



# Economic Development Committee

**Thursday, August 4, 2022 3:30PM**  
40 McMaster Street, Ballston Spa, NY

Chair: Kevin Tollisen

Members:

Joe Grasso-VC  
Mark Hammond  
Jonathan Schopf  
Kevin Veitch  
Matt Veitch  
Tom Wood

- I. Welcome and Attendance
- II. Approval of the minutes of the July 7, 2022 meeting.
- III. Authorizing the continuation of Saratoga County consolidated Agricultural District #2 with modifications, for an additional eight years, and authorizing the issuance of a negative declaration under SEQRA - Jason Kemper, Planning & Economic Development
- IV. Authorizing the issuance of a first and second quarter payment to Saratoga Economic Development Corporation (SEDC) - Steve Bulger, County Administrator
- V. Other Business
- VI. 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 Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

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

**DATE:** 7/27/2022

**COMMITTEE:** Economic Development

**RE:** Saratoga County Agricultural Districts

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

AUTHORIZING THE CONTINUATION OF SARATOGA COUNTY CONSOLIDATED AGRICULTURAL DISTRICT #2 WITH MODIFICATIONS, FOR AN ADDITIONAL EIGHT YEARS, AND AUTI

3. Specific Details on what the resolution will authorize:

Resolution will authorize continuance of Saratoga County Consolidated Agricultural District #2

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 <input type="checkbox"/>
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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:

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- 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 Memo

10. Remarks:

See attached memo for details



**SARATOGA COUNTY**  
**DEPARTMENT OF PLANNING AND ECONOMIC**  
**DEVELOPMENT**

*JASON KEMPER*  
DIRECTOR

*TOM L. LEWIS*  
COUNTY PLANNING BOARD  
CHAIRMAN

**MEMORANDUM**

**To:** Economic Development Committee Members

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

**From:** Jason Kemper, Director of Planning and Economic Development

**Date:** July 27, 2022

**RE:** August 2022 Economic Development Meeting

**Agricultural District #2 8 Year Review – Approving proposed Modification and Continuation of Saratoga County Consolidated Agricultural District #2**

Pursuant to New York State Agriculture and Markets Law Article 25-AA, section 303a (AML 25-AA, 303a), the county is mandated to perform a comprehensive study of its agricultural district(s) every 8-years from the anniversary date of the agricultural district's formation. AML 25-AA, 303a directs the county's planning board (Saratoga County Planning Board) and the county's agriculture and farmland protection board (Saratoga County Agriculture Farmland Protection Board) to prepare a report in order to provide a recommendation to the Board of Supervisors to either continue, modify or terminate the agricultural district. This year, Saratoga County Consolidated Agricultural District #2 is under the required 8-year review. Saratoga County Consolidated Agricultural District #2's boundary overlays the municipal boundaries of the city of Saratoga Springs and the towns of Ballston, Charlton, Clifton Park, Corinth, Edinburg, Galway, Greenfield, Hadley, Malta, Milton, and Providence.

In February 2022, the process began with legal notices published in four newspapers, sent to each involved municipality, placed on the county's webpage, and placed on six Stewart's community boards stating a 30-day public comment period has commenced. A draft report has been prepared and reviewed by the Saratoga County Agriculture & Farmland Protection Board (AFPB) on May 18, 2022. The Saratoga County Planning Board (SCPB) met on May 19, 2022 to review the draft report. Both the AFPB and the SCPB recommended to continue the Saratoga County Consolidated Agricultural District #2 with modification to its map boundaries to reflect

July 27, 2022

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the assessment information contained in the Saratoga County 2022 tax rolls. This will also clean up some clerical errors that were made several years ago. One error discovered was that Resolution #167-2015 stated the correct acreage but omitted one parcel (93.-1-45.7) from the inclusion listing of what was to be four parcels in the Town of Edinburg.

The above recommendation from the AFPB and SCPB included the review of four individual landowners petitioning the county to remove their respective four parcels from Saratoga County Consolidated Agricultural District #2. All of the parcels are located in the Town of Ballston with a combined total area of 292.13-acres and each parcel was under varying degrees of consideration or approved for development of non-agricultural type purposes. For this reason, the reviewing boards decided to honor the individual landowner rights and recommended the removal of the four requested properties from Saratoga County Consolidated Agricultural District #2.

The public hearing for the review took place on July 13th, at 4:30 PM. There was a total of 7 public comments along with one written comment that were received at the public hearing. All comments were in support of continuing the agricultural district. The Saratoga County Board of Supervisors closed the public hearing and tabled this item for review and discussion at the August 16<sup>th</sup> scheduled meeting. In addition to the comments received at the public hearing several individuals reached out to the Planning and Economic Development Department for additional information related to the Agricultural Districts.

As part of the resolution, the Board will also need to issue a Negative Declaration under SEQ. Those draft documents are attached to this memo for review.

The 8-year review will be completed when the final report and mapping, along with the Board of Supervisors resolution, is submitted, accepted and certified by the Commissioner of the New York State Department of Agriculture and Markets.

If any of the committee members would like additional information on this item, feel free to contact me.

## **Agricultural District DRAFT Resolution**

### **AUTHORIZING THE CONTINUATION OF SARATOGA COUNTY CONSOLIDATED AGRICULTURAL DISTRICT #2 WITH MODIFICATIONS, FOR AN ADDITIONAL EIGHT YEARS, AND AUTHORIZING THE ISSUANCE OF A NEGATIVE DECLARATION UNDER SEQRA**

**WHEREAS**, pursuant to Resolution 133-98, this Board of Supervisors approved the consolidation of Saratoga County Agricultural Districts #2, #5 and #6 into Saratoga County Consolidated Agricultural District #2 within the Towns of Ballston, Charlton, Clifton Park, Galway, Malta, and Milton, and the City of Saratoga Springs, and with continued annual reviews involving Agriculture and Markets Law Section 303-b, has expanded the boundaries of the District within the Towns of Ballston, Charlton, Clifton Park, Corinth, Edinburg, Galway, Greenfield, Hadley, Malta, Milton, Providence, and the City of Saratoga Springs ; and

**WHEREAS**, on the petitions of interested landowners, this Board has modified the boundaries of Saratoga County Consolidated Agricultural District #2 on several occasions to include parcels owned by the requesting landowners within the District's boundaries, with the last such modification being pursuant to Resolution 47-2021; and

**WHEREAS**, Agriculture and Markets Law §303-a requires this Board of Supervisors to conduct a review of Saratoga County Consolidated Agricultural District #2 every eight (8) years, and to determine whether the District should be continued, terminated or modified; and

**WHEREAS**, in compliance with Agriculture and Markets Law §303-a(2)(b), the Saratoga County Agriculture Farmland Protection Board and the Saratoga County Planning Board have submitted a report (Report) to this Board recommending that Saratoga Consolidated Agricultural District #2 be continued with modifications to its boundary map to correctly correspond to the 2022 New York State Real Property Service (RPS) parcel codes depicting participation in the Saratoga County Consolidated Agricultural District #2; and

**WHEREAS**, in the Report, the Saratoga County Agriculture and Farmland Protection Board and the Saratoga County Planning Board recommend the removal of four parcels from the Saratoga County Consolidated Agricultural District #2 as requested by the individual landowners; and

**WHEREAS**, as part of its review process, this Board held a public hearing on July 13, 2022, as required by Agriculture and Markets Law §303-a(2)(c), and received seven (7) public comments and one (1) email on the proposed continuation and modifications of the District's map boundaries; and

**WHEREAS**, after an extensive review of the public comments by the Saratoga County Planning and Economic Development Department, the Saratoga County Office of Real Property Tax Services, in cooperation with all municipal Assessors within Saratoga County Consolidated Agricultural District #2, the Saratoga County Agriculture and Farmland Protection Board, and the Saratoga County Planning Board, it was recommended that no changes be made to the Report; and

**WHEREAS**, the Saratoga County Board of Supervisors has reviewed the proposed Project, including the recommendations of the Saratoga County Agriculture and Farmland Protection Board, as well as Parts I and II of the Project's SEQR Short Environmental Assessment form; now, therefore be it



**RESOLVED**, that the Saratoga County Board of Supervisors hereby finds, determines and directs that Saratoga County Consolidated Agricultural District #2 should be continued for an additional eight (8) year period and the directs that modifications to the District's boundary map be amended to correctly correspond to the 2022 RPS parcel codes depicting participation in Saratoga County Consolidated Agricultural District #2; and be it further

**RESOLVED**, that based upon the Project as proposed and the responses set forth in Part I & II of the Short Environmental Assessment form prepared for the Project, the Saratoga County Board of Supervisors hereby determines that the Project will not result in any significant adverse environmental impacts; and be it further

**RESOLVED**, **RESOLVED**, that the Saratoga County Board of Supervisors hereby issues a Negative Declaration for this Unlisted Action pursuant to 6 NYCRR Part 617; and be it further

**RESOLVED**, that the Chair of the Board be, and hereby is, authorized and directed to execute the Short Environmental Assessment Form (a copy of which is attached hereto); indicating the proposed action will not result in any significant adverse environmental impacts; and be it further

**RESOLVED**, that the Clerk of the Board is directed to cause a negative declaration to be filed and published in accordance with the requirements set forth in the applicable administrative and procedural regulations of SEQRA; and be it further

**RESOLVED**, that in accordance with Agricultural and Markets Law §303-a(3), the Clerk of the Board shall forward to the New York State Commissioner of Agriculture and Markets a copy of this Resolution and the District Review Plan for the Saratoga County Consolidated Agricultural District #2, which Plan shall include the description of the District; a map delineating the exterior boundaries of the District which shall conform to tax parcel boundaries; the tax map identification numbers for every parcel in the District; a copy of the report of the Saratoga County Farmland Protection Board; and copies of all written comments received for the public hearing.

**BUDGET IMPACT STATEMENT:** No Budget Impact

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Saratoga County Board of Supervisors			
Name of Action or Project:			
Saratoga County Consolidated Agricultural District #2 - 8-year review pursuant to NYS AML Article 25-AA, section 303a			
Project Location (describe, and attach a location map):			
Saratoga County, Towns of Ballston, Charlton, Clifton Prk, Corinth, Edinburg, Hadley, Galway, Greenfield, Malta, Milton, Providence, & City of Sar. Spr.			
Brief Description of Proposed Action:			
Pursuant to NYS Department of Agriculture and Markets Law Article 25-AA, section 303a, an 8-year review of the status of Saratoga County's Consolidated Agricultural District #2 by the Saratoga County Planning Board (SCPB) and the Saratoga County Agriculture and Farmland Protection Board (SCAFB) to make recommendation to the Saratoga County Board of Supervisors to either continue, modify or terminate the agricultural district. The Saratoga County Consolidated Agricultural District # 2 overlays within the municipal boundaries of the Towns of Ballston, Charlton, Clifton Park, Corinth, Edinburg, Hadley, Galway, Greenfield, Malta, Milton, Providence and the City of Saratoga Springs. The SCPB and SCAFB recommend that the Saratoga County Consolidated Agricultural District #2 to continue and its boundary map be modified to correctly correspond to the 2022 RPS parcel codes depicting participation in the Saratoga County Agricultural District #2.			
Name of Applicant or Sponsor:		Telephone: (518) 885-2240	
Saratoga County Board of Supervisors		E-Mail: <a href="mailto:Tconnolly@saratogacountyny.gov">Tconnolly@saratogacountyny.gov</a>	
Address:			
40 McMaster Street			
City/PO:		State:	Zip Code:
Ballston Spa		NY	12020
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			YES
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO
If Yes, list agency(s) name and permit or approval:			YES
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?  b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?  b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>  Applicant/sponsor/name: <u>Theodore T. Kusnierz, Jr., Chairman</u> Date: _____  Signature: _____      Title: <u>Chairman, Saratoga Co. Board of Supervisors</u>		

## **Short Environmental Assessment Form**

### **Part – 1 Project Information**

#### **Narrative description of the intent of the proposal**

Pursuant to NYS Department of Agriculture and Markets Law Article 25-AA, section 303a, an 8-year review of the status of Saratoga County's Consolidated Agricultural District #2 (Ag. Dist. #2) by the Saratoga County Planning Board and the Saratoga County Agriculture and Farmland Protection Board to make recommendation to the Saratoga County Board of Supervisors to either continue, modify or terminate the agricultural district. The Saratoga County Consolidated Agricultural District #2 overlays within the municipal boundaries of the Towns of Ballston, Charlton, Clifton Park, Corinth, Edinburg, Galway, Greenfield, Hadley, Malta, Milton, Providence, and the City of Saratoga Springs.

The Saratoga County Planning Board (SCPB) and the Saratoga County Agriculture and Farmland Protection Board (SCAFB) has reviewed all materials submitted as part of the 303a 8-year review period for Agricultural District #2. The SCPB and SCAFB determined that the Saratoga County Consolidated Agricultural District #2 is established and operating as originally intended. Each municipality located within the district has and will continue to manage, promote and protect the district through local plans and laws. The SCPB and SCAFB recommend that the Saratoga County Consolidated Agricultural District #2 boundary map be modified to correctly correspond to the 2022 RPS parcel codes depicting participation in the Saratoga County Agricultural District #2 including four separate parcels requesting removal by the individual landowners as depicted in Table 1 (pg. 2) of the report. An extensive review was conducted by the Saratoga County Planning Department, Saratoga County Real Property Office as well as all municipal Assessors in Agricultural District #2 to correctly delineate the Agricultural District Boundary. All participating county departments, municipalities as well as the Agricultural Farmland Protection Board have agreed on the proposed modification as presented.

Project:

Date:

***Short Environmental Assessment Form***  
***Part 2 - Impact Assessment***

**Part 2 is to be completed by the Lead Agency.**

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project:

Date:

### **Short Environmental Assessment Form Part 3 Determination of Significance**

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Pursuant to NYS Department of Agriculture and Markets Law Article 25-AA, section 303a, an 8-year review of the status of Saratoga County’s Consolidated Agricultural District #2.

The Saratoga County Planning Board (SCPB) and the Saratoga County Agriculture and Farmland Protection Board (SCAFB) has reviewed all materials submitted as part of the 303a 8 year review period for Agricultural District #2. The SCPB and SCAFB determined that the Saratoga County Consolidated Agricultural District #2 is established, and operating as originally intended. Each municipality located within the district has and will continue to manage, promote and protect the district through local plans and laws. The SCPB and SCAFB recommend that the Saratoga County Consolidated Agricultural District #2 boundary map be modified to correctly correspond to the 2022 RPS parcel codes depicting participation in the Saratoga County Agricultural District #2. An extensive review was conducted by the Saratoga County Planning Department, Saratoga County Real Property Office as well as all municipal Assessors in Agricultural District #2 to correctly delineate the Agricultural District Boundary. All participating county departments, municipalities as well as the Agricultural Farmland Protection Board have agreed on the proposed modification as presented.

There will be no change to the dynamics of the Saratoga County Agricultural District #2 as it is designed to protect and preserve the farming industry and its lands therefore, the proposed action poses little to no significant environmental impacts.

- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Saratoga County Board of Supervisors

\_\_\_\_\_  
Name of Lead Agency

Theodore T. Kusnierz, Jr.

\_\_\_\_\_  
Print or Type Name of Responsible Officer in Lead Agency

\_\_\_\_\_  
Signature of Responsible Officer in Lead Agency

\_\_\_\_\_  
Date

Chairman, Saratoga County Board of Supervisors

\_\_\_\_\_  
Title of Responsible Officer

\_\_\_\_\_  
Signature of Preparer (if different from Responsible Officer)

## **Agricultural District DRAFT Resolution**

### **AUTHORIZING THE CONTINUATION OF SARATOGA COUNTY CONSOLIDATED AGRICULTURAL DISTRICT #2 WITH MODIFICATIONS, FOR AN ADDITIONAL EIGHT YEARS, AND AUTHORIZING THE ISSUANCE OF A NEGATIVE DECLARATION UNDER SEQRA**

**WHEREAS**, pursuant to Resolution 133-98, this Board of Supervisors approved the consolidation of Saratoga County Agricultural Districts #2, #5 and #6 into Saratoga County Consolidated Agricultural District #2 within the Towns of Ballston, Charlton, Clifton Park, Galway, Malta, and Milton, and the City of Saratoga Springs, and with continued annual reviews involving Agriculture and Markets Law Section 303-b, has expanded the boundaries of the District within the Towns of Ballston, Charlton, Clifton Park, Corinth, Edinburg, Galway, Greenfield, Hadley, Malta, Milton, Providence, and the City of Saratoga Springs ; and

**WHEREAS**, on the petitions of interested landowners, this Board has modified the boundaries of Saratoga County Consolidated Agricultural District #2 on several occasions to include parcels owned by the requesting landowners within the District's boundaries, with the last such modification being pursuant to Resolution 47-2021; and

**WHEREAS**, Agriculture and Markets Law §303-a requires this Board of Supervisors to conduct a review of Saratoga County Consolidated Agricultural District #2 every eight (8) years, and to determine whether the District should be continued, terminated or modified; and

**WHEREAS**, in compliance with Agriculture and Markets Law §303-a(2)(b), the Saratoga County Agriculture Farmland Protection Board and the Saratoga County Planning Board have submitted a report (Report) to this Board recommending that Saratoga Consolidated Agricultural District #2 be continued with modifications to its boundary map to correctly correspond to the 2022 New York State Real Property Service (RPS) parcel codes depicting participation in the Saratoga County Consolidated Agricultural District #2; and

**WHEREAS**, in the Report, the Saratoga County Agriculture and Farmland Protection Board and the Saratoga County Planning Board recommend the removal of four parcels from the Saratoga County Consolidated Agricultural District #2 as requested by the individual landowners; and

**WHEREAS**, as part of its review process, this Board held a public hearing on July 13, 2022, as required by Agriculture and Markets Law §303-a(2)(c), and received seven (7) public comments and one (1) email on the proposed continuation and modifications of the District's map boundaries; and

**WHEREAS**, after an extensive review of the public comments by the Saratoga County Planning and Economic Development Department, the Saratoga County Office of Real Property Tax Services, in cooperation with all municipal Assessors within Saratoga County Consolidated Agricultural District #2, the Saratoga County Agriculture and Farmland Protection Board, and the Saratoga County Planning Board, it was recommended that no changes be made to the Report; and

**WHEREAS**, the Saratoga County Board of Supervisors has reviewed the proposed Project, including the recommendations of the Saratoga County Agriculture and Farmland Protection Board, as well as Parts I and II of the Project's SEQR Short Environmental Assessment form; now, therefore be it



**RESOLVED**, that the Saratoga County Board of Supervisors hereby finds, determines and directs that Saratoga County Consolidated Agricultural District #2 should be continued for an additional eight (8) year period and the directs that modifications to the District's boundary map be amended to correctly correspond to the 2022 RPS parcel codes depicting participation in Saratoga County Consolidated Agricultural District #2; and be it further

**RESOLVED**, that based upon the Project as proposed and the responses set forth in Part I & II of the Short Environmental Assessment form prepared for the Project, the Saratoga County Board of Supervisors hereby determines that the Project will not result in any significant adverse environmental impacts; and be it further

**RESOLVED**, **RESOLVED**, that the Saratoga County Board of Supervisors hereby issues a Negative Declaration for this Unlisted Action pursuant to 6 NYCRR Part 617; and be it further

**RESOLVED**, that the Chair of the Board be, and hereby is, authorized and directed to execute the Short Environmental Assessment Form (a copy of which is attached hereto); indicating the proposed action will not result in any significant adverse environmental impacts; and be it further

**RESOLVED**, that the Clerk of the Board is directed to cause a negative declaration to be filed and published in accordance with the requirements set forth in the applicable administrative and procedural regulations of SEQRA; and be it further

**RESOLVED**, that in accordance with Agricultural and Markets Law §303-a(3), the Clerk of the Board shall forward to the New York State Commissioner of Agriculture and Markets a copy of this Resolution and the District Review Plan for the Saratoga County Consolidated Agricultural District #2, which Plan shall include the description of the District; a map delineating the exterior boundaries of the District which shall conform to tax parcel boundaries; the tax map identification numbers for every parcel in the District; a copy of the report of the Saratoga County Farmland Protection Board; and copies of all written comments received for the public hearing.

**BUDGET IMPACT STATEMENT:** No Budget Impact



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

**DEPARTMENT:** County Administrator

**DATE:** July 29th, 2022

**COMMITTEE:** Economic Development

**RE:** Authorizing the 1st and 2nd Quarter payments to SEDC

1. Is a Resolution Required:

2. Proposed Resolution Title:

3. Specific Details on what the resolution will authorize:

Proposed Title:  
AUTHORIZING THE ISSUANCE OF A FIRST AND SECOND  
QUARTER 2022 PAYMENT TO SARATOGA ECONOMIC  
DEVELOPMENT CORPORATION FOR MARKETING AND  
PROMOTION SERVICES

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
A.14.114-8713	Saratoga Economic Development Corp	\$73,754.82

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
- 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

Human Resources Consulted

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:

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:

~~2/15/22~~



# SARATOGA COUNTY BOARD OF SUPERVISORS

## RESOLUTION ~~89~~ - 2022

Introduced by Supervisors Tollisen, Grasso, Hammond, Schopf, K. Veitch, M. Veitch and Wood

### AUTHORIZING THE ISSUANCE OF ~~THIRD AND FOURTH QUARTER 2021~~ PAYMENTS TO SARATOGA ECONOMIC DEVELOPMENT CORPORATION FOR MARKETING AND PROMOTION SERVICES

**WHEREAS**, pursuant to Resolution 252-2020, as amended by Resolution 276-2020, this board authorized the Chairman to enter into an agreement with Saratoga Economic Development Corporation ("SEDC") to provide marketing services for the promotion of the benefits of conducting business operations in the County of Saratoga for the term January 1, 2021 through December 31, 2021 at a cost not to exceed \$150,000, to be made in quarterly payments of \$37,500 upon submission of a proper voucher and documentation consisting of copies of SEDC's current budget, financial statement and compensation schedule as well as any additional documentation which may be required by the Economic Development Committee for each fiscal quarter for review by the Economic Development Committee and upon a resolution duly advanced; and

**WHEREAS**, our Economic Development Committee has received and reviewed said documentation for the third and fourth quarters of 2021 and has recommended that the payment of \$69,189.01 be made to Saratoga Economic Development Corporation for the provision of marketing services for the promotion of the benefits of conducting business operations in the County of Saratoga; now, therefore, be it

**RESOLVED**, that the ~~third and fourth~~ quarter of ~~2021~~ payment to Saratoga Economic Development Corporation in the amount of ~~\$69,189.01~~ is authorized and approved to be paid; and it is further

**RESOLVED**, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact. Funds are included in the 2021 budget.

# 112,500

1st 2nd 2022  
223,000  
112,500

→ 315 - 2021

56,250

2022 Dept. budget.



# SARATOGA COUNTY BOARD OF SUPERVISORS

## RESOLUTION 315 - 2021

Introduced by Supervisors Schopf, Barrett, Grasso, Tollisen, Veitch, Winney and Wood

### AUTHORIZING 2022 AGREEMENTS WITH VARIOUS AGENCIES

**WHEREAS**, Resolution 311-2021, appropriated certain 2022 monies for various public benefit organizations as authorized by County Law §224; and

**WHEREAS**, written agreements with the public benefit organizations are necessary to expend these appropriations; now, therefore, be it

**RESOLVED**, that the Chair of the Board is authorized to execute agreements with the following organizations for the cited amounts for their provision of the following services:

<u>ORGANIZATION</u>	<u>SERVICE</u>	<u>APPROPRIATION</u>
Ballston Spa Fire Department	Municipal Services	\$20,000
Capital District Regional Planning District	Regional Studies	\$56,539
Cornell Cooperative Extension Association of Saratoga County	Cooperative Extension services, Saratoga Co. Farm Guide update and Stormwater Management Services	\$1,323,189
Saratoga County Agricultural Society	County Fair Advertising	\$26,000
Saratoga County Council of Fish and Game Clubs, Inc.	Conservation Education	\$3,984
Saratoga Economic Development Corporation	Economic Development	<u>\$225,000</u>
Saratoga County Prosperity Partnership, Inc.	Economic Development	Amount Set by Tax Law §1202-g(9)

Saratoga County Soil & Water Conservation District	Soil & Water Conservation	\$132,160.30
Saratoga Performing Arts Center	Pilot Marketing Campaign and Economic Development	\$35,000
The Friends of Ulysses S. Grant Cottage State Historic Site	Historical Education and Heritage Tourism Development	\$75,000

; and, be it further

**RESOLVED**, that each agreement include the following provisions:

- a) payments shall be made to the organization's disbursing officer at such times as determined by the County Administrator;
- b) payments shall only be made upon submission of a duly certified and documented County voucher;
- c) the documentation for an organization's initial voucher shall include copies of its current budget, financial statement and compensation schedule;
- d) the organization shall refund any unused portion of its appropriation; and, be it further

**RESOLVED**, that this Resolution shall take effect on January 1, 2022.



<b>SEDC 2022 Budget</b>	
<b>Approved 09/29/2021</b>	
	<b>2022</b>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Grant Income	\$ 20,000.00
IDA Income	\$ 165,000.00
Interest Income	\$ 200.00
Membership Renewals Income	\$ 275,000.00
Miscellaneous Income	\$ 8,500.00
New Member Income	\$ 25,000.00
County Income	\$ 150,000.00
Total Special Events Income	\$ 150,000.00
<b>Total Income/Gross Profit</b>	<b>\$ 793,700.00</b>
<b>Expense</b>	
Computer Maintenance/Upgrades	\$ 10,000.00
Consultants Expense	\$ 10,000.00
Credit Card Discount Expense	\$ 6,000.00
Donations	\$ 200.00
Dues and Fees	\$ 9,000.00
Equipment Purchases/Repairs	\$ 3,000.00
Insurance	\$ 11,000.00
Marketing	\$ 150,000.00
Miscellaneous Expense	\$ 500.00
Office Supplies	\$ 5,000.00
Postage	\$ 1,000.00
Professional Fees	\$ 20,000.00
Rent/Maintenance	\$ 26,500.00
Salaries & Benefits	\$ 425,000.00
Special Events Expense	\$ 75,000.00
Telephone & Communications	\$ 6,000.00
Travel & Expense	\$ 25,000.00
Website Expense	\$ 10,000.00
<b>Total Expense</b>	<b>\$ 793,200.00</b>
<b>Net Income</b>	<b>\$ 500.00</b>

<b>SEDC 2022 County Funding Expenditures</b>		
<b>Q1 - Q2</b>		
<b>VENDOR</b>		<b>AMOUNT</b>
Capital Region Chamber Foundation	Career Jam Sponsorship	\$ 2,000.00
SEMI	Annual Membership	\$ 900.00
NYRA	FDI Track Event/Space Rental	\$ 18,512.00
Interactive Media	Domain Name Registration	\$ 43.75
Interactive Media	Website Hosting	\$ 290.00
Commissioner of Finance	ASMC Event Space Rental	\$ 1,775.00
Expenses/Allyssa Wanser	ASMC Event Supplies	\$ 400.23
Expenses/Dennis Brobston	ASMC Planning ; Catering Deposit/The Wishing Well	\$ 586.16
Johnny Miller LLC	ASMC Photos	\$ 995.00
Expenses/Dennis Brobston	Live Xchange/Charlotte	\$ 387.99
Expenses/Tori Riley	Live Xchange/Charlotte	\$ 520.20
Expenses/Tori Riley	Hoofstrong Expansion to NY	\$ 990.64
Expenses/Dennis Brobston	FDI Meetings/Eoin Moynihan	\$ 265.80
Expenses/Tori Riley	FDI Introductions and Meetings	\$ 411.66
Expenses/Dennis Brobston	Select USA	\$ 975.00
Expenses/Tori Riley	Select USA	\$ 2,432.95
Expenses/Tori Riley	Project Attraction Meetings/Site Selector Meetings	\$ 138.26
Expenses/Tori Riley	Videos Production	\$ 125.78
Expenses/Dennis Brobston	Provantage Marketing Laptop 50%	\$ 621.29
Expenses/Dennis Brobston	Bureau of Economic Admin/Financial Benefits Stats	\$ 275.00
Expenses/Dennis Brobston	Press Meeting	\$ 37.77
Expenses/Dennis Brobston	Monthly Subscriptions/News Services	\$ 387.98
Free Conference Call	Monthly Subscription	\$ 36.00
Constant Contact	Monthly Subscription	\$ 480.00
		\$ 33,108.46

<b>STAFF HOURS</b>		
Dennis Brobston	160 Hours @ \$80.38/Hour	\$ 12,860.00
Tori Riley	532 Hours @ \$ 52.23/Hour	\$ 27,786.36
<b>GRAND TOTAL</b>		<b>\$ 73,754.82</b>

\*Highlighted cells reflect the correction of a typo.  
Total expenses and dollar amounts remain the same\*

DENNIS BROBSTON

**SEDC Time Sheet Report****TOTALS 2022**

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
Administration	25	31	33	22	31	38	24	0	0	0	0	0	204
Investor Relations													
Membership	13	14	20	0	7	6	7	0	0	0	0	0	67
New Members	0	0	0	0	0	0	1	0	0	0	0	0	1
Events	0	0	0	8	2	12	0	0	0	0	0	0	22
Small Business Assistance	0	0	0	0	0	0	0	0	0	0	0	0	0
IDA's	4	3	7	0	4	17	7	0	0	0	0	0	42
Prospects													
Attraction	45	47	52	55	31	23	26	0	0	0	0	0	279
Retention	27	25	30	13	19	13	6	0	0	0	0	0	133
SEDC Projects													
#1 Videos	0	0	1	0	0	0	0	0	0	0	0	0	1
#2 CDRPC Subaward Grant	5	13	7	9	31	20	8	0	0	0	0	0	92
#3 County Mktg. Grant	32	20	30	36	27	14	0	0	0	0	0	0	159
Community Development	7	2	9	0	8	4	3	0	0	0	0	0	33
Holidays	7	7	0	0	7	7	7	0	7	7	21	7	77
Medical Time	0	0	0	6	7	12	0	0	0	0	0	0	25
Personal	0	0	0	0	0	0	0	0	0	0	0	0	0
Vacation	0	0	0	42	0	0	49	0	0	0	0	0	91
<b>Total:</b>	<b>165</b>	<b>162</b>	<b>189</b>	<b>191</b>	<b>166</b>	<b>165</b>	<b>157</b>	<b>0</b>	<b>7</b>	<b>7</b>	<b>21</b>	<b>7</b>	<b>1,236</b>

TORI RILEY

**SEDC Time Sheet Report****TOTALS 2022**

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
Administration	11	3	0	1	2	4	4	0	0	0	0	0	24
Investor Relations													
Membership	54	0	33	0	38	35	29	0	0	0	0	0	188
New Members	0	0	0	0	0	0	0	0	0	0	0	0	0
Events	0	0	0	0	0	0	0	0	0	0	0	0	0
Small Business Assistance	0	3	0	11	17	6	0	0	0	0	0	0	36
IDA's	0	0	0	0	0	0	0	0	0	0	0	0	0
Prospects													
Attraction	48	19	35	72	25	46	31	0	0	0	0	0	274
Retention	20	16	25	4	10	20	12	0	0	0	0	0	104
SEDC Projects													
#1 Videos	15	4	2	0	0	29	0	0	0	0	0	0	49
#2 CDRPC Subaward Grant	0	5	0	3	7	3	0	0	0	0	0	0	17
#3 County Mktg. Grant	46	44	87	89	87	131	0	0	0	0	0	0	483
Community Development	5	3	11	0	0	0	13	0	0	0	0	0	31
Holidays	7	7	0	7	7	0	7	0	7	7	21	7	77
Medical Time	0	0	0	21	10	0	0	0	0	0	0	0	31
Personal	0	35	0	0	7	0	0	0	0	0	0	0	42
Vacation	0	7	21	0	0	0	0	0	0	0	0	0	28
<b>Total:</b>	<b>205</b>	<b>164</b>	<b>212</b>	<b>240</b>	<b>199</b>	<b>272</b>	<b>161</b>	<b>0</b>	<b>7</b>	<b>7</b>	<b>21</b>	<b>7</b>	<b>1,493</b>