

**FIRST EMERGENCY SESSION**  
**April 17, 2018**  
**Board of Supervisors – County of Hamilton**  
**Lake Pleasant, New York**

Mrs. Laura A. Abrams, Clerk  
Board of Supervisors of Hamilton County  
Lake Pleasant, New York 12108

Dear Clerk:

WHEREAS, the undersigned, we the majority of the members of the Board of Supervisors of Hamilton County, do hereby request you to call an Emergency Session pursuant to Section 152 of the County Law, to be held at the Chambers of the Board, in the Town of Lake Pleasant, in said County on Tuesday, April 17, 2018 at 2:00 P.M. for the purpose of approving a contract to retain grant writing support for the remainder of 2018 and for any other business that may come before said Board.

Arietta_____	Richard A. Wilt
Benson_____	John M. Stortecky
Hope_____	Steven M. Tomlinson
Indian Lake_____	Brian Wells
Inlet_____	John Frey
Lake Pleasant_____	Daniel Wilt
Long Lake_____	Clark J. Seaman
Morehouse_____	William G. Farber
Wells_____	Donald W. Beach

Also present: Mark Streb from Strategic Development Specialists and Pete Klein, Press

Public Comment: No one present.

Reports of Standing/Special Committees: None

The Chairman stated that the purpose of this meeting has to do with what the county has been undertaking the last couple of weeks in terms of looking into adding the capacity, at the county level, to assist some of the municipalities with some grant applications and/or grant monies. There has been some discussion in the past about hiring a grant writer. Up until now we have veered away from that not knowing if the demand was there, but it did prompt the opportunity to look at and meet with people who do grant writing.

Mr. Seaman joined the meeting during the Chairman's explanation.

The Chairman stated that a firm, Strategic Development Specialists, was interviewed a couple of weeks ago. They specialize in grant writing, pursuing grant money, working with the State agencies to figure out what's out there, what would be a successful application and putting one together. Mr. Frey had asked a question of whether they would stay on and help with grant administration if there was a specific circumstance where a community wanted them to. They said that they would but it's not their primary business.

The Chairman stated he had wanted this to be on the May Agenda but a couple projects were brought forward during the interview that the Consolidated Funding Applications (CFA'S) don't really have funding for. One of those projects was something that Mr. Frey was interested in, telecommunications infrastructure. Another was something the County is interested in which is to expand the grant funding for the IDA microenterprise loan. The Northern Boarder funding is an opportunity for these two projects. The deadline to get the applications in for the Northern Boarder funding is May 11<sup>th</sup>.

#### RESOLUTIONS:

After the following resolution was placed on the floor; Mr. Stortecky asked who writes the resolutions. The Chairman explained how he writes and Ms. Abrams, Clerk of the Board, edits them but that some department heads do write their own. Then he went on to explain how there are two Board Meeting Agendas and how a resolution on either one differs.

Mr. Stortecky stated that he is confused by the first resolve - *The monthly fee is \$5,000.00 per month plus expenses not to exceed \$2,500.00*, so he reads it as the whole contract is not to exceed \$2,500.00. The Chairman stated that as he was reading it he saw a couple things that could be enhanced - *Resolved the Hamilton County Board of Supervisors hereby authorizes a contract for grant writing and support services with Strategic Development Specialists through December 31, 2018 at a monthly fee of \$5,000.00 per month, plus expenses with the expenses not to exceed \$2,500.00 in total for the life of the contract*. Mr. Stortecky asked if there could be a little modification with that - *Monthly fee of \$5,000.00 per month for a total of \$45,000.00, being we will be in a contract for 9 months*. The Chairman stated that he calculated it as 8 ½ months so the entire contract amount would be not to exceed \$45,000.00. It is at the pleasure of the Board and as long as everyone is at agreeance of what the commitment is it can be constructed either way. The Board agreed and the mover and the seconder approved the changes made.

#### **RESOLUTION NO. 143-18**

#### **AUTHORIZING CONTRACT WITH STRATEGIC DEVELOPMENT SPECIALISTS**

**DATED: APRIL 17, 2018**

**BY MR. TOMLINSON:**

WHEREAS, the Hamilton County Board of Supervisors has been approach multiple times to consider planning and grant writing capacity for the County and our municipalities, and

WHEREAS, the Board of Supervisors has remained concerned with adding staff to accomplish this function, and

WHEREAS, between the County, several of our Towns, and the Village of Speculator, there is currently a buildup of need for these services, and

WHEREAS, this has led to the County, several Towns, and the Village interviewing Leann West and Mark Streb from Strategic Development Specialists, and

WHEREAS, this interview and the potential grants which might be applicable to the identified projects has brought the Board of Supervisors to conclude that we should enter into a contract for the remainder of 2018 with Strategic Development Specialists, and

WHEREAS, the funding needs identified include but are not limited to, Water/Wastewater funding for the Village of Speculator, Telecommunications infrastructure for Inlet, Comprehensive Planning for Long Lake, Economic Development Project support for Lake Pleasant, Revolving Loan funding at the County level as well as CFA support for Lodging development projects, Smart Growth applications as applicable, as well as assisting in looking for funding streams for dam projects on behalf of Long Lake or others, and

WHEREAS, as a supplement to this Resolution and Agreement with Strategic Hamilton County will enter into Inter-municipal Agreements with our interested municipalities to move their projects forward, now, therefore, be it

RESOLVED, that the Hamilton County Board of Supervisors hereby authorizes a contract for grant writing and support services with Strategic Development Specialists through December 31, 2018 at a monthly fee of \$5,000.00 not to exceed \$42,500.00 in monthly fees, plus necessary expenses not to exceed an additional \$2,500.00, and be it further

RESOLVED, that said contract will have a 60 day escape clause, to allow the County to put in place the agreements with the other participating municipalities, while in the interim allowing for the submission of Northern Border Funding applications on behalf of the County and the Town of Inlet, and be it also

RESOLVED, that the Chairman of the Hamilton County Board of Supervisors is hereby authorized, with the approval of the County Attorney, to enter into an agreement on behalf of the County with Strategic Development Specialists.

Seconded by Mr. Frey and adopted by the following vote:

AYES: R. WILT, STORTECKY, TOMLINSON, WELLS, FREY, D. WILT, SEAMAN,  
FARBER AND BEACH

NAYS: NONE

Other Reports:

Mr. R. Wilt: Stated that they are working on a new heating system for the jail and had some engineers come in. He stated that it is going to be expensive. There has been another system failure on the main component in the other building. The PASCO system is obsolete and they are trying to get prices on that to replace.

Mr. Stortecky: Asked about the District Attorney's letter. The Chairman stated while the DA was out on vacation the ADA, Michael Stern, saw that there was going to be a Committee Meeting which there was a discussion regarding the submittal of time sheets. Based on that discussion he had some concerns since he hadn't been directly involved. His concern was that because he wasn't going to get a chance to talk with the DA about the specifics and there is a 7 day appeal process available under the Employee Handbook. As soon as Mr. Stern raised his concern, the Chairman reached out to the County Attorney. There was nothing saying that with the DA being out that

should extinguish his right to have a fair hearing. The Chairman stated that he feels there is a lot of miscommunication around why the Personnel Office needs time sheets. He took the time to explain the importance of a time sheet for a full time employee. The two examples cited in her letter are part time employees so they wouldn't get benefit time. It's scheduled to be on the agenda for Committee Day.

Mr. D. Wilt: Reminded everyone that Local Government Day is scheduled for the next day and Thursday.

As there was no further business, motion to adjourn by Mr. Frey, seconded by Mr. D. Wilt. Carried.

