

TRAILS & OPEN SPACE COMMITTEE
November 3, 2021 2:00 p.m.

AGENDA

Chair: Kevin Tollisen

Members:

Phil Barrett
Ed Kinowski
Jack Lawler
Tom Richardson - VC
Mo Wright
Benny Zlotnick

- I. Welcome and Attendance
- II. Approval of Minutes of October 6, 2021
- III. Adoption of a Saratoga County Bike Route Map – Jason Kemper, Planning
- IV. Community Forest Project Update – Jason Kemper, Planning
- V. County Forestland / Zim Smith Trail Updates – Jason Kemper, Planning
- VI. Other Business
- VII. Adjournment

The public will have an opportunity to hear the meeting live via an audio signal using this call-in number and access code:

Dial: 1-978-990-5145

Access Code: 1840389



SARATOGA COUNTY PLANNING DEPARTMENT

**JASON KEMPER
DIRECTOR**

**TOM L. LEWIS
COUNTY PLANNING BOARD
CHAIRMAN**

October 27, 2021

To: Trails and Open Space Committee Members

**CC: County Administrator's Office
County Attorney's Office
Clerk of the Board of Supervisors**

From: Jason Kemper, Director of Planning

RE: November Trails and Open Space Committee Meeting

Saratoga County Official Bike Route Map – Resolution Needed

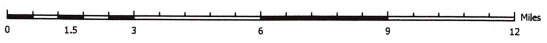
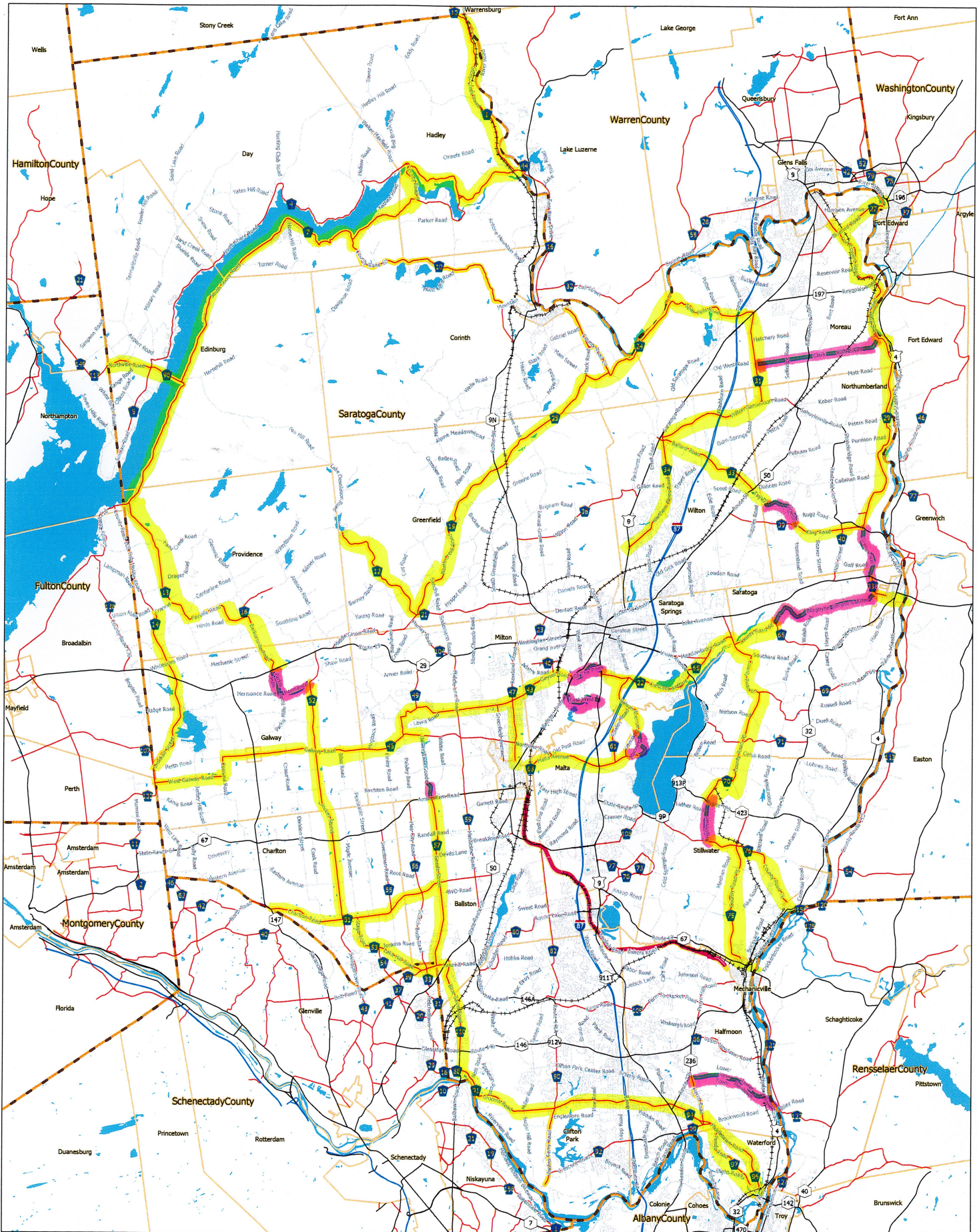
In 2019 a group of individuals consisting of representatives from the City of Saratoga Springs and Saratoga County met to discuss the feasibility of adopting an official Saratoga County Bike Route Map. Representatives from Saratoga County included Supervisor Veitch and Supervisor Gaston, the Planning Department and Public Works. A brief survey of cycling clubs and other bicycling groups in the county indicated strong interest in this proposal. Numerous meetings were held and ultimately a Bike Route map was produced. A follow up meeting was held with the County Attorney's Office, County Administrator, County DPW and Planning Department on September 28, 2021. The proposal was endorsed by the County Attorney's Office following submission for a review of any liability concerns. At this point in the time the proposal is to adopt the Bike Route Map for Saratoga County. In the short term, DPW will be installing the signage on these routes to properly identify them. All short term action items will be handled with existing budgeted funds. The goal for adopting official County bike routes is to incorporate amenities such as widened shoulders and safe bridge crossings, among others, into future road improvement projects. Attached to this memo is the copy of the proposed Bike Route Map.

Community Forest Project Update – NO Resolution Request

Saratoga County was informed earlier this year that the community forest application that was applied for last year was funded by the US Forest Service, and was ranked #5 nationally. It is anticipated that this project will close sometime mid to late 2022. The grant award from the USFWS was \$391,000, these funds will act as a pass through to go towards the purchase of the property. In addition, there are unallocated funds (Up to \$120K) in the Open Space Reserve Account that will be used as a match for the project. All other costs of the project are being provided by project partners. The total project cost is estimated at \$782,000. A Memorandum of Agreement has been circulated for comment and I anticipate coming before the Committee in December with a request to authorize the Chairman of the Board to sign the MOA for the project. Once the project details are finalized for the project then an additional resolution will be presented to the Board authorizing the acceptance of the funds and all other aspects of the closing for the project.

County Forestland / Zim Smith Trail Updates – No Resolution Request

- Fencing contractor has been selected for fence repairs on the Zim Smith Trail, anticipated work to begin November 2021 weather permitting
- Improvements are scheduled for this fall at Louden Road Parking Lot
- New aluminum signs have been placed at Louden Road and the Kalibus-Perry Parcels. New batch of signs are ordered for placement
- The Champlain Canalway Trail Construction in Waterford (Saratoga County is project sponsor) is mostly completed, final punchlist is prepared and ribbon cutting should be scheduled shortly
- Clearing and grubbing continues on the East Mitigation Site in the Town of Northumberland, this will continue weather permitting, any remaining work will be completed in the Spring
- 2021 Open Space Grants were awarded
- 2021 Trails Grants contracts were sent to all municipalities that received awards, two contracts are executed at this point (Town of Clifton Park, Town of Malta) and two others (Town of Moreau, Town of Ballston) have been sent to the County Attorney to be executed.
- There are currently 8 pending Open Space/Farmland Protection Projects being administered by the Planning Department
- There are currently 30 pending Trail Projects being administered by the Planning Department



- County Bike Road
- Local Bike Road
- Zim Smith Trail

Saratoga County
Bike Study





SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Jason Kemper, Director of Planning

DATE: 10-27-2021

RE: Saratoga County Bike Route Map

COMMITTEE: Trails and Open Space Committee

1. Is a Resolution Required: **YES** or **NO**
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: **YES** or **NO**
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule: **YES** or **NO**
(If yes, provide details)

4. Specific details on what the resolution will authorize:

Resolution will authorize the adoption of a Saratoga County Bike Route Map

5. Does this item require hiring a Vendors/Contractors: **YES** or **NO**

- a. Were bids/proposals solicited:
- b. Is the vendor/contractor a sole source:
- c. Commencement date of contract term:
- d. Termination of contract date:
- e. Contract renewal and term:
- f. Contact information:
- g. Is the vendor/contractor an LLS, PLLC or partnership:
- h. State of vendor/contractor organization:
- i. Is this a renewal agreement: **YES** or **NO**
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- See attached memo and map.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Jason Kemper, Director of Planning

DATE: 10-27-2021

RE: Saratoga County Community Forest Update

COMMITTEE: Trails and Open Space Committee

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)

4. Specific details on what the resolution will authorize:
no resolution required, just an update

5. Does this item require hiring a Vendors/Contractors: YES or NO

- a. Were bids/proposals solicited:
- b. Is the vendor/contractor a sole source:
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SARATOGA COUNTY

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- See attached memo



SARATOGA COUNTY

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Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Jason Kemper, Director of Planning

DATE: 10-27-2021

RE: Saratoga County Trails and Open Space Updates

COMMITTEE: Trails and Open Space Committee

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
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 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

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