

ALBANY COUNTY SOIL & WATER CONSERVATION DISTRICT NEWS

www.albanycounty.com/swcd

Winter/Spring 2017

Albany County Soil & Water

Conservation District
24 Martin Road
Voorheesville, NY 12186
518-765-7923

District Directors

John Santacrose
Chairman/At Large
Edward Kleinke
Vice Chair/Farm Bureau
Jo Downey
Grange Rep.
Vacant
County Legislator
Richard Touchette
County Legislator

District Staff

Susan L. Lewis
*Administrative Manager/
Technical Assistant*
Peter S. Bayzon
*Natural Resource
Specialist*
Polly Festa
District Technician

USDA, NRCS

Dianna Stanton
District Conservationist

Office Hours
Monday-Friday
8:00am - 4:30pm

**Board of Directors
Meetings**
**Third Tuesday of Each
Month at 2:00pm**
(Open to the public)

Don't Forget Your Agricultural Assessment

The Agricultural District Law provides for reduced property tax bills for land in agricultural production by limiting the assessment of such land to its prescribed agricultural assessment value. Owners whose land satisfies the eligibility requirements may apply for an agricultural assessment. Agricultural Assessment applies to agricultural land, which includes cropland, pasture, orchards, vineyards, land to produce maple syrup, land to produce Christmas trees, support land, and land that is used or is also categorized as agricultural land. Please contact your assessor, who will determine if you qualify and are in need of a Soil Group Worksheet.

Conservation District staff will once again be completing Soil Group Worksheets (SGW) for landowners, in Albany County, who are going to file for an Agricultural Assessment in 2017. A SGW lists the soil types you have on your property and tells how many acres of each soil group you have. The assessor will use this worksheet, along with the rest of your application, to help them determine your tax exemption. In most towns, applications must be filed with the local assessor by March 1st. Please verify this date with your assessor.

The following items are needed for the completion of your SGW:

- ◆ Current tax bill with ID number for each parcel of property
- ◆ Location of any building(s) and their use
- ◆ Location of any forestland and number of acres

For more information on the Agricultural Assessment Program contact your local assessor the Office of Real Property Services, or your local Conservation District.

The Albany County Soil and Water Conservation District offers this service by appointment only. Please call Peter Bayzon at 518-765-7923 for an appointment to have a Soil Group Worksheet completed for each parcel you wish to enroll. There is a \$25 charge for each SGW, new or revised.

Tree and Shrub Program

Despite the cold winter weather it is time to start planning for the spring. District staff have been busy planning the 2017 Spring Tree and Shrub Program. All species are ideal for conservation practices such as erosion control, windbreaks, shade, wildlife food/cover as well as backyard homesteading. District staff members can offer advice and maps on soil types, which can help determine what to plant and where. Available this year is a large variety of conifers, deciduous trees and shrubs as well as fruits and berries that can help the backyard enthusiast get conservation on the ground and enjoy the fruits of all that labor. Preorder your plants by April 3, 2017. Place your orders early to ensure species availability. Please see the order form and description sheet in this newsletter for more information.



Available For Review

- **Albany County Soil Survey**
- **Floodplain Maps**
- **NYS Freshwater Wetlands Maps**
- **Geographic Information Services Data - 2013 Imagery**
- **Historic Aerial Photographs**
 - ⇒ 1940 1" = 660'
 - ⇒ 1952 1" = 660'
 - ⇒ 1960 1" = 660'
 - ⇒ 1969 1" = 1320'
 - ⇒ 1969 1" = 660'
 - ⇒ 1977 1" = 1320'
 - ⇒ 1982 1" = 1320'
 - ⇒ 1986 1" = 1000'

Please like "Albany County Soil and Water Conservation District" on Facebook and Follow us on Twitter for up to date program information and announcements



Wildlife boxes are available at the District Office year round. Stop by to see what we have in stock.

District Welcomes New Technician



In August the Conservation District welcomed Polly Festa as the new District Technician. Ms. Festa will be assisting the District with implementing the countywide Agricultural Environmental Management (AEM) program. Polly grew up in Starkville, New York on her family's dairy farm. As a teenager she helped transition the farm from dairy to a diversified livestock operation focusing on beef and meat goats. She attended SUNY Cobleskill where she received degrees in Animal Science - Beef and Livestock concentration and Agricultural Business Agri-enterprise concentration. In 2011 she became the Livestock Manager at the Accokeek Foundation outside of Washington D.C. She has recently bought a farm here in Albany

County where she plans to raise Shetland Sheep. When not working hard on her farm she enjoys hiking the beautiful sites of New York. Stop by or call the office to say Hello to Polly and to update your AEM records.

Farewell To Joseph Slezak

All of us at the District would like to say good luck to Joseph Slezak. Joe has taken a position at the Montgomery County SWCD Office. We appreciate all of the work that he did for the District and for the residents of Albany County.

Environmental Competition For High School Students

Now is the time for students and advisors to start planning for the upcoming Capital Regional Envirothon. The Envirothon is an outdoor competition that tests students' knowledge on soils, aquatics, forestry, wildlife and current environmental issues. The activities are designed to help students become action-oriented, environmentally conscious adults. In preparation for the event, students develop research skills, practice team building, and gain an appreciation for consensus decision making.

Regional Envirothons are organized by local Soil and Water Conservation Districts in partnership with school teachers and team advisors. The Capital Region Envirothon includes teams from Albany, Montgomery, Rensselaer, Schenectady and Schoharie Counties. The winning team from each county then has the opportunity to go on to the NYS Envirothon which, in turn, determines the team that will represent NY in the National Envirothon.

This year's event will be held on May 9, 2017 at the New York State Power Authority's Visitor Center at Lansing Manor in Gilboa, NY.

Please contact Susan Lewis at the SWCD office or via email at ACSWCD@gmail.com for more information or to receive a brochure and registration packet.

Soil & Water Conservation District of Albany County 2017 Annual Spring Tree and Shrub Sale

All orders are first come first served, so order early to guarantee your order! Supplies are limited! Order deadline: **April 3, 2017**

Call or email after this date for product availability

Pick up dates : April 28, 2017 - 8am to 6pm and April 29, 2017 - 8am to 11am

All plants are bareroot stock

CONIFER SEEDLINGS - 3 Years

Species	Size	Price For			# Ordered	Total \$
		25	100	500		
Concolor Fir	8-14"	\$24.00	\$90.00	\$325.00		
Douglas Fir	9-15"	\$22.00	\$88.00	\$300.00		
White Pine	6-14"	\$22.00	\$88.00	\$300.00		
Co. Blue Spruce	10-16"	\$22.00	\$88.00	\$300.00		
Norway Spruce	9-15"	\$22.00	\$88.00	\$300.00		
Total \$						

CONIFER TRANSPLANTS - 3 to 5 Years

Species	Size	Price For		# Ordered	Total \$	
		10	30			
White Cedar (Arborvitae)	8-15"	\$18.00	\$48.00			
Canaan Fir	8-14"	\$16.00	\$45.00			
Fraser Fir	10-18"	\$18.00	\$48.00			
Colorado Blue Spruce	9-15"	\$16.00	\$45.00			
Norway Spruce	10-16"	\$18.00	\$48.00			
Total \$						

FRUITS AND BERRIES

Species	Size	Price	# Ordered	Total \$
Apple - Honey Crisp & Northern Spy	3/8" dia. semi-dwarf	\$45/pair		
Blackberry - Darrow	12"-24"	5/\$14 or 10/\$25		
Blueberry - Bluecrop	9-12"	5/\$18		
Blueberry - Jersey	9-12"	5/\$18		
Cherry (Sweet) - Bing & Black Tartarian	1/2" dia. Standard	\$35/pair		
Elderberry	18-24"	5/\$8 or 10/\$13		
Pear - Bartlett & Blake's Pride	3/8" dia. semi-dwarf	\$32/pair		
Plum - Stanley	1/2" dia. Semi-dwarf	\$16.00 each		
Red Raspberry - Killarney		5/\$14 or 10/\$25		
Red Raspberry - Heritage		5/\$14 or 10/\$25		
Killarney - Summer bearing Heritage - Fall bearing			Total \$	

TREES & SHRUBS

Species	Size	Price For			# Ordered	Total \$
		5	10	30		
American Hazelnut	12-18"	\$9.00	\$16.00	\$45.00		
Black Tupelo (Gum)	18-24"	\$8.00	\$14.00	\$38.00		
Eastern Redbud	18-24"	\$8.00	\$14.00	\$38.00		
Forsythia	18-24"	\$8.00	\$14.00	\$38.00		
Hybrid Poplar	18-24"	\$8.00	\$14.00	\$38.00		
Lilac - Common	18-24"	\$8.00	\$14.00	\$38.00		
Native Birch	18-24"	\$7.00	\$13.00	\$35.00		
Red Osier Dogwood	18-24"	\$7.00	\$13.00	\$35.00		
Sugar Maple	12-18"	\$7.00	\$13.00	\$35.00		
Swamp White Oak	18-24"	\$8.00	\$14.00	\$35.00		
Winterberry	12-24"	\$9.00	\$16.00	\$45.00		
Total \$						

CONSERVATION PACS

Pac	Contains 2 of Each	Price	Total \$
Native Flowering	Black Chokeberry, Elderberry, Am. Cranberry, Juneberry, Buffaloberry	\$13.50	
Native Shade Trees	Sycamore, Red Maple, Hybrid Poplar, Silver Maple, Bl Tupelo	\$13.50	
Nut Tree	Chinquapin Oak, Black Walnut, Sawtooth Oak, Red Oak, Pin Oak	\$13.50	
Pond/Stream Habitat	RO Dogwood, Buttonbush, Ninebark, White Willow, Native Birch	\$13.50	
Total \$			

Note: Pacs are offered as a unit and cannot be interchanged

Quantity discounts may be available for larger orders dependent upon species

Delivery during the week of May 1st is available to locations within Albany County for a \$15.00 charge

All trees and shrubs sold are to be used for effective conservation practices such as windbreaks, soil erosion, etc. and will not be planted for ornamental purposes. Trees and Shrubs sold will not be removed with roots attached for resale. This is in compliance with New York State Sales and use Tax Regulations, 20 NYCRR, Section 529.2(C).

Please Note All Prices on Page 2 Include Tax

WILDFLOWER SEED MIXES

	Coverage	Price	# Ordered	Total \$
Bird & Butterfly 3/4 oz	250 sq. ft	\$7.50		
Bird & Butterfly 4 oz	1,350 sq. ft	\$15.25		
Original Mix 3/4 oz	450 sq. ft	\$6.50		
Original Mix 4 oz	2,500 sq. ft	\$11.50		
Shady 3/4 oz	225 sq. ft	\$6.50		
Shady 4 oz	1,200 sq. ft	\$11.50		
Sunny 3/4 oz	450 sq. ft	\$6.50		
Sunny 4 oz	2,500 sq. ft	\$11.50		

Contact the District for a list of species

GROUND COVERS

Hosta	Division	10 for \$13.00		
Sedum Dragon Blood	50 peat pots/flat	\$20 per flat		
Total \$				

Make checks payable to:

Albany County SWCD
PO Box 497

Voorheesville, NY 12186

Questions? Call 518-765-7923

or email acswcd@gmail.com

Check your orders:

No refunds or replacement due to shortages after you leave the site. The District is **NOT** responsible for orders not picked up on time. The Albany County SWCD accepts **NO** responsibility for tree loss due to circumstances beyond its control and makes no provision for replacement of stock.

MULCHES AND PLANTING SUPPLIES

Description	Size	1 Bag	3 Bags	# Ordered	Total \$
Woodchips	Approx. 2.0 cu.ft.	\$3.50	\$10.00		
screened 1/2 - 3/4" hardwood & softwood chips					
Compost	Approx. 1.2 cu.ft.	\$3.50	\$10.00		
screened yardwaste & compost					
Fertilizer Tabs	slow release tablets	\$1.20/10	\$11.50/100		
Marking Flags	30" flag stakes - Orange	\$1.20/10	\$11.50/100		
Marking Flags	30" flag stakes - Florescent Pink	\$1.20/10	\$11.50/100		
Planting Gel	1 oz treats approx. 1200 seedlings	\$2.00/oz	XXXX		
*Sulfur	20oz bag - will treat 5 blueberry plants	\$4.00 ea.	XXXX		
Watering Bag	15 gallon slow release system	\$21.00ea.	XXXX		
Weed Mat	24" X 24" lightweight polyethylene	\$1.00 ea.	\$9.00/10		
*OMRI Listed for use in organic production					Total \$

Page #1 Total \$ _____

Page #2 Total \$ _____

Environmental Education Donation \$ _____

Delivery Charge (\$15.00) If Applicable \$ _____

Total Due \$ _____

****Credit Card/Pay Pal:**

- Please go to www.paypal.com
1. Click on the "send money" tab
 2. Send money to acswcd@gmail.com
 3. Follow directions to complete payment
 4. You will be notified of your payment
 5. Mail completed orderform to the District



NAME _____

ADDRESS _____

CITY _____

STATE & ZIP CODE _____

DAY PHONE _____ HOME PHONE _____

EMAIL ADDRESS (optional: for pickup reminder) _____

PICKUP DATES: April 28th & 29th

PICKUP LOCATION : 24 Martin Road

Voorheesville, NY

There will be a \$30 charge on any returned checks

Eligibility for participation in all practices offered is administered without regard to race, religion, color, disability, age, sex or national origin

General Tree Descriptions

Species	Description	Ideal Site Conditions	Uses
Conifer			
White Cedar	40-60' tree	Full sun, well drained soil	Windbreak, wildlife use
Canaan Fir	40-55' tree	Tolerant of wetter soils	Windbreak & wildlife use
Concolor Fir	30-50' tree	Prefers deep, rich, moist, well-drained soils, no heavy clays	Windbreak & wildlife use
Douglas Fir	40-80' tree	Neutral or slightly acidic, well drained, moist soils	Wildlife use, Christmas tree
Fraser Fir	30-40' tree	Prefers moist, well drained loam soils, sun or partial shade	Wildlife use, Christmas tree
White Pine	50-80' tree	Moist well drained fertile soil, full sun	Windbreak, wildlife use, & timber
Colorado Blue Spruce	30-60' tree	Prefers rich, moist soil, full sun, very adaptable	Windbreak, wildlife use, Christmas tree
Norway Spruce	40-60' tree	Moderately moist, well drained soil, full sun or light shade	Windbreak, wildlife use, Christmas tree
Deciduous			
American Hazelnut	8-15' shrubby tree	pH adaptable, sun to light shade	Wildlife use
Black Tupelo (Gum)*	30-50' tree	Well drained soil, prefers slightly acidic soil	Wildlife use
Eastern Redbud	20-30' tree	Full sun or light shade, various soil conditions	Wildlife use
Forsythia	8-10' shrub	Prefers loose soil, but does well in any type, best in full sun	Wildlife use & screening
Hybrid Poplar*	100' tree	Rapid growing, wet tolerant	Windbreak & shade
Lilac - Common	8-15' shrub	Well drained to moist neutral soil, full sun	Screens, windbreaks & wildlife use
Native Birch*	50-70' tree	Well-drained acidic moist sandy and silt loams, full sun	Wildlife use & riparian buffers
Red Osier Dogwood*	7-9' shrub	Prefers wet or swampy conditions	Erosion control & riparian buffers
Sugar Maple	60-75' tree	Prefers well drained moist fertile soil	Wildlife use & timber
Swamp White Oak	60' tree	Prefers full sun, slow growing	Wildlife use & timber
Winterberry	18-24' shrub	Grows in wet areas near ponds, streams, or wet woods	Wildlife use, erosion control
Fruits & Berries			
Apple	10-15' Semi Dwarf Tree	Full sun, well drained soil	Wildlife use, Backyard Homesteading
Blackberry	5' spreading shrub	Prefers full sun, well-drained soils	Wildlife use & erosion control
Blueberry - Highbush	6-12' shrub	Acidic soil, full sun	Wildlife use, Backyard Homesteading
Cherry	25-35' tree	Full sun, well drained, sandy soil, not drought tolerant	Wildlife use, Backyard Homesteading
Elderberry*	5-12' shrub	Tolerates wet soil & roadside conditions, best in full sun	Wildlife use, Backyard Homesteading
Pear	12-20' Semi Dwarf Tree	Prefers moist, well drained soils, full sun	Wildlife use, Backyard Homesteading
Plum	15-20' Semi Dwarf Tree	Prefers well drained soil, full sun	Wildlife use, Backyard Homesteading
Red Raspberry	3-5' spreading shrub	Prefers full sun and deep well-drained soils	Wildlife use, Backyard Homesteading
Ground Cover			
Hosta	18-22"	Best in well drained soil, part shade to full sun	Erosion control & wildlife use
Sedum Dragon's Blood	4-6"	Prefers full sun but is shade tolerant	Erosion control
Conservation Pacs			
The following species are included in one of the conservation pacs along with those marked with *			
American Cranberry	8-12' shrub	Sun to partial shade, well-drained, moist soil	Wildlife use & screening
Black Chokeberry	5-8' shrub	Full to partial sun, prefers moist, well-drained soils	Erosion control & wildlife use
Black Walnut	50-70' tree	Prefers deep rich moist soil	Wildlife use & timber
Buffaloberry	6-10' thorny shrub	Full sun, drought tolerant	Wildlife use, riparian buffers
Buttonbush	3-6' shrub	Prefers wet conditions - bordering streams and lakes	Riparian buffers
Chinquapin Oak	40-50' tree	Prefers well drained soils, full sun to part shade	Wildlife use
Juneberry	10-18' shrub	Tolerates harsh climates, full sun to partial shade	Wildlife use & windbreak
Ninebark	5-9' shrub	Tolerant of a wide range of soil, full sun	Wildlife use
Pin Oak	60-70' tree	Prefers moist, rich, acidic, well-drained soil	Wildlife use & timber
Red Maple	60' tree	Prefers slightly acid soils	Wildlife use
Red Oak	60-75' tree	Sandy well drained acidic soil, full sun	Wildlife use & timber
Sawtooth Oak	35-45' tree	Prefers acid, well drained soils, drought tolerant	Wildlife use
Silver Maple	50-70' tree	Tolerates a wide range of soil conditions, prefers full sun	Shade & wildlife use
Sycamore	75-100' tree	Fast growing, prefers moist soil	Windbreak & Riparian Buffers
White Willow	50-80' tree	Moist soil, full sun to partial shade	Windbreaks, wildlife, & riparian buffer



Spring Fish Sale 2017

Albany County Soil & Water Conservation District

(518) 765-7923

ORDER DEADLINE : Friday, May 12, 2017



PICK-UP : Friday Morning, May 19, 2017 - starting at 10am : you will receive notification of the time

Species	Price	Quantity Ordered	Total Cost
4-6" Largemouth Bass	\$2.80 each		\$
6-8" Channel Catfish	\$1.95 each		\$
4-6" Rainbow Trout	\$2.35 each		\$
Fathead Minnow (forage fish)	\$.18 each		\$
			Subtotal
			8% sales tax
Triploid Grass Carp***	\$20.00 each non-taxable		\$
			Total Due

A Farm Fish Pond License is needed to stock your pond.

Contact DEC or the District for an application.

***A Triploid Grass Carp Stocking Permit is required by NYS DEC. Please call the District or DEC at (607) 652-7366 to ask for a permit application. Please allow at least 45 days for the permitting process.

NAME _____

ADDRESS (for pickup information) _____

CITY _____ STATE _____ ZIP CODE _____ EMAIL _____

DAY PHONE # _____ HOME PHONE # _____

Please note : The District is not responsible for any mortality of stock which may occur during transport. Refunds will not be given for failure to pick up your fish on the designated pick up day/time. If you cannot pick up your fish, you must make arrangements to have them picked up. We have no way to hold your fish. Size of fish subject to change dependent on growing season

SEND PAYMENT AND ORDER FORM TO:

Albany County SWCD
24 Martin Road
Voorheesville, NY 12186

NO ORDERS WILL BE ACCEPTED WITHOUT PAYMENT

There will be a \$30 charge for any returned checks.

BASS:

- Max. pond temp. during July and August is 75-85 °F
- Pond depth should be 6-8 feet
- Stocking ratio : 75-100 per acre with forage fish at a rate of 750-1000

MINNOW:

- In newly built ponds it is best to stock with minnow prior to stocking fish
- Recommended stocking ratio 750-1000 per acre

TRIPLOID GRASS CARP:

- A non-chemical method of aquatic weed control
- Some aquatic vegetation commonly eaten by Grass Carp : Duckweed, Pondweed, and Milfoil
- Contact the District for informational packet

CATFISH:

- Warm or cold water
- Temperature must exceed 70°F for 2-3 weeks in order to reproduce
- Will cohabitate with most other fish
- Depending on food availability will grow 5-10 pounds

RAINBOW TROUT:

- Max. pond tem. during July and August is 65-70 °F
- Pond depth should be at least 8-10 feet
- Stocking ratio : approximately 600 fish for a one acre pond
- Trout should not be stocked with bass

Delivery : Orders will be available for pick-up at the District Office parking lot on Martin Road in Voorheesville, Friday Morning, May 19th. During the week of May 8th you will receive confirmation of your order and an exact pick up time.

If you do not receive confirmation before May 15th, please call the District ASAP.

Container Suggestion - Please bring a clean container with your own pond water, not tap or well water. Line each container with an unscented, heavy duty garbage bag and fill 3/4 full with water.

For increased survival, fish can be bagged and oxygenated for an additional fee of \$1.00 per bag (to be collected at pickup site)



JANUARY IS NATIONAL RADON ACTION MONTH

Test Your Home For Radon.....It's Free!



Cornell Cooperative Extension Albany County, the New York State Department of Health, and the Albany County Health Department are working together to educate residents about the dangers of radon exposure and to encourage them to take action to protect their homes and families.

Radon is a naturally occurring, invisible, odorless, tasteless gas that is dispersed in outdoor air. However, radon can reach harmful levels when trapped in buildings. Scientists are concerned about the health risk of radon. There is overwhelming proof that exposure to elevated levels of radon causes lung cancer in humans.

Radon is the second leading cause of lung cancer in the U.S. after smoking and the leading cause of lung cancer among non-smokers. The U.S. Environmental Protection Agency estimates that radon is responsible for more than 20,000 lung cancer deaths per year. Because you cannot see or smell radon, people tend to downplay the health effects and ignore the possibility that there might be a silent killer in their homes.

Testing homes for elevated levels of radon is simple, inexpensive, and the winter months are a perfect time to check for radon. A limited number of radon test kits are available at no charge from Cornell Cooperative Extension Albany County. In addition, there will be several opportunities in January to learn more about radon.

For more information on radon workshops, testing, and mitigation, contact AI by email at ark249@cornell.edu or by phone at (518) 765-3529.

Second Annual Conservation Field Day



Conservation Field Day is an outdoor event for fifth and sixth grade students sponsored by the Albany County Soil and Water Conservation District with support from Cornell Cooperative Extension of Albany County and the City of Albany. This experience gives students an opportunity to interact with professionals from a variety of different careers. The goal is to educate students about environmental and conservation issues in their community. It is an inter-agency program with a variety of environmental groups/individuals presenting a short program to each group. The students rotate to different learning stations throughout the day.

In October the District held the second annual event at the Normanskill Farm in Albany with over 65 students in attendance. Some of the topics covered include Bee Keeping/Pollinators, Soil Health, Lyme Disease Prevention, and Safety in the Woods.

We are very thankful to all of our volunteer presenters for making this event a continued success.

Generous donations, from landowners participating in the Spring Tree and Shrub Program, to our Environmental Education programs help us to be able to offer programs like this. We look forward to hosting the Conservation Field Day again in 2017.

Attention Agricultural Landowners : Open period for enrolling land in Albany County Agricultural Districts 1, 2, or 3 begins on February 1st and runs for 30 days. To receive an application, contact Tom Gallagher with CCE Albany County at 518-765-3500.

Albany County Soil & Water
Conservation District
24 Martin Road
Voorheesville, NY 12186
(518) 765-SWCD
(765-7923)

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Return Service Requested

This newsletter is published by the Albany County Soil & Water Conservation District and is available at no cost to interested landowners, agencies, and to the general public. If you would like to receive our newsletter, call us or email us at acswcd@gmail.com with your email address and contact information or view it online at www.albanycounty.com/swcd

Programs and services offered through the Albany County Soil & Water Conservation District are made possible through the financial support of the USDA NRCS, County of Albany, State of New York, specialized grant opportunities, and District programs. All NRCS & SWCD programs and services are offered on a nondiscriminatory basis without regard to race, color, national origin, political beliefs, religion, sex, age, marital status, sexual orientation, or disability.



**2017
Tree and Shrub
Distribution**

**Friday, April 28th
8am to 6pm
Saturday, April 29th
8am to 11am**

Location of Pick up:
Albany County SWCD
24 Martin Road
Voorheesville, NY 12186
518-765-7923

We will be sending a reminder only if
you provide your email address on
the order form