



Trails & Open Space Committee

Wednesday, February 8, 2023 4PM
40 McMaster Street, Ballston Spa, NY

Chair: Joe Grasso

Members:

Eric Connolly
Tara Gaston
Ed Kinowski
Matthew Veitch

- I. Welcome and Attendance
- II. Approval of the minutes of the December 8, 2022 meeting.
- III. Appointment of a Vice-Chair.
- IV. Updates – Jason Kemper, Planning & Economic Development
 - a. Open Space/Farmland Protection projects
 - b. Trails Projects
 - c. Zim Smith Trail
- V. Other Business
- VI. Adjournment

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:

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

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

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

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

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

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

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

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

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

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office Consulted <input type="checkbox"/>

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

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

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

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

10. Remarks:

See Attached memo on updates



SARATOGA COUNTY
DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT

JASON KEMPER
DIRECTOR

TOM L. LEWIS
COUNTY PLANNING BOARD
CHAIRMAN

MEMORANDUM

TO: Trails and Open Space Committee Members

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

FROM: Jason Kemper, Director of Planning and Economic Development

DATE: February 2, 2023

RE: February 2023 Trails and Open Space Meeting

County Forestland / Zim Smith Trail Updates / County Grant Updates

- There are currently 8 pending Open Space/Farmland Protection Projects being administered by the Planning Department. Of the 8 projects, 4 are 2022 (last year) awards and 4 are prior awards. Town of Clifton Park 2019 Open Space project is ready for reimbursement as we wait for the amended contract to be fully executed.
- There are currently 16 pending Trail Projects being administered by the Planning Department. Of the 16 projects, 12 are 2022 (last year) awards and four are prior awards. A 2019 trail grant award for the Town of Milton was closed in December 2022, 2019 and 2020 trail grant awards to the Town of Edinburg, and 2021 Town of Clifton Park trail grant closed in January. The Town of Edinburg will be providing additional information for their 2021 trail grant award and that will be closed out.
- Additional wetland delineation work has been completed on the Zim Smith North Project and survey work is mostly complete. A concerned landowner has reached out and additional routes are being evaluated.