



Beth Gilles, Director
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**Lake Champlain – Lake George Regional Planning Board
Annual Meeting of the Board
January 12, 2021 1:00 pm
Videoconference (per Executive Order 202.1 and 202.85)**

AGENDA

1. Roll Call
2. Election of Officers (Board Action)
 - Chairperson
 - Vice-Chairperson
 - Treasurer
 - Secretary
3. Appointment of Executive Committee At-Large Member (Board Action)
4. Approval of October 13, 2020 Regular Meeting transcript (Board Action)
5. Treasurer's Report (Board Action)
 - October, November, December 2020 Abstracts (Board Action)
 - 2020 Year End, Due-To/Due-From
 - 2020 Audit
6. Re-affirmation of By-Laws and Policies (Board Action)
7. Re-designation of banks and newspapers (Board Action)
8. Re-affirmation of the RLF Management Plan (Board Action)
9. Re-appointment of Loan Administrative Committee Members (Board Action)
10. Credit Card Policy (Board Action)
11. Loan Committee report
 - 2021 interest rate approval (Board Action)
12. A/GFTC Report
13. Senior Planner Report
14. Director's Report
15. Other
16. Next Meeting Date – April 13, 2021 at 1:00 pm
17. Adjourn

Beth Gilles: Welcome to the Lake Champlain Lake George Regional Planning Board Annual Meeting. It is January 12, 2021 at 1:07pm and the first thing we're going to do is a roll call.

Glen Cutter: Here.





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Francis Peryea:
Patty Waldron:
Mark Henry:
Kimberly Davis:
Karl Weiss:
Charles Harrington:
Joe Giordano: Here.
Ike Tyler:
Shaun Gilliland:
Mike Diskin:
Jim Dougan:
Clay Arsenault:
Steve Tomlinson:
Christy Wilt: Here.
Bill Farber:
Beth Hunt: Here.
Tracy Eldridge:
Dennis Dickinson: Here.
Edna Frasier: Here.
John Strough: Present.
Rachel Seeber:
Mike Swan:
Kevin Hajos:
Matthew Hicks:
Bob Henke: Here.
David O'Brien: Here.
Sam Hall:
Al Nolette: At your service.
Deb Donohue: Here.

Also present: Aaron Frankenfeld (A/GFTC), Sue Clary (Supervisor for Town of Salem), Beth Gilles (LCLGRP), Allison Gaddy (LCLGRP), Jamie White (LCLGRP), Carrie Yakush (LCLGRP).

4,5,6,7,8 we have a quorum.

Our first order of business will be to select a chair of the board for 2021. I want to note that only appointed members can hold the positions of Chair and Vice





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Chair. Any board member can hold the position of Treasurer and Secretary. So, I'd like to open the floor to nominations for board chair.

Dennis Dickinson: I'll nominate Dave.

Beth Gilles: Dave O'Brien nominated by Dennis Dickinson; can I have a second?

Edna Frasier: I'll second that.

Beth Gilles: Seconded by Edna Frasier.
Any other nominations? Any other nominations? Any other nominations?
Can I have a motion to...

Dave O'Brien: 20 bucks, 20 bucks, 20 bucks she's hoping I get nominated. Okay.

Beth Gilles: Motion to close nominations for board Chair.

Dennis Dickinson: So moved.

John Strough: Second.

Beth Gilles: Moved by Dennis, second by John Strough. All those in favor?

Multiple people: Aye.

Beth Gilles: Opposed? All those in favor of electing Dave O'Brien the 2021 Board Chair please signify by saying aye.

Multiple people: Aye.

Beth Gilles: Opposed? Hearing none, motion passes. All right, now it's your turn.

Dave O'Brien: Why thank you for the honor you sent me. I just want to, there's one person wanting to attend, and I need to get her the link. So, if you bear with me.

Beth Gilles: Is it Sue? Because she's here.





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Dave O'Brien: Thanks. Gotcha.

Sue Clary: Thanks Dave. Hi everybody.

Dave O'Brien: I appreciate it. So, our next order of business is I appreciate your competence in me. It's been almost, geez, almost, what was it 2017 we started this fantastic journey or was it 2018?

Beth Gilles: 2018.

Al Nolette: 2018.

Dave O'Brien: So it's pretty well, three years has been a challenge. And I think that the confidence that we've had with Beth and what she's delivered has been really good. And I want to thank her for her efforts and look forward to your support for the next 20 years. So, thank you. Thank you, Beth. And our next order of business is to elect the Vice Chairman, chairperson. And, ah, our current vice chairperson is Christy, right?

John Strough: And I would like to nominate Christy for Vice Chair.

Edna Frasier: I'll second that motion.

Dave O'Brien: John Strough, a second by Edna. Do I have any other nominations? Do I have any other nominations? Having heard none, I will close the nominations and ask for a vote on electing Christy Wilt as the Vice Chairman of the Lake Champlain Lake George Regional Planning for the year 2021. All in favor?

Multiple people: Aye.

Dave O'Brien: Opposed? Carried. Congratulations Christy. Our next order of business is to nominate a Treasurer for the year 2021. Current holder is Mr. Nolette. Do I have any nominations for Treasurer?

Bob Henke: I move to nominate Al.

Dave O'Brien: Motion by Mr. Henke to nominate Al.





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John Strough: I'll second.

Dave O'Brien: Second by Dennis. Do I have any other nominations? Any other nominations? Any other nominations? I will close the nominations and ask for a vote on for Treasurer, to elect Al Nolette for Treasurer for 2021. All in favor?

Multiple people: Aye.

Dave O'Brien: Carried. Now we have a nominate, we have the position of Secretary we need to fill and just to check with our current secretary. Beth? Did Beth disappear?

Beth Hunt: I'm here.

Dave O'Brien: Okay. So, Beth, Beth's our current Secretary. I'll entertain a motion for the position of Secretary for the year 2021.

John Strough: I'll nominate Beth.

Dennis Dickinson: Second.

Dave O'Brien: Motion by John Strough, second by Dennis Dickinson. So, any other nominations for Secretary? Any other nominations Secretary? Any other nominations Secretary? So, I'll close nominations and call for a vote on the nomination of Beth for Secretary.

Multiple people: Aye.

Dave O'Brien: Opposed? Beth's got it again, run away vote.

Beth Hunt: Gee thanks.

Dave O'Brien: The next action is the appointment of an At-Large member for the Regional Planning Board Executive Committee. Now Beth, is this ah, I pick, this is an appointment, isn't it, Beth?

Beth Gilles: Yes.





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Dave O'Brien: It's my appointment.

Beth Gilles: Correct.

Dave O'Brien: Okay, I'd like to appoint Joe Giordano for that position. So, congratulations Joe.

Joe Giordano: Okay, thanks.

Dave O'Brien: That wasn't really resounding thanks. But thank you anyways.

Al Nolette: Sorry, Joe.

Joe Giordano: Thanks Dave.

Dave O'Brien: Approval of October 13, 2020 regular meeting transcript. I would like a motion to approve the October 13th regular meeting transcript.

Dennis Dickinson: So move.

Dave O'Brien: Moved by Dennis. Do I have a second?

Edna Frasier: I'll second it.

Dave O'Brien: Second by Edna. All in favor?

Multiple people: Aye.

Dave O'Brien: Opposed? Next is Treasurer's Report. Show me the money, Al.

Al Nolette: Mr. Chairman, before I get started, did you want to take a second and introduce Miss Clary to everybody?

Dave O'Brien: Miss Clary is the supervisor from the Town of Salem. She's expressed some interest in being a board member here and I invited her to listen in today. To have us all say we would love to have her I think she'd be a great addition to the board. And so, we'll see what happens after today.





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Dennis Dickinson: Not too late to get out.

Beth Gilles: Don't scare her away.

Al Nolette: So, I'm going to do something that my board is not used to. I'm going to deliver some good news today.

Dave O'Brien: Hey Al.

Al Nolette: Yes sir.

Dave O'Brien: Just remember my bonuses are attached to this.

Al Nolette: I thought you had a 50% cola. So, you all got the financial packets in the zip files if you're internet allowed it and you don't live in Hampton. So, the good news is, right now, the sheet that you got shows about \$234,000 fund balance in the operating fund. I'm going to talk about something in a few minutes, that I think we're gonna end up closer to the \$350 to \$360 range. And one of the reasons that's really important is because, as you're aware, we've got some new grant opportunities through the CARES Act. When those CARES Act monies, however, the money has to be spent and then reimbursed. So, we're in a position now to be able to cash flow those grants successfully. That's kind of a big deal considering where we were two years ago. All of the RLF's, we've cleared all of the due-to-due froms. As you remember, we made some motions in the fall of last year to clean up some of the stuff that was left over from some prior accountings, and stuff like that. So, all of the money transfers that we knew about, were all taken care of in the fall. So, they're a lot cleaner now, when you look at the balance sheet, the combined balance sheet. As you know, I tried to, start chipping away at some of the forensics of this thing. It's been two and a half years, and I'm still digging into, I'm one of those people it's trust, but verified. So, some of the numbers, we just, we couldn't get to the nuts and bolts of where they came from. Working with Beth, we've been able to, to identify all of the loans and all of their RLF funds. What their current status is, what their prior statuses were. Any of the old loans that were deemed written off, we know what their principal balance was, we know what their unpaid balance was. So, we can now go back and friendly forensically look at what the EDA reports should look like. So, we have reports that have to be done semiannually to the EDA. And we show them how much interest we've transferred to the





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operating funds, how many administrative expenses we have, how many loans have been repaid, how many loans are outstanding. And that, that sheet generates a formula that shows how much cash you should have on hand. One of the nightmares that I've had for two and a half years is the cash on hand never lined up with the cash we actually had. What we're finding out is there was some things done prior to 2018, where some costs were spread across the operating fund in the RLF funds. And some money was moved and some money wasn't moved. So, we can now forensically identify how much money is actually supposed to be in each of the RLFs, through the repayment history, through the write off history. We know those numbers now solidly. What I want to do, with the board's permission, is all three of the RLFs now have a little bit more money in them than what the actual forensic accounting shows they should have. So that's money that was probably due to the operating fund in prior years. Covering their portions of things like attorney's fees, and you know, UCC filings, stuff like that. That the operating fund paid for it just never billed back RLF funds. That's, that's my best guess at this point. But we can at least identify what the surplus money is. That money is about \$85,000 between the three RLF funds, that can actually come back into the operating fund. And that that's great for two reasons. Number one, the cash on hand that we're actually carrying, will match the cash on hand that we're reporting to the EDA. That's fantastic. It also gives us an \$85,000 cash flow bonus in the operating fund that probably should have been there this whole time. That's going to be really important as Beth starts wading through these, these CARES Act grants where she's going to spend the money first and then get reimbursed. We're lucky enough to have a partnership with Washington County, that the cash flow really, really doesn't become an issue, the repayment becomes an issue. You know, my board has been very generous in allowing me to pay the bills and then bill the Planning Board back. That's been a great benefit to both the Planning Board and to A/GFTC. So I'm glad that that partnership exists and I'm glad that the board is still supporting that continuing. But this \$85,000 will definitely go a long way in keeping the cash flows really solid. That's the main, you know, the main report that I have for you all. I don't know if you want formal board action, Chairman, or if you just want a consensus. It will be my recommendation that we do move that surplus money to the operating fund and get the books lined up for 2020. With our books still open I can actually make that a due-to-due from entry for fiscal year 2020 and have a nice ending position for 2020, in a more realistic position, to be honest with you.





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Dave O'Brien: So, I would prefer a formal action and the roll call vote on it, please, just for the record. Can I entertain a motion to follow Al's guidance to move the money?

Dennis Dickinson: Moved.

Dave O'Brien: Moved by Dennis. Do I have a second?

Edna Frasier: I'll second it.

Dave O'Brien: Second by Joe and Edna. And now any further comments, discussion?

Dennis Dickinson: So, so what's, what's the total, Al, when you move that over, the \$85,000?

Al Nolette: It will be \$85,403 added to the operating fund. And that'll close us around \$355,000 to \$360,000 is my best guess. We still get some, we've still got some prior year invoices coming in. But it'll right around that number, when all said and done, I think.

Dennis Dickinson: Good. Thank you.

Al Nolette: And I want to make sure that if anybody has any questions or concerns, please ask. I don't want anybody at any time to feel railroaded or pressured. If there's something that you're not sure about where you really want to ask, please ask. It's just taken two years to get to this point. I apologize. But we're here.

Dennis Dickinson: Thank you.

Dave O'Brien: Before we, I think most people are on here. But before we vote, I just want to make a comment that when we walked in the door in March of 2018, and saw the disaster was there. This is a really a super impressive turnaround. And it's all due to the work of Beth and Al and working together to figure out these things. There's been a lot of tough choices. We cleaned up a lot of bad debt. We still have some bad debt leftover from it. But this is really a tremendous turnaround coming from, I think, when I became Chair, we were like 120 days past due on all our invoices. And it was really tremendous turnaround and Aaron was thinking about how am I gonna get my bills paid. And so Aaron has been put in a much better position so he can get his job done





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and get some of the grants and some of his professional services done too. So, thank you all for your efforts. Ask for a roll call vote, please.

Glen Cutter: Yes
Francis Peryea: (not present)
Patty Waldron: (not present)
Charles Harrington: (not present)
Joe Giordano: Yes
Ike Tyler: (not present)
Clay Arsenault: (not present)
Steve Tomlinson: (not present)
Christy Wilt: Yes
Dennis Dickinson: Yes.
Edna Frasier: Yes.
John Strough: Yes.
Matt Hicks: (not present)
Bob Henke: Yes.
David O'Brien: Yes.

8 Yes's.

Dave O'Brien: Okay, next AI, anything else? The abstracts?

AI Nolette: That's all I have for you now.

Dave O'Brien: Okay. We need a motion on accepting the abstracts from October, November, December. I need a motion to do that.

Dennis Dickinson: So, moved.

Dave O'Brien: Motion by Joe, second by Dennis. Okay. Does this need to be roll call vote, Beth?

Beth Gilles: No, we've never done a roll call on this one.

Dave O'Brien: All in favor?





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Multiple people: Aye. Aye.

Dave O'Brien: Opposed?

Beth Gilles: Should we do a separate motion to accept the Treasurer's Report?

Dave O'Brien: Yes.

Dave O'Brien: I need a motion to accept the Treasurer's Report.

Edna Frasier: I'll make that motion.

Dave O'Brien: Motion by Edna. Do I have a second?

Joe Giordano: I'll second.

Dave O'Brien: Joe seconds. Any more discussion? All in favor?

Multiple people: Aye. Aye.

Dave O'Brien: Opposed? Okay. Anything else you have to discuss. Albert?

Al Nolette: Just one piece of information for the Board. I've scheduled the visit with the auditors for the second week in February. So that will put us in a great position to absolutely meet the March 31st deadline for the RDC and be well in advance of the September deadline for the RPB for filing our financials. So, everything will be on track this year. No problem. It's my intention to once again file the 990 for the organization. That will be ahead of schedule as well. So just wanted to give you those updates as well.

Dave O'Brien: Thank you. So, before we move on to reaffirmation by laws and policies, I do want to speak, I want to thank, because I see a lot of familiar faces here that are here every meeting. I am going to reach out to contact the chairman in the five counties. We seem to be slipping back to lack of participation by people in counties. And that's really how we got to this, got to the point where we were two and a half years ago. We're going to encourage that the counties, and there's two counties which don't participate as much as others, but I'm going to reach out to them and say, encourage them to find people to participate, because I think it's very important. So, if those





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people here can reach out to their current chairman and let them know how successful this organization has been over the past two and a half years, and really looking for additional ways to make more contributions to the counties. We have loan funds for COVID. We've got other loan funds, we have money to lend to people. And we're working through some of the local IDA's and LDC's to do some of the other money. But there's a lot we can do to help. There's a lot we can do for soil and water. There's a lot we can do for helping, helping counties who are cash strapped to put together grants and get grants to be successful and Beth's done a great job in getting grants, and her staff Allison, have done a great job. So, I really wish people would carry back to their, to the chairman that I personally think that the chairman should attend these meetings and see what's going on because it's a resource for them. But also that they can encourage their members to also join and attend. So, I just want to take a moment to say that. I know we're in transition period for some boards, but I would like to carry that message and help me support and carry that message back to your board, chairman and members. So, thank you. Next item of business is reaffirmation of bylaws and policies board. Beth was there any changes we recommending to make to those?

(Bill Farber entered the meeting)

Beth Gilles: No, I do not have any recommendations for changes. So, you are all sent the policies you have the bylaws of the Lake Champlain Lake George Regional Planning Board, the LCLGRP electronic banking policy. The Lake Champlain Lake George Regional Planning Board ethics policy. The investment policy for the Lake Champlain Lake George Regional Planning Board. Lake Champlain Lake George Regional Planning Board procurement policy. Lake Champlain Lake George Workplace Violence Prevention Program. Regional Planning Board policy rules video conferencing. Bylaws of the Lake Champlain Lake George Regional Planning Board loan committee. Sexual harassment policy and program for Lake Champlain Lake George Regional Planning Board. Lake Champlain Lake George Regional Planning Board loan collection process policy and the petty cash policies and procedures.

Dave O'Brien: Okay, a motion to reaffirm those please?

Dennis Dickinson: I'll move it.

Dave O'Brien: Dennis. Seconded by Joe Giordano any other discussion to recommended changes.





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Dennis Dickinson: How ethical to we have to be?

Beth Gilles: Very.

Dave O'Brien: Very.

Beth Gilles: Super-duper would be the technical term.

Al Nolette: Dave, I only have, I only have one question because it's a, it's an item, it's an item that's come up with the loan committee and the executive committee. Do you have any desire or appetite to address the \$150,000 cap on a borrower's request? It's a bylaws issues and that would be the time.

Beth Gilles: So, I actually do want to change something in the loan committee bylaws, but I have to give 10 days' notice of that change. So, we can't do it today, we'll have to do it at the April meeting. And that just has to do with, the bylaws don't allow for special meetings with three days' notice. And we just ran into this issue. But anyway, the bylaws for the loan committee say that we can give a business or a person more than \$150,000 in capital if the Executive Committee decides that that's okay. Al is in the opinion that we should not. It would be up to the board to decide whether they wanted to change that clause in the bylaws. If we were going to change it though, it would have to be changed in the April meeting. But we can talk about that right now.

Al Nolette: But your recommendation is go ahead and reaffirm it today and amend them later.

Beth Gilles: Yes.

Al Nolette: Okay. Understood.

Dave O'Brien: Personally, for me, I think that with some of these loans come in from COVID, a lot of them take a long time to get the information and after we approve a loan there's still a lot of work to be done. So, there's a lot of people that are in strained financial situations that the more time you can cut off, help they help them there. I mean, I don't see a lot of these special meetings. But I do think we should really





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seriously consider it for that reason, especially when we're looking at small loans up to \$25,000.

Al Nolette: Just to expand on what Beth said a little bit, the reason I'm kind of a little more strict about it in my mind, is because I'm working with Beth, on the loans, you know, almost daily. And it seems like all of our problem children, without fail, are people with multiple loans that put them over that cap. So, we've exposed higher risk, and they end up being higher risk. So, I, you know, I'm a, I'm a treasurer by nature, so I'm kind of a low-risk guy. So, my recommendation is always going to be placing the organization at its lowest risk. To be continued.

Beth Gilles: Yeah. So, if we can just reaffirm now and then for the April meeting, I'll notice changes and then we can have that full discussion. But at least you all know, what's, you know, what's being thought about, what's being talked about. And you have some time to think about it.

Al Nolette: Thanks.

Beth Gilles: Thank you.

Dave O'Brien: Do I have a motion second on the floor?

Dennis Dickinson: Yes.

Dave O'Brien: All in favor.

Multiple people: Aye.

Dave O'Brien: Opposed? Carried.
Redesignation of banks and newspapers.

Beth Gilles: So, Glens Falls National Bank is our depository. And The Post Star and The Press Republican are what we utilize for our legal notices. So, I just need a reaffirmation of use of those banks and newspapers.

Dave O'Brien: So, there is one of the newspaper I see a lot of action is should we consider also The Sun? Adirondack Sun.





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Beth Gilles: I don't know if they run legal notices, really. Do they?

Joe Giordano: You mean Sun Community News?

Dave O'Brien: Yeah.

Joe Giordano: Yeah, they do. It's weekly, though. It's not daily. But it does hit up in the north country more so.

Dave O'Brien: Yeah. That was my suggestion. Hit Essex County and Clinton County a little bit more.

Joe Giordano: Right.

John Strough: And I believe Warren County's doing the same thing.

Beth Gilles: In the Sun Community News as well?

John Strough: Yes.

Beth Gilles: Okay.

Dave O'Brien: I need a motion to redesignate the current bank and newspapers.

Dennis Dickinson: I'll move.

Dave O'Brien: So moved by Dennis. Do I have a second?

Edna Frasier: Second.

Dave O'Brien: Second by Edna and Joe. I will ask, now ask for amendment to add The Sun Community News to that.

Joe Giordano: I'll move.

Dave O'Brien: Moved by Joe. Can I have a second?





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Dennis Dickinson: Yeah.

Dave O'Brien: Dennis. All in favor of the motion?

Multiple people: Aye.

Dave O'Brien: Carried. Now back to the original motion. All in favor of the motion as amended?

Multiple People: Aye.

Dave O'Brien: Opposed? Carried. We also need to reaffirmation RLF Management Plan.

Beth Gilles: Yeah, so this is something that the EDA has us do, but I actually have some changes I would like to make for it. So, I think if I can maybe change this to an amendment of the RLF management plan. If you open up the document that I sent everyone. Starting on page 22 is where you'll see the first note. I hope the notes are in there. At the bottom of the page under General Loan Closing Procedures, it currently says following loan approval, and as close to loan closing as possible funds from the board's checking account are deposited into escrow at the RLF attorneys. We don't do that anymore. I don't know why they used to do that. But we don't. So, I wanted to take that sentence out. Moving on to page 23. Up at the top. It says net loan proceeds will be adjusted at the time of closing to reflect required borrower fees. We don't do that anymore either. Other than our COVID-19 program, which has its own RLF addendum, in our regular loan fund closing costs are the responsibility of the borrower. And that's how we've been doing it, so I wanted to change that sentence to reflect that. Also, at the bottom of page 23 under disbursement of funds, it says disbursement of funds by the RPB attorney will be consistent with the loan commitment. I just want to take out the word attorney because again, they're not doing it, we're dispersing our own funds. And then page 26, under Revolving Loan Fund Income, the second bullet says direct expenses related to the RLF are going to come out of the 75% that we utilize for admin. We've actually decided to take those directly out of the fund for two reasons. A.) we can track them better, the legal funds and B.) because those get reimbursed back to us when we've completed our legal actions. So, they're not really the same thing as the administrative funds that we take for overhead and that kind of thing. So, I just wanted to shore up that language. And then lastly, the next page, page 27,





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semantics, it says that we use a specific program code, J-8020. It's now RPB.8021. So again, just making sure that everything's shored up. So, I would like to request those changes. And if and when the board approves, then I'll send this to the EDA. They need to be noticed that we've changed it but they're not going to have any issues with this. This is just internal procedural things.

Dave O'Brien: I need a motion to reaffirm the RLF management plan. Dennis made the motion,

Dennis Dickinson: I'll make that, yup.

Dave O'Brien: Do I have a second? Joe?

Joe Giordano: I'll second it.

Dave O'Brien: I also now need a motion to make the amendments as recommended by Beth. Can I have a motion on that, please? Mr. Henke jumped in for the first time today. And John Strough made a second, seconded it.

Bob Henke: That's the first time you've noticed me today.

Dave O'Brien: I noticed you, you're right in front of me, directly in front of my eyes, right in the middle of the screen. I can't miss you. So, ...

Beth Gilles: Al has his hand up?

Dave O'Brien: Yes.

Al Nolette: Can I suggest one little tweak though? The very last one, Beth, with the account code? Can we just change the language to the 'account designated by the Treasurer' so that if for some reason the accounting process changes, you don't have to change the RLF plan every time.

Beth Gilles: Yes, that works for me.

Dave O'Brien: Okay. All right. All in favor of the amendment?





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Multiple people: Aye.

Dave O'Brien: Opposed? Carried. Back to the original motion with the amendment. All in favor?

Multiple people: Aye.

Dave O'Brien: Opposed? Approved, carried. Next item of business, reappointment of loan administrative committee members, who are they please? Current ones.

Beth Gilles: So, it is an odd year. So according to our management plan, we reappoint the Warren County and Essex County reps and one at-large rep. So, our Warren County rep is Chad Richards from Glens Falls National Bank, our Essex County rep is Carol Calabrese from the Essex County IDA. And the at-large is Chris Hay. He's the president of Dannemora Federal Credit Union. And they have all agreed to stay on for another year.

Dave O'Brien: Okay. I need a motion to reappoint them.

Edna Frasier: I'll make that motion.

Dave O'Brien: Motion by Edna. Second by...

Joe Giordano: I'll second, Joe.

Dave O'Brien: Second by Joe. Any further discussion? All in favor?

Multiple people: Aye.

Dave O'Brien: Opposed? Carried. Albert?

Al Nolette: I just wanted to take this opportunity, Dave, while you're on the loan committee to thank Christy for her leadership. The, it's been an absolute pleasure working with Christy and the loan committee. When they come to the executive committee, there hasn't been one time, they haven't been able to answer a question that was asked. So, I really, really value the work and putting into this.





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Dave O'Brien: Yup, they're doing a good job. And I think Jamie's been a great addition to this also. And we'll hear from her later. Oh, there she is. I found her, she's on the screen. I need a 50-inch TV to put it up on. Okay, credit card policy. We do not have a credit card policy. We really want to put a credit card policy in place. Debit card is a little wielding. But Beth, can you take it away, please?

Beth Gilles: Sure. So, at our October meeting, the board authorized us to get a credit card. And so, the next step was to put a policy in place. So, I sent you all out a draft policy. If anybody has any thoughts, feelings, changes that they'd like to make, please let me know.

Dave O'Brien: Any changes? Motion to adopt the credit card policy? Come on, Bob.

Bob Henke: So moved.

Dave O'Brien: So moved by Bob. You said I didn't recognize you're gonna hear it all the time now. Do I have a second? Second by Dennis. All in favor?

Multiple people: Aye.

Dave O'Brien: Opposed? Carried. All right, loan committee report. Christy. The spotlight is on you. Where are you? Oh, there you are.

Christy Wilt: I'm here. Okay, so since we've last met, the loan committee's had three meetings since October and the annual meeting on Friday January 8, 2021. I was reelected as chairwoman and Chad Richard was reelected as secretary. We approved three COVID-19 Small Business Recovery loans. One was for Fun World Arcade in Lake George, Warren County for \$150,000. Elf's Farm/Adirondack Cider Company in Plattsburgh, Clinton County for \$80,626. And then Christopher's Restaurant, Comfort Inn and Suites in Plattsburgh, Clinton County for \$150,000. The committee denied a regular RLF loan to Adirondack Eagle Precision in Fort Ann, Washington County due to lack of collateral. We're still working on closing the loan with Slick Fin Brewing. Additional questions have arisen about the project as a whole and the loan committee will review that information next week. We have a meeting scheduled for that on the 20th. We do have matured loans and payoff. Matured loans, Hitching Post in Warren County and Iseneker Funeral Home in Lewis County. And then payoffs are Star Way Services in Essex County and Trinity Rock Redemption in Warren County.





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As far as legal action report, we have three. Cooper Logging, Anton Cooper, Bolton in Warren County. The Regional Planning Board is moving forward with a foreclosure on the Cooper properties. Because the properties are vacant, they don't fall within the governor's stay on foreclosures. So, in early January, the court appointed a referee and we have provided the court with all of the information on monies owed totaling \$163,500. We're just waiting on the decision from the referee. The second one is Adirondack Meat Company with Peter Ward, Ticonderoga, Essex County. Regional Planning Board is moving forward with a foreclosure on the Ward property. This is also vacant land, so it does not fall, again, under the governor stay on foreclosures. The Regional Planning Board received the notice of intended abandonment from a bankruptcy court and served all the creditors with the intent to foreclose. No objections were made on all creditors, including the Wards signed and sent back the admissions of service. So now we're just waiting on the courts. And the third one, North Country Club restaurant, Michael Finnegan, Peru, Clinton County. The appraisal of the restaurant came back at \$73,900. The Regional Planning Board is owed \$50,000 on the loan and Clinton County is owed \$30,000 back taxes. The Regional Planning Board also has a mortgage on Mr. Finnegan's house. The loan committee decided to allow the county to take the restaurant into tax foreclosure and the Regional Planning Board will foreclose on the house. We have not started the actions on the house yet because of the governor's order of no foreclosures. That's it.

Dennis Dickinson: Ah, Christy, the first one in Bolton, do you know what the properties that we're foreclosing on are worth?

Christy Wilt: We do have a total debt. But off the top of my head. I don't remember. Do you remember, Beth?

Beth Gilles: Not off the top of my head. We have mortgages on five parcels. Some of them are landlocked. What we're doing right now, we're waiting on the decision of the referee. And then he's going to tell us what we can sell. And then we have to decide how we're going to sell them. I'm pretty confident that we'll get back what we're owed.

Dennis Dickinson: Okay.

Beth Gilles: I say that in hopes. But I do believe that there is, there's enough equity in the five parcels to get us close to what we're owed, if not what we're owed.





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Dennis Dickinson: Well, I'm sure they've been heavily logged, but property in Bolton is still a good commodity.

Beth Gilles: Yeah, they have been. They actually were being logged by Finch Paper and we were receiving the proceeds from that logging to help pay down the debt. And then Finch Paper walked off of the project in July 2020, I think it was, basically everything that was easily loggable had been logged and it would have been too much effort to put into getting to some of the other timber. So, they just decided to stop. And that's when Mr. Cooper defaulted on his bankruptcy plan which was to pay us every month and that, so that's how we were able to get the foreclosure proceedings start again.

Dennis Dickinson: Thank you.

Dave O'Brien: Beth, isn't there one more loan, while he's making his payments, we have some issues with him being defaulting on his taxes.

Beth Gilles: Joe Brand, we received a notice from Warren County. We have a mortgage on his house and a mortgage on his business property to secure his loans. He is three years behind on his residential taxes and two years behind on the business taxes. There's also Storied Boards, which is a company out of Lake George. The collateral on their loan is a mortgage on a second home in St. Lawrence County. And we were notified that they're two years behind on their taxes and is going to go to tax foreclosure. Carrie reached out to the Treasurer for us last week or the week before. As of the beginning of January, the taxes hadn't been paid. We were noticed in November, and we sent notification to Mr. Russell and his parents, his parents own the home, demanding payment of the taxes. So, the county told us to check beginning of February to see if the taxes have been paid yet.

Dave O'Brien: But the good thing is, is they can't foreclose on until at least May.

Beth Gilles: Right. So, this all happened before that new law. Or the extension, I should say, the other day.

Dave O'Brien: But we should still try to get the money to pay him. Okay, have we contacted Brand?





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Beth Gilles: We are in the process. We haven't sent the letter yet, but I've got it written.

Dave O'Brien: Thank you. Next.

Beth Gilles: I wanted to introduce everybody to Jamie White. So at our last meeting, you all authorize the hiring of a Small Business Support and Fiscal Account Specialist. And that is Jamie. She has been doing our loan program for us focusing mostly on the COVID-19 loans, but some of the people who have come into us for the COVID-19 loans actually fit better on a regular loan fund, that she's been working with them on that as well. So, I thought I would give Jamie an opportunity to introduce herself and kind of talk about some of the things that she's been working on since she came on board in end of October.

Jamie White: Good afternoon board. My name is Jamie White and like Beth just stated I started late October. And as Christy stated we, we've been able, I've participated in two of the Loan Administration Committee meetings and have approved three new loans under the COVID. They are Fun World, which is in Warren County right there in Lake George, Adirondack Cider and Comfort Inn and Suites, which are up in Clinton County. We have a signed commitment letter from Fun World. We have a commitment letter out to Comfort Inn and Suites. And we're just clarifying some collateral issues with Adirondack Cider. So, I think we anticipate that commitment letter to go out very soon here. And hopefully we'll be getting those loans closed and those businesses assisted here very quickly. Beth and I have been working pretty diligently on getting some good tracking systems in place. So, the communication is there. I would say we have about five loans that we're currently working on. Some are within the micro loan COVID related program. One started out as a COVID related and has moved into the more traditional RLF fund. And then another one that's, you know, more in line with the COVID, under the CARES Act. I would say our biggest challenge starting this first quarter is going to be this second round of PPP funding. There'll be something that we'll have to work, you know, to try and establish that our funds are going to be competitive for that. I think that we're having some difficulty getting people to get the information in like we would like. But other than that, I think we're moving along very well. And we'd like to keep the pace that we've set so far. Is there any questions I can answer about what I've been doing and working on?

Dave O'Brien: No, I just know from Beth and what I've seen, you're doing a great job, Jamie. Keep it up. Thank you.





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Jamie White: Thank you, Mr. O'Brien. I appreciate that.

Dave O'Brien: Okay, I'd like to jump, we skipped Aaron. So, if Aaron would like to jump in and do his report before we do the rest reports.

Aaron Frankenfeld: Oh, I wasn't aware that I was skipped but happy...

Beth Gilles: Can we get, sorry Dave, can we do one more thing? And then we'll go to Aaron.

Dave O'Brien: No.

Aaron Frankenfeld: Thanks for trying Dave, that was nice.

Dave O'Brien: Aaron, go ahead.

Aaron Frankenfeld: Chairman has ordered me to proceed. All right, just the calendar year update of transportation council accomplishments from the prior year as well as ongoing tasks. We just wrapped up our final phase of the regional traffic counting program on behalf of Warren and Washington Counties. So now, every rural county owned highway has corresponding traffic collection data within the last four years. This is a cycle we hope to maintain moving forward. We have continued to assist the town of Queensbury with the advancement of a recent grant award from NYSERDA to investigate the applicability of what's known as active signal controller technology on the Quaker and Aviation Road corridors. We're excited to see if this technology works and can be applied elsewhere throughout the region. Jack, our senior planner, has done a truly excellent job of updating the regional bicycle plan that will be up for planning committee approval tomorrow, and hopefully out for public comment by the end of the week. We completed an access study for the hamlet of North Creek and Skibowl Park on behalf of the town of Johnsbury that has some recommendations for intersection improvements and bicycle and pedestrian facilities should development occur at Skibowl Park as is forecasted. We recently wrapped up a bridge preservation and asset management update for the county public works departments that will help them identify lower costs candidates for bridge repairs before those structures deteriorate and require more costly work. We are currently working for the town of Chester on identifying a conceptual pedestrian network extension from the hamlet of Chestertown south to the Hudson Headwaters facility. We recently wrapped up a study





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of truck and traffic volumes and speeds along Old West Road in the town of Moreau at the town's request. The town was quite satisfied with that work. We are just getting underway with a code revision and review project for the Village of Greenwich to help update their building and zoning codes. So, they're more in tune with contemporary land development practices. That should be an interesting project for us. We don't do a lot of zoning work. So, we're looking forward to that. Our draft work program for the upcoming year, which will list the activities that we intend to take on, is also up for planning committee review tomorrow and hopefully again out for public comment at the end of the week. I see Sue Clary is here from the town of Salem, we will be carrying your projects as well as many others forward in that work program. Our next Policy Committee meeting, for those voting members that are present, is February 17, at 10am. That's all I have.

Dave O'Brien: Thank you. I did want to thank, Aaron, for helping us out. We were talking about now that the Warren Washington County IDA officially owns the road to the dewatering facility. We were working with Aaron to figure out the structure where it fits in. And we found that with the IDA owning that, that the bridge will be inventoried by the state. Upon my request, we are, I just have to submit a letter to them, the inventory and the state and therefore be eligible for federal and state funding. We are still continuing to find ways to replace that bridge now. Federal and state will only fund that bridge when it needs to be, needs to be, needs to be replaced. But that's at least 10 years away based on estimates I've gotten from different places, but for a lot of reasons, the best and park we want to see them get that replaced now. Working close with Beth to ah, Beth and Laura Oswald to submit a new grant for EDA to fit the balance of the funding we need to replace that bridge in the next year, year and a half. So, I want to thank Aaron himself for his assistance on that. We appreciate it.

Aaron Frankenfeld: You're welcome. I don't want to take too much credit for that. I'm just happy to be able to get you the answers that you needed.

Dave O'Brien: Sometimes it's the facilitator that gets the job done.

Aaron Frankenfeld: Before moving away from your humble Metropolitan Planning Organization, may I ask an organizational question about the credit card policy? Will that trickle down to us? We have all manner of purchasing limitations here at A/GFTC. And I was wondering if that policy is going to be extended to us as well? I know that we





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were included in the former debit card structure of which we never really got to take advantage of.

Beth Gilles: Yeah, we can work that in. We can talk about it, sure.

Aaron Frankenfeld: Okay. Thank you. It's often in the past, at least, we've had some limitations on vendors that will accept certain types of payments and the world seems to be moving in a different direction. So that would be appreciated. Thank you.

Beth Gilles: Sure, no problem.

Dave O'Brien: So, thank you, Aaron. I would like to recognize, I see Rachel Seeber joined us. For those of you that don't know her, Rachel is the new chairman of the board in Warren County. So, I just want to recognize you're here. Thanks for coming, Rachel. Now we can loop back...

Rachel Seeber: Thank you so very much, I'm sorry, are you able to hear me? I'm not able to get the video to work right now.

Dave O'Brien: I can hear you. I can see your picture. So.

Rachel Seeber: Thank you Supervisor, I appreciate that. I just wanted to say thank you. I apologize. I'm not able to be an active participant in your call today. But I will make sure that I make it a priority moving forward. We're in a bit of a transition phase right now as we get ready for our second reorganizational meeting and State of the County for Friday.

Dave O'Brien: Okay. Good. Well, thank you very much.

Rachel Seeber: Thank you, I appreciate it.

Dave O'Brien: I will have you know that most of your members that were appointed to the Regional Planning Board have been very active and contribute very much to the success of the organization. They've all been on since the disaster that we're recovering for the past two and a half years. But as we said earlier, I said earlier I think you're aware here for some of it, we were like 120 days behind in paying our bills. When I took over two and a half years ago when Beth stepped up to be Executive





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Director, we now have a (inaudible) of about \$335,000 in the bank. So, we're in a real good financial position. And we're going to talk about, we're going to be talking about adding some additional staff to reach out to help other areas, we want to expand what we can do and help cash strap counties and getting grants and writing grants for them and working with them to be more successful. Because it's hard to get grants written, successful grants written. But Beth and her crew have been extremely helpful in doing that. So, I just want to fill you in, Rachel.

Rachel Seeber: Well, Supervisor, I appreciate that. Hopefully, you and I can touch base tonight or tomorrow morning regarding those appointments. And it's really good to hear that. I think we have such a great team on Warren County. And I'm excited to be able to move forward with the united board and work to the betterment of both of our communities, and that regional approach. So, I can't wait to speak to you later. And once again, I appreciate the opportunity. And I'll get off your call. And I just wanted to say good morning. I think it's a good afternoon by now.

Dave O'Brien: It's afternoon. Thanks, Rachel.

Rachel Seeber: Thank you.

Dave O'Brien: Yup. Bye-bye.

Okay, Beth, you want to loop back to where you were before?

Beth Gilles: Loop back to the 2021 interest rates. So, the loan committee, every year, makes a recommendation on what the interest rates for the regular loan fund should be. And then that recommendation is brought to the board for approval for the annual rate. So, what the loan committee has put forward this year is a range of 3.5% to 6%. And then the loan committee chooses what the, what the interest rate is based on the parameters of the loan that comes in.

Dave O'Brien: Ok. Thank you. Any questions on that? I will need a motion to accept that.

Dennis Dickinson: I'll move it.

Dave O'Brien: Moved by Dennis. Do I have a second?

Edna Frasier: Second.





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Dave O'Brien: Second by Edna. All in favor?

Multiple people: Carried. Thank you. Next order of business. I believe is the senior planner report.

Beth Gilles: It is.

Allison Gaddy: Hello, everyone. Um, let's see.

Dave O'Brien: By the way, congratulations. With a new baby. I hope it's working out well.

Allison Gaddy: Thank you. It is. I'm home with a seven-week-old. She was born on Thanksgiving. She's out for a walk with her dad right now.

Dave O'Brien: My great granddaughter was born on the same day. We stick together at Regional Planning Board.

Beth Gilles: We're grooming the next generation already.

Dennis Dickinson: Must be something going around.

Allison Gaddy: The first item, 2021 projects, you won't see anything new on there. But all of these projects are progressing in one way or the other. The Drinking Water Source Protection Program Plan, the DWSP2, is a program sponsored by the Department of Health and the DEC. We're currently working on that for all of the drinking, the public drinking water supplies that draw from Lake George. We're also working on brainstorming some ideas for other communities who might be interested in participating in this. The ultimate goal is for all communities in New York State to have this, one of this, a plan like this in place in one manner or the other. So, we foresee this being a program we continue to participate in the future. The second item is the Lake George Watershed Action Plan. This is a Department of State grant to the Town of Queensbury on behalf of Lake George Watershed municipalities. We're working on the preliminary tests for this project and anticipate some pretty intensive community involvement moving into the summer. Hopefully, we'll be able to have in person events this summer, but you know, we'll stay flexible on that moving forward. The





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DEC Adirondack Park Community Smart Growth grant is for the Village of Speculator for the construction of a fire tower. The Village has secured the fire tower. They have ownership of that, and we are hoping for construction of this and closure of this grant in 2021. The next three are funded by the Lake Champlain Basin Program. We have the Quantifying Phosphorus Reduction for proposed projects in New York. This is something we're partnering with Warren County Planning Department on for some GIS work and the contract and this ends in 2022. For the Village of Whitehall Green Infrastructure Plan, we have contracted with Chazen Companies for some preliminary engineering work on this. Not, they're not doing this planning stuff. And that project will, ends in 2022, as well. And the North Country Stormwater Trade Show and Conference is a grant that we've secured on behalf of CWICNY. This is a conference that's been held for many years, it was postponed in 2020. At this point, we're not super confident that we'll have it in 2021. There's been some talk of maybe, of potentially going virtual so we've gotten an extension on this for one year. Depending on what happens there may be a need to extend it another year. But we'll stay on top of that and be flexible again. Projects that have been completed in 2020 are the Village of Lake George Economic Benefit of Clean Water report. Beth and I finalized that in December. We're still waiting on DOS approval on that report. It was part of a larger grant. But that report itself is finished. And the Isle La Motte Watershed Management Plan is a long-awaited plan that was funded by the Lake Champlain Basin Program. Plan itself is finalizing, is finalized, we're waiting on approval from the Basin Program before we send it to print and distribute and close the grant in May of 2021. In addition to that, we did finalize the Upper Hudson Watershed Revitalization Plan way back in March of 2020. That plan is complete. I did just hear from the Department of State. Fingers crossed that grant will be finally closed out this month. They were just having some delays and payments and whatnot there. Item 3, grant writing, I submitted a few proposals to the Lake Champlain Basin Program. Unfortunately, neither of them were sent to full proposal but they've laid, three proposals lay some ground, some great groundwork for applying to other grants in the future. So, one was for the Town of Clinton for the construction of the salts, of a salt storage shed. And another is for a regional septic replacement program that Beth and I were brainstorming about. Both are great projects. We're hoping we'll keep our eye out for funding in the future that may work for that. We've also, we're also continuously keeping our eye out for other funding opportunities and reaching out to communities who we know are seeking to do some projects. Continue to work with water, or to continue to participate in water coalition meetings and Water Quality Coordinating Committee meetings. Administering the WQIP grant for Upper Hudson, the Upper Hudson Watershed Coalition and CWICNY. The CWICNY WQIP has an





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element that is an update to the Lake Champlain Watershed Roadside Erosion Assessment book that Beth put together many years ago. And we are finally at that stage where we can update it. And we're working with Warren County planning department to do that as well. Let's see, and I'm working with the Essex and Washington County Water Quality Coordinating Committees to update their water quality strategy documents this year. And I continue to participate and assist with the lake associations. I anticipate completing the Long Lake Management Plan within the next couple months so that they can have it for the summertime. And also and continue to participate with A/GFTC and their planning committee as well as turning the Advisory Committee for that regional bicycle master plan update that Aaron mentioned earlier. And that's it for me.

Dave O'Brien: Any questions for Allison? Want to compliment Allison for all she's done. And now she's back to managing an increased family size and her work. So, thank you very much for that, Allison, we appreciate it and look forward to more great things from you. And now we listen to our Director. Do we have to reelect you this year?

Beth Gilles: No.

Dave O'Brien: Okay.

Beth Gilles: I serve at the pleasure of the board.

Dave O'Brien: Okay, board, do we want to stick with her?

Al Nolette: Don't tell Dave that, Jesus.

Beth Gilles: Yeah, right. Can I go now?

Dave O'Brien: Yes, you may. First time you've ever asked me for permission on anything.

Beth Gilles: That's true. I wanted to say thank you to all the counties for maintaining our funding levels for 2021. I know you all had to make some tough choices with your county budgets. I appreciate your faith in us and the work that we do. Your money is used to match the EDA funding that we get in here. And we use that to help pay staff then spend time getting grants and bringing other money into the region. So again, I just really appreciate all of that. Overall management, I released the job





Lake Champlain - Lake George
Regional Planning Board

THE COUNTIES OF
CLINTON, ESSEX, HAMILTON, WARREN & WASHINGTON

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announcement for the economic development coordinator, and we have three candidates that meet the civil service requirements for the position and Dave and I have zoom interviews scheduled for this Thursday with those three candidates. I submitted the EDA corrective action report in response to the state comptroller's audit. We've been doing the monthly newsletters and my favorite time of the year, yearend because I get to spend so much time with Mr. Nolette talking about money. Um, under our economic development program, our Cares Act Technical Assistance grant, that was the \$400,000. Since we last met, we've actually done a lot of work on that. We had put out an RFP for consulting services, we received four responses, and ended up contracting with Chazen Companies and Camoin Associates. So, we put together a workgroup. And those are the, I put in the report, the folks that represent each one of the counties. And so, the consultants are almost done with the data gathering for the plan, they'll actually be done at the end of this week. As part of that, we're also creating a business retention and expansion program. We solicited CRM quotes, we've gone with HubSpot. So, I'm in the middle of setting that up right now. That's something that a lot of regional planning boards do. We've never had the money to be able to do that before. So, we're going to do it through this grant funding. And Camoin is going to help us put all of that together. We're also redesigning our website and moving our CEDS to an online platform. We've created pretty much all new content, taking that 200-page CEDS document and turning it into more of an online thing, has been a little bit more time consuming than I had imagined. But it's going to be a lot more accessible for everybody and a lot more updatable for us. You know, as part of our charge, as an entity, is to have that CEDS so that our communities can utilize that information to bring federal funding into the region. So, we want to make sure that we're just providing the best service as far as that goes as possible. And we've also contracted with the North Country Regional Chamber. They're doing a lot of trainings for us. They actually have 17 trainings scheduled for 2021 under that. And the EDA has been hosting monthly calls with all of the Economic Development Districts in New York, New Jersey, Pennsylvania and Massachusetts. Some of the EDDs in Massachusetts have put together a small business assistance program where they've hired consultants to work with small businesses to help them with strategic planning and that kind of thing. I'm interested in that so I'm actually going to comb through the budget and see if we can carve out some money to maybe do something like that. So, I'll keep you updated on that. The Cares Act RLF grant that we talked about, again, since the last meeting, the addendum was approved by the EDA. They approved the sub awards to the seven county IDAs and LDCs. So not only is Jamie gonna be processing paperwork, and applications, but we've got contracts in the other counties that are going to be doing it as well. So that'll just kind of speed





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up the process. And a lot of Jamie's time is spent chasing people down to get this full application package. And so they'll be able to help her up with that. Our regular EDA planning grant we completed year three we're awarded the three-year package. Submitted that. We were awarded the \$70,000, Congresswoman Stefanik put out a press release about that, you saw that. We were approached by the Town of Essex, in Essex County to help do an economic feasibility study for three waterfront properties on Lake Champlain. Two are currently for sale one is not. The town is interested in purchasing the properties, but they wanted to make sure they did their due diligence in assessing whether that was the highest and best use of the property and if that was really the best idea for the town to take on a project like that. So we released an RFP. We got two responses. We ended up contracting with Ann Holland, who's a consultant in Essex County, and she's been studying the highest and best use for those parcels. I actually got the draft plan yesterday. I haven't read it yet, but that should be wrapped up by the end of the month. We also helped author the RFP for the Canalside Energy Park Feasibility study, which is being funded through a USDA grant that we wrote and secured for the IDA. We're authoring a 2019 supplemental disaster grant application for the Town of Johnsbury for Ski Bowl Road. We're authoring an EDA public sport grant for some infrastructure in Fort Edward. I completed a 239 review for the Town of Long Lake comprehensive plan. And we've been working with some other groups, ANCA, Hamilton County amenities group and the Warren County Economic Recovery Task Force. As far as Northern Borders, I had a conversation with Department of State. We had submitted a workforce housing assessment strategy for funding last year to NBRC, it was not awarded. I had a really great conversation with them where they gave me some pointers on some changes to make to the application and they really encouraged me to reapply this year. So, I'm going to do that. We're still doing the quarterly reporting for Lake George, Elizabethtown and Plattsburgh. The Village of Rouses Point, we got them a scope amendment for their water treatment project. It all happened very quickly. And they need the government paperwork to happen just as quickly. So, we got that through for them. So that was a good thing. So, they're good to go now. Town of Essex was awarded a 2020 grant. So, we got them their executed contract. And we've been working with the Town of Inlet in Hamilton County on a communications tower project for that. Grant management, we're managing some grants for Washington County that we've gotten for them. We wrote three other grants. We were asked, I was asked, to participate in the Lake George HAB stakeholder meeting. Um, I don't know, Dennis, were you a part of that?

Dennis Dickinson: Yes.





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Beth Gilles: It wasn't what I thought it was gonna be. But, okay.

Dennis Dickinson: I'm with you.

Beth Gilles: I talked to some folks up in Brant Lake. They're interested in doing a comprehensive watershed management plan. So, we'll keep a lookout for Department of State grants when those come out. We helped get some funding together for phase one of stormwater controls on Beatty Road in Lake George. We also completed the Town and Village of Lake George's MS4 stormwater management program plan updates. And loan program we really kind of have been through already. So, I just wanted to do and try not to mess this up, share my screen. I just wanted to do kind of a 2020 by the numbers presentation, it's only a few slides. Can everybody see that?

Dennis Dickinson: Yes.

Beth Gilles: So, in 2020, as far as economic development, we wrote 11 grants totaling 6.9 million. Completed 16 intermunicipal reviews. And the main economic development topics, obviously COVID-19, but we also did a lot of work on wastewater drinking water infrastructure, workforce housing, outdoor recreation, broadband and rural cellular, industrial parks, waterfront revitalization and opportunity zones.

Dennis Dickinson: Ah Beth.

Beth Gilles: Yeah.

Dennis Dickinson: What kind of housing were you doing. What was it?

Beth Gilles: We were doing. We're trying to get funding for a regional study. So that was Hamilton, Essex, Clinton and Franklin, for workforce housing and inventory. And then an assessment and a strategy.

Dennis Dickinson: Okay. Thank you.

Beth Gilles: Yep. For water quality, we wrote 10 grants totaling 1.9 million. As Allison indicated she completed three plans. Upper Hudson, Isle La Motte, and the





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Economic Benefit of Clean Water in Lake George. Projects completed, we had two, we helped the Town of Whitehall get funding to do a streambank stabilization and stormwater reduction project at their DPW, which they did this summer. And then we also assisted with the phase one at Beatty Road. And so total water bodies addressed, 16. So these are the water bodies that Allison and I worked on in 2020. Grant management we actively managed 14 grants on behalf of municipalities and other entities. And then we also had seven grants for the Regional Planning Board that we manage from the EDA, the DEC, NEIWPC. The loan program. The loan committee approved three loans this year. One loan was withdrawn, that was Izzy's Market in North Creek. We were working with Glens Falls National Bank to help the manager purchase the building, or purchase the business, and I think we approved their, they approved that, March 10. And then the world shut down. And the bank was uncomfortable with continuing with the project. So unfortunately, we had to withdraw that one. So, the amount loans, \$111,000. The committee rejected two loans. We modified one loan. Re-securing \$11,000. We've got three loans in default, with principal at \$346,000. No loans were written off. We have three loans mature. Three loans pay off. And so we are starting 2021 with 30 loans in our portfolio. 24 current on their payments, three are delinquent, and three are defaulted. And COVID-19, we just talked a lot about our technical assistance grant all the work that we're doing with that, and also the revolving loan fund grant. That's it.

Al Nolette: Beth, that loan slide doesn't include, doesn't include the \$380,000 that are in the queue right now, right?

Beth Gilles: No, it does not because they weren't closed.

Al Nolette: K.

Dave O'Brien: Thank you, Beth. Other questions for Beth. I did want to bring up something with the Economic Development Coordinator. So, would you cover that please?

Beth Gilles: Sure. So, um, I am asking for an amendment to the 2021 salary schedule. I would like to increase the salary for the Economic Development Coordinator. So, the 2021 salary that was approved in the last salary schedule was \$59,450. And I would like to bring that up to 65,000. Really, that just comes down to the fact that I need somebody with a lot more experience. I don't have time to take a year to





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try to onboard somebody. And then Jamie, actually, the Small Business Support and Fiscal Account Specialist was not included in the 2021 salary schedule. Because when we did it in July, we didn't have that position. So, I wanted to make sure that was on there as well.

Beth Gilles: So in addition to, addition to looking at that, I think we have a great staff up there. I think inclusion of another person with experience could help if something happens to one of our people up there, for whatever godforsaken reason. But I think the support we need and getting a quality person in there would help substantially so that's my input onto it. Do I have any other discussion?

Dennis Dickinson: Quick question, Beth, what are you looking for? What kind of person?

Beth Gilles: I'm looking for somebody specifically with grant management experience and that is not as easy to find as you would think.

Dennis Dickinson: No. We had someone flown in several years ago, and he's actually a planning and zoning guy. His acumen for getting grants is unbelievable. But you're in the right ballpark. That's about what he's making and they're hard to find. We finally advertised nationwide. And got this kid to come out here. He actually grew up in Saratoga. And then for health reasons his parents moved to Arizona. So, he was out in Arizona. And saw our ad and he came and interviewed, and we hired him. But they are few and far between that are really qualified.

Dave O'Brien: I noticed you didn't give Beth his name.

Beth Gilles: I know him. He and I have met.

Dave O'Brien: Any other comments? I'd asked for a motion to approve that.

Dennis Dickinson: I'll make it Dave.

Dave O'Brien: Motion by Dennis. Second by Joe. Any further discussion? Albert?

Al Nolette: Not for today, Mr. Chairman, but as the agency gets stronger, and we continue to bring in some new revenue streams, I want to continue to look at the salary schedule. I think we're still a little bit behind in a couple of the other





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positions as well. So as we can, as we can tap into those, I want to entertain those as well.

Dave O'Brien: Okay, thank you. All in favor?

Multiple people: Aye.

Dave O'Brien: Opposed? Carried. We have any Other? Any comments? Questions?

Beth Gilles: I just want to note that if you have any board members that are going to change, so every county should have one board member up for reappointment. If that person is going to change, please just let me know so that I can change my contact info for the board and also my schedule.

Dave O'Brien: Okay. Thank you, any other questions or comments for the good of the committee? Having said that, I will say the next meeting date is April 13 at one o'clock. And with that, I adjourn and thank you all for attending and thank you all for participating. We really appreciate it. Have a great day.

Respectfully submitted by Carrie Yakush, Senior Account Clerk, LCLGRPB.

