



BOARD MEETING MINUTES

Monday, April 25, 2022

Saratoga Town Hall

Schuylerville, NY 12871

MISSION STATEMENT

The Partnership's mission is to preserve, enhance and develop historic, agricultural, scenic, natural and recreational resources and the significant waterways within the Partnership Region. Through the tradition of municipal home rule, the Partnership will foster collaborative projects with pertinent non-profit and governmental entities with an emphasis on both agricultural and open space protection, economic and tourism development and interpretation of our natural and cultural heritage.

Board Members Attending:

Tom Richardson, City of Mechanicville

Ed Knowski, Town of Stillwater

Kay Tomasi, Senate Appointee

Joe Durkin, Affiliate Member, Rensselaer Land Trust

Teri Ptacek, Governor appointee

Julie Stokes, Governor appointee

Pam Fuller, Mayor of Greenwich

Cindy Wian, Hudson Crossing Park

Also attending:

Andrew Alberti, Flatley Read

Dave Roberts, Schuylerville Area Chamber of Commerce

Joe Finan, Manager of Special Projects

Leslie Morlock, National Park Service

Kate Morse, Hudson Crossing Park

Tim Holmes, Friends of Saratoga Battlefield

Chairman Tom Richardson called the meeting to order at 9 am. A quorum was present. Tom reported about his visit to Lock 2 of the Champlain Canal.

Secretary's Report – Kay Tomasi

- **Ed Knowski made the motion, seconded by Teri Ptacek, to approve the February minutes as presented at the March meeting. Motion was approved.** A quorum was not present at the March meeting.
- Joe Durkin made 2 corrections to the presented March Board Meeting Minutes:
 - Replace the 3rd item under the Chairman's Report:
"A contract has been signed for the \$250,000 Carrie Woerner grant. Under the contract, one of the grant disbursement options – Payment on Invoice – requires the grantee to have a segregated bank account that only processes grant funds. Board consensus was that a request for opening such an account should be made with other banks in order to use the Payment on Invoice option."
 - The 4th item under the Chairman's Report: delete from the motion: "and to file Articles of Incorporation with NYS."

Julie Stokes made the motion, seconded by Teri Ptacek, to approve the March minutes as corrected. Motion carried. Since a quorum was not present at the March meeting, this includes all motions made at the meeting.

Financial Report: Ed Knowski

- When Drew Alberti and Ed met with the Adirondack Trust Company to open an account it was evident that 2 accounts were needed. One is described above. A second will be an operating account to take the place of the Partnership account currently managed by the Town of Saratoga. **Cindy Wian made the motion(22-4), seconded by Teri Ptacek, to open an operating asset account, at the appropriate time, which will include funds distributed by a number of Towns in the Partnership. Motion carried.**

Chairman's Report: Tom Richardson

- Remaining grant reimbursements will be processed.
- The Saratoga County DAR has requested use of building.
- Devin Lander, NYS Historian, will discuss the 250th celebration of our country's independence and GVC needs at the May Membership Meeting. An actual list of Partnership needs would be most helpful as HHHRP works to fulfill its mission. Discussion needs to go beyond building needs. Identifying the organizational classification of HHHRP, dredging of the Old Champlain Canal, possible grants, other sources of funding, and economic development for the Partnership region will be included in the discussion.

Projects Report: Joe Finan and Dave Roberts

- A number of contracts will be needed for interior work, including sheet rock, painting, flooring, and HVAC. Since no bids were made for HVAC work, contact will be made with DPI Mechanical. **Ed Knowski made the motion(22-5), seconded by Julie Stokes, to move forward with heat installation. Motion carried.**
- Since the HHHRP property now includes a section of the Empire State Trail, the Saratoga Associates landscaping plan needs to be modified for ADA accessibility, parking, and stabilization. HHHRP will work with the development of Fort Hardy Park as changes are made.

- Joe will seek bids for a contractor to accomplish accessibility and stabilization for GVC. A surveyor will be needed to do the walkways layout. The DASNY grant will not cover planning costs. He will investigate if the contractor can include cost of a surveyor in a bid.
- **Ed Knowski made the motion(22-6), seconded by Cindy Wian, to have Tim Blanchard do the maintenance of GVC grounds this year. Motion carried.**

Management of GVC: Kate Morse

- An opening date needs to be determined. The Village Visitors Center staff will shift to GVC. Todd Shimkus has offered to help with staffing when necessary.
- It was suggested that the installation of a lock box would solve the problem of having a key available for volunteers.
- Dan Carpenter will be consulted about the GVC opening date and the number of days open per week.
- Pam Fuller and Kate will discuss possible GVC usage and make a report at the next meeting. Teri Ptacek offered to help during the summer season.

New Business:

- There are 2 pending grant applications: Scenic Byways and American Battlefield Protection Program.
- Janet Kennedy of Lakes 2 Locks communicated that there is a Scenic Byways grant available for a regional interpretive report. She is willing to write the application and believes there are funds available for the required match. A sponsoring organization is needed for this grant. Ed Knowski volunteered to keep track of inkind donations. **Julie Stokes made the motion(22-7), seconded by Pam Fuller, to approve the Partnership's sponsorship of the Scenic Byways grant. Motion carried.**
- This cycle of applications for American Battlefield Protection Program's grants is due on May 17th. It was suggested that application be made for an Interpretive Plan for the Old Saratoga Area. Leslie Morlock suggested that this should be a county project. Ed Knowski offered to present the project at the next county meeting.
- **The next Board meeting will be held on Monday, June 27 at 9 am. Place to be announced. A Membership Meeting will follow at 10 am with a presentation by Devin Lander, NYS Historian.**
- **Ed Knowski made the motion, seconded by Julie Stokes, to adjourn.**

Respectfully submitted,
Katharine Tomasi, Secretary

Following the meeting a presentation about the Lake Champlain Basin was made by Jim Brangan.

2022 HHHRP APPROVED MOTIONS

5/23/22

- 22-1 Ed Knowski made the motion, seconded by Tom Wood, to make application for a \$24,000 grant from Canal Corp to help with GVC overhead. 2/28
- 22-2 Teri Ptacek made the motion, seconded by Pam Fuller, that Tom Richardson, Ed Knowski, and Tom Wood have the authority to sign construction vouchers. Electronic signatures may be used. 2/28
- 22-3 Julie Stokes made the motion, seconded by Ed Knowski, to appoint a committee with Ed Knowski, Chair, Julie Stokes, Tom Richardson, Drew Alberti and Joe Durkin to deal with financial issues and authorize the opening of a checking account. 3/28 (delete: and to file Articles of Incorporation with NYS. 4/25)
- 22-4 Cindy Wian made the motion, seconded by Teri Ptacek, to open an operating asset account, at the appropriate time, which will include funds distributed by a number of Towns in the Partnership. 4/25
- 22-5 Ed Knowski made the motion, seconded by Julie Stokes, to move forward with heat installation. 4/25
- 22-6 Ed Knowski made the motion, seconded by Cindy Wian, to have Tim Blanchard do the maintenance of GVC grounds this year. 4/25
- 22-7 Julie Stokes made the motion, seconded by Pam Fuller, to approve the Partnership's sponsorship of the Scenic Byways grant. 4/25