

Economic Growth & Development Committee
Planning & Community Development Agenda (v3)
August 25, 2026

COMMITTEE MEMBERS: Supervisors **Wild**, Crocitto, Bruno, Patchett, Diamond, Beaty and Niles - *Chair of the Board shall serve as an Ex-Officio member when needed in accordance with the Section C(4) of the Rules of the Board*

I. Committee meeting called to order by Chair

II. Approval of minutes of prior Committee Meeting

III. Action Agenda/New Business Items:

1. **Request:** Authorization to submit application, accept award, and execute necessary agreements for grant funding through the Patrick Leahy Champlain Basin Program 2027 Aquatic Organism Passage Restoration Project Request for Proposals.
Rationale: Warren County Planning and Community Development seeks authorization to apply for up to \$400,000 in funding for a culvert replacement project in Warren County within the Lake Champlain Basin. There is no match requirement; however, the County may consider committing up to \$100,000 in local match from the County Culvert Bond fund to strengthen the application. Funding would support a portion of a culvert replacement project, with the remainder supported by the bond fund and/or other grant funding.
2. **Request:** Authorization to submit application, accept award, and execute necessary agreements for grant funding through the Patrick Leahy Champlain Basin Program Clean Water Large, Small and Planning Projects funding opportunity.
Rationale: Warren County Planning and Community Development seeks authorization to apply for up to \$200,000 in funding to support septic replacement program activities.
3. **Request:** Authorization to amend Resolution No. 138 of 2026 related to NYSDEC Water Quality Improvement Project grant contract dates.
Rationale: Amendment is needed to update Resolution No. 138 of 2026 to align the authorized project term with NYSDEC Water Quality Improvement Project contract dates.
4. **Request:** Establish capital project NBRC Fish Hatchery-H459 for the Warren County Fish Hatchery Improvements project.
Rationale: Warren County received funding through the NBRC for the Warren County Fish Hatchery Improvements project. Total project cost is \$289,600. Local match includes \$25,000 in in-kind services and \$32,920 from TBD county source, consistent with Resolution No. 117 of 2026. A capital project is needed to administer the project budget.
5. **Request:** Authorization to transfer \$32,920 from a source to be determined to Capital Project H459 – NBRC Fish Hatchery.
Rationale: Resolution No. 117 of 2026 identified \$32,920 from a source to be determined as the cash portion of the County match for the Warren County Fish Hatchery Improvements project. This

request will authorize the transfer of those funds (TBD source) to Capital Project H459 – NBRC Fish Hatchery.

6. Request: Authorization to enter into a new contract with TBD contractor for the installation of septic systems.

Rationale: Warren County Planning is administering a septic replacement program via the Community Development Block Grant (CDBG) program (R76 of 2025). This contract will require no county funding. Consultant will be selected via Warren County procurement policy and all applicable CDBG program requirements. Funding is associated with CD80. Pre-emptive approval is sought to avoid project delays which could push project past contract expiration at the end of January 2027.

IV. Discussion Items:

V. Referrals/Pending Items:
None

VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)

VII. Motion to adjourn

Attachments

1. Resolution Request #5: Apply for Patrick Leahy Champlain Basin Program Aquatic Organism Passage Restoration Project funding
2. Resolution Request #5: Apply for Patrick Leahy Champlain Basin Program Clean Water funding
3. Resolution Request #20: Modify Resolution No. 138 of 2026
4. Resolution Request #8: Establish Capital Project NBRC Fish Hatchery-H459
5. Resolution No. 117 of 2026
6. Resolution Request #20: Transfer Funds to NBRC Fish Hatchery- H459
7. Resolution Request #3: New Contract for installation of septic systems for CDBG program

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Planning

DATE: 8/13/2026

- (a) Purpose of Grant:
Apply for up to \$400,000 for culvert replacement in the Lake Champlain Basin.
- (b) Name of Grantor:
Patrick Leahy Lake Champlain Basin Program
- (c) Address of Contractor: **Lake Champlain Basin Program 54 West Shore
Road Grand Isle, VT 05458**
- (d) Grantor's Contact Person and Telephone Number:
Corrie Miller, Aquatic Organism Passage Restoration Specialist 802-810-1416
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **Application to be submitted online.**
- (f) Effective Date of Grant: **TBD**
- (g) Termination Date of Grant: **TBD**
- (h) Total Dollar Amount Involved (not to exceed): **\$500,000**
- (i) Deadline to Submit Grant Application and/or Grant Agreement:
September 29, 2026 at 5:00 PM
- (j) Is a Budget amendment required? **n** If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **na** If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? **n** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

Possible to use up to \$100,000 from H430 DPW Culvert Bond

Sample: A.1010 470 Legislative Board – Contract \$xx.xx

Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Planning

DATE: 8/13/2026

- (a) Purpose of Grant:
Apply for up to \$200,000 for septic replacement program support.
- (b) Name of Grantor:
Patrick Leahy Lake Champlain Basin Program / NEIWPCC
- (c) Address of Contractor: **Lake Champlain Basin Program
54 West Shore Road
Grand Isle, VT 05458**
- (d) Grantor's Contact Person and Telephone Number:
Mae Kate Campbell, LCBP Associate Scientist 802-372-0220
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **<https://www.lcbp.org/about-us/grants-rfps/request-for-proposals-rfps/>**
- (f) Effective Date of Grant: **TBD / anticipated May 2027**
- (g) Termination Date of Grant: **TBD / no later than 6/30/2030**
- (h) Total Dollar Amount Involved (not to exceed): **\$200,000**
- (i) Deadline to Submit Grant Application and/or Grant Agreement:
9/29/2026 at 5:00 PM
- (j) Is a Budget amendment required? **No** If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **NA** If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? **No** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Planning

DATE: 8/13/2026

- (a) Purpose of Request:
Amend R138 of 2026

- (b) Details:
Update end term FROM May 19, 2028 TO May 18, 2030
Designate source of matching funds as H430
Authorize Chairman to approve necessary grant agreements

- (c) Previous Resolution Number:
R138 of 2026

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
DPW culvert funds H430

Sample: A.8021 470 Planning & Community Development – Contract

*** as listed in budget and LOGOS**

Warren County Board of Supervisors

RESOLUTION NO. 138 OF 2026

RESOLUTION INTRODUCED BY SUPERVISORS WILD, CROCITTO, BRUNO, PATCHETT, DIAMOND, BEATY AND NILES

ACCEPTING GRANT FUNDING FROM THE NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION UNDER THE WATER QUALITY IMPROVEMENT PROJECT GRANT (152507) FOR THE WARREN COUNTY CORINTH ROAD CULVERT REPLACEMENT PROJECT AND AUTHORIZING GRANT AGREEMENT FOR SAME

WHEREAS, pursuant to Resolution No. 244 of 2025, the Warren County Board of Supervisors authorized the Chair of the Board of Supervisors to execute and submit a New York State Consolidated Funding Application for various New York State Programs via the 2025 Consolidated Funding Application process, with terms to be determined based on each program, for amounts to be determined based on each program, and

WHEREAS, New York State Department of Environmental Conservation has awarded Warren County funding in an amount not to exceed Three Hundred Fifty Thousand Dollars (\$350,000), with a Eighty-Seven Thousand Five Hundred Dollar (\$87,500) local match, under the Water Quality Improvement Project for the Warren County Corinth Road Culvert Replacement project over a term commencing May 19, 2025 and terminating May 19, 2028, and

WHEREAS, the County Planner requested, and the Economic Growth & Development Committee agreed, to accept funding in an amount not to exceed Three Hundred Fifty Thousand Dollars (\$350,000), with a Eighty-Seven Thousand Five Hundred Dollar (\$87,500) local match, from New York State Department of Environmental Conservation under the Water Quality Improvement Project for the Warren County Corinth Road Culvert Replacement project over a term commencing May 19, 2025 and terminating May 19, 2028, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute any documents necessary to accept grant funding in an amount not to exceed Three

RESOLUTION NO. 138 OF 2026

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Hundred Fifty Thousand Dollars (\$350,000), with a Eighty-Seven Thousand Five Hundred Dollar (\$87,500) local match, from New York State Department of Environmental Conservation under the Water Quality Improvement Project for the Warren County Corinth Road Culvert Replacement project, over a term commencing May 19, 2025 and terminating May 19, 2028, in a form approved by the County Attorney, and be it further

RESOLVED, that the County Planner shall seek further approval to designate the source of funds for the Eighty-Seven Thousand Five Hundred Dollar (\$87,500) local match required.

ADOPTED BY A UNANIMOUS VOTE OF THOSE PRESENT

RESOLUTION REQUEST FORM NO. 8

Request to Establish Capital Project or Capital Reserve Project*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: Planning and Community Development

DATE: August 13, 2026

- (a) Exact Title* and Number of Project (must be obtained from Treasurer's Office):
Capital Project No. H459 – NBRC Fish Hatchery

- (b) Is this a Capital Project?
Yes

- (c) Is this a Capital Reserve Project?
No

- (d) Amount of Project:
\$289,600

- (e) Source of Funding (including name & title of codes, etc.):
NBRC grant funding: \$231,680 County in-kind services: \$25,000 County cash match: \$32,920 from a source to be determined, to be authorized by separate Res
- (f) Purpose of Establishment:
Establish Capital Project H459 – NBRC Fish Hatchery to administer the Warren County Fish Hatchery Improvements project. The project will be funded through a Northern Border Regional Commission grant and required County local match. Resolution No. 117 of 2026 identified the County match as \$25,000 in in-kind services and \$32,920 from a source to be determined. The separate transfer of the \$32,920 cash match to this capital project will be requested through Resolution Request Form No. 20.

***Title should reflect department if possible:**

i.e. Capital Project No. H274.9550 280 *Replace VASI with PAPI* would be clearer if name was listed as Airport Replace VASI with PAPI.

Warren County Board of Supervisors

RESOLUTION NO. 117 OF 2026

RESOLUTION INTRODUCED BY SUPERVISORS ETU, CROCITTO, CONOVER, MADAY, BRUNO, STROUGH AND RUNYON

ACCEPTING GRANT FUNDING FROM NORTHERN BORDER REGIONAL COMMISSION FOR CATALYST PROGRAM FOR IMPROVEMENTS TO THE WARREN COUNTY FISH HATCHERY AND AUTHORIZING GRANT AGREEMENT FOR SAME

WHEREAS, pursuant to Resolution No. 104 of 2025, the Warren County Board of Supervisors authorized the Chair of the Board of Supervisors to execute and submit a grant application to the Northern Border Regional Commission for Catalyst Program Grant funding, and

WHEREAS, Northern Border Regional Commission has awarded Warren County funding under the Catalyst Program an amount not to exceed Two Hundred Thirty-One Thousand Six Hundred Eighty Dollars (\$231,680), with a Fifty-Seven Thousand Nine Hundred Twenty Dollar (\$57,920) local match, which is to be covered by a combination of in-kind services and a cash share, with the term of the grant to be determined, and

WHEREAS, the County Planner requested, and the Finance Committee agreed, to accept funding from Northern Border Regional Commission under the Catalyst Program for improvements to the Warren County Fish Hatchery, in an amount not to exceed Two Hundred Thirty-One Thousand Six Hundred Eighty Dollars (\$231,680), with a local match of Fifty-Seven Thousand Nine Hundred Twenty Dollars (\$57,920), which is to be covered by a combination of in-kind services and a cash share, with the term of the grant to be determined, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes Kevin B. Geraghty, Chair of the Board of Supervisors, to execute any documents necessary to accept grant funding from Northern Border Regional Commission under the Catalyst Program, in an amount not to exceed Two Hundred Thirty-One Thousand Six Hundred Eighty Dollars (\$231,680), with a local match of Fifty-Seven Thousand Nine Hundred Twenty Dollars (\$57,920), for a total project cost of Two Hundred Eighty-Nine

RESOLUTION No. 117 OF 2026

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Thousand Six Hundred Dollars (\$289,600), for improvements to the Warren County Fish Hatchery, with the term of the grant to be determined, in a form approved by the County Attorney, and it is further

RESOLVED, that Warren County Board of Supervisors hereby authorizes the Chair of the Board of Supervisors to execute the grant agreement(s), and any and all other necessary documents relating to said grant agreement, in a form approved by the County Attorney, and be it further

RESOLVED, that if any further funding becomes available during the term of this grant agreement, no further resolution will be necessary to accept these funds and the Chair of the Board of Supervisors is authorized to execute any documents necessary to receive the funds, in a form approved by the County Attorney, and be it further

RESOLVED, that should the term of this grant agreement be extended, the Chair of the Board of Supervisors is hereby authorized to execute any related grant extensions, in a form approved by the County Attorney, without the need for further Board resolution.

ADOPTED BY A UNANIMOUS VOTE OF THOSE PRESENT

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Planning

DATE: 8/13/2026

- (a) Purpose of Request:
Transfer County cash match to Capital Project H459 – NBRC Fish Hatchery.

- (b) Details:
Resolution No. 117 of 2026 identified the County local match for the Warren County Fish Hatchery Improvements project as \$25,000 in in-kind services and \$32,920 from a source to be determined. This request is to authorize the transfer of \$32,920 from a source to be determined to Capital Project H459 – NBRC Fish Hatchery to provide the cash portion of the required local match.

- (c) Previous Resolution Number:
R 117 of 2026

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
Source to be determined — \$32,920 to be transferred to Capital Project H459 – NBRC Fish Hatchery

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Planning

DATE: 7/14/2026

- (a) Is this a Result of a Bid or Request for Proposal?
Yes pending WC 36-26 "CDBG Septic Installations"
- (b) Purpose of Contract:
Installation of septic systems associated with CDBG Septic Replacement Program. Procurement will follow all applicable Warren County and CDBG requirements.
- (c) Name of Contractor:
TBD- procurement to commence once septic systems are designed.
- (d) Address of Contractor: **TBD**
- (e) Contractor's Contact Person and Telephone Number:
TBD
- (f) Has or will the Contract be provided, if so, please attach:
TBD
- (g) Commencement Date of Contract:
Upon execution by both parties
- (h) Termination Date of Contract:
January 26, 2027
- (i) Payment Provisions: i) lump sum amount
ii) hourly rate amount
iii) total amount not to exceed **\$316,600**
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
Monthly
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

CD80

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS