

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PLANNING & COMMUNITY DEVELOPMENT

DATE: NOVEMBER 29, 2010

COMMITTEE MEMBERS PRESENT:

SUPERVISORS TAYLOR
CONOVER
SOKOL
MERLINO
MCCOY
MCDEVITT
WOOD

OTHERS PRESENT:

REPRESENTING PLANNING & COMMUNITY DEVELOPMENT:
PATRICIA TATICH, DIRECTOR
WAYNE LAMOTHE, ASSISTANT DIRECTOR
PAM MORIN, EVENT TECHNICAL ASSISTANCE PROVIDER
FREDERICK MONROE, CHAIRMAN
JOAN SADY, CLERK OF THE BOARD
SUPERVISORS LOEB
STEC
STRAINER
THOMAS
DON LEHMAN, *THE POST STAR*
CHARLENE DIRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. Taylor called the meeting of the Planning & Community Development Committee to order at 10:32 a.m.

Motion was made by Mr. Sokol, seconded by Mr. Merlino and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

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

Commencing with the list of pending items, Ms. Tatich reported there continued to be one vacancy on the Warren County Planning Board from the Town of Warrensburg; however, she said, Mr. Geraghty was looking for a suitable candidate.

Referring to the pending item concerning technical assistance in the search for possible grant funding for Up Yonda Farm, Ms. Tatich reported that several discussions had been held. She advised the item would be added to the Department's list of items in need of grant funding and requested it be removed from the pending item list.

Pertaining to the pending item referencing the billing process for GIS (Global Information Systems) services provided to the individual Towns, Ms. Tatich stated the Towns had received the agreements from the County Attorney's Office. She said once the signed agreements were returned to the Department, billing for GIS services would commence. Mr. Taylor asked if there were any unpaid invoices for services performed in 2010 and Wayne LaMothe, Assistant Director of the Planning & Community Development Department, responded that payment for GIS services provided to the Towns had been requested for 2010; however, he added, there had not been signed agreements in place and the payments had been considered voluntary. Ms. Tatich requested this item be removed from the pending item list.

Continuing review of the pending items, Ms. Tatich pointed out there was a referral from the County Facilities Committee requesting technical assistance in the search for possible grant funding to cover the cost of constructing a covered, three-sided vehicle storage facility for the Office of Emergency

Services. She added the facility would be approximately 40' by 80' containing eight vehicle bays and construction costs were estimated at \$50,000 to \$70,000. Mr. Thomas interjected the purpose of the facility would be for the storage of emergency vehicles. Ms. Tatich said this item would also be added to the Department's list of items in need of grant funding and requested it be removed from the pending item list.

Pursuant to the final pending item, Mr. LaMothe requested to reappoint three members to the Warren County Planning Board for a term commencing January 1, 2011 and terminating December 31, 2013.

Motion was made by Mr. McCoy, seconded by Mr. Conover and carried unanimously to reappoint members to the Warren County Planning Board as outlined above. *Copies of the resolution request forms are on file with the minutes and the necessary resolution was authorized for the December 17, 2010 Board meeting.*

Referring to the Town reimbursement for Quadricentennial Projects, Ms. Tatich explained that Lakes to Locks Passage was forwarding copies of canceled checks and requests from the municipalities for small projects. She said some of the municipalities were setting up kiosks and some were creating short video presentations. She apprised she expected to receive all the paperwork by the end of next week and would begin processing the payments.

Ms. Tatich announced that the County Administrator was encouraging shared job duties between the Planning & Community Development and the Fire Prevention & Building Code Departments. As a result, she continued, Martin Fitzgerald, Construction Cost Coordinator, would complete fire inspections to assist the Fire Prevention & Building Code Department. She commented that of the necessary training courses, Mr. Fitzgerald had completed three courses in November, would begin three additional courses next week and would complete the training with one course in January 2011. Mr. Taylor asked if Mr. Fitzgerald would assume the duty in February 2011 and Ms. Tatich replied that he would begin reviewing the files in January and would start completing fire inspections by the end of January.

Mr. LaMothe stated he was a member of the Warren County Railroad Management Team which was reviewing the proposals submitted by potential operators for the Warren County Rail Line. He said the Team had reviewed the proposal from Iowa Pacific Holdings, LLC and a meeting had been scheduled for December 7, 2010 to determine if the proposal would be accepted. Brief discussion ensued.

Ms. Tatich said she had requested Pam Morin, Event Technical Assistance Provider, to attend the meeting today. She explained Mrs. Morin was responsible for attracting and assisting events held along the First Wilderness Heritage Corridor (FWHC). Mr. LaMothe explained the Event Technical Assistance Provider position was 100% grant funded for up to 16 hours per week. He said Mrs. Morin was in the process of scheduling events for 2011; assisting with the Warren County Bicentennial; and was utilizing Facebook in order to release information on the FWHC on a weekly basis.

Mr. LaMothe reminded the Committee that the Warren County Safe & Quality Bicycling Citizens Advisory Group would be meeting today at 4:30 p.m. in the Human Services Building.

Concerning the GIS Spatial Data Viewer, Mr. LaMothe reported there had been 4,407 visitors in 2010 via the MLS (Multiple Listing Service) as part of the contract with the Realtors Association and 44,612 visitors overall for the year. He apprised there was a dilemma with the Spatial Data Viewer

as Version 10 of the necessary software had been released and made all of the programs which had been constructed for Versions 7,8 and 9 obsolete. He explained they were researching the possibility of switching to a True Distributed System which would allow the County to maintain all of the files. He added the True Distributed System could be updated weekly allowing the available data to be more current. He said another benefit would be elimination of the need for each Town to have a separate licensing agreement for the software. Another issue that would be eliminated by switching to a True Distributed System, he continued, was that the current system was not compatible with Windows 7 Operating System. Mr. LaMothe said they would complete a cost analysis of retaining the current system versus switching to a True Distributed System.

Ms. Tatich notified the Committee that the Economic Stimulus grant application submitted by CBN Connect for a Broadband Technologies Opportunity Program on behalf of Franklin, Essex, Clinton, Hamilton, Warren and Washington Counties had been denied. She apprised that in order to continue pursuing alternate funding, information for a study was being compiled by CBN Connect, the Technical Assistance Center at SUNY (State University of New York) Plattsburgh and ANCA (Adirondack North Country Association) through the Town of Saranac. She advised Sarah Frankenfeld, of Fountain Spatial, was facilitating the study; however, she added, information was only being compiled on select communities in each of the counties in the Adirondack Park. Ms. Tatich commented that she was encouraging Ms. Frankenfeld to expand the parameters of the study to include all the Towns in the North Country who had limited internet access, particularly since much of the necessary information was already compiled and on file with the Warren County Planning & Community Development Department.

Chairman Monroe commented that on the Northway six large conduits with fiber optics between New York State and Montreal, Canada were visible. He asked if there had been any research completed pertaining to the possibility of tying into the current network. Ms. Tatich replied that the issue had been discussed at the Broadband Advisory Group meetings and it had been determined that the conduits contained dedicated fiber which was private.

Discussion ensued.

Mr. Conover commended the Planning & Community Development Department on their shared services efforts; however, he opined it was important to ensure the County did not short staff any of the Departments in the effort to share services.

Ms. Tatich informed the Committee that she had inquired as to the necessary steps to ensure the \$10,000 earmarked for the LDC (Local Development Corporation) was transferred to the appropriate account. She said Richard Murphy, Fiscal Assistant to the County Administrator, had advised her no action was necessary, as the funds would be returned to the General Fund at the end of the year.

There being no further business to come before the Planning & Community Development Committee, on motion made by Mr. Conover and seconded by Mr. Merlino, Mr. Taylor adjourned the meeting at 10:58 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist