



# Trails & Open Space Committee

**Thursday, May 5, 2022 4PM**  
40 McMaster Street, Ballston Spa, NY

Chair: Joe Grasso

Members:

Eric Connolly  
Ed Kinowski  
Kevin Tollisen  
Matt Veitch-VC

- I. Welcome and Attendance
- II. Approval of the minutes of the April 7, 2022 meeting.
- III. Authorizing an amendment to Resolution 262-2017 to increase the total project cost for the preservation of the Floud parcel in the Town of Halfmoon – Jason Kemper, Planning & Economic Development
- IV. Committee Approval: 2022 Trails Grant Application Review – Jason Kemper, Planning & Economic Development
- V. Discussion: Open Space, Trail Projects, Fish Stocking – Jason Kemper, Planning & Economic Development
- VI. Presentation: Graphite Range Community Forest Management Team
- VII. Introduction: Robert Davies, New Executive Director of Saratoga PLAN starting May 16, 2022
- VIII. Other Business
- IX. Adjournment



# 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  
Stephanie Hodgson, Director of Budget

**CC:** Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giannusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** Department of Planning & Economic Development

**DATE:** 4-29-2022

**COMMITTEE:** Trails & Open Space

**RE:** 2017 Open Space Grant - Town of Halfmoon

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

AMENDING RESOLUTION 262-2017 TO INCREASE THE TOTAL PROJECT COST FOR THE PRESERVATION OF THE FLOUD PARCEL IN THE TOWN OF HALFMOON

3. Specific Details on what the resolution will authorize:

Resolution will increase the Total Project Cost (from \$100K to \$125K) for a 2017 Open Space Grant Awarded via resolution 262-2017

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

**No Budget Impact. Funds are included in the Department Budget**

- a. G/L line impacted A.80.000-7091 (Land Acq. and Acq of Dev. Rights)
- b. Budget year impacted 2022
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office Consulted <input type="checkbox"/>
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- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Draft Resolution Attached Per County Attorney

10. Remarks:

By Resolution 262-2017, the Board of Supervisor's awarded a \$50,000 Saratoga County Farm Protection and Open Space grant to the Floud Memorial Preserve, in the Town of Halfmoon, for the purchase and in-kind donation that matched the estimated project cost of \$100,000. The project consists of purchasing an 18.74-acre parcel off of Coons Crossing Road in the Town of Halfmoon. The land borders the Zim Smith Trail and currently contains wetlands and woodlands for wildlife habitat. The Floud family has strongly supported the Zim Smith Trail Project and the Floud Memorial Park at the Zim Smith Trail.

The Town of Halfmoon has submitted the required information for reimbursement of the 2017 grant award except after the due diligence was performed the actual project cost is now \$127,284. In practice, there is a 10% cost differential in the Board's resolution that allows leeway between estimated and actual project cost, this project cost differential, estimated vs actual, is ~27%. The county contribution remains the same as the original resolution. In addition, with the increased project cost the counties percentage contribution to the project is reduced.

The project is in good standing given the project's due diligence is completed, the required paperwork has been submitted and that the actual project cost is still greater than 50% of the \$50,000 award.

A committee endorsement and Board resolution for the amended cost of the project is needed in order to complete and close this 2017 Saratoga County Farm Protection and Open Space grant project.



# SARATOGA COUNTY BOARD OF SUPERVISORS

## RESOLUTION -2022

**Introduced by Supervisors .....**

### **AMENDING RESOLUTION 262-2017 TO INCREASE THE TOTAL PROJECT COST TO THE TOWN OF HALFMOON FOR THE PRESERVATION OF THE FLOUD MEMORIAL PRESERVE**

WHEREAS, the Saratoga County Farmland and Open Space Program was established in 2003 to give matching grants to purchase development or other rights or outright ownership of productive agricultural and open space land; and

WHEREAS, pursuant to Resolution 262-2017, this Board awarded a 2017 Farmland/Open Space Preservation Grant in the amount of \$50,000 towards the estimated purchase price of \$100,000 for the purchase of the Floud Memorial Preserve property, which property consists of 17.34 acres (Tax Map # 260.-2-8.12) located off of Coons Crossing Road and bordering the Zim-Smith Mid County Trail, and contains wetlands and woodlands for wildlife habitat, upon the condition that the Town contributes the balance of the purchase price and related costs, which contribution may include in-kind donations.; and

WHEREAS, the original projected costs for the project were estimated at \$100,000; and

WHEREAS, the appraised value of the Floud Memorial Preserve parcel is higher than expected and resulting in the actual total estimated project costs of \$127,284; and

WHEREAS, the actual total cost of the project being higher than the original 2017 grant award; and

WHEREAS, the actual total project cost is greater than the maximum permitted 10% adjustment and therefore requires authorization to amend Resolution 262-2017; now, therefore, be it

RESOLVED, that Resolution 262-2017 is hereby amended to authorize payment to the following municipality for the purpose and upon conditions stated:

1. To the Town of Halfmoon, a sum not to exceed \$50,000 upon the town completing a bargain sale, in-kind donations, survey, title search, and recording fees for an estimated total project cost of \$127,284, for the purchase of a 17.84-acre parcel. (Tax Parcel #s 260.-2-8.12). and, be it further

RESOLVED, that the foregoing grant amounts may be adjusted by the Trails and Open Space Committee by up to 10% over the total grant amount provided the requirements of each grant are satisfied and sufficient grant monies are available; and, be it further

RESOLVED, that the Trails and Open Space Committee may place such further conditions and requirements on said grants as it deems necessary and advisable to fulfill the intent and purpose of the Farmland Protection and Open Space Preservation Program; and, be it further

RESOLVED, the Chair is authorized to execute any and all agreements and other documents necessary to ensure the fulfillment of said conditions and the transfer of said funds, with such agreements and documents to be subject to the approval of the County Attorney as to form and content.

BUDGET IMPACT STATEMENT: None. Funds available in the operating budget and the Open Space Reserve account to cover awards.



# SARATOGA COUNTY

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

**DEPARTMENT:** Department of Planning & Economic Development

**DATE:** 4/29/22

**COMMITTEE:** Trails & Open Space

**RE:** 2022 Draft Trails Grant Application Review

1. Is a Resolution Required:

No, Committee Approval Only

2. Proposed Resolution Title:

3. Specific Details on what the resolution will authorize:

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted



4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

**No Budget Impact**

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require hiring a Vendors/Contractors:  Y  N

a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

c. Is the vendor/contractor a sole source:  Y  N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office Consulted <input type="checkbox"/>
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- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Draft 2022 Trails Grant Application

10. Remarks:

Review and approval by Committee of the 2022 Trails Grant Application



## Saratoga County Trails Grant Program

### DRAFT 2022-Not for Dispersal

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- A. Background:** Saratoga County Board of Supervisors has allocated \$100,000 in grant funds to assist municipalities with the planning and construction of trails. Grant funds are awarded directly to the municipality upon completion of the proposed project.
- B. Eligible Applicants:** All Saratoga County municipalities may apply for this grant program.
- C. Eligible Projects:** Project that may be funded through this grant program include:
- Engineering/Design/Feasibility Study
  - Construction of new recreation trails
  - Restoration of existing trails
  - Development and improvement of trail amenities including wayfinding signs
  - Land acquisition and permanent easements
  - Water trails aka "blue trails"
- D. Eligible Costs:** Grant funds may be used for costs associated with the planning, construction or reconstruction of trails including survey work, scoping reports and feasibility studies. The maximum amount of award for a single proposal is **\$10,000**.
- E. Match Requirements:** The grant program provides a 100% match of the applicant's contribution to the project costs up to **\$10,000**. The applicant may provide a match in the form of cash, in-kind services or a combination of both.
- F. Post Award:** Upon notice of award, the Saratoga County Planning Department will provide the awardee with a checklist of submission requirements along with a template for the project's final budget. If an awarded grant remains active for more than one (1) year following the date of award, the awardee will be required to provide quarterly updates to the County outlining the progress of the project. Saratoga County reserves the right to rescind the awarded amount if the project has not made satisfactory progress within two (2) years from the date of award. No grant monies shall be released without sufficient evidence of expenditures by the awardee.

**Application must be received by July 20, 2022.**

**Please submit one (1) electronic copy and (3) paper copies of the application to:**

Saratoga County Planning Department  
50 West High Street, Ballston Spa, New York 12020  
518. 884.4705

[JWilliams@saratogacountyny.gov](mailto:JWilliams@saratogacountyny.gov)



# Saratoga County Trails Grant Program 2022

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*(Please type responses)*

## APPLICATION COVERSHEET

Title of Proposed Project:

Sponsoring Organization:

Project Contact:

Project Contact address:

Telephone number:

Email Address:

Location of Proposed Project:

Project Address:

Tax Map number(s):

Proposed Trail Length:

Proposed Construction Material:

## PROJECT SUMMARY

Description of the property and its current use:

Is the right of way currently owned or controlled by the applicant?  Yes  No

Provide a brief description of the trail project including local and/or regional importance:

Is the proposed project identified or in compliance with any local, regional or statewide plans?  Yes  No  
If yes, which plans?

## REQUIRED PROJECT MAPS

- Location map showing street names and important landmarks
- Aerial photo with tax map overlay
- Location of connecting trails and nearby natural and cultural resources.

## PROJECT BUDGET

Total estimated cost of proposed project:

Feasibility/Design:

Survey:

Plan Preparation:

Construction:

Materials:

Other (please list):

Amount and sources of other outside funding sources, identify sources:

Amount of County grant funds requested:

Will this project proceed if awarded amount is less than the requested amount?  Yes  No

## Project Ranking Considerations

Items are ranked on a scale from 1 to 5, 1 being the lowest, and 5 being the highest value.

### RESOURCE PROTECTION

- Proximity to protected water body/waterway/aquifer
- Wildlife Habitat corridor
- Close proximity to significant wetlands complex
- Scenic view shed
- Provides public access
- Proximity to other parklands

### COMMUNITY RESOURCE

- Important to rural character of municipality
- Proximity to expanding residential growth
- Located close to public infrastructure
- Connectivity of Trail to other public resources
- Provides viable transportation alternative in populated area
- Allows for multi-use trail

### LOCAL SUPPORT

- Municipal designation as an important Community Resource as evidenced in a Town adopted ordinance
- Matching funding sources confirmed as evidenced by a letter from entities providing the match.
- Letters of support from local offices and stakeholders may be submitted as evidence of local support

### OTHER

Applicant may provide additional narrative regarding the proposed project that will help the Saratoga Trails and Open Space Committee understand its importance to the surrounding landscape and community, and why it is a good candidate for grant funding.

**Please Submit one (1) electronic copy and (3) paper copies of the application to:**

**All applications must be received by: **July 20, 2022****

Saratoga County Planning Department  
50 West High Street, Ballston Spa New York 12020  
518.884.4705

[JWilliams@saratogacountyny.gov](mailto:JWilliams@saratogacountyny.gov)





# SARATOGA COUNTY

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Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** Department of Planning & Economic Development

**DATE:** 4/29/22

**COMMITTEE:** Trails & Open Space

**RE:** Update on items related to Trails and Open Space Committee

1. Is a Resolution Required:

No, Discussion Only

2. Proposed Resolution Title:

3. Specific Details on what the resolution will authorize:

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
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- c. Details

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b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

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a. Were bids/proposals solicited:  Y  N

b. Type of Solicitation

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d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department?  Y  N  N/A

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g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted:  YES or  NO

County Administrator's Office  
Consulted

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Program information summary

Copy of proposal or estimate

Copy of grant award notification and information

Other \_\_\_\_\_

10. Remarks:

• There are currently 8 pending Open Space/Farmland Protection Projects being administered by the Planning Department, 3 (Town of Northumberland/Bolesh and Town of Galway/Lendl Farm & Town of Halfmoon/Floud) submitted for reimbursement and are progressing toward closure.

• There are currently 19 (down from 21 at last update) pending Trail Projects being administered by the Planning Department, 2 closed since the last update (2019 & 2020 Town of Galway Projects). The 2019 Town of Wilton has also recently submitted for reimbursement and should be closed soon. Reimbursement is being reviewed for 2 projects ((Joint project with Stillwater, Mechanicville, Northumberland, Saratoga (2018) and Galway/Providence project (2019)).

• County Fish Stocking efforts have begun and will be completed by Mid-May

# SARATOGA PLAN ANNOUNCES NEW EXECUTIVE DIRECTOR

by Alex Fylypovych | Mar 18, 2022 | News & Press



The Board of Trustees of Saratoga PLAN is pleased to announce the search for a new leader is complete. Robert Davies will assume responsibilities of PLAN's Executive Director on May 16<sup>th</sup>, 2022, succeeding Maria Trabka who is retiring after 14 years leading the organization.

"We are thrilled that Rob is bringing his broad vision and extensive experience in land conservation and management to Saratoga PLAN," stated Lorraine Skibo, Chair of PLAN's Board of Directors. "He joins our dedicated team at a time of great importance of strategic conservation to build resilience in our food and water systems, habitats for wildlife, and community health."

Soon to retire from his role as Director, Division of Lands and Forests, New York State Department of Environmental Conservation, Davies has served as a lawyer, forester and Division Director over his 32-year career. Davies was responsible for the largest and most complex land transactions in NY's history, oversaw the management of state lands and forests, state DEC staff, and assured coordination with communities. He made local and regional land conservation a priority by leading the creation of new state grant opportunities for local communities and land trusts, enabling both to better meet current conservation challenges facing society.

"After dedicating my professional career to environmental protection and managing the lands and waters of New York State, I am very honored and excited to be joining an already very talented and successful team at Saratoga Plan as the next Executive Director," said Davies.

This transition comes at a critical time as PLAN and its many essential generous supporters and community partners are poised to help Saratoga County tackle ever more critical challenges to the environment and the sustainability of its quality of life.

Visionary local action and leadership by land trusts is critical in the face of the worldwide climate emergency and the precipitous decline of wildlife, species, and local farms and forests.

"I am passionate about land conservation and helping the communities and landowners in the Saratoga Region plan for and meet modern day challenges in a smart and sustainable way," Davies said. "The Saratoga Region is the fastest growing region in the State and I look forward to using my past experience and passion in leading and growing Saratoga PLAN so we better assist Saratoga communities and remain a "great place to live, work, visit and farm."

PLAN's long time Executive Director, Maria Trabka, will be retiring this year after 14 years leading and building a strong team and board at PLAN, the capstone of her 40+ years of achievements in the public interest protecting the environment. Under Trabka's leadership, PLAN became a driving force for the environment, as it facilitated the conservation of more 10,000 acres of land, protected numerous family farms, forests and fields, established 12 nature preserves and over 200 miles of trails throughout the county. Much more work is underway.

“Saratoga PLAN is in its strongest position ever, with exciting land projects, good stewardship, excellent staff members, amazing volunteers and dedicated Board members, strengthened finances, and committed funders and partners. I am thrilled to be able to retire and pass the baton at this time and to such a well-respected conservation colleague as Rob Davies. I leave PLAN in good shape and in good hands,” said Trabka.

Trabka led PLAN to help many local governments and citizens understand and appreciate their natural amenities and incorporate protections into their local land use and open space plans. These partnerships need ongoing refinement, engagement of broader, more diverse stakeholder engagement, and sharing of expertise. Especially because of the pandemic, more people than ever are enjoying the importance of open space and understand firsthand healthful benefits of access to nature.

PLAN is now well positioned to grow to meet ever mounting and more critical challenges to its environment, water and air quality, wildlife habitats, remaining farmland, open space and community health and well-being.

Saratoga PLAN is a nonprofit land trust that preserves the rural character, natural habitats and scenic beauty of Saratoga County so that these irreplaceable assets are accessible to all and survive for future generations. PLAN acknowledges that the lands it conserves are located on ancestral homelands of Mohican, Mohawk and Abenaki people.

PLAN, which stands for preserving land and nature, has helped conserve over 10,000 acres of land in Saratoga County. PLAN helps landowners conserve farmland, woodlands and natural habitats, and connects people to nature through an extensive trail network, including 12 public nature preserves open for hiking, biking, cross-country skiing, snowshoeing and nature study. Saratoga PLAN helps communities create plans that balance growth with conservation to sustain the Saratoga Region as a great place to live, work, visit, play and farm. PLAN facilitates community-based conservation by partnering with municipalities to help them accomplish their community’s conservation goals.