TOWN OF CLIFTON PARK

TOWN BOARD MEETING

January 19, 2016

I. Call to Order/7:00 P. M.

II. Pledge to Flag

III. Roll Call

IV. Approval of Town Board Minutes

V. Communications/Announcements

VI. Business

- **Public hearing on a proposal to require neighbor notifications for certain area variance applications before the Zoning Board of Appeals**
- **Resolutions for Consideration**
- **Other Business**

VII. Open Public Privilege

NOTE:
Each speaker shall state name and address prior to addressing the Board and shall be granted the floor for a single time frame of up to five minutes. The Board asks that members of the public respect the opportunity of the speaker at the podium to be heard, and asks that the public refrain from conducting side meetings within the meeting room. In an effort to ensure that the widest number of community viewpoints are heard, the Board asks members of groups or the public to withhold comment, if their viewpoints have already been presented.
The Board thanks everyone in attendance for their understanding and also for their desire to actively participate in the Town decision making process.

VIII. Adjournment

Resolution No.____of 2015, a resolution amending sections 103-15.2 and 208-109C(3)(d) of the Town Code to amend notification listing fees and the requirements to notify neighbors within 500 feet of a commercial use seeking area variances.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, Town Code requires that applicants seeking use variances pursuant to § 267 of the New York State Town Law provide notice to owners of property within 500 feet of the subject premises, and

WHEREAS, the Code exempts applicants for area variances from the 500 foot notice requirement, and

WHEREAS, the Town Board finds that area variances for commercial uses within 500 feet of existing residential uses can impact homeowners in residential uses in transition neighborhoods, and

WHEREAS, the Zoning Board of Appeals may benefit from the use of the 500 foot notice procedure when evaluating an application for an area variance for a commercial property within 500 feet of an existing residential property, and

WHEREAS, the Town Board seeks public comment on a proposal to require that 500 foot notices be mailed to owners of residential property within 500 feet of commercial property for which an area variance is applied for, now therefore be it

RESOLVED, that a Public Hearing is scheduled for January 19, 2016 at 7:05pm, on a proposal to amend sections 103-15.2 and 208-109C(3)(d) of the Town Code to amend notification listing fees and the requirements to notify neighbors within 500 feet of a commercial use seeking area variance.

(PH)

§ 103-15.2 **Notification listing fee.**
[Added 4-6-1998 by L.L. No. 2-1998]

[The] Upon request, the involved department will create a listing of all names and addresses, mailing labels, and a map of all adjoining landowners within 500 feet of a parcel under consideration for subdivision, variance, special use permit or site plan pursuant to §§ **179-15.1**, **208-79D(2)**, **208-109C(2)(d)**, **208-109C(3)(d)**, and **208-115F**. The fee [is $3 per parcel to be notified with a minimum charge of $50 and maximum charge of $500] of $50 is payable at the receipt of the list. This service is not mandatory.

§ 208-109 **Board of Appeals.**

(3) Area variances.

(d) Notifications. The formal notifications as required for use variances in § **208-109C(2)(d)** above will not normally be required [in the case of a request for an area variance] for applications for variances in a residential and accessory use. Such notifications shall be required for commercial uses seeking area variance(s) within 500 feet of a residential use. [However, if the situation otherwise warrants it, the Chairman of the Zoning Board of Appeals may require the applicant to accomplish such notifications.]

Resolutions for Consideration

Clifton Park Town Board Meeting

January 19, 2016

	SOURCE	RESOLUTION	CONTACT
1.	Supervisor	Schedule Public Hearing to consider an application for inclusion in the Conservation Easement Historic Preservation Program for property at 283 Riverview Road, Rexford	P. Barrett
2.	Supervisor	Schedule Public Hearing to consider an application for inclusion in the Conservation Easement Historic Preservation Program for property at 958, 960 and 962 Main Street, Jonesville	P. Barrett
3.	Comptroller	Authorize the Supervisor to sign documents for lease purchase financing with JP Morgan Chase Bank	P. Barrett
4.	Supervisor	Approve 2016 Summer Recreation Salary Matrix for Pool employees	P. Barrett
5.	Planning	Authorize Members of the Environmental Conservation Commission, Highway Safety Committee, Zoning Board of Appeals and Planning Board to attend the 2016 Saratoga County Planning and Zoning Workshop to be held on January 27, 2016 in Saratoga, New York	P. Barrett
6.	Building & Zoning	Authorize the Supervisor to sign a Lease Agreement with DeLage Landen Financial Services (through Electronic Business Products) for a Digital Copying system for use by the Building & Zoning Department	P. Barrett
7.	Building & Zoning	Authorize four employees from the Building & Zoning Department to attend the 21st Annual Northern Adirondack Educational Conference in Lake Placid, New York, February 28 - March 3, 2016	P. Barrett

8.	Building & Zoning	Authorize three employees from the Building & Zoning Department to attend the NYSBOC Conference in Liverpool, New York, March 28 - 31, 2016	P. Barrett
9.	Buildings & Grounds	Authorize the hiring of a Laborer in the Building & Grounds Department	P. Barrett

Resolution No. _____ of 2016, a resolution scheduling a public hearing to consider an application for the Conservation Easement Historic Preservation program.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, the Town's Conservation Easement program requires public comment on properties proposed to be included in the program; and

WHEREAS, Kevin Rosenberg has requested inclusion in the program for property at 283 Riverview Road (SBL 288.-1-111); now therefore be it

RESOLVED, that a public hearing is scheduled for February 1, 2016 at 7:00 p.m. in the Wood Memorial Room, One Town Hall Plaza, Clifton Park, New York to consider the property owned by Kevin Rosenberg (SBL 288.-1-111) for inclusion in the Conservation Easement Historic Preservation program; and be it further

RESOLVED, that the property owner give notice to all adjacent property owners and other entities as provided in the Town's Conservation Easement legislation in advance of the public hearing and submit receipts of mailing to the Town Clerk's office prior to the date of the public hearing; and be it further

RESOLVED, that the Town Clerk is directed to publish appropriate notice of the same.

Resolution No. _____ of 2016, a resolution scheduling a public hearing to consider an application for the Conservation Easement Historic Preservation program.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, the Town's Conservation Easement program requires public comment on properties proposed to be included in the program; and

WHEREAS, Victor and Carol Temple have requested inclusion in the program for properties at 958, 960 and 962 Main Street, Jonesville (SBL: 259.13-1-34, 259.13-1-28.2 and 259.131-28.1); now therefore be it

RESOLVED, that a public hearing is scheduled for February 1, 2016 at 7:05 p.m. in the Wood Memorial Room, One Town Hall Plaza, Clifton Park, New York to consider the properties owned by Victor and Carol Temple (SBL: 259.13-1-34, 259.13-1-28.2 and 259.131-28.1)for inclusion in the Conservation Easement Historic Preservation program; and be it further

RESOLVED, that the property owner give notice to all adjacent property owners and other entities as provided in the Town's Conservation Easement legislation in advance of the public hearing and submit receipts of mailing to the Town Clerk's office prior to the date of the public hearing; and be it further

RESOLVED, that the Town Clerk is directed to publish appropriate notice of the same.

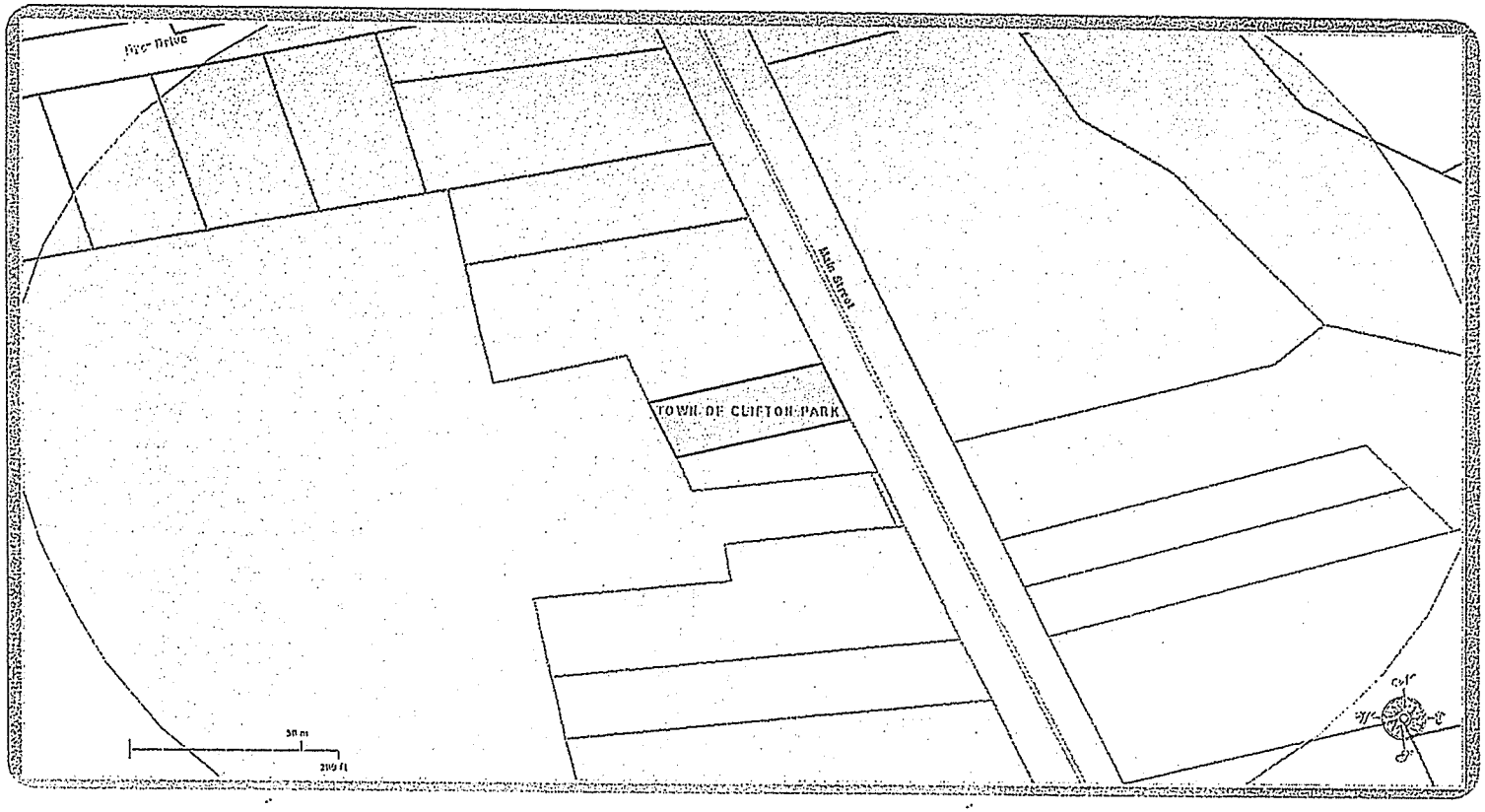
960 Main Street

Legend

- County
- Municipal Boundaries
- Parcels

Local Roads

- Local
- State and County
- US and Interstate



Disclaimer: This map was prepared by the Saratoga County Internet Geographic Information System (GIS). The map was compiled using the most current GIS data available. The aerial photography (orthoimagery) was prepared by the N.Y.S. Office of Cyber Security and Critical Infrastructure Coordination during the year 2004-2011. Parcel and municipal boundaries are derived from tax maps and do not represent a land survey.

December 21, 2015

Resolution No. _____ of 2016, a resolution authorizing the Supervisor to accept a bid for municipal lease financing for the purchase of highway equipment and to sign all related documents.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, on January 12, 2016 bids were received for the leasing of Town vehicles; and

WHEREAS, after reviewing the bids, Comptroller Mark Heggen has recommended that the bid of JPMorgan Chase Bank, N.A. be accepted, for municipal lease financing for the purchase of highway equipment, at an interest rate of 1.9% for a seven (7) year period; and

WHEREAS, total financing is to be $478,582, with estimated annual payments of $72,289.17 of which $42,079.34 will be charged to A-7110-200 and $30,209.83 will be charged to DA- 05130-145, now therefore be it

RESOLVED, that the Supervisor is hereby authorized to accept the bid of JPMorgan Chase Bank, N.A. for the purchase of Buildings & Grounds and Highway equipment, at an interest rate of 1.9% for a seven (7) year period, to be budgeted from 2016 budget and subsequent annual budgets; and be it further

RESOLVED, that the Supervisor is hereby authorized to sign all related documents subject to the review and approval of the Town Attorney.

Resolution No. _____ of 2016, a resolution approving the 2016 Summer Recreation Salary Matrix for pool employees.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, the Supervisor has prepared a 2016 Summer Recreation Salary Matrix, per Schedule B; now therefore be it

RESOLVED, that the Town Board hereby adopts the 2016 Salary Matrix for Pool and Swim Program Salaries per Schedule B.

Schedule B

TOWN OF CLIFTON PARK
SUMMER RECREATION – 2016

STEP	Swim Lesson Dir. (per season)	Asst Swim Lesson Dr. (per hour)	Water Safety Instructor (per hour)	Lifeguard Lifeguard (per hour)	Head* Lifeguard (per hour)	Pool Manager (per hour)	Pool Director (per hour)
1	3400	18.00	9.85	8.75	8.85	18.00	22.00
2	3502	18.50	10.10	8.75	9.10	18.50	22.50
3	3607	19.00	10.35	9.00	9.35	19.00	23.00
4	3715	19.50	10.70	9.25	9.60	19.50	23.50
5	3827	20.00	10.95	9.50	9.85	20.00	24.00
6	3942	20.50	11.20	9.75	10.20	20.50	24.50
7	4060	21.00	11.45	10.00	10.35	21.00	25.00
8	4182	21.50	11.70	10.25	10.60	21.50	25.50
9	4307	22.00	11.95	10.50	10.85	22.00	26.00
10	4436	22.50	12.20	10.75	11.10	22.50	26.50
11	4569	23.00	12.45	11.00	11.35	23.00	27.00
12	4706	23.50	12.70	11.25	11.60	23.50	27.50
13	4847	24.00	12.95	11.50	11.85	24.00	28.00
14	4992	24.50	13.20	11.75	12.10	24.50	28.50
15	5142	25.00	13.45	12.00	12.35	25.00	29.00

Resolution No. _____ of 2016, a resolution authorizing Committee, Commission or Board Members to attend the 2016 Saratoga County Planning and Zoning Workshop to be held on January 27, 2015 in Saratoga, New York.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, the 2016 Saratoga County Planning and Zoning Workshop will be held in Saratoga Springs, New York on January 27, 2016, and

WHEREAS, 16 members representing the Environmental Conservation Commission, the Planning Board, the Zoning Board of Appeals, and the Highway Safety Committee have requested authorization to attend this conference, and

WHEREAS, attendance at this conference will confer a benefit upon, and be in the best interest of the Town of Clifton Park, now therefore, be it

RESOLVED, that 16 members total from the Environmental Conservation Commission, the Planning Board, the Zoning Board of Appeals, and the Highway Safety Committee be authorized to attend the 2016 Saratoga County Planning and Zoning Workshop at a total cost not to exceed $960.00 per the attached schedule A.

Schedule A: Saratoga County Planning and Zoning Conference

# of Attendees	Committee/Commission/Board		Amount	Conference Fund
2	Environmental Conservation Commission	$	120.00	A-8090-001
5	Planning Board	$	300.00	A-8020-001
8	Zoning Board of Appeals	$	480.00	A-8010-001
1	Highway Safety Committee	$	60.00	A-8060-001
	Total	$	960.00	

Resolution No. _____ of 2016, a resolution authorizing the Supervisor to sign a Lease Agreement with De Lage Landen Financial Services, Inc. (through Electronic Business Products), for a Digital Copying system for use by the Department of Building & Zoning.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, Steve Myers has requested that a new Digital Copier/Printer be leased for use by the Building & Zoning Department; and

WHEREAS, the proposed cost for leasing the copier has been budgeted per the attached schedule; and

WHEREAS, quotes were received with Electronic Business Products submitting the lowest quote of $177.00 per month for thirty-six months, and

WHEREAS, the Board finds that the use of an installment purchase contract to finance the Digital Copying System is a cost-effective method of acquisition of such equipment and is consistent with General Municipal Law Section 109 (B); now, therefore be it

RESOLVED, that the Town Supervisor is authorized to enter into a Lease Agreement with De Lage Landen Financial Services, Inc. (through Electronic Business Products), for a Lanier, MP 4503 Digital Copier/Printer System with Print/Scan/Fax Modules and Fifty Sheet Stapling Finisher, for thirty-six (36) months, at a cost not to exceed $177.00 per month, plus $.0085 for black and white copies and $.06 for color copies, to be paid from A-3620-003 for use by the Department of Building & Zoning.

Resolution No. _____ of 2016, a resolution authorizing Sam Chase, Pat Jarosz, Sheryl Reed, and Robert Adams from the Building Department to attend the 21st Annual Northern Adirondack Educational Conference to be held in Lake Placid, New York, February 28, 2016 thru March 3, 2016.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, conferences are designed to give their members the needed hours to complete the New York State twenty-four hours requirement for in service education for all Code Enforcement Officers per year, in order to maintain their certification, and

WHEREAS, the 2016 Conference sponsored by the New York State Building Officials Chapter is necessary for the acquisition of needed credits by Building Department Officials; and

WHEREAS, attendance at these seminars would provide a benefit to the residents of the Town and is necessary to maintain Building officials credentials; now, therefore, be it

RESOLVED, that the Building Department is authorized to send Sam Chase, Pat Jarosz, Sheryl Reed, and Robert Adams to the 20th Annual Northern Adirondack Educational Conference from February 28, 2016 to March 3, 2016 at Lake Placid, at a total cost for four attendees not to exceed $3,246.00, as budgeted from A-3620-001(Training and Conferences).

Resolution No. _____ of 2016, a resolution authorizing Wade Schoenborn, Derek Miller and Mark Kazmierczak to attend the 11th Annual New York State Building Officials Conference March 28 - 31, 2016, in Liverpool, New York.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, conferences are designed to give their members the needed hours to complete the New York State twenty-four hours requirement for in service education for all Code Enforcement Officers per year, in order to maintain their certification, and

WHEREAS, the 2016 Conference sponsored by the New York State Building Officials Chapter is necessary for the acquisition of needed credits by Building Department Officials; and

WHEREAS, attendance at these seminars would provide a benefit to the residents of the Town and is necessary to maintain Building officials credentials; now, therefore, be it

RESOLVED, that the Building Department is authorized to send Wade Schoenborn, Derek Miller and Mark Kazmierczak to the New York State Building Officials Conference from March 28, 2016 thru March 31, 2016 in Liverpool, New York at a total cost not to exceed $2424.00 for three attendees, as budgeted from A-3620-001 (Training and Conferences).

Resolution No. _____ of 2016 a resolution authorizing the hiring of a Laborer for the Buildings and Grounds Department.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, an opening exists for a Laborer in the Buildings and Grounds Department; and

WHEREAS, Michael Handerhan, Buildings and Grounds Supervisor, has recommended that Vincent Mucurio, 890 Main Street, Clifton Park be hired to fill the position; now therefore be it

RESOLVED, that authorization is hereby given to hire Vincent Mucurio as a Laborer for Buildings and Grounds at Grade 3, Step 1, $35,684, effective immediately, to be budgeted from A7110-E4000.