

Historic Hudson-Hoosic Rivers Partnership

Board Meeting Minutes

October 29, 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

Teri Ptacek, ASA, Governor Appointee

Joe Durkin, Rensselaer Land Trust

Sara Idleman, Town of Greenwich

Also Attending:

David Woodin, Town of Waterford

Joe Finan, HHHRP

Dennis Morreri, Village of Corinth

Pam Landi, Washington County Planning

Kate Morse, Hudson Crossing Park

Keith Swensen, Friends of IBA

Paul Marlew, Town of Halfmoon

Tracey Clothier, LA Group

David Bullard, The Marshall House

Tim Holmes, Friends of Saratoga Battlefield

Andrew Alberti, Flatley Read

Amy Bracewell, Saratoga NHP

John Mitchell, CCTWG

Chairman Richardson called the meeting to order at 10:05 am with a quorum present. Introductions were made.

Secretary's Minutes

- **Sara Idleman made the motion, seconded by Julie Stokes, to approve the minutes as presented. Motion carried.**

Financial Report

- There is a balance of \$65,530.74 in the account managed by the Town of Saratoga.
- Drew Alberti discussed the proposed 2019 Operating Budget. Note: Utilities are not included. There is a need to have two separate reports for administrative and project expenses. Maria's

format for reporting will be revisited. A revised 2019 Operating Budget will be presented at the next meeting.

Sara Idleman made the motion, seconded by Julie Stokes, to update the website. Municipalities added in the 2012 legislation need to be listed. Listing of member organizations should also be updated. Motion carried.

Sara Idleman made the motion, seconded by Teri Ptacek, to recognize the need for an updated Stewardship Plan. Motion carried.

- Suggestion was made to contact Scott Keller of the Hudson Greenway about financial support for the Stewardship Plan revision. Applications are due in February 2019. The Partnership will need to find a match but may use in-kind services for part of the match. The estimate for the match was approximately \$20,000. Communities would have to help with the research.

Grant Updates – Drew Alberti

- The Carrie Woerner’s legislative grant (DASNY) process requests completion of an additional questionnaire before approval by DASNY. It then needs to go back to Ways and Means for secondary approval before DASNY will produce a contract. It was suggested that the grant money be forwarded to DEC and deposited in the Partnership Stewardship Fund. Joe Durkin stated that there is a different set of requirements for proceeding with deposit in the Stewardship Fund.
- Drew was asked to contact all members and request letters of support for the Visitors Center. The Executive Committee will confirm correspondence before contact is made.
- Julie Stokes suggested that additional member items need to go through DEC and not a bond fund.

Visitors Center – Joe Finan

- 30% of the primer coat of the siding has been completed.
- Joe will contact the Timber Group for construction details before moving forward with the porch.
- The Visitors Center will host a meeting this week.
- Tom Richardson announced that an anonymous donor has made a commitment to underwrite the cost of utility hookups (\$25,000). Donor pledged to send a check in two weeks. The local Chamber of Commerce has offered to manage this donation for the Partnership.
- Tracey Clothier will check to see if the utility lines cross the Empire State Trail.

The Flatley Read Contract has been finalized and signed.

Purchasing and Procurement Policy – Joe Durkin

- The proposed policy is compatible with the Town of Saratoga. Consensus decided to table and review the proposed policy for authorized amounts and delegation of authority.
- It was suggested to include professional services. Joe said it possible to place professional services under negotiated procurement.

- Joe was thanked for all his work with the policy.

Membership

- Need to identify benefits when asking for membership fees.
- Consensus accepted the 2019 fee schedule recommended by the Executive Committee: \$200 for municipalities and \$50 for non-profits. This will be presented to the general membership for a vote at the Annual Meeting
- Drew, Sara, and Kay agreed to prepare material for presentation at the Annual Meeting.

Suggestions for an Annual Meeting program included presentation about the Champlain sector of the Empire State Trail, remarks by Assemblyman Englebright, and remarks by the Commissioner of DEC.

Tom Wood agreed to chair the Nominating Committee. Nominations are needed for 3 Directors (Class of 2021) and 1 Director (vacancy in the Class of 2019).

Saratoga Sword Surrender

- There is \$500,000 in the bank. Site work is planned for the spring.
- There may be a conflict of interest issue with Drew serving as treasurer of the Friends of the Battle of Saratoga. It was stated that conflict becomes an issue when one is involved with decision making process.

Announcements

- A Marshall House Re-enactment and tour will take place on November 24 at 2 pm. Reservations are needed.
- Corrective plans have been completed for dredging the Champlain Canal and its flood plains from the footbridge in Schuylerville to the Dix Bridge.
- An opening of the Bog Meadow Brook Nature Trail will take place on Nov. 3 at 10:30 am (Meadow Brook side).

The Annual Meeting will be held at the Saratoga Town Hall at 10 am on Monday, December 3.

Julie Stokes made the motion, seconded by Sara Idleman to adjourn the meeting.

Respectfully submitted,

Katharine Tomasi, Secretary