

**PUBLIC WORKS COMMITTEE  
PARKS, RECREATION AND RAILROAD AGENDA  
June 21, 2022**

Committee Members: *CONOVER*, Hogan, Dickinson, Thomas, Bruno, Merlino and Strough

**I. Committee Meeting Call to Order by Chair**

**II. Approval of minutes of prior Committee Meeting**

**III. Action Agenda/New Business**

1. Request: Notice of Intent to fill the position of the Director of Warren County Parks, Recreation and Railroad.  
Rationale: Due to Retirement
2. Request: Extend Existing Contract  
Rationale: For use of parking lot for snowmobile and County to maintain.
3. Request: Amend County Budget - Donation  
Rationale: To use for Tree and Plaque for the Hatchery Grounds

**IV. Information for Discussion/Review**

**V. Referral/Pending Items**

1) In regard to the two parcels of land the Town of Johnsbury had expressed an interest acquiring, the Superintendent of Public Works agreed to go before the Town of Johnsbury Planning Board to request that the subdivision move forward. (03.22.22)

2) The Superintendent of Public Works to work with the representative of the Shrine Circus to develop a formal request to bring before the Committee for use of the County property in between the Cornell Cooperative Extension and Countryside Adult Home buildings to hold the Shrine Circus on July 17-18, 2022. (02.28.22) Update: The Superintendent of Public Works received a request for use of a tent in one area and parking in the same area the Warrensburg Bike Rally typically used for parking and he proposed the usual \$25/day fee for use of the area across the street from the fair grounds for the event. (05.24.22)

**VI. Privilege of the floor and public comment** (Please allow for 15 second delay on live stream meetings)

**VII. Motion to Adjourn**

---

**Attachments:**

1. Resolution Request No. 12 - Notice of Intent to Fill Position
2. Resolution Request No. 4 - Amend Existing Contract
3. Resolution Request No. 7 - Amend County Budget

# RESOLUTION REQUEST FORM NO. 12

Schedule "A"

## NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

### DEPARTMENT HEAD COMPLETES THIS SECTION

Department: DPW.Parks & Recreation Payroll Dept. No: 19.40  
Title of Position: Director of Parks, Rec & RR Div. Base Salary of Position: 69500 71,585 Grade: 16  
Filling at Step # (If Known): \_\_\_\_\_  
Budget code and title: A.7110 Union  Non-Union   
This position is vacated due to:  Retirement  Resignation  Termination  Promotion  Other  
Employee No./Last Name: 8493/Benway Date of Vacancy: 06/20/2022  
Is this position mandated?  Yes  No Is the position reimbursable?  Yes  No  
Source of reimbursement:  Federal \_\_\_\_\_%  State \_\_\_\_\_%  Other \_\_\_\_\_%

### CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list  Competitive-no list (*hiring would be provisional*)  Non-Competitive  Other \_\_\_\_\_  
**Actual Impact to Budget Report will be provided monthly by Human Resources Director.**  
**Candidate's qualifications must be approved by Personnel Officer prior to hiring.** Jan 4/13/22  
**Human Resources Director has approved this form when initialed.** JS 6/13/22

### COUNTY ADMINISTRATOR COMPLETES THIS SECTION

- The Administrator has no objection to the filling of the vacancy.  
 The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 6/13/22

### BUDGET OFFICER COMPLETES THIS SECTION

- The Budget Officer has no objection to the filling of the vacancy.  
 The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature Francis E Thomas Date 6/14/22

### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Public Works

- The committee has no objection to the filling of the vacancy.  
 The committee objects to the filling of the vacancy.  
 In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.  
 In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature [Signature] Date 6/21/22

## **DIRECTOR OF WARREN COUNTY PARKS, RECREATION & RAILROAD DIVISION**

**GENERAL STATEMENT OF DUTIES:** Warren County Parks, Recreation and Railroad Committee. Is responsible for the administration, maintenance and operation of various county facilities and projects. Is responsible for implementing the programs and policies of the Warren County Board of Supervisors.

**DISTINGUISHING FEATURES OF THE CLASS:** This is specialized administrative work applied to a diversity of the recreational, educational, environmental, and public facilities and programs. The position is responsible for administering various State and Federal Funding programs. It is responsible for the supervision, leadership and coordination of professional and non-professional staff. The Director is expected to facilitate the coordination of State, Town, County and Federal agencies with various projects and programs. The Director may be expected to spend a considerable percentage of his/her time giving help to particular programs and projects.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

Prepares, presents and directs the execution of the budget;

Represents the division at various meetings;

Administers and supervises Federal Highway Administration Funded projects;

Administers and supervises New York State Office of Parks Recreation and Historic Preservation Funded projects;

Responsible for the administration and operation of the following facilities: Hatchery, Environment Education Facility, fairgrounds, bikeway, cross country ski trails, hiking trails, nature trails, canoes sites, Picnic areas, Picnic shelters, Restrooms, playgrounds;

Responsible for the administration and compliance of various agreements, contracts, easements, licenses between the county and private property owners, clubs, business, towns, state, municipal and federal agencies;

Oversees the development of the Warren County Railroad and Stations Project;

Works with all interested groups in planning and developing outdoor recreation projects;

Works with other county departments coordinating various projects and programs.

**REQUIRED KNOWLEDGE, SKILL, ABILITIES AND ATTRIBUTES:**

Good knowledge of administration as it pertains to outdoor recreation facilities;

Knowledge of planning;

Background and knowledge of environmental science;

Ability to work with groups and various public agencies;

Ability to speak before a group;

Sound professional judgment;

Good organizational skill;

Good skills in interacting and communication with people;

Good understanding of budgets.

**MINIMUM QUALIFICATIONS:**

Bachelor's degree in Environmental Science and/or Recreation Administration or related field and three (3) years of experience in a responsible supervisory or administrative capacity.

**NOTE:** Education beyond the secondary level must be obtained from an institution that is a regionally accredited or New York State registered college or university.

WC: Adopted, 4.19.06

JC: Competitive

Format Update 2022

## ***RESOLUTION REQUEST FORM NO. 4***

### ***Request for Extending, Rescinding or Amending Existing Contract***

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

**DATE: 6/21/22**

- (a) Purpose of Contract Change: **Extension of Existing Contract**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: **587/01 ; 307/ 02 ; 394/04 ; 201/05 ; 338/06 ; 361/07 ; 293/08 ; 412/09 ; 429/10 ; 467/11; 423/12; 396/13; 329/14;352/15;297/16;274/17; 292/2018; 349/2019; 288/2020; 278/2021**
- (c) Name of Contractor: **South Warren Snowmobile Club Inc, & City of Glens Falls**
- (d) Address of Contractor: **P.O. Box 258, Lake Luzerne NY 12846-0258**
- (e) Contractor's Contact Person and Telephone Number: : **Michael Zilm, (518)696-3464**
- (f) Commencement Date of Extension: **July 1, 2022**
- (g) Termination Date of Extension: **June 30, 2023**
- (h) Payment Provisions:
  - i) lump sum amount **\$0**
  - 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.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount:**

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

\*as listed in budget and LOGOS

# ***RESOLUTION REQUEST FORM NO. 7***

## ***Request to Amend County Budget\****

***\*If this is the result of a grant award, also complete and submit Form No. 5 or 6***

**DEPARTMENT NAME:**

**DATE:**

(a) Purpose of Amendment:

(b) Appropriation Code, Object Code, Full Title and Amount:

(c) Revenue Code (with title), and Amount:

# SHRINERS CIRCUS WITH THE ZERBINI FAMILY CIRCUS

The SHRINERS raise money to fund twenty children hospitals throughout the UNITED STATES AND CANADA. Where children are treated FREE. We also provide transportation to and from the hospitals free of charge. As we all know it take money to do this

The circus is one of our biggest fund raiser. We just need a field to hold it on July !7<sup>TH</sup> and !8<sup>th</sup> we will provide port a potties trash removal .Insurance certificate on hand.

SINCERELY NOBLE WENDALL BEADNELL  
ORIENTAL SHINERS  
Phone 518 623 9900  
email beadnllw@yahoo.com

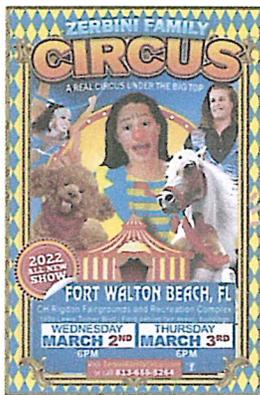
TOUR DATES

SOCIAL



FAQ

CONTACT US



Zerbini family Circus is in Fort Walton Beach, Florida. 17 hours ago

A Real Circus under the Big Top is coming to Fort Walton Beach, Florida Wednesday and Thursday, March 2 and 3 at the CH Rigdon Fairgrounds and recreation complex 1958 Lewis Turner Blvd | Field behind fair assoc. buildings





**Shriners Hospitals  
for Children®**  
*Love to the rescue®*

([HTTPS://LOVETOTHERESCUE.ORG/](https://lovetotherescue.org/))

FUNDRAISE (FUNDRAISE)

DONATE ([HTTPS://DONATE.LOVETOTHERESCUE.ORG/GIVE/119312/#!/DONATION/CHECKOUT?](https://donate.lovetotherescue.org/give/119312/#!/donation/checkout?)

C\_SRC=LTRR-HOME)

## HOSPITAL LOCATIONS

HOME ([HTTPS://LOVETOTHERESCUE.ORG](https://lovetotherescue.org/)) / HOSPITAL LOCATIONS

### SHRINERS HOSPITALS FOR CHILDREN LOCATIONS

For more information about the innovative care we provide, to make an appointment or to refer a patient (<https://www.shrinershospitalsforchildren.org/shc/refer-a-patient>), please select a location below and contact us. Please see our Refer a patient (<https://www.shrinershospitalsforchildren.org/shc/refer-a-patient>) page for additional information and guidance for international patients.

**\*This location is an outpatient, ambulatory care center.**

Contact Us (<https://www.shrinershospitalsforchildren.org/shc/contact-information.aspx>)



(<https://www.shrinershospitalsforchildren.org/boston/boston.aspx>)

#### BOSTON, MA ([HTTPS://WWW.SHRINERSHOSPITALSFORCHILDREN.ORG/BOSTON/BOSTON.ASPX](https://www.shrinershospitalsforchildren.org/boston/boston.aspx))

Burn Care  
Cleft Lip and Palate  
617-722-3000



(<https://www.shrinershospitalsforchildren.org/chicago/chicago.aspx>)

#### CHICAGO, IL ([HTTPS://WWW.SHRINERSHOSPITALSFORCHILDREN.ORG/CHICAGO/CHICAGO.ASPX](https://www.shrinershospitalsforchildren.org/chicago/chicago.aspx))

This website or its third-party tools use cookies, which are necessary to its functioning and required to achieve the purposes illustrated in the cookie policy. If you want to know more or withdraw your consent to all or some of the cookies, please refer to the cookie policy.

Orthopaedics  
Spinal Cord Injury  
Cleft Lip and Palate

By closing this banner, scrolling this page, clicking a link or continuing to browse otherwise, you agree to the use o

I Agree

Privacy policy (<https://lovetotherescue.org/privacy/>)

Hello!  
How can I assist?

773-622-5400



(<https://www.shrinerschildrens.org/en/locations/ohio>)

**DAYTON, OH ([HTTPS://WWW.SHRINERSCHILDRENS.ORG/EN/LOCATIONS/OHIO](https://www.shrinerschildrens.org/en/locations/ohio))**

Burn Care  
Cleft Lip and Palate  
855-206-2096



(<https://www.shrinershospitalsforchildren.org/erie/erie.aspx>)

**ERIE, PA\* ([HTTPS://WWW.SHRINERSHOSPITALSFORCHILDREN.ORG/ERIE/ERIE.ASPX](https://www.shrinershospitalsforchildren.org/erie/erie.aspx))**

Orthopaedics  
814-875-8700



(<https://www.shrinershospitalsforchildren.org/galveston/galveston.aspx>)

**GALVESTON, TX ([HTTPS://WWW.SHRINERSHOSPITALSFORCHILDREN.ORG/GALVESTON/GALVESTON.ASPX](https://www.shrinershospitalsforchildren.org/galveston/galveston.aspx))**

Orthopaedics  
Cleft Lip and Palate  
Burn Care  
409-770-6600

This website or its third-party tools use cookies, which are necessary to its functioning and required to achieve the purposes illustrated in the cookie policy. If you want to know more or withdraw your consent to all or some of the cookies, please refer to the cookie policy.

By closing this banner, scrolling this page, clicking a link or continuing to browse otherwise, you agree to the use of cookies.

I Agree

Privacy policy (<https://lovetotherescue.org/privacy/>)

Hello!  
How can I assist?



(<https://www.shrinershospitalsforchildren.org/greenville/greenville.aspx>)

**GREENVILLE, SC ([HTTPS://WWW.SHRINERSHOSPITALSFORCHILDREN.ORG/GREENVILLE/GREENVILLE.ASPX](https://www.shrinershospitalsforchildren.org/greenville/greenville.aspx))**

Orthopaedics

864-271-3444



(<https://www.shrinershospitalsforchildren.org/honolulu/honolulu.aspx>)

**HONOLULU, HI ([HTTPS://WWW.SHRINERSHOSPITALSFORCHILDREN.ORG/HONOLULU/HONOLULU.ASPX](https://www.shrinershospitalsforchildren.org/honolulu/honolulu.aspx))**

Orthopaedics

808-941-4466



(<https://www.shrinershospitalsforchildren.org/lexington/lexington.aspx>)

**LEXINGTON, KY\* ([HTTPS://WWW.SHRINERSHOSPITALSFORCHILDREN.ORG/LEXINGTON/LEXINGTON.ASPX](https://www.shrinershospitalsforchildren.org/lexington/lexington.aspx))**

Orthopaedics

859-266-2101



(<https://www.shrinershospitalsforchildren.org/mexico-city/mexicocity.aspx>)

This website and its third-party tools use cookies, which are necessary to its functioning and required to achieve the purposes illustrated in the cookie policy. If you want to know more or withdraw your consent to all or some of the cookies, please refer to the cookie policy.

By closing this banner, scrolling this page, clicking a link or continuing to browse otherwise, you agree to the use of cookies.

https://lovetotherescue.org/privacy/)"/>

Hello!  
How can I assist?

**MÉXICO CITY, MEX ([HTTPS://WWW.SHRINERSHOSPITALSFORCHILDREN.ORG/MEXICO-CITY/MEXICOCITY.ASPX](https://www.shrinershospitalsforchildren.org/mexico-city/mexicocity.aspx))**

Orthopaedics

55-5424-7850



(<https://www.shrinershospitalsforchildren.org/minneapolis/twincities.aspx>)

**MINNEAPOLIS, MN ([HTTPS://WWW.SHRINERSHOSPITALSFORCHILDREN.ORG/MINNEAPOLIS/TWINCITIES.ASPX](https://www.shrinershospitalsforchildren.org/minneapolis/twincities.aspx))**

Orthopaedics

612-596-6100



(<https://www.shrinershospitalsforchildren.org/montreal/canada.aspx>)

**MONTREAL, QUEBEC ([HTTPS://WWW.SHRINERSHOSPITALSFORCHILDREN.ORG/MONTREAL/CANADA.ASPX](https://www.shrinershospitalsforchildren.org/montreal/canada.aspx))**

Orthopaedics

514-842-4464



(<https://www.shrinershospitalsforchildren.org/pasadena/pasadena.aspx>)

**PASADENA, CA\* ([HTTPS://WWW.SHRINERSHOSPITALSFORCHILDREN.ORG/PASADENA/PASADENA.ASPX](https://www.shrinershospitalsforchildren.org/pasadena/pasadena.aspx))**

Orthopaedics

Burn Care

Cleft Lip and Palate

626-389-9300

This website or its third-party tools use cookies, which are necessary to its functioning and required to achieve the purposes illustrated in the cookie policy. If you want to know more or withdraw your consent to all or some of the cookies, please refer to the cookie policy.

By closing this banner, scrolling this page, clicking a link or continuing to browse otherwise, you agree to the use of cookies.

https://lovetotherescue.org/privacy/)"/>

Hello!  
How can I assist?





(<https://www.shrinershospitalsforchildren.org/philadelphia/philadelphia.aspx>)

**PHILADELPHIA, PA ([HTTPS://WWW.SHRINERHOSPITALSFORCHILDREN.ORG/PHILADELPHIA/PHILADELPHIA.ASPX](https://www.shrinershospitalsforchildren.org/philadelphia/philadelphia.aspx))**

Orthopaedics  
Spinal Cord Injury  
215-430-4000



(<https://www.shrinershospitalsforchildren.org/portland/portland.aspx>)

**PORTLAND, OR ([HTTPS://WWW.SHRINERHOSPITALSFORCHILDREN.ORG/PORTLAND/PORTLAND.ASPX](https://www.shrinershospitalsforchildren.org/portland/portland.aspx))**

Orthopaedics  
Cleft Lip and Palate  
503-241-5090



(<https://www.shrinershospitalsforchildren.org/sacramento/northerncalifornia.aspx>)

**SACRAMENTO, CA ([HTTPS://WWW.SHRINERHOSPITALSFORCHILDREN.ORG/SACRAMENTO/NORTHERNCALIFORNIA.ASPX](https://www.shrinershospitalsforchildren.org/sacramento/northerncalifornia.aspx))**

Burn Care  
Cleft Lip and Palate  
Orthopaedics  
Pediatric Surgery  
Spinal Cord Injury  
916-453-2000

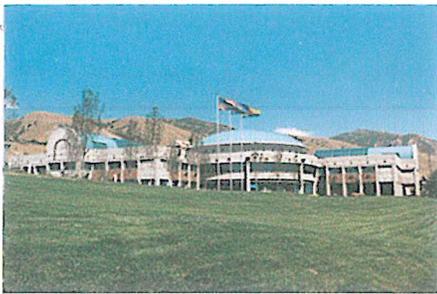
This website or its third-party tools use cookies, which are necessary to its functioning and required to achieve the purposes illustrated in the cookie policy. If you want to know more or withdraw your consent to all or some of the cookies, please refer to the cookie policy.

By closing this banner, scrolling this page, clicking a link or continuing to browse otherwise, you agree to the use of cookies on this device.

I Agree

Privacy policy (<https://lovetotherescue.org/privacy/>)

Hello!  
How can I assist?



(<https://www.shrinershospitalsforchildren.org/salt-lake-city/saltlakecity.aspx>)

**SALT LAKE CITY, UT ([HTTPS://WWW.SHRINERHOSPITALSFORCHILDREN.ORG/SALT-LAKE-CITY/SALTLAKECITY.ASPX](https://www.shrinershospitalsforchildren.org/salt-lake-city/saltlakecity.aspx))**

Orthopaedics

801-536-3500



(<https://www.shrinershospitalsforchildren.org/shreveport/shreveport.aspx>)

**SHREVEPORT, LA ([HTTPS://WWW.SHRINERHOSPITALSFORCHILDREN.ORG/SHREVEPORT/SHREVEPORT.ASPX](https://www.shrinershospitalsforchildren.org/shreveport/shreveport.aspx))**

Orthopaedics

Cleft Lip and Palate

318-222-5704



(<https://www.shrinershospitalsforchildren.org/spokane/spokane.aspx>)

**SPOKANE, WA ([HTTPS://WWW.SHRINERHOSPITALSFORCHILDREN.ORG/SPOKANE/SPOKANE.ASPX](https://www.shrinershospitalsforchildren.org/spokane/spokane.aspx))**

Orthopaedics

509-455-7844



(<https://www.shrinershospitalsforchildren.org/springfield/springfield.aspx>)

This website or its third-party tools use cookies, which are necessary to its functioning and required to achieve the purposes illustrated in the cookie policy. If you want to know more or withdraw your consent to all or some of the cookies, please refer to the cookie policy.

By closing this banner, scrolling this page, clicking a link or continuing to browse otherwise, you agree to the use of cookies on this website. **SPRINGFIELD, MA ([HTTPS://WWW.SHRINERHOSPITALSFORCHILDREN.ORG/SPRINGFIELD/SPRINGFIELD.ASPX](https://www.shrinershospitalsforchildren.org/springfield/springfield.aspx))**

I Agree

Privacy policy (<https://lovetotherescue.org/privacy/>)

Hello!  
How can I assist?



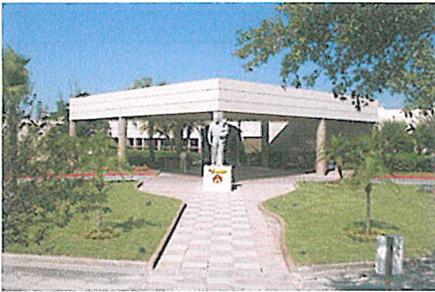
Cleft Lip and Palate  
Orthopaedics  
Rheumatology  
Urology  
413-787-2000



(<https://www.shrinershospitalsforchildren.org/st-louis/stlouis.aspx>)

**ST. LOUIS, MO ([HTTPS://WWW.SHRINERHOSPITALSFORCHILDREN.ORG/ST-LOUIS/STLOUIS.ASPX](https://www.shrinershospitalsforchildren.org/st-louis/stlouis.aspx))**

Orthopaedics  
Cleft Lip and Palate  
314-432-3600



(<https://www.shrinershospitalsforchildren.org/tampa/tampa.aspx>)

**TAMPA, FL ([HTTPS://WWW.SHRINERHOSPITALSFORCHILDREN.ORG/TAMPA/TAMPA.ASPX](https://www.shrinershospitalsforchildren.org/tampa/tampa.aspx))**

Orthopaedics  
813-972-2250

**Sign up for email updates**

Sign up to receive the latest patient stories, updates, giving opportunities and Shriners Hospitals for Children news, sent directly to your email inbox.



First Name  Last Name

Email Address

**SUBSCRIBE**

This website or its third-party tools use cookies, which are necessary to its functioning and required to achieve the purposes illustrated in the cookie policy. If you want to know more or withdraw your consent to all or some of the cookies, please refer to the cookie policy.



By closing this banner, scrolling this page, clicking a link or continuing to browse otherwise, you agree to the use o

https://lovetotherescue.org/privacy/)"/>

Hello!  
How can I assist?





Notes

Tent is  
75 FT X 150 FT

Prefer tent site 1 for Circles  
site 2 is optional

