

PLANNING & TOURISM COMMITTEE PACKET

WEDNESDAY, NOVEMBER 4, 2026

COMMITTEE	RESOLUTION	TITLE
C/P/B/R	G/7	<p>RESOLUTION AUTHORIZING AN AGREEMENT WITH YANKEE TRAILS, INC. FOR FEDERAL SECTION 5311 OPERATING ASSISTANCE - BUREAU OF ECONOMIC DEVELOPMENT & PLANNING</p> <p>Motion Made By: Seconded By: In favor: Opposed:</p> <p>Notes:</p>

RENSSELAER COUNTY LEGISLATURE

Introduced by Legislator(s) Loveridge, Grant, Ashley, Choquette, Wysocki, Sabo

Sent To: Contracts & Agreements

Committee

Date November 10, 2026

Resolution No. G/7

RESOLUTION AUTHORIZING AN AGREEMENT WITH YANKEE TRAILS, INC. FOR FEDERAL SECTION 5311 OPERATING ASSISTANCE – BUREAU OF ECONOMIC DEVELOPMENT & PLANNING

WHEREAS, This Resolution is filed with the Rensselaer County Legislature by the Rensselaer County Executive; and

WHEREAS, Rensselaer County, through its Bureau of Economic Development and Planning, participates in the Federal Section 5311 Operating Assistance Program for the provision of public transportation services; and

WHEREAS, Rensselaer County and Yankee Trails, Inc. previously entered into a Third-Party Agreement, Contract No. C003665, for the operation of public transportation services under the Federal Section 5311 Program for the period January 1, 2021 through December 31, 2025; and

WHEREAS, Rensselaer County and Yankee Trails, Inc. desire to enter into a Third-Party Agreement for an additional one (1) year, commencing January 1, 2026 and ending December 31, 2026, and to clarify certain reporting and administrative requirements; and

WHEREAS, Funding for the 2026 services was included in the 2026 Rensselaer County Adopted Budget; and

WHEREAS, Except as specifically amended therein, all other terms and conditions of the original Third-Party Agreement shall remain unchanged and in full force and effect; now, therefore, be it

RESOLVED, That the Rensselaer County Executive, or his designee, is authorized to sign the above-described agreement, subject to the approval as to form by the Rensselaer County Attorney.

Resolution ADOPTED by the following vote:

Ayes:

Nays:

Abstain:

November 10, 2026

Clerk of the Legislature

Sent to County Executive _____

Received from County Executive _____

Clerk of the Legislature



Executive Action

Approved _____ Date _____

Disapproved _____

Veto Message Attached and Returned to Clerk

County Executive



**RENSSELAER COUNTY
ECONOMIC DEVELOPMENT & PLANNING
333 Broadway, Suite 220
Troy, New York 12180
Phone: 518-270-2914
Fax: 518-270-2981**

Steven F. McLaughlin
County Executive

Robert Pasinella
Director

MEMORANDUM

To: Justin Ned, Budget Analyst
CJ Kempf, County Attorney

From: Andrew Kretzschmar, Community Development Specialist

Date: September 23, 2026

Re: Resolution Nunc Pro Tunc Authorizing the Rensselaer County Executive to Execute Amendment No. 1 to the Third-Party Agreement with Yankee Trails, Inc. for Federal Section 5311 Operating Assistance

The Rensselaer County Public Transit program (Hoosick Falls Bus Run) recently underwent its 3-year FTA/NYS DOT review. I have attached the close out letter in this packet. There was a deficiency of an expired contract.

This resolution would amend the 2021-2025 3rd party agreement with Yankee Trails, Inc. to include 2026. The federal share is already budgeted in the 2026 budget and was requested for 2027 Budget.

NYS DOT would also like for the program to go out to bid, which has not happened in many years due to no other companies being interested. I am currently working on the Invitation for Bids, with the hope that could be ready for service in 2027.

Please let me know if you have any questions.

Thank you

LEGISLATIVE FISCAL IMPACT STATEMENT

Type of Legislation: Local Law: _____ G Resolution: X P Resolution: _____

Title of Legislation: RESOLUTION NUNC PRO TUNC AUTHORIZING THE RENSSELAER COUNTY EXECUTIVE TO EXECUTE AMENDMENT NO. 1 TO THE THIRD-PARTY AGREEMENT WITH YANKEE TRAILS, INC. FOR FEDERAL SECTION 5311 OPERATING ASSISTANCE

Requested by: Bureau of Economic Development & Planning

Sponsor(s): _____

FISCAL IMPACT

- 1) Projected cost of proposed legislation, if any: \$ 68000 current year
\$ next year
\$ previous year
- 2) Method of financing – note all that apply (federal funding, state funding, bonding, tax levy, etc.): federal DOT grant funding
- a) For federal funding: amount \$ 68000 and length of time federal funding is available 1 year. Is it available for ongoing expenses? Yes or No X
- b) For state funding: amount \$ 0 and length of time state funding is available n/a. Is it available for ongoing expenses? Yes or No X
- c) If bonded, state amount of total indebtedness this legislation will create and projected interest cost over the course of borrowing:
Principal \$ n.a.
Total projected interest costs \$
- d) Tax levy impact for current year \$ 0 and ongoing \$ 0
- e) Other (please explain) \$ 0
- 3) Is this expense or program mandated? Yes No X
- 4) Length of expense or project (one time only, ongoing, etc.): 2026
- 5) Justification for the appropriation/expenditure requested. Include any revenue this will produce or any expense that will be avoided: Provides transportation options for northern rural areas of Rensselaer County for those who cannot drive or choose not to drive. Amount is budget for 2026 and will be in 2027 budget.

Department Head

**AMENDMENT NO. 1
TO THIRD PARTY AGREEMENT
Federal Section 5311 Operating Assistance
Contract No. C003665**

This Amendment No. 1 ("Amendment") is entered into by and between **Rensselaer County** ("County") and **Yankee Trails, Inc.** ("Carrier").

WHEREAS, the parties entered into a Third-Party Agreement (**Contract No. C003665**) for the operation of public transportation services under the Federal Section 5311 Program; and

WHEREAS, the parties desire to extend the term of the Agreement for an additional one (1) year and clarify certain reporting and administrative requirements.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. The term of the Third-Party Agreement is hereby extended for a period of one (1) year commencing **January 1, 2026** and ending **December 31, 2026**.
2. During the extension period, Yankee Trails, Inc. shall continue to collect and retain all farebox revenue generated through the operation of the Rensselaer County Public Transit service. Farebox revenue collected shall be accounted for and identified on invoices submitted to Rensselaer County for reimbursement.
3. Yankee Trails, Inc. shall provide Rensselaer County with quarterly reports identifying ridership totals, farebox revenue collected, and operating statistics necessary for administration of the Federal Section 5311 Program and reporting requirements of the New York State Department of Transportation (NYSDOT) and the Federal Transit Administration (FTA). Yankee Trails shall also notify the County of any significant service interruptions, vehicle breakdowns, accidents, maintenance issues affecting service, or material changes in ridership.
4. Yankee Trails, Inc. shall cooperate with Rensselaer County in providing records, reports, and other documentation reasonably required for program administration, monitoring activities, audits, and compliance with applicable NYSDOT and FTA requirements.
5. Except as amended herein, all other terms and conditions of the original Third-Party Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the dates set forth below.

RENSSELAER COUNTY

By: _____
Steven F. McLaughlin
County Executive

Date: _____

YANKEE TRAILS, INC.

By: _____
Stephan Tobin
President

Date: _____

As to Form:

Carl J. Kempf, County Attorney

Justin Ned, Budget Analyst



**Department of
Transportation**

KATHY HOCHUL
Governor

MARIE THERESE DOMINGUEZ
Commissioner

JANET HO
Assistant Commissioner
Finance & Integrated Modal Services

August 11, 2026

Andrew Kretzschmar
Community Development Specialist
Renssalaer County Public Transit
333 Broadway, Suite 220
Troy, NY 12180

Dear Mr. Kretzschmar,

The New York State Department of Transportation (NYSDOT), in partnership with TransitPlus, recently completed the site visit portion of the Comprehensive Review of Renssalaer County Public Transit on August 3, 2026. The review assessed compliance with Federal Transit Administration (FTA) and state requirements for recipients of federal funding through Section 5311, the Formula Grants for Rural Areas program. NYSDOT evaluated records and procedures to determine Renssalaer County Public Transit's implementation of program requirements.

Findings from the review, including deficiencies, are now published in BlackCat, and a descriptive summary of deficiencies is detailed in Attachment A to this letter. All deficiencies will require a detailed corrective action plan, to be submitted via BlackCat to NYSDOT and TransitPlus for review and approval within 30 days of receipt of this letter.

Please use the space provided in Attachment A to incorporate your response to each finding under the "Agency Response" column, then upload the table along with supporting documentation to BlackCat and place in the Findings Folder. TransitPlus and NYSDOT are available to assist in the development and implementation of the corrective actions to ensure full compliance by November 15, 2026.

NYSDOT appreciates your cooperation during this review and commitment to meeting the program requirements. If you have any questions concerning the process or would like a paper copy of this letter, please contact Beth Brown at (518) 408-6361 or beth.brown@dot.ny.gov.

Sincerely,

Beth Brown
Service and Oversight 5311 Section Head, Public Transportation Bureau
Office of Integrated Modal Services

cc: Ross Farrell, NYSDOT Bureau Director
Abdul Qadir, NYSDOT System Specialist
Sherre Ritenour, Senior Compliance Analyst, TransitPlus

Attachment A: 2026 Section 5311 Comprehensive Review Findings for Rensselaer County Public Transit

Review Area	Finding Type	Description	Corrective Action	Agency Response	Reviewer Assessment
Program Management/Service Provision	Deficiency	Contract management inadequate – Inadequate oversight of contractor	Upload to BlackCat procedures for managing contracted transportation services to include at a minimum; verification of ridership numbers, farebox revenue received, and that farebox revenue is accurately shown in the invoices from Yankee Trails. Verify the bus is being used for Rensselaer County public transportation only. Provide evidence that these procedures have been implemented.		
	Deficiency	Contract management inadequate - Expired (December 31, 2025) service contract.	Upload to BlackCat a new operations contract extension for Yankee Trails to replace the expired contract. - Be sure to indicate that farebox revenue is retained by Yankee Trails and is required to be shown as revenue credited against the operating costs requested in the Yankee Trails invoices submitted to the County. - It is recommended that the missing public transportation information on the bus (see Service Eligibility Deficiency) also be written into the contract extension.		Rensselaer County indicated they would be able to have a new contract extension in place November 1, 2026. They stated they are issuing an RFP for a new operations contract in January 2027.
Maintenance	Deficiency	No written vehicle maintenance plan	Upload to BlackCat a vehicle maintenance plan that includes a preventive maintenance plan for the Schoharie vehicle		

Service Eligibility	Deficiency	<p>Service not promoted to the general public</p> <p>No indication on the bus that the operation is a public transportation service of Rensselaer County and is funded by the FTA and NYSDOT. Yankee Trails is the only identification on the bus.</p>	<p>Upload to BlackCat evidence that Rensselaer County is prominently identified on the exterior of the bus as a public transportation service which is provided by Rensselaer County. The Yankee Trails logo must not be the primary advertising focal point on the bus. Also indicate that the service is funded by the State of New York Department of Transportation, and the Federal Transit Administration.</p>	
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