



# Trails & Open Space Committee

Wednesday, August 7, 2024 4PM

40 McMaster Street, Ballston Spa, NY

**Chair:** Joe Grasso

**Members:** Eric Connolly VC, Ed Kinowski, Michele Madigan,  
Matt Veitch

## Agenda

- I. Welcome and Attendance
- II. Approval of the minutes of the June 5, 2024 meeting
- III. Authorizing the transfer of funds from the Trails Reserve Fund and amending the 2024 County Budget in relation thereto – Jason Kemper, Planning & Economic Development
- IV. Awarding 2024 Trails Grants – Jason Kemper, Planning & Economic Development
- V. Authorizing the necessary agreements to apply for, accept and administer a new York State Snowmobile Grant in Aid Program Grant – Jason Kemper, Planning & Economic Development
- VI. Discussion: County Forestland / Zim Smith Trail Updates / County Grant Updates – Jason Kemper, Planning & Economic Development
- VII. Other Business
- VIII. Adjournment



# DEPARTMENT OF PLANNING & ECONOMIC DEVELOPMENT

JASON KEMPER, DIRECTOR

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50 WEST HIGH ST, BALLSTON SPA, NY 12020

## MEMORANDUM

**TO:** Trails and Open Space Committee Members

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

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

**DATE:** July 31, 2024

**RE:** August 2024 Trails and Open Space Meeting

### Trails Grant Reserve Fund Transfer

The following grant is preparing for reimbursement and transfers must be made from the Trails Reserve Fund (A-0888.TR) to the Municipal Planning Trails Grant Program (A.80.000-8492.9) to facilitate the reimbursement:

1. 2023 Town of Malta (awarded via Resolution 216-2023) - \$10,000

### 2024 County Trails Grants (Board Resolution will be required depending on Committee Recommendation)

The 2024 Municipal Trails Grant applications have been received from 15 different municipalities totaling \$148,000.00. The 15 requests have a total project cost of \$347,387.52. The total budgeted amount for 2024 is \$150,000. A summary of the applications is listed below:

#### **Town of Ballston**

Jenkins Park Trail Extension & Existing Trail Restoration Amount Requested \$10,000  
A proposal to construct 885 ft. of trail extension on the existing 2.5 mile trail network within the existing Town-owned, 43-acre, multi-use recreational park. An additional proposal to restore 2,450 l.f. of the existing trails with re-surfacing and drainage repairs.

#### **Town of Charlton**

LaRue Creek Covered Bridge Replacement Amount Requested \$10,000  
A proposal to replace a covered bridge that expands LaRue Creek and is part of the Saratoga County Snowmobile trail network. The bridge will be replaced with a 50 ft x 8 ft x 7 ft covered bridge.

#### **Town of Clifton Park**

Trail Boardwalk Restoration: Brookhaven to Park Lane Estates Amount Requested \$10,000  
A proposal to repair/restore the existing 17-year-old pedestrian boardwalk section of the existing trail route that traverses wetlands on the south side of a steel bridge that expands the Dwaas Kill. This trail connects with

other local trails that connect residential neighborhoods with public parks, school areas and commercial ventures in Town.

**Town of Corinth**

Trail Network/9N property Amount Requested \$10,000

A proposal to fund Phase I of the Town's Master Plan of town-owned property to be utilized as a recreational park. Phase I will include the design, layout and possibly material for 1.6 miles of planned trails in the park.

**Village of Corinth**

Upgrade Corinth Recreational Area Trails Amount Requested \$8,000

A proposal to provide a feasibility study and trail amenities such as: new kiosk in the parking lot, benches along the trail, new trail head markers and new trail identification markers along the Village's existing Upper Reservoir trail network.

**Town of Hadley**

Tennis Court/Basketball Course Refurbishing Amount Requested \$10,000

A proposal to refurbish existing tennis and basketball courts and replace some fencing surrounding the tennis courts in the Town Park.

**Town of Halfmoon**

Erie Canalway Trail Paving Amount Requested \$10,000

A proposal to pave a portion of the Town's Mohawk Towpath Scenic Byway or more specifically, 1,200 l.f. of existing stone dust trail from Whites Lane to the Crescent Boat Club.

**Town of Malta**

Malta Community Park Trail Restoration Amount Requested \$10,000

A proposal to refurbish a 0.62-mi. nature trail of the 22.69-acre Malta Community Park with engineered wood fiber. Also, existing wayfinding signage will be replaced with new signage with requested grant funds.

**Town of Moreau**

Big Bend Trail Phase I Completion: Trail Amenities Amount Requested \$10,000

To provide an accessible kayak launch in the Hudson River from the Town's Phase I of the Big Bend Trail.

**Town of Northumberland**

Meadow in the Sky Trail - Hudson Point Crossing Amount Requested \$10,000

In 2023 Hudson Crossing Park completed phase I of Meadow in the Sky trail with a segment of "Allee of Oaks" of 7 different varieties of Oak trees. A proposal for Phase II, of which funding is being sought, would provide over 50 understory, native species of plants in between the Oaks that will provide ecological benefits to the area.

**Town of Saratoga**

Town-wide Restoration & Maintenance Project Amount Requested \$10,000

The Town wishes to resurface several trails including trails connected to the Siege Trail, the Champlain Canal Trail, the Town's Boat Launch trail and one more that connects to the Town of Stillwater with stone dust and fine rubble with emphasis on maintenance where trails are worn or washed out.

**City of Saratoga Springs**

Bog Meadow Brook Nature Trail Improvements

Amount Requested \$10,000

A proposed improvement to the existing trail network due to the original improvements from the trail in 1993 are now over 30 years old: Fix parking lot pot holes on both Rt 29 and Meadowbrook Road parking lots, repair drainage issues in the Route 20 parking lot as well as Gilbert Road, perform maintenance on culverts and or add new culverts between the Rt 29 parking lot and the bridge over the Bog Meadow Brook, replace or refurbish aging trail identification signs throughout the trail.

**Village of South Glens Falls**

Betar Byway Public Restroom (Upper Trailhead)

Amount Requested \$10,000

A proposal to place an ADA-compliant portable toilet facility that connects to municipal water and sewer. The proposed restroom facility will be placed on the Village's DPW lands in the upper section of the existing trail.

**Village of Stillwater**

Village of Stillwater Pedestrian Park

Amount Requested \$10,000

The Village intends to construct a Village overlook park on property neighboring the Stillwater Blockhouse. The project will include the creation of an expanded parking area, walkways and a Hudson River overlook constructed of Alaskan cement slab with stainless steel posts & cables.

**Town of Wilton**

Northern Pines Rd. fishing access parking & trail

Amount Requested \$10,000

A proposal to provide a parking lot and trail access to the Snook Kill off of Northern Pines Rd. to provide fishing access for Veterans Housing Community and general public. Funds will be used to provide grading of raw land and purchase of parking and trail construction materials.

**NYS Snowmobile Grant Application**

On behalf of the Saratoga County Association of Snowmobile Clubs, the Planning and Economic Development Department is requesting acceptance by the Trails and Open Space Committee – and to be forwarded to the Board of Supervisors – an application for a NYS Snowmobile Trail Grant-in-Aid Program estimated not to exceed \$80,000. These are pass through funds that go directly to the clubs of the Saratoga County Association of Snowmobile Clubs, so there is no budget impact.

According to the 2023-2024 NYS OPRHP Snowmobile Season Report, based on information received from the Department of Motor Vehicles, 79,727 snowmobiles were registered in New York State during the 2023-24 season. \$3,976,630 was collected in registration fees.

The Snowmobile Trail Grant-In-Aid Program establishes a mechanism for allocating funds to local governmental sponsors who engage in the development and maintenance of snowmobile trails designated as part of the State Snowmobile Trail System. There are 10,522 miles of trails in 45 counties serving 52 local municipalities and over 220 TMEs (Snowmobile Clubs). NYS has a maximum total award of \$4,843,245 allocated for the 2024-2025 grant cycle.

Since 1994 Saratoga County has served as the Local Municipal Sponsor for the NYS Snowmobile Trails Grant-in-Aid Program administered by NYS OPRHP. The Saratoga County Association of Snowmobile Clubs (comprised of

the Charlton, Country Trailblazers, Galway, Lincoln Mountain, and the Saratoga Snowmobile Association) develops, maintains, and operates 181 miles of state grant-funded trails through 19 municipalities within Saratoga County. The trail mileage proposed for the 2024-2025 season is the same as what was finalized for the 2023-2024 season.

In the 2023-2024 season the Saratoga County Association of Snowmobile Clubs spent \$87,268.50 for equipment, signs and materials, groomer usage, and miscellaneous expenses. The Saratoga County Association of Snowmobile Clubs received \$69,504 through the grant program and distributed the funds to each club based on mileage.

Permission is received from landowners for the clubs to operate the trail system on their respective properties. Municipal and county approval is necessary where those trails cross or occupy the local or county right of way. A map and mileage chart are attached to the memo. There is no cost to the individual landowners to operate the trail system. Additionally, the grant program creates no budget impact to Saratoga County as snowmobile registrations fund 100% of the grant awards. These funds are received from NYS and passed on to the snowmobile clubs in Saratoga County.

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

- There are currently 9 pending Open Space/Farmland Protection Projects, including the three 2024 awards, 3 from 2023, 1 from 2022, and 2 from 2021.
- Currently, there are 15 pending Trail Projects being administered by the Planning Department. Of the 15 projects, 8 are 2023 awards, 5 are 2022, one is 2021 and one is 2020. The Town of Malta has submitted for reimbursement for their 2023 grant.
- The Town of Moreau recently completed the crosswalk on Butler Road that will connect the County Forestland with the recently opened Big Bend Preserve. Materials were provided by Saratoga County and the Town of Moreau DPW performed the work.
- Supervisor Grasso and Jason Kemper attended the ribbon cutting event for the Big Bend Preserve. The event was well attended and numerous speakers commended the efforts of Saratoga County with connecting the County Forestland to this recently opened state park.
- Zim Smith North Updates – Zim Smith North Design and landowner outreach continues to move forward. Meetings have been held with the NYSDOT and FHA to discuss future funding possibilities and the phasing of the trail construction/permitting.
- Zim Smith Sewer Work – The sewer district has completed the repaving of the Zim Smith Trail, some minor punch list items are being wrapped up and the project will be completed.



# SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

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

**DATE:** 7.30.24

**COMMITTEE:** Trails & Open Space

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Authorizing the Transfer of Funds From The Trails Reserve Fund And Amending the 2024 County Budget in Relation THERETO

3. Specific Details on what the resolution will authorize:

Resolution will authorize a budget transfer from the Trails Reserve Account (A.-0888. TR) to the General Fund - Local Assistance County Trails Grant Program (A.80-000-8492.9) to allow for the payment of trails project for the Town of Malta (2023 grant)

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

County Attorney's Office  
Consulted Yes

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 Yes

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

Revenue

Account Number	Account Name	Amount
A.0888 TR	Trails Reserve Account	\$10,000

Expense

Account Number	Account Name	Amount
A.80.000-8492.9	Local Assistance - County Trails Grant Program	\$10,000

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

Other

- G/L line impacted A.0888TR and A.80.000-8492.9
- Budget year impacted 2024
- Details

The budget will be amended to increase appropriations and reduce the Trails Reserve Account fund by \$10,000

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 the awarding of a contract:  Y  N

Purchasing Office Consulted

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

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

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted



8. Is a grant being accepted:  YES or  NO

- 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
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other \_\_\_\_\_

10. Remarks:

See attached memo for summary.



# BOARD OF SUPERVISORS

## RESOLUTION - 2024

**Introduced by Trails and Open Space: Supervisors Grasso, Connolly, Kinowski, Madigan and M. Veitch**

### **AUTHORIZING THE TRANSFER OF FUNDS FROM THE COUNTY TRAILS DEVELOPMENT RESERVE FUND AND AMENDING THE 2024 COUNTY BUDGET IN RELATION THERETO**

**WHEREAS**, pursuant to Resolution 249-2015, this Board established a capital reserve fund to be known as the “County Trails Development Reserve” for the purpose of depositing unexpended funds for the Saratoga County Trails Grant Program; and

**WHEREAS**, upon receipt of a reimbursement voucher from the municipal applicant funds will be appropriated to the General Fund budget from the County Trails Development Reserve for reimbursement to the municipal applicant; and

**WHEREAS**, unexpended grant funds for the 2023 Town of Malta grants total \$10,000; and

**WHEREAS**, reimbursement requests have been submitted by the Town of Malta for the grant project previously approved in 2023; and

**WHEREAS**, the transfer of funds from the County Trails Development Reserve to the Saratoga County Trails Grant Program account for disbursement to municipal applicants require this Board’s approval and an associated amendment to the 2024 County Budget; and

**WHEREAS**, our Trails and Open Space Committee and the Director of Planning and Economic Development have recommended that \$10,000 be transferred from the County Trails Development Reserve to the Saratoga County Trails Grant Program account; now, therefore, be it

**RESOLVED**, that this Board authorizes the transfer of \$10,000 from the County Trails Development Reserve funds to the Saratoga County Trails Grant Program; and it is further

**RESOLVED**, that the Budget Officer is hereby authorized to enter the appropriate journal entries to reflect the approved budget transfer; and it is further

**RESOLVED**, that the 2024 County Budget is hereby amended as follows:

PLANNING:

Increase Appropriations

A.80.000-8492.9      Local Assistance County Trails Grant Program      \$10,000

Decrease Reserve

A.0888.TR      Trails Reserve      \$10,000

;and it is further

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

BUDGET IMPACT STATEMENT: The budget will be amended to increase appropriations and reduce the Trails Reserve Fund by \$10,000.



# SARATOGA COUNTY AGENDA ITEM REQUEST

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
George Conway, 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  
Audra Hedden, County Administrator's Office  
Samantha Kupferman, County Attorney's Office

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

**DATE:** 7.30.24

**COMMITTEE:** Trails & Open Space

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

AWARDING 2024 TRAILS GRANTS

3. Specific Details on what the resolution will authorize:

Resolution will award the 2024 Trails Grants

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 Yes

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

Revenue

Account Number	Account Name	Amount
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Expense

Account Number	Account Name	Amount
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Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact. Funds are included in the Department Budget

- G/L line impacted A.80.000-8492.9
- Budget year impacted 2024
- 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 the awarding of a contract:  Y  N

Purchasing Office Consulted

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

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

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

8. Is a grant being accepted:  YES or  NO

- 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
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Memo

10. Remarks:

See attached memo



# BOARD OF SUPERVISORS

## RESOLUTION - 2024

**Introduced by Trails and Open Space: Supervisors Grasso, Connolly, Madigan, Kinowski, and M. Veitch**

### AWARDING 2024 TRAILS GRANTS

**WHEREAS**, the 2024 Saratoga County Budget included a Trails Grant Program to give matching grants to local municipalities to fund trail development and construction projects; and

**WHEREAS**, the 2024 Trails Grant Program provides a pool of up to \$150,000 to fund trail feasibility studies, engineering work, and construction in local municipalities; and

**WHEREAS**, the Trails and Open Space Committee received fifteen applications for funding totaling \$148,000, which the Committee recommended to be fully funded; and

**WHEREAS**, our Trails and Open Space Committee and Law and Finance Committee approved fully funding all twelve applications submitted, at a cost of \$148,000 utilizing allotted 2024 Trails Grant funds; now, therefore, be it

**RESOLVED**, that the Saratoga County Board of Supervisors authorizes the payment under the 2024 Trails Grant Program of the sum of \$148,000 to the following municipalities for the purposes stated, upon condition that each municipality provide matching funds or services in-kind:

1. **Town of Ballston:** The amount of \$10,000 to be applied towards the Jenkins Park Trail Extension & Existing Trail Restoration to include the construction of 885 ft. of trail extension on the existing 2.5 mile trail network within the existing Town-owned, 43-acre, multi-use recreational park and restoration of 2,450 l.f. of the existing trails with re-surfacing and drainage repairs.
2. **Town of Charlton:** The amount of \$10,000 to be applied towards the LaRue Creek Covered Bridge Replacement to include replacement of a covered bridge that expands LaRue Creek and is part of the Saratoga County Snowmobile trail network. The bridge will be replaced with a 50 ft x 8 ft x 7 ft covered bridge.
3. **Town of Clifton Park:** The amount of \$10,000 to be applied towards the Trail Boardwalk Restoration: Brookhaven to Park Lane Estates to include a repair/restoration of the existing 17-year old pedestrian boardwalk section of the existing trail route that traverses wetlands on the south side of a steel bridge that expands the Dwaas Kill. This



trial connects with other local trails that connect residential neighborhoods with public parks, school areas and commercial ventures in Town.

4. **Town of Corinth:** The amount of \$10,000 to be applied towards the Trail Network/9N property to include funding for Phase I of the Town's Master Plan of town-owned property to be utilized as a recreational park. Phase I will include the design, layout and possibly material for 1.6 miles of planned trails in the park.
5. **Village of Corinth:** The amount of \$8,000 to be applied towards the Upgrade Corinth Recreational Area Trails to include funds for a feasibility study and trail amenities such as a new kiosk in the parking lot, benches along the trail, new trail head markers and new trail identification markers along the Village's existing Upper Reservoir trail network.
6. **Town of Hadley:** The amount of \$10,000 to be applied towards the Tennis Court/Basketball Course Refurbishing to refurbish existing tennis and basketball courts and replace some fencing surrounding the tennis courts in the Town park.
7. **Town of Halfmoon:** The amount of \$10,000 to be applied towards the Erie Canalway Trail Paving to pave a portion of the Town's Mohawk Towpath Scenic Byway or more specifically, 1,200 l.f. of existing stone dust trail from Whites Lane to the Crescent Boat Club.
8. **Town of Malta:** The amount of \$10,000 to be applied towards the Malta Community Park Trail Restoration to refurbish a 0.62-mi. nature trail of the 22.69-acre Malta Community Park with engineered wood fiber and replacing existing wayfinding signage with new signage.
9. **Town of Moreau:** The amount of \$10,000 to be applied towards the Big Bend Trail Phase I Completion: Trail Amenities to include providing an accessible kayak launch in the Hudson River from the Town's Phase I of the Big Bend Trail.
10. **Town of Northumberland:** The amount of \$10,000 to be applied towards the Meadow in the Sky Trail - Hudson Point Crossing (Phase II) to include funding for the provision of over 50 understory, native species of plants in between the Oaks that will provide ecological benefits to the area. In 2023, Hudson Crossing Park completed phase I of Meadow in the Sky trail with a segment of "Allee of Oaks" of 7 different varieties of Oak trees.
11. **Town of Saratoga:** The amount of \$10,000 to be applied towards the Town-wide Restoration & Maintenance Project to include resurfacing of several trails including trails connected to the Seige Trail, the Champlain Canal Trail, the Town's Boat Launch trail and one more that connects to the Town of Stillwater with stone dust and fine rubble with emphasis on maintenance where trails are worn or washed out.
12. **City of Saratoga Springs:** The amount of \$10,000 to be applied towards the Bog Meadow Brook Nature Trail Improvements to include the following: fix parking lot pot

holes on both Rt 29 and Meadowbrook Road parking lots, repair drainage issues in the Route 20 parking lot as well as Gilbert Road, perform maintenance on culverts and or add new culverts between the Rt 29 parking lot and the bridge over the Bog Meadow Brook, replace or refurbish aging trail identification signs throughout the trail. The original improvements for the existing trail network date back to 1993 making them over 30 years old.

13. **Village of South Glens Falls:** The amount of \$10,000 to be applied towards the Betar Byway Public Restroom (Upper Trailhead) to include placing an ADA compliant portable toilet facility that connects to municipal water and sewer. The proposed restroom facility will be placed on the Village's DPW lands in the upper section of the existing trail.
14. **Village of Stillwater:** The amount of \$10,000 to be applied towards the Village of Stillwater Pedestrian Park to include construction of a Village overlook park on property neighboring the Stillwater Blockhouse. The project will include the creation of an expanded parking area, walkways and a Hudson River overlook constructed of Alaskan cement slab with stainless steel posts & cables.
15. **Town of Wilton:** The amount of \$10,000 to be applied towards the Northern Pines Rd. fishing access parking & trail to include providing a parking lot and trail access to the Snook Kill off of Northern Pines Rd. for fishing access for Veterans Housing Community and general public. Funds will be used to provide grading of raw land and purchase of parking and trail construction materials.

; 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.



# 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  
Audra Hedden, County Administrator's Office

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

**DATE:** 7.30.24

**COMMITTEE:** Trails & Open Space

1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

AUTHORIZING THE CHAIR OF THE BOARD TO ENTER INTO NECESSARY AGREEMENTS TO APPLY FOR, ACCEPT, AND ADMINISTER A NEW YORK STATE SNOWMOBILE GRANT-IN-AID PROGRAM GRANT

3. Specific Details on what the resolution will authorize:

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

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

County Attorney's Office  
Consulted

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

County Administrator's Office  
Consulted Yes

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
----------------	--------------	--------

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

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

- a. G/L line impacted A.80.000-8718 and A.80-3889
- b. Budget year impacted 2024
- c. Details

This grant is pass through, expenses match grant award.

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

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

7. Does this item require the awarding of a contract:  Y  N

Purchasing Office Consulted

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

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

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

8. Is a grant being accepted:  YES or  NO

a. Source of grant funding:

State

b. Agency granting funds:

NYS Office of Parks, Recreation, and Historic Preservation

c. Amount of grant:

Up to \$70,000 actual amount determined by snowmobile registrations

d. Purpose grant will be used for:

snowmobile grooming materials and services

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

pass through funds to the snowmobile clubs

f. Time period grant covers:

2024-2025

g. Amount of county matching funds:

none

h. Administrative fee to County:

none

9. Supporting Documentation:

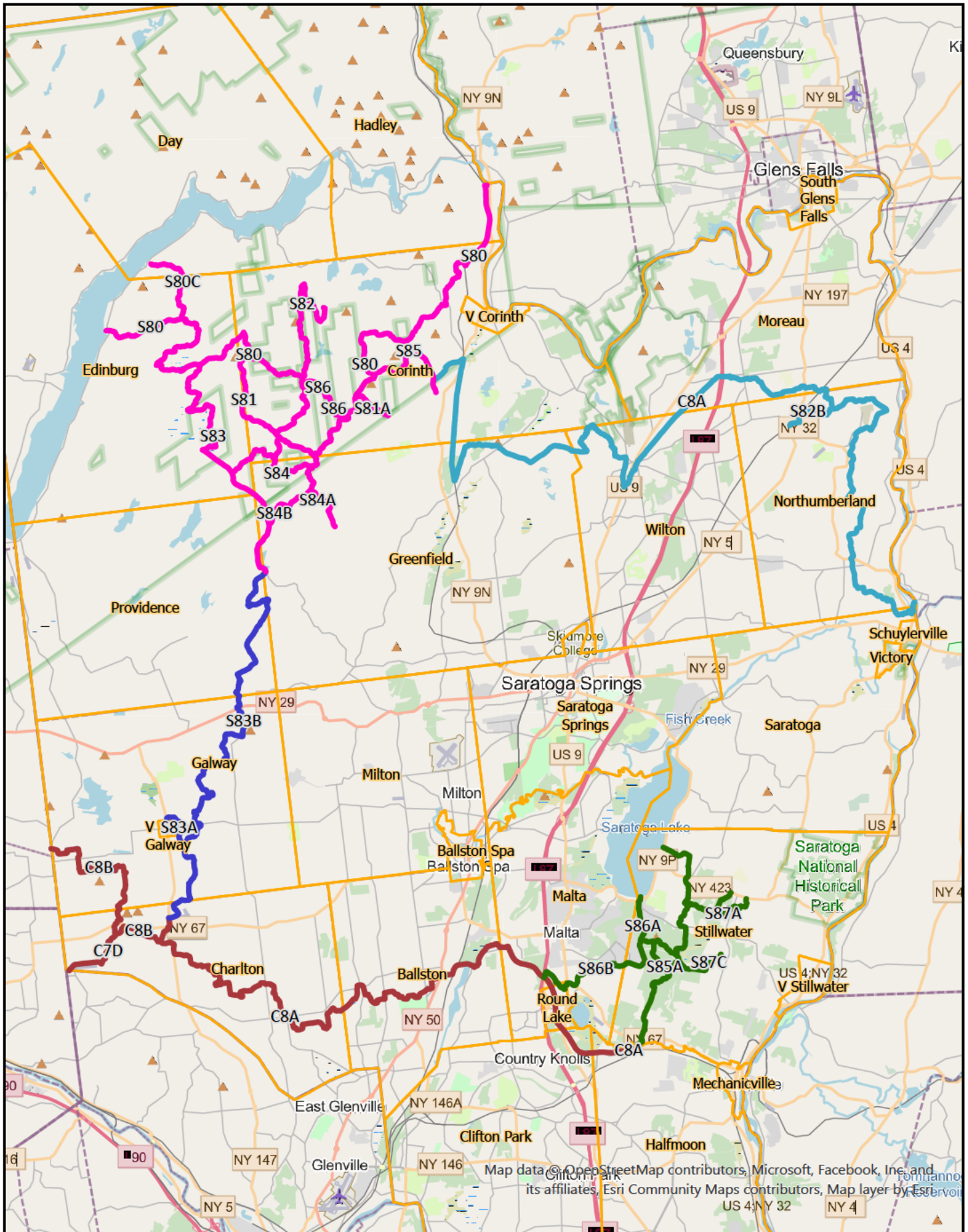
- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Memo

10. Remarks:

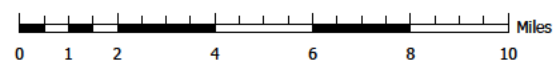
see attached memo

# 2023-2024 Mileage Table - Saratoga

Trail Number	TME	GPS Date	Class	Mileage Total	Funded Total	High Snow	Notes
C7D	Charlton Snowmobile Club (SARA)	2023	A	2.26	2	0	2023 GPS UPDATE with reroute; Loss of 1 funded mile
C8A	Charlton Snowmobile Club (SARA)	2022	A	23.43	23	0	GPS UPDATE was provided in 2022; Mileage table updated
C8A	Lincoln Mountain	2021	A	35.83	36	0	
C8A	Country Trailblazers	2021	A	9.64	10	0	
C8B	Charlton Snowmobile Club (SARA)	2021	A	7.82	8	0	GPS UPDATE with reroute b/c loss of landowner permission; Gain of 1 funded mile; Trail retains GPS date of oldest dated segment; GPS date is 2021
S80	Saratoga Snowmobile Association	2020	A	29.66	30	0	GPS UPDATE required by June 1, 2024
S80C	Saratoga Snowmobile Association	2020	A	2.75	3	0	GPS UPDATE required by June 1, 2024
S81	Saratoga Snowmobile Association	2020	A	3.36	3	0	GPS UPDATE required by June 1, 2024
S81A	Saratoga Snowmobile Association	2020	A	1.27	1	0	GPS UPDATE required by June 1, 2024
S82	Saratoga Snowmobile Association	2020	A	5.14	5	0	GPS UPDATE required by June 1, 2024
S82B	Lincoln Mountain	2020	A	1.84	2	0	GPS UPDATE required by June 1, 2024
S83	Saratoga Snowmobile Association	2020	A	7.79	8	0	GPS UPDATE required by June 1, 2024
S83A	Galway Trailmasters	2021	A	1.27	1	0	
S83B	Charlton Snowmobile Club (SARA)	2021	A	0.82	1	0	
S83B	Saratoga Snowmobile Association	2020	A	3.82	4	0	GPS UPDATE required by June 1, 2024
S83B	Galway Trailmasters	2021	A	16.50	17	0	
S84	Saratoga Snowmobile Association	2020	A	2.58	3	0	GPS UPDATE required by June 1, 2024
S84A	Saratoga Snowmobile Association	2020	A	2.89	3	0	GPS UPDATE required by June 1, 2024
S84B	Saratoga Snowmobile Association	2020	A	2.00	2	0	GPS UPDATE required by June 1, 2024
S85	Saratoga Snowmobile Association	2020	A	3.55	4	0	GPS UPDATE required by June 1, 2024
S85A	Country Trailblazers	2021	A	0.57	1	0	



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

2024-2025  
Saratoga County  
Assoc. of Snowmobile Clubs  
State Funded Trails







# BOARD OF SUPERVISORS

8/15/2023

## RESOLUTION ~~217--2023~~

Introduced by Trails and Open Space: Supervisors Grasso, Connolly, **Gaston**, Kinowski, **Madigan** and M. Veitch

### AUTHORIZING THE NECESSARY AGREEMENTS TO APPLY FOR, ACCEPT, AND ADMINISTER A NEW YORK STATE SNOWMOBILE GRANT-IN-AID PROGRAM GRANT

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

**WHEREAS**, the Association has requested that Saratoga County apply for the ~~2023-2024-2025~~ New York State Snowmobile Grant-In-Aid Program Grant in an amount up to \$80,000, and to serve as the conduit between the State and the Association for the distribution of the grant funds; and

**WHEREAS**, the Association has submitted to our Trails and Open Space Committee a list of the ~~2022-2023-2024~~ trail mileage planned for each snowmobile club within the County, and the Committee has approved said list; now, therefore, be it

**RESOLVED**, that the Chair of the Board is hereby authorized to execute all necessary documents to apply for, accept, and administer the ~~2023-2024-2025~~ State Snowmobile Grant-In-Aid Program Grant, not to exceed \$80,000, for the administration by the Saratoga County Association of Snowmobile Clubs; and it is further

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

**RESOLVED**, that the County Auditor is hereby authorized to approve payment of the actual grant funds to the Saratoga County Association of Snowmobile Clubs for use in the development and maintenance of locally maintained snowmobile trails throughout the County; 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.



# SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

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

**DATE:** 7.31.24

**COMMITTEE:** Trails & Open Space

1. Is a Resolution Required:

No, Discussion Only

2. Proposed Resolution Title:

3. Specific Details on what the resolution will authorize:

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

County Attorney's Office  
Consulted Yes

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 Yes

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

Revenue

Account Number	Account Name	Amount
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Expense

Account Number	Account Name	Amount
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Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

- 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 the awarding of a contract:  Y  N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

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

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

County Administrator's Office  
Consulted **Yes**

8. Is a grant being accepted:  YES or  NO
- 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
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other \_\_\_\_\_

10. Remarks:

See attached memo for Summary