

## Historic Hudson-Hoosic Rivers Partnership

### Board Meeting Minutes

June 25, 2018

Saratoga Town Hall, 12 Spring Street, Schuylerville, NY

#### Board Members Attending:

Tom Richardson, City of Mechanicville

Tom Wood, Town of Saratoga

Maria Trabka, Saratoga PLAN

Kay Tomasi, Senate Appointee

Julie Stokes, Governor Appointee

Joe Durkin, Rensselaer Land Trust

#### Also Attending:

Andrew Alberti, Flatley Read, LL

Bill Reynolds, Senate Appointee

David Woodin, Town of Waterford

Paul Marlow, Town of Halfmoon

Louise Mc Murray, Marshall House, Inc

David Bullard, Marshall House, Inc

Donna Dodd-Thomas, ASA Governor Appointee

Joe Finan,

Dennis Morreri, Village of Corinth

Lorraine Merghart, Battenkill Conservancy

Chairman Richardson called the meeting to order at 10:05 am with a quorum present. All introduced themselves.

Minutes of the June 4<sup>th</sup> meeting were discussed.

- Julie Stokes added that Empire State Trail group will address site planning soon. Others are invited to participate in this process. The final draft will be presented to the Partnership.
- Kay Tomasi requested a change on p.2 so that it reads: Specified secretarial work will be done on a volunteer basis.
- Tom Wood made the motion, seconded by Julie Stokes, to accept the corrected minutes. Motion carried.

Maria Trafka presented a financial report with projections through August. The Visitors Center external exhibit funding (Lakes to Locks) has been reduced by past L2L expenses incurred by the Partnership. There is a need for cash flow projections that separate administrative expenses from project expenses. Maria was thanked for all her work.

#### Grant Updates:

- Application has been submitted to DASNY for the Carrie Woerner legislative grant. March was established as a start-up date. The grant must be completed by December 31, 2019.
- Maria Trafka made the motion, seconded by Tom Wood, to authorize Drew to write a Solomon grant application for \$40,000. This would be used to leverage funding before the reimbursement of the DASNY grant. The DASNY money must be in hand before any of the \$40,000 can be expended. Details of specific requests in the application will be considered at the August meeting. Motion carried.

#### Visitor Center Construction

- Joe Finan reported that siding has been ordered. He will work with Flatley Read about payments.
- Volunteer workers are needed for the various projects.
- The Schuylerville Small Business Association will be meeting at the Visitor Center on Thursday, August 2<sup>nd</sup> at 9 am and has invited regional organizations to participate in the discussion.

#### Flatley Read LLC Contract

- Flatley Read will email the contract to the entire Board for perusal.

#### Marshall House, Inc.

- The Marshall House Board has passed a resolution to join the Partnership.
- David Bullard's remarks included the history of the house during the Revolution War and references to its library.
- Organization mission objectives are: (1) continue the preservation of the house and (2) facilitate a study of women and children during war. Baroness Reidesal and her children took refuge in the Marshall House during the Battles of Saratoga. Her diary is claimed to be the first account of women and children in war.
- Julie Stokes made the motion, seconded by Tom Wood, to accept the Marshall House as a member.

#### Old Champlain Canal

- Julie Stokes reported about the objectives of the group: (1) clean old canal and have the water flowing and (2) convince EPA that evaluation of water condition is essential.

#### General Membership Meeting in Corinth – Monday, August 27<sup>th</sup> at 10 am

- Mayor Dennis Morrerle has invited the Partnership to meet in the firehouse located on 9N at 16 Saratoga Ave. Park in the lot behind the firehouse.
- Dennis will be giving a presentation about Corinth renewal and lead a walking tour of the progress.

#### Purchasing and Procurement Policy

- A draft was previously distributed to Board members.

- Joe Finan stated that there is a need for guidance in doing projects. Consensus requested that the Executive Committee revise the draft to meet the needs of the Partnership. Approval of a policy will protect the project manager and the Board. We use public money.
- Julie Stokes commented that the current draft is too detailed for the Partnership.

#### Status of Sword Surrender Site

- Since funding will be done by private money, local contractors will be contacted for rough quotes.
- Projected opening will be in March 2019. Final judgment for opening will depend upon the bid responses.
- \$500,000 has been committed for funding. Currently there is \$200,000 in the bank.

Joe Durkin made the motion, seconded by Tom Wood, to adjourn.

Respectfully submitted,  
Katharine Tomasi, Secretary