



Beth Gilles, Director
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Lake Champlain – Lake George Regional Planning Board

Regular Meeting of the Board

October 13, 2020 1:00 pm

Videoconference (per Executive Order 202.1)

AGENDA

1. Roll Call
2. Approval of July 21, 2020 Regular Meeting transcript and August 28, 2020 Special Meeting transcript (Board Action)
3. Treasurer's Report
 - July, August, September Abstracts (Board Action)
 - MOA with Washington County for Accounting Services (Board Action)
4. COVID-19 Small Business Recovery Program Revolving Loan Fund
 - New LCLGRP temporary staff position – Small Business Support and Fiscal Account Specialist (Board Action)
 - Legal Services RFP – awarded to Meyer, Fuller & Stockwell
 - Subawards to Essex, Hamilton, Clinton, Jefferson, Lewis and St. Lawrence County IDA's and Washington County LDC (Board Action)
 - Board Resolution – lending before approved RLF Plan Addendum (Board Action)
5. COVID-19 Economic Recovery Planning Program
 - Website Update – Boire Benner Group, Plattsburgh, NY
 - Regional Economic Recovery and Resiliency Plan RFP
 - Procurement Exception: Subaward to North County Regional Chamber of Commerce (Board Action)
6. Revolving Loan Fund update
7. Economic Development Coordinator Report
8. Senior Planner Report
9. Director's Report
10. 2021 Meeting Calendar
11. Other
12. Next Meeting Date
13. Adjourn





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1:11pm

Chairman Dave O'Brien: I'll call the meeting to order.
Someone do a roll call please.

Director Beth Gilles:

Glen Cutter

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, here.

Steve Tomlinson, here.

Christy Wilt, here.

Bill Farber, here.

Beth Hunt, here.

Tracy Eldridge

Dennis Dickinson

Edna Frasier, here.

John Strough, here.

Frank Thomas, here.

Mike Swan

Kevin Hajos

Matthew Hicks, here.

Bob Henke

Dave O'Brien, here.

Sam Hall

Al Nolette, at your service.

Deb Donohue

*Also present: Beth Gilles, LCLGRPB
Allison Gaddy, LCLGRPB
Andrea Palmer, LCLGRPB
Carrie Yakush, LCLGRPB





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8 voting members we have a quorum.

Chairman Dave O'Brien: Okay, no one leave until we are done.

I need a motion to approve the July 21, 2020 regular meeting transcript and the August 28 Special Meeting.

John Strough: I'll make that motion.

Chairman Dave O'Brien: John Strough with the motion. Do I have a second?

Joe Giordano: I'll second it.

Chairman Dave O'Brien: Joe. Thank you, Joe.

Any omissions, corrections?

All in favor?

Multiple people: Aye. Aye. Aye.

Chairman Dave O'Brien: Oppose?

Carried.

Director Beth Gilles: Mr. Henke just entered the meeting (at 1:13 pm).

Chairman Dave O'Brien: Wow.

Okay, Treasurer's Report. Please kick off, Mr. Nolette.

Al Nolette: Okay, I'll be rather quick because the good news is, I don't have anything of significant note to report. Things are going along as planned. Even with our current, interesting environment. We continue to plug through business as whatever the new normal is, is still happening. Payments are coming in. The interest is coming in the operating fund as scheduled. And as you know, Beth will be reporting later, there's some significant opportunities for the agency moving forward. So, I'm sure you'll be hearing more about that later in the meeting. I've presented three different pieces of the financials this time, because what little feedback I actually do get, it seems like everybody likes something a little different. So, I try to give something for everyone. So, the first piece of my financial report is a consolidated sheet that has the operating fund and all the RLF funds on one sheet, kind of a one sheet glance of where we are fund balance wise. And one of the good items to note that we'll be talking about in the future as well, is that we've got strong enough now that we've been able to cure some of the interfund loans that was going on, between some of the RLFs and between operating and RLFs. But again, we'll be we'll be talking more about that as time goes on in the near future. So the balance sheet's looking real strong. You'll notice the fund balance for the operating fund is up to \$251,000. And I think that that's pretty decent, considering what we were all looking at three short years ago. So, I'm happy to see these numbers starting to gel. I've also recorded a budget performance report that gives more of a budget to actual presentation. So, it kind of looks at what Beth said our budget was for the





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year and then the actuals of what are actually coming in. The only thing that you'll notice that's a little different, so, I'm going to ask you to focus a little bit more in the totals, because Beth budgets at a higher level than I track the detail. So, Beth might have a program budget of \$30,000. I then take that program budget and break it down into like, training and telephone and postage. So, I didn't take Beth's number and whittle it down into little subcategories. So you might see like a big budget next to program expenses, and nothing that's the telephone, but in total. So if you look at the department total, you'll see Beth's budget for that department, and then the actual for that department. So it's another way of looking at it because I know some of you like to see how we're doing in comparison to how we said we were going to do. And budget to actual is really the best way to do that. So, I wanted to include those sheets this time as well. And then I have a singular, one fund at a time that has the operating by itself, the RLF 1 by itself. So, you get to see each of the pieces of the puzzle independently as well, with their outstanding loan balances attached, and their budget performance reports attached. So hopefully this was a more comprehensive report that gave everybody, hopefully something for everyone in this one. But I mean, the bottom line is we are on track for what we said we were going to do. And the balance sheet looks strong, so I have nothing really of note to report.

(Dennis Dickinson entered the meeting at 1:17 pm)

Chairman Dave O'Brien: Okay. Any questions for Albert?
And we need a motion to accept the abstracts from July, August and September.
Can I have that motion please?

Mr. Henke was first and then Edna Frasier was second.
Any questions?
All in favor?

Multiple people: Aye.

Chairman Dave O'Brien: Oppose? Carried.
MOA for Washington County Accounting Services.

Director Beth Gilles: Dave, we also need a motion to accept the Treasurer's Report.

Chairman Dave O'Brien: Okay. We need a motion to accept the Treasurer's Report.

Edna Frasier: I'll make that motion, Frasier.

Chairman Dave O'Brien: Edna and Joe.
Any questions?
All in favor?

Multiple people: Aye.





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Chairman Dave O'Brien: Approved.

MOA with Washington County for Accounting Services. Beth, you want to run through that?

Director Beth Gilles: Or Al, you put it together. You want to do it?

Al Nolette: So basically, this is just a continuation of what we've been doing. But we have added a paragraph to include the new services for RLF5. So, there's a new paragraph in here that will take the two years of RLF5. And the compensation for that is included in the agreement now as well. I did note two errors that will have to be changed before the final contract is signed. I changed this to a two-year agreement. But I have the end date of December 31, 2021. So that I should actually be 2022. And on the back, I have Chairman Henke rather than Chairman Hall. But I will need to make those two corrections before Dave signs it. If it's adopted today.

Director Beth Gilles: So, we pay Washington County \$10,000 per year for accounting services, they also provide us with local match for our EDA grant. And then because of all of the work that needs to be put into set up the new revolving loan fund, it'll be additional \$10,000 in 2021, an additional \$10,000 in 2022.

Chairman Dave O'Brien: Okay, any questions on that?
So a motion to allow me to sign the MOA.

Dennis Dickinson: I'll make that motion Dave, Dennis.

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

Edna Frasier: I'll second it, Edna.

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

Multiple people: Aye.

Chairman Dave O'Brien: Oppose? Carried.

Beth, COVID-19 Small Business Recovery Program. You got a series of stuff here.

Director Beth Gilles: Yes. So this is the new revolving fund grant that we received from the EDA. So, there's some action items that we need to take care of so we can keep moving forward with that program. The first one being, I'm asking the board to create a temporary staff position at the Regional Planning Board. For a Small Business Support and Fiscal Account Specialist. This is an existing title at Warren County. This person is going to basically help manage the RLF in the multiple counties that we have and also help conduct some of the underwriting. We did, I guess what I call would call, a soft opening. We put out some information about the RLF through our E-News, and through some in Clinton and Essex County. And we've received a massive amount of interest in the program. And so, we really just need some help, is really what this comes down to.





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It would be paid for through the grant. And it would be a maximum of 20 hours a week at \$25 an hour. Through the end of the grant, which is June 2022.

Dennis Dickinson: I'll make that motion.

John Strough: John Strough, I'll second that motion.

Chairman Dave O'Brien: Any further questions?

Carrie Yakush: I'm sorry, who made the motion? I didn't...

Chairman Dave O'Brien: Dennis.

Carrie Yakush: Thank you.

Dennis Dickinson: You're welcome, Carrie.

Chairman Dave O'Brien: Oh, Beth, would there be a need for more hours sometimes or not?

Director Beth Gilles: I don't know. We wouldn't because of the way that I have it budgeted it wouldn't be more than 1040 hours in a year.

Chairman Dave O'Brien: Okay. All in favor.

Multiple people: Aye.

Chairman Dave O'Brien: Opposed? Carried.
Next.

Director Beth Gilles: Okay, Legal Services RFP. So, the EDA required that we did a request for proposal for legal services for this new revolving loan fund. So, I authored and put one out. We received four responses. And we went with the one that had the lowest attorney fee, which was Meyer, Fuller, and Stockwell out of Lake George. So, they will be providing the legal services for the closings for all of our RLF5 loans. So I just want to make you aware of that.

Subawards. So in keeping with the thought that we need help. We've been talking to the IDA's in seven of the eight counties that we cover, not Warren County, because we are physically located in Warren County, to help us be able to work with borrowers within their area or potential borrowers and businesses to help pull together the RLF, the new COVID-19 RLF applications and all the information that's needed. And then submit that to our office for my staff to do the underwriting on. So the way we structured it with the EDA is a subaward. And so it would be a subaward to the Essex, Hamilton, Clinton, Jefferson, Lewis and St. Lawrence County IDA's and then the Washington County LDC, or up to \$10,000 for their staff time spent advertising and working with potential borrowers and getting application information together and submitted into us to





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again, just help alleviate some of the pressure that this program is going to put on our small staff. So I'm asking the board to approve the subawards to each of those entities up to \$10,000. And I've spoken to all of them. And they're good to go.

Dennis Dickinson: I'll move that, Dennis.

Chairman Dave O'Brien: Moved by Dennis.

Edna Frasier: I'll second that, Edna.

Chairman Dave O'Brien: Second by Edna. Any questions or clarifications needed from Beth?
All in favor?

Multiple people: Aye.

Chairman Dave O'Brien: Opposed? Carried.

Director Beth Gilles: Okay, so I'm asking for board resolution to begin lending before the EDA approves our RLF Addendum for our new COVID-19 loan fund. So, I have, in writing from the EDA, that we are allowed to lend from that fund before our Addendum is approved. I had hoped that it would be approved. I wanted to start lending October 1st. Here we are October the 13th and there hasn't been any movement on it. And I don't really want to sit on the program much longer. We're getting into winter and these businesses need our help and we need to be able to get the money out. So as far as the EDA is concerned, they're perfectly fine with us lending before we receive that official approval of the Addendum. I wanted to ask the board and have the board make that decision that you are comfortable with us doing that before we receive the official approval of the addendum.

Dennis Dickinson: Beth, do you have that actual writing in an email?

Director Beth Gilles: I do. Yep. From the Program Manager at the EDA.

Dennis Dickinson: Okay, I'll move that.

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

Edna Frasier: I'll second it, Edna.

Chairman Dave O'Brien: Second by Joe and Edna. Any questions for Beth?
They actually wanted us to start a lot earlier than this, but we decided without hearing something from them we wouldn't do it.

Director Beth Gilles: We're sitting around too long at this point.





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Chairman Dave O'Brien: Yeah. Okay. All in favor.

Multiple people: Aye.

Chairman Dave O'Brien: Oppose?

Next up.

Director Beth Gilles: So our other COVID grant from the EDA. This is the \$400,000 technical assistance grant. We decided we're going to utilize some of this funding to update our website. And so we received four quotes. We did some comparison of companies and we chose Boire Benner out of Plattsburgh, New York. And so, internally, we've been getting content together, and we hope to have that launched by April of next year. The Regional Economic Recovery Resiliency Plan Request for Proposals, this was the big ticket item out of this grant. It was the five-county recovery plan. We put out the RFP. They were due back October 2nd. We got four responses. One from Texas, one from a company in Massachusetts, one from a company in Syracuse and one local company. So I put together an RFP review committee. Gary Douglas from the North Country Chamber of Commerce, Jody Olcott from Essex County IDA, Ryan Moore the Warren County Administrator and Laura Oswald, the Economic Development Director from Washington County. So on October 22, we're going to get together via Zoom, and go through the four RFPs that were submitted, and choose a consultant. So this is going to cost about \$175,000 to \$200,000 of that \$400,000 grant. But it was, like I said, the big-ticket item of getting this together. So once we pick a consultant, we will start working in November. So that's great.

Dennis Dickinson: What's the consultant doing, Beth?

Director Beth Gilles: They are going to put together a Regional Economic Recovery and Resiliency Plan for our five counties.

Dennis Dickinson: Okay

Director Beth Gilles: That's in concert with our Comprehensive Economic Development Strategy, our CEDS document. And that's something the EDA wanted us to do.

Dennis Dickinson: I'll move that.

Director Beth Gilles: No, we haven't even picked them yet. But we just got the RFPs back. Board action on a Procurement Exception. So, one of the things that we wanted to do through this program was put together some kind of training protocol and business training program. And in poking around, we realized that the North Country Chamber of Commerce has a pretty robust small business training program. And they've been doing a lot of stuff for COVID. They've been doing free webinars on FMLA, and time off for COVID for employees, and safety protocols, and all that kind of stuff. So I want to subaward them \$10,000 of this grant, to be able to continue that so they can continue providing that for free to members and





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nonmembers of the chamber. They've already got a massive training network; they've already got a massive outreach network. So there's really no point for us to reinvent the wheel. But to do that, I'll need the board to approve a Procurement Exception. So in our Procurement Policy under Section 4, Exceptions, line B, it says "...in cases where there is common knowledge of the existence of a monopolistic situation for a particular class of materials, goods or services being sought by LCLGRP, the purchase procurement from a single identified vendor shall be allowed upon approval by the LCLGRP Board". Basically, this is their existing program. If we were to go out and try to procure another private entity to do it, it just wouldn't be the same thing. The chamber is a 501c. They're not a government entity. So I'm just asking for a resolution on a Procurement Exemption so that I can then subaward, the North Country Chamber of Commerce \$10,000.

John Strough: John Strough, I'll make that motion for the exemption to the procurement policy for this purpose stated.

Chairman Dave O'Brien: Motion by John, do I have a second?

Dennis Dickinson: I'll second that. Dennis.

Chairman Dave O'Brien: Dennis, seconds it. Any further discussion? Questions? All in favor?

Multiple people: Aye.

Chairman Dave O'Brien: Opposed? Carried.

Director Beth Gilles: Dave, can we do a resolution for the subaward? We can do them separately. Okay?

Chairman Dave O'Brien: Okay. I need a resolution for subaward. Do I have a motion?

Dennis Dickinson: I'll make a motion, Dennis.

Chairman Dave O'Brien: Motion by Joe, second by Dennis. Any further questions? All in favor?

Multiple people: Aye.

Chairman Dave O'Brien: Opposed? Carried.
All right, next on the agenda.

Director Beth Gilles: The Revolving Loan Fund update from Christy.

Christy Wilt: Alright, so, the Loan Administrative Committee approved a real estate purchase loan of \$103,500 and equipment purchase loan of up to \$50,000, but at no more than 90% of the purchase price, to SlickFin Brewing in Fort Edward, Washington County. This was through our normal RLF for business expansion. That approval will go through the Executive Committee for approval this afternoon. Denied an





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interest only payment extension to the Washington County Agri-Park because the borrower did not submit all their requested information to the Loan Administrative Committee to make a decision. In legal action, Anton Cooper of Cooper Logging in Bolton of Warren County: In July, the Regional Planning Board received a \$4800 payment from Finch Pruyn logging operations on the Cooper property. In September we were informed that the logging operation had ceased, and no more payments were coming. Our bankruptcy attorney filed for a dismissal of the bankruptcy plan which the court granted. We're in the process of beginning foreclosure on that property. Peter Ward of Adirondack Meat Company in Ticonderoga of Essex County: The Regional Planning Board has a mortgage on a vacant piece of property in Ticonderoga. Our attorney was negotiating the sale of that property which fell through an August, unfortunately. So we have commenced foreclosure actions. And Michael Finnegan of the North Country Club Restaurant in Keeseville, Clinton County: we're waiting the results of an appraisal on the restaurant building. We have been in contact with the first mortgage holder who is willing to sign over his mortgage to us so we can commence foreclosure action as the first mortgagee. That's all I have.

Chairman Dave O'Brien: Any questions for Christy?
Thank you, Christy.
Andrea, I guess it's up to you.

Andrea Palmer: It's me. All right, I've had a busy quarter. I created a monthly email newsletter template. We started using Constant Contact. That's been very good for our monthly newsletter. We currently have 744 subscribed recipients. I developed a social media strategy for the organization. Established a LinkedIn page for the organization. If you have not connected with that on LinkedIn, I encourage you to do so. I researched technical assistance needs for the Cares Act EAA grant use and worked on developing outlines for in-house webinar production. We hope to have some outlines for webinars ready to roll out by the end of this month. I investigated Opportunity Zone funding resources. Investigated minority and women owned business certification. Worked on the Lake George Economic Impact of Water Quality project. I coordinated the event with the Department of Commerce and Elise Stefanik's office for the announcement of the EDA funding. That went very well. Partnered with John Carr of High Peaks Distillery, the location. I continue to build new partnerships and strengthen existing relationships with area professionals. These face to face meetings have been very valuable and productive. They have directly resulted in five regular RLF loan applications and three RLF5 loan applications. As you can see, we have many more than that. Those are, some of those are a result of marketing through the Post Star and other channels. But the face-to-face meetings have directly resulted in a handful of regular RLF applications which we do still want in our pipeline. I'm working with Liza Oxendorf over at Warren County, and with Gary Douglas and Sue Madden up at the North Country Chamber of Commerce. So our loan program, as of September 30, 2020, we had 112 loan inquiries on the new loan funds available. We've obviously had more since then, we had quite an influx of inquiries after the Post Star article and the Essex County newsletter in North Country Chamber of Commerce newsletter of email blasts. Of those, 34 have converted into loan applications in various stages of the process. I worked on the RLF5 management plan and help offer the loan application. I have disseminated a lot of information to our partners who've gotten the information out to the people we want to get in front of. Right now I'm processing regular loan applications, including the SlickFin Brewing application pending Executive Committee approval. Withdrawn loans: Adirondack Early Learning Center, I stopped receiving





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correspondence. So I developed a loan withdrawal letter. Beth approved it and so they have received that. High Peaks Pizzeria submitted an application and shortly after withdrew it. They just have some personal things they need to figure out as far as ownership. We have some additional regular loans in the queue. Newly approved micro-loans, George Henry's restaurant up in Warrensburg. And that's been a great connection, Todd Trulli up there, as well. He's doing a lot in the Warrensburg community. We have two micro-loans in the queue. And as you can see, a very high number of RLF5 small business recovery loans in the queue. Those are in various states of application and underwriting. And I have high hopes for a lot of those. Not all, but a lot of them. And that is where we are right now. Are there any questions?

Chairman Dave O'Brien: Yeah Andrea, what's the type of loan request? Where's the range?

Andrea Palmer: Well, at 1.9%, everyone wants to borrow \$150,000, obviously. I think a more realistic range of approval will be closer to \$100,000, the \$100,000 range. It'll be on the shoulders. Honestly, I think a lot will qualify for \$150,000. And then a lot will qualify for closer to \$30,000 to \$50,000. As far as working capital. Based on what they're showing for needs in previous years. What they would need to get them through. Seems to be on the two ends of the spectrum \$30,000 to \$50,000 or \$150,000.

Chairman Dave O'Brien: Okay. Thank you. With that type of demand, \$3 million doesn't go very far.

Andrea Palmer: Ah, no, that is correct.

Chairman Dave O'Brien: Albert.

Al Nolette: Andrea, is there any benefit to some of the smaller loan requests? Going through our micro-loan program? Can we still keep some of them down that track?

Andrea Palmer: Yes, a couple of them are more appropriate for the micro-loan and I have kind of diverted them into that stream. There's a couple in the St. Lawrence area that would be a better fit for the micro-loan. But unfortunately, the micro-loan does not reach up into that area.

Al Nolette: Could it?

Andrea Palmer: I'm trying to work with them on that.

Director Beth Gilles: It depends on the RLF that we take it out of. So we kind of, were trying to take the funding out of RLF4 because that's the Hurricane Irene and Business Resiliency. It was a way for us to draw those funds down over our five counties. We, if needed, maybe take it out of RLF1 where St. Lawrence, Jefferson and Lewis counties can take the money out of. When we created the microloan program, we just created it, it wasn't specific to RLF4. That was just a way that we were trying to draw that loan fund down. So...

Chairman Dave O'Brien: Here's sort of my take on this is that 4 and 5 are disaster loans. And I think EDA looks





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at those disaster loans with a different eye than they do some of the other funds. But more importantly, in 4, because it was disaster loans for Irene and now they're letting us use it for business resiliency, I would hate to tap into other loans funds this money because we can't loan RLF4 or apply it for anything other than disaster purposes. So that's why sort of shy away from taking it from loan 1, 2 or 3. But we can look at it and see but maybe we can find some way to do their disaster out of 4, if we need to.

Director Beth Gilles: It's definitely gonna have to be something we're gonna have to look at per loan basis. So when it comes to it...

Al Nolette: That's what I was gonna ask. Is there action that the board can take to amend our EDA RLF plan so that we can include St. Lawrence out of 4?

Andrea Palmer: I honestly don't know if that's necessary. I believe we'll be able to navigate all these, those are excellent thoughts Al, I believe we'll be able to navigate every, every viable loan with the programs we have in place.

Al Nolette: Just if we have the ability to help somebody, I want to be able to, that's all.

Andrea Palmer: Absolutely.

Director Beth Gilles: Al, we don't decide what regions are eligible and what loan fund that's something that's told to us by the EDA. So I don't know if we even could. I don't think it's necessary. It's a bridge we can cross if we really truly get there and feel that we need some kind of board action.

Al Nolette: Making good things harder since 1784. No worries.

Chairman Dave O'Brien: Okay. Anything else?

Andrea Palmer: No.

Chairman Dave O'Brien: Okay, Andrea, thank you. Allison.

Allison Gaddy: Alright. Hello everyone. Over on the planning side, we have eight ongoing 2020 projects, three of which are on the Lake George watershed. We have the Drinking Water Source Protection Plan for Lake George drinking water supplies. That's funded by our 604(b) funding and sponsored by the DEC and the Department of Health. We have the Department of State grant in the Town of Queensbury for the Lake George Watershed Action Plan. We just held our first committee kickoff meeting last week, it was very successful. I think we have a good group of people, a lot of voices in this watershed who proved to be very productive for this planning process. And our last is a Village of Lake George Economic Benefits of Clean Water report. That is a literature review that myself, Beth and Andrea are working on together. That will be completed by the end of November. We have 4 projects currently funded by the Lake Champlain Basin Program. The Isle LaMotte Watershed Management Plan, which will be, the plan will be completed by the





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end of November and the grant will be wrapping up in early 2021. We have the Quantifying Phosphorus Reduction for Proposed Projects in New York plan. That's a project we're working on with the Warren County planning department. The Village of Whitehall Green Infrastructure plan. And that has been, we completed our RFP for planning and engineering. That was contracted with a local engineering firm for that. And our last one is the North Country Stormwater and Trade Show and Conference, which is an annual conference we put on with CWICNY. That conference will not be happening this year for obvious reasons. So we're able to get an extension on that. So that, although we have that grant funding, it's currently on hold until next October. And then our final grant is from the NYS DEC. Adirondack Park Community Smart Growth grants for the Village of Speculator and they're constructing a fire tower. The funding was a little delayed on that but the project's moving ahead in the Village has completed the purchase of the fire tower. Next step will be construction, which won't happen until next year, most likely. This quarter I worked with Bill Farber and other Hamilton County communities to write a letter of interest for NBRC Forest Economy grant program. Unfortunately, we were not invited to submit a full proposal, but it was a good learning experience for a new funding source that I think might be valuable for future communities in the region. I've continued working with the watershed coalitions, which include the Upper Hudson River Watershed Coalition and the Champlain Water Improvement Coalition of New York. This office is administering their Water Quality Improvement grants. And I have continued attending the water quality coordinating meetings, including meetings for Warren and Essex County. I think the remainder of our counties have had, not necessarily been holding them, but I think they're due to resume pretty soon. And I'll continue working with the local Lake Associations. Schroon Lake Steering Committee meeting at the end of the month I'll be presenting on our Upper Hudson River Revitalization plan that was completed in March. And I'm continuing to work on the Chazy Lake Management Plan up in Clinton County and the Long Lake Management Plan in Hamilton County. And I continue to sit on the advisory committee for the Regional Bicycle Master Plan Update that A/GFTC is undertaking. I think we've had about two committees for that. And that is it for this quarter.

Chairman Dave O'Brien: Thank you. Any questions for Allison?
And it's up to Beth.

Director Beth Gilles: Okay, so I completed and submitted the 2021 budget request to all five counties. I attended Warren and Washington County finance committee meetings. And if any of the other counties would like me to or feel the need for me to attend any of their meetings, I'm happy to do so. So please just let me know. In terms of economic development, we kind of covered all the CARES Act grants. Under our normal EDA Planning grant, I'm in the middle of authoring an EDA Public Works grant for some infrastructure work in Fort Edward. We're working, Allison and I, with the Town of Essex, on determining the best use for some waterfront properties. We'll actually be releasing an RFP to a consultant to do that work. I authored a FEMA BRIC, Building Resilient Infrastructure and Communities, letter of intent for the Town of Granville for a culvert. And we assisted the Town of Warrensburg with finding grant opportunities for their new EMS building. We assisted the Warren County Employee and Training Administration with completing a Northern Borders grant for Workforce Training, that unfortunately was not asked to full proposal. A \$124,000 USDA grant that I authored back in the spring was awarded as well as the \$600,000 NBRC grant. So we've been working on the completed acceptance paperwork for those. Northern Borders Regional Commission, we do the quarterly reporting and monitoring for those grants. So we're still doing the reporting for the Lake George





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Wastewater Treatment Plant project. And we're assisting the Village of Rouses Point and the Town of Inlet with doing some scope amendments. And we helped the Town of Plattsburgh get a grant contract extension. COVID kind of slowed down their project, and so we got them another year on that. And the Town of Essex was just awarded a grant as well. So we've begun working with them to get their information in. I did one A-95 review for the Clinton County Airport. In terms of water quality, the Washington County MS4 mapping program is still going forward. The consultants are working on the infrastructure mapping right now. The Regional Conservation Partnership Program, I finally submitted the final report. That was a five-year NRCS grant that was a lot of work. So but it did a lot of good things in the agricultural community for environmental projects. We procured funding for the Town of Whitehall to do a stormwater project, which we helped them complete last month, so it went really well. I submitted all the paperwork for the reimbursements for that. I authored a Lake Champlain Basin Program grant for Washington County DPW and the Town of Whitehall and the Town of Granville, and those are actually due today. We're in the middle of authoring the updates to the Town and Village of Lake George Stormwater Management Program plans for their MS4 programs. And we've been working on some projects over on Beatty Road with the Town of Lake George. And just some other things, we contributed it to the 2020 Hudson River Watershed Alliance Work on Watersheds report. I was asked to sit on Lake Champlain Basin Program Streamwise Program Development Committee. And I was also approached to sit on the Hudson River CAG. Which is the public input Committee for the EPA Hudson River dredging. And so I told them that I'd sit in on a couple of meetings and see what it was all about before I committed any time to that. In terms of the loan program, Christy pretty much went through all of our legal things that we're working on with a North Country Club Restaurant, Cooper Logging and the Ward property in Ticonderoga. And although this is not an RDC meeting, I did want to note that we paid off one of the loans to the USDA, this past July and so the RDC now only has one open loan to the USDA. And the picture on the bottom is just the Whitehall project at the DPW. And that's it for the Director's Report.

Chairman Dave O'Brien: Thank you Beth. Any questions for Beth?
I guess we are up to the 2021 meeting calendar.

Director Beth Gilles: Yep, I sent out the meeting calendar to everybody. We're going to change to the second Tuesday of the month because the third Tuesday of the month, we seem to be running into a lot of issues with committee meetings in Warren and Washington counties. So that will be January 12, April 13, July 13, and October 12 for our regular Board meetings. The Loan Administrative Committee meeting, January 8, April 9, July 9, October 8. The RDC meetings I tried to put in at the same time as the RPB meeting, so we can just do them back to back. The membership and annual meeting would be January 12, immediately following the Regional Planning Board meeting. The Board of Directors meeting with then be after that and another one on July 13. And then the committee meetings, that ABO requires the RDC to hold two sets of committee meetings a year. And so those would be March 30 and October 12.

Chairman Dave O'Brien: Ok. Everyone all set with the meeting dates? Any action needed on that, Beth?

Director Beth Gilles: I don't think so. As long as everybody seems like they don't mind moving to the second Tuesday.





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Chairman Dave O'Brien: We'll make sure we can make it work. Any other Other?
Next meeting date is January 12.

Director Beth Gilles: January 12. I did put them as in person meetings, you know, who knows by then. But we've got our Zoom account. So we can always do that if we need to.

Chairman Dave O'Brien: Okay. Anything else for the Board?

Dennis Dickinson: I make a motion we adjourn. See you all next year.

Chairman Dave O'Brien: Thanks. Got a second?

Edna Frasier: I'll second, Edna.

Chairman Dave O'Brien: Edna seconds it. And will the executive committee staff stay on please so we can do our stuff? Adjourned.

Meeting adjourned at 1:53pm.

Respectfully submitted, Carrie Yakush, Senior Account Clerk, LCLGRP

