



Economic Development Committee

Wednesday, February 8, 2023 3:30PM
40 McMaster Street, Ballston Spa, NY

Chair: Mark Hammond

Members:

C. Eric Butler
Joe Grasso
Jean Raymond
Kevin Tollisen
Kevin Veitch
Sandra Winney

- I. Welcome and Attendance
- I. Approval of the minutes of the November 8, 2022 meeting.
- II. Appointment of a Vice-Chair.
- III. Steve Bulger – County Administrator
 - a. Authorizing the issuance of a fourth quarter 2022 payment to Saratoga County Economic Development Corporation for marketing and promotional services – Steve Bulger, County Administrator.
 - b. Renewing an agreement with the New York State Environmental Facilities Corporation for the County's Participation in the State Septic System Replacement Program
- IV. Jason Kemper – Planning & Economic Development
 - a. Setting a Public Hearing on Proposed Amendments to the Boundaries of the Saratoga County Agricultural Districts #1 & #2
 - b. Amending the agreement with Billi O's Inc. DBA Distinctive Catering for food and beverage services at the County's annual Planning & Zoning Conference
 - c. Committee approval of Town of Moreau and Town of Waterford 2022 Economic Development Grant reimbursement.
- V. Other Business
- VI. Adjournment



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
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: 1/31/23

COMMITTEE: Economic Development

RE: Fourth Quarter 2022 Payment to SEDC



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

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

See Section 3

3. Specific Details on what the resolution will authorize:

Proposed Title: "Authorizing the issuance of a fourth quarter 2022 payment to Saratoga County Economic Development Corporation for marketing and promotional services."

This 4th Quarter (2022) payment will be in the amount of \$62,785.67. \$225,000 was allocated to SEDC for the 2022 fiscal year through resolution 315-2021.

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.14.114-8713

b. Budget year impacted

c. Details

SEDC is requesting \$62,785.67 for the 4th quarter of 2022

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:

1st and 2nd Quarter payments authorized through Resolution 262-2022.
3rd Quarter payment authorized through Resolution 306-2022.

Supporting documentation provided by SEDC is attached.



12/8/21

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	\$225,000
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.



8/16/22

SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 262 - 2022

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

AUTHORIZING THE ISSUANCE OF A FIRST QUARTER 2022 AND SECOND QUARTER 2022 PAYMENT TO SARATOGA COUNTY ECONOMIC DEVELOPMENT CORPORATION FOR MARKETING AND PROMOTIONAL SERVICES

WHEREAS, pursuant to Resolution 315-2021, this Board authorized the Chairman to enter into an agreement with Saratoga County Economic Development Corporation ("SEDC") to provide marketing services for the promotion and benefits of conducting business operations in the County of Saratoga for the term January 1, 2022 through December 31, 2022, at a cost not to exceed \$225,000, to be made in quarterly payments upon the submission of a properly documented voucher and documentation 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 first and second quarter of 2022 and has recommended that the payment of \$73,754.82 be made to the Saratoga Economic Development Corporation for the provision of marketing and promotional services for the promotion and benefits of conducting business operations in the County of Saratoga; now, therefore, be it

RESOLVED, that the first and second quarter 2022 payment to Saratoga Economic Development Corporation in the amount of \$73,754.82 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 department budget.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Butler

Second: Supervisors(s): Gaston

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra

Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).



10/18/22

SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 306 - 2022

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

AUTHORIZING THE ISSUANCE OF A THIRD QUARTER 2022 PAYMENT TO SARATOGA COUNTY ECONOMIC DEVELOPMENT CORPORATION FOR MARKETING AND PROMOTIONAL SERVICES

WHEREAS, pursuant to Resolution 315-2021, this Board authorized the Chairman to enter into an agreement with Saratoga County Economic Development Corporation ("SEDC") to provide marketing services for the promotion and benefits of conducting business operations in the County of Saratoga for the term January 1, 2022 through December 31, 2022, at a cost not to exceed \$225,000, to be made in quarterly payments upon the submission of a properly documented voucher and documentation for review by the Economic Development Committee and upon a resolution duly advanced; and

WHEREAS, pursuant to Resolution 262-2022, this Board authorized the first and second quarter 2022 payments to Saratoga Economic Development Corporation in the amount of \$73,754.82; and

WHEREAS, our Economic Development Committee has received and reviewed documentation submitted by SEDC for the third quarter of 2022, and has recommended that the payment of \$88,458.45 be made to the Saratoga Economic Development Corporation for the provision of marketing and promotional services for the promotion and benefits of conducting business operations in the County of Saratoga; now, therefore, be it

RESOLVED, that the third quarter 2022 payment to Saratoga Economic Development Corporation in the amount of \$88,458.45 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 department budget.

October 18, 2022 Regular Meeting
Motion to Adopt: Supervisor(s): Grasso
Second: Supervisor(s): Hammond

AYES (189775): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Mark Hammond (17130), Thomas Richardson (5163), Scott Ostrander (18800), Theodore Kusnierz (16202), Sandra Winney (2075), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lawler (8208), John Lant (17361).

NOES (0):

ABSENT (45734): Kevin Tollisen (25662), Willard H. Peck (5242), Thomas N. Wood, III (5808), Edward D. Kinowski (9022).

ABSTAIN (0):

COUNTY OF SARATOGA
COUNTY MUNICIPAL CENTER
BALLSTON SPA NY 12020
VOUCHER

DEPT.

Claimant's Name and Address Saratoga Economic Development Corporation
56 Duplainville Rd.
Saratoga Springs, NY 12866

PURCHASE
ORDER NO.

VOUCHER
NO.

DO NOT WRITE IN THIS BOX

DATE VOUCHER RECEIVED		
FUND APPROPRIATION	AMOUNT	PO Number
OPEN \$		
CK	JE	
	TOTAL	
Abstract No.		
Vendor's Ref. No.		DP

DATE	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT
1/31/23		2022 Q4 Payment for Marketing Services Per Contract listing related to County Resolution #315-2021		62,785.67
TOTAL				62,785.67

CLAIMANT'S CERTIFICATION

I, Tori J.E. Riley, certify that the above account in the amount of \$ 62,785.67 is true

Claimant must print name above
and correct, that the items, services and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and that amount claimed is actually due.

1/31/23

Date

SIGNATURE

Vice President

TITLE

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

DATE

AUTHORIZED COUNTY OFFICIAL

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

SEDC 2022 County Funding Expenditures		
Q4		
VENDOR		AMOUNT
Conway Data, Inc.	Site Selection Magazine Advertising	\$ 21,205.00
Pepe Productions	Video Production	\$ 16,500.00
Center for Economic Growth	Dues	\$ 2,500.00
Saratoga County	County Planning and Zoning Conference Exhibitor	\$ 575.00
Visa Expenses DB 10/12/22	State of Site Selection	\$ 200.00
Visa Expenses DB 12/12/22	Live XChange Conference	\$ 488.53
STAFF HOURS		
Dennis Brobston	127 Hours @ \$80.38/Hour	\$ 10,208.26
Tori Riley	212.5 Hours @ \$ 52.23/Hour	\$ 11,098.88
GRAND TOTAL		\$ 62,785.67

Conway Data, Inc.

8825 The Corners Parkway, Ste. 200
Peachtree Corners, GA 30092
Phone (770) 448-8996
Fax (770) 283-8825
www.siteselection.com
www.conway.com

Invoice

Invoice #: 01023340
Date: 10/12/2022
Account #:

Saratoga Economic Development Corpora
Dennis Brobston
56 Duplainville Road
Saratoga Springs, NY 12866-

Advertiser: Saratoga Economic Developme
Your PO#:
Terms: NET 30

Amount

Publication:	Site Selection	Rate:	2022	Freq:	1	
Issue:	Nov 2022 - Site Selection	Section:				
Description:	Full Page	Misc:				12,800.00
Details 1:		Page #:				
Details 2:	4-Color Process - included					0.00
		Sales Rep:		Mike Glennon		
Special Discount						-8 595.00
		Sub Total:				6,205.00

Amount

Publication:	Site Selection	Rate:	2022	Freq:	1	
Issue:	Jan 2023 - Site Selection	Section:				
Description:	2-page Investment Profile	Misc:				19,900.00
Details 1:		Page #:				
Details 2:	4-Color Process - included					0.00
		Sales Rep:		Mike Glennon		
Special Discount						-4 900.00
		Sub Total:				15,000.00

Card Type: ☐ Visa ☐ Mastercard ☐ American Express
Card #:
Name on Card:
Signature:
Exp. Date:
CVV Code:
Sales Tax: 0.00
Total: 21,205.00
Less Credits Applied: 0.00
Balance Due: [USD] 21,205.00

All invoices due on presentation.
Account Name: CONWAY DATA, INC.
Account Number: 7640541475

ACH / EFT Transactions:
Routing / ABA Number: 061000227
Bank: Wells Fargo Bank, N.A.
Wire Transactions:

Advertiser is responsible for wire transfer fees.
When paying by wire transfer please inform you
bank that you are responsible for paying all wire
transfer fees.



56 Duplainville Road
Saratoga Springs, NY 12866
518.587.0945

THE ADIRONDACK TRUST COMPANY
473 BRADWAY
SARATOGA SPRINGS, NY 12866
50488213

18703

10/20/2022

PAY TO THE
ORDER OF

Conway Data, Inc.

\$ 21,205.00

Twenty-One Thousand Two Hundred Five and 00/100

DOLLARS

PROTECTED AGAINST FRAUD

Conway Data, Inc.
8825 The Corners Parkway, Ste. 200
Peachtree Corners, GA 30092

Account 00064220, Invoice 01023340

⑈018703⑈ ⑈021302884⑈

Saratoga Economic Development Corporation

18703

Conway Data, Inc.
Date 10/20/2022 Type Bill Reference Marketing

Original Amt.
21,205.00

Balance Due
21,205.00

10/20/2022
Discount

Check Amount

Payment
21,205.00
21,205.00

General Fund - ATC C Account

Invoice 01023340

21,205.00

Saratoga Economic Development Corporation

18703

Conway Data, Inc.
Date 10/20/2022 Type Bill Reference Marketing

Original Amt.
21,205.00

Balance Due
21,205.00

10/20/2022
Discount

Check Amount

Payment
21,205.00
21,205.00

General Fund - ATC C Account

Invoice 01023340

21,205.00





INVOICE

Saratoga Economic Development Corporation
56 Duplainville Road
Saratoga Springs, NY 12866

(518) 798-6185
info@pepeproductions.com

PO Box 185
Glens Falls, NY 12801

Date: 11/2/22
Project Title: SEDC - 2022 Projects
Project Description: Video Production
Invoice Number: 1356-SEDC
Terms: 30 Days

Description	Quantity	Unit Price	Cost
Video Production - Payment 2 of 3	1	\$ 8,250.00	\$ 8,250.00

		Subtotal	\$ 8,250.00
	Tax	0.00%	\$ 0.00
		Total	\$ 8,250.00

Thank you for your business. It's a pleasure to work with you on your project.

Sincerely yours,

Joe and Peter Pepe



56 DuPlainville Road
Saratoga Springs, NY 12866
518.587.0945

THE ADIRONDACK TRUST COMPANY
475 BROADWAY
SARATOGA SPRINGS, NY 12866
50-288/213

18717

11/3/2022

PAY TO THE
ORDER OF

Pepe Productions

\$ 8,250.00

Eight Thousand Two Hundred Fifty and 00/100

DOLLARS

PROTECTED AGAINST FRAUD

Pepe Productions
Peter and Joseph Pepe
P.O. Box 185
Glens Falls, NY 12801

Invoice 1356-SEDC

18717 1021302884

Saratoga Economic Development Corporation

Pepe Productions

Date	Type	Reference
11/3/2022	Bill	Video Production

Original Amt.
8,250.00

Balance Due
8,250.00

11/3/2022
Discount

Check Amount

Payment
8,250.00
8,250.00

18717

General Fund - ATC.C Invoice 1356-SEDC

8,250.00

Saratoga Economic Development Corporation

Pepe Productions

Date	Type	Reference
11/3/2022	Bill	Video Production

Original Amt.
8,250.00

Balance Due
8,250.00

11/3/2022
Discount

Check Amount

Payment
8,250.00
8,250.00

18717

General Fund - ATC C Invoice 1356-SEDC

8,250.00



105201

Rev 3/21



INVOICE

Saratoga Economic Development Corporation
56 Duplainville Road
Saratoga Springs, NY 12866

(518) 798-6185
Info@pepeproductions.com

PO Box 185
Glens Falls, NY 12801

Date: 11/2/22
Project Title: SEDC - 2022 Projects
Project Description: Video Production
Invoice Number: 1357-SEDC
Terms: 30 Days

Description	Quantity	Unit Price	Cost
Video Production - Payment 3 of 3	1	\$ 8,250.00	\$ 8,250.00
		Subtotal	\$ 8,250.00
	Tax	0.00%	\$ 0.00
		Total	\$ 8,250.00

Thank you for your business. It's a pleasure to work with you on your project.

Sincerely yours,

Joe and Peter Pepe

CASH ONLY IF ALL CheckLock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING

SEDC Saratoga Economic Development Corporation
 473 BROADWAY
 SARATOGA SPRINGS, NY 12860
 518-288-2131

THE ADIRONDACK TRUST COMPANY
 473 BROADWAY
 SARATOGA SPRINGS, NY 12860
 518-288-2131

18726

11/30/2022

PAY TO THE ORDER OF Pepe Productions \$ 8,250.00

Eight Thousand Two Hundred Fifty and 00/100 DOLLARS

PROTECTED AGAINST FRAUD

Pepe Productions
 Peter and Joseph Pepe
 P.O. Box 185
 Glens Falls, NY 12801

MEMO: Invoice 1357-SEDC

018726 1021302884

Saratoga Economic Development Corporation

Pepe Productions

Date	Type	Reference
11/30/2022	Bill	Videos

Original Amt.
8,250.00

Balance Due
8,250.00

11/30/2022
Discount

18726

Payment
8,250.00

Check Amount

General Fund - ATC C Invoice 1357-SEDC

8,250.00

Saratoga Economic Development Corporation

Pepe Productions

Date	Type	Reference
11/30/2022	Bill	Videos

Original Amt.
8,250.00

Balance Due
8,250.00

11/30/2022
Discount

18726

Payment
8,250.00

Check Amount

PAYMENT
RECORD

General Fund - ATC C Invoice 1357-SEDC

8,250.00





**CENTER for
ECONOMIC
GROWTH**

**CEG of the Capital Region, Inc.
5 Computer Drive South
Albany, NY 12205**

INVOICE # 684195 PQ #

INVOICE DUE 1/1/2023

Saratoga Economic Development Corporation SEDC
Dennis Brobston
28 Clinton Street
Saratoga Springs, NY 12866-2143

For period: January 2023 - December 2023

QUANTITY	DESCRIPTION	TERM	TOTAL
1	CEG Investment	Annual	\$2,500.00
	SUBTOTAL		\$2,500.00
	TOTAL		\$2,500.00
	PAYMENT/CREDIT/WRITE OFF/DISCOUNTS APPLIED		(0.00)
	TOTAL DUE BY 1/1/2023		\$2,500.00

*Thanks for being such a strong partner.
All the best to you, Mark*

Payments are not deductible as a charitable contribution for federal income tax purposes,
however, may be deductible as a business expense.

Make checks payable to: CEG of the Capital Region, Inc.

Online payments: ceg.org/make-a-payment

For questions regarding your CEG investment, please contact:

Mark Eagan | 518-431-1424 | MarkE@ceg.org



56 Duplainville Road
Saratoga Springs, NY 12866
618.587.0945

THE ADIRONDACK TRUST COMPANY
473 BROADWAY
SARATOGA SPRINGS, NY 12866
50-288213

18733

12/12/2022

PAY TO THE ORDER OF CEG of the Capital Region, Inc.

\$ 2,500.00

Two Thousand Five Hundred and 00/100

DOLLARS



CEG of the Capital Region, Inc.
5 Computer Drive South
Albany, NY 12205

PROTECTED AGAINST FRAUD



[Signature]



MEMO

Invoice 684195

⑆018733⑆ ⑆021302884⑆

Saratoga Economic Development Corporation

CEG of the Capital Region, Inc.

Date	Type	Reference
12/12/2022	Bill	Dues

Original Amt.
2,500.00

Balance Due
2,500.00

12/12/2022
Discount

Check Amount

Payment
2,500.00
2,500.00

18733

General Fund - ATC-C Invoice 684195

2,500.00

Saratoga Economic Development Corporation

CEG of the Capital Region, Inc.

Date	Type	Reference
12/12/2022	Bill	Dues

Original Amt.
2,500.00

Balance Due
2,500.00

12/12/2022
Discount

Check Amount

Payment
2,500.00
2,500.00

18733

PAYMENT
RECORD

General Fund - ATC C Invoice 684195

2,500.00



105201

Rev 8/01



EXHIBIT APPLICATION FORM

FEBRUARY 1, 2023
SARATOGA SPRINGS CITY CENTER



SEDC

Company Name (as to appear on exhibit ID and badges)

56 Duplainville Rd.

Address

Saratoga Springs NY

City

State

12866
Zip

Susan Rowland

Marketing Contact Person

518-587-0945

Phone

srowland@saratogasedc.com

Email address

SET-UP: Saratoga Springs City Center

Wednesday, February 1 • 6:30 am - 7:45 am

EXHIBITOR HOURS:

Wednesday, February 1 • 7:30 am - 5:00 pm

BREAKDOWN:

Wednesday, February 1 • Beginning 4:00 pm

MAIL APPLICATION WITH FULL PAYMENT IN
NAME OF "SARATOGA COUNTY TREASURER" TO:
Saratoga County Planning & Economic Development
50 West High Street
Ballston Spa, NY 12020
ATTN: Michael Valentine
518.884.4746 fax 518.884.4780
mvalentine@saratogacountyny.gov

Persons Staffing Booths (If more than two, others must register separately as attendees.)

1. Tori Riley

2. Susan Rowland

toririley@saratogasedc.com

srowland@saratogasedc.com

Email address

Email address

EXHIBIT BOOTH FEE: \$575.00

Electrical outlet required?

No charge if ordered by January 6, 2023;

\$25 thereafter

YES ☒ NO

RENTAL INCLUDES

Registration/Lunch for 2 staffing booth

8 ft X 10 ft Booth

One ID Sign (7 inches x 44 inches)

8 ft Table

Table Skirt

8 ft Back Draping

32-inch High Side Curtains

2 Chairs

Waste Basket

TERMS OF PAYMENT

Application may be submitted earlier than payment, but payment must be received no later than Friday, January 13, 2023.

Please make checks payable to Saratoga County Treasurer.

☒ CHECK ENCLOSED

☐ CHECK TO BE MAILED SEPARATELY

BOOTH LOCATION PREFERENCE (see page 2)

Please list the corresponding number of your 3 choices for location

Booth choices

#1

6

#2

17

#3

18

Assignments to booths will be made only after the receipt of full payment and signed application.

EXHIBIT GUIDELINES (In order to preserve the quality of the Conference, these rules must be followed)

1. Exhibit booth shall be staffed throughout the Conference, except during lunch.
2. All exhibit areas must be professional in appearance (i.e. no hand written signs, storage boxes must be hidden).
3. All exhibit displays must be within the interior of the booth area and not act as an impediment to foot traffic.

I understand that as an exhibitor, I assume, on behalf of my company, full responsibility for all losses, damages, and claims, both personal and contractual, arising from the displays, equipment, and property brought upon the City Center premises by this organization. I am authorized and empowered by the organization to sign this application. I have also read the rules and regulations attached and returned with signed to the organization.

Susan Rowland

Signature

Susan Rowland

Print/Type Name

Office Administrator

Title

FOR OFFICE USE ONLY

Date Received _____ Booth(s) Assigned _____ Date _____ Check # _____ Amount _____ Date _____ Received by _____

December 2, 2022

Dennis Brobston
Saratoga Economic Development Corporation
56 Duplainville Road
Saratoga Springs, NY 12866

Sent via email to: dbrobston@saratogaedc.com

RE: Saratoga County's 2023 Annual Planning & Zoning Conference

Dear Dennis:

We look forward to your continued interest in Saratoga County's Seventeenth Annual Planning and Zoning Conference to be presented on February 1, 2023. Over the years, registrations for our Conference have increased steadily as has the Conference's geographic draw. Based upon feedback from Exhibitors at past Conferences, the Saratoga County Planning and Zoning Conference is recognized for providing businesses, consultants, and not-for-profit organizations with an ideal setting to highlight their tenure and expertise in the planning/zoning fields.


It is our hope that you will want to again take advantage of all this Conference has to offer your organization. We are providing space for booths to be staffed by 20+ of the Capital District's prominent consultants, firms and planning organizations. The full-day event will again be held at the Saratoga Springs City Center and will feature sixteen break-out sessions taught by experts in the planning field and by land use training specialists from New York's Department of State.

Our Conference attendance has remained consistently over 550 in each of the last three Conferences, and there is already an early interest shown for this year's training program. We anticipate exceeding the attendance numbers of other local or state-level conferences at which your firm could represent itself to planning and zoning officials. The draw for our Conference includes not only the municipal board members and elected officials in Saratoga County but also those of Warren, Washington, Fulton and six other counties. Attendees from outside Saratoga County account for more than 25% of our participants and we have made a concerted effort to increase the involvement of participants from Albany, Schenectady and Rensselaer counties. This may be the best one-day local opportunity to get your company's identity before an expanded audience, one that has decision-making responsibilities vital to your business and its impact among planning and zoning practitioners.

The Exhibitor Layout used for the past few years was well-received and will be used again in February as a means of increasing the amount of foot traffic around the exhibitor booths. We will again schedule definitive break times in the day's events with beverages and pastries provided in the Exhibitor Area. Please see the enclosed Exhibitor Area layout planned for use at this year's Conference.

I have also provided an Exhibitor Registration Form. Included in the \$575 cost for an exhibitor booth are two free lunches for those who will staff your booth, resulting in a net cost to you of \$455 for the day's presentation and promotion of your firm or organization. **As a means of encouraging new exhibitor participation, we would like to encourage you to speak about the Conference to other professionals like yourself. I have been authorized to offer you a \$50.00 discount on your registration if a new company/firm you recommend registers to exhibit at this year's Conference by Friday, January 6th. That new exhibitor will also be offered a \$50.00 discounted registration fee if recommended through you.** As in the past, we appreciate your anticipated interest and participation in the Planning and Zoning Conference. Feel free to contact me at 518-884-4746 or mvalentine@saratogacountyny.gov with any questions you may have or simply return the completed form to my attention by mail, email or fax (884-4780). Payment in the name of **Saratoga County Treasurer** should be mailed separately to me at Saratoga County Planning and Economic Development, 50 West High St, Ballston Spa, NY 12020.

Sincerely,


Michael Valentine
Senior Planner
Attachment





56 Duplainville Road
Saratoga Springs, NY 12866
518.587.8945

THE ADIRONDACK TRUST COMPANY
473 BROADWAY
SARATOGA SPRINGS, NY 12866
50-288/213

18749

12/29/2022

PAY TO THE
ORDER OF Saratoga County Treasurer

\$ **575.00

Five Hundred Seventy-Five and 00/100

DOLLARS

Saratoga County Planning Board
Attention: Michael Valentine
50 West High Street
Ballston Spa, NY 12020

2023 Planning & Zoning Conference

⑈018749⑈ ⑈021302884⑈

Saratoga Economic Development Corporation

18749

Saratoga County Treasurer

Date Type Reference
12/29/2022 Bill Exhibitor

Original Amt.
575.00

Balance Due
575.00

12/29/2022

Discount

Payment

575.00

Check Amount

575.00

General Fund - ATC C 2023 Planning & Zoning Conference

575.00

Saratoga Economic Development Corporation

18749

Saratoga County Treasurer

Date Type Reference
12/29/2022 Bill Exhibitor

Original Amt.
575.00

Balance Due
575.00

12/29/2022

Discount

Payment

575.00

Check Amount

575.00

PAYMENT
RECORD

General Fund - ATC C 2023 Planning & Zoning Conference

575.00



106901

Rev 8/24



TRUST COMPANY

Account Number: ###-###-###
 Closing Date: 10/12/22
 Credit Limit: \$ Available Credit:

VISA

Page 3

Cardholder Account Summary Continued					
Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
09/12/22	09/13/22	4511			
09/12/22	09/13/22	4511			
09/12/22	09/13/22	4511			
09/12/22	09/13/22	4511			
09/14/22	09/16/22	5812			
09/15/22	09/16/22	5868			
09/18/22	09/19/22	4814			
09/19/22	09/20/22	4722			
09/20/22	09/21/22	8899			
09/21/22	09/22/22	4722			
09/21/22	09/22/22	4722			
09/22/22	09/25/22	5812			
09/23/22	09/25/22	5812			
09/23/22	09/25/22	4722			
09/23/22	09/25/22	4722			
09/26/22	09/27/22	5868			
09/29/22	09/30/22	5182			
09/29/22	09/30/22	5812			
09/29/22	09/30/22	8010			
10/05/22	10/06/22	5812			
10/05/22	10/06/22	9402			
10/06/22	10/07/22	7392	24492162279000027298438	THE STATE OF SITE SELE WWW.ABOUTDCI.NY	\$200.00
10/11/22	10/12/22	7399			
10/11/22	10/12/22	7011			
10/11/22	10/12/22	7011			

Additional Information About Your Account

Interest Charge Calculation/Plan Level Information						
Plan Description	ICM ¹	Balance Subject to Interest Rate	Periodic Rate	Annual Percentage Rate (APR) ²	Interest Charge	Ending Balance
CURRENT						
PURCHASES	G	\$ 0.00	1.2500%	15.00%	\$ 0.00	
CASH	F	\$ 0.00	1.2500%	15.00%	\$ 0.00	
FEES/INTEREST CHARGE					\$ 0.00	
TOTAL				0.00%	\$ 0.00	

¹ ICM Interest Charge Method: See reverse side of Page 1 for explanation.² Your Annual Percentage Rate (APR) is the annual interest rate on your account.

(V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.



ADIRONDACK
TRUST COMPANY

SARATOGA EDC
DENNIS A BROBSTON
Account Number: #### ####
Page 1 of 4

VISA

Account Summary

Billing Cycle	12/12/22
Days In Billing Cycle	31
Previous Balance	
Purchases	+
Cash	+
Special	+
Balance Transfers	+
Credits	- 1.00
Payments	-
Other Charges	+
Finance Charges	+

NEW BALANCE

Credit Summary

Total Credit Line	
Available Credit Line	
Available Cash	
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Important Information About Your Account

NEW YORK RESIDENTS MAY CONTACT THE NEW YORK STATE DEPARTMENT OF FINANCIAL SERVICES BY TELEPHONE OR VISIT ITS WEBSITE FOR FREE INFORMATION ON COMPARATIVE CREDIT CARD RATES, FEES, AND GRACE PERIODS. 1-800-342-3736 OR WWW.DFS.NY.GOV

PAY ONLINE OR VIEW YOUR ACCOUNT AT:

Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
11/15/22	11/18/22	5968			
11/16/22	11/17/22	3174	24055232320700487068844	JETBLUE 2794408237066 8005382583 NY	\$64.00
11/16/22	11/17/22	3174	24055232320700487060759	JETBLUE 2794408237066 8005382583 NY	\$64.00

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

THE ADIRONDACK TRUST COMPANY
473 BROADWAY
SARATOGA SPGS NY 12866 - 2203



ADIRONDACK
TRUST COMPANY

Account Number

####

Check box to indicate
name/address change on
back of this coupon ☐

AMOUNT OF PAYMENT ENCLOSED

Closing Date

12/12/22

New Balance

Total Minimum
Payment Due

Payment Due Date

01/06/2023

\$

SARATOGA EDC
DENNIS A BROBSTON
56 DUPLAINVILLE RD
SARATOGA SPRINGS NY 12866-9020



MAKE CHECK PAYABLE TO:

VISA
PO BOX 4521
CAROL STREAM IL 60197-4521

21 4121 6759 9909 2385 00128319 00128319 9



ADIRONDACK
TRUST COMPANY

SARATOGA EDC
DENNIS A BROBSTON

Account Number: ####-####-####

Closing Date: 12/12/22

Credit Limit: \$15,000.00 Available Credit: \$13,843.00

VISA

Page 3 of 4

Cardholder Account Summary Continued

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
11/18/22	11/17/22	4121	24164072320090488393930	CITY CAB OF ORL ORLANDO FL	\$64.26
11/18/22	11/17/22	8011			
11/18/22	11/18/22	3685			
11/17/22	11/18/22	4121	24492152321745253562118	UBER TRIP HELP.UBER.COM CA	\$10.00
11/17/22	11/20/22	5812	24756422322163226770220	LOEWS SAPPHIRE FALLS FB ORLANDO FL	\$96.14
11/18/22	11/20/22	4814			
11/18/22	11/20/22	4121	24492152322719485882637	UBER TRIP HELP.UBER.COM CA	\$42.50
11/18/22	11/20/22	7512			
11/18/22	11/20/22	5814	24065232323700837129715	JETBLUE BUY ON BOARD SALT LAKE CIT UT	\$27.00
11/18/22	11/20/22	5813	24445002323500403764804	PY *ORLANDO BREWING ORLANDO FL	\$130.63
11/18/22	11/20/22	7512			
11/22/22	11/23/22	9402			
12/02/22	12/04/22	7372			
12/07/22	12/09/22	5812			
12/08/22	12/09/22	5812			
12/08/22	12/09/22	6010			

Additional Information About Your Account

Interest Charge Calculation/Plan Level Information

Plan Description	ICM ¹	Balance Subject to Interest Rate	Periodic Rate	Annual Percentage Rate (APR) ²	Interest Charge	Ending Balance
CURRENT						
PURCHASES	G	\$ 0.00	1.2500%	15.00%	\$ 0.00	
CASH	F		1.2500%	15.00%	\$ 1.13	
FEES/INTEREST CHARGE					\$ 0.00	
TOTAL				15.04%		

¹ ICM Interest Charge Method; See reverse side of Page 1 for explanation.

² Your Annual Percentage Rate (APR) is the annual interest rate on your account.

(V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.

DENNIS BROBSTON

SEDC Time Sheet Report

October 2022

	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TOTAL							
Administration			1	3	2	2				3									3	3	2			2	23							
Investor Relations																																
Membership			3		3	3													2	2			2	15								
New Members																									6							
Events																									6							
Small Business Assistance																									9							
IDA's			1																2		2	1			6							
Prospects																																
Attraction		1		1						2	8	8	8	8	8	8	8	8	8	4			1	1	1	3	80					
Retention				1						2													1	2	1		8					
SEDC Projects																																
#1 Videos																									9							
#2 CORPC Subaward Grant																									0							
#3 County Mktg. Grant			2	2	2	2				2	8	8	8	8	8	8	8	8	8	4			1	1	1	1	83					
Community Development		4			4																				8							
Holidays									7																7							
Medical Time																									0							
Personal																									0							
Vacation																					7		7		14							
TOTAL	0	0	7	7	7	11	7	0	0	7	9	16	16	16	16	16	16	16	16	8	7	0	0	7	8	9	7	7	0	0	8	244

I, Dennis Brobston, do hereby certify that the above hours were worked on the dates indicated.

Date:

I, Dennis A. Brobston, have reviewed the above hours and approve them as being correct.

DENNIS BROBSTON

SEDC Time Sheet Report

November 2022

	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	TOTAL		
Administration	2	1	2	5			5	1	2	2			2	3														2	2	4	33		
Investor Relations																															8		
Membership			4				1		3																						0		
New Members																															0		
Events																															0		
Small Business Assistance																															0		
IDA's		2				1		1	2																			1.5	4.5		12		
Prospects																																	
Attraction	1	3	1	1				1	2				3	3	8	8	5												2	38			
Retention	1		1				1		2																				2	7			
SEDC Projects																															0		
#1 Videos																															0		
#2 CDRPC Subward Grant																															0		
#3 County Mitg. Grant	1		1				1	1					2	1	8	8	5												1	29			
Community Development	2	2						3																							7		
Holidays											7																	7	7		21		
Medical Time	1			1																							1	7	7		3.5	3.5	24
Personal																															0		
Vacation																															0		
TOTAL	8	6	9	7	0	0	8	7	7	7	7	0	0	7	7	16	16	10	0	0	0	1	7	7	7	7	0	0	7	10	9	179	

I, Dennis Brobston, do hereby certify that the above hours were worked on the dates indicated.

Date:

I, Dennis A. Brobston, have reviewed the above hours and approve them as being correct.

DENNIS BROBSTON

December 2022

SEDC Time Sheet Report

	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTAL
Administration	2	2			2	2	2	1	3			2	2	2	1			4	4	2	2	7				7	7	7	7			66
Investor Relations																																
Membership												3																				3
New Members																																9
Events						6																										6
Small Business Assistance																																9
IDA's	2							2	1			1	2		1			1	2													12
Prospects																																
Attraction	1	2			2	3	2	2	1			3	1	2	1			2	2	2	2					2						30
Retention	1	2			2	1	2	2	1			1	1	2	1			2	2	1	1											22
SEDC Projects																																
#1 Videos																																9
#2 CDRPC Subaward Grant																																9
#3 County Mktg. Grant		2			1	1	1	1	1			1		1				1	1	2	2											15
Community Development						1						1			3																	8
Holidays																										7						7
Medical Time	2				1																											3
Personal																																9
Vacation																7																7
TOTAL	8	8	0	0	8	7	14	8	7	0	0	9	9	7	7	7	0	0	10	11	7	7	7	0	0	7	9	7	7	7	0	178

I, Dennis Brobston, do hereby certify that the above hours were worked on the dates indicated.

Date:

12/30/22

Date:


I, Dennis A. Brobston, have reviewed the above hours and approve them as being correct.

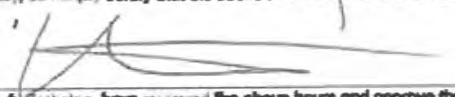
TORI RILEY

SEDC Time Sheet Report

October 2022

	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY								
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOTAL
Administration																			1	1											2	
Investor Relations																																
Membership			1.5	2.5		3				1	1								5	3	3.5	3	2							1.5	27	
New Members											1								1.5												2.5	
Events																															0	
Small Business Assistance			2		1.5	3				1.5	1																					9
IDA's																																0
Prospects																																
Attraction			3	1	3	2	2			3	1.5								3		2	2	2	2						1.5	28	
Retention					2					1.5											3											6.5
SEDC Projects																																
#1 Videos			2	3.5	1.5	2.5	1.5			4	1								2.5		1.5	3	2	1	1.5				2.5	30		
#2 CORPC Subward Grant																																0
#3 County Mktg. Grant			2		2	6	1			1	12	16	16	12	12	16	16	12	16	6.5			3.5			2						101.5
Community Development			2	3	2																						3.5					10.5
Holidays									7											3												10
Medical Time																																0
Personal																																0
Vacation																																0
TOTAL	0	0	13	10	12	11	11	0	0	7	12	17	16	16	12	12	16	16	12	16	12	0	0	13	12	12	7	9	0	0	5.5	277


 Date: 11/4/2022
 I, Tori Riley, do hereby certify that the above hours were worked on the dates indicated.


 Date: 11/8/22
 I, Dennis A. Grobston, have reviewed the above hours and approve them as being correct.

1

November 2022

Tony J. Riley Date: *12.5.22*
I, Tony Riley, do hereby certify that the above hours were worked on the dates indicated.

[Signature] Date: *12/5/22*
I, Dennis A. Brobston, have reviewed the above hours and approve them as being correct.

TORI RILEY

December 2022

SEDC Time Sheet Report

SEDC Time Sheet Report																																
	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTAL
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOTAL
Administration			4.5		1.5			2	1				2						2	3.5	1.5						2.5		2.5	1.5		24.5
Investor Relations																																42.5
Membership	1	1.5	1.5		2	1	2	2	2.5			2.5	3			1			3.5	4	3	3	5				2	2				8
New Members																																8.5
Events		1			2		3.5																									6
Small Business Assistance																																6
IDA's																													3	3		6
Prospects																																62.5
Attraction	5	2.5	3		2	6	2	2	6			5	5			3			2		1	2					2	2	2			4.5
Retention	1.5																					3										
SEDC Projects																					1											3.5
#1 Videos		1.5			1																											0
#2 CDRPC Subward Grant																																0
#3 County Mktg. Grant																																0
Community Development						1	2				2								2.5	3.5	2					3						16
Holidays														7	7	4											7					7
Medical Time																																0
Personal																																0
Vacation																																0
TOTAL	7.5	6.5	9	0	8.5	7	8.5	8	9.5	0	0	9.5	10	7	7	8	0	0	7.5	10	10	10	5	0	0	7	9.5	4	7.5	4.5	0	181

I, Tori Riley, do hereby certify that the above hours were worked on the dates indicated.

Date:

12/30/22

I, Dennis A. Brobston, have reviewed the above hours and approve them as being correct.

Date:

12/30/22



2/23/23

SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~306—2022~~ ____ - 2023

Introduced by Economic Development: Supervisors ~~Tollisen, Grasso, Hammond, Schopf, K. Veitch, M. Veitch and Wood~~. Hammond, Butler, Grasso, Raymond, Tollisen, K. Veitch, Winney

AUTHORIZING THE ISSUANCE OF A ~~THIRD~~ FOURTH QUARTER 2022 PAYMENT TO SARATOGA COUNTY ECONOMIC DEVELOPMENT CORPORATION FOR MARKETING AND PROMOTIONAL SERVICES

WHEREAS, pursuant to Resolution 315-2021, this Board authorized the Chairman to enter into an agreement with Saratoga County Economic Development Corporation (“SEDC”) to provide marketing services for the promotion and benefits of conducting business operations in the County of Saratoga for the term January 1, 2022 through December 31, 2022, at a cost not to exceed \$225,000, to be made in quarterly payments upon the submission of a properly documented voucher and documentation for review by the Economic Development Committee and upon a resolution duly advanced; and

WHEREAS, pursuant to Resolution ~~262-2022~~ 306-2022, this Board authorized the ~~first and second~~ third quarter 2022 payment to Saratoga Economic Development Corporation in the amount of ~~\$73,754.82~~ \$88,458.45; and

WHEREAS, our Economic Development Committee has received and reviewed documentation submitted by SEDC for the ~~third~~ fourth quarter of 2022, and has recommended that the payment of ~~\$88,458.45~~ \$62,785.67 be made to the Saratoga Economic Development Corporation for the provision of marketing and promotional services for the promotion and benefits of conducting business operations in the County of Saratoga; now, therefore, be it

RESOLVED, that the ~~third~~ fourth quarter 2022 payment to Saratoga Economic Development Corporation in the amount of ~~\$88,458.45~~ \$62,785.67 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 department budget.

February 23rd, 2023 Regular Meeting

Motion to Adopt: Supervisor(s):
Second: Supervisor(s):

AYES (____):
NOES (____):
ABSENT (____):

~~Motion to Adopt: Supervisor(s): Grasso~~
~~Second: Supervisor(s): Hammond~~

~~AYES (189775): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5),
Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Jean Raymond (1333),
Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Mark Hammond (17130),
Thomas Richardson (5163), Scott Ostrander (18800), Theodore Kusnierz (16202), Sandra
Winney (2075), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lawler (8208),
John Lant (17361).-~~
~~NOES (0):-~~
~~ABSENT (45734): Kevin Tollisen (25662), Willard H. Peck (5242), Thomas N. Wood, III
(5808), Edward D. Kinowski (9022).-~~
~~ABSTAIN (0):-~~



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
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: 1/30/23

COMMITTEE: Economic Development



RE: State Septic System Replacement Program Renewal Agreement

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

1. Is a Resolution Required:

Yes, Contract Renewal



2. Proposed Resolution Title:

See Section 3

3. Specific Details on what the resolution will authorize:

"Renewing an agreement with the New York State Environmental Facilities Corporation for the County's participation in the State Septic System Replacement Program."

This renewal agreement would extend the program until 12/31/26 at no additional cost to the County. This program has been administered by the Saratoga County Soil and Water Conservation District on behalf of the County since the programs inception in 2018.

There is still \$94,435 available in grant funds through this program. Once replacement projects are completed the County functions as a pass through to deliver the state funding to residents for their eligible septic replacement projects.

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 A.90.000-8762 and A.90-3904
- b. Budget year impacted None
- c. Details

Once replacement projects are completed the Soil and Water Conservation District will submit the appropriate paperwork to County staff for funds to be reimbursed to the resident. This is done through a separate resolution authorizing the acceptance of the state funding and allocating the same amount received for disbursement to the resident. Making these future resolutions related to the program budget neutral.

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: 12/31/2026

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:

State

b. Agency granting funds:

NYS EFC

c. Amount of grant:

\$94,435

d. Purpose grant will be used for:

Replacement of septic systems

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

Septic system materials and equipment

f. Time period grant covers:

1/1/23 to 12/31/26

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 _____

10. Remarks:

Total Septic Replacement Projects since 2018: 9 Projects of \$55,565

2018 - None

2019 - 3 projects totaling \$14,415

2020 - 2 projects totaling \$10,450

2021 - 1 project totaling \$10,000

2022 - 3 projects totaling \$20,700



NEW YORK
STATE OF
OPPORTUNITY

Environmental
Facilities
Corporation

Department of
Environmental
Conservation

Department of
Health

State Septic System Replacement Program

Program Summary

The Clean Water Infrastructure Act of 2017 (L. 2017, c. 57, Part T) established the Septic System Replacement Fund to provide a source of funding for the replacement of cesspools and septic systems in New York State. This grant program (the "Program") seeks to reduce the environmental and public-health impacts associated with the discharge of effluent from cesspools and septic systems on groundwater used as drinking water, as well as threatened or impaired waterbodies.

The state Department of Environmental Conservation ("DEC") and the state Department of Health ("DOH") have determined priority geographic areas where the Program will provide grants for eligible septic system projects. An area's designation as a priority is based on its vulnerability to contamination (e.g. the presence of a sole-source aquifer, or a known water-quality impairment), population density, soils, hydrogeology, climate, and reasonable ability for septic system projects to mitigate water quality impacts. Under the Program, counties in which priority geographic areas are located can access monies from the Fund to provide grants to reimburse property owners for up to 50% of the eligible costs (up to a maximum of \$10,000) of their eligible septic system projects.

The Program provides grants for eligible "septic system projects" involving:

- the replacement of a cesspool with a septic system, or
- the installation, replacement or upgrade of a septic system or septic system components, or installation of enhanced treatment technologies, including an advanced nitrogen removal system.

Overview

DEC and DOH have identified priority geographic areas for the replacement of septic systems, and allocated funding to counties from the Fund. Counties that have priority areas within their boundaries, and choose to participate in this program, are called "Participating Counties."

Participating Counties notify owners of property served by septic systems (including residences and small businesses) that they could be eligible for financial assistance from the Septic System Replacement Program. Once notified, property owners who undertake a septic system project may apply to the Participating County for a grant from the Program.

Participating Counties review and evaluate the applications and determine financial assistance awards based on the Program criteria and consideration of a property's location in relation to a waterbody, impacts to groundwater used as drinking water, and the condition of the property owner's current septic system. Participating Counties may set graduated incentive reimbursement rates for septic system projects to maximize

pollution reduction outcomes. Septic system projects located in a priority geographic area identified by DEC as threatened or impaired by nitrogen must reduce nitrogen levels by at least 30% to receive assistance.

After evaluating applications and making funding decisions, Participating Counties notify the property owners of their grant awards by sending them award letters that include the amount, and other terms and conditions, of the grant. Property owners must formally accept the grant award and its terms and conditions by signing and returning the letter to their participating counties, after which property owners may proceed and hire design professionals and contractors to complete the work on their septic system projects.

As the Program provides funding on a reimbursement basis, property owners are initially responsible for the total cost of their septic system projects. Property owners may also choose to have the reimbursement paid directly to their contractors, which could reduce their out-of-pocket costs.

To receive reimbursement, property owners submit a reimbursement request to the Participating County in which they are located upon completion of their septic system projects. Reimbursement requests must include:

- (i) the completed Reimbursement Request form;
- (ii) any applicable design approval for the septic system project;
- (iii) description of all work completed;
- (iv) cost documentation and invoice or invoices for eligible costs; and
- (v) if applicable, a written authorization for a septic system contractor directly to receive the property owner's reimbursement.

Participating Counties review the reimbursement requests, and approve, adjust or deny them, as appropriate. No more often than once a month, Participating Counties aggregate the reimbursement requests they've received, and certify that amount in a disbursement request to the Environmental Facilities Corporation ("EFC"), which administers the Septic System Replacement Fund. EFC reviews the disbursement requests and once it is confirmed that all necessary documentation has been received and verified, disburses monies from the fund to the participating counties, which then issue reimbursement payments to property owners or their contractors for their completed septic system projects.



Department of
Environmental
Conservation

Environmental
Facilities Corporation

State Septic System Replacement Fund

PROGRAM OUTLINE

DECEMBER 14, 2022

Kathy Hochul, Governor | Basil Seggos, Commissioner | Maureen A. Coleman, Esq., President and Chief Executive Officer

Table of Contents

- 1. Background 2
- 2. Definitions 2
- 3. Septic Program Description..... 3
- 4. Septic Repair and Replacement Priority Geographic Areas – Long Island..... 4
- 5. Septic Repair and Replacement Priority Geographic Areas – Upstate 4
- 6. Septic System Conditions Warranting Repair, Upgrade, or Replacement 4
- 7. Septic Program Eligibility 5
- 8. Administrative and Reimbursement Process 7

1. Background

- a. The Clean Water Infrastructure Act of 2017 established the State Septic System Replacement Fund (Fund). The purpose of this Fund is to replace existing cesspools and septic systems that are having significant and quantifiable environmental and/or public health impacts to groundwater used for drinking water, or to a threatened or impaired waterbody.

2. Definitions

- a. Cesspool – a drywell that receives untreated sanitary waste containing human excreta, which sometimes has an open bottom and/or perforated sides.
- b. Failure – evidence of dye on the ground surface or in a watercourse, evidence of sewage effluent on the ground surface or in a watercourse, or other obvious failure of system components (e.g., collapse of a septic tank). Observed effluent may need to be confirmed as a failure by the introduction of dye into the treatment system and subsequent field observation for dye.
- c. Fund – the State Septic System Replacement Fund created by the Clean Water Infrastructure Act of 2017.
- d. Participating County – a county that notifies the New York State Environmental Facilities Corporation (EFC) that it seeks authority to administer a Septic System Replacement Program within its municipal boundaries and agrees to abide by the state program's goals, guidelines, eligibility requirements, and reimbursement procedures and provide information to property owners regarding program parameters, including eligibility criteria.
- e. Reasonably Likely to Fail System – as judged by a County Health Department official or other authorized as identified herein, including but is not limited to, a septic system which is improperly located or improperly loaded; or has components that are improperly installed, deteriorated, or otherwise not functioning; and which system can be expected to fail in the near future.
- f. Septic System – a system that provides for the treatment and/or disposition of the combination of human and sanitary waste with water not exceeding 1,000 gallons per day, serving a single parcel of land, including residences and small businesses.
- g. Septic System Project – the replacement of a cesspool with a septic system; the installation, replacement, or upgrade of a septic system or septic system components; or installation of enhanced treatment technologies, including an advanced nitrogen removal system, to significantly and quantifiably reduce environmental and/or public health impacts associated with effluent from a cesspool or septic system to groundwater used as drinking water or to a threatened or an impaired waterbody.
- h. Small Business – a business which is resident in New York State, independently owned and operated, not dominant in its field, and employing not more than 100 individuals.
- i. Priority Geographic Area for surface waterbodies – the area covered by 250 feet from each side of a priority waterbody as listed on the EFC website (<https://www.efc.ny.gov/SepticReplacement>).

3. Septic Program Description

- a. Only participating counties are eligible to receive funds.
- b. The Fund is administered by EFC and is authorized to reimburse property owners for up to 50% of the eligible costs incurred for eligible septic system projects, up to ten thousand dollars (\$10,000).
- c. An eligible septic system project means the replacement of a cesspool with a septic system; the installation, replacement, or upgrade of a septic system or septic system components; or installation of enhanced treatment technologies to significantly and quantifiably reduce environmental and/or public health impacts associated with effluent from a cesspool or septic system to groundwater used as drinking water or to a threatened or an impaired waterbody located in a Priority Geographic Area, and selected by a participating county for funding from the Fund.
- d. The Fund is being targeted to Priority Geographic Areas within participating counties that contain: groundwater supplies (e.g., EPA sole source aquifers and primary aquifers); surface water drinking water supplies and other threatened or impaired surface waters where septic systems and cesspools are known or suspected to be adversely impacting the waterbody. The counties and Priority Geographic Areas within these counties are further defined in Sections 4 and 5.
- e. Single family, two family, and small businesses with an existing design sewage flow not exceeding 1,000 gallons per day (GPD) as of the date the participating county signed their participation agreement with EFC are eligible for this program. Seasonal or secondary homes may be eligible for this program if the participating county determines that an existing septic system has the reasonable potential to adversely impact a priority waterbody listed on the EFC website. New construction is not eligible for the Fund.
- f. Wherever feasible, a failed or a Reasonably Likely to Fail System shall be brought into full compliance with Appendix 75-A. When full compliance with the standards of Appendix 75-A is not feasible or practicable, the system should be upgraded based upon best professional judgment to the extent feasible to maximize protection of public health and safety. Advanced or enhanced treatment units may also be considered, where practical. Departure from the parameters of Appendix 75-A shall be minimized to allow for the best feasible upgrade within the borders of the lot, while preserving public health, safety, and the environment.
- g. This program does not require that existing non-complying sewage disposal systems that do not meet the standards of New York State Public Health 10 NYCRR Appendix 75-A (Appendix 75-A) but are not failing nor is a Reasonably Likely to Fail System in the near future be upgraded or replaced to 75-A standards.
- h. Eligible septic systems cannot be in an existing or planned sewage collection system area. Also, eligible septic systems cannot be located where a Total Maximum Daily Load (TMDL), Nine Element (9E) Watershed Plans, engineering plans, and other comparable plans that recommend sewerage to resolve water quality impairments.
- i. Sewer connection costs are not eligible for funds.

4. Septic Repair and Replacement Priority Geographic Areas – Long Island

Priority Geographic Areas in Long Island (Nassau and Suffolk Counties):

- a. Areas in the 0–50 year contributing zone to public drinking water wells fields;
- b. Areas in the 0–25 year contributing zone to surface waters;
- c. Areas located in an area where groundwater is less than 10 feet below grade;
- d. Contribute to an area that is listed as a 303(d)-impaired waterbody; and
- e. Under the Long Island Nitrogen Action Plan, Suffolk County has developed a Sub-Watershed Wastewater Plan (SWP) and Nassau County's SWP is underway. Both SWPs evaluate parcel-specific nitrogen loads from wastewater, fertilizer, stormwater, and atmospheric deposition to the groundwater and receiving waters of more than 200 sub-watersheds. The SWPs identify Priority Geographic Areas for Septic System replacements/upgrades.

5. Septic Repair and Replacement Priority Geographic Areas – Upstate

- a. A list of Priority Geographic Areas can be found at the following website, <https://www.efc.ny.gov/SepticReplacement>. Septic systems located within 250 feet of the waterbodies listed on the above website that are failing or are a Reasonably Likely to Fail System are eligible to participate in the program. Septic systems located greater than 250 feet from the waterbodies listed on the above website that are failing or are Reasonably Likely to Fail Systems may be eligible to participate in the program if the participating county determines that the existing septic system has the reasonable potential to adversely impact any such waterbody.

6. Septic System Conditions Warranting Repair, Upgrade, or Replacement

- a. If any of the following conditions are identified during a septic inspection, these are indications the septic system is failing or is a Reasonably Likely to Fail System. The process of repair and replacement may require additional inspections and an additional pump-out.
 - i. Indicators of an overloaded and/or clogged absorption area, including seepage pit, leach field, or cesspool.
 - ii. There is back-up of sewage into the facility served by the system or any component of the system because of an overloaded and/or clogged leach field, seepage pit, or cesspool.
 - 1. There is a discharge of effluent directly or indirectly to the surface of the ground (through ponding or surface breakout) or to a surface water.

2. The system contains a cesspool without a separate tank component for primary solids separation and storage, (i.e., no septic tank).
3. The septic tank requires pumping four times a year.

iii. Component deficiencies

1. The septic tank is made of metal and does not comply with the UL-70 standard; or is made of metal, masonry block, or other material and shows signs of deterioration; or is cracked or otherwise structurally unsound, indicating that significant infiltration or exfiltration is occurring or is imminent.
2. Distribution box is not level.
3. Services line(s) are cracked/opened.
4. Pretreatment unit is not functioning properly.
5. Other system components are deteriorated, not properly installed, or otherwise not functioning correctly.

iv. Location deficiencies

1. Any portion of the absorption area extends to within two feet of the seasonal high groundwater level.
2. Any portion of the absorption area is located within 100 feet of an individual well, or 200 feet of a public water supply, or 200 feet from an individual well that is located downhill and in direct line of drainage from the absorption facility.
3. Any portion of the absorption field is located within 100 feet of a waterbody and the replacement system can be relocated completely outside of the 100-foot buffer.
4. Any portion of the absorption field is located within 100 feet of a waterbody. and the replacement system employs enhanced treatment technology.

v. Technology deficiencies

1. Nassau County and Suffolk County made the determination that replacing septic systems and cesspools with septic systems that remove less than 50% of nitrogen is inadequate. Therefore, in Nassau and Suffolk Counties, only septic systems that remove at least 50% of the nitrogen will be eligible for State Septic System Replacement Program funding.

7. Septic Program Eligibility

- a. To be eligible for funding from the Fund, a septic system project must be determined by the participating county to be in a Priority Geographic Area, as described in Sections 4 and 5, and meet the criteria of a septic system warranting repair, upgrade, or replacement, as described in Section 6.
- b. Determinations of eligibility will be made by the participating county based on the criteria contained herein, including the system's impacts to groundwater or surface waters used as drinking water or other waterbodies where septic systems and cesspools are known or

suspected to be a major source of pollutants, and the condition of the property owner's current septic system. Septic systems condition may be determined by:

- i. A County Health Department official;
 - ii. Another designated authority having jurisdiction, pursuant to septic inspections required by a municipal separate storm sewer system permit; or
 - iii. A septic contractor pursuant to the applicable county sanitary code.
 - iv. Other entity designated by the county program administrator such as watershed inspector, soil and water conservation district employee, local municipal building inspector with third party expert, and other entity that generates a report that is reviewed by the county program administrator to determine eligibility based on program criteria.
- c. The inspection, design, repair, or replacement of a septic systems project must be in accordance with the following:
- i. Both design and construction of any rehabilitation or replacement must have been approved by the County Health Department or another authorized agent;
 - ii. Septic structures, such as gas baffles or effluent filters in septic tanks and speed levelers in distribution boxes, shall be installed on all systems if practical. When outlet filters are installed, they must be designed and installed so that they can be removed without harming the integrity of the septic tank baffles or sanitary tee;
 - iii. In all cases, the least expensive, technologically appropriate alternative needed to upgrade a system as close as is reasonable to Appendix 75-A will be eligible; and
 - iv. A septic system project located in Nassau or Suffolk counties must reduce nitrogen levels by at least 50%.
- d. Eligible Costs
- i. To be eligible for reimbursement, incurred costs must be reasonable and necessary for work done to a septic system project. This will be determined by the County Health Department or other authorized agent, as identified above in 7(b), that such septic system is failing or is a Reasonably Likely to Fail System prior to any repairs, or such system has received a Notice of Violation or Notice of Failure prior to any repairs.
 - ii. Design costs are eligible, but limited only to work needed to complete an approved design, including needed site investigation, as-built drawings, and inspections.
 - iii. Installation costs, and costs of the system, system components, and enhanced treatment technologies are eligible.
- e. Ineligible Costs – the following costs are ineligible for reimbursement:
- i. Routine maintenance such as a pump-out of a septic tank;
 - ii. Any expenses that are not appropriately documented;
 - iii. Government permit fees, including but not limited to, fees assessed for building permits, zoning permits, construction compliance certifications, and floodplain disturbance permits;
 - iv. Interest and late fees;

- v. Fines and penalties;
- vi. Sales tax payment;
- vii. Non-essential site beautification;
- viii. Non-essential interior plumbing changes;
- ix. Administrative work conducted by the engineer; and
- x. Construction observation by the engineer if the engineer, or an entity owned, controlled by or employing the engineer, is also conducting the repair or replacement.

8. Administrative and Reimbursement Process

- a. A participating county will notify eligible property owners (including residences and small businesses) of the availability of funds. Once notified, a property owner who undertakes a septic system project may apply to the county for funding.
- b. If the septic system project is selected for a grant, the participating county will notify the property owner of the award, which may reimburse up to 50% of the eligible costs of a septic system project, up to a maximum amount of \$10,000 per project. Once the award letter is accepted, the property owner may proceed and hire a design professional and contractor to complete the work on the septic system project.
- c. Funding to the participating counties is on a reimbursement basis; therefore, property owners are initially responsible for the total cost of their septic system projects. The property owner may choose to have the reimbursement paid directly to the contractor.
- d. To receive reimbursement, upon completion of the project, a property owner will be required to submit a request for reimbursement to the county. The request must include:
 - i. A completed reimbursement request;
 - ii. A description of all work completed;
 - iii. A cost documentation and invoice(s) for eligible costs; and
 - iv. If applicable, a written authorization for a septic system contractor directly to receive the property owner's reimbursement.
- e. The participating county will then review the reimbursement request, approving, modifying, or denying the request, as appropriate, and issue reimbursement payments to property owners or their contractors.
- f. EFC will provide guidance and a set of template documents to be used by participating counties, including a notification of property's location in a Priority Geographic Area, an application form, an award letter, and a reimbursement request form.



Department of
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www.dec.ny.gov | www.efc.ny.gov



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ____ - 2023

Introduced by Supervisors **Hammond, Butler, Grasso, Raymond, Tollisen, K.Veitch, Winney**

RENEWING AN AGREEMENT WITH THE NEW YORK STATE ENVIRONMENTAL FACILITIES CORPORATION FOR THE COUNTY'S PARTICIPATION IN THE STATE SEPTIC SYSTEM REPLACEMENT PROGRAM

WHEREAS, the New York State Clean Water Infrastructure Act of 2017 established the Septic System Replacement Fund ("the Fund") to provide property owners a source of funding for the replacement of failing cesspools and septic systems servicing residences and small businesses in New York State; and

WHEREAS, the State Septic System Replacement Program ("the Program") is a grant program that seeks to reduce the environmental and public health impacts associated with the discharge of effluent from cesspools and septic systems on groundwater used as drinking water, as well as threatened or impaired waterbodies; and

WHEREAS, the New York State Department of Environmental Conservation and the New York State Department of Health have determined priority geographic areas in the State where the Program will provide grants for eligible septic system projects, and Saratoga County has been identified as a priority geographic area; and

WHEREAS, eligible septic system projects include: 1) the replacement of a cesspool with a septic system; and 2) the installation, replacement or upgrade of a septic system or septic system components, or installation of enhanced treatment technologies, including an advanced nitrogen removal system; and

WHEREAS, under the Program, counties located in priority geographic areas can access monies from the Fund to provide grants to reimburse property owners for up to fifty percent (50%) of the eligible costs, up to a maximum of \$10,000, of their eligible septic system projects; and

WHEREAS, counties participating in the Program must notify owners of properties served by septic systems that they could be eligible for financial assistance from the Program; and once notified, interested property owners would need to apply to the participating county for a grant from the Program; and

WHEREAS, if the County of Saratoga **continues** to participate in the Program, it would be eligible to distribute grants to property owners up to a maximum aggregate amount of **\$94,435**; and

WHEREAS, the Saratoga County Soil and Water Conservation District has recommended that the County participate in the State Septic System Replacement Program, and it is willing to administer the Program on the County's behalf, and

WHEREAS, the County's participation in the Program would be at no appreciable cost to the County; now, therefore, be it

RESOLVED, that the Board of Supervisors of the County of Saratoga hereby authorizes the County of Saratoga to participate in the State Septic System Replacement Program; and, be it further

RESOLVED, that the Chair of the Board is hereby authorized to execute a County Participation Agreement with the New York State Environmental Facilities Corporation authorizing the County of Saratoga's participation in the State Septic System Replacement Program for the term **January 1, 2023 through December 31, 2026**, which Agreement shall be subject to the approval of the County Attorney as to form and content.

BUDGET IMPACT STATEMENT: No budget impact.



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: February 2, 2023

RE: February 2023 Economic Development Meeting

Agricultural District Amendment (Action Item – Set Public Hearing for Amendment of Consolidated Agricultural Districts #1 & #2)

Pursuant to Agriculture and Markets Law 25-AA §303-b (AML 25-AA §303-b), Saratoga County held its required 30-day annual review period between October 1 and October 31, 2022. During this time, landowners may submit a request for inclusion of viable agricultural lands within a certified agricultural district. The purpose of this review is to provide agricultural landowners with an opportunity to add land to an existing agricultural district on an annual basis, outside of the review periods established in AML 303-a.

During the 2022 annual review, Saratoga County received petitions from twelve (12) landowners seeking inclusion of sixteen (16) parcels in one of the two Saratoga County Consolidated Agricultural Districts. The Saratoga County Agricultural and Farmland Protection Board reviewed each petition at their meeting held on January 10, 2023 and has recommended to the Saratoga County Board of Supervisors that these amendments be approved. The Board of Supervisors is required to hold a public hearing on the proposed amendments and adopt a formal resolution amending the boundaries of the districts per AML 25-AA §303-b.

In February, a request will be made to the Board of Supervisors to set a public hearing for the appropriate day in March. If no public comment is received, the petitions will be formally approved by the Board. Each application will be covered in detail at the Economic Development Committee Meeting in February.

The following is a list of petitions received by the Clerk of the Board of Supervisors during the 30-day review period in the month of October 2022. Each of these parcels have been recommended for inclusion into their respective Agricultural District #1 or #2. Attached to this document, please find the report from the Agricultural and Farmland Protection Board.

Saratoga County Consolidated Agricultural District #1:

Town of Wilton

- Lois and Traci DeRidder, Town of Wilton, combined 159 ± acres, Tax Parcel #'s: 102.-1-90 & 102.-1-99.1, located on Blanchard Road. These parcels are dedicated to raising of livestock with aspiration of expansion of farmland and crop production. **The board recommends that the Lois and Traci DeRidder petitions of 159 ± acres, within the boundaries of Saratoga County's Consolidated Agricultural District #1.**

Saratoga County Consolidated Agricultural District #2:

Town of Clifton Park

- Renee and Michael Boel, Town of Clifton Park, Tax Parcel #264.-3-40.111, 7.3 ± acres, located on Tanner Road. This property dedicated to production flowers and garden vegetables. **The board recommends that the Renee and Michael Boel petition of approximately 7.3 ± acres be included in the Saratoga County's Consolidated Agricultural District #2.**

Town of Greenfield

- Phil and Dorothy Carrico, Town of Greenfield, 80.31 ± acres, Tax Parcel #: 139.-1-1 located on Wilton Road. This parcel is dedicated to raising chickens, alpacas, and forestry production. **The board recommends that the Phil and Dorothy Carrico petition of approximately 80.31 ± acres be included in the Saratoga County's Consolidated Agricultural District #2.**
- Cody and Kateri Sargen, Town of Greenfield, 22 ± acres, Tax Parcel #: 150.-1-9.11 located on North Creek Road. This parcel is dedicated to raising livestock for fiber, meat, and dairy. **The board recommends that Cody and Kateri Sargen petition of approximately 22 ± acres be included in the Saratoga County's Consolidated Agricultural District #2.**

Town of Milton

- John and Janet Bartow, Town of Milton, Tax Parcel #: 176.-1-21.11, 4.41 ± acres of located on Middleline Road. This property is dedicated to beekeeping and vegetable garden. **The board recommends that the John and Janet Bartow petition of approximately 4.41 ± acres be included in the Saratoga County's Consolidated Agricultural District #2.**
- Susan D. Beck, Town of Milton, Tax Parcel #: 162.-1-12, 154 ± acres located on Emigh Road. This property is dedicated to raising cattle and field crops. **The board recommends that the Susan D. Beck petition of approximately 154 ± acres be included in the Saratoga County's Consolidated Agricultural District #2.**

- Aaron Llyod, Town of Milton, 16.7 ± acres, Tax Parcel #: 189.-3-108 located on Rock City Road. This parcel is dedicated to raising chicken and bees and production of maple syrup and firewood. **The board recommends that the Aaron Llyod petition of approximately 16.7 ± acres be included in the Saratoga County's Consolidated Agricultural District #2.**
- Mary Ann Morgan, Town of Milton, combined 49 ± acres, Tax Parcel #'s: 190.-1-24, 190.-1-22.1 & 190.-1-21 located on Rock City Road. These parcels are dedicated to horse boarding. **The board recommends that the Mary Ann Morgan petitions of approximately 49 ± acres be included in the Saratoga County's Consolidated Agricultural District #2.**
- Jason O'Donnell, Town of Milton, combined 21.16 ± acres, Tax Parcel #'s: 189.-1-21 & 189.-1-22 located on Rock City Road. These parcels are dedicated honeybees, chickens, vegetables and the production of maple syrup and firewood. **The board recommends that the Jason O'Donnell petitions of approximately 21.16 ± acres be included in the Saratoga County's Consolidated Agricultural District #2.**
- Mathew and Jessmyn Schwartz, Town of Milton, 28.17± acres, Tax Parcel #: 176.-1-75 located on Middleline Road. This parcel is dedicated to raising pigs, chickens, goats ducks, vegetables, mushrooms and orchard trees. **The board recommends that the Mathew and Jessmyn Schwartz petitions of approximately 28.17± acres be included in the Saratoga County's Consolidated Agricultural District #2.**
- Eric and Noelle Smassanow, Town of Milton, 24.29 ± acres, Tax Parcel #: 215.-1-17 located on Middleline Road. This parcel is dedicated to raising beef, pork, chickens, turkeys, rabbits, vegetables and fruit, **The board recommends that the Eric and Noelle Smassanow petitions of approximately 24.29 ± acres be included in the Saratoga County's Consolidated Agricultural District #2.**
- Susan Veeder, Town of Milton, 12.38 ± acres, Tax Parcel #: 163.-1-59 located on Murray Road. This parcel is dedicated to raising chickens and vegetable garden, **The board recommends that the Susan Veeder petitions of approximately 12.38 ± acres be included in the Saratoga County's Consolidated Agricultural District #2.**

Recommended inclusion in Saratoga County Consolidated Agricultural District #1 is a total of +/-159-acres. Recommended inclusions in Saratoga County Consolidated Agricultural District #2 is a total of +/- 420-acres.

Saratoga County Planning and Zoning Conference Contract Amendment

The Saratoga County Planning and Economic Development Department held the annual Planning and Zoning Conference on February 1st. The event had a record registration number of 620 attendees from 13 counties and 75 municipalities. Attendance for the event exceeded the projections that were provided as the basis for the Food and Beverage RFP. The Planning and Economic Development Department is seeking authorizing to increase the contract from \$20,000 to \$22,500 awarded via resolution 376-2022.

Saratoga County Economic Development Grants (*Committee Approval Only*)

The Planning and Economic Development Department continues to interact with municipalities on their Economic Development Grants. The Town of Moreau and Town of Waterford have submitted a reimbursement request for their 2022 grant request. This requires committee approval, the reimbursement request is attached to this memo.

In addition, \$150,000 has been provided in the budget for the 2023 Economic Development grant program, project applications will be sent out shortly if the committee approves (discussion on submittal date).

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



**Saratoga County Consolidated Agricultural District
Report and Recommendation of the Saratoga County Agriculture
& Farmland Protection Board to
The Saratoga County Board of Supervisors
Submitted January 2023**

Petitioners:

John & Janet Bartow, Town of Milton
Susan D. Beck, Town of Milton
Renee & Michael Boel, Town of Clifton Park
Phil & Dorothy Carrico, Town of Greenfield
Louis & Traci DeRidder, Town of Wilton
Aaron Lloyd, Town of Milton
Mary Ann Morgan, Town of Milton
Jason O'Donnell, Town of Milton
Cody & Kateri Sargen, Town of Greenfield
Mathew & Jessmyn Schwartz, Town of Milton
Eric & Noelle Smassanow, Town of Milton
Susan Veeder, Town of Milton

New York State Department of Agriculture and Markets Law, Article 25-AA (AML 25-AA) sanctions the creation of agricultural districts by means of local landowner interest, preliminary county review, county adoption, and subsequent state certification. The purpose of agricultural districting is to encourage, protect and promote the continued use of farmland for agricultural production. The program is based on a combination of farm operation protections and incentives- all of which are designed to preserve farming and farmland and to forestall the conversion of such lands to non-agricultural type uses. Farm operations in State-certified agricultural districts can receive benefits in the form of partial real property tax relief by way of agricultural and special assessments and farm operations within agricultural districts gain protections against overly restrictive local laws, government funded land acquisitions and private nuisance complaints involving agricultural practices.

Pursuant to AML 25-AA, the Board of Supervisors may establish an annual 30-day agricultural district inclusion period which allows interested landowners with viable agricultural land(s) to petition the county to include their land(s) in a respective agricultural district. In December of 2003, the Saratoga County Board of Supervisors adopted October as the annual 30-day agricultural district inclusion period. The 30-day timeframe takes place between October 1st and October 31st annually. In 2022, the Board of Supervisors received petitions from twelve (12) landowners requesting the inclusion of sixteen (16) parcels into one of Saratoga County's two certified agricultural districts.

- The Saratoga County Agricultural & Farmland Protection Board (AFPB) met January 10, 2023 to review the petitions received from various landowners wishing to participate in one of the two established county agricultural districts that were received during the October 2022 30-day inclusion period. The AFPB recommends that the following +/- 159 acres of viable farmland be added to the Saratoga County Consolidated Agricultural District #1 and +/- 419.72 acres of viable farmland to be added to the Saratoga County Consolidated Agricultural District #2.:

Lois and Traci DeRidder, Town of Wilton, combined 159 ± acres, Tax Parcel #'s: 102.-1-90 & 102.-1-99.1, located on Blanchard Road. These parcels are dedicated to raising of livestock with aspiration

of expansion of farmland and crop production, within the boundaries of Saratoga County's Consolidated Agricultural District #1; and;

John and Janet Bartow, Town of Milton, Tax Parcel #176.-1-21.11, 4.41 ± acres of located on Middleline Road. This property is dedicated to beekeeping and vegetable garden, within the boundaries of Saratoga County's Consolidated Agricultural District #2.

Susan D. Beck, Town of Milton, Tax Parcel #: 162.-1-12 154 ± acres located on Emigh Road. This property is dedicated to raising cattle and field crops, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

Renee and Michael Boel, Town of Clifton Park, Tax Parcel #264.-3-40.111, 7.3 ± acres, located on Tanner Road. This property dedicated to production flowers and garden vegetables, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and

Phil and Dorothy Carrico, Town of Greenfield, 80.31 ± acres, Tax Parcel #: 139.-1-1 located on Wilton Road. This parcel is dedicated to raising chickens, alpacas and forestry production, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

Aaron Llyod, Town of Milton, 16.7 ± acres, Tax Parcel #: 189.-3-108 located on Rock City Road. This parcel is dedicated to raising chicken and bees and production of maple syrup and firewood, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

Mary Ann Morgan, Town of Milton, combined 49 ± acres, Tax Parcel #'s: 190.-1-24, 190.-1-22.1 & 190.-1-21 located on Rock City Road. These parcels are dedicated to horse boarding, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

Jason O'Donnell, Town of Milton, combined 21.16 ± acres, Tax Parcel #'s: 189.-1-21 & 189.-1-22 located on Rock City Road. These parcels are dedicated honeybees, chickens, vegetables and the production of maple syrup and firewood, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

Cody and Kateri Sargen, Town of Greenfield, 22 ± acres, Tax Parcel #: 150.-1-9.11 located on North Creek Road. This parcel is dedicated to raising livestock for fiber, meat and dairy, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

Mathew and Jessmyn Schwartz, Town of Milton, 28.17± acres, Tax Parcel #: 176.-1-17 located on Middleline Road. This parcel is dedicated to raising pigs, chickens, goats ducks, vegetables, mushrooms and orchard trees, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

Eric and Noelle Smassanow, Town of Milton, 24.29 ± acres, Tax Parcel #: 215.-1-17 located on Middleline Road. This parcel is dedicated to raising beef, pork, chickens, turkeys, rabbits, vegetables and fruit, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

Susan Veeder, Town of Milton, 12.38 ± acres, Tax Parcel #: 163.-1-59 located on Murray Road. This parcel is dedicated to raising chickens and vegetable garden, within the boundaries of Saratoga County's Consolidated Agricultural District #2.

In accordance with Section 303-b of Article 25AA, the Saratoga County AFPB has prepared this report for the Board of Supervisors. The report considers the following questions regarding the status of farming in the agricultural districts and uses this information as the basis for its recommendation.

1. The nature of farming and farm resources within such district(s):

Farming in Saratoga County is a strong part of the County's heritage and an important industry to the County's health, both physically and financially. The land mass included in both Saratoga County's Agricultural Districts #1 & #2 are approximately 21% of the total area of Saratoga County thus illustrating the importance of the agricultural industry and the fundamental need to protect this resource within the county.

In 2017 (the latest data provided by U.S. Dept. of Agriculture), there were 591 farms in Saratoga County averaging 121 acres per farm and producing an annual sales volume of \$76.8 million in agricultural products (USDA -2017 Census of Agriculture –Saratoga County, NY). The County's farms are mostly concentrated along its eastern border (Ag. District #1) and in the southwest corner (Ag. District #2) where soil quality is better suited for farming practices. Saratoga County farms produce a wide variety of products including but not limited to: horses, apples, beef, dairy products, field crops, horticulture, livestock, vegetables, and berries.

In 2020, the Saratoga County Board of Supervisors completed the New York State mandated 8-year review of the status of Saratoga County Consolidated Agricultural District #1 pursuant to the NYS AML 25-AA, Section 303a. Saratoga County's Consolidate Agricultural District #1 overlays within the boundaries of the Towns of Moreau, Northumberland, Saratoga, Stillwater and Wilton. The 8-year report prepared by the Saratoga County Agriculture and Farmland Protection Board for the Saratoga County Board of Supervisor's indicates that there are approximately 61,642 acres in Saratoga County's Consolidate Agricultural District #1. The report concluded that approximately 67% of the lands within Saratoga County's Consolidate Agricultural District #1 was being used for farming and other agricultural-type purposes.

In 2022, the Saratoga County Board of Supervisors completed the New York State mandated 8-year review of the status of Saratoga County Consolidated Agricultural District #2 pursuant to the NYS AML 25-AA, Section 303a. Saratoga County's Consolidate Agricultural District #2 overlays in the Towns of Ballston, Charlton, Clifton Park, Corinth, Edinburg, Galway, Greenfield, Hadley, Malta, Milton, Providence, and the City of Saratoga Springs. The 8-year report prepared by the Saratoga County Agriculture and Farmland Protection Board for the Saratoga County Board of Supervisor's indicates that there are approximately 54,578 acres in Saratoga County's Consolidate Agricultural District #2. The report concluded that approximately 69% of the lands within Saratoga County's Consolidate Agricultural District #2 was being used agricultural-type purposes.

Therefore, the majority of the land uses occurring in both established agricultural districts are for agricultural purposes, and this portrays Saratoga County's Consolidate Agricultural Districts #1 & #2 as being healthy and operating as intended to protect and sustain the farming industry.

2. The extent to which the district(s) has achieved its original objectives:

Between the years of 1972 and 1994, the Saratoga County Board of Supervisor's established six agricultural districts in the County. Finally, in 1998, the County Board of Supervisors resolved to consolidate agricultural districts 1, 3 and 4 into what is now known as Saratoga County Consolidated Agricultural District #1 (Ag. Dist. #1) which is situated within the municipal boundaries of the Towns of Moreau, Northumberland, Saratoga, Stillwater and Wilton. The Board continued with the consolidation of agricultural districts #2, #5 and #6 into what is now known as Saratoga County

Consolidated Agricultural District #2 (Ag. Dist. #2). Saratoga County Consolidated Agricultural District #2 along with the continued annual reviews involving Agriculture and Markets Law Article 25-AA, Section 303-b, has expanded the boundaries of the district that now overlays within the towns of Ballston, Charlton, Clifton Park, Corinth, Edinburg, Galway, Greenfield, Hadley, Malta, Milton, Providence, and the City of Saratoga Springs.

The original purpose for creating the Agricultural Districts was to conserve, protect, and encourage the development and improvement of lands for agricultural production in Saratoga County. The sheer existence and designation of Agricultural Districts exemplifies how important farming, and the agriculture industry is to Saratoga County. The Agricultural Districts has provided the foundation of illustrating the importance of the continued sustainability of agriculture in the county which is under constant pressure to develop its lands for non-agricultural purposes. Again, Saratoga County's Consolidate Agricultural District #1's NYS AML 25-AA, Section 303a 8-year report concluded that approximately 67% of the lands within the district was being used for farming and other agricultural-type purposes. Similarly, Saratoga County Consolidated Agricultural District #2 8-year report showed that 69% of its lands are being used for agricultural type operations.

With 50 years of maintaining agricultural districts within Saratoga County, the agricultural and farming atmosphere remains to be the majority of land uses occurring within those districts, this exemplifies that Saratoga County's Consolidate Agricultural Districts #1 & #2 are operating as intended to protect and sustain the farming industry.

Furthermore, while protecting farmland in the agriculture districts, there is also the preservation of the environmental elements within the districts that cannot be overlooked. For example: the preservation of open space and scenic vistas, the conservation of productive soils, the preservation of woodland and wetlands and the preservation of wildlife habitat. These tangible environmental attributes, which are integrated within the lands of the agricultural district, and the protection thereof, have also benefited the County and its communities.

3. **The overall status of farming, the farm economy and farm investment in such district(s):**

Saratoga County continues to experience significant and ongoing development pressure on its agricultural lands. The existence of the County's Agricultural Districts helps to encourage the preservation of existing farmlands and discourage the conversion of farmland to non-agricultural uses. But the threat persists.

The following is data from U.S. Dept. of Agriculture's 2007, 2012 and 2017 Census of Agriculture reports for Saratoga County:

<u>Year</u>	<u># of Farms</u>	<u>Land in Farms</u>	<u>Avg. Size of Farms</u>	<u>Market Value of Products Sold</u>
2007	641	75,660 acres	118 acres	\$58,226,000
2012	583	78,849 acres	135 acres	\$79,968,000
2017	591	71,604 acres	121 acres	\$76,810,000

The above ten years of data overall shows that the farming industry in Saratoga County is in a decline even with the surge indicated in 2012. The downward trend of active farmland acreage generates an urgency for the continued efforts of preservation for the agricultural lands within the county.

4. **The extent to which the number of farms and farm acres in such district(s) furthers the purposes for which such district(s) was originally created:**

The AML-25AA, Section 303a 8-year review report prepared by the Saratoga County Agriculture and Farmland Protection Board for the Saratoga County Board of Supervisor's review indicates that approximately 41,181 acres or 67% of the lands within Saratoga County's Consolidate Agricultural District #1 was being used for farming and other agricultural-type purposes. This portrays Saratoga County's Consolidate Agricultural District #1 as operating as intended to protect and sustain the farming industry.

The 2022 AML Article 25-AA, Section 303a 8-year review for Saratoga County Consolidated Agricultural District #2 showed similar data that 37,550 acres or 69% of the lands or within Saratoga County Consolidated Agricultural District #2 as being used for an agricultural-type purpose.

Therefore, both agricultural districts #1 and #2 are functioning as originally created protecting, promoting, and sustaining the agriculture and farming industry in their distinct parts of the county.

5. **Any county agricultural and farmland protection planning or implementation efforts pursuant to Article 25-AA of the Agriculture and Markets Law:**

The County Board of Supervisors adopted a County Agriculture and Farmland Protection Plan in December 1997. The plan provides background information on the status and importance of farming to the county's economy and quality of life and makes a series of recommendations for communities to consider. These recommendations focus on farmland protection, making improvements to the financial outlook for farming, and developing the community's appreciation of agriculture's economic and environmental value. Additionally, the majority of townships that lie within the county's two agricultural districts have also adopted their own farmland protection plans to further the preservation and protection of agricultural lands in the county.

In 2003, the Board of Supervisor's implemented a grant funding program for Farmland Protection and Open Space preservation projects to further promote the cause of preserving valuable farmland. Additionally, the county farmland protection and open space grant, working in conjunction with municipalities and local land trust organizations, has been very successful in securing state grants for the purchase of development rights that is used for various project involving quality farmland throughout the county. The program, to date, has protected 5,733 acres of land with 3,190 acres being farmland protection projects. This adds up to a county investment of just over 5.6 million dollars for approximately 28.9 million dollars' worth of farmland protection projects throughout the county. Again, this exemplifies the county's understanding of the importance of the farming industry and making a sound investment that further promotes the significance and importance of farmland preservation.

In closing, the Saratoga County Consolidated Agricultural Districts #1 & #2 protect, preserve, and promote its agricultural lands and its farming industry within the areas containing the County's more productive agricultural soils. It offers those farm operations within the districts incentives and protection to continue their trade. The Agricultural Districts help preserve some of the County's more important natural and ecological attributes all the while creating employment opportunities and adding millions of dollars of revenue to the local economy each year. It is these principal ideals that generate the need to maintain and sustain the County's Agricultural Districts in order to protect its important agricultural resources of which, successively, contributes to the continued prosperity of Saratoga County.



Saratoga County, New York
Agricultural District Inclusion Form

(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. **Please submit this form no later than October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020.** Each owner must sign below.

Landowner Name(s): John + Janet Bartow
Telephone Number: 518-573-1441
Mailing Address: 1080 Middleline Rd, PO Box 383, Ballston Spa, NY 12020
Email Address: Janetbartow@icloud.com

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:

176-1-21.11

Street Address of Parcel, including City/Town/Village Located In:

1080 Middleline Rd Ballston Spa, NY

Agricultural District in which Parcel is located (check one): ☐ #1

☒ #2

Total number of acres to be included: 4.41

Total acres tillable/cropped of the parcel to be included: 2

Current uses of the property: vegetable gardens, beekeeping

Please provide a brief explanation of why you would like the property to be included in an agricultural district:

I have an apiary and feel there are benefits to belong to the Ag District.

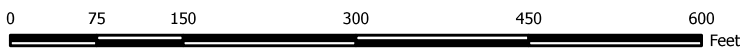
By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: John K. Bartow

Date: 10/28/22

Signature: Janet L. Bartow

Date: 10/28/22



 Agricultural District Inclusion Petitioner

2022 Saratoga County
Agricultural District Inclusion Petitioner
Aerial

Milton / Milton
SCHWARTZ, MATTHEW J / BARTOW, JOHN K

176-1-75 / 176-1-21.11





Saratoga County, New York Agricultural District Inclusion Form

(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. **Please submit this form no later than October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020.** Each owner must sign below.

Landowner Name(s): Susan D. Beck
Telephone Number: 518-584-5530
Mailing Address: 277 Emigh Rd. Rock City Falls, N.Y. 12863
Email Address: _____

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:

Map 162-1-12

Street Address of Parcel, including City/Town/Village Located In:

277 Emigh Rd. Rock City Falls N.Y. 12863

Agricultural District in which Parcel is located (check one): ☐ #1 ☒ #2

Total number of acres to be included: App 154.00

Total acres tillable/cropped of the parcel to be included: _____

Current uses of the property: Agriculture

Please provide a brief explanation of why you would like the property to be included in an agricultural district: Keep farmland protected

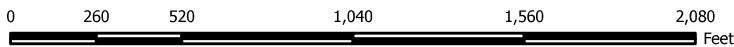
By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: Susan D. Beck

Date: _____

Signature: _____

Date: _____



 Agricultural District Inclusion Petitioner

2022 Saratoga County
Agricultural District Inclusion Petitioner
Aerial

Milton / Milton
VEEDER, SUSAN MARY / BECK, SUSAN D

163.-1-59 / 162.-1-12





Saratoga County, New York Agricultural District Inclusion Form

(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. **Please submit this form no later than October 31, 2021 to the Office of the Clerk of Board, Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020.** Each owner must sign below.

Landowner Name(s): RENÉE BOEL
Telephone Number: (518) 337-1975
Mailing Address: 741 TANNER Rd CLIFTON PARK NY 12065
Email Address: RILEYRL78@GMAIL.COM

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:

264.-3-40.111

Street Address of Parcel, including City/Town/Village Located In:

741 TANNER Rd. CLIFTON PARK NY 12065

Agricultural District in which Parcel is located (check one): #1 ☐ #2 ☒

Total number of acres to be included: 7.3

Total acres tillable/cropped of the parcel to be included: N/A

Current uses of the property: growing flowers and vegetable gardens.
personal use, Residential

Please provide a brief explanation of why you would like the property to be included in an

agricultural district: I would like to help feed my community
with fresh local food, grown in their backyards.

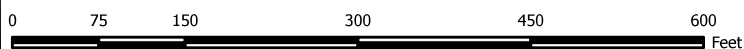
By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: [Signature]

Date: 10-4-22

Signature: [Signature]

Date: 10-4-22



 Agricultural District Inclusion Petitioner

2022 Saratoga County
Agricultural District Inclusion Petitioner
Aerial

Clifton Park
BOEL, MICHAEL W

264-3-40.111



RECEIVED
OCT 31 2022

SARATOGA COUNTY
PLANNING DEPARTMENT



Saratoga County, New York Agricultural District Inclusion Form

(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. Please submit this form no later than **October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020.** Each owner must sign below.

Landowner Name(s): PHIL & DOROTHY CARRICO
Telephone Number: 518 893 7859
Mailing Address: 220 WILTON RD GREENFIELD CTR NY 12833
Email Address: PCARRICO@MEMEBEAM.ORG

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:

139-1-1

Street Address of Parcel, including City/Town/Village Located In:

220 WILTON RD GREENFIELD CENTER

Agricultural District in which Parcel is located (check one): ☐ #1

☒ #2

Total number of acres to be included: 80.31

Total acres tillable/cropped of the parcel to be included: _____

Current uses of the property: CHICKENS, ALPACAS, FORESTRY

Please provide a brief explanation of why you would like the property to be included in an agricultural district:

THERE IS AN INCREASING AMOUNT OF DEVELOPMENT BOTH IN GREENFIELD AND ALONG PROPERTY BOARDS

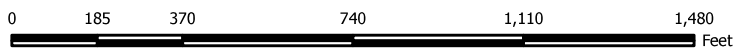
By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: Philip Carrico

Date: 10/24/2022

Signature: Dorothy M Carrico

Date: 10/24/22



 Agricultural District Inclusion Petitioner

2022 Saratoga County
Agricultural District Inclusion Petitioner
Aerial
Greenfield
CARRICO, PHILIP

139-1-1





Saratoga County, New York Agricultural District Inclusion Form

(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. **Please submit this form no later than October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020.** Each owner must sign below.

Landowner Name(s): Louis & Traci DeRidder

Telephone Number: (518)857-9093

Mailing Address: 55 Blanchard rd

Email Address: lou@morningstarseptic.com

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:

102.-1-90

Street Address of Parcel, including City/Town/Village Located In:

490 Wilton Gansevoort rd

Agricultural District in which Parcel is located (check one): ☒ #1

☐ #2

Total number of acres to be included: 75

Total acres tillable/cropped of the parcel to be included: 40

Current uses of the property: vacant farmland

Please provide a brief explanation of why you would like the property to be included in an agricultural district: Planning to expand current farming to include livestock and crops.

By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: _____

Signature: _____

Date: 10/4/22

Date: 10/4/22



Saratoga County, New York Agricultural District Inclusion Form

(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. **Please submit this form no later than October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020.** Each owner must sign below.

Landowner Name(s): Louis & Traci DeRidder
Telephone Number: (518)857-9093
Mailing Address: 55 Blanchard rd
Email Address: lou@morningstarseptic.com

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:
102.-1-99.1

Street Address of Parcel, including City/Town/Village Located In:
55 /59 Blanchard rd

Agricultural District in which Parcel is located (check one): ☒ #1 ☐ #2
Total number of acres to be included: 84
Total acres tillable/cropped of the parcel to be included: 40
Current uses of the property: vacant farmland

Please provide a brief explanation of why you would like the property to be included in an agricultural district: Planning to expand current farming to include livestock and crops.

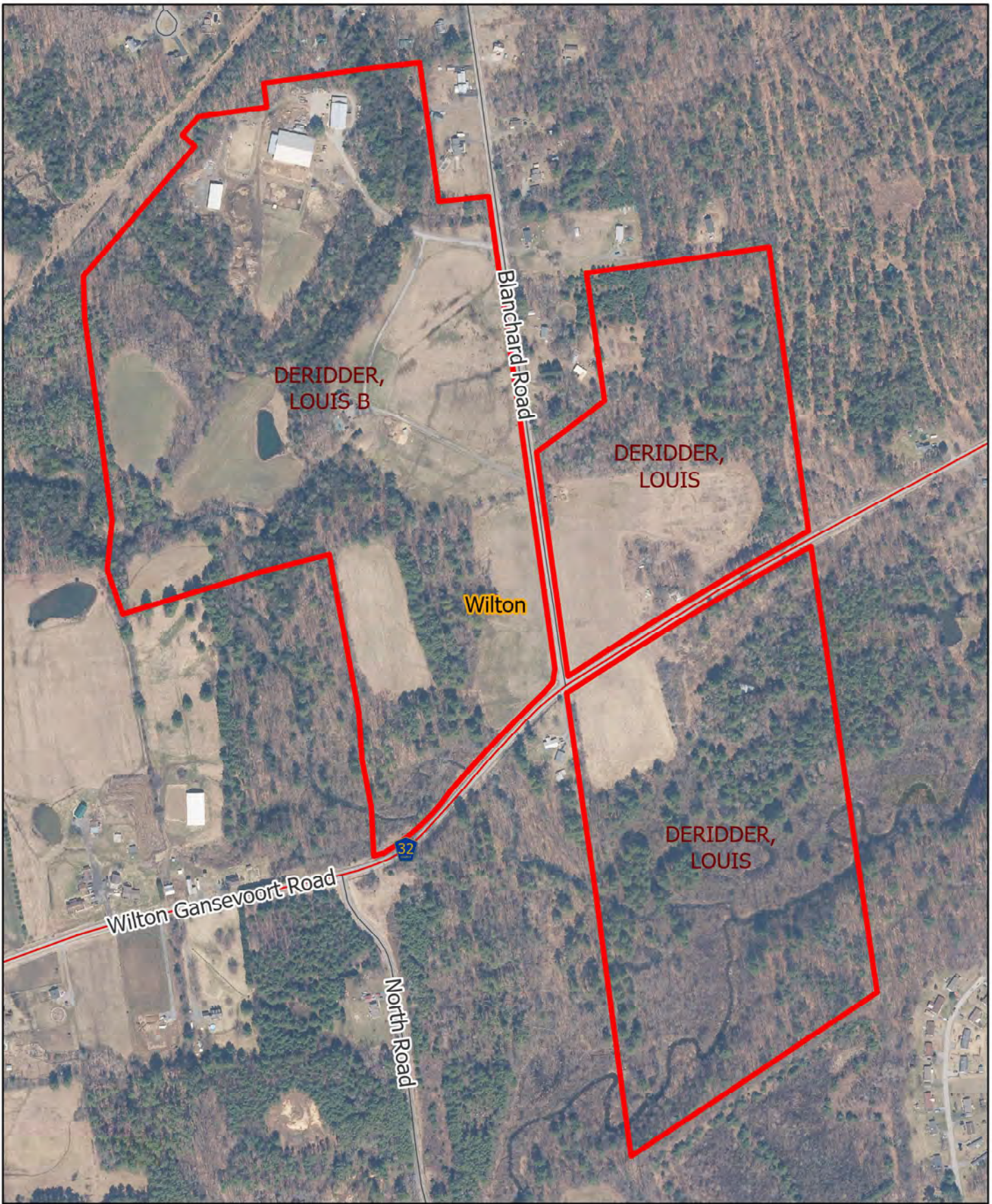
By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: 

Signature: Traci DeRidder

Date: 10/4/22

Date: 10/4/22



 Agricultural District Inclusion Petitioner

2022 Saratoga County
Agricultural District Inclusion Petitioner
Aerial

Wilton / Wilton
DERIDDER, LOUIS / DERIDDER, LOUIS B

102.-1-90 / 102.-1-99.1





Saratoga County, New York
Agricultural District Inclusion Form
(Please type)



Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. **Please submit this form no later than October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020.** Each owner must sign below.

Landowner Name(s): Aaron Lloyd
Telephone Number: 518 368 5790
Mailing Address: 853 Rock City Rd Ballston Spa NY 12020
Email Address: APLPLOWING@yahoo.com

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:

189.3-108

Street Address of Parcel, including City/Town/Village Located In:

853 Rock City Rd Ballston Spa NY 12020

Agricultural District in which Parcel is located (check one): ☐ #1

☐ #2

Total number of acres to be included: 16.7

Total acres tillable/cropped of the parcel to be included: 16

Current uses of the property: Chickens, Bees, Maple Syrup, Firewood, Family Residence.

Please provide a brief explanation of why you would like the property to be included in an agricultural district:

I would like to expand to the original fence line for the original farm. Clear the small trees and begin a small farm.

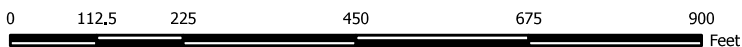
By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: [Signature]

Date: 10/13/22

Signature: _____

Date: _____



 Agricultural District Inclusion Petitioner

2022 Saratoga County
Agricultural District Inclusion Petitioner
Aerial

Milton / Milton / Milton
LLOYD, AARON / O'DONNELL, JASON /
O'DONNELL, JASON

189-3-108 / 189-1-21 / 189-1-22





Saratoga County, New York Agricultural District Inclusion Form

(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. **Please submit this form no later than October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020.** Each owner must sign below.

Landowner Name(s): MARY ANN MORRAN (A WIDOW)
Telephone Number: 518 885 9723
Mailing Address: 644 ROCK CITY RD BALLSTON SPA NY 12020
Email Address: MAMS-TRX@NYCAP-RR.COM

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:

414289 196-1-24

Street Address of Parcel, including City/Town/Village Located In:

650 ROCK CITY RD (MILTON)

Agricultural District in which Parcel is located (check one): ☐ #1 ☐ #2

Total number of acres to be included: 9

Total acres tillable/cropped of the parcel to be included: _____

Current uses of the property: TURN OUT / TRAILS FOR HORSE BOARDING FACILITY

Please provide a brief explanation of why you would like the property to be included in an agricultural district: ADDITIONAL PROTECTION FROM NEIGHBORS

By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: Mary Ann Moran
Signature: _____

Date: 10/23/2022
Date: _____



Saratoga County, New York Agricultural District Inclusion Form

(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. **Please submit this form no later than October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020.** Each owner must sign below.

Landowner Name(s): MARY ANN MORGAN (A WIDOW)
Telephone Number: 518 885 9723
Mailing Address: 644 ROCK CITY RD
Email Address: MAMS-TAX@NYCAP.ORG.COM

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:
414289 190.-1-22.1
Street Address of Parcel, including City/Town/Village Located In:
644 ROCK CITY RD (MILTON)
Agricultural District in which Parcel is located (check one): ☐ #1 ☐ #2
Total number of acres to be included: 7
Total acres tillable/cropped of the parcel to be included: 0
Current uses of the property: HORSE BOARDING

Please provide a brief explanation of why you would like the property to be included in an agricultural district: ADDITIONAL PROTECTION FROM NEIGHBORS

By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: Mary Ann Morgan

Date: 10/3/2022

Signature: _____

Date: _____



Saratoga County, New York Agricultural District Inclusion Form

(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. **Please submit this form no later than October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020. Each owner must sign below.**

Landowner Name(s): MARY ANN MORGAN (A WIDOW)
Telephone Number: 518 885 9723
Mailing Address: 644 ROCK CITY RD BALLSTON SPA NY 12020
Email Address: MAMS-TRX@NYCAP.RR.COM

PROPERTY INFORMATION

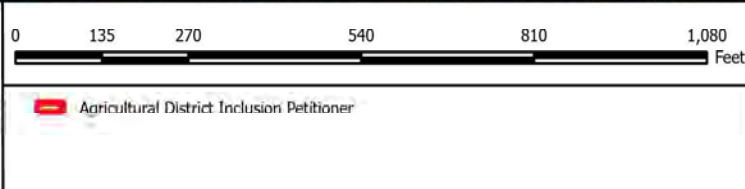
Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:
414289 190-1-21
Street Address of Parcel, including City/Town/Village Located In:
640 ROCK CITY RD (MILTON)
Agricultural District in which Parcel is located (check one): ☐ #1 ☐ #2
Total number of acres to be included: 33
Total acres tillable/cropped of the parcel to be included: 33
Current uses of the property: HORSE BOARDING - TURN OUT / PASTURE

Please provide a brief explanation of why you would like the property to be included in an agricultural district: ADDITIONAL PROTECTION FROM NEIGHBORS

By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: Mary Ann Morgan
Signature: _____

Date: 10/05/2022
Date: _____



2022 Saratoga County
Agricultural District Inclusion Petitioner
Aerial

Milton / Milton / Milton
MORGAN, GEARY / MORGAN, GEARY J /
MORGAN, GARY JOHN

190.-1-21 / 190.-1-22.1 / 190.-1-24





Saratoga County, New York Agricultural District Inclusion Form

(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. **Please submit this form no later than October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020.** Each owner must sign below.

Landowner Name(s): Jason O'Donnell
Telephone Number: 518-935-3737
Mailing Address: 844 Rock City Rd Ballston Spa NY 12020
Email Address: jbyrd0331@gmail.com

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:

414289

189-1-21

Street Address of Parcel, including City/Town/Village Located In:

844 Rock City Rd Ballston Spa Milton

Agricultural District in which Parcel is located (check one): ☐ #1

☒ #2

Total number of acres to be included: 19.36

Total acres tillable/cropped of the parcel to be included: 5

Current uses of the property: Honey Bees, Maple Syrup, Chickens
Fire Wood, Gardening

Please provide a brief explanation of why you would like the property to be included in an agricultural district: I use my property for farming crops to

provide for my family

By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: Jason O'Donnell

Date: 10/11/22

Signature: _____

Date: _____

Saratoga County, New York
Agricultural District Inclusion Form

(Please type)



Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. Please submit this form no later than October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020. Each owner must sign below.

Landowner Name(s): Jason O'Donnell
Telephone Number: 518 935-3737
Mailing Address: 844 Rock City Rd Ballston Spa NY 12020
Email Address: jboyer0331@gmail.com

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added: 414289 189-1-22

Street Address of Parcel, including City/Town/Village Located In: 844 Rock City Rd Ballston Spa, N.Y.

Agricultural District in which Parcel is located (check one): ☐ #1 ☒ #2

Total number of acres to be included: 1.80

Total acres tillable/cropped of the parcel to be included: 1

Current uses of the property: Apple trees for syrup, Food plots

Please provide a brief explanation of why you would like the property to be included in an agricultural district: I use this property for food plots and apple syrup for my wife and kids

By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

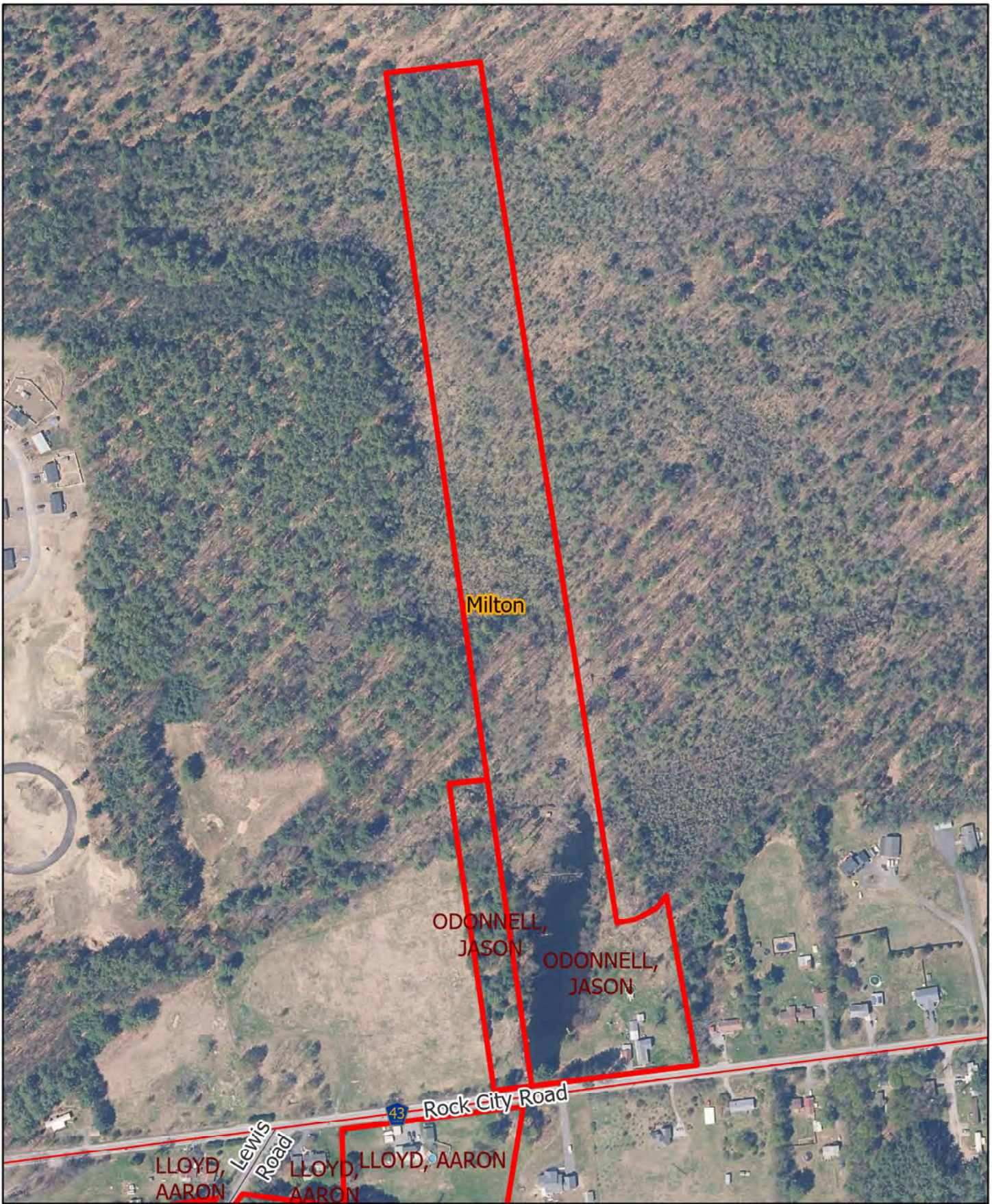
Signature: _____

[Handwritten Signature]

Signature: _____

Date: _____

10/11/22



 Agricultural District Inclusion Petitioner

2022 Saratoga County
Agricultural District Inclusion Petitioner
Aerial
Milton / Milton / Milton
LLOYD, AARON / O'DONNELL, JASON /
ODONNELL, JASON
189.-3-108 / 189.-1-21 / 189.-1-22





Saratoga County, New York
Agricultural District Inclusion Form
(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. Please submit this form no later than October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020. Each owner must sign below.

Landowner Name(s): Cody & Kateri Sargen
Telephone Number: 315-334-3260
Mailing Address: 450 North Creek Road Greenfield Center NY 12833
Email Address: cody.sargen55@outlook.com

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:
413400 150-1-9.11

Street Address of Parcel, including City/Town/Village Located In:
450 North Creek Road, Greenfield Center

Agricultural District in which Parcel is located (check one): ☐ #1 ☒ #2

Total number of acres to be included: 22

Total acres tillable/cropped of the parcel to be included: N/a

Current uses of the property: Livestock farm for fiber, meat, and dairy

Please provide a brief explanation of why you would like the property to be included in an agricultural district: We would like our property enrolled into an agricultural district to protect and promote agriculture in our community and ensure our property can remain being used for agriculture in a volatile political environment.

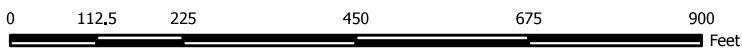
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Signature: *Cody Sargen*

Date: 10/27/22

Signature: *Kateri A. Sargen*

Date: 10/27/22



 Agricultural District Inclusion Petitioner

2022 Saratoga County
Agricultural District Inclusion Petitioner
Aerial
Greenfield
SARGEN, A MATTHEW

150.-1-9.11





Saratoga County, New York Agricultural District Inclusion Form

(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. **Please submit this form no later than October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020.** Each owner must sign below.

Landowner Name(s): Matthew and Jessmyn Schwartz
Telephone Number: 716-796-5943
Mailing Address: 1074 Middleline Rd B-Spa 12020
Email Address: MatthewJohnSchwartz@gmail.com

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:

176-1-75

Street Address of Parcel, including City/Town/Village Located In:

1074 Middleline Rd B-Spa NY 12020

Agricultural District in which Parcel is located (check one): ☐ #1

☒ #2

Total number of acres to be included: 28.17

Total acres tillable/cropped of the parcel to be included: 26

Current uses of the property: Trees, pigs, chickens, ducks, goats, veggies
orchard, mushrooms

Please provide a brief explanation of why you would like the property to be included in an agricultural district:

I like to grow my own food for my family
and friends. Being part of the A6 district would
benefit my property in the near and long run

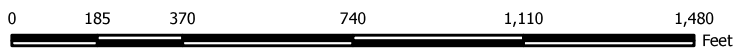
By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: [Signature]

Date: 10.30.22

Signature: [Signature]

Date: 10.30.22



 Agricultural District Inclusion Petitioner

2022 Saratoga County
Agricultural District Inclusion Petitioner
Aerial

Milton / Milton
SCHWARTZ, MATTHEW J / BARTOW, JOHN K

176.-1-75 / 176.-1-21.11





Saratoga County, New York
Agricultural District Inclusion Form

(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. **Please submit this form no later than October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020.** Each owner must sign below.

Landowner Name(s): ERIC & Noelle SMASSANOW
Telephone Number: 518 885-6906
Mailing Address: 538 Middle Line Rd, Ballston Spa NY 12020
Email Address: MLFarmer@AOL.COM

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:

Street Address of Parcel, including City/Town/Village Located In:

SBL 414 289 215-1-17

Agricultural District in which Parcel is located (check one): ☐ #1

☒ #2

Total number of acres to be included: 24.29

Total acres tillable/cropped of the parcel to be included: 24.29

Current uses of the property: FARM

Please provide a brief explanation of why you would like the property to be included in an agricultural district:

We Raise Beef, pork, chicken, Turkey Rabbits, vegetables & small fruits.

By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: Eric Smassanow

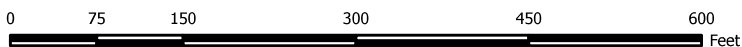
Date: 9/15/22

Signature: W. Smassanow

Date: 9/15/22

Signature TR
Trustee

9/15/22



 Agricultural District Inclusion Petitioner

2022 Saratoga County
Agricultural District Inclusion Petitioner
Aerial
Milton
SMASSANOW, ERIC M

215-1-17



RECEIVED
OCT 31 2022

SARATOGA COUNTY
PLANNING DEPARTMENT



Saratoga County, New York Agricultural District Inclusion Form

(Please type)

Please complete this form for each parcel of your viable agricultural land that you wish to include within Saratoga County Consolidated Agricultural District #1 or #2. Please submit this form no later than **October 31, 2022 to the Office of the Clerk of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020. Each owner must sign below.**

Landowner Name(s): Susan Veeder
Telephone Number: 518-934-1889
Mailing Address: 942 Murray Rd. Middle Grove, NY
Email Address: Suechef1@verizon.net

PROPERTY INFORMATION

Saratoga County Tax Map/ Parcel Identification Number for Parcel to be added:

163.-1-59

Street Address of Parcel, including City/Town/Village Located In:

942 Murray Rd Middle Grove, NY 12850

Agricultural District in which Parcel is located (check one): ☐ #1 ☒ #2

Total number of acres to be included: 12.38

Total acres tillable/cropped of the parcel to be included: 2

Current uses of the property: Residential

Please provide a brief explanation of why you would like the property to be included in an agricultural district: we have a large home garden and chickens

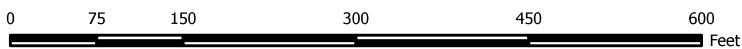
By submitting this form, I/we understand that I/we am/are requesting to place my/our property within a New York State certified Agricultural District, and the property may not be removed from the district even if subdivided or combined with other property until the next eight-year review period pursuant to New York State Agricultural Law 25-AA Section 303-a. I/we also understand that this is not a request for an agricultural assessment, which must be requested from the local tax assessor's office. I/we understand that this request is subject to review and approval by the Saratoga County Agricultural and Farmland Protection Board and the Saratoga County Board of Supervisors, and certification by the New York State Department of Agriculture and Markets.

Signature: Susan Veeder

Date: 10/23/22

Signature: _____

Date: _____



 Agricultural District Inclusion Petitioner

2022 Saratoga County
Agricultural District Inclusion Petitioner
Aerial
Milton
VEEDER, SUSAN MARY

163-1-59





SARATOGA COUNTY
DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT

Economic Development Fund Reimbursement Request Form

Date 1/5/2023

Applicant Information

Town/City Town of Moreau

Grant Information

Project Name Sewer District County Connection

Date of project completion In progress

Reimbursement Amount Requested (\$14,200 or less) \$14,200

Attached documentation

☒ Receipts

☒ Cancelled checks

Project Outcome Narrative:

Funds will be used to build a new sanitary forcemain connecting the Moreau Sewer District 1, Extension 5 to the Saratoga County sewer collection and treatment systems. This connection will provide the Town of Moreau with the treatment capacity needed to promote sustainable development while protecting groundwater resources.

Signature of Town/City Supervisor

A handwritten signature in blue ink, appearing to read "Jason I. Kemper".

Please submit reimbursement request form with receipts and canceled checks to Jason Kemper at jkemper@saratogacountyny.gov or mail to:
Saratoga County Department of Planning and Economic Development
50 West High St.
Ballston Spa, NY 12020
518.884.4705



SARATOGA COUNTY
DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT

Economic Development Fund Reimbursement Request Form

Date 1/31/2023

Applicant Information

Town/City Town of Waterford

Grant Information

Project Name Town of Waterford Tug Boat Round-up - 2022

Date of project completion 9/11/2022

Reimbursement Amount Requested (\$14,200 or less) \$14,200.00

Attached documentation

☒ Receipts

☒ Cancelled checks

Project Outcome Narrative:

The advertising and promotion of the Tug Boat Round-up festival was responsible for bringing thousands of people to the Waterford Harbor Visitors Center and waterfront area during the weekend of 9/9/2022 - 9/11/2022. Many of these people made their way to businesses on Broad Street in the Village of Waterford resulting in an increase of economic activity in the Village.

Signature of Town/City Supervisor

A handwritten signature in black ink, appearing to read "John E. Fowler".

Please submit reimbursement request form with receipts and canceled checks to Jason Kemper at jkemper@saratogacountyny.gov or mail to:

Saratoga County Department of Planning and Economic Development
50 West High St.
Ballston Spa, NY 12020
518.884.4705



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
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: 2.2.23

COMMITTEE: Economic Development

RE: Saratoga County Agricultural Districts Inclusions

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

SETTING A PUBLIC HEARING ON PROPOSED AMENDMENTS TO THE BOUNDARIES OF SARATOGA COUNTY CONSOLIDATED AGRICULTURAL DISTRICTS #1 & #2

3. Specific Details on what the resolution will authorize:

Resolution will set a public hearing setting a public hearing for petitioners seeking inclusion into the Agricultural District

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

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 Memo

10. Remarks:

See attached memo for complete summary and supporting documentation.



SARATOGA COUNTY BOARD OF SUPERVISORS

DRAFT RESOLUTION

Introduced by Supervisors

SETTING A PUBLIC HEARING ON PROPOSED AMENDMENTS TO THE BOUNDARIES OF SARATOGA COUNTY CONSOLIDATED AGRICULTURAL DISTRICTS #1 & #2

WHEREAS, pursuant to Resolution 176-96, this Board of Supervisors approved the consolidation of Saratoga County Agricultural Districts #1, 3 and 4 into Saratoga County Consolidated Agricultural District #1 within the Towns of Moreau, Northumberland, Saratoga, Stillwater and Wilton; and

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 and Providence and the City of Saratoga Springs ; and

WHEREAS, this Board of Supervisors has received a petition from Lois and Traci DeRidder, in the Town of Wilton, Tax Parcel #'s: 102.-1-90 & 102.-1-99.1 to include a combined 159 ± acres of predominately viable agricultural land located on Blanchard Road, which parcels are dedicated to raising of livestock with expansion of farmland and crop production, within the boundaries of Saratoga County's Consolidated Agricultural District #1; and;

WHEREAS, this Board of Supervisors has received a petition from John and Janet Bartow, landowners in the Town of Milton, to include 4.41 ± acres of predominately viable agricultural land located on Middleline Road, identified as Tax Parcel #176.-1-21.11, which parcel is dedicated to beekeeping and vegetable garden, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and

WHEREAS, this Board of Supervisors has received a petition from Susan D. Beck, in the Town of Milton, Tax Parcel #: 162.-1-12 to include 154 ± acres of predominately viable agricultural land located on Emigh Road, which parcel is dedicated to raising cattle and field crops, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

WHEREAS, this Board of Supervisors has received a petition from Renee and Michael Boel, landowner in the Town of Clifton Park, to include 7.3 ± acres of predominately viable agricultural land located on Tanner Road, identified as Tax Parcel #264.-3-40.111, which is

dedicated to production flowers and garden vegetables, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and

WHEREAS, this Board of Supervisors has received a petition from Phil and Dorothy Carrico, in the Town of Greenfield, Tax Parcel #: 139.-1-1 to include $80.31 \pm$ acres of predominately viable agricultural land located on Wilton Road, which parcel is dedicated to raising chickens, alpacas and forestry production, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

WHEREAS, this Board of Supervisors has received a petition from Aaron Llyod, in the Town of Milton, Tax Parcel #: 189.-3-108 to include $16.7 \pm$ acres of predominately viable agricultural land located on Rock City Road, which parcel is dedicated to raising chicken and bees and production of maple syrup and firewood, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

WHEREAS, this Board of Supervisors has received a petition from Mary Ann Morgan (widower), in the Town of Milton, Tax Parcel #'s: 190.-1-24, 190.-1-22.1 & 190.-1-21 to include a combined $49 \pm$ acres of predominately viable agricultural land located on Rock City Road, which parcel is dedicated to horse boarding, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

WHEREAS, this Board of Supervisors has received a petition from Jason O'Donnell, in the Town of Milton, Tax Parcel #'s: 189.-1-21 & 189.-1-22 to include a combined $21.16 \pm$ acres of predominately viable agricultural land located on Rock City Road, which parcel is dedicated honeybees, chickens, vegetables and the production of maple syrup and firewood, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

WHEREAS, this Board of Supervisors has received a petition from Cody and Kateri Sargen, in the Town of Greenfield, Tax Parcel #: 150.-1-9.11 to include $22 \pm$ acres of predominately viable agricultural land located on North Creek Road, which parcel is dedicated to raising livestock for fiber, meat and dairy, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

WHEREAS, this Board of Supervisors has received a petition from Mathew and Jessmyn Schwartz, in the Town of Milton, Tax Parcel #: 176.-1-75 to include $28.17 \pm$ acres of predominately viable agricultural land located on Middleline Road, which parcel is dedicated to raising pigs, chickens, goats ducks, vegetables, mushrooms and orchard trees, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

WHEREAS, this Board of Supervisors has received a petition from Eric and Noelle Smassanow, in the Town of Milton, Tax Parcel #: 215.-1-17 to include $24.29 \pm$ acres of predominately viable agricultural land located on Middleline Road, which parcel is dedicated to raising beef, pork, chickens, turkeys, rabbits, vegetables and fruit, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

WHEREAS, this Board of Supervisors has received a petition from Susan Veeder, in the Town of Milton, Tax Parcel #: 163.-1-59 to include $12.38 \pm$ acres of predominately viable agricultural land located on Murray Road, which parcel is dedicated to raising chickens and vegetable garden, within the boundaries of Saratoga County's Consolidated Agricultural District #2; and;

WHEREAS, the Saratoga County Agricultural & Farmland Protection Board has submitted a report to the Board of Supervisors recommending the inclusion of the respective lands of Lois and Traci DeRidder within the boundaries of Saratoga County Consolidated Agricultural District #1 and the respective lands of John & Janet Bartow, Susan D. Beck, Renee & Michael Boel, Phil & Dorothy Carrico, Aaron Lloyd, Mary Ann Morgan, Jason O'Donnell, Cody & Kateri Sargen, Mathew & Jessmyn Schwartz, Eric & Noelle Smassanow and Susan Veeder; within the boundaries of Saratoga County Consolidated Agricultural District #2; and

WHEREAS, pursuant to Agriculture and Markets Law §303-b(3), this Board of Supervisors is required to hold a public hearing to consider the requests for inclusion and the recommendations of the Saratoga County Agricultural and Farmland Protection Board; now, therefore, be it

RESOLVED, that this Board of Supervisors shall hold a public hearing on the requests of Lois and Traci DeRidder within the boundaries of Saratoga County Consolidated Agricultural District #1 and the respective lands of John & Janet Bartow, Susan D. Beck, Renee & Michael Boel, Phil & Dorothy Carrico, Aaron Lloyd, Mary Ann Morgan, Jason O'Donnell, Cody & Kateri Sargen, Mathew & Jessmyn Schwartz, Eric & Noelle Smassanow and Susan Veeder; within the boundaries of Saratoga County Consolidated Agricultural District #2, on **February 10, 2021 at 3:45 p.m.** in the Meeting Room of the Saratoga County Board of Supervisors at 40 McMaster Street, Ballston Spa, New York; and, be it further

RESOLVED, that the Clerk of the Board of Supervisors shall publish a notice of this hearing in the official County newspapers and shall mail said notice of public hearing to the Towns of Wilton, Clifton Park, Greenfield and Milton and to the New York State Commissioner of Agriculture and Markets.

BUDGET IMPACT STATEMENT: No budget impact.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
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: 2.2.23

COMMITTEE: Economic Development

RE: Saratoga County Planning and Zoning Conference

1. Is a Resolution Required:

Yes, Contract Amendment

2. Proposed Resolution Title:

AUTHORIZING AN AMENDED AGREEMENT WITH BILLI O'S, INC. D/B/A DISTINCTIVE CATERING FOR FOOD AND BEVERAGE SERVICES AT THE COUNTY'S ANNUAL PLANNING AND ZONING CONFERENCE

3. Specific Details on what the resolution will authorize:

Resolution will amend food and beverage contract for Saratoga County Planning And Zoning Conference

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 A.80.000-8513

b. Budget year impacted 2023

c. Details

Funds available in Dept. Budget for additional expense (\$2500.00)

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:

Vendor was hired via previous resolution 376-2022, this is amendment to that contract

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 Memo

10. Remarks:

See attached memo for complete summary and supporting documentation.



12/20/22

SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~376~~ - 20232

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

AUTHORIZING AN AMENDED AGREEMENT WITH BILLI O'S, INC. D/B/A DISTINCTIVE CATERING FOR FOOD AND BEVERAGE SERVICES AT THE COUNTY'S ANNUAL PLANNING AND ZONING CONFERENCE

WHEREAS, the County hosts an annual Planning and Zoning Conference to provide required training to members of planning and zoning boards of municipalities located within and outside of Saratoga County as part of its services provided to the municipalities of Saratoga County and the State of New York; and

WHEREAS, as part of the annual conference, the County provides a luncheon and beverage services to the attendees; and

WHEREAS, the Planning and Economic Development Department solicited bids for food and beverage services and Billi O's, Inc. d/b/a Distinctive Catering ("Distinctive Catering") was the low bidder; and

WHEREAS, Resolution 376-2022 authorized an agreement with Billi O's Inc d/b/a Distinctive Catering for an amount not to exceed ~~our Economic Development Committee and the Director of Planning and Economic Development have recommended that the County award the contract to provide food and beverage services at the annual planning and zoning conference to Billi O's, Inc, d/b/a Distinctive Catering and to enter into an agreement with Distinctive Catering, the lowest bidder, for an amount not to exceed~~ \$20,000; and

WHEREAS, due to increase in historical registration numbers for the County's Annual Planning and Zoning Conference the agreement must be modified ~~now~~, therefore, be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an amended agreement with Billi O's, Inc. d/b/a Distinctive Catering of Saratoga Springs, New York for the provision of food and beverage services at the 2023 Planning and Zoning Conference, such services not to exceed \$~~202,0~~500; and it is further

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

RESOLVED, that this Resolution shall take effect immediately.

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

December 20, 2022 Regular Meeting

Motion to Adopt: Supervisor Schopf

Second: Supervisor Tollisen

AYES (179685): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Thomas Richardson (5163), Scott Ostrander (18800), Theodore Kusnierz (16202), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022).

NOES (0):

ABSENT (55824): Mark Hammond (17130), Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808), John Lawler (8208), John Lant (17361)



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michelle Granger, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
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: 2.2.23

COMMITTEE: Economic Development

RE: Saratoga County Economic Development Grants

1. Is a Resolution Required:

No, Committee Approval Only

2. Proposed Resolution Title:

3. Specific Details on what the resolution will authorize:

Reimbursement Request for Town of Moreau and the Town of
Waterford, 2022 Economic Development Grant

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 A.80.000-8763
- b. Budget year impacted 2023
- 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 Memo

10. Remarks:

See attached memo for complete summary and supporting documentation.