

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PARK OPERATIONS & MANAGEMENT (O&M)

DATE: OCTOBER 17, 2016

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: MERLINO
DICKINSON
WOOD
FRASIER

OTHERS PRESENT:

VOTING MEMBERS:

ROBERT BLAIS, MAYOR OF THE VILLAGE OF LAKE GEORGE
DAVID HARRINGTON, SUPERINTENDENT OF PUBLIC WORKS,
VILLAGE OF LAKE GEORGE
JEFFERY TENNYSON, SUPERINTENDENT OF THE DEPARTMENT OF
PUBLIC WORKS
KEVIN GERAGHTY, CHAIRMAN OF THE BOARD
MARY ELIZABETH KISSANE, ASSISTANT COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS CONOVER
MONTESI
SIMPSON
STROUGH

REPRESENTING THE TOURISM DEPARTMENT:

JOANNE CONLEY, DIRECTOR
PETER GIRARD, CREATIVE DIRECTOR
LEISA GRANT, PRINCIPAL ACCOUNT CLERK
BILL LAMY, PROJECT MANAGEMENT EXECUTIVE COMMITTEE
MEMBER

REPRESENTING THE LAKE GEORGE CHAMBER OF COMMERCE AND CVB:

MICHAEL CONSUELO, EXECUTIVE DIRECTOR
KRISTEN HANIFAN, SPECIAL EVENTS & CONVENTION SALES
DIRECTOR
FRED AUSTIN, FORT WILLIAM HENRY
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the October 17, 2016 meeting of the Park Operations & Management Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2016/om/>

Mr. Merlino called the meeting of the Park Operations & Management (O&M) Committee to order at 10:29 a.m.

Motion was made by Mr. Dickinson, seconded by Ms. Wood and carried unanimously to approve the minutes of the previous Committee meeting, subject to Correction by the Clerk of the Board.

Copies of the meeting agenda were distributed to the Committee members, a copy of same is on file with the meeting minutes.

Commencing the agenda review with the Action Agenda/New Business section, privilege of the floor was extended to Jeffery Tennyson, Superintendent of Public Works, who presented a request to appropriate \$6,712.23 from Budget Code A.691.07, Deferred Revenue Gaslight Village, to various Gaslight Village Property budget codes and authorize reimbursement to the Village of Lake George for expenses incurred in association with the Wood Park.

Motion was made by Ms. Wood, seconded by Mr. Dickinson and carried unanimously to approve the

request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes. Note: Action was subsequently taken by the Finance, Personnel & Higher Education Committee to approve this request through an out-of-Committee resolution request process in order to authorize the necessary resolution for presentation at the October 21st Board Meeting.*

Moving on to the Referral/Pending Items portion of the agenda, Robert Blais, Mayor of the Village of Lake George, gave an update on the temporary stage, informing paperwork had been filed with the New York State Dormitory Authority two weeks ago, but which would not be reviewed for another five to six months. He indicated that a bid could not be obtained until the paperwork was approved and that the process generally took a year to a year and a half. A discussion followed regarding funding for the local share of the matching grant.

Moving on to the next Referral/Pending Item, Mr. Tennyson introduced discussion on the idea of introducing wifi at the Festival Commons. He reported he had spoken with Mike Colvin, Director of Information Technology, to obtain a quote for this service which was estimated to be about \$100 per month, in addition to the purchase of some new equipment which was anticipated to cost a few hundred dollars. Following some discussion, a motion was made by Mr. Dickinson, seconded by Ms. Wood and carried unanimously to authorize Mr. Tennyson to obtain firm quotes for the purchase of additional equipment and service costs related to the introduction of wifi service at the Wood Park Festival Commons for presentation at the next Committee meeting.

Mayor Blais mentioned a meeting would be held later that day to discuss the conceptual design of the water feature for the Festival Commons.

Continuing with the Information for Discussion/Review portion of the agenda, Mayor Blais noted the need to place two bronze plaques within Wood Park honoring those who had assisted in funding the Park. He distributed copies of a handout showing what the plaque would look like and including a cost estimate for same which represented the lowest of the three bids obtained; *a copy of the handout is on file with the meeting minutes.* He said they intended to submit for funding under a current grant to purchase the bronze plaques, as approved by Committee and the State. A motion was made by Mr. Dickinson, seconded by Ms. Wood and carried unanimously to authorize Mayor Blais to proceed in attempting to obtain funds for the plaques under a current grant.

Moving on, the Committee resumed discussion regarding the possibility of modifying the Skate Park Rules to allow for use of bikes and scooters at the Wood Park Skate Park. Mayor Blais outlined the concerns of the insurance company currently providing coverage for the Skate Park, as well as the fact that an additional premium would be charged if the Skate Park rules were expanded to include use of bikes and scooters; he also indicated that the youth group affiliated with the Skate Park was in favor of expanding the Rules and was willing to pay this additional premium. Chairman Geraghty interjected that the County's insurance carrier maintained that bikes and scooters should not be allowed at the Skate Park as their use was more prone to injury. Mary Elizabeth Kissane, Assistant County Attorney, advised it may be possible for the County to cancel their coverage for the Skate Park in favor of being listed as an additional insured on the coverage held by the Village. Mr. Tennyson noted that the County had already adopted rules for the Skate Park and that if use was expanded those Rules would need to be amended, as well.

A motion was made by Mr. Dickinson, seconded by Mrs. Frasier and carried unanimously to authorize the cancellation of the County's coverage for the Skate Park, provided that they are listed as additional insured on the Village's policy, and to expand the Skate Park Rules to allow use of bikes and scooters, contingent upon review and approval by the County Attorney, and the necessary resolution was

authorized for the October 21st Board Meeting. *Note: Subsequent to the meeting the County Attorney's Office advised a resolution would not be produced for the October 21st Board Meeting and that an update on their findings would be provided at the next Committee meeting.*

Concluding the agenda review, Mayor Blais addressed the 2017 Events item, informing six events had been held this year, including the American Musical Festival which had broken all past attendance records. He announced they anticipated bringing fourteen events to the Festival Commons for 2017, which he outlined briefly, at an estimated revenue of \$45,000.

There being no further business to come before the Park Operations & Management Committee, on motion made by Ms. Wood and seconded by Mrs. Frasier, Mr. Merlino adjourned the meeting at 10:59 a.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board