


TOWN OF CLIFTON PARK TOWN BOARD MEETING

March 13, 2023

The Town Board meeting can be viewed live by visiting www.cliftonpark.org Scroll down to click

 ONLINE BOARD MEETINGS

- I. **Call to Order/7:00 P. M. – Wood Room, Town Hall**
- II. **Pledge to Flag**
- III. **Roll Call**
- IV. **Approval of Town Board Minutes**
- V. **Communications/Announcements**
- VI. **Business**
 - **Resolutions for Consideration**
 - **Other Business**
- VII. **Open Public Privilege**

NOTE:

At this time, the Town Board meeting will be open to the public following CDC and New York State Guidelines for COVID-19. Please check www.cliftonpark.org for final agenda and updates. 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
March 13, 2023

| <u>SOURCE</u> | <u>RESOLUTION</u> | <u>CONTACT</u> |
|------------------------|---|----------------------|
| 1. Building & Grounds | Authorize the Supervisor to sign an agreement with Environmental Design Partnership for engineering services for the sports courts at Village Green, Stony Creek #1 Park District | P. Barrett |
| 2. Building & Grounds | Authorize Mariaville Fence to complete repairs to the fences and backstops at fields 11,13 & 14 at the Common | P. Barrett |
| 3. Buildings & Grounds | Authorize rental of golf carts from Satch Sales for July 4 th celebration at Clifton Common | P. Barrett |
| 4. Buildings & Grounds | Authorize the Supervisor to sign an agreement with Sanders Fire & Safety to repair the fire alarm system at Clifton Common Ice Arena | P. Barrett |
| 5. Buildings & Grounds | Authorize extension of agreement with Twin Bridges for transfer station solid waste disposal | P. Barrett |
| 6. Parks & Recreation | Authorize the hiring of seasonal staff for the 2023 season | A. Reid & L. Walowit |
| 7. Supervisor | Authorize Supervisor to accept quote from Flight Creative Group for Town website upgrades | C. O'Hara |
| 8. Supervisor | Appoint Suzanne Syzdek as the Clifton Park/Halfmoon Ambulance Corps representative to the Clifton Park Citizens Corps Council | P. Barrett |
| 9. Planning | Authorize the Supervisor to enter into a purchase and sale agreement for property at 1503 and 1505 State Route 146 | P. Barrett |

RESOLUTION

1

Resolution No. _____ of 2023, a resolution to retain Environmental Design Partnership (EDP) to perform design and construction engineering services for improvements to the sports courts at Village Green, Stony Creek #1 Park District.

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

WHEREAS, Stony Creek #1 Park District has asked the Town Board to proceed with the engineering service proposal submitted by EDP to prepare options to transform one (1) existing tennis court into three (3) pickleball courts at a cost not to exceed \$10,000, and

WHEREAS, EDP has successfully designed and performed construction inspection services at numerous sports court facilities within the Town, and

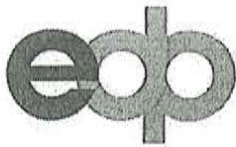
WHEREAS, Supervisor Barrett recommends accepting the EDP proposal based upon their qualifications for the services to be rendered and upon recent successful experience with the Town Park projects; now, therefore be it

RESOLVED, the Town Board, as commissioners of the Stony Creek #1 Park District, determined that it is in the public interest to engage EDP for engineering construction management services, and, be it further

RESOLVED, that the Supervisor is authorized to execute an agreement with EDP for professional engineering services for the sports court project at Stony Creek #1 Park District, and be it further

RESOLVED, that the Supervisor is authorized to retain Environmental Design Partnership per the attached scope of work, for design/planning and bid document preparation for improvements to the sports courts at Village Green, Stony Creek #1 Park District in an amount not to exceed \$10,000, and be it further

RESOLVED that the comptroller is authorized to transfer \$10,000 from SP9-7115-200 (Stony Creek I Park District-Parks-Equipment) to SP9-7115-135 (Stony Creek I Park District-Parks-Engineering) to offset costs associated with the proposal.



**ENVIRONMENTAL DESIGN
PARTNERSHIP, LLP.**

Shaping the physical environment

900 Route 146 Clifton Park, NY 12065
(P) 518.371.7621 edplp.com

November 22, 2022

The Honorable Phillip Barrett, Supervisor
Town of Clifton Park
One Town Hall Plaza
Clifton Park, NY 12065

Regarding: Proposal for Professional Services
Village Green
Tennis Court Replacement
Tax Parcel Id: 284.13-1-1

Dear Supervisor Barrett:

On behalf of the Environmental Design Partnership, LLP (EDP), I would like to thank you for offering our firm the opportunity to provide you with this professional services proposal for work associated with the Village Green tennis court replacement. The scope of services within this proposal is based upon a revised conversations with Dan Clemens, Supervisor, Town of Clifton Park Building and Grounds Department and the Town's Park Department after discussions with the Park District had budget concerns.

PROJECT UNDERSTANDING

It is EDP's understanding that the Town of Clifton Park is seeking to resurface one (1) combination tennis / pickle ball court located within the Village Green Park. The court will be restriped for (3) pickle ball courts. Resurfacing of the courts will require the removal of a section existing fence fabric, milling of the pavement surface, deletion of curb, and removal of nets. EDP has assumed the new courts will be constructed within the same foot print as the existing courts. As part of this process, the courts will receive a new top course, acrylic surface and striping, new net systems and put back of removed section of fence fabric.

EDP assumes adequate drainage exists for the court and surrounding adjacent ground. EDP has excluded topographic survey, grading, and drainage improvements from this scope.

As this project is generally a replacement in kind, EDP anticipates this action would be considered a Type II Action pursuant to State Environmental Quality Review Act (SEQRA).

EDP's scope of services are included below.

SCOPE OF SERVICES

Task 1 – Limited Basemap

- Obtain aerial imagery and overlay tax map boundary to be utilized as base information.

Task 2 – Construction Documents

EDP will prepare Construction Documents for the project including drawings and specifications such that the project can be competitively bid. The Site Plans will generally include the following:

- Existing conditions plan;
- Site/layout plan;
- Details.

EDP will prepare the Project Manual and the technical specifications for the project. EDP assumes the reuse of previous provided up front specification sections (Division 00 and 01).

Draft plans and project manual will be provided to Town of Clifton Park for review and comment. Once comments have been received and incorporated, final construction documents will be provided.

It is anticipated that the overall project site disturbance will not exceed one (1) acre in size and the project will not require coverage under the New York State Department of Environmental Conservation (NYSDEC) State Pollutant Discharge Elimination System (SPDES) General Permit for Stormwater Discharges Associated with Construction Activities (GP-0-20-002). Therefore, a full Stormwater Pollution Prevention Plan (SWPPP) including water quality and quantity treatment will not be prepared.

Task 3 – Bid Assistance

EDP will provide bidding assistance to Town of Clifton Park for the project. Bidding assistance is anticipated to include the following services:

- Answer questions from prospective bidders related to the site/civil elements of the project;
- Prepare Addenda as necessary for the site/civil elements of the project; and,
- Evaluate bids and recommend selection.

Task 4 – Construction Administration

EDP will provide construction administration services for the project. EDP anticipates the following construction administration services:

- Response to Contractor Requests-for-Information (RFIs) for site/civil elements of the project;
- Assist in the review of Change Orders for site/civil elements of the project;
- Assist in the interpretation of contract documents for site/civil elements of the project; and,
- Review of Contractor shop drawings and submittals for site/civil elements of the project.
- A total of 5 site visits and 3 meetings are included. If additional site visits and meetings are required, they will be completed on an hourly basis.

QUALIFICATIONS AND EXCLUSIONS

- The limits of the project scope will generally conform to the area of the park immediately adjacent to the tennis court.
- Archaeological studies are excluded.
- Architectural design services are excluded.
- Survey stakeout services are excluded.
- Threatened and/or endangered species site specific studies are excluded.
- Wetland permitting
- This proposal does not include any construction permitting, or construction inspection.
- Traffic studies are excluded.
- Any and all plans or project documents provided to the Owner or Owner's Contractor prior to final municipal approval or agency review shall be considered preliminary and not to be used for construction or project budgeting. Only those plans bearing the signature and seal of the issuing professional and approving municipal entities shall be used for construction or project financing considerations;
- The specific location of gas, electric, telephone and cable utility services as they relate to the site plan shall be determined by others. No design of electrical, gas, telephone or cable utilities is included.
- Geotechnical investigations are excluded.
- Site lighting and electrical plans are excluded.
- Any work not specifically included in the Scope of Services is excluded.

FEE

EDP proposes to complete the above listed services on an hourly basis in accordance with our Charge-Out Rates in effect at the time services are rendered. A copy of our current Charge-Out rates is attached. EDP recommends the following budgets for the tasks listed above.

Tasks 1-4

Budget : \$10,000 Lump Sum

Billing statements will be mailed monthly for the percentage of work completed during the previous calendar month. Payment is requested within thirty (30) days of the billing date. A finance fee of 1.5 percent per month will be assessed on any balance not paid within thirty (30) days. Any disputed billings must be brought to the attention of EDP, in writing, within fourteen (14) days of the billing, otherwise it will be assumed that the billing statement is accurate and acceptable.

The individual tasks will not be tracked and billed separately. EDP will assess a 15% handling charge to process subcontractor charges and their associated invoices. You may elect to retain the subcontractor directly to eliminate this charge. The fee for professional consulting services may be

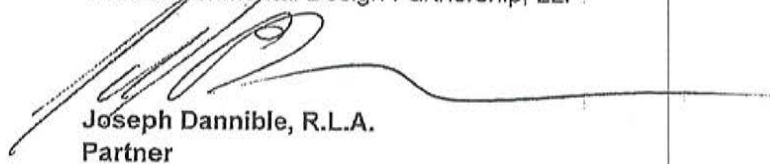
Honorable Phillip Barrett
November 22, 2022
Page 4

ENVIRONMENTAL DESIGN PARTNERSHIP, LLP.
Shaping the physical environment

adjusted by deletions or additions to the scope of work at your request.

If this proposal for professional consulting services is acceptable, please sign and return one copy to our office at your earliest convenience. Please contact us at (518) 371-7621 if you have any questions or require any additional information. Thank you for your consideration and we look forward to working with you on this project.

Best Regards,
The Environmental Design Partnership, LLP:



Joseph Dannible, R.L.A.
Partner

cc: Current Hourly Charge-Out Rate



Authorization to Proceed (Client Signature and Print)

2-16-23

Date

THE ENVIRONMENTAL DESIGN PARTNERSHIP, LLP.
HOURLY CHARGE-OUT RATES
AS OF
JANUARY 1, 2022

| | |
|--|----------------------------|
| Partner, P.E., L.A., P.L.S. | \$170 to \$195 per hour |
| Associate, P.E., L.A., P.L.S. | \$100 to \$175 per hour |
| Project Engineer | \$90 to |
| Project Landscape Architect | \$150 per hour |
| Project Surveyor | |
| Technician | \$65 to |
| Assistant Design Professional | \$95 per hour |
| Environmental Resource Specialist | \$85 per hour |
| Survey Crew | \$160 to \$250 per hour |
| Survey Assistant | \$65 to \$95 per hour |
| Construction Inspection Services | \$85 to \$105 per hour |
| Secretarial/Bookkeeper | \$70 to \$80 per hour |
| Direct Costs: | |
| Aerial Photography Fee (drone) | \$400 per flight |
| Aerial Survey Photogrammetry Fee (drone) | (\$500 min) |
| First 10-100 acres | \$50 per acre |
| Next 1-100 acres | \$25 per acre |
| Additional acreage | \$12.50 per acre |
| LIDAR | x 1.5 |
| GPS Zeno 20 Field Unit | \$65 per hour |
| Mileage | \$0.65 per mile |
| Large format print charges – Black and White | \$0.50 per sq ft |
| Color | \$1.50 per sq ft |

Dan Clemens

From: Brian Easton <eastonb@nycap.rr.com>
Sent: Sunday, February 12, 2023 7:08 AM
To: Dan Clemens; Regan, Cardona
Subject: Village Green Pickleball Court

Dan/Regan,

At our last meeting we approved up to \$10,000 in engineering costs for the pickleball court at the current tennis court location off Weston Drive. We would like the engineering firm to explore two options and provide us with a cost for each. The first option would be to orient 3 courts east to west. The issue with this option is that a standard 60' X 30' pickleball court will not fit without removing the raised edge around the court. The fence is in the edge, and it is also holding the dirt back. Moving/replacing the fence as well as re-grading the area could prove costly. The second option would be to orient 2 courts north to south, end to end. This option is within inches of fitting without removing the edge which should be close enough. This option also has an advantage of not looking into the late afternoon/evening sun, but it will require a net dividing the 2 courts. Since we are paying for the estimated cost of each option, we would like to see a fairly detailed cost estimate, not just a ball park number. We expect that we proceed with construction for one of the options but, if we don't, my understanding is that we will only pay for the engineering costs incurred for the estimates. As outlined in the fee paragraph of EDP's Nov. 22, 2022 letter of scope, it is our understanding we will be charged on an hourly basis and the stated fee of \$10,000 lump sum is for budgetary purposes. Please clarify if this assumption is incorrect. Also, if this needs Town Board approval, please let me know so we can attend and support the resolution.

Thanks,

Brian

RESOLUTION

2

Resolution No _____ of 2023, a resolution to authorize dugout fence and backstop repairs to Fields #11, 13 and 14 at Clifton Common.

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

WHEREAS, Dan Clemens, Director of Buildings, Parks, and Recreation sought quotes for the repair of the dugout fences and backstops at fields 11, 13 & 14 at Clifton Common, and

WHEREAS, Mariaville Fence submitted the lowest conforming quote in the total amount of \$6,450.00 for the repairs to the dugout chain link fence and backstop at all three (3) fields; now, therefore, be it

RESOLVED, that the Director of Buildings, Parks, and Recreation is authorized to accept the quote from Mariaville Fence for Fields #11,13 and 14 per the attached documents to be paid from A-7112-200 (General Fund- Clifton Common-Equipment).

Town of Clifton Park
Buildings & Grounds

Quote Cover Sheet

Date: February 28, 2023

**Description: Repairs to chain link fence and dugouts on fields
11, 13 and 14, upper quad baseball on the Common**

Vendor #1: Siena Fence - declined to quote

Vendor #2: Bruce Fence Co. Inc. - \$9,889.00

Vendor #3: Mariaville Fence - \$6,450.00

Vendor #4: AFSCO - \$8,944.00

Vendor #5:

Vendor #6:

Comments: Repairs requested by CPBL

Decision: Mariaville Fence - \$6,450.00



Town of Clifton Park Buildings & Grounds

One Town Hall Plaza • Clifton Park, New York 12065 • (518) 371-6651 Ext. 251 • Fax: (518) 371-1136

The Town of Clifton Park, through the Buildings & Grounds Department seeks price quotes from qualified entities for repairs to upper quad baseball fields located at Clifton Common, Vischer Ferry Road Clifton Park NY 12065.

Scope of work is as follows but not limited to:

Field 11 backstop repairs:

- Replace 40 LF of 12-foot height galvanized 2 x 9 chain link fence.
- Replace 40 LF of 6-foot height galvanized 2 x 11 chain link canopy.

Field 13 dugout repairs:

- Stretch and secure loose chain link.
- Straighten/plumb two (2) bent posts.
- Replace 40 LF of 1 5/8 top rail.
- Replace 20 LF of 4-foot height 2 x 9 galvanized chain link fence.

Field 14 dugout repairs:

- Stretch and secure loose chain link.
- Straighten/plumb two (2) bent posts.

Dispose of all waste properly

The Town requires proof of Liability Insurance with One Million Dollars naming the Town as an additional insured, as well as appropriate Workers Compensation Insurance and automobile insurance.

Prevailing wage rate as described by New York State must be paid. The Town of Clifton Park reserves the right to reject any and all quotes.

The Town of Clifton Park reserves the right to require a performance bond.

Please contact Regan Cardona at rcardona@cliftonpark.org 518-371-6651 extension 251 for an appointment to do a site visit.

Quotes are due by Monday February 27, 2023 at 2:00pm

SENT TO
4 COMPANIES
2/6/2023

Dan Clemens

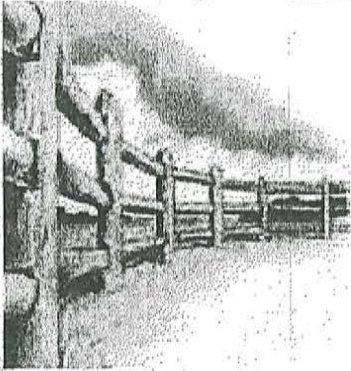
From: Jeremy Lawrence <jeremy@sienafence.com>
Sent: Tuesday, February 7, 2023 7:42 AM
To: Dan Clemens
Subject: RE: quote please

We will not be bidding. Thank you for the opportunity.

Thank you,

Jeremy Lawrence

Office Manager - jeremy@sienafence.com



Siena Fence Co., Inc.
Direct# 518-509-3802



Please consider the environment before printing this e-mail

From: Dan Clemens <DClemens@cliftonpark.org>
Sent: Monday, February 6, 2023 1:10 PM
To: Jeremy Lawrence <jeremy@sienafence.com>
Subject: quote please



This email comes from outside the organization.

Do not click links or open attachments unless it is an email you expected to receive.

Please see attached Request For Proposal.
Please advise if you would like to provide a quote or not.

Thanks, Dan

BRUCE FENCE CO. INC.

3 Miles North of Latham Traffic Circle on Route 9
www.brucefence.com

RESIDENTIAL • INDUSTRIAL

1161 NEW LOUDON RD.
COHOES, NEW YORK 12047
518-783-8792 (phone)
518-783-0107 (fax)

Town of Clifton Park Building & Grounds
Owner's Name

One Town Hall Plaza
Address

Clifton Park, NY 12065 518.371.6551
Phone
Fax 518.371.1136

Attn: Dan Clemens, ext 248
Cell # 518.281.5065

Re: Clifton Commons
Upper Quad Baseball Fields
Visher Ferry Road
Clifton Park, NY

Field 11 backstop repairs:
Replace 40 LF of 12' high galvanized 2" x 9 ga chain link fence
Replace 40 LF of 6' high galvanized 2" x 11 ga chain link canopy.

Field 13 dugout repairs:
Stretch and secure loose chain link
Straighten/plumb two bent posts
Replace 40 LF of 1 5/8" top rail
Replace 20 LF of 4' high galvanized 2" x 9 ga chain link fence.

Field 14 dugout repairs:
Stretch and secure loose chain link
Straighten/plumb two bent posts.

\$9,889.00

QUALIFICATIONS OF BIDS AS FOLLOWS:

All clearing, grading and layout of fence lines to be done by others. Quotation includes 3 million dollar maximum liability insurance.
Access to work area by rubber tired vehicles to be provided by others. Underground utilities and structures shall be located and protected by others.
All excavation spoils to be cast along fence lines. All retainage withheld shall be paid within 10 days of receipt of same by owner but not longer than 6 months after the invoice for the work.
All work shall be completed in 1 mobilization.
Additional mobilizations, \$500. each.

In consideration, the Owner agrees to pay Bruce Fence Co., Inc. the sum of \$ **9,889.00** Dollars,
pursuant to the following payment schedule: N/30 after completion of work

This contract is subject to the terms and covenants and conditions on the reverse side hereof, and is not binding upon Bruce Fence Co., Inc. until accepted.

BRUCE FENCE CO. INC. (Owner)

By _____
Mark Bruce

By _____

You, the Buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction - see the attached Notice of Cancellation form for an explanation of this right.

Mariaville Fence

60-1 Blue Barns Rd Proposal/Contract
Rexford, NY, 12148

Office 518.864.5746

Proposal Date: 2/17/2023
Proposal #: 3127
Project:
Estimator: Greg Tarte

Bill To:

Town of Clifton Park
One Town Hall Plaza
Clifton Park, NY, 12065

Customer Phone

| Description | Total |
|---|----------|
| <p>CLIFTON COMMON, UPPER QUAD FIELDS 11, 13 & 14</p> <p>Repairs as described in supplied scope of work.</p> <p>-Field 11 backstop repairs Replace 40 lf of 12' high 2x9 galvanized chain link fabric. Replace 40 lf of 6' high 2x11 galvanized chain link canopy fabric.</p> <p>-Field 13 dugout repairs Stretch and secure loose chain link fabric Straighten/plumb two bent posts. Replace 40 lf of 1-5/8 top rail Replace 20 lf of 4' high 2x9 galvanized chain link fabric.</p> <p>-Field 14 dugout repairs Stretch and secure loose chain link. Straighten/plumb two bent posts.</p> | 6,450.00 |

We look forward to working with you.
Please find us at www.MariavilleFencing.com

www.MariavilleFencing.com

SIGNATURE _____

Total **\$6,450.00**



AFSCO FENCE SUPPLY CO., INC.

185 Troy-Schenectady Rd.
PO Box 98
Latham, NY 12110
(518) 783-0395
(518) 783-9333 fax

34 Big Boom Rd.
Queensbury, NY 12804

(518) 792-7076
(518) 798-5836 fax

February 27, 2023

We propose, subject to acceptance, to sell and/or install the materials enumerated below:
Title to materials remains with AFSCO Fence until paid in full.

Name: **Town of Clifton Park**
One Town Hall Plaza
Clifton Park, NY 12065
Attn: Regan Cardona

Ship To: **Clifton Commons Baseball Field Work**

This contract is subject to terms, covenants, and conditions on part II of Proposal
PROPOSAL (Part I of II)

Field 11 Backstop Repairs:

Field 13 Dugout Repairs:

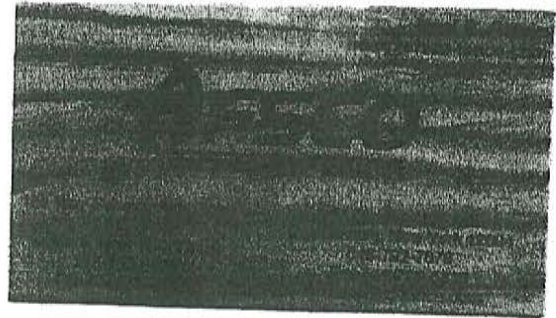
Field 14 Dugout Repairs:

AfSCO Fence will complete all of the work at Field 11, Field 13, and Field 14, as per the Work Scope received, and the Site Visit we completed. All fencing components installed will match the existing. Damaged material removed will be hauled away.

Total Installed \$8,944

Exclusions:

Location of all private underground utilities.



- **BUILDING PERMITS BY OTHERS.**
- **LINES TO BE CLEAR & STAKED BY OTHERS.**
- **PROPER TAX-EXEMPT CERTIFICATE NEEDED WITH ORDER.**
- **ALL PRIVATE UNDERGROUND UTILITIES TO BE STAKED BY OWNER.**

IF REQUIRED

RECOMMENDED BY:

Representative

NEAL R. GALVIN: PRESIDENT

ACCEPTED BY:

Purchaser

This _____

Day of _____

20 _____



Town of Clifton Park Buildings & Grounds

One Town Hall Plaza • Clifton Park, New York 12065 • (518) 371-6651 Ext. 251 • Fax: (518) 371-1136

The Town of Clifton Park, through the Buildings & Grounds Department seeks price quotes from qualified entities for repairs to upper quad baseball fields located at Clifton Common, Vischer Ferry Road Clifton Park NY 12065.

Scope of work is as follows but not limited to:

➤ **Field 11 backstop repairs:**

Replace 40 LF of 12-foot height galvanized 2 x 9 chain link fence. -

Replace 40 LF of 6-foot height galvanized 2 x 11 chain link canopy. -

➤ **Field 13 dugout repairs:**

Stretch and secure loose chain link.

Straighten/plumb two (2) bent posts.

Replace 40 LF of 1 5/8 top rail.

Replace 20 LF of 4-foot height 2 x 9 galvanized chain link fence.

➤ **Field 14 dugout repairs:**

Stretch and secure loose chain link.

Straighten/plumb two (2) bent posts.

Dispose of all waste properly

The Town requires proof of Liability Insurance with One Million Dollars naming the Town as an additional insured, as well as appropriate Workers Compensation Insurance and automobile insurance.

Prevailing wage rate as described by New York State must be paid. The Town of Clifton Park reserves the right to reject any and all quotes.

The Town of Clifton Park reserves the right to require a performance bond.

Please contact Regan Cardona at rcardona@cliftonpark.org 518-371-6651 extension 251 for an appointment to do a site visit.

Quotes are due by Monday February 27, 2023 at 2:00pm

AFSCO FENCE SUPPLY CO., INC.

185 TROY-SCHENECTADY RD.

LATHAM, NY 12110

783-0395 783-9333 fax

Customer: _____

Date: _____

Address: _____

Phone: _____

Work: _____

Fax: _____

Contact: _____

Fence: _____

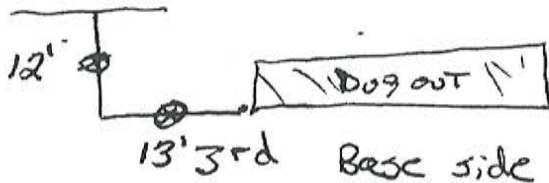
Field # 11



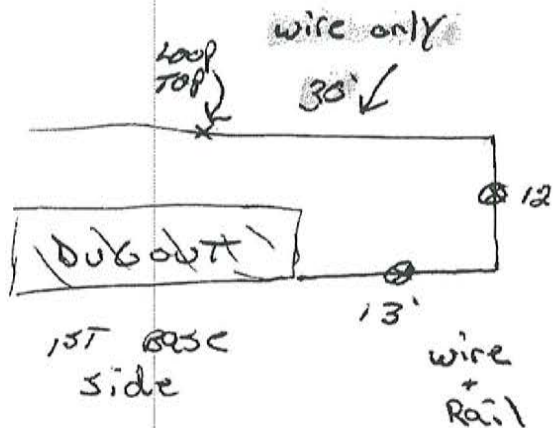
Replace 40'
Backstop wire
12' high

Also Replace overhang wire
2 runs 6' high
Around 80'

Field # 13



wire
+
Rail



mat's needed =

- 3 - 2 1/2 domes
- 3 - 4' Bases
- 80' - 4' Aluminized wire
- 50' - 1 5/8 Top Rail
- 4' - 2" wire Post's
- 4 - 2" x 1 5/8 Loop Tops

Notes:

- 1 - 2 1/2 x 1 5/8 Loop Top
- 8 - 1 5/8 Rail ends
- 24 - 2 1/2 Tention Bands

AFSCO FENCE SUPPLY CO., INC.

185 TROY-SCHENECTADY RD.

LATHAM, NY 12110

783-0395 783-9333 fax

Customer: _____

Date: _____

Address: _____

Phone: _____

Work: _____

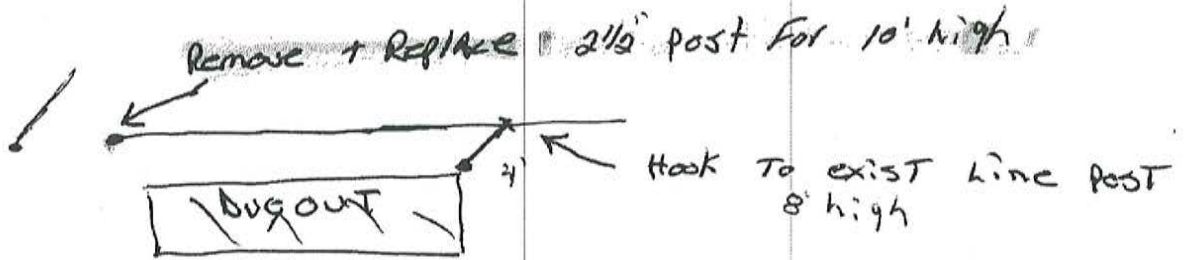
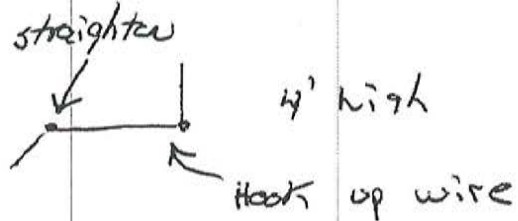
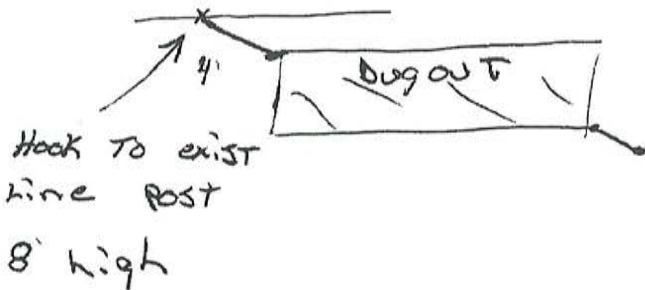
Fax: _____

Contact: _____

Fence: _____

Field #
Field 14

3rd Base



mat's needed:

4' - 8' high Aluminized

8' - 1 5/8 Top Rail

1 - 2 1/2 x 14' GALV post

4 - 1 5/8 Rail ends

4 - 8 T Bars

14 - 2 1/2" Tention Bands

2 - 2 1/2" - Brace Bands

Notes:

RESOLUTION
3

Resolution No. _____ of 2023, a resolution authorizing the rental of thirty-nine (39) golf carts from Satch Sales for the July 4th celebration at Clifton Common.

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

WHEREAS, quotes were requested by Dan Clemens, Director of Buildings, Parks and Recreation, for golf cart rentals for the July 4th celebration at Clifton Common, and

WHEREAS Satch Sales, 63 Broadway, Menands, NY submitted the only conforming quote at a cost not to exceed \$5,850, which includes round-trip delivery of the golf carts, and

WHEREAS, Dan Clemens has recommended the golf carts be rented from Satch Sales for communication, coordination and security at the Town's 4th of July events, now, therefore, be it

RESOLVED, that the Supervisor is authorized to sign an agreement with Satch Sales for the rental of thirty-nine (39) golf carts for the 2023 July 4th celebration at Clifton Common, and be it further

RESOLVED that the Comptroller is authorized to pay \$5,850 for the rental and round-trip delivery of these thirty-nine (39) golf carts from account A-7550-52 (General Fund-Festivals-July 4th Fest)

Town of Clifton Park
Buildings & Grounds

Quote Cover Sheet

Date: March 7, 2023

Description: Rental of Golf Carts for July 4th

Vendor #1: Satch Sales \$5,850.00

Vendor #2: Five Star Golf Cars - No Reply

Vendor #3: W&B Golf Carts - No Reply

Vendor #4: Maple Grove Equipment - No Reply

Vendor #5:

Vendor #6:

Comments:

Decision: Satch Sales \$5,850.00



Satch Sales

Mobile Solutions
Since 1970

63 Broadway, Menands, NY 12204
518-426-5002 or 1-800-834-1464
FAX 518-426-5146



2/13/23 DATE

QUOTE

ORDER

CUSTOMER: Town of Clifton Park

ADDRESS: _____

PHONE: 518 371 0651 x251 FAX: _____

ATTENTION/CONTACT: Regan Cardona

| QUANTITY | DESCRIPTION | PRICE EACH | EXTENDED PRICE |
|----------|---------------------|---------------|----------------------|
| 13 | golf cars | \$95/day/car | \$1235.00 |
| 11 | 4 passenger | \$125/day/car | \$1375.00 |
| 3 | 4 passenger | \$230/day/car | \$690.00 |
| 10 | Carryall's | \$190/car/day | \$1900.00 |
| 2 | EMT | \$175/car/day | \$350.00 |
| 2 | Round trip Delivery | 150/each | \$300.00 |
| | *all go w/ rpts * | | |
| | | | \$5500.00 |
| | | | \$5850.00 |

emailed
D. Clemens
to confirm
3/7/23

SPECIAL CONSIDERATIONS: _____

PURCHASE ORDER #: _____

TAX EXEMPT #: _____

ACCOUNT MGR: _____ DATE: _____

ORDER CONFIRMATION: SIGNATURE _____
 NAME _____
 TITLE _____
 DATE _____

Golf Cart Rentals for J4:

- 5 Star Golf Cars

409-8319

LM 2/13, 2/23

- W + B Golf Carts

888-439-1132

LM 2/13, 2/23

- Maple Grove Equipment

413-743-2118

LM 2/13, 2/23

NO Reply from ANY

RESOLUTION

#4

Resolution No. _____ of 2023, a resolution authorizing the Supervisor to sign an agreement with Sanders Fire & Safety to make repairs to the fire alarm system at the Clifton Common ice arena.

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

WHEREAS, Dan Clemens, Director of Buildings, Parks & Recreation has requested these repairs, and

WHEREAS, two quotes were submitted per the job specifications and Sanders Fire & Safety, Mechanicville NY, submitted the lowest conforming quote in the amount of \$12,985, and

WHEREAS, Mr. Clemens has recommended that Sanders Fire & Safety be authorized to repair the fire alarm system, for an amount not to exceed \$12,985; now, therefore, be it

RESOLVED, that the repair of the fire alarm system at the Clifton Common Ice Arena is awarded to Sanders Fire & Safety at a cost not to exceed \$12,985, to be paid with a transfer from A-1990-15 (Contingency) to A-7112-24 (General Fund-Clifton Common-Maintenance).

Town of Clifton Park
Buildings & Grounds

Quote Cover Sheet

Date: March 1, 2023

Description: Repairs to the fire alarm at the arena

Vendor #1: Sanders Fire & Safety - \$12,985.00

Vendor #2: Alarm & Suppression, Inc. - \$21,500.00

Vendor #3: North East Fire Protection Ststems Inc. - Declined

Vendor #4: Fire, Security and Sound Systems Inc. - no reply

Vendor #5: Shepherd communications and Security - no quote

Vendor #6: AVN Control - no quote

Comments: Both AVN & Shepherd replied to the RFP but did not submit a quote.

Decision: Sanders Fire & Safety - \$12,985.00



Town of Clifton Park Buildings & Grounds

One Town Hall Plaza • Clifton Park, New York 12065 • (518) 371-6651 Ext. 251 • Fax: (518) 371-1136

The Town of Clifton Park, through the Buildings & Grounds Department seeks price quotes from qualified entities for fire alarm system repairs located at Clifton Park Arena, 16 Clifton Common Blvd., Clifton Park NY 12065.

Scope of work is as follows but not limited to:

- Supply and install (2) Firelite Intelligent Beam Detectors (Rink #1 Center, Rink #1 Right Side)
- Supply and install (1) Remote Annunciator
- Supply and replace (13) Smoke Detectors (Concession Area, Storage Rms, Small Office, Bathrooms) 5 in the lobby. **The current wiring is cut (replace as needed) and not functional. Per code enforcement change the heats over to smoke detection and make them operational.*
- Supply and replace (1) Horn Strobe (that is broken by mechanical room)
- Provide any programming needed and perform a final test of the system.

Dispose of all waste properly

The Town requires proof of Liability Insurance with One Million Dollars naming the Town as an additional insured, as well as appropriate Workers Compensation Insurance and automobile insurance.

Prevailing wage rate as described by New York State must be paid. The Town of Clifton Park reserves the right to reject any and all quotes.

The Town of Clifton Park reserves the right to require a performance bond.

Please contact Dom Fraser at domfraser@cliftonpark.org 518-469-0905 for an appointment to do a site visit.

Quotes are due by Tuesday February 28, 2023 at 2:00pm

Sanders Fire & Safety

26 Viall Avenue Mechanicville, NY 12118 Phone: (518) 665-0400 Fax: (518) 665-0637
"Protecting People and Property since 1933"

Date: February 9, 2023
To: Dan Clemens
Town Of Clifton Park
Sub: Clifton Park Ice Arena Fire Alarm System Repairs Rink #1
Email: dclemens@cliftonpark.org
Cc: wmmorris@sandersfireandsafety.com

Dear Mr. Clemens,

The following is Sanders proposal for the Fire Alarm System at the above property. The proposal is based on information received and discussed with our office.

The proposal covers equipment needed for the Repair at the Clifton Park Ice Arena

Fire Alarm System repairs Includes:

- (2) Firelite Intelligent Beam Detectors (Rink #1 Center, Rink #1 Right Side)
- (1) Remote Annunciator
- (13) Smoke Detectors (Concession Area, Storage Rms, Small Office, Bathrooms) 5 in the lobby
- (1) Horn Strobe (that is broken by mechanical rm)
- PW Labor to install 2 beam detectors
- PW Labor to rewire and install 13 smoke detectors from concession area to the bathroom.
*The current wiring is cut and not functional. Per code enforcement change the heats over to smoke detection and make them operational.
- Programming
- One(1) final test, any additional trips will be added to the final invoice

Investment: \$12,985.00

Note: On-site lift will be needed to perform this work.

See Page #2

- (Applicable taxes & Freight are not included)
- Terms per Schedule of Values Per SFS and Customer
- Material invoiced on Receipt
- Quote is valid until 3-09-23.
- Due to the ongoing impact of global supply chain shortages, all material deliveries are subject to potential long delays. Sanders is continuously monitoring all shipments and will work with you to help mitigate the delays.

Not Included:

- Additional power
- Additional devices that may be required by code enforcement
- 120-volt wiring
- Permits (If required will be added to invoice)
- Performance Bond (If required will be added to invoice)
- Stamped Drawing (If required will be added to invoice)
- Paint and Patch
- Internet connections
- Additional labor above what's quoted due to unforeseen problems

Date: _____

Accepted By: _____

Title: _____

Respectfully Submitted:

Jason Polnak
Project Manager



Sanders Fire & Safety
26 Viall Avenue
Mechanicville, NY 12118
Phone: (518) 665-0400
Toll Free: (800) 503-9450
Fax: (518) 665-0637
Cell: (518) 879-1261
Email Address: jpolnak@sandersfireandsafety.com
Web Address: www.sandersfireandsafety.com
Lic# 12000018389



ALARM & SUPPRESSION, Inc.

- Fire & Life Safety Professionals -

331 Ushers Road, Suite #3, Ballston Lake, New York 12019
Phone: 518.399.5110 - Fax: 518.399.8702 - www.alarmandsuppression.com

Licensed by the
NYS Dept of State
License No.: 1200034322

Licensed by the
State of Vermont
License No.: ES-949



We support and
Encourage NICET
certification

February 27, 2023

Project Name: Town of Clifton Park Buildings and Grounds Clifton Park Arena Fire Alarm Repairs 4047-16

Work Sites:

Clifton Park Arena
16 Clifton Common Blvd
Clifton Park, NY

Contractor:

Daniel J. Clemens Director of Buildings, Parks and Recreation 518-281-5065 dclemens@cliftonpark.org

Alarm and Suppression is pleased to provide you with the following proposal for repairs as noted in the Provide Repair/SOW for the existing FireLite E200X Fire Alarm System. Below is a list of the major components for the FA:

Supply and Install (2) Firelite Intelligent Beam Detectors (Rink #1 Center, Rink #1 Right Side)

- 2- Beam Detectors, Intelligent (Install via Extension Ladder on East End of Building)
- 2- Remote Test Switch
- Lift Rental (Installation Aligning of Reflector) (Deduct \$1200.00 if not required)
- Technical Labor (Installation/Testing/Certification)

Supply and replace (13) Smoke Detectors (Concession Area, Storage Rooms, Small Office, Bathrooms) The current wiring is cut and not functioning. Per Code Enforcement change the heats to smoke detection and make them operational.

- 21- Smoke Detectors (SOW Notes 13, Site Walk we noted 21 units) Pull new wire from panel to front of building and repair splices as required to complete loop) (All wire to be run neatly Free Air or in existing Conduit
- Technical Labor (Installation/Testing/Certification)

Supply and replace (1) Horn/Strobe (That is broken by Mechanical Room)

- 1- Horn/Strobe, Red, Wall Mount
- Technical Labor (Installation/Testing/Certification)

Quoted Price:

\$21,500.00

Inclusions:

- Materials as noted above
- Technical Labor as listed above (Prevailing Wage)
- Misc materials (Wire/fittings. Ect.)

Exclusions:

- Applicable Sales or Use Tax
- Devices Not Noted in Provide SOW
- Permits or FPE Responsibilities
- Overtime work Hours
- Repair/Replacement of any devices not noted above or found faulty during operation check

Please Note: Alarm and Suppression shall not be liable for material delays caused by supply chain delays, or manufactures delays is supply of equipment.

Quoted price is good for 30 days from above noted date.

Authorized Signature:

Patrick Carver

Printed Name:

518-399-5110

PO#:

pcarver@alarmandsuppression.com

Dan Clemens

From: Stacey Fantauzzi <StaceyF@nefpsi.com>
Sent: Tuesday, February 14, 2023 1:35 PM
To: Dan Clemens
Subject: RE: quote please

Dan,

Thank you for the email.

North East Fire Protection Systems, Inc (NEFPSI) does not currently work on Fire Alarm Systems.

Thank you,

-Stacey

Stacey J. Fantauzzi

Vice President, Operations
North East Fire Protection Systems Inc.
318 Charlton Rd.
Ballston, NY 12020

Office: (518) 885-1115
Mobile: (518) 857-0018

www.nefpsi.com

From: Dan Clemens <DClemens@cliftonpark.org>
Sent: Tuesday, February 14, 2023 12:54 PM
To: Stacey Fantauzzi <StaceyF@nefpsi.com>
Subject: quote please

Please see attached Request For Proposal.
Please advise if you would like to provide a quote.

Thanks, Dan

Daniel J. Clemens
Director of Buildings, Parks and Recreation
Town of Clifton Park, NY
Cell: 518-281-5065

RESOLUTION
#5

Resolution No. _____ of 2023, a resolution extending the contract for Transfer Station Solid Waste Disposal.

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

WHEREAS, by resolution 43 of 2021, the Town authorized the agreement with Twin Bridges to transport and dispose of solid waste for the Transfer Station for a two-year period beginning on January 15, 2021; and

WHEREAS, this agreement includes a unit price of \$72.50 per ton, and

WHEREAS, this agreement allows for a one (1) year extension if agreed to by both parties, and

WHEREAS, the Town Board and Twin Bridges Waste & Recycling wish to extend the January 15, 2021 agreement for this one (1) year extension, now therefore, be it

RESOLVED that the Supervisor is authorized to execute the one (1) year extension of the agreement with Twin Bridges for residential solid waste transport and disposal at the Town of Clifton Park Transfer Station.

Resolution No. 43 of 2021, a resolution awarding the contract for Transfer Station Solid Waste Disposal.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilwoman Walowit.

WHEREAS, the town published bid documents for the renewal of the Solid Waste Disposal Contract for the Transfer Station on January 15, 2021, and

WHEREAS, bids were opened on February 3, 2021, and

WHEREAS, Twin Bridges Waste & Recycling submitted the lowest responsive proposal, which includes a unit price of \$72.50 per ton; now, therefore, be it

RESOLVED, that the bid of Twin Bridges for residential waste hauling at the Town of Clifton Park Transfer Station is accepted.

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

February 16, 2021

Teresa Brobston, Town Clerk



Town of Clifton Park Transfer station
Contract No 1- Transfer Station Solid Waste Disposal
Bid Solid Waste 2021-2023 Contract

We appreciate you giving Twin Bridges Waste and Recycling LLC the opportunity to submit pricing for your 2021-2023 Residential Waste as well as your furniture and C&D Waste.

Twin Bridges Waste and Recycling LLC Bid for Town of Clifton Park Transfer station for the 2021-2023 is follows:

Twin Bridges will provide all the open top containers needed for the furniture and C&D for the Town of Clifton Park Transfer Station. Twin Bridges has no problem swapping containers within a 24 hour period of request.

Twin Bridges Waste and Recycling will haul and dispose all open tops as well as your 4-42 yd receiving closed compactor boxes to our Department of Environmental Conservation approved and licensed transfer station Located at 12 Tabor Road. Clifton Park NY 12065.

I have enclosed a copy of our NYDEC Permit with our bid. NYSDEC NO. IS 5-4138-00263/00001

The name is Tabor Road Transfer-Station.

Twin Bridges Waste and Recycling LLC will provide all equipment necessary to haul and dispose of Residential Waste and Furniture and C&D for the tipping fee of \$72.50 per ton.

If Twin Bridges Waste and Recycling is lowest bidder, we will send over the insurance from EPIC insurance needed to do all work at the Clifton Park Transfer Station.

If you need a Bid bond, we can get you this as well from Evergreen federal bank.

We have also included a signed non-collusion with our bid.

If you have any questions, feel free to contact me best via cell at 518-901-8121.

Thanks,

Ernie Palmer | Manager
Twin Bridges | PO Box 442 Clifton Park NY 12065
epalmer@tbrecycling.com
twinbridgeswasteandrecycling.com

County Waste & Recycling

February 2, 2021

Town of Clifton Park
Clifton Park, NY 12065

RE: Bid Proposal

To Whom it May Concern:

County Waste & Recycling Service, Inc. is pleased to propose the following response and pricing to your Transfer Station Solid Waste Disposal Bid.

TOTAL BID AMOUNT: (Contract Hauling)

County Waste hereby agrees to transport and dispose of solid waste generated at the Town of Clifton Park Transfer for the following unit price per ton:

| Quantity | Unit Price (per ton) | Total Bid Price (per year) |
|-------------------------|--|----------------------------|
| 2774.16 (based on 2018) | \$66.50 per ton & \$50 per haul (based on average of 410 hauls) | \$204,981.64 |

We look forward to the opportunity to continue working with the Town of Clifton Park. If you have any questions feel free to contact our office.

Sincerely,



Mark Ceresa
Division Vice President

TOWN OF CLIFTON PARK
TRANSFER STATION SOLID WASTE DISPOSAL

INFORMATION FOR BIDDERS

The Town of Clifton Park owns and operates a solid waste transfer station on Vischer Ferry Road for use by residents of the Town. According to currently available records,* the following quantities of solid waste were generated at this facility:

| Category | 2018* | 2019 |
|-------------|--------------|--------------|
| Residential | 2225.87 tons | 2161.99 tons |
| Furniture | 264.21 tons | 356.70 tons |
| C&D | 284.08 tons | 330.88 tons |
| Total | 2774.16 tons | 2849.57 tons |

- 2020 figures not yet available

* In 2018, the biennial bulk waste pick-up service occurred which would reduce tonnage every other year

Bidders are advised that quantities will vary, and payment will be based on actual tonnage certified at the receiving facility.

The Town is seeking proposals from qualified contractors to provide the following services:

A) Contractor Hauling to an approved Solid Waste Facility

The bidder shall be responsible for both hauling solid waste from the transfer station, and for disposal fees at an approved NYSDEC solid waste facility. The bidder shall provide all equipment, including roll-off boxes, tractor-trailers, drivers, and other equipment and labor for the complete hauling and disposal, for the duration of the contract.

Special Notes

- BIDS ARE DUE ON WEDNESDAY, FEBRUARY 3 2021, AT 3:00 PM IN THE TOWN CLERK'S OFFICE AT [mailto:tbrobston@cliftonpark.org?subject=BID Solid Waste 2021-2023 Contract Submission](mailto:tbrobston@cliftonpark.org?subject=BID%20Solid%20Waste%202021-2023%20Contract%20Submission)
- The terms of the contract will be for a period of two (2) years starting at the date of contract execution by both parties. The contract can be extended for a maximum of one (1) year with mutual agreement by both parties.
- The Town reserves the right to reject any and all bids.
- Bidders are encouraged to visit the Town's Transfer Station facility to view the operation and compaction equipment. Visits can be arranged by contacting Don McCune at

(518) 371-6669.

- The Town agrees to pay the selected bidder on a monthly basis for the quantities of solid waste brought to a NYSDEC solid waste facility based on certified weight measurements at the facilities scale.
- Bidders are required to submit a complete Contractor Questionnaire with the bid package.
- The Town may require that a Performance Bond be submitted by the selected low bidder. Contractor may factor actual cost of performance bond into bid price.
- The successful bidder shall commit to pick up all solid waste at the Town facility on 24 hour notice, per telephone notification, Monday through Saturday throughout the contract period.

Town of Clifton Park
Transfer Station Bid Analysis

Based on Bid Specification

Twin Bridges - \$72.50 per ton, inclusive of pickup and dumping to NYSDEC permitted facility

| | |
|-----------------------------------|----------------------|
| 2019 Tonage - listed in bid specs | 2,849.57 |
| Bid Price | <u>72.50</u> |
| | <u>\$ 206,593.83</u> |

County Waste - \$66.50 per ton plus an additional \$50 per trip

| | |
|-----------------------------------|----------------------|
| 2019 Tonage - listed in bid specs | 2,849.57 |
| Bid Price | <u>66.50</u> |
| | \$ 189,496.41 |
| Plus \$50 per trip | Per Town calc. 381 |
| | <u>19,050.00</u> |
| | <u>\$ 208,546.41</u> |

Based on the specifications and actual trips, the lowest most responsible bid is with Twin Bridges.

RESOLUTION

#6

Resolution No. _____ of 2023, a resolution hiring Seasonal Employees to staff the Town Parks & Recreation locations for the 2023 season.

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

WHEREAS, the Town Board wishes to hire staff members for operation of the Town's seasonal programs including Summer Day Camps, Golf Course, Adventure Challenge course and Town Pools, and

WHEREAS, Mike Woerner, Director of Parks and Recreation, has recommended that the individuals listed in the attached Schedules A, B, C, D and E be hired to staff the camps, golf course, Adventure Challenge course and Town Pools, to be paid as indicated; now therefore be it

RESOLVED, that the individuals listed in the attached Schedules A, B, C, D and E be hired as staff for the Town's 2023 seasonal programs at hourly wage rates as noted on the schedules through the end of the respective 2023 seasons at the day camp, golf course, Adventure Challenge course and Town Pools.

Schedule A

2023 Summer Camp Directors

| Name | Site/position | Pay Rate (weekly) | Step | Budget |
|-------------------|-----------------------|----------------------|------|--------------|
| Shandev Perera | Full Day Camp Dir | \$1,443 | 1 | A-7320-E9000 |
| Anne Marie Strife | Locust Lane Camp Dir. | \$722 | 1 | A-7310-E9000 |
| Jennifer Tambasco | Jonesville Camp Dir | \$1109 | 16 | A-7310-E9000 |
| Kayla Frasier | Tiny Hands Dir | \$753 | 2 | A-7310-E4520 |

Schedule B

2023 Summer Camp Specialists

| Name | Site/position | Pay Rate (weekly) | Step | Budget Account |
|------------------|-----------------------------|----------------------|------|-------------------|
| Olivia Relyea | Asst Dir Full Day | \$733 | 2 | A-7320- E9000 |
| Andrew Sweet | Art Specialist/ Full Day | \$750 | 3 | A-7320-E9000 |
| Matthew O'Brien | PE Specialist/Full Day | \$750 | 3 | A-7320-E9000 |
| Emily Strife | Tiny Hands/ Asst. Dir | \$358 | 1 | A-7310-E4520 |
| Ethan Warner | PE Specialist/Jonesville | \$358 | 1 | A-7310-E9000 |
| Collin Cook | PE Specialist/ Locust Lane | \$367 | 2 | A-7310-E9000 |
| Amy Price- Yetto | Health Dir. Summer camps | \$26/hr. | 2 | A-7310-E9000 |
| Breanna Bass | Art Specialist/ Locust lane | \$358 | 1 | A-7310-E9000 |

Barney Road Golf Course
Schedule C- 2023 Returning Staff

| <u>Name</u> | <u>Position</u> | <u>Step</u> | <u>Salary</u> | <u>Code</u> |
|----------------|-----------------|-------------|---------------|--------------|
| Jim Ciani | Supervisor | 3 | \$17.30/hr. | A-7190-E4000 |
| David Trifilo | Attendant | 5 | \$15.20/hr. | A-7190-E4000 |
| William Treacy | Attendant | 3 | #14.70/hr. | A-7190-E4000 |

Schedule D

2023 Adventure Challenge Course Staff

| Name | Facilitator | Assistant | Years |
|----------------|--------------|--------------|-------|
| | A-7621-E2360 | A-7621-E2360 | |
| Nolan Yowell | \$30.75/hr. | | |
| Jacob Paniccia | | \$17.50/hr. | 4 |
| Zachery Trump | | \$17.50/hr. | 3 |

Schedule E

2023 Summer Pool Returnees

| Name | Site/position | Pay Rate | Step | Budget Account |
|----------------|--------------------------|---------------|------|-------------------|
| Brian Czerpak | Country Knolls Mgr. | \$29.75/hr. | 13 | A-7151- E4680 |
| Bruce Sutpin | Barney Rd/Locust Ln Mgr. | \$29.25/hr. | 12 | A-7150-E4680 |
| Alyssa DiFabio | Swim Lesson Dir. | \$4429/season | 3 | A-7310-E4575 |

RESOLUTION

#7

Resolution No. ____ of 2023, a resolution accepting the proposal from Flight Creative Group, (FCG), for the Town website upgrades and ongoing website maintenance.

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

WHEREAS, the Town has been notified that the operating system for the current website will not be supported past July 2023, and needs to be updated, and

WHEREAS, by correspondence dated November 15, 2022, Edmunds GovTech, notified the Town that they will be reducing website support services to the Town and will not be available for such support following the website upgrade, and they will be increasing their cost for services still provided, and

WHEREAS, FCG submitted a proposal for the website upgrade, including more support for mobile access, and ongoing maintenance services at a cost not to exceed \$12,000, and

WHEREAS, pursuant to Resolution #1 of 2023, the Supervisor recommends accepting the quote from FCG; now therefore, be it

RESOLVED, that the Town is authorized to accept the attached proposal from Flight Creative Group for Town website upgrades and ongoing website maintenance, at a cost not to exceed \$12,000, to be paid with a transfer from A-1990-15 (Contingency) to A-1620-4 (General Fund-Town Hall Operations-Computer).



Town of Clifton Park

WEBSITE MIGRATION, UPDATE & REDESIGN PLAN 2023

PROPOSED PLAN LAUNCH
MARCH 2023



Website Migration Proposal

Client: Town of Clifton Park
1 Town Hall Plaza
Clifton Park, NY 12065

Client Phone: 518-371-6651

Contact: Phil Barrett <PBarrett@cliftonpark.org>
Christopher O'Hara <COhara@cliftonpark.org>
Jean Spiegel <JSpiegel@cliftonpark.org>
Norah Hoefer" <NHoefer@cliftonpark.org>

Website: www.cliftonpark.org

Thank you for giving us this opportunity to present you with a plan for your Town website update, and migration from Joomla 3 to Joomla 4 with many new added features.

As discussed, we have created an initial scope of work with an al-la carte approach for services we hope to implement as part of this project.

We look forward to working with you and your team to help build your visions and ideas along with any related development to help migrate the current town website to a new state-of-the-art platform.

Kindest Regards,

Juergen Klingenberg
CEO | Managing Partner

Matthew Cummings
COO | Managing Partner

Christine Smith
Dir. of Communications

Website Review process and Recommendations

During the review, we identified that most of the installed components (add-ons) and template structure will need to be updated from their current Joomla 3 (J3) to an available Joomla 4 (J4) version. Because of the vast differences between the J3 and J4 environment it is unfortunately NOT possible to INSTALL / UPDATE the components before moving the entire site from J3 to J4. A BUILD Platform must be created and content migrated after updated components are installed on the platform.

The Good News... a newer version of JOOMLA comes with many new and exciting (easier to use) add-ons available. This is a major update and change of the JOOMLA CORE environment. This update will allow for ongoing LIVE updates to both structural elements as well as smaller installed ADD-ONS as the system on Joomla 4 is designed for these "UPDATED" on an automatic schedule, as long as the licensing is maintained with the developer of those add-ons. (which they should).

The Bad News... Not so bad! The process has to be done in stages as this is a LIVE website with many people visiting and looking as well as several internal staff making updates. We have outlined our recommended process below.

Some Key Issues requiring some planning:

1. The current template System (Gantry) is outdated and we recommend updating to a JoomlaPro with a built-in Editor (Drag and drop) that would improve the look of the site and added pages. Content would have more of a Dynamic / Integrated feel.

This would modify (update) the current Public Facing website with a fresher look and more dynamic content as it is added by the various departments.

2. DOCMan - this would require a migration of the current structure AFTER a new environment is created. Component update needed (and migration to new platform)
3. Install a "Community" component that would replace several of the current structural components and serve the same purpose from a single platform piece. Better Look, more functionality and easy to maintain.

Components Affected: JE Events, RokGallery, IgniteGalleries, HotSpots - all replaced by single component.

An Example would be the Putnam County Tourism site..

<https://putnamcountyny.com/tourism>

4. AdminTools - this could be managed by creating a usable Access Control List (User ACL) to allow both Front End (Public Pages) and back End (Administrator) editing based on credentials.

The update to the Structure would be done in 3 phases:

1. System Build-out of platform and template structure – This would NOT affect the current site usage. Completed on a new Host environment parallel to the current site, including adding users and back end structure.
2. Build-out and installation of Components – Match the process / need of the more complex components (DocMan, ACYMailing, RSFormPro, JEvents) – Identify and migrate those documents... any document added to LIVE site would need to be communicated and provided during LAG time of build to have our team duplicate this process. (Provide Training to Key CP Staff on Platform environment)
3. Website Migration – this would require a 5 day PAUSE of updated content – allowing us time to move last elements from LIVE site to BUILD Site – minimize content updates to "Important" docs/pages to allow the migration and launch of new site. Site would be Flipped (IP Redirection) during OFF hours to have new site Active and available for public and internal use – this would be best planned on a FRIDAY PM to SUNDAY PM. Site visitors would then have a new site available on Monday morning...

Phase 4 – can be completed DURING Phase 2 so that staff is ready upon launch.

4. Added Staff Training – Staff training can be provided to KEY personnel during migration to get them familiar with the new updated Joomla environment and processes to add content... So when the site goes live THEY are ready. .

The Outcome and cost analysis:

The Town would end up with a very functional UP-TO -DATE website with many new features. A new look and a new environment with MANY desirable additions to serve the community for years to come.

Because you already have a JOOMLA environment, you have a significant savings in time and effort which equates to \$\$\$ savings for the overall project.

Typical estimates for a site with these number of pages and components (features) would range in the \$20-\$25K for a full clean build, based on 400-500 billable man hours. BUT, because you already have a functional JOOMLA environment and many of the configuration, navigation and component needs have already been done, we would estimate that this complete project (Migration, New Template Structure, Component Update and Build-Outs) could be done within 100 - 120 hours of combined labor for the various phases.

A total project budget of \$8,000 - \$10,000 should be planned - which would also cover the costs of the Initial licensing of new components and updated current ones. This would essentially provide for a brand new website for the Town with all up-to-date components (features).

New Hosting Environment

The host environment (Business Class / Commercial Website Hosting), which would include SSL, Site Monitoring, Intrusion detection / Security, Monthly Logs and Up to 10GB of Data Storage, 100GB of allocated Monthly bandwidth) for \$96.00 / Month, would be provided on our dedicated Host server located at a TIER 1 Datacenter in Orlando Florida. Hosting is billed Quarterly by Flight Creative Group. .

Maintenance and Support (After the Migration)

Flight Creative offers a variety of tiered support / maintenance options which start at 10-hours monthly plans for a discounted rate of \$95/hour, (higher plans have a higher discount rate) to provide priority support, updates and ongoing site maintenance to keep components and structure up to date as well as provide on-going support and training to staff.. This is obviously optional and would be billed monthly at \$950 - If needed/desired...

Standard support hours are billed at a rate of \$110/Hour if no support plan is in place.

Extensions (Needing Attention)

| Name | Version | Type | Compatibility | Date | Developer | Status |
|--|---------|-----------|---------------|----------|-------------|------------------------------|
| * ACY Mailing 5 | 5.11.5 | Component | J3 | Feb 2023 | | J4 Available (Paid) |
| * Admintools | 6.1.8 | Component | J3 | Dec 2022 | Akeeba | J4 Available (Paid) |
| obSocialSubmit | 3.6.2 | Component | J3 | Feb 2014 | Defunct | NOT COMPATIBLE |
| * Akeeba Backup Banners | | Component | J3 | Dec 2022 | Akeeba | J4 Available (Paid) |
| * DOCman | 4.0.17 | Component | J3 | Feb 2023 | | J4 Available (Paid) |
| <i>Migrate to new Version</i> | | | | | | |
| * FILEman | 4.0.6 | Component | J3 | nov 2022 | | J4 Available (Paid) |
| Change to to use the J4 Core Environment to control MEDIA | | | | | | |
| Freestyle FAQ's | 1.12.0 | Component | J3 | | Defunct | NOT COMPATIBLE |
| - Gantry 5 Themes | 5.5.15 | Component | J3 | Sep 2022 | RocketTheme | OUTDATED |
| <i>Template System should be update to JoomlaPro / J4 Updated System</i> | | | | | | |
| - Hotspots | 6.0.10 | Component | J3 | Jan 2023 | CompoJoom | OUTDATED |
| <i>Replace with new "Community" Component</i> | | | | | | |
| - Ignite Gallery | 4.8.2 | Component | J3 | | | OUTDATED |
| <i>Replace with new "Community" Component</i> | | | | | | |
| * JCE Editor | | Component | J3 | | | Update Available |
| * JE Events | 3.6.48 | Component | J3 | | | J4 Available (Paid) |
| <i>Depending on Need, this could be replaced with a more functional / easier to manage system. "Community Component"</i> | | | | | | |
| Joomla Update | | Core | | | | Core J4 |
| - LOGman | | Component | J3 | | | OUTDATED / Not Needed |
| <i>LOGGING Feature part of update Joomla 4 Core</i> | | | | | | |
| Messaging | | Core | | | | Core J4 / Not Needed |
| Multilingual Association | | Core | | | | Core J4 / Not Needed |
| News Feed | | Core | | | | Core J4 / Not Needed |
| Post Install Messages | | Core | | | | Core J4 |
| Redirects | | Core | | | | Core J4 / Not Needed |
| - RokGallery | | Component | J3 | | | OUTDATED |
| <i>Part of Template System - should be update to JoomlaPro / J4 Updated System</i> | | | | | | |
| RSForm! Pro | 3.1.7 | Component | J3 | | | OUTDATED |
| <i>Replace with newer system for Form Handling and Posting</i> | | | | | | |

| | | | |
|----------------------|------------------|-----------|----------------------|
| Search | Core | | Core J4 / Not Needed |
| Smart Search | Core | | Core J4 / Not Needed |
| Tags | Core | | Core J4 |
| Website Links | Component | J3 | OUTDATED |

*** Recommended to Keep / Update**

Templates

| Name | Location | Type | Version | Date | Developer Status |
|---|--------------------------------|-----------------|--------------|------------------|-----------------------|
| *BAS Template Outdated | Administrator | Template | 1.0 | 3/30/2012 | Kyle Ledbetter |
| beez3 Remove | Site | Template | 1.3.6 | May 2010 | Angie Radke |
| Callisto LLC Remove | Site Outdated | Template | 1.3.6 | 9/13/2016 | RocketTheme, |
| Hathor Remove | Administrator | Template | 3.0.0 | May 2010 | Andrea Tarr |
| Isis Core | Administrator | Template | 1.0 | 3/30/2012 | Kyle Ledbetter J4 |
| *protostar Outdated | Site | Template | 1.0 | 4/30/2012 | Kyle Ledbetter |

*** Active Templates**

Database and Host Environment

- Database schema version (in #__schemas): 3.10.7-2022-03-18.
- Update version (in #__extensions): 3.10.11.
- Database driver: mysqli.

Site Information

| Structure | Current Version | Recommended Version | Status |
|--|---|--|---|
| <ul style="list-style-type: none"> • Joomla CMS • Server OS • PHP • MySQLi | <p>Joomla 3.10 Linux c 7.4.32 5.5.5-10.2.43-MariaDB</p> | <p>Joomla 4.2.8 StandardStandard 7.4.X / 8.0.X</p> | <p>Update Needed Environment Update Needed Update Needed</p> |



Website Migration Proposal

Scope of Website Migration, Component Updates & Maintenance Services

CLIENT acknowledges that the below fees are based on the current understanding of the services FCG will provide. If the nature and/or amount of services changes from the specific elements outlined in this program, FCG will submit an estimate for additional charges prior to beginning work or incurring additional expenses.

CLIENT shall indemnify FCG, Staff and Contractors against any losses, damages, liabilities, costs and expenses resulting from any breach of this Agreement/Authorization, the use of any material furnished by CLIENT to FCG hereunder, the use of any materials that are subsequently modified by CLIENT, the use of any materials that are subject to the rights of third parties after the term or in a manner different from the license negotiated by FCG, CLIENT's use of any information collected from consumers in connection with the program, CLIENTs failure to adhere to the advice provided by FCG or their counselor to fulfill its third-party obligations in connection with the Program, and any allegation that any customer data provided by CLIENT has been collected or exploited in any manner inconsistent with applicable privacy and other laws and regulations.

FCG shall indemnify CLIENT from and against any losses, damages, liabilities, costs, and expenses resulting from any breach of this Authorization by FCG or any claims from third parties as to the origination of the material submitted by FCG, in accordance with the terms herein.

Authorization to Begin Work

By signing below, CLIENT authorizes Flight Creative Group, LLC to begin work on the services outlined in this authorization agreement and accepts all terms and conditions. A Separate auto-bill credit card authorization form will be provided to the client.

Term of Agreement: Upon receipt of Signed proposal and deposit payment (Phase1).

Website Review, Update and Migration (3 Phase Project) - Each Phase to be billed at the date started.

| | |
|---|---------|
| _____ Website Analysis and Upgrade Plan development (\$450 fee is included in project scope below IF project proceeds) | \$450 |
| _____ Phase 1 - Build Out of "Build-Site and Component Development on FCG Server | \$4,500 |
| Phase 2 - Structural Migration, Configuration and new Templating of site structure | \$3,000 |
| Phase 3 - Site Data Migration and User Control System on LIVE Site and Launch | \$2,500 |

(This estimate for "build out" includes the initial licensing and purchase costs of the various add-on-components. Future updates shall be billed (at cost) to the client (typically annually).

| | |
|---|----------------|
| _____ Site Hosting Commercial Business Class 10GB Hosting (billed Quarterly) | \$96.00/Month |
| _____ 10-Hour Monthly Support Plan at discounted rate and priority service - Billed Monthly | \$950.00/Minth |

Please initial the above elements and return a signed copy to commence the project as outlined.

Signature / Date
Authorized by Flight Creative Group, LLC

Signature / Date
Authorized by Town of Clifton Park

Signature required for approval to proceed with selected options, automatic billing (Credit card or ACH) can be set up upon request.

Town of Clifton Park
1 Town Hall Plaza
Clifton Park, NY 12065



Website Migration Proposal

Flight Creative Group, LLC Services Agreement

This agreement between "Client" who is engaging Flight Creative Group, Inc. "Flight" located at 800 Route 146, Suite 375, Clifton Park, NY 12065 on the date this form is submitted to act as an independent contractor for the specific project to provide one or more of the following services:

- Graphic design, website design, development and hosting
- Pay-per-click advertising campaign management (Ad Words)
- Paid social campaign management (Facebook and/or Instagram)
- Organic post and account management for social channels such as facebook, Instagram, LinkedIn
- Periodic Email Campaigns

WHEREAS, Flight is an independent contractor hired to provide outsourced digital marketing and graphic design services on a monthly basis (see service specified descriptions).

WHEREAS, Client seeks to utilize Flight services to provide digital marketing and graphic design for their business. NOW THEREFORE, in consideration of the mutual promises contained herein, the parties agree to the terms and conditions as follows;

1. Digital Marketing & Graphic Design Cost & Payments: Client agrees to pay the proposal price each month for services. Services will be billed a month in advance, and payments will be due on the first day of the month. Flight has the right to terminate the agreement with a seven-day notice in the event the services are not pre-paid for by the client. Pricing is based on current scope of work. In the event additional services are required or there is a major change in the scope of work, then Flight reserves the right to adjust our pricing. In the event the travel required to fulfill these services is more than 50 miles (round trip), then Flight shall be reimbursed for expenses incurred. All expenses must be pre-approved by the Client.

2. Additional Services: Flight may provide additional services including but not limited to training, photography or video services based on the client's request. Flight will do this via the services listed in **Proposal Attached**.

3. Term of Agreement: Client agrees the term of this agreement will be valid for one year. The agreement will automatically renew one year from the date the agreement is signed unless a written notice of either party's intent to the other that they will not be renewing is provided 45 days prior to the annual renewal date.

Either party may terminate the agreement with 60-day written notice during the annual term. In the event the Client exercises this 60-day out clause prior to the end of the initial year, all digital intellectual property will remain under the ownership of Flight. Should the client wish to transfer the ownership of the intellectual property, all monies for the remainder of the agreement (prior to final termination date) will become due (per section 1 of this agreement). Client agrees to give required access to Flight to complete its work. Flight will use best efforts to work to finish out providing services for the final 30 days.

4. Content: Client agrees to provide all content required (text, articles, photos, graphics, videos, etc.) for the support of Flight's efforts.

5. Additional Tools/Software & Cost: Flight may require certain tools/software/services to support our efforts. Client agrees to be responsible for all costs one time or monthly for such tools/software. Flight agrees that it will not purchase or subscribe to such software without pre-approval from the Client

6. Managing Clients Internal Resources: Client agrees that Flight will have the lead and be fully in charge of establishing digital strategy, managing day to day work/task, managing all of the current internal digital marketing resources (employees, contractors, etc.). Client agrees that all digital resources will report to Flight on an as needed basis to implement the program effectively. Resources will be managed and provided tasks to support the digital strategy, day to day efforts, and daily management set forth by Flight and the executive committee of the client.

7. Additional Services Fees: In the event the Client would like to use Flight for services outside of the scope of services additional charges may apply. In the event Flight is asked to do hourly work outside of the scope of this agreement (Addendum A), then the following charges will apply: Flight Standard Hourly Fee: \$120.00 per hour.

8. Authorization: Client agrees to give Flight access to all tools, software, websites, social media, landing pages, accounts, etc. that they will need to access. Flight will use best efforts to secure and protect all passcodes. Only authorized representatives of Flight will be allowed to access passwords and only on an as needed basis.

9. Copyrights and Trademarks: The Client represents (informs) to Flight and unconditionally guarantees that any elements of text, graphics, videos, photos, content, designs, trademarks, or other artwork furnished to Flight for inclusion in web pages, social media, etc. are owned by the Client, or that the Client has permission from the rightful owner to use each of these elements. Client agrees to hold harmless, protect, and defend Flight from any claim or suit arising from the use of such elements furnished by the Client.

10. Ownership to Deliverables: Flight or its partners retain the intellectual rights to all items previously owned by Flight/partner. Client retains the rights to all deliverables that are not marked as Flight property. Items that are not specifically transferred to the Client will remain the property of their respective owners. Flight may choose to give the Client a one-time lifetime license for use of any of its intellectual property.

11. Work Credit: Client agrees to allow Flight to use clients name and website for company promotions, online portfolio, past clients list, on social media, in print material, etc. for advertising and promoting Flight's services to other companies.

12. Assignment of Project: Flight reserves the right to assign certain subcontractors to this project if it sees the need to do so in order to meet the requirements of this agreement.

13. Non-Disclosure: Flight, its employees and subcontractors agree that, except as directed by the Client, it will not at any time during or after the term of this agreement disclose any non-public Confidential Information to any person whatsoever. Likewise, the Client agrees that it will not convey any non- public confidential information obtained about the Flight to another party.

14. Performance Liability: WHEREAS, the parties acknowledge that the internet is neither owned nor controlled by any one entity; therefore, Flight can make no guarantee on the results that may be provided as a result of our work. Flight represents that in good faith it shall make every effort to ensure that the clients digital marketing is successful and leads are generated as a result of our work. Flight does not warrant that the functions supplied by its work, web pages, digital marketing, consultation, advice, or work will meet the Client's requirements or that the operation of the work/deliverables will be uninterrupted or error-free. The entire risk as to the quality and performance of the work and deliverables is with Client. In no event, will Flight be liable to the Client or any third party for any damages, including any lost profits, lost savings or other incidental, consequential or special damages arising out of the operation of or inability to operate these digital marketing services or website(s), even if Flight has been advised of the possibility of such damages.

15. Indemnity: The client does hereby expressly agree to indemnify and hold harmless Flight Creative Group, LLC, its Owners, its principals, officers, employees and contractors against all suits, actions, claims, demands, or costs of any kind to which they may be subject arising or resulting at any time or place from anything done or omitted to be done by them in connection with this project. The client hereby waives any and all claims which, but for this waiver, it may have, or which it may hereafter acquire, against Flight Creative Group, LLC, its Owners, its principals, officers, employees and contractors arising or resulting at any time or place from anything done or omitted to be done by them regarding this project.



Website Migration Proposal

16. Agreement Revisions: Revisions to this Agreement will be considered agreed to by Flight and Client when requested changes have been signed by both parties.

17. Lawful Purpose: Clients may only use Flight's design services for lawful purposes. Transmission of any material in violation of any Federal, State or Local regulation is prohibited. This includes, but is not limited to copyrighted material, material legally judged to be threatening or obscene, pornographic, profane, or material protected by trade secrets. This also includes links or any connection to such materials.

18. Termination: Flight may terminate service under this Agreement at any time, without penalty, if the Client fails to comply with the terms of this Agreement. If the Client fails to comply with the terms of this Agreement and Flight refers the matter to an attorney, the Client agrees to pay reasonable attorney fees and agrees to compensate Flight for other collection costs and expenses it may occur.

19. Entire Understanding: The agreement constitutes the sole agreement between Flight and Client regarding the use of services. It becomes effective only when signed by both parties.

20. Flight Creative Group Vendors: In connection with Services provided hereunder, Flight has the right to utilize contractors, third-party companies, and vendors selected by Flight at its sole discretion (each a Vendor) to complete or support the completion of the work at hand. Purchased work from Vendors shall be made under such terms Flight deems in its sole discretion as acceptable (Vendor Terms). Flight will be responsible for all costs associated with the Vendor, unless the cost is provided to the Client, and the Client agrees in writing to pay said cost.

21. Force Majeure: Non-performance by either party hereunder, other than an obligation to pay money, shall be excused to the extent that performance is rendered impossible by strike, fire, flood, governmental acts, orders or restrictions, acts of God, or any other reason to the extent that the failure to perform is beyond the control of the non-performing party.

22. Fax/Scanned Copy of Signature: Both parties agree that a faxed or scanned copy of the signed document by either or both parties shall be considered acceptable, legal, and legally binding.

23. Governing Law: This Agreement shall be governed by and interpreted in accordance with the laws of the State of New York without regard to such state's principles of conflicts of law. The legal jurisdiction for this agreement shall reside in Saratoga County, New York, and all legal proceedings shall take place in Saratoga County, New York.

24. Third Party Payments and Responsibility:

Client will accept sole responsibility to provide and maintain payment details for third-party vendors / providers such as Google, Facebook, Instagram, MailChimp or any other utilized paid provider used as part of providing these services as described in this proposal.

Failure to provide / maintain payments to third party providers, may impact Flights ability to maintain these accounts. This does not in any manner release clients from any contractual obligations to such vendors. Client will provide Flight Management Team with accurate payment information so that the campaigns can be maintained per the schedule and established scope of work, unless client has provided 30-day written notice of termination of such services, at which point Flight will adjust scope of work and expenditure of funds to 3rd party vendors/services.

By electronically executing the proposal, you agree to all of the mentioned terms and conditions.

Flight Creative Group will begin work upon receipt of the signed proposal.

Monthly invoices will be provided and will be due upon receipt.

Memorandum

.....

Date: November 23, 2022

To: Phil

From: Meg Springli

Re: cliftonpark.org website

.....

Attachments

1. Letter dated November 15, 2022 from Edmunds GovTech
2. Copy of original cost proposal

I received the attached letter today which outlines the following:

- Will not provide enhancements, redesign, or custom development at any cost
- Mandatory update required at \$5000 or will discontinue hosting as of 7/31/2023
- MUST REPLY by 3/31/2023 or website will be discontinued as of 7/31/2023
- Raising the cost for annual support in 2023 to \$5000/year per website (if multiple)

Additionally, I will state that lately their responsiveness to requests for support on the website has been suboptimal.

Cc: Mark Heggen
IT Committee

November 15, 2022

Town of Clifton Park
Meg Springli or Matt Andrus
One Town Hall Plaza
Clifton Park, NY 12065

Re: Edmunds GovTech Website Support and Maintenance

Dear Meg Springli or Matt Andrus,

As an Edmunds GovTech website customer, we are reaching out with an important update regarding your existing website and website related services with Edmunds GovTech.

A mandatory upgrade will be required by Joomla prior to August 17th, 2023 when Joomla 3 will no longer be supported by Joomla.

What does this mean for you?

As of August 17th, 2023, the Joomla 3 platform will no longer be supported by Joomla; therefore, your site will require a mandatory migration to Joomla 4 to continue functioning securely.

Under our Website Support & Maintenance contract, Edmunds GovTech runs component and licensing updates, as well as Joomla core patch updates. Currently, your website is on the latest version of Joomla, 3.10.11. This will be migrated to Joomla 4.

As part of our corporate initiative to mitigate security risks such as cyberattacks and ransomware, your website will also be migrated to a new server with Amazon Web Services (AWS), providing customers the most secure environment for their website content, data, and software.

This process is solely migrating your existing website as-is and does not include any additional website changes. In the future, billable work such as website enhancements, redesigns, and custom development will no longer be quoted or provided.

Is there a cost?

Due to an increase in costs in maintaining client website infrastructure, a high level of security, redundant backups, and our corporate commitment to best-in-class security, the cost for the framework, server update, and migration of your existing website is \$5,000.

In addition, your annual cost for website support and maintenance will increase to \$5,000 annually, beginning in 2023. If you have multiple websites with Edmunds GovTech, this charge will be per website.

Please let us know if you would like to receive an invoice for this migration. Once payment is remitted, Edmunds GovTech will process the order and get the Joomla 4 update completed prior to the August deadline.

What happens if I do not choose to upgrade or migrate?

You may elect to not migrate your website; however, this will create a security vulnerability on our servers. Due to our corporate initiative to remain secure, we will no longer host your Joomla 3 website past July 31st, 2023.

Please respond to this letter by March 31st, 2023, to let us know that you do not wish to upgrade so that we may schedule a session to provide a standard backup of your existing site for a new vendor or hosting provider of choice.

If you do not respond, we will assume you do not wish to remain on our website server and will discontinue website support on July 31st, 2023. At that time, your website will be backed up, archived, and a copy will be provided to you.

We are grateful that you trust us for your software and technology needs. Please contact Shane Ireland, Sireland@EdmundsGovTech.com with any questions.

Sincerely,

Jeffrey Stout

Jeffrey Stout
VP, Customer Support
609-645-7333
JStout@EdmundsGovTech.com



SECTION VIII
Website Proposal

The total first year cost of the website design project is \$19,000 and will be due in two (2) installments*. The proposed payment plan is detailed below.

| | |
|--|----------|
| Website Design Investment..... | \$16,000 |
| (100 hours at \$160.00 per hour) | |
| Annual Maintenance, Hosting, Support and Security Updates..... | \$3,000 |
| (\$250/month - invoiced annually) | |
| Total First Year Cost..... | \$19,000 |

* First payment of \$8,000 is due with 30 days of acceptance of the proposal.

The 2nd payment of \$8,000 plus the \$3,000 annual maintenance, hosting and support fee will be due once the website has been reviewed and approved for going live. Payment must be made prior to the site launch. (2nd payment = \$11,000)

Optional Website Redesign Add-Ons

If the town wishes to redesign the website down the road following the site launch, BAS offers the following options.

| | |
|----------------------|---------|
| 3 years (2019) | \$4,000 |
| 6 years (2022) | \$4,000 |



RESOLUTION
8

Resolution No. _____ of 2023, a resolution appointing Suzanne Syzdek as the Clifton Park/Halfmoon Ambulance Corps representative to the Clifton Park Citizens Corps Council.

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

WHEREAS, an opening exists due to the resignation of Alan Bell, the current representative, and

WHEREAS, the Supervisor recommends Suzanne Syzdek to fill the vacancy resulting from the resignation of Mr. Bell; now therefore be it

RESOLVED, that Suzanne Syzdek, is hereby appointed as the Clifton Park/Halfmoon Ambulance Corps representative to the Clifton Park Citizens Corps Council, effective immediately, for the remainder of Alan Bell's two-year term to expire December 31, 2023.

Jean, Spiegel

From: Suzanne Syzdek <ssyzdek@cphmems.org>
Sent: Tuesday, March 7, 2023 7:51 AM
To: Phil Barrett
Cc: Jean, Spiegel
Subject: Fwd: Citizen's Corp Council

Supervisor Barrett,

I would be interested in filling the open spot on the Town Of Clifton Park's Citizens Corps Council created by the resignation of Alan Bell. I believe I can contribute to the effectiveness and success of the group as the new Executive Director at Clifton Park & Halfmoon Emergency Corp. I would like to fill this vacancy for the remainder of Alan's term, which is set to expire on 12/31/23.

Please let me know if you require additional information from me. Thank you.

- Sue

----- Forwarded message -----

From: Alan Bell <abell@cphmems.org>
Date: Fri, Mar 3, 2023 at 4:24 PM
Subject: Citizen's Corp Council
To: Jean, Spiegel <JSpiegel@cliftonpark.org>
Cc: Suzanne Syzdek <ssyzdek@cphmems.org>

Jean

I am no longer serving as Executive Director of the Clifton Park and Halfmoon Emergency Corps. At this time, I feel it would be more appropriate for the new Executive Director, Suzanne Syzdek to serve in the position I was holding. Therefore, as of March 3, 2023, I will resign from the Town of Clifton Park Citizens Corps Council. It has been a pleasure to serve. Thank you

Alan

--

Alan Bell
Paramedic
Clifton Park & Halfmoon Emergency Corps, Inc.
518-371-3880

--

Suzanne Syzdek, MPH | Executive Director
Clifton Park & Halfmoon Emergency Corps, Inc.

Follow us: [CPHM EMS](#) | [Facebook](#) | [Instagram](#) | [LinkedIn](#)
15 Crossing Blvd. | Clifton Park, NY 12065
518-371-3880

RESOLUTION
9

A RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO ENTER INTO A CONTRACT TO PURCHASE 1503 AND 1505 STATE ROUTE 146, APPROXIMATELY 1.91 ACRES IN SIZE.

Resolution No. ____ of 2023, a resolution authorizing the Town Supervisor to enter into a contract to purchase two adjacent parcels from the same current property owner at 1503 and 1505 State Route 146.

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

WHEREAS, the Town Board wishes to enter into an agreement with Mr. Christopher Hyde to purchase 1.91 acres of vacant land at a cost of \$130,000, and

WHEREAS, pursuant to NYSTL 64 (2), the Town Board is authorized to acquire Real Property for any public purpose, and

WHEREAS, the two parcels are adjacent to Garnsey Park, as well as the Garnsey family cemetery to the west, and their acquisition would be a benefit to the Town and the residents, user groups and stakeholders of the Park and Historic Commission, which seeks access to the adjacent cemetery for maintenance purposes, and

WHEREAS, the 1.91 acres of land is identified as follows:

| Section, Lot, Block | Commonly Known Address |
|---------------------|------------------------|
| 269.12-1-22 | 1503 State Route 146 |
| 269.12-1-23 | 1505 State Route 146 |

Located in the Town of Clifton Park, and

WHEREAS, the Planning Department recommends that the project be determined to be an Unlisted Action and a Short Environmental Form has been prepared, now therefore, be it

RESOLVED, the Town Board, as the only involved agency, determines that the project be classified as an unlisted action that will not have a significant adverse impact on the environment and hereby issues a negative declaration, and be it further

RESOLVED, that the Supervisor is authorized to enter into a Purchase and Sale Agreement with the current property owner Christopher Hyde, subject to appropriate of funds through the Open Space Capital Reserve Fund, and be it further

RESOLVED, that the Town Board is authorized to allocate up to \$145,000 which includes the purchase price with any anticipated necessary closing and transaction fees as determined by the Town Attorney (such as may be applicable: title report and title insurance, environmental site assessment, preparation of deed, and deed recording fees), and be it further

RESOLVED, that up to \$145,000 is to be transferred from the Open Space Capital Reserve Fund to A-1940-200 (Other Town Payment) for the purchase of aforementioned parcels of vacant land and associated closing costs.



SARATOGA COUNTY – STATE OF NEW YORK
 SARATOGA COUNTY CLERK
 CRAIG A. HAYNER
 40 MCMASTER STREET, BALLSTON SPA, NY 12020

COUNTY CLERK'S RECORDING PAGE
 THIS PAGE IS PART OF THE DOCUMENT – DO NOT DETACH



INSTRUMENT #: 2022034629
 Receipt#: 2022212456443
 Clerk: MW
 Rec Date: 11/03/2022 12:46:06 PM
 Doc Grp: D
 Descrip: DEED
 Num Pgs: 3
 Party1: HYDE JILL IND AND AS ADMIN
 Party2: HYDE CHRISTOPHER D
 Town: CLIFTON PARK
 269.12-1-23

| | |
|--------------------------------------|---------------|
| Recording: | |
| Pages | 10.00 |
| Cover Sheet Fee | 5.00 |
| Recording Fee | 20.00 |
| Cultural Ed | 14.25 |
| Records Management - Coun | 1.00 |
| Records Management - Stat | 4.75 |
| Notice of Transfer of Sal | 10.00 |
| RP5217 Residential/Agricu | 116.00 |
| RP5217 - County | 9.00 |
| Names | 0.50 |
| TP 584 | 5.00 |
| Sub Total: | 195.50 |
| Transfer Tax | |
| Transfer Tax | 0.00 |
| Sub Total: | 0.00 |
| Total: | 195.50 |
| **** NOTICE: THIS IS NOT A BILL **** | |
| ***** Transfer Tax ***** | |
| Transfer Tax #: 2138 | |
| Transfer Tax | |
| Total: | 0.00 |

This page constitutes the Clerk's endorsement, required by section 316-a (5) & 319 of the Real Property Law of the State of New York with a stamped signature underneath.

Craig A. Hayner

Saratoga County Clerk

Record and Return To:

DEAN RIGGI ESQ
 101 MOHAWK AVENUE
 SCOTIA, NY 12302

Enhancement to value as a result of the solar electric power generating lease.

1505 Route 146

2022034629

11/03/2022 12:46:06 PM
3 Pages RECORDED
DEED
Saratoga County Clerk

ADMINISTRATOR'S DEED

THIS INDENTURE, made the 24th day of October, 2022

BETWEEN:

JILL HYDE individually residing at 2 Fairway Lane, Rexford, NY 12148, and as Administrator of the Estate of **ARNOLD C. HYDE** late of the Town of Clifton Park, County of Saratoga, who died on May 2, 2022, Parties of the First Part, and

CHRISTOPHER D. HYDE, residing at 22 Via Maria Drive, Glenville, New York 12302, Party of the Second Part,

WITNESSETH, that the Parties of the First Part, to whom Letters of Administration were issued by the Surrogate's Court, Saratoga County, New York on July 14, 2022 and by virtue of the power and authority given in and by Article 11 of the Estates, Powers and Trusts Law, and in consideration of One and 00/100 Dollars (\$1.00), paid by the Party of the Second Part, does hereby grant and release unto the Party of the Second Part, the distributees or successors and assigns of the Party of the Second Part forever,

THAT TRACT OR PARCEL OF LAND, situate in the town of Clifton Park, Saratoga County, and State of New York, bounded and described as follows:

Beginning at an iron rod in the north line of Clifton Park Road one hundred two and two tenths (102.2) feet westerly measured along said north line from a large stone in the division line between the lands now or formerly of the James McKain estate and the lands now or formerly of Sadowski; and running thence from said point of beginning northerly parallel to and one hundred two and two tenths (102.2) feet distant from the east line of the lands now or formerly of Sadowski two hundred ninety-eight and nine tenths (298.9) feet to an iron rod, thence westerly at right angles to the last course one hundred seventy-eight and eight tenths (178.8) feet to a concrete monument at the northwest corner of the lands of the party of the first part, thence southerly and nearly parallel to the east line of lands now or formerly of Sadowski two hundred ninety-seven (297) feet to an iron pipe at the base of an elm tree in the northerly margin of the Clifton Park Road, thence easterly along said road margin one hundred seventy five and eight tenths (175.8) feet to the place of beginning, containing 1.21 acres of land more or less.

The above description is as described in a map and survey of said premises made by E. L. Ogsbury, P.E. and L.S. entitled "Plot Plan James J. & Dorothy A. Sadowski" dated May 29, 1967.

BEING the same premises conveyed to Arnold C. Hyde by deed dated September 1, 1978 and recorded in the Saratoga County Clerk's Office on September 14, 1978 in Book 987 at Page 47.

Subject to and together with any covenants, restrictions or easements of record, if any, affecting said premises.

Arnold C. Hyde died a resident of County of Saratoga on May 2, 2022

TOGETHER with all right, title and interest, if any, of the Parties of the First Part in and to any streets and roads abutting the above described premises to the center lines thereof,



SARATOGA COUNTY – STATE OF NEW YORK
 SARATOGA COUNTY CLERK
 CRAIG A. HAYNER
 40 MCMASTER STREET, BALLSTON SPA, NY 12020

COUNTY CLERK'S RECORDING PAGE
 THIS PAGE IS PART OF THE DOCUMENT – DO NOT DETACH



INSTRUMENT #: 2022034630
 Receipt#: 2022212456443
 Clerk: MW
 Rec Date: 11/03/2022 12:46:07 PM
 Doc Grp: D
 Descrip: DEED
 Num Pgs: 3
 Party1: HYDE JILL IND AND AS ADMIN
 Party2: HYDE CHRISTOPHER D
 Town: CLIFTON PARK
 269.12-1-22

| | |
|--------------------------------------|---------------|
| Recording: | |
| Pages | 10.00 |
| Cover Sheet Fee | 5.00 |
| Recording Fee | 20.00 |
| Cultural Ed | 14.25 |
| Records Management - Coun | 1.00 |
| Records Management - Stat | 4.75 |
| Notice of Transfer of Sal | 10.00 |
| RP5217 Residential/Agricu | 116.00 |
| RP5217 - County | 9.00 |
| Names | 0.50 |
| TP 584 | 5.00 |
| Sub Total: | 195.50 |
| Transfer Tax | |
| Transfer Tax | 0.00 |
| Sub Total: | 0.00 |
| Total: | 195.50 |
| **** NOTICE: THIS IS NOT A BILL **** | |
| **** Transfer Tax **** | |
| Transfer Tax #: 2139 | |
| Transfer Tax | |
| Total: | 0.00 |

This page constitutes the Clerk's endorsement, required by section 316-a (5) & 319 of the Real Property Law of the State of New York with a stamped signature underneath.

Saratoga County Clerk

Record and Return To:

DEAN RIGGI ESQ
 101 MOHAWK AVENUE
 SCOTIA, NY 12302

1503 Route 146

2022034630

11/03/2022 12:46:07 PM
3 Pages RECORDED
DEED
Saratoga County Clerk

ADMINISTRATOR'S DEED

THIS INDENTURE, made the 24th day of October, 2022

BETWEEN:

JILL HYDE individually residing at 2 Fairway Lane, Rexford, NY 12148, and as Administrator of the Estate of ARNOLD C. HYDE late of the Town of Clifton Park, County of Saratoga, who died on May 2, 2022, Parties of the First Part, and

CHRISTOPHER D. HYDE, residing at 22 Via Maria Drive, Glenville, New York 12302, Party of the Second Part,

WITNESSETH, that the Party of the First Part, to whom Letters of Administration were issued by the Surrogate's Court, Saratoga County, New York on July 14, 2022 and by virtue of the power and authority given in and by Article 11 of the Estates, Powers and Trusts Law, and in consideration of One and 00/100 Dollars (\$1.00), paid by the Party of the Second Part, does hereby grant and release unto the Party of the Second Part, the distributees or successors and assigns of the Party of the Second Part forever,

THAT TRACT OR PARCEL OF LAND, situate in the town of Clifton Park, Saratoga County, and State of New York, bounded and described as follows:

Beginning at a point in the northerly margin of the Clifton Park Road in the Town of Clifton Park, Saratoga County, New York, where it is intersected by the division line between the property now or formerly of the estate of James McKain and the property to be conveyed, at the center of a large stone and running thence northerly along said division line three hundred (300) feet to a concrete monument, thence westerly at right angles to said division line one hundred two and two tenths (102.2) feet to an iron rod, thence southerly and parallel to the first described line and at all points one hundred two and two tenths (102.2) feet distant therefrom two hundred ninety-eight and eight tenths (298.8) feet to an iron rod in the northerly margin of Clifton Park Road, thence easterly along said northerly road margin one hundred two and two tenths (102.2) feet more or less to the place of beginning, contained 0.71 acres of land more or less.

BEING the same premises conveyed to Arnold C. Hyde by deed dated September 1, 1978 and recorded in the Saratoga County Clerk's Office on September 14, 1978 in Book 987 at Page 49.

Subject to and together with any covenants, restrictions or easements of record, if any, affecting said premises.

Arnold C. Hyde died a resident of County of Saratoga on May 2, 2022 ✓

TOGETHER with all right, title and interest, if any, of the Parties of the First Part in and to any streets and roads abutting the above described premises to the center lines thereof,

TOGETHER with the appurtenances, and also all the estate which the said decedent had at the time of decedent's death in said premises, and also the estate therein, which the Parties of the First Part

1503 Route 146

have or have power to convey or dispose of, whether individually, or by virtue of said will or otherwise.

TO HAVE AND TO HOLD the premises herein granted unto the Party of the Second Part, the distributees or successors and assigns of the Party of the Second Part forever.

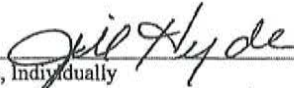
AND the Parties of the First Part covenants that the Parties of the First Part has not done or suffered anything whereby the said premises have been encumbered in any way whatever, except as aforesaid.

AND the Parties of the First Part, in compliance with Section 13 of the Lien Law, covenants that the Parties of the First Part will receive the consideration for this conveyance and will hold the right to receive such consideration as a trust fund to be applied first for the purpose of paying the cost of the improvement and will apply the same first to the payment of the cost of the improvement before using any part of the total of the same for any other purpose.

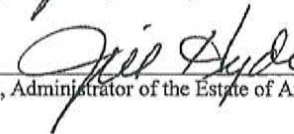
The word "party" shall be construed as if it read "parties" whenever the sense of this indenture so requires.

IN WITNESS WHEREOF, the Parties of the First Part has duly executed this deed the day and year first above written.

IN PRESENCE OF:



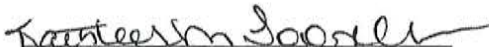
Jill Hyde, Individually



Jill Hyde, Administrator of the Estate of Arnold C. Hyde

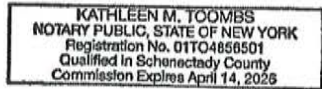
STATE OF NEW YORK)
) ss:
COUNTY OF SCHENECTADY)

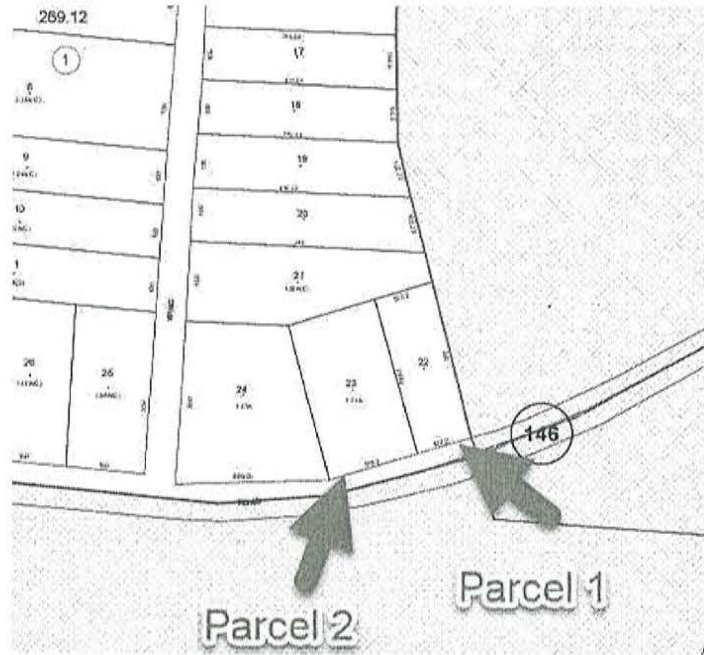
On this 24th day of October, in the year 2022, before me, the undersigned, personally appeared Jill Hyde, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity and that by her signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument.



Notary Public

SBL: 269.12-1-22
RECORD & RETURN TO:
Dean Riggi, Esq.
101 ~~1/2~~ Mohawk Ave.
Scotia, NY 12302





TOWN OF CLIFTON PARK TAX MAP 269.12-1-22 AND -23



AERIAL MAP