

# TOWN OF CLIFTON PARK TOWN BOARD MEETING

October 2, 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**

- **Recognize Robert Pfeil for 51 years of civilian service to the US Army**
- **Town of Clifton Park/Shenendehowa Central School District Conceptual Agreement on Land Purchase - Discussion and Public Comment**
- **Edison Club presentation – PDD Amendment Application to allow residential housing**
- **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  
October 2, 2017

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Supervisor	Recognize Robert Pfeil for 51 years of civilian service to the U.S. Army	P. Barrett
2. Supervisor	Commend the CDRPC on the positive impact it has made on New York State's Capital Region for the past 50 years	P. Barrett
3. Supervisor	Authorize the Supervisor to execute a Contract for Purchase and Sale of Real Estate with Shenendehowa Central School District	P. Barrett
4. Highway	Authorize the Comptroller to increase CHiPS Expenitures and Revenues	P. Barrett
5. Buildings & Grounds	Award the contract for repaving the Shirewood Basketball Court to Richard's Paving, Inc.	P. Barrett
6. Supervisor	Authorize the Supervisor to sign an agreement with Constellation NewEnergy Inc. for fixed electricity prices through 2018	P. Barrett
7. Supervisor	Accept bid from Patterson-Stevens, Inc. for installation of a new wading pool liner at the Country Knolls Pool	P. Barrett
8. Buildings & Grounds	Award the contract for fence repair work at Collins Park to Siena Fence Co.	P. Barrett
9. Buildings & Grounds	Accept bid from Sealcoat Services of Clifton Park for sealcoating of Clifton Gardens basketball and tennis courts	P. Barrett
10. Parks & Recreation	Authorize John Scherer to attend the Association of Public Historians Conference in Poughkeepsie, New York, October 30-November 3, 2017	P. Barrett
11. Parks & Recreation	Authorize the hiring of Matthew Reiniger as a part time Attendant at Clifton Park Action Park	P. Barrett

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|-------------------------|--|------------|
| 12. Highway             | Authorize the Mohawk Towpath Scenic Byway Coalition, Inc. to use roadways for the 15 <sup>th</sup> Annual Mohawk Towpath Byway Duathlon on October 15, 2017                                      | P. Barrett |
| 13. Planning            | Approve a street name change from Fern Drive to Sunflower Terrace to avoid confusion with County 9-1-1 system  | P. Barrett |
| 14. Assessor            | Authorize the Assessor to re-levy the expense of repairs for maintenance against the land on which abandoned or foreclosed homes are located, as provided for in Section 77-12 of the Town Code. | P. Barrett |
| 15. Buildings & Grounds | Authorize Valerie Campanella to serve alcoholic beverages at a family reunion at the Locust Lane Club House on 10/15/2017  | P. Barrett |
| 16. Supervisor          | Update the employees authorized to approve purchases through the Town of Clifton Park Procurement Policy   | P. Barrett |

Resolution No. \_\_\_\_\_ of 2017, a resolution recognizing Robert Pfeil for his service as a civilian to the U. S. Army for over 50 years.

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

WHEREAS, Robert Pfeil has served his country and his community for over 50 years, beginning his career at the Picatinny Arsenal in New Jersey in 1966; and

WHEREAS, Mr. Pfeil transferred to the Watervliet Arsenal in 1973, and has served his country and the community of Clifton Park and the Capital District for the past 44 years;

WHEREAS, Robert Pfeil worked on the team which updated and modernized the Watervliet Arsenal's machinery, systems and capacity for readiness throughout the 1970's as the Department of the U.S. Army renovated and re-armed in the aftermath of the Viet Nam War; and

WHEREAS, Mr. Pfeil's team helped to allocate over \$300 million in congressional investments into the Arsenal's modernization efforts throughout the 1980's, introducing technological innovations and increasing systems capacity to help modernize the capability of the Arsenal to respond to modern threats to national security; and,

WHEREAS, the Watervliet Arsenal's modernization and improvements contributed to the development of the U.S. Army's Bunker Buster Bombs which contributed to the Army's efficiency and success during the 1991 Desert Storm Operations; now, therefore be it

RESOLVED, that the entire Town Board of the Town of Clifton, on behalf of the People of Clifton Park, thanks and recognizes Town Resident Robert Pfeil for a half century of service to his community and to his country.

Resolution No. \_\_\_\_\_ of 2017, a resolution commending the Capital District Regional Planning Commission on the positive impact it has made on the Town of Clifton Park and the entire Capital District since its inception 50 years ago.

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

WHEREAS, The Capital District Regional Planning Commission (CDRPC) is celebrating its 50th anniversary during 2017 and it is appropriate to commend the CDRPC on the positive impact it has made on New York State's Capital Region; and

WHEREAS, CDRPC was established by an agreement between Albany, Rensselaer, Saratoga and Schenectady counties and approved by resolution from each County Legislature in August 1967; and,

WHEREAS, CDRPC is a regional planning and resource center providing high quality services for Albany, Rensselaer, Saratoga, and Schenectady counties and municipalities and organization therein; and

WHEREAS, CDRPC is one of nine locally created regional councils throughout New York State, dedicated to studying regional needs and conditions and developing strategies that enhance intermunicipal cooperation and regional planning; and,

WHEREAS, CDRPC provides objective analysis of data, trends, opportunities, and challenges relevant to the Region's economic development and planning communities, serving the best interests of the public and private sectors by promoting intergovernmental cooperation; communicating, collaborating, and facilitating regional initiatives; and sharing information and fostering dialogues on solutions to regional problems; and,

WHEREAS, CDRPC is an objective, trustworthy, respected organization that has skilled staff, and is valued for serving as a regional connector providing opportunities for counties, localities and other entities to communicate and work together across municipal boundaries; now, therefore be it

RESOLVED, that the entire Town Board of the Town of Clifton, on behalf of the People of Clifton Park, congratulate the Capital District Regional Planning Commission and commend CDRPC for its valuable work and positive impact on the entire Capital Region of New York State.

Resolution No. \_\_\_\_\_ of 2017, a resolution authorizing the Supervisor to execute a real estate purchase and sale contract and memorandum of understanding with Shenendehowa Central School District.

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

WHEREAS, In March 2013, the Shenendehowa Central School District declared approximately 34.334 acres of land bordered by Maxwell Road on the east, and Moe Road on the west to be surplus property not necessary for school purposes, and

WHEREAS, in September 2016, the Shenendehowa Central School District published a Request for Proposals offering the 34+ acre parcel for sale, and

WHEREAS, the Town participated in the public bidding process, in response to the RFP, and

WHEREAS, Supervisor Barrett and representatives of the Town Board have also met with School District Officials following the RFP public bidding process and have also discussed the purchase and sale of the property pursuant to New York State Education Law, §405 which authorizes the conveyance of surplus school district property to the Town for public purposes, and

WHEREAS, the negotiations between the Town Board and School Board Representatives included the addition of a 3.2 acre strip of land on the southern portion of the original parcel, as well as a separate Memorandum of Understanding, outlining a planning process for the lands acquired, and establishing a joint committee to explore opportunities for shared services to enhance access to both the parcel conveyed and remaining lands, and

WHEREAS, the Town Board supports the acquisition of the surplus land from the school district for public purposes pursuant to New York Stated Education Law §405; now, therefore, be it

RESOLVED, that the Supervisor is authorized to execute the attached contract for the purchase and sale of real property in the amount of \$1,100,000.00, subject to mandatory referendum pursuant to New York State Education Law §405, and be it further

RESOLVED, that the comptroller is authorized to pay the sum of \$25,000.00 in escrow pursuant to the purchase and sale contract attached, as well as related administrative and filing fees, and be it further

RESOLVED, that the Town Board authorizes the Supervisor to sign the attached Memorandum of Understanding establishing a joint committee with the Shenendehowa Board of Education to explore opportunities for shared services relative to recreational assets in the area of the land purchase agreement.

Resolution No. \_\_\_\_\_ of 2017, a resolution increasing Consolidated Highway Improvement Program 2017 (CHIPS) Expenditures (DA-5112-015) to \$459,773.63 and to increase Revenues (DA-3501) to \$459,773.63.

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

WHEREAS, the State of New York has made available to Clifton Park CHIPS, PAVE-NY and Emergency Weather Recovery funding for the 2017-2018 State Budget, and,

WHEREAS, the State of New York has allotted \$327,294.07 in CHIPS, \$74,708.13 in PAVE-NY and \$57,771.43 in Emergency Weather Recovery funding for the Town of Clifton Park, and,

WHEREAS, the Budget originally adopted by the Town of Clifton Park for CHIPS, PAVE-NY and Emergency Weather Recovery expenditures and revenues is \$401,960.00, now, therefore be it,

RESOVLED, that 2017 CHIPS Expenditures (DA-5112-015) is hereby increased by \$57,813.63 to \$459,773.63 and also increase Revenues (DA-3501) by \$57,813.63 to \$459,773.63 to arrive at a total of \$459,773.63 for each line.

Resolution No. \_\_\_\_\_ of 2017, a resolution awarding the contract for the repairs to the Shirewood basketball courts.

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

WHEREAS, quotes for fence repairs were received on or before September 18, 2017; and

WHEREAS, Richard's Paving, Inc., 192 South Main Street, Mechanicville, New York submitted the low quote in the amount of \$5,800 in response to the request for quotes documents; and

WHEREAS, Michael Handerhan, Director of Buildings & Grounds recommends awarding the contract for resurfacing the basketball court to Richard's Paving, Inc.; now, therefore be it

RESOLVED, that the Town Board, acting as Commissioners for the Stony Creek Park District, hereby award the Contract for resurfacing the Shirewood basketball court to Richard's Paving, Inc. as per the documents, attached, in an amount not to exceed \$5,800, to be paid from SP97117-24 [Shirewood].

Resolution No. \_\_\_\_\_ of 2017, a resolution authorizing and ratifying the renewal of the town's electricity contract with Constellation Energy Services of New York.

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

WHEREAS, the town's most recent electricity supply contract with Constellation Energy Services of New York is due to expire on December 21, 2017, and

WHEREAS, Constellation Energy Services is a designated supplier for the Municipal Electric and Gas Alliance, which conducts competitive bidding for wholesale suppliers, and

WHEREAS, energy prices fluctuate on a daily basis and locking in future rates requires that future contracts be executed in a timely manner in response to such price movements, and

WHEREAS, Constellation Energy Services can meet the Town's needs to maximize the return on the remote net metering credits through the solar energy project with GroSolar by consolidating energy bills for supply and delivery services through National Grid, and

WHEREAS, the Town wishes to renew its Wholesale Electric Supply Contract for 2018 to ensure price and budgetary stability for the town's electricity needs; now, therefore, be it

RESOLVED, that the Supervisor is authorized to execute the attached electric supply contracts with Constellation Energy Services of New York, effective from November 29, 2017 through December 19, 2018, and that the Town Board ratifies the commitments signed by the Supervisor on September 20, 2017.

Resolution No. \_\_\_\_\_ of 2017, a resolution awarding the contract for the removal and replacement of the liner to the wading pool at the Country Knolls Pool to Patterson-Stevens, Inc.

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

WHEREAS, quotes for wading pool repairs were received on or before September 19, 2017; and

WHEREAS, Patterson-Stevens, Inc. of Tonawanda, New York submitted the sole quote in the amount of \$40,250.00 in response to the request for quotes documents; and

WHEREAS, McDonald Engineering has reviewed bid documents and has determined that Patterson-Stevens is qualified to do the work for which they bid, and finds the bid price to be reasonable and justified for the work involved, and therefore recommends awarding the bid to Patterson-Stevens as sole bidder; now, therefore be it

RESOLVED, that the Town Board, acting as Commissioners for the Longkill Park District #1, hereby award the Contract for the removal and replacement of the liner to the wading pool at the Country Knolls Pool to Patterson-Stevens, Inc. as per the documents, attached, in an amount not to exceed \$40,250.00, to be paid with a transfer of \$16,345.00 from Longkill I Assigned Fund balance SP5-914 to SP5-7151-200 for a total charge to SP5-7151-200 of \$40,250.00

Resolution No. \_\_\_\_ of 2017, a resolution awarding the contract for the repairs to the fence in Collins Park

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

WHEREAS, quotes for fence repairs were received on or before September 11, 2017; and

WHEREAS, Siena Fence Company, Round Lake, New York submitted the low quote in the amount of \$6,320.00 in response to the request for quotes documents; and

WHEREAS, Michael Handerhan, Director of Buildings & Grounds recommends awarding the contract for fencing and related equipment to Siena Fence Co. Inc.; now, therefore be it

RESOLVED, that the Town Board, acting as Commissioners for Collins Park, hereby award the Contract for fencing and related improvements at Collins Park to Siena Fence Co. Inc. as per the documents, attached, in an amount not to exceed \$6,320.00, to be paid from A7113-200, along with a transfer of \$1,000.00 from A-7113-24 and \$320 from A-7113-5 which will be transferred to A-7113-200.

Resolution No. \_\_\_\_\_ of 2017, a resolution awarding the contract for the sealcoating of two tennis courts and one basketball court in the Clifton Gardens Park.

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

WHEREAS, quotes for fence repairs were received on or before September 18, 2017; and

WHEREAS, Sealcoating Services Clifton Park, 5 Red Oak Way, Rexford, New York submitted the low quote in the amount of \$13,500.00 in response to the request for quotes documents; and

WHEREAS, Michael Handerhan, Director of Buildings & Grounds recommends awarding the contract for cleaning, sealcoating and striping of two tennis courts and one basketball court to Sealcoating Services Clifton Park; now, therefore be it

RESOLVED, that the Town Board, acting as Commissioners for the Clifton Gardens Park District, hereby award the Contract for resurfacing the courts to Sealcoating Services Clifton Park as per the documents, attached, in an amount not to exceed \$13,500.00, to be paid from SP27121-200.

Resolution No. \_\_\_\_\_ of 2017, a resolution authorizing Town Historian John Scherer, to attend the Association of Public Historians Annual Conference.

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

WHEREAS, the Director of Parks, Recreation and Community Affairs, recommended that Town Historian John Scherer be authorized to attend the Association of Public Historians Conference in Poughkeepsie, New York, October 31-November 3, 2017, at a cost not to exceed \$600.00, and

WHEREAS, John Scherer's attendance at the Association of Public Historian's Conference would confer a benefit to the Town;

WHEREAS, Ms. Kramer recommends that John Scherer also be allowed to attend the annual association board meeting held one day earlier on October 30, 2017, now therefore be it

RESOLVED, that John Scherer is authorized to attend the Association of Public Historians Conference in Syracuse, New York, October 30-November 3, 2017 at a total cost not to exceed \$600.00 including registration, meals, lodging and transportation, to be paid from budget line item A-7510-001 (Historian-Training/Conferences).

Resolution No. \_\_\_\_\_ of 2017, a resolution authorizing the hiring of staff for the Clifton Park Action Park.

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

WHEREAS, an opening exists for an Attendant for the Clifton Park Action Park; and

WHEREAS, Myla Kramer, Director of the Office of Parks, Recreation and Community Affairs has recommended that Matthew Reiniger be hired to fill the position; now therefore be it

RESOLVED, that authorization is hereby given to hire Matthew Reiniger, 145 Hubbs Road, Clifton Park, as an attendant for the Clifton Park Action Park, effective immediately through November 5, 2017 at Step 1 (\$8.50/hour) to be paid from Action Park Staff A-7200-E4000).

Resolution No. \_\_\_\_\_ of 2017 a resolution authorizing Mohawk Towpath Scenic Byway Coalition Inc. to use Town roadways and trails for a duathlon road race.

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

WHEREAS, the Mohawk Towpath Scenic Byway Coalition has requested the use of the Town roadways as specified in the attachment hereto, for the purpose of holding a 2 mile run / 17 mile bike ride / 2 mile race to the finish duathlon on October 15, 2017, and

WHEREAS, the event has the approval of the Town's Highway Superintendent, now therefore be it

RESOLVED, that the Town Board of the Town of Clifton Park hereby authorizes the Mohawk Towpath Scenic Byway Coalition to use Town roadways as specified in the attachment hereto, October 15, 2017, for the purpose of holding a USAT sanctioned duathlon and be it further

RESOLVED, that this approval is expressly conditioned upon receipt prior to October 10, 2017, in the Highway Superintendent's Office, of an insurance certificate in the amount of \$1,000,000 naming the Town of Clifton Park as an additional insured.

Resolution of 2017, a resolution approving a street name change from Fern Drive to Sunflower Terrace for the segment of roadway between Honey Hollow Way intersection and Tisdale Lane intersections with Fern Drive.

WHEREAS, the Saratoga County Office of Real Property Services has asked that the Town Board change the name of Fern Drive in the Honey Hollow subdivision to avoid confusion with an existing street with the city of Saratoga Springs; and

WHEREAS, to amend a street name within the Town of Clifton Park, a Town Board Resolution accomplishes the documentation necessary for Saratoga County Real Property Services to complete such renaming; now therefore be it

RESOLVED, that the segment of roadway designated as Fern Drive is hereby renamed to Sunflower Terrace; and be it further

RESOLVED, that the Town Board authorizes Town Staff as necessary to take all steps necessary to carry out the purpose and intent of this Resolution.

Resolution No. \_\_\_\_\_ of 2017, a resolution authorizing the Assessor to re-levy the expense of repairs or maintenance against the land on which such building is located, as provided for in Section 77-12 of the Town Code.

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

WHEREAS, in February of 2012, the Town Board adopted Resolution No. 40 of 2012 to respond to isolated incidents where the abandonment of properties or extended foreclosure process results in neglect to real property; and

WHEREAS, Section 77-12, of the Town Code as amended requires that records of costs and expenses incurred in providing such maintenance be reported to the Town Board no later than November 1<sup>st</sup> of each year, and

WHEREAS, the Code Enforcement Officer has reported the identification of (35) vacant, abandoned, or foreclosure properties meeting criteria outlined in Section 77-10, including one Townhouse Unit that posed an immediate hazard to public health, as amended during the past year, and

WHEREAS, maintenance performed and contracted by the Buildings and Grounds Department pursuant to Section 77 of the Town Code has been completed by the Department of Buildings and Grounds and the Department of Building and Zoning Code Enforcement on all (35) properties at a cost of \$14,055.72, per the attached exhibit; and

WHEREAS, the Code requires that the Town Board authorize the assessor to re-levy the unpaid bills on affected properties for the 2017 tax roll to ensure re-payment to the Town consistent with Resolution No. 40 of 2012, now therefore be it

RESOLVED, that the Town Board authorizes the Assessor to re-levy the unpaid bills on the respective properties as delineated on Attachment 1 to this resolution for the 2018 Town and County Tax bills; and be it further

RESOLVED, that all proceeds be returned in February to the Town of Clifton Park.

Resolution No. \_\_\_\_\_ of 2017, a resolution authorizing Valerie Campanella to serve alcoholic beverages at a family gathering to be held at Locust Lane Club House on October 15, 2017.

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

WHEREAS, Valerie Campanella, Silver Maple Drive, Clifton Park, New York is hosting a family reunion at the Locust Lane Club House on October 15, 2017 from 1:00 P.M to 5:00 P.M., with approximately 100 people in attendance, and

WHEREAS, Valerie Campanella, 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 family reunion at Locust Lane Club House on October 15, 2017 from 1:00 P.M. to 5:00 P.M.

Resolution No. \_\_\_\_\_ of 2017, a resolution updating and amending the list of Town of Clifton Park employees authorized to approve purchases.

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

WHEREAS, Resolution 1 of 2017 adopted the Procurement Policy and Procedures, as amended; and

WHEREAS, several of the personnel who formerly had authorization to approve purchases are no longer employed and new personnel have been hired; and

WHEREAS, the Supervisor wishes to update the list of Employees Authorized to Approve Purchases; now therefore be it

RESOLVED, that the Town Board hereby adopts the attached list of Employees Authorized to Approve Purchases as of October 2017.

**EMPLOYEES AUTHORIZED TO APPROVE PURCHASES**  
**AS OF OCTOBER 2017**

**Supervisor's Office**

Phil Barrett, Town Supervisor  
Claudia Fitzgerald, Confidential Secretary  
Matthew Andrus, Information Specialist

**Assessor's Office**

Walter Smead, Assessor  
Kelly Miller, Senior Assessment Clerk

**Attorney's Office:**

Tom McCarthy, Town Attorney

**Buildings & Grounds:**

Michael Handerman, Supervisor  
Margy Kasky, Senior Account Clerk  
Daniel Clemens, Recreation Maintenance Supervisor

**Building & Zoning:**

Steve Myers, Director  
Derek Miller, Senior Building Inspector

**Town Clerk's Office:**

Patricia O'Donnell, Town Clerk  
Teresa Brobston, Deputy Town Clerk  
Jodie Ensel, Deputy Town Clerk

**Comptroller:**

Mark Heggen, Comptroller  
Stephanie Drenchko, Deputy Comptroller  
Laurie Luse, Payroll Clerk

**Town Court**

Connie Brown, Chief Court Clerk

**Highway Department:**

Dahn Bull, Superintendent of Highways  
Ellenmarie Martin, Deputy Highway Superintendent  
Elaine Sausville, Clerk

**Historic Preservation Commission:**

**Parks & Recreation:**

Myla Kramer, Director

Diana Fraser, Assistant Director, new to list, was authorized by Resolution 248 of 2015

**Planning Department:**

John Scavo, Planning Director

**Receiver of Taxes:**

Christine Pagniello, Receiver of Taxes

**Safety & Security Office:**

Lou Pasquarell, Director

**Sewer Department:**

Mike O'Brien, Collections System Manager

**Transfer Station:**

Jeff Vedder, Supervisor