

Warren County Board of Supervisors

Committee: Economic Growth & Development

Date: July 1, 2013

Committee Members Present: Others Present:

Supervisors Taylor	Wayne LaMothe, County Planner, Planning & Community Development Department
Montesi	Kevin B. Geraghty, Chairman of the Board
Monroe	Paul Dusek, County Administrator
Wood	Joan Sady, Clerk of the Board
Mason	Frank E. Thomas, Budget Officer
	Supervisors Bentley
	Girard
	Loeb
	Westcott
	Patricia Tatich, Associate Planner
	Mike Swan, Treasurer
	Nicole Livingston, Second Deputy Clerk

Mr. Taylor called the meeting of the Economic Growth & Development Committee to order at 10:07 a.m.

Motion was made by Mr. Monroe, seconded by Mr. Mason 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 Wayne LaMothe, County Planner, Planning & Community Development, who distributed copies of the Agenda to the Committee members, a copy of which is on file with the minutes.

Commencing the Agenda review, Mr. LaMothe requested to establish Capital Project No. H340.9550 280 FWHC 2012 Award in the amount of \$616,000 to administer the Local Waterfront Revitalization Grant program, with the source of funding to be H340.9550 3897 Culture and Recreation in the amount of \$308,000; H340.9550 2790 Share of Joint Activity, Local in the amount of \$249,500; and H340.9550 5031 Interfund Transfers in the amount of \$59,100. He noted the total amount included the revenue code from the State of New York and the Local Match provided by the County and municipalities. He stated the grant award was for \$308,000.

Motion was made by Mr. Monroe, seconded by Mr. Montesi and carried unanimously to approve the request to establish a Capital Project as outlined above, and to refer the same to the Finance Committee. A copy of the resolution request form is on file with the minutes.

Mr. LaMothe requested a new contract with Waypoint Technology Group, LLC for training on new equipment and GPS instruction, commencing July 19, 2013 and terminating September 30, 2013 for a lump sum amount of \$900. He pointed out it would be for one day training on the new equipment.

Motion was made by Mr. Monroe, seconded by Mr. Mason and carried unanimously to approve the request for a new contract as outlined above, and the necessary resolution was authorized for the July 19, 2013 Board meeting. A copy of the resolution request form is on file with the minutes.

Mr. LaMothe remarked the next two items on the Agenda pertained to grant applications to be submitted under CFA (Consolidated Funding Application) grant funding. The first, he said, was a request to submit a CDBG (Community Development Block Grant) application under the CFA to connect the Countryside Adult Home to the municipal waste water system for a total amount not to exceed \$750,000. He noted such action also required a public hearing which would be set for August 5, 2013 at 1:00 p.m.

Mr. Montesi questioned if Countryside Adult Home was part of the original mapped plan and development and Mr. LaMothe replied that the facility was outside the district and would not be required to buy into the project because it was a County-owned facility. Mr. LaMothe further stated there would be an extension of the Warrensburg sewer lines in close proximity to Countryside Adult Home; therefore, he said, it would be prudent to connect the facility to that system.

Motion was made by Mrs. Wood, seconded by Mr. Montesi and carried unanimously to approve the request to submit a grant application under the CFA for CDBG grant funds to connect the Countryside Adult Home to the municipal waste water system and to set a public hearing as outlined above, and the necessary resolution was authorized for the July 19, 2013 Board meeting. A copy of the resolution request form is on file with the minutes.

Mr. LaMothe advised the other grant application request was unique because when applying for grant funds under the CFA, a specific program could not be identified, nor could a grantor be selected. He explained that they would outline different projects and needs they were seeking funding for and depending on which were applicable, the CFA would determine the appropriate funding source. He added multiple applications could be submitted under the CFA for miscellaneous projects and the deadline for submission was August 12, 2013.

Motion was made by Mrs. Wood, seconded by Mr. Montesi and carried unanimously to approve the request to submit grant applications under the CFA for CDBG grant funds for miscellaneous projects, and the necessary resolution was authorized for the July 19, 2013 Board meeting. A copy of the resolution request form is on file with the minutes.

Mr. LaMothe expounded the next Agenda item concerned surveying work that had been done last year in North Creek for the Main Street program. He informed the County had a blanket contract for surveying services and last year when the initial work was done, the contract had been awarded to Dave Barrass LLS. This year, he continued, the contract was awarded to the LaBerge Group for a total amount not to exceed \$14,200; however, he said, the problem was that the LaBerge Group could not commence the surveying process for at least ninety days. Mr. LaMothe apprised based on the opinion of the County Attorney, the prior agreement provided the right to retain the services of Dave Barrass to complete or update work that he had originally done. He added he was requesting a new contract with Dave Barrass to complete the surveying work in North Creek that was done in 2012 for a total amount not to exceed \$14,200.

Motion was made by Mrs. Wood, seconded by Mr. Mason and carried unanimously to approve the request for a new contract as outlined above, and the necessary resolution was authorized for the July 19, 2013 Board meeting. A copy of the resolution request form is on file with the minutes.

Under the Program Updates and Discussion portion of the Agenda, Mr. LaMothe recalled there had been a referral made last month to the Legislative & Rules Committee regarding the MWBE (Minority and Women-owned Business Enterprise) requirements for grants and a Legislative & Rules Committee meeting had been scheduled for July 10, 2013 following the Finance Committee meeting.

Mr. LaMothe referred to Resolution No. 84 of 2010 and No. 388 of 2012, both of which urged Senator Little to request that Legislation be introduced in the State Legislature to include the Schroon River as part of the Intercoastal Waterway System so that communities along the Schroon River would be eligible for funding under the Local Waterfront Revitalization Program (LWRP). He noted copies of the aforementioned resolutions were included in the Agenda packet. He mentioned the New York State Department of State had made this request and the only town in the County that was currently not eligible under the LWRP was the Town of Horicon. He asked that Senator Little be apprised of this concern. It was the consensus of the Committee that this matter be carried forward as a Pending Item to be addressed in December for the next Legislative session.

Next, Mr. LaMothe discussed the Hazard Mitigation Grant Program which required a Letter of Intent by July 5, 2013. He reported the State had announced another round of Hazard Mitigation grant funding and the County had been fortunate to receive funding previously for a bridge in the Town of Thurman, as well as road and culvert work in the Town of Bolton. He said there was another bridge over Dippikill Creek in the Town of Thurman that required work that had not received funding in the last round and the State had recommended the County consider applying for grant funds for that bridge. Mr. LaMothe advised a Letter of Intent needed to be submitted by this Friday for the project to be included on the State's scope of work. He pointed out the funds were for damages incurred by Hurricane Irene, Tropical Storm Lee or Superstorm Sandy and he requested permission to file the Letter of Intent. The consensus of the Committee was for Mr. LaMothe to submit the Letter of Intent as outlined above.

Mr. Monroe apprised three roads were washed out in the Town of Chester this past weekend and it was believed that two were the result of beaver dams going out during the storms. He wondered if such incidents would be eligible under the Hazard Mitigation grants and Mr. LaMothe responded he would contact a representative at the New York State Department of Environmental Conservation (NYS DEC) for more information on that.

Prior to adjourning, Mrs. Wood referred to previous discussions relative to the new method of tracking Capital Projects and local matching funds and she questioned the progress of such. She noted in her review, she did not find any regulations from the State Comptroller's Office stating this method was required and added that it appeared to be overly complex. Paul Dusek, County Administrator, replied he had reviewed this issue and the GASB (Governmental Accounting Standards Board) Regulations, as well as the emails between the County Treasurer's Office and the State Comptroller's Office. He pointed out the issue was

related to Capital Projects out of the Highway Fund in which the State Comptroller's Office was instructing the County to have separate accounting for such. He acknowledged this accounting method had not been done before and the Treasurer's Office was requesting that it be corrected dating back to grants from 2004. Mr. Dusek recognized the need for such from an accounting standpoint because a separate ledger should be created for specific projects in order to reflect the true costs for a project and the sources of funding for same. He stated that in the case of matching funds for projects, the County did not account for that separately and as a result, those funds were showing up in other records of the County which made it difficult to track. He advised this was the proper way to do accounting for a project, as confirmed by both the Treasurer's Office and the County Auditor; however, he said, he felt the accounting method should be corrected moving forward rather than going all the way back to 2004. He opined it would be best to begin tracking projects this way from January 1, 2013 for all existing grants. Mr. Dusek added a master resolution could be prepared that would cover all these adjustments and the total County budget would not be inflated because Capital Projects were not included in the operating budget.

Mr. Monroe referred to the Local Government Efficiency grants and wondered if it would be possible to apply for a grant to address the brush problem, given that the NYS DEC was moving towards implementing no brush burnings for all municipalities. He noted a possible solution that had been discussed would be for a group of municipalities to contribute to the purchase of a tub grinder, which may be eligible for funding under the aforementioned grant. Mr. LaMothe replied he would research that matter.

There being no further business to come before the Economic Growth & Development Committee, on motion made by Mr. Mason and seconded by Mr. Montesi, Mr. Taylor adjourned the meeting at 10:30 a.m.

Respectfully submitted,

Nicole Livingston, Second Deputy Clerk