

**Parks , Recreation & Railroad  
Committee Meeting Agenda  
July 28, 2009  
10:30 am**

**Call Meeting to order, Chairman, D. Belden**

Motion to accept minutes of previous meeting - Chairman Belden

**Warren County Snowmobile Trails**

1. Resolution authorizing Lyme Timberlands License Agreement - \$3,120.00 - For Hague Snowmobile Trail P. Butler

**Warren County Bikeway**

2. **A. Request:** P. Butler

Jeremy Hammond, Co-Founder,  
Adirondack Paranormal Society  
873 Upper Sherman Avenue  
Glens Falls, NY 12804  
518-454-5243

Time: One night between August 22 - September 30<sup>th</sup> and between 10pm -2 Pm.  
Purpose : Paranormal investigation of the bike path, 20 people on site  
Audio and video equipment lights, advised to contact sheriff's office  
Section: Between Glen Lake Road north to Route 9N

\* County Facility use permit will be executed with required insurances.

Ref.- Local Law No. 2 of 1984; section 5. The facilities shall be closed to any and all public use of any kind between the hours of sunset and sunrise except as shall be otherwise be provided by Resolution of the Warren County Board of Supervisors.

**B. Bike Trail/Right - of -Way Private Use Licensing Agreement -**

Committee review & approval of changes to document per Reso. 365 of 1997. P. Dusek

No reso required.

**Parks , Recreation & Railroad  
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**Up Yonda Farm**

3. A. Resolution authorizing application to the Charles R. Wood Foundation for up to \$28,318.00 for program presentation. Deadline September 2, 2009

B. Budget Review / Proposed fee increase

B. Lamy

**REFERRALS-**

- 1) DPW forces proceeding with repairs to section of damaged railroad tracks located to the north of the Riparius Station. Status. (06.30.09)
- 2) Mr. Dusek to pursue appropriate State and Federal granting agencies to determine whether repayment of the grant funding expended in connection with the railroad would be required if the damaged tracks located to the south of the Riparius Station were not repaired. (06.30.09)
- 3) Committee tabled discussion on approval of changes to verbiage of easement for Stony Creek Platform as proposed by 1,000 Acres pending completion of repairs to the damaged tracks, as well as the receipt of further information with respect to alternate possibilities for the railroad from the County Attorney's Office. (06.30.09)
- 4) Committee tabled discussions on the transfer of the Kellogg Property from OSI to the County pending the receipt of NYSDEC documentation reflecting their approval of previous underground tank removal work performed on the site. (06.30.09)
- 5) Mr. Butler to develop a plan for the Fish Hatchery which would reduce expenses and increase revenues to a level supporting its operation. (06.30.09)
- 6) Mr. Butler to develop a formal schedule of fees for use of County Facilities such as the Railroad Platforms, Fish Hatchery, Kellogg Property, etc. (06.30.09)

**New Business**

**Old Business**

**Adjournment**

**RESOLUTION REQUEST FORM NO. 3**

**Request for New Contract**

**DEPARTMENT NAME:** Parks, Recreation & Railroad

**DATE:** July 28, 2009

- (a) Is this a Result of a Bid or Request for Proposal? NO
- (b) Purpose of Contract: Authorizing snowmobile license agreement between Warren County and Lyme Adirondack Timberlands II, LLC for trails in the Town of Hague for \$3,120.00 R 522/2006 - 493/08
- (c) Name of Contractor: Lyme Adirondack Timberlands, LLC
- (d) Address of Contractor: 10270 State Route 149, Fort Ann, NY 12827
- (e) Contractor's Contact Person and Telephone Number: Mike Gersten, 793-4481.
- (f) Has or will the Contract be provided, if so, please attach: YES
- (g) Commencement Date of Contract: December 1, 2009
- (h) Termination Date of Contract: November 30, 2010
- (i) Payment Provisions:
  - i) lump sum amount: \$3,120.00
  - ii) \_\_\_\_\_  
hourly rate amount
  - iii) \_\_\_\_\_  
total amount not to exceed
  - iv) \_\_\_\_\_  
how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)  
\_\_\_\_\_
- (j) Where are the Funds for this Contract ? List Budget Code, (with title), Object Code (with title), and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount: A7110.411, Parks & Recreation Rent-Building/Property, \$3,120.00

# ***RESOLUTION REQUEST FORM NO. 20***

## ***MISCELLANEOUS***

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME: Parks, Recreation & Railroad**

**DATE: 07/28/09**

- (a) Purpose of Request: Authorize the Adirondack Paranormal Society to conduct a one night paranormal investigation on the Warren County Bikeway between Glen Lake Rd. north to Route 9 between the approximate hours of 10 pm - 2 am. The investigation will take place between Sept. 1 - 30, 2009 ; the specific date to be determined.
  
- (b) Details: A County Facility Use Permit will be executed and the required insurance coverage will be obtained prior to the investigation. Contact person for the Adirondack Paranormal Society is Jeremy Hammond, 873 Upper Sherman Ave., Glens Falls, N.Y. 12804, 518- 454-5243. Land owners abutting this section of the bikeway will be notified by mail of the investigation by the Warren County Parks and Recreation Division .
  
- (c) Previous Resolution Number: None. Ref.- Local Law No. 2 of 1984, Section 5.

## ***RESOLUTION REQUEST FORM NO. 5***

### ***Request to Apply for a Grant Application and Grant Agreement***

**DEPARTMENT NAME: Parks, Recreation & Railroad**

**DATE: 07/28/09**

- (a) Purpose of Grant: provide assistance to areas of special need in the Lake George Region and surrounding areas, by supporting not-for-profit organizations with an emphasis on programs for children, healthcare and the arts.
- (b) Name of Grantor: Charles R. Wood Foundation
- (c) Address of Contractor: c/o Foundation Source, 55 Walls Dr. Suite 302 Fairfield CT 06824
- (d) Grantor's Contact Person and Telephone Number: Christine Mayers, private client advisor, 203-319-3722 extension 3722
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? No
- (f) Effective Date of Grant: to be determined.
- (g) Termination Date of Grant: to be determined.
- (h) Total Dollar Amount Involved (not to exceed): \$28,318.00
- (i) Deadline to Submit Grant Application and/or Grant Agreement: 09/02/09
- (j) Is a Budget amendment required? no If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? no If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? no If Yes, Where are the Funds? List Budget Code (with title), Object Code (with title), and Amount **OR** Capital Project **OR** Capital

7/10/2009

**2010 Up Yonda Budget**

	2009	2009	2009	2010	2009	2009	2008
	Adopted	Budget	Amended	Budget	YTD	Budget	
	Budget	Amendments	Budget		Transactions	less YTD	total

Salaries with Fringe/

172,304.95\*\*

110	Salaries Regular	\$ 152,521.00	\$ -	\$ 152,521.00	\$ 172,304.95	\$ 67,702.79	\$ 84,818.21	\$ 166,217.10
120	Salaries-Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 488.48
130	Salaries-Part Time	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ -
140	Salaries-Sick Leave	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,600.00
210	Furniture/Furnishings	\$ 300.00	\$ (205.00)	\$ 95.00	\$ -	\$ -	\$ 95.00	\$ 729.69
220	Office Equipment	\$ 2,620.00	\$ -	\$ 2,620.00	\$ -	\$ -	\$ 2,620.00	\$ 2,808.69
230	Automotive Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
240	Highway/Street Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
250	Technical Equipment	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -
260	Other Equipment	\$ 600.00	\$ 305.00	\$ 905.00	\$ -	\$ 904.27	\$ 0.73	\$ 363.00
270	Lawn & Landscaping	\$ 500.00	\$ (100.00)	\$ 400.00	\$ -	\$ -	\$ 400.00	\$ -
410	Supplies	\$ 7,500.00	\$ (30.00)	\$ 7,470.00	\$ 3,087.93	\$ 1,019.32	\$ 6,450.68	\$ 6,242.39
411	Rent-Building/Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
413	Repair & Maint Bldg/Property	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 567.27	\$ 432.73	\$ 3,373.17
414	Gas-Natural	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
415	Electricity	\$ 12,000.00	\$ -	\$ 12,000.00	\$ 12,000.00	\$ 5,054.27	\$ 6,945.73	\$ 11,743.37
416	Oil & Gas-Heating	\$ 7,000.00	\$ -	\$ 7,000.00	\$ 6,500.00	\$ 2,279.78	\$ 4,720.22	\$ 6,135.12
417	Water/Sewer/Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
418	Ins-General Liability	\$ 1,100.00	\$ 30.00	\$ 1,130.00	\$ 1,200.00	\$ 1,122.58	\$ 7.44	\$ 1,048.19
421	Equipment Rental	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,200.00	\$ 574.50	\$ 925.50	\$ 970.25
422	Repair & Maint Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
423	Telephone	\$ 3,500.00	\$ -	\$ 3,500.00	\$ 2,600.00	\$ 1,212.42	\$ 2,287.58	\$ 2,332.58
424	Postage	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 54.00	\$ 946.00	\$ 647.49
426	Subscriptions	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ -
427	Memberships & Dues	\$ 50.00	\$ -	\$ 50.00	\$ -	\$ -	\$ 50.00	\$ -
428	Data Processing & Internet	\$ 700.00	\$ -	\$ 700.00	\$ 400.00	\$ 239.95	\$ 460.05	\$ 373.93
435	Medical Fees	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ -
436	Advertising Fees	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 500.00	\$ 60.00	\$ 1,440.00	\$ 1,432.72
439	Misc Fees & Expenses	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -
441	Auto Supplies & Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
442	Automotive Gas&Oil	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
444	Travel/Education/Conference	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
445	Foods	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 600.00	\$ 435.52	\$ 1,064.48	\$ 1,098.99
453	Uniforms & Clothing	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ 114.00
455	Safety Equipment	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ -
465	Road/Bridge Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
470	Contract	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -
<b>Total Expenses:</b>		<b>\$ 218,191.00</b>	<b>\$ -</b>	<b>\$ 218,191.00</b>	<b>\$ 200,372.88</b>	<b>\$ 81,226.65</b>	<b>\$ 136,964.35</b>	<b>\$ 207,719.16</b>

up 5%  
copler

GF National Trust Return: \$167,122.88  
 Projected Program Revenue: \$25,000.00  
**Proposed Fee Increase (see attachment A): \$8,250.00**

Total Projected Trust Return and Program Revenues  
 with Fee Increase: \$200,372.88

\*\* - Projected no salary increase;10% increase in Health Insurance benefits from 2009; and other fringe increases for 2010

Note: Spreadsheet columns " 2009 YTD Transactions " , "2009 Budget less YTD transactions " , "2008 total" are taken from a July 10,2009 Budget Performance Report.

7/28/2009

**ATTACHMENT "A"**

**Proposed Up Yonda Fee Schedule**

	<u>2003 - Current</u>		<u>Proposed</u>		<u>Notes</u>
	<u>January - December</u>		<u>Sept - June</u>	<u>July - Aug</u>	
<b>Public &amp; Group Programs</b>	\$3		\$4	\$5	
<b>School Programs</b>	\$3		\$4		
<b>Special Programs</b>	\$5 - \$10		\$7 - \$14		pancake breakfast, haunted trail, woodworking snow shoeing,
<b>Outreach Programs</b>	\$75/hour for the 1st and 2nd hour \$50/hour for hours 3,4,5		\$100/hour \$75/hour		
<b>Birthday Party</b>	\$5 per child		\$7		They provide materials - cake food , favors, etc.
<b>Birthday Bash</b>	\$10 per child		\$14		(includes nature theme program) We provide materials
<b>Building/Pavilion Rental</b>	\$50 (1-50 people) \$75 (51-100 people) \$100 (101 people)		\$100 (any)		(includes nature theme program)
<b>Parking</b>	\$3 per car \$2 per motorcycle \$5 per camper \$10 per bus (no fee if doing a program)		\$4 \$4 \$10 \$10	\$5	
<b>Memberships</b>	<u>1 year</u> \$20 student \$30 individual \$60 family (up to 5 people) \$500 life (individual)			<u>1 year, 2 year, 3 year</u> \$25, \$40, \$55 \$40, \$70, \$100 \$80, \$140, \$200 \$500	

\*Note: Up Yonda projected total revenues are estimated to increase by approx. \$8,250.00/year by increasing fees as above.