



# Trails & Open Space Committee

**Thursday, August 4, 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 July 7, 2022 meeting.
- III. Updates: Trails, Open Space, County Forestland, County Grants, and Zim Smith Trail
- IV. Authorizing the application, acceptance, and administration of the Snowmobile Grant Program.
- 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:** 6.30.22

**COMMITTEE:** Trails & Open Space

**RE:** Updates on Trails, Open Space, County Forestland, County Grants, County Forestland, Zim Smith, Etc.

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.  
 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:

--

- 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

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 Attached memo

10. Remarks:

See Attached memo on updates



# 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:** Trails & Open Space

**RE:** Saratoga County Snowmobile Grant Program

1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

Authorizing the Chair of the Board to Enter into Necessary Agreements to Apply for, Accept and Administer a NYS Snowmobile Grant-In-Aid Program Grant

3. Specific Details on what the resolution will authorize:

Resolution will allow Saratoga County to apply for, accept and administer snowmobile grant program. These funds are passed through to the snowmobile clubs in the county.

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
- b. Budget year impacted
- c. Details

This grant is pass through, expenses match grant award.

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

a. Source of grant funding:

State

b. Agency granting funds:

NYS Office of Parks, Recreation and Historic Preservation

c. Amount of grant:

Up to \$89,000, actual amount determined by snowmobile registrations

d. Purpose grant will be used for:

Snowmobile grooming materials and services

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

Pass through funds to the snowmobile clubs

f. Time period grant covers:

2022-2023

g. Amount of county matching funds:

none

h. Administrative fee to County:

none

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



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

**JASON KEMPER**  
DIRECTOR

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

**MEMORANDUM**

**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 and Economic Development

**Date:** July 27, 2022

**RE:** August 2022 Trails and Open Space Meeting

**Saratoga County Snowmobile Grant Program**

On behalf of the Saratoga County Association of Snowmobile Clubs, the Planning Department is requesting acceptance by the Economic Development Committee – and to be forwarded to the Board of Supervisors – an application for a NYS Snowmobile Trails Grant-in-Aid Program estimated not to exceed \$89,000. These are pass through funds that go directly to the clubs of the Saratoga County Association of Snowmobile Clubs, so there is no budget impact. I have attached the resolution from the 2021/2022 Grant Cycle.

In the 2021-22 season, \$5,783,195 was collected from the 114,479 registrations and \$4,246,752 was budgeted to provide financial support for the maintenance and development of the statewide trail system, which is comprised of 10,552 miles thru 45 counties. This revenue is returned to the over 200 local Snowmobile Clubs as reimbursement grants-in-aid for snowmobile trail development and maintenance thru 52 municipal Sponsors.

Since 1994 Saratoga County has served as the Local Municipal Sponsor for the NYS Snowmobile Trails Grant-in-Aid Program administered by NYS OPRHP. The Saratoga County Association of Snowmobile Clubs, comprised of the Charlton, Country Trailblazers, Galway, Lincoln Mountain, and the Saratoga Snowmobile Association; develop, maintain, and operate 180 miles of state grant-funded trails through 17 municipalities within Saratoga County. The trail mileage proposed for the 2022-2023 season is the same as what was finalized for the 2021-2022 season. Since there are no trail expansions proposed for the 2022-2023 season, SEQRA is not required.

The source of grant funds originates with the registration of snowmobiles through the County Motor Vehicle Departments. Last year Saratoga County had the 5<sup>th</sup> most snowmobile registrations in NYS.

In the 2021-2022 season the Saratoga County Association of Snowmobile Clubs spent nearly \$113,000 for equipment, signs and materials, groomer usage, and miscellaneous expenses. The Saratoga County Association of Snowmobile Clubs received \$60,480 through the grant program and distributed the funds to each club based on mileage.

Permission is received from landowners for the clubs to operate the trail system on their respective properties. There is no cost to the individual landowners to operate the trail system. Additionally, the grant program creates no budget impact to Saratoga County as snowmobile registrations fund 100% of the grant awards.

Based on the latest study available, snowmobiling in NYS delivers an economic impact of \$868 million annually. This impact is especially important to the rural communities in the northern part of Saratoga County. The complete study can be found here: (<http://nysnowmobiler.com/about/economic-impact/>)

#### **County Forestland / Zim Smith Trail Updates/County Grant Updates**

- There are currently 5 pending Open Space/Farmland Protection Projects being administered by the Planning Department. The 2021 Town of Corinth/LeClair Preserve Project has initiated the reimbursement process and the amended resolution reducing the total project cost has been administered. Currently waiting on an executed contract to complete the reimbursement process.
- There are currently 16 pending Trail Projects being administered by the Planning Department.
- The 2022 Trail Grant Application revised and amended the due date to August 26, 2022 (from July 20, 2022) due to several inquiries from municipalities asking for an extension. The 2022 Farmland Protection and Open Space Grant Application is due September 16<sup>th</sup>. Four Trail Grant Application has been received to date (So. Glens Falls, Clifton Park, City of Saratoga Springs and Halfmoon).
- Ongoing discussions with NYS Parks, Town of Moreau, and the connection to the County Forestland in Moreau and Moreau Lake State Park. Follow up meeting was held on 7-21-2022 with Town of Moreau and State Park Staff.

8/17/21



## SARATOGA COUNTY BOARD OF SUPERVISORS

### RESOLUTION ~~231—2021~~

Introduced by ~~Supervisors Tollisen, Barrett, Kinowski, Lawler, Richardson, Wright and Zlotnick~~

**AUTHORIZING THE CHAIR OF THE BOARD TO ENTER INTO NECESSARY AGREEMENTS TO APPLY FOR, ACCEPT AND ADMINISTER A NEW YORK STATE SNOWMOBILE GRANT-IN-AID PROGRAM GRANT, ~~AND AUTHORIZING THE ISSUANCE OF A NEGATIVE DECLARATION UNDER SEQRA~~**

WHEREAS, on an annual basis since 1994, this Board has authorized the acceptance of State aid for the maintenance of snowmobile trails and the administration of such aid by the Saratoga County Association for Snowmobile Clubs (Association); and

WHEREAS, the Association has requested that Saratoga County apply for a ~~2021-2022~~ 2022-2023 New York State Snowmobile Grant-In-Aid Program Grant in an amount up to \$89,000, and to serve as a conduit between the State and the Association for the distribution of grant funds; and

WHEREAS, the Association has submitted to our Trails and Open Space Committee a list of the ~~2020-2021~~ 2021-2022 trail mileage planned for each snowmobile club within the County, and the Committee has approved said list; and

~~WHEREAS, the approved trail mileage includes a new trail designated as “new trail ‘x’” in the Town of Galway; and~~

~~WHEREAS, the approved trail mileage includes an extension of trail “S80” in the Town of Corinth and the Town of Hadley; and~~

~~WHEREAS, the approved trail mileage includes an extension of trail “S86B” in the Town of Malta; and~~

~~WHEREAS, the proposed modifications to the snowmobile trail system in the County (the “Project”) is an Unlisted Action subject to the requirements of the State Environmental Quality Review Act (“SEQRA”); now, therefore, be it~~

RESOLVED, that the Chair of the Board and/or the Director of Planning is hereby authorized to execute all necessary documents to apply for, accept, and administer the ~~2021-2022~~ 2022-2023 State Snowmobile Grant-In-Aid Program Grant not to exceed \$89,000 for the administration by the Saratoga County Association of Snowmobile Clubs; and it is further

RESOLVED, that the form and content of such documents and agreements shall be subject to the approval of the County Attorney; and it is further

RESOLVED, that the County Auditor is hereby authorized to approve payment of the actual grant funds to the Association for use in the development of locally maintained snowmobile trails throughout the County; and it is further

~~RESOLVED, that based upon the Project as proposed and the responses set forth in Parts 1 and 2 of the Environmental Assessment Form prepared for the Project, this Board hereby determines that the Project will not have any significant adverse environmental impacts; and it is further~~

~~RESOLVED; that this Board hereby issues a Negative Declaration for this Unlisted Action pursuant to SEQRA and its implementing regulations found in 6 NYCRR Part 617; and it is further~~

~~RESOLVED, that the Chair of the Board is hereby authorized to execute the Environmental Assessment Form indicating the proposed action will not result in any significant adverse environmental impacts; and it is further~~

~~RESOLVED, that the Clerk of the Board is directed to cause the Negative Declaration to be filed in accordance with the requirements set forth in the applicable administrative and procedural regulations of SEQRA; and it is further~~

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: None. 100% State Aid.

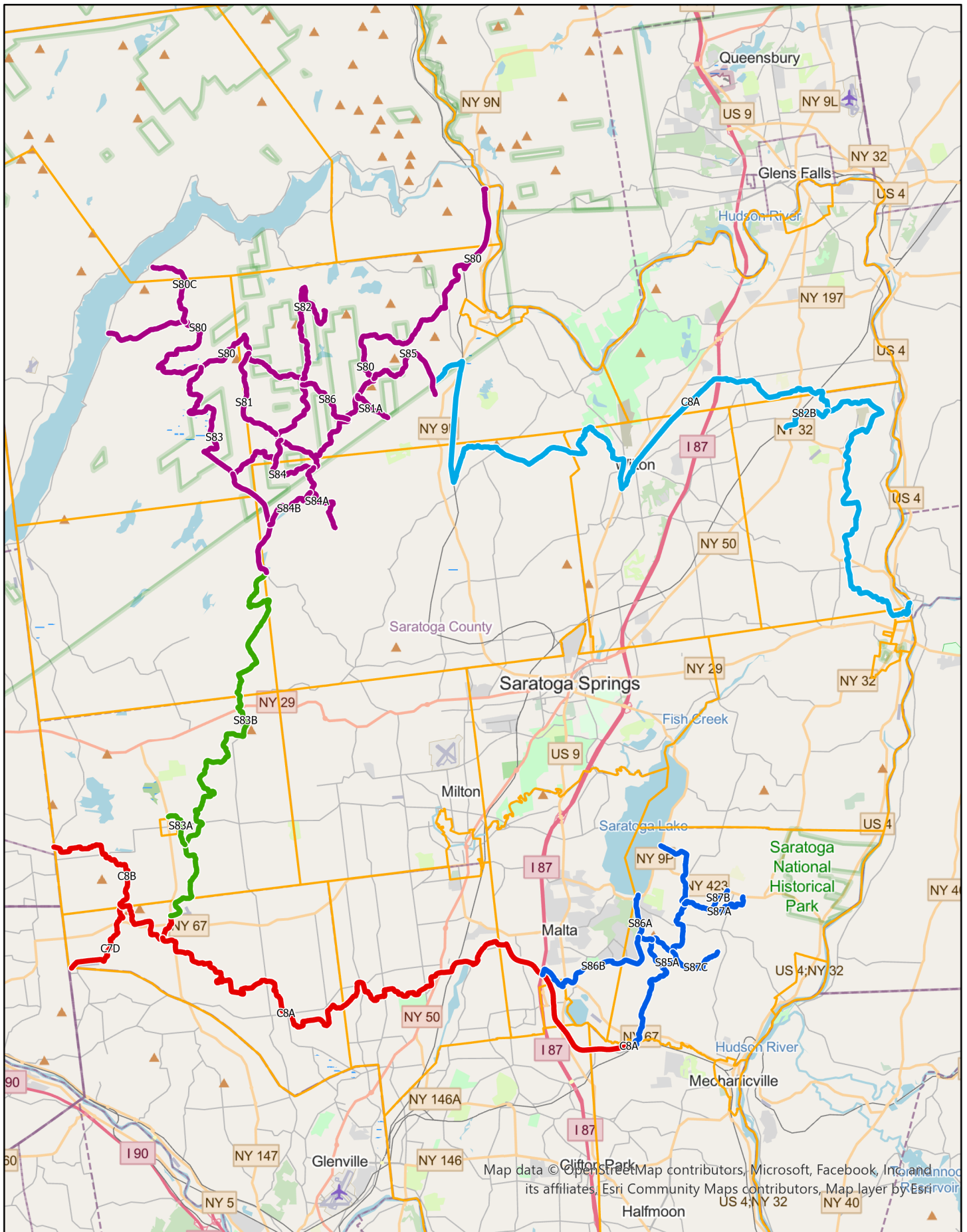
## 2021-22 Snowmobile Award Breakdowns: Saratoga

TME	Corridor A	Secondary A	Corridor B	Secondary B	High Snow	Award Total	70% Paid	30%
Charlton Snowmobile Club (SARA)	33	1	0	0	0	\$11,424.00	\$7,996.80	\$3,427.20
Country Trailblazers	10	13	0	0	0	\$7,728.00	\$5,409.60	\$2,318.40
Galway Trailmasters	0	18	0	0	0	\$6,048.00	\$4,233.60	\$1,814.40
Lincoln Mountain	36	2	0	0	0	\$12,768.00	\$8,937.60	\$3,830.40
Saratoga Snowmobile Association	0	67	0	0	0	\$22,512.00	\$15,758.40	\$6,753.60
<b>Totals:</b>	<b>79</b>	<b>101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$60,480.00</b>	<b>\$42,336.00</b>	<b>\$18,144.00</b>

This report is provided to illustrate the calculations the OPRHP Snowmobile Unit uses to arrive at the final payment to the Local Sponsor.

Actual amounts disbursed by the Local Sponsor are to be determined by the Local Sponsor according to accepted accounting rules and any agreements between the Local Sponsor and Trail Maintenance Entities.





Map data © OpenStreetMap contributors, Microsoft, Facebook, Inc. and its affiliates, Esri Community Maps contributors, Map layer by Esri



- Charlton
- Galway
- Country Trailblazers
- Lincoln Mountain
- Saratoga Snowmobile Association

2022 - 2023  
Saratoga County  
Snowmobile Trails

