



# SARATOGA SPRINGS

## OPEN SPACE COMMITTEE AGENDA

JUNE 23, 2021

5:00 P.M.

Join Zoom Meeting: <https://us02web.zoom.us/j/81737252323>  
Meeting ID: 817 3725 2323  
One tap mobile +1 646 558 8656 US (New York)

### 1. WELCOME AND ATTENDANCE —

- a. City Staff: Tina Carton,
- b. Committee members: Tom Denny, Jenn Hunt Dempsey, David Miller, Tim Holmes.
- c. Members of the public in attendance: Dr. Richard Farrell, John Iacononi

2. **PUBLIC COMMENT** — Richard Farrell spoke about his interest in helping to form an informal Friends of the Spring Run Trail. He and a group of his neighbors (18-20 people) would prefer to join an umbrella organization to help the trail instead of forming their own formal group. Ms. Carton wondered if Friends of Recreation would be an appropriate umbrella group. John Iacononi added his view that long term maintenance is needed for the trail and expressed his interest in helping get funds into the City budget to best maintain the trail. Mr. Denny wrapped up the public comment period by providing an overview of the OSAC's committee's role with the city and our hope of getting some mechanisms in place via the OSP Update for citizens to help support open space and trail maintenance for the city. Mr. Holmes added his view that working with Friends of Recreation to team up with a group that is already tied in with the city and its inner working.

### 3. ADMINISTRATIVE BUSINESS

- a. **APPROVAL OF MINUTES FROM MAY 26, 2021** — Approved as circulated.
- b. **COMMITTEE MEMBERSHIP – TERM ENDING** — Mr. Holmes' term concludes at the end of July and is willing to continue but also encouraged the committee to seek out a new member. The committee had a discussion about how they might reach out to the respondents of the Open Space Plan Update survey.

### 4. BY-LAWS REVISION: WALK THROUGH 3 DOCUMENTS

- **CONDENSED VERSION OF CHAPTER 110 OF CITY CODE / NEW DRAFT OF BY-LAWS** — Mr. Denny shared excerpts from city code that establishes the OSAC, including the creation of criteria for recommending properties per section 110-6. Mr. Denny also reviewed the creation of Ms. Carton's position (Jan 2016), further establishing a broader role for the committee. The draft UDO also contains sections



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that codify a broader array of advisory responsibilities for the OSAC. Mr. Denny then shared a draft revision of the OSAC by-laws clarifying our role and responsibilities. He will share the document with committee members for our review and feedback for presentation to the council by September. Mr. Holmes suggested some additions to flesh out our relationship with the Planning Board and role in determining land use designations.

### 5. OPEN SPACE PLAN – NEXT STEPS

- a. **OPEN SPACE SURVEY PRESENTATION – CITY COUNCIL MEETING, JULY 20** — Ms. Carton to recommend adding an update to the City Council agenda for July 20.
- b. **MAIN TOPICS:**
  - **CONSULTANT PRESENTATION RE: CONSERVATION ANALYSIS MAPPING TOOL** — Mr. Denny described how the city would use this tool for evaluating open space criteria.
  - **DISCUSSION: LONG TERM CAPITAL IMPROVEMENTS & MAINTENANCE OF OPEN SPACE AND TRAILS –FUNDING? WORKLOAD? ROLE OF VOLUNTEERS AND/OR “FRIENDS”? PLANNING?** — Discussed the idea of inviting Commissioners of Public Works and/or Finance to join the conversation about how to work through the potential role of volunteers.
- c. **MEETING SCHEDULE:** OSAC (7/28 & 8/25); Steering Committee (7/23 & 8/27)
- d. **INVITE COMMISSIONERS OF PUBLIC WORKS & FINANCE TO MEET WITH THE COMMITTEE (POSSIBLY A JOINT MEETING WITH THE STEERING COMMITTEE?)** Ms. Carton suggested compiling a list of questions for the commissioners.
- e. **LATER MEETING: INVITE RISK & SAFETY TO DISCUSS HOW SARATOGA CAN DEPLOY VOLUNTEERS ROUTINELY?** Hold this conversation for a later meeting.
- f. **COMMITTEE RESEARCH: IN PREP FOR COMMISSIONERS** – Mr. Denny asked committee members to research how other municipalities in nearby states use volunteers to augment city resources to fund and steward trails and open space. Mr. Holmes will do Maine, Ms. Dempsey will do Massachusetts. Other committee members to select states via email.
  - Range of approaches at other municipalities?
  - How do they fund?



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- How to they use volunteers and Not-for-profits (Friends), including how do they address safety and union concerns?
6. **OTHER BUSINESS** — No other business.
  7. **PUBLIC COMMENT** — There was no further public comment.
  8. **MEETING ADJOURNED:** The meeting was adjourned at 5:56 PM