

# TOWN OF CLIFTON PARK TOWN BOARD MEETING

September 18, 2017

**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**

- **Recognition of Clifton Park Halfmoon Emergency Corps by Clifton Park Citizen Robert Fagan**
- **Results of Household Hazardous Waste Day 2017 by Scott Reese**
- **Public Hearing – Revocable License for 82 Bradt Road**
- **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**

Resolutions for Consideration  
Clifton Park Town Board Meeting  
September 18, 2017

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Supervisor	Recognize the Clifton Park Halfmoon Emergency Corps	P. Barrett
2. Supervisor	Recognize the week of September 17 <sup>th</sup> -23 <sup>rd</sup> as Constitution Week in the Town of Clifton Park	P. Barrett
3. Highway	Declare Emergency and authorize payment for repairs to a collapsed culvert on Plank Road to Tom Kubricky Co., Inc.	P. Barrett
4. Buildings & Grounds	Award contract for the purchase and installation of playground equipment for Collins Park to The PlayPro	P. Barrett
5. Buildings & Grounds	Award contract for installation of dump body and accessories for a truck used by Buildings & Grounds to T&T Body King, Inc.	P. Barrett
6. Planning	Authorize the Supervisor to sign an agreement with General Code for the installation and support of document and record management software	P. Barrett
7. Planning	Authorize the Supervisor to sign an agreement with Focused Technologies for document imaging services	P. Barrett
8. Supervisor	Declare Lead Agency and authorize the Supervisor to sign a Negative Declaration Form pursuant to SEQRA for the Mohawk Towpath National Scenic Byway Recreational Improvements Project	P. Barrett
9. Parks & Recreation	Authorize the Supervisor to sign an agreement with The Puppet People for 2017	P. Barrett
10. Parks & Recreation	Authorize Joyce Fifield and Donna Diviney to serve beer and wine at a private event at Historic Grooms Tavern on September 22, 2017	P. Barrett

11. Parks &  
Recreation

Authorize alcohol to be served at Ladies' Night Out on  
November 3, 2017 to be held at the Clifton Park Senior  
Community Center

P. Barrett

Resolution No. \_\_\_\_\_ of 2017, a resolution recognizing the Clifton Park Halfmoon Emergency Corps for their service to the Community.

WHEREAS, on Monday, August 7, 2017, Robert Fagan experienced an acute adverse reaction to multiple bee stings while doing yard work outside his residence, and

WHEREAS, as symptoms progressed, Mr. Fagan called 911, losing consciousness during conversation with dispatch, and

WHEREAS, Clifton Park Halfmoon Ambulance crew consisting of Paramedics, Steven Lohan, Tom Walsh, Ed O'Brien, and Kevin Robert responded immediately, bringing Mr. Fagan back to consciousness while stabilizing his vital signs and initiating intubation on site; and

WHEREAS, while continuing to work on stabilizing his vitals, Clifton Park Halfmoon Ambulance Corps paramedics transported Robert Fagan to the hospital on an emergency basis; and

WHEREAS, Robert Fagan's condition required several hours in the hospital under direct medical supervision for full recovery; and

WHEREAS, Robert Fagan was told but for the quick response and high level of care provided by the Clifton Park Halfmoon Ambulance Corps, the allergic reaction experienced could have been fatal; and

WHEREAS, for Robert Fagan it is his great privilege to help honor and thank personally the paramedics of Clifton Park Halfmoon Ambulance Corps; and

WHEREAS, if not for the quick and professional response of paramedics Steve Lohan, Tom Walsh, Ed O'Brien and Kevin Robert, Robert Fagan's outcome could have been much worse; and

WHEREAS, the residents of Clifton Park appreciate the outstanding job that the Clifton Park Halfmoon Ambulance Corps does on a day-to-day basis to save lives, now, therefore, be it

RESOLVED, that on behalf of the residents of Clifton Park, the Town Board salutes and thanks Paramedic Steve Lohan, Paramedic Tom Walsh, Paramedic Supervisor Ed O'Brien and Paramedic/Deputy Director of Clinical Services Kevin Robert for their life saving actions on August 7<sup>th</sup>, 2017, and for their commitment to excellence in the service of their community.

Resolution No. \_\_\_\_\_ of 2017, a resolution proclaiming September 17, 2017 through September 23, 2017 as Constitution Week in the Town of Clifton Park.

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, September 17, 2017 marks the 230<sup>th</sup> anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, the United States Constitution was the first document of its kind in the world and has paved the way for millions of people since that have sought democracy and freedom; and

WHEREAS, the Clifton Park Town Board proudly recognizes that this document has secured the Blessings of Liberty for many generations of Americans by instilling power in We the People; and

WHEREAS, it is fitting and proper to officially recognize this magnificent document that is the supreme law of our nation and the anniversary of its creation; and

WHEREAS, public law 915 guarantees the issuing of a proclamation each year by the President of the United States designating September 17 through 23 as constitution week, now therefore, be it

RESOLVED that the Town Board proclaims September 17, 2017 through September 23, 2017 as Constitution Week in the Town of Clifton Park and encourages all residents to re-familiarize themselves with this powerful document and reaffirm the ideals of the Framers of the Constitution.

Resolution No. \_\_\_\_\_ of 2017, a resolution declaring a public emergency pursuant to General Municipal Law Section 103 (4), and authorizing the transfer of Highway Funds and payment to Tom Kubricky Company, Inc. for excavation and repair of Storm Sewer facilities on Plank Road.

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, on April 28, 2017, storm drainage facilities beneath Plank Road near its intersection with Glenbrook Drive experienced a sudden collapse resulting in the blockage of the roadway to traffic and related damage, and

WHEREAS, Highway Superintendent Dahn Bull determined the situation constituted an emergency under General Municipal Law Section 103 (4) and retained Tom Kubricky Company Inc. to excavate, repair and replace the existing Storm Sewer Facility beneath the public roadway, on a time and materials basis, and

WHEREAS, Highway Superintendent Bull supervised the work, and has verified the time and quantities for the excavation, installation and related repair work, which included removal of the old cement Bell piping, excavation of the roadway, installation of corrugated polyethylene storm water and drainage piping and infrastructure, repaving of Plank Road across the excavation cut, and

WHEREAS, Tom Kubricky Construction Services is a listed Engineering Contractor on the Town's Emergency Services Contract with the Sewer and Highway Departments, now therefore be it

RESOLVED, that the Town Board determines that the blockage and collapse of the existing Storm Sewer facilities on Plank Road at Glenbrook Road constitutes an emergency for procurement purposes under Section 103 (4) of General Municipal Law, and be it further

RESOLVED, that the Comptroller is authorized to transfer \$24,904.25 from Highway Assigned Fund Balance (DA-915) into Highway DA-05110-0024 (Repairs and Maintenance) for payment to Tom Kubricky Company Inc., Gansevoort, New York for the Emergency Repair of Storm Sewer facilities on Huntington Parkway.

Resolution No. \_\_\_\_ of 2017, a resolution awarding the contract for the installation of playground equipment in Collins Park.

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, quotes for playground equipment were received on or before May 18, 2017, and

WHEREAS, The PlayPro, Denver, North Carolina submitted the low quote in the amount of \$11,939.00 in response to the request for quotes documents; and

WHEREAS, Michael Handerhan, Director of Buildings & Grounds recommends awarding the contract for playground equipment to The PlayPro; now, therefore be it

RESOLVED, that the Town Board hereby awards the Contract for installation of playground equipment and related improvements at Collins Park to The PlayPro as per the documents attached, in an amount not to exceed \$11,939.00, to be paid from Collins Park Fund A7113-200, with \$6,939.00 transferred from A-7112-200 to A-7113-200.

Resolution No. \_\_\_\_\_ Of 2017, a resolution authorizing conversion work on one (1) new Buildings & Ground Vehicle to install a dump body, side and tail gates, mudflaps, etc. per the quotation,

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, the Department of Buildings & Grounds requested quotations for conversion work on one (1) new vehicle, and

WHEREAS, T&T Body/King Inc. submitted the low quote for the conversion work on the vehicle, and

WHEREAS, Michael Handerhan, Director of Buildings & Grounds recommends that T&T Body/King Inc., 411 Old Niskayuna Road, Latham, N.Y. 12110 be authorized to do the conversion work as low bidder, for the amount not to exceed \$7,988.00; now therefore be it

RESOLVED, that T&T Body/King Inc., 411 Old Niskayuna Road, Latham, N.Y. 12110 be hired to do the conversion work on one (1) new vehicle as outlined, and be it further

RESOLVED, that authorization is hereby granted to the Comptroller to transfer an amount not to exceed \$7,988.00 from Account – A-7110-22 to Account # A-7110-200.

Resolution No. \_\_\_\_\_ of 2017, authorizing the Town Supervisor to execute a contract with General Code for the installation of Laserfiche Rio to provide document and record management services at a cost of eighty thousand one hundred sixty-one (\$80,161.000) dollars, and create a Capital Projects Fund H50 - Laserfiche Rio Project.

WHEREAS, by Resolution No. 23 of 2017, the Town Board authorized the submittal of an application for shared services from the Local Government Records Management Improvement Fund (LGRMIF), and

WHEREAS, on July 25, 20017, the Town was notified by the NYS Department of Education that the Town was successful in securing \$111,212.00 in grant funding to implement the installation and use of Laserfiche Rio for electronic records management services, and

WHEREAS, the Town has received \$55,606.00 as a first grant advance payment from New York State Department of Education and remaining grant funds will be forwarded on a reimbursement basis, and

WHEREAS, the LGRMIF Program has no local match requirement, and

WHEREAS, it is expected for the grant to last more than 1 calendar year, and

WHEREAS, General Code has submitted a proposal, a copy of which is attached hereto, to update the current Laserfiche Version 7.2 to Laserfiche Rio and expand use of the Laserfiche Rio system to department within Town Hall and the Clifton Park Water Authority, and

WHEREAS, General Code, as the seller recognized by the Laserfiche Division of Compulink Management, Inc. for the Clifton Park area, constitutes a sole source for the performance of authorized services, maintenance and product extensions for Laserfiche ® software products, and

WHEREAS, the Town Board wishes to increase revenues and expenditures to provide an accounting mechanism for receipt and disbursement of funds for the grant; now, therefore be it

RESOLVED, that the Town Board authorizes the Town Supervisor to execute an agreement with General Code for Laserfiche RIO software installation, training, and support as outlined in said proposal, and, be it further

RESOLVED, that the Town Supervisor is authorized to execute all necessary grant documents for the successful administration, reimbursement, and close-out documentation of the LGRMIF Grant Award, and be it further

RESOLVED, that the Capital Projects budget for H50, that is attached is hereby approved, and be it further

RESOLVED, that the Comptroller is authorized to transfer the \$55,606.00 from the General Fund to Capital Projects fund H50-8021-200. (6)

Resolution No. \_\_\_\_\_ of 2017, authorizing the Town Supervisor to execute an agreement with Focused Technologies for document imaging services

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, the Town has been awarded a shared services grant for local government records management services pursuant to an award letter dated July 25, 2017, and

WHEREAS, the Town has received \$55,606.00 as a first grant advance payment from New York State Department of Education and remaining grant funds will be forwarded on a reimbursement basis, and

WHEREAS, the selection of Focused Technologies, as a New York State Industries for the Disabled preferred source vendor, was a significant component of the Town's successful grant application, and

WHEREAS, pursuant to the grant application Focused Technologies has proposed a service agreement in the amount of \$30,015.00 to implement the electronic document imaging services on approximately 122,150 separate paper document images, and

WHEREAS, the increases in the budget for Capital Projects Fund H50-8021-200 were reflected in the previous Resolution No. \_\_\_\_ of 2017, now, therefore be it

RESOLVED, that the Town Board authorizes the Town Supervisor to execute an agreement with Focused Technologies for electronic document imaging services, and, be it further

RESOLVED, that the Town Supervisor is authorized to execute all necessary grant documents for the successful administration, reimbursement, and close-out documentation of the LGRMIF Grant Award.

Resolution No. \_\_\_\_\_ of 2017, a resolution determining that proposed Mohawk Towpath National Scenic Byway-Recreational Improvements Project at Vischer Ferry Preserve is an Unlisted Action for purposes of the New York State Environmental Quality Review Act.

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, Resolution No. 205 of 2014 authorized the Town Supervisor to sign a Memorandum of Understanding with the Mohawk Towpath Scenic Byway Coalition, Inc., to administer a Byway Grant Project, and

WHEREAS, the Federal Highway Administration Scenic Byway Grant amount totals \$416,880 .00 and is administered through New York State Department of Transportation (NYS DOT), and

WHEREAS, the Town has agreed to fulfill grant responsibilities to NYS DOT as Project Lead Agency and point of contact as required by the grant, and,

WHEREAS, as required for federally-funded transportation projects, Clifton Park Planning Staff and its consultants conducted a public informational meeting on the project on December 1, 2016, and

WHEREAS, as part of the project approval process, the Town has completed a draft design report that includes an analysis of impacts to historic and archeological sites, wetlands, and water bodies, threatened or endangered species, traffic, and other environmental considerations as required under 6 NYCRR Part 617 of the Regulations of Article 8 of the Environmental Conservation Law of New York State (SEQR), and

WHEREAS, a draft design report was submitted in December 2016 to the NYS DOT for review and comment, and

WHEREAS, Town staff and engineering consultants, have addressed all SEQR issues as identified, and considered and examined by the Involved and Interested Agencies and members of the public in conducting the review and in so doing, has taken a hard look at said areas and made a determination of non-significance under SEQR, a copy of which is attached to this Resolution and made a part hereof; now therefore be it

RESOLVED, that the project as proposed constitutes an Unlisted Action and Town staff and consultants have conducted an Uncoordinated Review as provided for under SEQRA, and

RESOLVED, that pursuant to 6 NYCRR Part 617 et seq. of the Regulations of Article 8 of the Environmental Conservation Law of New York State, the Town Board of Clifton Park hereby adopts and issues the Negative Declaration under SEQR and authorizes the Town Supervisor to sign the Negative Declaration Form; and be it further

RESOLVED, that the adoption of the Negative Declaration shall constitute, the SEQR Decision of approval for the construction of the construction of the Mohawk Towpath National Scenic Byway – Recreation Improvement Project as noted within the design report and plan documents.

Resolution No. \_\_\_\_\_ of 2016, a resolution authorizing the Supervisor to sign a Letter of Agreement with The Puppet People for a class to be held on November 14, 2017.

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, the preservation and enhancement of public arts, culture awareness, and entertainment within the Town of Clifton Park is recognized to be of vital importance to the quality of life of the residents of Clifton Park, and

WHEREAS, the Town recognizes that the community arts programs promote positive youth development, and

WHEREAS, Myla Kramer, Director of Parks and Recreation has requested that the Town Board authorize a Letter of Agreement for a class on November 14, 2017; now, therefore be it

RESOLVED, that the Town Supervisor is hereby authorized to sign the attached Letter of Agreement with The Puppet People, 1236 Waverly Place, Schenectady, NY 12308.

Resolution No. \_\_\_\_\_ of 2017, a resolution authorizing Joyce Fifield and Donna Diviney to serve alcoholic beverages at a gathering to be held at Historic Grooms Tavern on September 22, 2017.

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, Joyce Fifield, 11 Lace Lane, Clifton Park, New York and Donna Diviney, 3 Middletown Road, Waterford, New York are hosting a private celebration at the Historic Grooms Tavern on September 22, 2017 from 5:00 P.M to 9:00 P.M., with approximately 50 people in attendance, and

WHEREAS, Joyce Fifield, has requested permission to serve alcohol in the form of beer and wine at the event, now, therefore, be it

RESOLVED, that the sponsoring parties are hereby authorized to serve beer and wine at a private celebration at Historic Grooms Tavern on September 22, 2017 from 5:00 P.M. to 9:00 P.M.

Resolution No. \_\_\_\_\_ of 2017, a resolution authorizing the Parks and Recreation Department to serve alcoholic beverages at Ladies' Night Out to be held at the Clifton Park Senior Community Center on November 3, 2017.

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, the Department of Parks, Recreation, and Community Affairs is hosting a Ladies' Night Out at the Clifton Park Senior Community Center on November 3, 2017 from 5:00 P.M to 8 P.M., with approximately 150 people in attendance, and

WHEREAS, Myla Kramer, Director of Parks, Recreation and Community Affairs, has requested permission to serve alcohol in the form of beer and wine at the event, now, therefore, be it

RESOLVED, that the sponsoring party is hereby authorized to serve beer and wine at Ladies' Night Out at the Clifton Park Senior Community Center on November 3, 2017 from 5:00 P.M. to 8:00 P.M.