

# TOWN OF CLIFTON PARK TOWN BOARD MEETING

March 19, 2018

- 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 – 7:05 PM – Transfer Station Fees**
  - **Presentation – Clifton Common Playground Revitalization Initiative Update**
  - **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 timeframe 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  
March 19, 2018

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Supervisor	Schedule a public hearing on a petition to rezone a portion of 97 English Road from B-1 to B-4	P. Barrett
2. Supervisor	Award the bid for the streetlight acquisition and upgrade project to Siemens Industry, Inc.	P. Barrett
3. Buildings & Grounds	Award the contract for HVAC maintenance in Town Buildings to Carrier Commercial Services	P. Barrett
4. Highway	Authorize the Supervisor to sign a professional services agreement with Laberge Group for preparation of a feasibility study and grant application for upgrades to the existing Highway Fueling Facility	P. Barrett
5. Parks & Recreation	Authorize the hiring of new and returning specialists for the full and half day camps for the 2018 season	P. Barrett
6. Parks & Recreation	Authorize the hiring of Sarah Shastany as an attendant at the Clifton Park Action Park	P. Barrett
7. Supervisor	Authorize the hiring of Town Pool managers for the 2018 season	P. Barrett
8. Comptroller	Authorize the Comptroller and the Assistant Comptroller to attend the New York State Government Finance Officers' Association Annual Conference March 20-23, 2018	P. Barrett
9. Highway	Authorize transfer from several budget lines for an increase in the Highway Departments Salt Fund	P. Barrett
10. Youth Court	Re-appointing members of the Youth Court Community Board, and appointing a Youth Court Director and Coordinator	A. Standaert

Resolution No. \_\_\_\_\_ of 2018, a resolution scheduling a public hearing to consider a petition to rezone a portion of a parcel of land at English Road and NYS Route 9.

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

WHEREAS, the Town Board has received a petition from Connie Lake Properties for a change in zoning for a portion of the parcel of land identified as 97 English Road, also known as section, block and lot number 250.-2-27, and

WHEREAS, the subject property is situated at the corner of English Road and NYS Route 9, immediately adjacent to the Town line with the Village of Round Lake, and adjacent to property owned by Connie Lake Properties within the Village, and operated as The Mill Restaurant, and

WHEREAS, the petition requests that a 1.05 acre portion of the lot be re-zoned from its current B-1 designation to B-4, while the remaining 1.61 acres of the parcel continue to be designated as B-1 with an application to the Planning Board for subdivision of the separately zoned parcels contemplated;

WHEREAS, the Town Board held a public hearing on a similar proposal for the subject property on July 18, 2016, and

WHEREAS, the Town Board and staff have worked with the Village of Round Lake to respond to comments received at the earlier Public Hearing, now, therefore be it

RESOLVED, that a public hearing will be held on April 2, 2018 at 7:05 P.M. on a petition to rezone a 1.05 acre area of property immediately adjacent to the municipal boundary with the Village of Round Lake, near the intersection of English Road and NYS Route 9; and be it further

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

Resolution No. \_\_\_\_\_ of 2018, a resolution accepting a proposal by Siemens Industry, Inc. for acquisition of streetlights within the Town and conversion to energy efficient LED lighting.

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

WHEREAS, on November 29, 2017, the Town published a Request for Proposals seeking a performance-based energy contract to acquire existing street lighting from their respective utility company owners, and the procurement and installation necessary to upgrade all lighting fixtures to LED lighting under the Town's ownership, and

WHEREAS, by initiating its procurement, the Town seeks to proceed under The New York State Streetlight Replacement and Savings Act, and related regulatory changes that authorized municipal acquisition of utility owned streetlights, and

WHEREAS, Siemens Industry, Inc. submitted a timely proposal responsive to the RFP, and which provides guaranteed savings from energy efficiencies resulting from the use of Light Emitting Diode (LED) technology, reduced maintenance costs, and through the elimination of certain service and maintenance charges from existing utility owners, and

WHEREAS, the Siemens proposal includes performance based guaranteed energy savings, providing the Town an opportunity to acquire outdated lighting technology from existing public utilities, and to upgrade the Town's streetlight fixtures with energy-efficient technology with costs of this project offset by energy savings and efficiencies; now therefore be it

RESOLVED, that the proposal of Siemens Industry, Inc. Building Technology received in response to the Town's published Request for Proposals is accepted, and be it further

RESOLVED, that the Supervisor is authorized to negotiate an Energy Performance Contract with Siemens Industry, Inc. Building Technology consistent with the Response to RFP selected.

Resolution No. \_\_\_\_\_ of 2018, a resolution awarding the bid for HVAC annual services for Town buildings.

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

WHEREAS, sealed bids were received and opened on March 8, 2018 for HVAC annual Services for various buildings located throughout the Town; and

WHEREAS, Carrier Commercial Services was the lowest responsive bidder for HVAC Annual Services; and

WHEREAS, the Town Board accepts the bid of Carrier Commercial Services for the Town building locations to be paid as budgeted per the attached Schedule A; now therefore be it

RESOLVED, that the Town Board hereby authorizes Daniel Clemens to accept the bid of Carrier Commercial Services HVAC annual services for the various Town buildings, total cost not to exceed \$24,200, for the year 2018, with the option for 2019 and 2020, each at an increase not to exceed 3% per year, upon mutual agreement of both parties.

Resolution No. \_\_\_\_\_ of 2018, a resolution authorizing the Supervisor to enter into a professional services agreement with Laberge Group for the preparation of a feasibility/design study and subsequent grant application to NYS DOS for a Shared Services Fueling Facility.

WHEREAS, the Town of Clifton Park has an existing fueling island and tank to service local government fleet vehicles, and

WHEREAS, The Town Board finds that capabilities to share services among municipalities can promote efficiencies and reduce expenditures for both the Town and for partnering entities, and

WHEREAS, the Town Board determines that it is in the public interest to undertake a feasibility/design analysis and submittal of a grant application under the 2018-2019 Local Government Efficiency Grant Program for a shared fueling facility, and

WHEREAS, the intent of the proposed project is to provide the Town, Law Enforcement Partners, Ambulance Corps, County DPW, and Fire Districts the ability to share fueling services from a new dispenser, tank, and fuel management system, and

WHEREAS, implementation of the project can lead to cost savings and more efficient delivery of government services over the life of the facility, now therefore be it

RESOLVED, that the Supervisor is authorized to execute an agreement with Laberge Group for professional design and grant preparation services to seek a grant funding request for a shared services analysis for the Town's fueling island and fuel management system, and be it further

RESOLVED, that the Comptroller is authorized to disperse \$7,500.00 for Engineering Services for the feasibility study and design analysis for the shared fueling facility, to be paid from A-1440-135 (General Fund) for preparation and submittal of a shared services grant application, and be it further

RESOLVED, that the Board hereby authorizes the Highway Superintendent to execute all documents necessary for implementation of this project.

Resolution No. \_\_\_\_\_ of 2018, a resolution authorizing the hiring of Specialists for the 2018 Summer Recreation Full and Half-Day Summer Camps.

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

WHEREAS, the Town Board wishes to hire additional staff the Department of Parks and Recreation to operate the Town's 2018 Summer Recreation Full and Half-Day Camps; and

WHEREAS, Myla Kramer, Director of Parks, Recreation and Community Affairs, has recommended that the individuals listed in Schedule A, attached hereto, be hired to fill the positions of Specialists; now therefore be it

RESOLVED, that the individual specialists listed in Schedule A, attached hereto, shall be hired to staff the Town's Summer Recreation Full and Half-Day Camps, effective April 6, 2018 through August 17, 2018, per Schedule A.

Resolution No. \_\_\_\_\_ of 2018, 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 Sarah Shastany be hired to fill the position; now therefore be it

RESOLVED, that authorization is hereby given to hire Sarah Shastany, 15 Hillcrest Village, Apt. B4, Niskayuna, as an attendant for the Clifton Park Action Park, effective March 26, 2018 through October 31, 2018 at Step 1 (\$9.00/hour) to be paid from Action Park Staff A-7200-E4000).

Resolution No. \_\_\_\_\_ of 2018, a resolution authorizing the hiring of Pool Management for the 2018 Season, per "2018 Summer Pool Directors/Managers Schedule A".

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

WHEREAS, the Town Board wishes to hire Management and Training Staff to operate the three Town-owned pools for the 2018 Season; and

WHEREAS, the Town Board wishes to rehire the returning Pool Director and Managers - Duane Nichols as Pool Director, and Brian Czerpak as Pool Manager, and Bruce Sutphin as Pool Manager for the three Town-owned pools, as well as rehire David Czechowski as the Learn to Swim Director and Certification Trainer as per " Schedule A 2018 Summer Pool Directors/Managers", now, therefore be it

RESOLVED, that the individuals listed above and on the attached Schedule A are hereby hired as staff for the three Town-owned pools; and be it further

RESOLVED, that all hires are effective with start dates and ending dates as per the attached "Schedule A 2018 Summer Pool Directors/Managers ".

Resolution No. \_\_\_\_\_ of 2018, a resolution authorizing the Comptroller and Assistant Comptroller to attend the New York State Government Finance Officers Association (NYSGFOA) Annual Conference in Albany, New York.

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

WHEREAS, Comptroller Mark Heggen has requested that he and Assistant Comptroller Stephanie Drenchko be authorized to attend the NYSGFOA Annual Conference to be held March 20-23, 2018, at the Albany Marriott, in Albany, New York, and

WHEREAS, their 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 Comptroller Mark Heggen and Assistant Comptroller Stephanie Drenchko are hereby authorized to attend the NYSGOFA Conference March 20-23, 2018, in Albany, New York, at a cost for both attendees not to exceed \$750.00 to be paid from A-1315-001 (General Fund Comptroller’s Office-Travel & Conferences), to be vouchered appropriately.

Resolution No \_\_\_\_\_ of 2018, a resolution authorizing certain highway budget transfers for an increase in the Highway Department Salt Fund.

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

WHEREAS, the Superintendent of Highways has recommended that certain budget adjustments be made to address the need for the reallocation of funds in response to an above average number of snowstorms requiring salt applications; now, therefore, be it

RESOLVED, that DSA-5142-138 (Highway Salt Fund) be increased by \$73,984 and decrease DA-5140-240 (Trees & Brush) by \$7,500 and decrease DA-5110-E0876 (Employees – Laborers ) by \$26,484, and decrease DA-5110-030 (Paving) by \$40,000 per the Highway Superintendent’s recommendations.

Resolution No. \_\_\_\_\_ 2018, a resolution appointing members to the Town of Clifton Park Youth Court Community Board.

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

WHEREAS, the Town Board established the Clifton Park Youth Court on June 9, 2014, a voluntary alternative to the criminal justice system for young people who have committed a crime or offense in the Town of Clifton Park, and

WHEREAS, the Clifton Park Youth Court Community Board consists of fifteen members, as an ad hoc community board including stakeholders from the criminal justice and youth advocacy communities in Southern Saratoga County, and

WHEREAS, the resignation of Greg Szczesny has left an opening for Youth Court Program Coordinator, and

WHEREAS, Councilwoman Standaert has recommended the appointment of Cynthia Scavo as Youth Court Program Coordinator to fulfill the unexpired term of Greg Szczesny, and the establishment of the position of Youth Court Director to manage day-to-day operations of the Youth Court, and

WHEREAS, Councilwoman Standaert has recommended the appointment of Melinda Acker to serve as Youth Court Director, and

WHEREAS, the Town Board wishes to re-appoint members of the Clifton Park Youth Court Community Board whose terms have expired; now, therefore, be it

RESOLVED, that the Town Board hereby reappoints, to the Clifton Park Youth Court Community Board, the following for two year terms, terms to expire December 31, 2019

Violet Palombo	312 Wolfe Rd, Latham	Youth Court Advisor
Steven Bayle	152 West High Street, Ballston Spa	Saratoga Co. Probation
Linda Campion	6 Englemore Court, Clifton Park	Victim Advocate
Pat Campion	24 West High Street, Ballston Spa	Saratoga Co. Assistant D.A.
Wes Car	152 West High Street, Ballston Spa	Saratoga Co. Youth Bureau Director

and be it further

RESOLVED, that Melinda Acker, 15 Forest Drive, Ballston Lake, be appointed as Youth Court Director, term to expire December 31, 2018, and be it further

RESOLVED, that Cynthia Scavo, 9 Rosewood Dr., Clifton Park, be appointed as Youth Court Program Coordinator, term to expire December 31, 2018.