr. Patchett and carried by a unanimous vote of those present *(Messrs. Diamond and Beaty absent)* to approve the request as outlined above and the necessary resolution was authorized for the August 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

6. To authorize submission of an application to Housing Trust Fund Corporation for grant funding in an amount not to exceed $300,000 under the Unified Funding Application process for Access to Home funds to assist County residents with housings needs, and authorize the Chair of the Board to execute any resulting grant agreement.
7. To authorize submission of an application to Housing Trust Fund Corporation for grant funding in an amount not to exceed $300,000 under the Unified Funding Application process for RESTORE funds to assist County residents with housing needs, and authorize the Chair of the Board to execute any resulting grant agreement.

Motion was made by Mr. Crocitto and seconded by Mr. Patchett to approve the requests as presented; following discussion, Mr. Wild called the question and the motion was carried by a unanimous vote of those present *(Messrs. Diamond and Beaty absent)* to approve the requests as outlined above and the necessary resolutions were authorized for the August 19th Board meeting. *Copies of the resolution request forms are on file with the minutes.*

8. To authorize a new contract with the lowest responsible bidder for the installation of septic systems associated with CDBG Septic Replacement Program, pursuant to the terms and provisions of the specifications (WC 36-26) and proposal for a term commencing upon execution and terminating January 26, 2027.

Motion was made by Mr. Bruno, seconded by Mr. Crocitto and carried by a unanimous vote of those present *(Messrs. Diamond and Beaty absent)* to approve the request as outlined above and the necessary resolution was authorized for the August 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

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

1. Departmental Updates.

Skipping ahead to the Workforce Development agenda, review of the Action Agenda/New Business portion of the agenda, included the following requests:

A. To approve the Saratoga-Warren-Washington Workforce Development Board budget for program year 2026.

Motion was made by Mr. Crocitto and seconded by Mr. Niles to approve the request as presented.

Privilege of the floor was extended to Gretchen Steffan, *Executive Director, Saratoga-Warren-Washington County Workforce Development Board,* who provided an update on the revised budget for program year 2026 as a result of reduced funding. She announced she would be retiring at the end of September and Kassandra Purcell, *Deputy Director,* would become Acting Director with support from the Capital Region Workforce Development Board. Ms. Steffan and Ms. Purcell spoke with regard to future organizational changes. Jim Siplon, *President, Economic Development Corporation (EDC),* spoke with regard to the relationship between the EDC and the Center for Economic Growth *(CEG)*.

Following discussion, Mr. Wild called the question and the motion was carried by a unanimous vote of those present *(Messrs. Diamond and Beaty absent)* to approve the request as outlined above and the necessary resolution was authorized for the August 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

B. To authorize a new contract with Washington-Saratoga-Warren-Hamilton-Essex Board of Cooperative Educational Services *(BOCES)* in an amount not to exceed $21,421 to provide high school equivalency classes to youth aged 16-24 in Warren County for a term to commencing September 10, 2026 and terminating June 30, 2027.

Motion was made by Mr. Crocitto, seconded by Mr. Niles and carried by a unanimous vote of those present *(Messrs. Diamond and Beaty absent)* to approve the request as outlined above and the necessary resolution was authorized for the August 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

C. To authorize a transfer of funds totaling $10,300 from Budget Code 40.6293.0358 433, *Warren County Funded-Training-Client,* to various budget codes to cover summer and fall internships.
D. To authorize a transfer of funds totaling $3,603 from Budget Code 40.6293.4999 439, *American Rescue Plan Act (ARPA)-Misc Fees & Expenses,* to various budget codes to cover salary expenses.
E. To amend the County Budget in the amount of $1,872.50 to reflect receipt of reimbursement from Tourism/Occupancy Tax to cover the remaining costs of the 2025 Hospitality Workforce Awards Celebration in relation to Resolution No. 66 of 2026.

Motion was made by Mr. Niles, seconded by Mr. Crocitto and carried by a unanimous vote of those present *(Messrs. Diamond and Beaty absent)* to approve the requests as outlined above and refer same to the Finance & Budget Committee. *Copies of the resolution request forms are 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.
   b. Seasonal updates.
   c. Upcoming initiatives and noteworthy dates.

There being no further Workforce Development business to discuss, Committee returned to Discussion Item 2 on the Planning and Community Development agenda, EDC Broadband Initiative, Mr. Siplon reviewed a handout entitled “Executive Summary July 2026", *a copy of which is on file with the meeting minutes.*

Privilege of the floor for public comment was offered and those wishing to address the Committee did so.

There being no further business to come before the Economic Growth & Development Committee, on motion made by Mr. Crocitto and seconded by Mr. Niles, Mr. Wild declared the meeting adjourned the meeting at 12:25 p.m.

Respectfully submitted,
Leslie Lovelace, Legislative Office Specialist