

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **OCCUPANCY TAX COORDINATION**

DATE: MAY 8, 2006

**Committee Members Present:**

Supervisors Caimano  
Tessier  
Gabriels  
Kenny  
Merlino  
Haskell

**Others Present:**

Joan Parsons, Commissioner of Administrative &  
Fiscal Services  
Joan Sady, Clerk of the Board  
Paul Dusek, County Attorney  
Vonda Beattie, Sr. Account Clerk, Tourism Dept.  
Debra L. Schreiber, Legislative Office Specialist

**Committee Members Absent:**

Supervisor Wm. Thomas

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Mr. Caimano called the Occupancy Tax Coordination Committee Meeting to order at 9:30 a.m.

Mr. Caimano asked the committee to read the note from Scott Sopczyk, Transportation Director of Greater Glens Falls Transit, relative to an updated proposal for transportation during the New York State Association of Fire Chiefs Convention, as well as a copy of Resolution 260 of 2006, which related to the distribution of sponsorship proceeds.

Relative to the Executive Host Committee meeting on Friday, May 5, 2006, Mr. Caimano reported Warren County was obligated pursuant to the original contract with the NYS Association of Fire Chiefs to provide transportation for attendees to and from the conference. The current proposal from Greater Glens Falls Transit was \$52,900. Due to the expenses that Warren County had incurred, he stated they were trying to recoup some of the losses. Previously, Mr. LaBelle, Executive Director of New York State Association of Fire Chiefs, had discussed selling sponsorships; however, Mr. Caimano indicated currently he had the potential for two sales but had sold none. The committee felt the local community had not had the opportunity to sponsor the event; therefore, Mr. Caimano stated he would be contacting Leonard Fosbrook, President of the Economic Development Corporation (EDC), and ask for assistance. He said he had compiled a list of approximately 20 potential sponsors and he felt confident by the end of the week there would be sufficient sponsors. In addition to the NYS Fire Chiefs Association, he suggested contacting the coordinators of the Elvis Festival and remind them the tents were available for their use.

According to Resolution 260 of 2006, Mr. Tessier stated it was unclear who would receive the balance of net revenue. Mr. Kenny explained some of the revenue was applied towards the cost of the ad, some to the County and some to the NYS Association of Fire Chiefs. Mr. Caimano suggested negotiating a commission with EDC so the County would incur less expense. It was remarkable that Mr. LaBelle had not

sold one sponsorship, remarked Mr. Haskell, but had a waiting list for vendors. In response to the number of people attending, Mr. Caimano indicated they had estimated between 3,500-4,000; however, Site Solutions reported the reservations were "pouring in." Mr. Tessier commented he did not believe that information was accurate because a lot of the motels/hotels had reservations that were not part of Site Solutions. Mr. Caimano commented the tents would be set up May 28-31 and, therefore, they would be in place for the Elvis Festival. He asked Mr. Tessier to ask the event coordinators if either event had use for the tents and report back to Joan Parsons, Commissioner of Administrative and Fiscal Services or Joan Sady, Clerk of the Board. Mr. Kenny queried why agreements had not been executed and Mrs. Parsons explained EDC only requested all vendors to sign off with the County as an additional insured. Mr. Caimano articulated the County only asked for assistance in promoting sponsorships so the tents could remain for the month. He explained the County would receive the sponsorship funds for the time they were up but the vendors would receive the sponsorship funds during their event. Mrs. Parsons expounded she was unsure whether it was related the tents were "free" because it certainly would not look good having empty tents paid for with County funds.

Mr. Haskell stated after inquiring of the Department of Public Works and Parks, Recreation and Railroad, it was his belief the County did not own any snow fence. Mr. Merlino said he thought the snowmobile club had some fencing. Mr. Caimano asked Mr. Merlino to advise the County Facilities Committee Chairman whether they could supply any snow fence.

Motion was made by Mr. Tessier, seconded by Mr. Kenny to authorize an intermunicipal agreement with the City of Glens Falls to provide transportation services as outlined in the proposal provided by Greater Glens Falls Transit Systems in an amount not to exceed \$52,900.

Mr. Kenny queried why the County had not charged a fee for the tents. Mrs. Parsons explained there was a fee attached to the rental of tents; however, when the committee decided to change to the clear span tents, they anticipated selling sponsorships which would offset the cost. She said it was her understanding the County would pay for the tents up front but the sponsorship revenue would reimburse the County.

After discussion, the question was called and the motion was carried unanimously authorizing an intermunicipal agreement with the City of Glens Falls to provide transportation services as outlined by Greater Glens Falls Transit. A copy of the Greater Glens Falls Transit proposal is on file with the minutes.

Mr. Caimano asked the Clerk of the Board to contact Le Roy B. Akins, Jr., City of Glens Falls Mayor, and advise him the resolution had been passed.

If the County was solely responsible for the sale of sponsorships, Mrs. Parsons suggested amending Resolution 260 of 2006 increasing the percentage of net revenue the County received. With respect to Site Solutions, Joan Sady, Clerk of the Board, stated the Lake George Chamber of Commerce had received numerous complaints relative to customer service and misinformation. Eugene Merlino, Supervisor of Lake Luzerne, concurred with Mrs. Sady, advising the committee of his similar experience with Site Solutions.

Mr. Caimano asked Mrs. Parsons to contact Thomas LaBelle requesting an adjustment in the percentage based on the County selling the sponsorships and advise him of the negative feedback relative to Site Solutions. Mr. Haskell stated he had been informed that Site Solutions was renting rooms in Saratoga County and he recommended in the future stipulating the rental of rooms in Warren County only.

Chairman Caimano requested a brief recess at 9:50 a.m.

Chairman Caimano reconvened the meeting at 10:07 a.m.

Mrs. Parsons informed the committee she had spoken with Mr. LaBelle who agreed to the County receiving 100% of the revenue generated by sponsorship sales. She emphasized that he was trying to sell sponsorships that cost between \$45,000 and \$100,000 which included tickets to their events, which the local people were not interested in. She stated Mr. LaBelle advised her that Economic Development Corporation (EDC) should contact Steve Billings of Regal Tents, who had a better understanding of the costs of banners. Upon receiving price quotes for the banners, she said, he offered to contact the people who did not participate as a large sponsor this year and the County would receive the full commission.

Mrs. Parsons apprised that Mr. LaBelle mentioned he had not received any complaints relative to Site Solutions. He stated he personally received 84 calls and there were an additional 150 calls that did not go through Site Solutions. She said he was quick to respond to direct complaints but recommended at the conclusion of the conference there would be a critique of the overall event between Warren County and the NYS Association of Fire Chiefs.

Mr. Caimano stated he would contact Mr. Fosbrook and offer him 15% of the gross sale of sponsorships. Mr. Gabriels inquired about the approximate number of banners that were being put up and Mrs. Parsons replied Mr. Billings should have all the information they needed. Mr. Caimano suggested asking Mr. Billings if they would hang the banners and what the cost would be.

Mrs. Parsons said she thought the committee would rescind Resolution 260 of 2006 and enter into an agreement with EDC.

Motion was made by Mr. Kenny, seconded by Mr. Merlino.

Mr. Caimano asked what would happen if Site Solutions sold a sponsorship and Mrs. Parsons responded Mr. LaBelle said he would give Warren County the full commission. Mr. Caimano suggested leaving this resolution in place; otherwise, he said, they had no paperwork. Mrs. Parsons recommended discussing it with Paul Dusek, County Attorney, because there would be two separate agreements for two separate things involving the same amount of funds.

Mr. Dusek entered the meeting at 10:17 a.m.

Mr. Caimano apprised Mr. Dusek they were discussing sponsorships, Resolution 260 of 2006 and the contract between Warren County and the NYS Association of Fire Chiefs. He said they were unsure whether they wanted to rescind this resolution because it was possible Mr. LaBelle would sell a couple of sponsorships. Mr. Dusek responded the resolution could not be rescinded due to a contract that had been executed. Without amending the contract again, Mr. Caimano stated he would like the commission on sponsorship sales to be split 15% to EDC and 85% to Warren County.

Mr. Dusek stated there were two different agreements right now, one with Mr. Fosbrook (Hudson River Local Development Corporation) and one agreement with the NYS Association of Fire Chiefs. He said he recommended amending both agreements.

With respect to the agreement with Hudson River Local Development Corporation, Mr. Dusek explained Mr. Fosbrook would agree to sell sponsorships and advertisements for the tent structures and receive a 15% commission on the gross revenue. Pursuant to the agreement with the Fire Chiefs, Warren County would not be utilizing the 40% share of the revenues as previously indicated but Warren County reserved the right to make arrangements for the sale of sponsorships and advertisements with another organization. In addition, Mr. Dusek stated he would put in a provision relative to Mr. LaBelle's sale of sponsorships.

Mr. Gabriels queried if they were working on gross or net revenue. The gross price to print and hang the banners would be set by Mr. Billings, apprised Mr. Caimano.

There being no further business to come before the committee, on motion by Mr. Kenny, seconded by Mr. Gabriels, Mr. Caimano adjourned the meeting at 10:25 a.m.

Respectfully submitted,

Debra L. Schreiber, Legislative Office Specialist

