

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PLANNING & COMMUNITY DEVELOPMENT

DATE: JANUARY 27, 2006

Committee Members Present:

Supervisors Stec
Gabriels
Monroe
Champagne
Mason

Representing Planning & Community
Development Dept.:
Patricia Tatich, Director
Wayne LaMothe, Assistant Director
Jamie White, Business Development
Coordinator

Committee Members Absent:

Supervisors Belden
Tessier

William Thomas, Chairman
Joan Parsons, Administrator/Clerk
Supervisor Frank Thomas
Supervisor Kevin Geraghty
Supervisor John Haskell
Jeffrey Jacobs, Queensbury
Katy Goodman, Secretary to the Clerk

Mr. Stec called the meeting to order at 10:10 a.m.

Motion was made by Mr. Champagne, seconded by Mr. Monroe and carried unanimously to approve the minutes of the previous meeting, subject to correction by the clerk.

Privilege of the floor was extended to Ms. Tatich, and she commenced with review of her Agenda. Copies of the Agenda packet were distributed to the committee members and a copy of same is on file with the minutes.

Pursuant to the first agenda item, Pending Items, Ms. Tatich noted a copy of the Pending Items List from the Clerk of the Board of Supervisors' Office was included in the agenda packet.

Ms. Tatich stated the first Pending Item was that she was to discuss the issue of waiving of County filing fees for the participants in the department's Mobile Home Replacement Program with Mr. Dusek, the County Attorney, and bring his opinion back to the committee at this meeting. She reported Mr. Dusek and his Office had worked with the County Clerk's Office on this matter and it has now been resolved. She confirmed for Mr. Stec that no further action was needed on this item.

The next item, Ms. Tatich said concerned possible revisions to the County's Sub-recipient Agreement with the (Warren County) LDC (Local Development Corporation) that were to be discussed with Mr. Dusek. She reported this has been addressed and the result would be handled under Committee Actions: Resolutions Item No. 3 later in the meeting. Ms. Tatich explained some selective changes had been made to the agreement which relate to grants that

have been received and activities relative to current projects such as for the RESTORE Program, the Main Street Program and the ACCESS to Home Program. She stated she would recommend that the changes be approved.

Ms. Tatich stated the next Pending Item was that there was an issue concerning assistance to an elderly household in Warrensburg. However, she explained she and the staff could not recall for certain if the problem was in Warrensburg or perhaps another community. It was determined that the previous committee meeting minutes would be checked after the meeting in order to clarify this item for the next meeting.

Next, Ms. Tatich stated Pending Item No. 4 concerned the discussion at the last committee meeting about the Mobile Home Replacement Program and the number of extremely deteriorated mobile homes that have come to their attention through people who have applied for assistance from the HOME Program. She advised because they could not rehabilitate such mobile homes to meet housing quality standards through the usual rehabilitation work it was thought perhaps the units could be replaced. Ms. Tatich reported she had spoken with Supervisor Bentley of the Town of Horicon on this issue. However, she said she had not spoken with Supervisor Monroe of the Town of Chester yet because they had not launched the Mobile Home Replacement Program in Chester to any extent so far. Ms. Tatich advised that the staff has obtained some prices on trailers and Mr. LaMothe and Mr. Fitzgerald, the Construction Cost Coordinator in the department are going to meet with staff from the HOME Program to discuss the situation so they were moving forward on this matter.

Ms. Tatich noted the next Pending Item (No. 5) was that she was to bring a plan on how to address the County-wide Housing Surveys to the committee at this meeting. She stated because the survey data they have now is dated she would request that this item be tabled until they determine what step to take next. Ms. Tatich explained they do have the survey results for each community so at the least they would transfer that data to each town and determine whether or not they wish to do a full blown housing analysis for the County. She confirmed for Mr. Stec that the Town of Queensbury had opted out of this survey.

Mr. Monroe advised the Adirondack Park Agency (APA) has discussed the issue of surveys relative to the issue of affordable housing and has held two forums on it. He stated the agency has identified that the lack of good information on the need for affordable housing contributes to the problem. He noted he thought that was about other counties because Warren County is ahead of others on the issue. Mr. Monroe commented he felt the issue of affordable housing was the biggest one facing the towns in the County.

Ms. Tatich stated relative to the APA and how it had handled the affordable housing issue she was disappointed because the department only learned about the forum the day before it was held in Saranac Lake. She said she had contacted a representative of the agency about that situation and was told they had just learned that day that the counties were doing something about housing. Ms. Tatich stated she had asked to be notified of all such forums from that time on.

Mr. Monroe confirmed one of the forums was held in November and one in December. Ms. Tatich said she was not informed of those meetings. She noted she was aware that Senator Little was conducting a housing forum in late February. Ms. Tatich advised she would contact the APA again by letter that she would also copy to some of her counterparts in other counties. Mr. Monroe advised the APA will be holding a Local Government Day in March and the theme of the entire day is affordable housing so he thought the department should try to get involved in that event. Ms. Tatich acknowledged the suggestion. She confirmed for Mr. Gabriels that someone from the staff would attend the event.

Brief discussion between Mr. Stec and Ms. Tatich concluded that this item would remain on the Pending Items List for discussion again at the April committee meeting.

Concluding the Pending Items List (No. 6), Ms. Tatich recalled that Mr. Belden was to speak to the head of the Lake George Park Commission regarding the department's efforts to obtain some approvals concerning stormwater issues in connection with the construction of a foundation for a home in Hague so the foundation could be put in before winter. She reported that Mr. Belden had contacted the Park Commission the day of the last committee meeting and this issue has been resolved and the project has moved forward.

Pursuant to Committee Actions: Resolutions, privilege of the floor was extended to Mr. LaMothe, who outlined the first request was to approve a resolution to authorize submission of an application to the NYS Housing Trust Fund Corporation for a HOME housing assistance grant. He stated part of the grant would be used for housing rehabilitation of more units in a current program in the Town of Horicon and the other part most likely would be used to continue a current program in the Town of Chester that is being done with Community Development Block Grant (CDBG) funds. In reply to Mr. Stec's query on the amount of the grant, Mr. LaMothe said it would not exceed \$500,000.

Motion was made by Mr. Mason, seconded by Mr. Monroe and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting.

Pursuant to Committee Actions Item No. 2, Mr. LaMothe requested approval of a resolution to authorize submission of a grant application to the Governor's Office for Small Cities. He advised the submission date for the application is April 6th and the grant could cover housing assistance, public works or economic development projects. Mr. LaMothe stated part of the request was to authorize public hearings on what projects should be applied for and those are scheduled for March 9th and 30th at 4:00 p.m. in the Board of Supervisors' Room.

Motion was made by Mr. Gabriels and seconded by Mr. Champagne to approve the aforementioned request, as presented.

Discussion ensued, and Mr. Champagne asked what projects the department might have in mind

for the application. Mr. LaMothe replied at this time they did not have anything specific but they would welcome the committee members' input. He commented right now he felt they should concentrate on the aforementioned application for the HOME grant but they would consider any specific project for this application that might be suggested. Mr. LaMothe confirmed for Mr. Champagne that the City of Glens Falls was an entitlement community so they received funds on a formula basis rather than from Small Cities grants. Mr. Champagne asked if the recently announced large hotel project in downtown Glens Falls could be part of this grant application. He recalled there had been discussion about a previous project in the City and he had thought there was something in the law where a share of the county's funds might be used in addition to what the City might be entitled to. Mr. Champagne agreed with Ms. Tatich that discussion had concerned a new building for the Community Action Agency (CAA). Ms. Tatich explained in order to justify funds for such a project the funding agency would have to be asked for permission to do a project in an area where the benefit outside a city exceeded the benefit in a city. However, Ms. Tatich said she did not know if that would ever work.

Mr. VanNess entered the meeting at 10:21 a.m.

Ms. Tatich mentioned they have been soliciting interest in continuing the County's Micro-enterprise Program and Ms. White would speak on a project for that program later in the meeting. She noted the assumption had been that enough businesses would apply for those funds so there might be room in that application to identify another project. Relative to Mr. Champagne's comments, Mr. Stec said there are a lot of grants available. Thus, he said he would ask how well positioned they felt Glens Falls was to make sure they were taking advantage of what grants might be available to them either in a cooperative venture with the County or just letting the new administration know when they see a new grant opportunity. Ms. Tatich responded Mr. LaMothe and she have discussed contacting the City's new administration about meeting with them to let them know what the department does. She stated Ms. Norton, the County GIS Administrator, has continued to provide the City with GIS services. Ms. Tatich advised they had thought they would contact the new mayor after he had been in office for the first month. Mr. Stec said that was a good idea and he would like them to do that because there would be some future grant applications for projects that could involve the County, Town of Queensbury and Glens Falls.

Mr. LaMothe confirmed for Mr. Monroe that they were saying any of the towns could get information on possible projects to him for the aforementioned grant application.

Mr. Stec called the question and the motion was carried unanimously. The necessary resolution was authorized for the next board meeting.

Ms. Tatich stated Item No. 4, concerned the aforementioned revisions to the County's Sub-recipient Agreement with the (Warren County) LDC. She asked for approval of a resolution to amend the agreement accordingly.

Motion was made by Mr. Champagne, seconded by Mr. Monroe and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for

the next board meeting.

Next, Ms. Tatich requested approval of a resolution to authorize out-of-state travel for Jamie White, to attend the AEO (Association for Enterprise Opportunity) Conference in Atlanta, Georgia from May 14th through the 20th (Agenda Item No. 4). She stated they have obtained a lot of information from this organization and conference which has been helpful to Ms. White both in the training program she provides for the Micro-enterprise Program and with activities for the Main Street Program. Ms. Tatich apprised the expenses will be covered with LDC loan repayment funds and CD 65, which is the new grant for the Adirondack Sports Complex Project. Mr. LaMothe stated the correct number of the CD is 63 rather than the 65 shown on the agenda but the correct number was on the resolution request form in the agenda packet. Mr. Stec asked for a ballpark figure for the expenses; and Ms. White replied it would be about \$1,500.

Motion was made by Mr. Mason, seconded by Mr. Gabriels and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting.

Concluding the Committee Actions: Resolutions requests (Item No. 5), Ms. Tatich requested approval of a resolution to authorize out-of-state travel for Wayne LaMothe, to attend the Outdoor Drama Conference in Manteo, North Carolina, October 9th thru 15th. She apprised the expenses would be paid from the First Wilderness Heritage Corridor Capital Project. Mr. Stec asked the costs; and Mr. LaMothe apprised they should not exceed \$1,500 because this year the conference is providing rooms at the homes of the Board of Directors of the Lost Colony theater production that is held in Manteo and the attendees only have to pay the costs of maid service. Mr. Stec asked if from now on they would try to put any estimated costs for resolution requests on the resolution request forms. Ms. Tatich acknowledged the request.

Motion was made by Mr. Monroe and seconded by Mr. Champagne to approve the aforementioned request, as presented.

Mr. Champagne asked if the new supervisor from the Town of Lake Luzerne should be urged to attend this conference. Mr. LaMothe advised he has discussed this project with Mr. Merlino, the new Lake Luzerne Supervisor, and three public meetings on the Outdoor Drama project will be held in Lake Luzerne in February. He stated Mr. Merlino has promised that he will announce a decision by March 1st as to whether he has the political support for the Outdoor Drama Project to be located in the Town of Lake Luzerne. Mr. Gabriels asked where the second backup location for the project was and, he suggested perhaps that supervisor should attend the conference. Mr. LaMothe replied that was a subject for discussion and he knew there was interest in Lake George for the project.

Discussion ensued and Mr. Stec noted he had also discussed the status of this project with Mr. LaMothe and it sounded like Supervisor Merlino would have an idea by the end of February on what direction the town will take. Then, he said if an alternate location has to be selected given the time frame for the conference there would be time to have another supervisor attend it, if

necessary.

General discussion ensued.

Mr. LaMothe stated there was another item that would require approval of a resolution. He stated Ms. White conducted a public hearing concerning the funding for the aforementioned Adirondack Sports Complex on November 22, 2005 in the Board of Supervisors' Room and she would speak on the project.

Privilege of the floor was extended to Ms. White and she presented an update on the Sports Complex. She advised the Complex has been in operation since right after Christmas. Although, she said the owner felt it got off to a slower start than what he had anticipated in his business plan he has received a lot of requests for other activities that he had not anticipated because as a dome it is a very unique structure. Ms. White noted the committee members would recall that the original funding request for the project was \$300,000 but that was reduced to \$250,000. However, she apprised through Ms. Tatich and Mr. Stec's diligence in contacting the Governor's Office and other political officials the funding was restored to the full \$300,000. In addition, she stated they obtained \$16,000 for program delivery and administration for a total grant of \$316,000. Ms. White stated the closing on the project will be next week. She noted as this is an economic development project as the loan funds are repaid they will be re-loaned for other economic development projects. Ms. White encouraged the committee members to stop in to see the Complex.

General discussion ensued.

Mr. LaMothe stated the County Attorney has requested that the committee to approve a resolution to ratify the results of the public hearing on the project even though no one from the public appeared at the hearing.

Motion was made by Mr. Gabriels, seconded by Mr. Mason and carried unanimously. A copy of the resolution request form is on file with the minutes.

Ms. Tatich spoke on Planning General: Project Updates and Discussions. She stated the first item concerned staff review and discussion of projects and projected department needs which in turn related to a document entitled, "Internal Assessment of the Planning Department" that was included in the agenda packet. Ms. Tatich advised the Assessment had been prepared by Mr. LaMothe and it was a tool for future discussion. However, she stated the scheduled time for the meeting was running short so she would invite the committee members to read the Assessment, as along with other information on the department it provided details on all their grants and projects. Relative to their grants and projects, Ms. Tatich referred the committee members to Page 2 of the Assessment and the table on their Community Development projects. She stated the table was a concise outline of all the projects the department will be working on this year. She stated she was proud to announce that the department had been very successful in obtaining grants in 2005 in the total amount of \$1,876,725 million for projects throughout the County. Although, Ms. Tatich stated as the grant funds grow the administrative lines of the

different projects are reduced but they are still trying to meet the annual revenues of \$50,000 - \$60,000 that they promised to the County during the department's 2006 budget review. She commented the grants are an indication of the County's credibility and the department's ability to carry out projects it says it will do and to obtain additional funding for projects needed within the communities.

Mr. LaMothe apprised there is still \$800,000 pending for two projects which he confirmed for Mr. Stec concerned the redevelopment of the Ski Bowl Project in North Creek.

Mr. Haskell entered the meeting at 10:44 a.m.

General discussion ensued.

Mr. Stec extended privilege of the floor to Jeffrey Jacobs, of Queensbury. Mr. Jacobs stated as Mr. Stec was aware he is an advocate for bicycle and pedestrian issues. He said he had become involved with the Adirondack - Glens Falls Transportation Council over ten years ago and that group had put together a nice master plan that had ended up on a shelf. Then, Mr. Jacobs said he again became involved in these issues when the West Mountain paving issue arose last year. However, he noted that project is firmly stalled. As a result, Mr. Jacobs stated he believed more than the Town of Queensbury needed to be involved in bicycle and pedestrian issues and that the County generally needs a master plan for these issues which the municipalities would sign off on and then hopefully it would be implemented. He explained he was here today because as a political neophyte he was still trying to figure out who does what and where he needed to go for help. Mr. Stec said this was a good committee to come to and he also personally shared Mr. Jacob's frustration on these issues. He advised the other committee that would be directly involved would be DPW. Mr. Stec said he did not want to revisit the West Mountain Road project but perhaps the County's Bikeway Plan should be reviewed. He acknowledged he did not know when that was last reviewed or updated. Mr. Stec concluded perhaps that was something they would want to do early in the year and he would meet with the Planning Department staff for information on it. He acknowledged the mention that the Parks, Recreation & Railroad Committee might also be involved with these issues.

Dialogue ensued between Mr. Mason and Mr. Stec on the status of the aforementioned West Mountain Road paving (bike way) project. Mr. Stec explained that was a Queensbury project that the town has worked on in a piecemeal way because of the different property owners involved, i.e., the town, school district and private owners. He stated the permits have been approved to build a bridge over Rush Pond so that would be done and he hoped the town could get approval from a couple more property owners along the route so the project could move forward. He confirmed for Mr. Mason that the Great Escape is also willing to convey some of its property near the southbound lanes of the Northway for the West Mountain Road project. However, he said the part that was to involve the bikeway and the pedestrian bridge at the (Route 9) entrance to Great Escape was a dead issue because the corporation is proceeding on its own with that project.

Mr. Monroe commented he felt an important element in this issue was whether or not any of the occupancy tax money could be used for the town's project. He stated his town would like to build some bike and hiking trails around their lakes and if the occupancy tax money could be used for that as a way to bring more people into the area who are interested in such activities it would be a big plus. Mr. Monroe said he believed a letter asking for the State Comptroller's and the Attorney General's advisory opinion on whether those funds can be used for such a purpose has just been sent out.

Mr. LaMothe advised he is a Board of Supervisors' appointee to the Adirondack - Glens Falls Transportation Council Policy Committee. If, he said the committee members would like him to he could speak with Aron Frankenfeld, Director of the Council, about revisiting the County's Bikeway-Pedestrian Plan and putting it in the Council's Work Plan for an update. Mr. Stec concurred that was a good idea. Mr. LaMothe said he did not have the Policy Committee's calendar with him but he believed they were going to meet in early February in Room 6-103 of the Municipal Center. Mr. Stec confirmed the meeting was scheduled for February 10th at 10:00 a.m. in Room 6-103.

The committee members offered no objection to Mr. LaMothe bringing this request to the Adirondack - Glens Falls Transportation Council for a possible update.

Mr. Stec thanked Mr. Jacobs for attending the meeting today and for his input on the aforementioned issue.

There being no further business to come before the committee, on motion by Mr. Mason and seconded by Mr. Monroe, Mr. Stec adjourned the meeting at 10:51 a.m.

Respectfully submitted,

Katy Goodman, Secretary to the Clerk