

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PLANNING & COMMUNITY DEVELOPMENT

DATE: JUNE 25, 2007

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COMMITTEE MEMBERS PRESENT:

SUPERVISORS STEC  
MONROE  
TESSIER  
CHAMPAGNE  
MASON

COMMITTEE MEMBERS ABSENT:

SUPERVISORS BELDEN  
GABRIELS

OTHERS PRESENT:

REPRESENTING PLANNING & COMMUNITY DEVELOPMENT:  
WAYNE LAMOTHE, ASSISTANT DIRECTOR  
JAMIE WHITE, SMALL BUSINESS DEVELOPMENT  
COORDINATOR  
PATRICIA NENNINGER, SECOND ASSISTANT COUNTY  
ATTORNEY  
HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE & FISCAL  
SERVICES  
JOAN SADY, CLERK  
SUPERVISOR F. THOMAS  
CAMERON TESSIER, CITY OF GLENS FALLS  
MICHAEL DUFAULT, EMPIRE HERITAGE  
MAURY THOMPSON, THE POST STAR  
AMANDA ALLEN, LEGISLATIVE OFFICE SPECIALIST

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Mr. Stec called the meeting of the Planning & Community Development Committee to order at 11:00 a.m.

Motion was made by Mr. Mason, seconded by Mr. Monroe and carried unanimously to approve the minutes from the May 31, 2007 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Wayne LaMothe, Assistant Director of Planning & Community Development, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Mr. LaMothe began the agenda review with the listing of items pending from prior Committee meetings, a copy of which is included in the agenda, and he detailed them as follows:

- 1) Mr. LaMothe stated that, as previously explained by Pat Tatich, Director of Planning & Community Development, the Abbreviated Consolidated Plan was to be updated and unveiled in October of 2007. He noted that the Department would be performing preliminary work and data collection in preparation for this presentation;
- 2) Referring to the status of the Outdoor Drama Theater, Mr. LaMothe reminded the Committee that the project had been put on hold until the 2008 Legislative Session and pending the development of an acceptable agreement with the Village of Lake George for the property desired for the project. Mr. LaMothe asked Patricia Nenner, Second Assistant Attorney, if any developments had been made in reaching an agreement with the Village of Lake George, to which Ms. Nenner

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- replied in the negative;
- 3) Mr. LaMothe apprised that a recommendation had been made by the Town of Lake George for John Kim to fill the vacancy on the Warren County Planning Board. He said that he intended to schedule a meeting with Mr. Kim to detail the role and responsibilities expected of him as a member of the Planning Board and if Mr. Kim was agreeable to those requirements, the appointment would be brought forth either at the July Board meeting or the next Committee meeting, depending upon the discretion of Mr. Tessier;
  - 4) With respect to the interest of the Warren County Bar Association in the Image Mate Online program, Mr. LaMothe stated that a meeting had been scheduled with the group to discuss the program and he would keep the Committee updated on the matter;
  - 5) Mr. LaMothe apprised that as per his discussion with Ms. Tatich, she had been unable to reach the appropriate parties to schedule a meeting between the Committee, the Planning & Community Development Department and the Community Action Agency Board of Directors as per the Committee's direction. He said that they would certainly keep the Committee abreast of any developments in this effort.

Moving to the 'Resolutions Requested' portion of the agenda, Mr. LaMothe advised that the agenda included two such requests, the first of which was for an amendment to Resolution No. 722 of 2006 to extend the contract held with Fountain Spatial for GIS (Geographic Information System) updates. Mr. LaMothe explained that although Fountain Spatial was on schedule to finish the project by the end of the current contract term, July 31, 2007, they were requesting an extension of the contract to December 31, 2007 to allow appropriate time for debugging and finalization of the GIS software.

Mr. Monroe asked if any additional costs would be associated with the contract extension and Mr. LaMothe stated that there would not.

Motion was made by Mr. Mason, seconded by Mr. Monroe and carried unanimously to approve the request for an amendment to Resolution No. 722 of 2006 to extend the contract held with Fountain Spatial for GIS updates through December 31, 2007, at no additional cost and the necessary resolution was authorized for the July 20<sup>th</sup> Board meeting. *A copy of the request is on file with the minutes.*

Mr. LaMothe stated that the second resolution request was for an amendment to Resolution No. 22 of 2007 to extend the contract with Saratoga Associates for design work at the First Wilderness Heritage Corridor North Creek location. He explained that two main factors had contributed to delays in the project which were the fact that the Town had yet to appoint a representative to review project plans and specifications and also because he had been unable to work on the project due to both professional and personal constraints. Mr. LaMothe advised that the amendment to Resolution No. 22 of 2007 would extend the contract with Saratoga Associates to October 31, 2007 which

would comply with the request made by Paul Butler, Director of Parks, Recreation & Railroad, for his Department's fall work schedule. In addition, he noted, there would be no additional cost for the extension of this contract.

Motion was made by Mr. Monroe, seconded by Mr. Tessier and carried unanimously to approve the request to amend Resolution No. 22 of 2007 to extend the contract held with Saratoga Associates to October 31, 2007 for design work in connection with the First Wilderness Heritage Corridor at the North Creek location, and the necessary resolution was authorized for the July 20<sup>th</sup> Board meeting. *A copy of the request is on file with the minutes.*

Proceeding with the 'Planning & Community Development Items' portion of the agenda, Mr. LaMothe apprised that they intended to send a member of their staff, Sheri Norton, for training at the Microknowledge campus in Latham, NY on August 20 and 21, 2007 for website training related to the County's GIS website. He said that although discussion had been held with respect to the possibility of holding the training session at the Warren County Municipal Center, it was the opinion of the IT (Information Technology) staff that there was insufficient interest in this particular program to hold such training, as Microknowledge required a minimum of six enrollees per program for on-site training. Mr. LaMothe apprised that the cost of the program was \$299 and the funding was available within the existing budget. The authorization to attend training, as outlined above, was approved by the Committee and the request for travel authorization is on file with the minutes.

Mr. LaMothe stated that the next item listed pertained to aerial photography of Warren County performed by the State of New York for the GIS system. He said that although the State had not formally announced their aerial imagery schedule for 2008, preliminary discussions had indicated that the format of the photography would be changing. Mr. LaMothe explained that when the previous aerial imagery was done in 2003, it had included a mixture of color photography with one-foot resolution for the hamlet areas and black and white photography with two-foot resolution for the more rural portions of the County. He advised that for 2008, it seemed that the State intended to include true color depictions for the entire County; however, they intended to reduce the resolution of the photographs from one foot to two feet for all areas.

Mr. LaMothe stated that it was his understanding that the County could choose to retain the one foot resolution currently used for the hamlet areas of the County at a cost of \$48,000. He added that they also had the option of upgrading the resolution of the photography of the transportation corridors, including the railroad, at an additional cost of \$66,000; although, he said, this cost could be reduced by \$3,100 if they chose to exclude the railroad areas. Mr. LaMothe advised that although the change in resolution might seem insignificant to an inexperienced user, it would significantly alter the use and clarity of the images obtained from the GIS system. He said that while he certainly understood that budget constraints would be the deciding factor in the Committee's decision, as a user of the GIS system, he was in favor of obtaining the best possible resolution.

Mr. Stec deduced from the information given by Mr. LaMothe that a total of \$114,000 would be

required to maintain the resolution of photography currently used by the GIS system and Mr. LaMothe confirmed this statement.

Discussion ensued.

Mr. Monroe asked if upgrading the resolution of the GIS system would save the County money for surveying purposes and Mr. LaMothe replied that surveys would not be avoided by the clarity of the GIS system. Mr. LaMothe suggested that it might be worthwhile for the Committee members to speak with their Town's Assessors as this group could comparatively review the imagery of the hamlet and rural areas to confirm that the clarity and resolution of the rural areas was not acceptable for reporting of any detail.

Aside from convenience, Mr. Stec asked for an example of how the resolution of the GIS system would benefit the County. Mr. LaMothe replied that many updates were made from the aerial images alone and this process could not continue with the accuracy they had now if the current system was not maintained. For example, Mr. LaMothe explained, in areas for which the higher resolution had been provided, they were able to discern snowmobile trails from the GIS system, while the Department had to actually visit the areas with two foot resolution to determine the snowmobile trails. He said that as projects arose they would have to assess whether aerial imagery could be used for it or not.

Mr. Stec asked how soon a decision would have to be made on the matter and Mr. LaMothe replied that the State had made no formal announcement on the matter and he estimated that they could delay the decision until August. Mr. Stec then asked if there was any indication that the State might offer to allow the retention of the current resolution for the urban areas at no extra charge if the inquiry were made by the Board of Supervisors and Mr. LaMothe replied in the negative. He added that all indications pointed to the use of a fee schedule to determine what costs would be incurred to maintain clarity in GIS photography.

Mr. Mason asked if the decision could be delayed until the following year and Mr. LaMothe replied in the negative. He said that because the aerial photography was done only once every five years, a decision had to be made for the 2008 flight, otherwise, no changes could be made until the 2013 flight. Preparations and contracts had to be signed in the fall of 2007 for the 2008 flight, Mr. LaMothe added.

Discussion ensued.

Mr. Stec asked Joan Sady, Clerk of the Board, to contact Michael Swan, Director of Real Property Tax Services, for a written account of his opinion on the changes to the GIS system from an Assessors standpoint to be presented at the next Committee meeting for their consideration.

Mr. Champagne asked if the Town of Queensbury currently downloaded GIS information from the

County for their own GIS system and Mr. LaMothe replied affirmatively. In light of this fact, Mr. Champagne noted that the Town of Queensbury might be willing to contribute to the costs of the aerial photography if the Committee voted in favor of incurring additional costs to retain the clarity of the current GIS system.

Mr. LaMothe stated that he had presented this information for the Committee's consideration and would revisit the matter again at their next meeting. By that time he hoped to have received more detailed written information from the State with regard to the matter, he added.

Resuming agenda review, Mr. LaMothe advised that the final item listed referred to reports on meeting attendance and a summary of such was included in the agenda for the Committee's review. He expounded that Laura Moore, of the Planning Department, had attended the Scenic Conservation Planning Workshop, while Jamie White, Small Business Development Coordinator, had attended the New York State Economic Development Council Annual Meeting. Ms. White apprised that the highlight of the meeting had been the opportunity to meet Joe Rabido, the new Director of the Small Cities Office; Dan Gunderson, Co-Chair of the ESDC (Empire State Development Corporation), and other staff member's involved in the Small Cities Grant programs.

Mr. Monroe pointed out that Ms. White's report indicated that discussion had been held with respect to the implementation of a separate board for upstate Empire State development. Ms. White confirmed this and added that the proposed board would include a seven member panel devoted specifically to upstate issues and Mr. Monroe stated that he felt this would be a positive addition.

As there was no further business to come before the Planning & Community Development Committee, on motion made by Mr. Mason and seconded by Mr. Monroe, Mr. Stec adjourned the meeting at 11:22 a.m.

Respectfully submitted,  
Amanda Allen, Legislative Office Specialist