


TOWN OF CLIFTON PARK TOWN BOARD MEETING

June 05, 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**
 - **7:10 pm- Public Hearing on proposed amendment to the permit fees collected according to the Transfer Station fee schedule**
 - **Resolutions for Consideration**
 - **Other Business**

VII. **Open Public Privilege**

NOTE:

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
June 05, 2023

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Justice Court	Authorize the purchase of a new computer network server for the Town Justice Court	P. Barrett
2. Buildings & Grounds	Accept a quote from Duke Concrete Products to install concrete curbing in the baseball/softball parking lots at the Clifton Common	P. Barrett
3. Buildings & Grounds	Authorize the hiring of David Galka as a part-time seasonal laborer in the Buildings & Grounds Department	P. Barrett
4. Parks & Recreation	Authorize the hiring of additional camp counselors for the 2023 Summer season	A.Reid & L. Walowit
5. Parks & Recreation	Authorize the retention of Project Adventure for professional services for repairs and upgrades to the Adventure Challenge course according to health and safety standards	A.Reid & L. Walowit
6. Supervisor	Schedule a Public Hearing on a proposal to amend Chapter 176 of the Town Code relating to street opening and excavation permits issued by the Highway Department	P. Barrett
7. Supervisor	Authorize the establishment of a committee to honor the 200 th anniversary of Clifton Park and other upcoming state and local historical milestones	P. Barrett
8. Animal Control	Authorize the hiring of Chantel Smith as a part-time Animal Control Officer	P. Barrett

TOWN OF CLIFTON PARK
COUNTY OF SARATOGA
STATE OF NEW YORK

NOTICE OF PUBLIC HEARING REGARDING
PROPOSED AMENDMENT TO CHAPTER 97-3 TOWN CODE
RELATIVE TO FEE SCHEDULE FOR TRANSFER STATION PERMITS

Please take notice that the Town Board of the Town of Clifton Park will conduct a public hearing on June 5, 2023, at 7:10 p.m. in the Wood Memorial Meeting Room in the Town Office Building, located at One Town Hall Plaza, Town of Clifton Park, County of Saratoga, State of New York to consider amending the Town's code, Chapter 97-3 A & B, relative to adjusting the prorated permit fees, alternative permit holder fee and the number of allowable card punches per permit to the Transfer Station on Vischer Ferry Road.

Copies of the proposed local law are posted at <https://cliftonpark.org/document-center/town-clerk/town-clerk-bulletin-board/4414-transfer-station-fees-amendments-6-5-23-pdf/file.html> and are available for review in the Town Clerk's office during normal business hours.

Teresa Brobston
Clifton Park Town Clerk

RESOLUTION

#1

Resolution No. _____ of 2023, a resolution authorizing the purchase of a new server for the Town Court's computer network under New York State (NYS) Contract.

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

WHEREAS, The Town Justice Court has requested an upgrade to their existing server and accompanying equipment, and

WHEREAS, the Town Board wishes to authorize the purchase of a new server as recommended by the Town's IT Consultant, ABS Solutions, to maintain a secure and updated computer network environment, and

WHEREAS, ABS Solutions has provided a quote for the Dell PowerEdge T350 server, available under NYS Umbrella Contract #PM20820, at a total cost not to exceed \$5,150 for the equipment, and

WHEREAS, ABS Solutions has also provided labor costs of \$3,088 for the new server installation and configuration; now, therefore, be it

RESOLVED that the Town is authorized to accept the attached proposals for network security upgrades and related labor costs, and, be it further

RESOLVED that the Comptroller is authorized to transfer \$8, 238 from Unassigned Fund Balance to A-01110-00200 (General Fund-Courts-Equipment) to pay for the project.

Cynthia, Zlogar

From: noreply
Sent: Thursday, May 11, 2023 11:31 AM
To: Cynthia, Zlogar; Mark Heggen
Cc: Jean, Spiegel; Phil Barrett
Subject: Resolution Request for TB Meeting: 06-05-2023 or 6/12/23 Supervisor
Attachments: 645d0a25db325-ABS 41312.pdf

COMPTROLLER APPROVAL or Comments:

ATTORNEY APPROVAL or Comments:

An item has been submitted to the Resolution Request form for review.

Department: **Supervisor**
Your email: **mheggen@cliftonpark.org**

Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Morelli, D. Bull, etc.): **P. Barrett**

Requested Meeting Date: **06-05-2023**

Alternate Date **6/12/23**

Brief Description: **Authorize purchase of new server for Courts**

Budget #: **A-01110-00200**

Budget Description: **General Fund - Courts - Equipment**

\$ Amount: **5150**

Procurement Policy, please describe. **NYS Contract**

Additional Comments/Details: **Transfer funds from unassigned fund balance with a transfer to A-01110-00200.**

TOWN OF CLIFTON PARK PURCHASE ORDER

P.O. No. _____

Delivery Address:

One Town Hall Plaza
Clifton Park, NY 12065
(518) 371-6651

5 Municipal Plaza
Clifton Park, NY 12065
(518) 371-6668

217 Vischer Ferry Rd.
Rexford, NY 12148
(518) 371-6669

639 Clifton Park Center Rd.
Clifton Park, NY 12065
(518) 371-7310

Two Town Hall Plaza
Clifton Park, NY 12065
(518) 371-7989

477 Clifton Park Center Rd.
Clifton Park, NY 12065
(518) 348-7313

6 Clifton Common Court
Clifton Park, NY 12065
(518) 383-1343

VENDOR'S ADDRESS

Name	ABS Solutions LLC
Street	52 Corporate Circle
Street	Suite 105
City	Albany
State	NY
Zip	12203
Contact	

APPROVAL FOR PURCHASE

Available	_____	_____
	Date	Comptroller's Office
Approved	_____	_____
	Date	Town Supervisor
Encumbered	_____	_____
	Date	Comptroller's Office

Quantity	Product #	Description	Unit Price	Total
1		Proposal 41312		
		New Power Edge server for Courts		

ACCOUNT DISTRIBUTION	AMOUNT
A-1110-200	5150

DEPARTMENTAL REQUEST

The above service or materials can be furnished to the municipality on the dates and the charges are correct.

Mark Hegger
DEPARTMENT HEAD

DATE 5/11/23



ABS Solutions, LLC

52 Corporate Circle
Suite 105

Albany, NY 12203

Phone: (518) 608-5805 Fax: (518) 608-5808

Proposal

Date	Proposal #
5/25/2023	41530

Name / Address
Town of Clifton Park 1 Town Hall Plaza Clifton Park, NY 12065

Ship To
Clifton Park Town Court Constance Brown 5 Municipal Plaza Clifton Park, NY 12065

P.O. No.	Terms	Project
	Net 30	Dell PowerEdge T350 for Court Server

Description	Qty	Rate	Total
Dell T350 Server // Dell Group 73600 Award 22802 PM20820 Umbrella PowerEdge T350 Server - Trusted Platform Module 2.0 V3 - 3.5" Chassis with up to 8 Hot Plug Hard Drives and AIC PERC, hotplug PSU - Intel Xeon E-2388G 3.2GHz, 16M Cache, 8C/16T, Turbo (95W), 3200 MT/s - Heatsink for 95W CPU - Performance Optimized - 3200MT/s UDIMM - RAID 6 - PERC H755 Adapter Full Height - Performance BIOS Settings - UEFI BIOS Boot Mode with GPT Partition - Dual, Hot-Plug, Redundant Power Supply (1+1), 600W - PowerEdge T350 Motherboard with Broadcom 5720 Dual Port 1Gb On-Board LOM - iDRAC9, Enterprise 15G - On-Board LOM - Security Bezel - iDRAC,Factory Generated Password, No OMQR - iDRAC Group Manager, Disabled - Windows Server 2022 Standard,16CORE,FI,No Med,No CAL, Multi Language - Windows Server 2022 Standard,16CORE,DF Recovery Image, Multi Lang. (Downgrade not included)	1	5,150.00	5,150.00

Thank you for your business.	Subtotal
	Sales Tax (0.0%)
	Total

Signature



ABS Solutions, LLC

52 Corporate Circle
Suite 105

Albany, NY 12203

Phone: (518) 608-5805 Fax: (518) 608-5808

Proposal

Date	Proposal #
5/25/2023	41530

Name / Address
Town of Clifton Park 1 Town Hall Plaza Clifton Park, NY 12065

Ship To
Clifton Park Town Court Constance Brown 5 Municipal Plaza Clifton Park, NY 12065

P.O. No.	Terms	Project
	Net 30	Dell PowerEdge T350 for Court Server

Description	Qty	Rate	Total
<ul style="list-style-type: none"> - Dell Hardware Limited Warranty Plus Onsite Service - 5 Years ProSupport Next Business Day Onsite Service After Problem Diagnosis - 5 Years ProSupport 7x24 Technical Support and Assistance - 2x 16GB UDIMM, 3200MT/s, ECC - 4x 480GB SSD SATA Mix Use 6Gbps 512 2.5in Hot-plug AG Drive, 3.5in HYB CARR, 3 DWPD - 2x Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam) - 5-pack of Windows Server 2022/2019 User CALs (Standard or Datacenter) - 10-pack of Windows Server 2022/2019 User CALs (Standard or Datacenter) 			
<ul style="list-style-type: none"> * Pricing valid for 14 days from date of proposal. * All orders final, no returns or cancellations. * Installation and configuration not included. 			

Thank you for your business.	Subtotal	\$5,150.00
I agree to invest in the products/services listed above. Please sign and fax to (518) 608.5808	Sales Tax (0.0%)	\$0.00
Signature _____	Total	\$5,150.00



ABS Solutions, LLC

52 Corporate Circle

Suite 105

Albany, NY 12203

Phone: (518) 608-5805 Fax: (518) 608-5808

Proposal

Date	Proposal #
5/31/2023	41525

Name / Address
Town of Clifton Park 1 Town Hall Plaza Clifton Park, NY 12065

Ship To
Clifton Park Town Court Constance Brown 5 Municipal Plaza Clifton Park, NY 12065

P.O. No.	Terms	Project
	Net 30	Dell PowerEdge T350 Court Server Install

Description	Qty	Rate	Total
ABS LAN Labor \$135 - Setup and configure Windows Server on Dell hardware. Join the server to the domain. Setup domain roles and migrate. Setup drive shares, antivirus, and backup software. Configure cloud backup. Begin robocopy of data. Update documentation and provide to customer.	15	135.00	2,025.00
ABS LAN Labor \$135 After-Hours - After hours, cutover Court Application, file server and print server. Decommission legacy server.	5	202.50	1,012.50
Travel Charge \$25	2	25.00	50.00

* Pricing valid for 30 days from date of proposal.
 * All orders final, no returns or cancellations.
 * ABS Solutions, LLC is not responsible for delays outside of our control. Time associated with delays will be billed on a time and materials basis.
 * Customer acknowledges scope of work as defined above. Any work performed by ABS Solutions, LLC outside of the scope of work will be billed at standard labor rates on a time and materials basis at the conclusion of the project. Customer can request a status of work performed to date at any point during the project.

Thank you for your business.

Subtotal \$3,087.50

I agree to invest in the products/services listed above. Please sign and fax to (518) 608.5808

Sales Tax (0.0%) \$0.00

Signature _____

Total \$3,087.50

RESOLUTION

#2

Resolution No. _____ of 2023, a resolution awarding a contract for parking lot concrete curbing at Clifton Common.

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

WHEREAS, Dan Clemens, Director of Buildings, Parks, and Recreation, advertised for quotes for 960 feet of concrete curbing for the two baseball/softball field parking lots at the back of Clifton Common, and

WHEREAS, quotes were due on May 19, 2023, and

WHEREAS, Duke Concrete Products, 50 Duke Industrial Park, Queensbury, NY, submitted the lowest quote, in an amount not to exceed \$6,270 for delivery and installation of the concrete curbing, and

WHEREAS, Mr. Clemens recommends awarding the quote to Duke Concrete Products as they submitted the lowest responsive quote; now, therefore, be it

RESOLVED, that the comptroller is authorized to transfer \$ 6,270 from Unreserved Fund Balance to A-7712-200 (General Fund – Clifton Common – Equipment); and be it further

RESOLVED, that the Supervisor is authorized to accept a quote from Duke Concrete Products in an amount not to exceed \$6,270 for installation of 960 feet of concrete curbing for the two baseball/softball field parking lots at the back of Clifton Common.

Cynthia, Zlogar

From: noreply
Sent: Wednesday, May 24, 2023 3:05 PM
To: Cynthia, Zlogar; Dan Clemens
Cc: Jean, Spiegel; Phil Barrett; Mark Heggen; Tom McCarthy; Lynda Walowit; Anthony Morelli; Agatha, Reid; Christopher, O'Hara
Subject: Resolution Request for TB Meeting: 06-05-2023 or June 12th Buildings & Grounds
Attachments: 646e5fbf0d905-Common curb resolution packet 5.24.23.pdf

COMPROLLER APPROVAL or Comments:

ATTORNEY APPROVAL or Comments:

An item has been submitted to the Resolution Request form for review.

Department: **Buildings & Grounds**
Your email: **dclemens@cliftonpark.org**

Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Morelli, D. Bull, etc.): **P.Barrett**

Requested Meeting Date: **06-05-2023**

Alternate Date **June 12th**

Brief Description: **Purchase concrete curbing from Duke Concrete Products for the back two parking lots at Clifton Common**

Budget #: **A-7712-24**
Budget Description: **Clifton Common - rep & mntce**
\$ Amount: **\$6,270.00**
Procurement Policy, please describe. **procurement**
Additional Comments/Details:

Town of Clifton Park
Buildings & Grounds

Quote Cover Sheet

Date: May 19, 2023

Description: concrete curbs with pins, delivered for Common

Vendor #1: Palette Stone Corp. - \$18,830.00

Vendor #2: Duke Concrete Products - \$6,270.00

Vendor #3: Colonie Block & Supply Co. - no reply

Vendor #4:

Vendor #5:

Vendor #6:

Comments: These concrete curbs will replace the wooden guard rail in the back baseball/softball parking lots on the Common.

Decision: Duke Concrete Products - \$6,270.00



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 concrete curbs delivered to Clifton Park NY 12065.

Scope of work is as follows but not limited to:

Supply and deliver (160) reinforced concrete curbs, 6-foot long x 6-inch wide x 5-inch high with pin holes.

(320) 1/2 – inch rebar pins, 12-inches long.

Delivered to 2 Town Hall Plaza, Clifton Park, NY 12065

OPTION: (145) yellow and (15) blue

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.

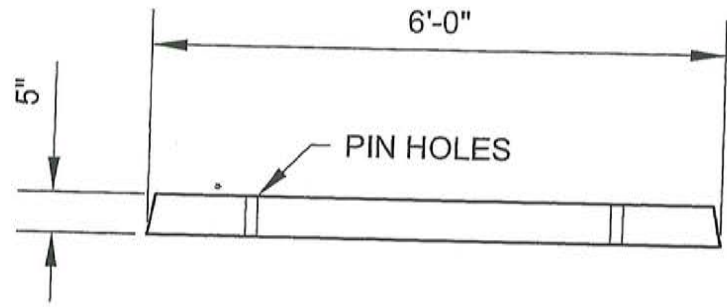
Please contact Kieran Lynch at klynch@cliftonpark.org 518-371-6651 extension 266 with any questions or for an appointment to do a site visit.

Quotes are due by Tuesday May 16th, 2023 at 2:00pm

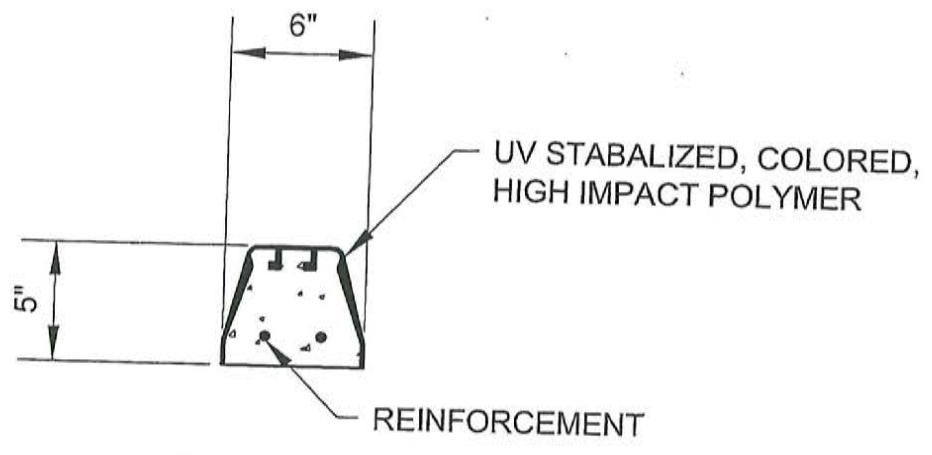
SENT TO
3 COMPANIES
5/16/23

EXAMPLE

REINFORCEMENT: ASTM A615, GRADE 60
ENTRAINED AIR: 5.0% - 8.0%
WEIGHT: APPROXIMATELY 125 LBS
AVAILABLE COLORS: SAFETY YELLOW
HANDICAP BLUE



SIDE ELEVATION



TYPICAL SECTION



Town of Clifton Park

Planning Department

One Town Hall Plaza | Clifton Park, New York 12065 | (518) 371-6054 |
Planning@Cliftonpark.org

SENT VIA EMAIL

May 9, 2023

Daniel Clemens, Director
Building & Grounds Department
Clifton Park Town Hall
One Town Hall Plaza
Clifton Park, NY 12065

Re: Removal of low wooden boards on posts adjacent to certain parking areas in the Clifton Common Facility, Clifton Park, NY

Dear Mr. Clemens:

I reviewed the request for replacing the wooden post and boards along the perimeter parking lots near the baseball fields, with concrete curbing, and saw no issues with the proposed scope of work. The image below shows the wooden boards have exceeded their useful benefits to the facility.



Concrete curbing around the perimeter provides both functional and aesthetic solutions. Concrete curbing assists with drainage controls, delineates the pavement edge, prevents vehicular encroachments on adjacent grass areas, and enhances the parking lot. I recommend using concrete curing over asphalt due to the longer-term durability of concrete and less of a need to backfill soils behind the curbing for stability.

I hope this letter will assist the Town with its decision to replace the obsolete wooden posts and boards with concrete curbing.

Sincerely,

John P. Scavo

John P. Scavo
Director of Planning



Pallette Stone Corp.
 373 Washington St.
 Saratoga Springs, NY 12866
 Phone: (518) 584-5891
 Fax: (518) 584-2622

Quote Number: 5188-p

Quote Date: 5/10/2023

Bill to:	Clifton Park, Town of Highway Department 1 Town Hall Plaza Clifton Park, NY 12065	Project:	Clifton Park, NY
Contact:		Project Manager:	
Phone:	(518)371-7310	Fax:	(518)373-0039
Customer ID:	03013	PO:	
Terms:	NET 30	ShipVia:	
		Sales Rep:	
		Bid Date:	

Qty	Item	Description	Unit Price	TX	Extension
	Structure: <input type="checkbox"/> Other	Other			
145	LPLB6Y	6' Parking Lot Bumper - Yellow	\$109.00	<input checked="" type="checkbox"/>	\$15,805.00
15	LPLB6B	6' Parking Lot Bumper - Blue	\$109.00	<input checked="" type="checkbox"/>	\$1,635.00
2	Freight455	Delivery Charge - \$455	\$455.00	<input checked="" type="checkbox"/>	\$910.00
320	ZREBAR4BL	#4 Rebar - Black, Grade 60 12" long	\$1.50	<input checked="" type="checkbox"/>	\$480.00
					\$18,830.00



Pallette Stone Corp.
373 Washington St.
Saratoga Springs, NY 12866
Phone: (518) 584-5891
Fax: (518) 584-2622

Quote Number: 5188-p

Quote Date: 5/10/2023

Taxable	\$0.00
Non-Taxable	\$18,830.00
Sub Total	\$18,830.00
Tax	\$0.00
Total	\$18,830.00

QUOTE EXPIRES: 30 days

FUEL SURCHARGE: A fuel surcharge may apply – based on fluctuations in fuel prices.

BOOTED CONNECTIONS a) In some cases, structures may be too shallow to allow for boots.

QUOTING ASSUMPTIONS: a) For quoting purposes, Pallette Stone does not evaluate if structures are too shallow or have pipe interferences. This is determined at the time of SHOP DWG preparation.

ADDITIONAL COSTS

CHANGE ORDER: Please be advised, change order cost (min. \$250.00) may be applied if/when a submittal requires revision to structure design.

ENGINEERING COST: Please be advised, Engineering costs will be applied when submittals require NYS PE-stamp.

SUBMITTALS

Lead-time for submittals (shop dwgs) is approx. 2-weeks.

REVISIONS TO SUBMITTALS

Major revisions to site plans/details requiring resubmittal may result in a minimum 5% mark-up of entire quote.

PROCESSING FEE: A 3.5% processing fee will be charged on all credit card payments made January 1st, 2020 and after.

GRADE RINGS: Prices exclude grade adjustment risers / rings.

COATINGS: Unless specifically stated otherwise, coatings are excluded.

ERRORS/OMISSIONS: Prices include those items listed below the structure ID. Any items not listed are not included. Pallette Stone is not responsible for errors and / or omissions in this quotation.

CAST IRON: Pallette Stone Corp. makes every effort to stock a wide array of cast iron frames and covers or grates. Items not kept in stock may result in a long lead time (up to 6 weeks from submittal approval). Cast iron covers requiring job-specific or custom text may result in long lead times (+/- 20 weeks from submittal approval) as well as a set-up charge from the foundry for new patterns. Aluminum hatches generally require a 2 week lead time from submittal approval.

DELIVERIES & UNLOADING: Pallette Stone's boom truck to unload or flatbed to be unloaded at one location at jobsite assuming site is accessible. All deliveries are subject to a fuel surcharge at the time of delivery. Shipments less than a full load will be priced at full load rate. If additional quantities are ordered, the quoted delivery price may be altered. Waiting charge applies after 30 minutes of initial arrival on site and is charged \$120.00 per hour in 15 minute increments. All prices are determined from final approved shop drawings and may vary from original quoted price if structures have changed. If structures are deleted from the project, freight charges on the remaining products may increase. Approved shop drawings are required before start of production. Customer is responsible for properly reviewing shop drawings to insure accuracy. Pallette Stone is not responsible for product errors resulting from an approved shop drawing which contained errors. Pallette Stone is not responsible for damage to property on site once leaving the roadway for drop-offs or placement of products. If a customer requests a partial load delivery prior to all material being ready for a particular structure, the customer will be responsible for additional freight charges to complete the structure or must pick up the remaining items.

Accepted By: _____

Date: _____



NPCA

Precast...The Concrete Solution

Pickett	Oneonta Block Co.	Duke
Building Materials 607-432-5391 pickettbuildingmaterials.com	Oneonta, NY 607-432-6641 oneontablock.com	Fort Crane, NY 607-646-7051 518-793-7743 dukeconcrete.com
Corporate Offices: 6459 State Highway 23, Oneonta, NY 13820		

Duke Concrete Products
 50 Duke Industrial Park
 Queensbury, New York 12804
 Phone: 518-793-7743
 Fax: 518-793-0179
 Email: sales@dukeconcrete.com

Quotation

Quote No 35670
Quote Date 05/09/2023 10:17
Expiration Date 05/11/2023
Customer CLIF07
Contact Name
Contact Number
Job 01
Your Ref
Delivery By 05/09/23
Taken By Derek Lloyd
Sales Rep Duke Store

Invoice Address
 TOWN OF CLIFTON PARK
 1 TOWN HALL PLAZA
 CLIFTON PARK, NEW YORK, 12065

Delivery Address
 1 TOWN HALL PLAZA
 CLIFTON PARK, NEW YORK, 12065



Page 1 of 1

Special Instructions		Notes				
		Lead time is 3 to 4 weeks from date of order				
Line	Product Code	Description	Qty/Footage	Price	UOM	Total
1	6PLBY	PARKING LOT BUMPER 6' YELLOW VINYL (PINS NOT INCLUDED)	145 ea	29.00	ea	4,205.00
2	6PLBB	PARKING LOT BUMPER 6' BLUE VINYL (PINS NOT INCLUDED)	15 ea	29.00	ea	435.00
3	0999102	REBAR PINS 1/2" X 24" (NON GRADED) We recommend 24" pins - when "bumped", 18" in the ground holds better than 6"	320 ea	4.00	ea	1,280.00
4	0999102	REBAR PINS 1/2" X 24" (NON GRADED) 24" pins cut to 12"	320 ea	2.50	ea	800.00
5	Manual Delivery	Delivery *Customer is liable for damages to private property when delivery is required beyond the curb line*				300.00
6	Fuel Surcharge 31-50 Miles	Fuel Surcharge 31-50 Miles				50.00
						\$6,270.00

not included in cost

By your signature below, you are agreeing to the Terms and Conditions set forth on back or attached.

Total Amount	\$7,070.00
Sales Tax 7.00%	\$494.90
Quotation Total	\$7,564.90

Buyer _____ Date _____

DISCLAIMER

The following is made in lieu of all warranties expressed or implied. Pickett Building Materials, Oneonta Block Company and Duke Concrete Products are divisions of Aman Development Corporation; obligation is limited to replace such quantity of the product proved to be defective. We as Distributors shall not be liable for an injury, loss or damage, direct or consequential, arising out of the use or the inability to use the product. Before using, user shall determine the suitability of the product for his or her intended use and user assumes all risk and liability whatsoever in connection therewith.

RETURN POLICY

All returns must be accompanied by original receipt and in original saleable condition within 30 days of purchase. Returns will be subject to a restocking charge. Special order items returned require prior vendor approval. Absolutely no returns are allowed on masonry items including, but not limited to concrete block, retaining wall block, concrete pavers, bag items, etc.

Subject to our terms and conditions of sale. Further copies available on request.

RESOLUTION
3

Resolution No. _____ of 2023, a resolution authorizing the hiring of David Galka as 2023 part-time summer help for the Buildings and Grounds Department.

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

WHEREAS, an opening exists for part-time seasonal help in the Buildings and Grounds department, and

WHEREAS, Dan Clemens, Director of Buildings, Parks, and Recreation, has recommended that David Galka be hired to fill the seasonal position; now, therefore, be it

RESOLVED, that David Galka, of Rexford, NY, be employed as a part-time seasonal laborer for Buildings and Grounds for 2023, to be paid \$16/hr, 20 hours per week, from A-7110-E4000 (General Fund- Buildings & Grounds-PT Seasonal Labor) effective immediately.

Cynthia, Zlogar

From: noreply
Sent: Friday, May 12, 2023 12:52 PM
To: Cynthia, Zlogar; Dan Clemens
Cc: Jean, Spiegel; Phil Barrett; Mark Heggen; Tom McCarthy; Lynda Walowit; Anthony Morelli; Agatha, Reid; Christopher, O'Hara
Subject: Resolution Request for TB Meeting: 06-05-2023 or June 12th Buildings & Grounds

COMPTROLLER APPROVAL or Comments:

ATTORNEY APPROVAL or Comments:

An item has been submitted to the Resolution Request form for review.

Department: **Buildings & Grounds**
Your email: **dclemens@cliftonpark.org**

Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Morelli, D. Bull, etc.): **P.Barrett**

Requested Meeting Date: **06-05-2023**

Alternate Date **June 12th**

Brief Description: **Hire David Galka, 883 Riverview Rd Rexford NY as seasonal employee for B&G at \$16.00 per hour - 20 hours a week**

Budget #: **A-7110-E4000**
Budget Description: **Buildings & Grounds - PT Labor (season)**
\$ Amount:
Procurement Policy, please describe. **personnel**
Additional Comments/Details:

RESOLUTION

#4

Resolution No. _____ of 2023, a resolution authorizing the hiring of seasonal employees to staff the Town pools and the full and half-day summer camps for the 2023 Summer season.

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

WHEREAS, the Town Board wishes to hire additional staff members for operation of the Town pools and Summer Day Camp programs, and

WHEREAS, Mike Woerner, Director of Parks and Recreation, has recommended that the individuals listed in the attached Schedule A, be hired at the locations indicated; now, therefore, be it

RESOLVED, that the individuals listed in the attached Schedule A be hired as staff for the Town Pools and Summer Day Camp programs effective for the 2023 Summer season, and be it further

RESOLVED, that the individuals be paid as indicated on Schedule A.

SCHEDULE A

Returning Lifeguard:

Mary	Sinnot	Barney Road	Lifeguard	Step 3	\$14.75	Retro to 5/28/2023	A-7150- E4690
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Alternate Lifeguard:

Jakub	Tomaszewski	Pool -TBD	Lifeguard	Step 1	\$14.50		
Isabella	Lape	Pool -TBD	Lifeguard	Step 1	\$14.50		

Head Lifeguards:

Ethan	Rogowski	Locust Lane	Head Lifeguard	Step 3	\$15.45	Retro to 5/28/2023	A-7152- E4690
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Demetra	Mouzakes	Locust Lane	Head Lifeguard	Step 4	\$15.70	Retro to 5/28/2023	A-7152- E4690
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Colin	Fitzgerald	Country Knolls	Head Lifeguard	Step 5	\$15.95	Retro to 5/28/2023	A-7151- E4690
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Counselors:

Lacey	Constantine	Jonesville	Counselor	Step 1	\$14.20	Retro to 5/28/2023	A-7310- E4500
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Michael	Zebrowski	Full-Day Camp	Counselor	Step 2	\$14.20	Retro to 5/28/2023	A-7320- E4800
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Matthew	Joseph	Full-Day Camp	Counselor	Step 1	\$14.20	Retro to 5/28/2023	A-7320- E4800
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RESOLUTION

#5

Resolution No. _____ of 2023, a resolution authorizing repairs to the Adventure challenge course at Collins Park.

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

WHEREAS, the Town's Adventure challenge course offers a unique aerial obstacle course consisting of tree climbing, ziplines, swing ropes and related challenges for summer recreation at Collins Park, and

WHEREAS, Project Adventure, Beverly, Massachusetts offers proprietary design, testing, and inspection services to ensure compliance with industry standards for safety and reliability of challenge course elements throughout the Northeast, and has performed safety testing on behalf of the Town for compliance with industry standards, and

WHEREAS, Project Adventure completed the most recent safety inspection of the course on April 18th, 2023, which demonstrated needed repairs and upgrades to several of the existing course elements, and

WHEREAS, Project Adventure has submitted a quote for the repairs necessary for the course elements, in the amount of \$9,599, for the planning, design, engineering and implementation of repairs necessary to bring the course up to date for the new season, and

WHEREAS, Mike Woerner, Director of Parks and Recreation, recommends that the Board retain Project Adventure to complete the repairs to the course that have been identified by the recent inspection, per the submitted quote; now therefore, be it

RESOLVED, that the Supervisor is authorized to accept the quote of Project Adventure for the design, engineering and implementation of repairs and upgrades to the Town's Adventure Challenge Course, and be it further,

RESOLVED, that the Comptroller is authorized to transfer \$9,599 from Unreserved Fund Balance to A-7621-200 (General Fund – Project Adventure – Equipment) to pay for the course repairs.

Cynthia, Zlogar

From: noreply
Sent: Friday, May 19, 2023 10:05 AM
To: Cynthia, Zlogar; Michael, Woerner
Cc: Jean, Spiegel; Phil Barrett; Mark Heggen; Tom McCarthy; Lynda Walowit; Anthony Morelli; Agatha, Reid; Christopher, O'Hara
Subject: Resolution Request for TB Meeting: 06-05-2023 or any day that works best for you
PARKS & RECREATION
Attachments: 646782205f7f8-2023 Repairs Recommended from Inspection Town Of Clifton Park ih alk 5-15-23.pdf

COMPTROLLER APPROVAL or Comments:

ATTORNEY APPROVAL or Comments:

An item has been submitted to the Resolution Request form for review.

Department: **PARKS & RECREATION**
Your email: **mwoerner@cliftonpark.org**

Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Morelli, D. Bull, etc.):
Walowit

Agatha Reid & Lynda

Requested Meeting Date: **06-05-2023**

Alternate Date any day that works best for you

Brief Description: **needed repairs to Adventure Challenge course**

Budget #: **A-7621-200**

Budget Description: **repairs to course**

\$ Amount: **9598.26**

Procurement Policy, please describe.

repairs by company that inspected the course

Additional Comments/Details:

repair quote attached from Project Adventure



Project Adventure

978.524.4500
www.pa.org

Town Of Clifton Park - Collins Park

553 Moe Rd

Clifton Park, NY 12065

Nolan Yowell - Challenge Course Manager, Mike Woerner - Director of Parks and Recreation

Parks & Recreation Office - 518-371-6667

nolanyowell@gmail.com, mwoerner@cliftonpark.org

2023 Repairs Recommended from Inspection

May 15, 2023

Challenge Course Elements and Related Estimated Expenses

Challenge Course Repairs *

Element	Description of Repair
Centipede	Replace staple climb *see below
Giant Swing	Replace staple climb *see below
Low Swinging beam	Remove element
Multiswing - under catwalk	Replace drop cable and associated hardware, as needed
Pamper Plank / Pamper Rail - dual, inline & perpendicular	Replace staple climb on inline access tree *see below. Replace belay backup. Install new buoy target for pamper rail.
Rappel from Platform w/ rope ladder access	Remove pulley(s), replace rope ladder (previously removed). Fix belay gear to cable with cable clamps. Install belay and rappel bolts. Replace platform *see below
Stem Climb / Chimney Climb	Replace belay back-up on Catwalk side. Add LEAP anchors as needed to start and end of climb.
Zip Wire	Remove element

High Outdoor Elements

Qty	Element Name	Notes
1	Platform	rappel platform
1	Rope Ladder	as access to another element; rappel platform
3	Staple Climb	on tree



Project Adventure

978.524.4500

www.pa.org

Planning, Design and Administrative Services Expenses *

Circumstances such as requested design changes, requested drawings or schematics, engineering, required permits or unforeseen circumstances during installation may require additional Planning and Design efforts and additional costs. This amount may be adjusted on the final invoice. You will be required to approve any changes that will require additional costs.

Travel Expenses

Every effort will be made to keep expenses within this budget; however, circumstances may require additional travel expenses including, but not limited to delay on the part of the client to confirm dates in a timely manner. Travel expenses may be adjusted on the final invoice.

***Total Cost**

\$9,598.26

***Total cost includes all labor, materials and job related expenses**

RESOLUTION

#6

Resolution No. _____ of 2023, a resolution scheduling a Public Hearing on a proposal to amend Chapter 176 of the Town Code relative to street opening or excavation permits issues by the Highway Department.

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

WHEREAS, chapter 176 of the Town code, enacted through Local Law # 6 of 2012, sets forth a procedure for the issuance of Street Opening Permits for authorized utilities, communications companies, and entities to excavate Town owned streets and roads for the purpose of laying pipe, conduit, fiber and related infrastructure for purposes consistent with the public good, and

WHEREAS, the Highway Department has published and otherwise made available an “Application for Permit to Cut/Excavate Town Roads” containing some 36 separate specifications, conditions, and methods of work required of permit holders relative to excavation and restorations associated with such permits, and

WHEREAS, by resolution # 266 of 2021, the Town Board, on November 15, 2021, authorized the issuance of Street Opening permits to Greenlight Technologies for the purpose of installation of high-speed fiber optic cables to provide competitive broadband internet and communications service to residents and businesses within the town, utilizing the Highway Departments existing permit specifications for excavations and restorations, and,

WHEREAS, the Town Board adopted a second resolution, No.118 of 2022, on April 18, 2022, directing the Highway Superintendent to issue permits to Greenlight technologies and

WHEREAS, after receiving inconsistent and contradictory information concerning the issuance of such permits, On August 25, 2022, the Supervisor directed the Town Comptroller’s office to initiate an audit of the Highway Department’s procedures relative to the receipt, processing, fee calculation, issuance, and record keeping associated with street opening permit applications and permits over a five-year period, and

WHEREAS, on September 12, 2022, outside auditors engaged by the Comptroller’s office contacted the Highway Superintendent to initiate meetings for the purpose of gathering information necessary to audit the Department’s procedures for the receipt, processing and issuance of Street Opening Permit applications and permits, and

WHEREAS, on December 5, 2022 , the Town Board adopted resolution 285 of 2022, in which the Town Board directed the Highway Superintendent to cooperate fully with outside auditors in the conduct of an audit of Street Opening Permit procedures and fee collection, and

WHEREAS, The outside audit report, dated February 10, 2023, demonstrates significant omissions, inconsistencies and exceptions to agreed upon procedures, including a

failure to collect permit fees due and owing, and failure to keep records of the number, location and issuance of permits on any consistent basis, a failure to collect required proof of insurance, or accurate data on the location and extent of street excavations within the Town, as well as inconsistencies between the Department's application and the requirements of the Town code, and inconsistencies between the Department's permit application requirements and the Department's actual practices, and

WHEREAS, The Town Board wishes to schedule a Public hearing on a proposal to amend Section 176 of the Town Code to require adequate record keeping, establish reasonable deadlines for the disposition on applications for such permits, update the Town's fee schedule for such applications and require all sums to be adequately accounted for and deposited with the Receiver of Taxes and Assessments, now therefore, be it

RESOLVED, that a public hearing on the proposal is hereby scheduled to take place on June 20, 2023, at 7:05 P.M. in the wood Memorial Room, One Town Hall Plaza, Clifton Park, New York 12065, and the Town Clerk is directed to provide the attached notice of same.

The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

Article II Street Opening Permits

[Adopted 3-12-2012 by L.L. No. 6-2012]

§ 176-3 Permits required; fee; transferability. Applicability, procedure, permits

A This Section applies to all utilities, communication and transportation companies and contractors wishing to excavate, cut or perform construction activities within Town Roads, Streets, Highways or Right-of-Way for the purpose of laying pipe, conduit, or other infrastructure within the Town right of Way.

- A. No person, other than a duly authorized Town officer or employee, shall make any openings or remove any pavements or paved trails in any street, avenue, alley, curb or public place in the Town of Clifton Park without a permit from the Superintendent of the Highway Department.
- B. The fee for a permit shall be [\$150,] established by resolution of the Town Board, as updated from time to time, and made payable to the Clifton Park Highway Department.
- C. Permits issued hereunder shall not be transferable.
- D. All permit fees shall be forwarded to the Receiver of Taxes and Assessments, along with the name and address and affiliation of the applicant, total amount of the permit fee remitted and the basis for its calculation.

E Deposits/Security

(1) Any amounts held or collected as a deposit or security for the purpose of ensuring restoration to the standards outlined in the permit application shall be accounted for and submitted to the Receiver of taxes

(2) Upon documentation provided that demonstrates that the restoration of the pavement, Right of Way, and any other condition for which a deposit or security is held has been satisfactorily completed, The Superintendent of Highways shall submit a voucher to the receiver of taxes who shall process refunds in accordance with the documentation provided.

§ 176-4 Public notification of street closing.

- A. Whenever a street or a portion of a street is to be closed to traffic or parking is to be prohibited for eight or more hours on one day or over a period of several days, the Superintendent may require, as a condition of the issuance of a permit under § 176-5, a program of public notification which may include the following:
 - (1) Notification of scheduled work in the public service section of a local newspaper of general circulation in advance of the commencement of such work.
 - (2) Direct contact with residents on affected street through circular or leaflet.

- (3) Posting of scheduled work on the Town's website [as appropriate.]
- (4) Signage at the work site.
- B. Notification should include expected date and time of commencement and completion of work, hours that the street shall be closed to traffic, the date and times temporary parking restrictions will be in effect and the availability of alternate routes, if applicable.

§ 176-5 Application for permits.

- A. Application for a permit shall be made to the Superintendent of the Highway Department on the attached [provided] forms, which shall describe the location, number, purpose and [size] specific dimensions of the openings to be made, the kind of pavement or paved trail to be removed, the time when such openings are desired and the [length of time] duration, in days, that the openings will remain open, together with such other information regarding the work as the Superintendent of the Highway Department may require. Applications for permits shall expire in 90 days.
- B. Emergency procedure. In cases of a service emergency, permit applications can be faxed or delivered to the Superintendent of the Highway Department within 24 hours after a pavement opening, or the next business day.

176-6 Records

The Highway Superintendent shall keep and maintain complete and accurate records of all applications for permits received by the Highway Department, including

- A. Copies of all permit applications, with a date stamp or other permanent record of the date of receipt. Such records shall be kept by year and name of the applicant.
- B. The disposition of each application, whether a permit was issued for each such application, the date of issuance, and the date that the work site was restored or otherwise closed.
- C. The permit fees collected and transmitted to the receiver of taxes
- D. Complete and accurate information on the receipt, and disposition, of any funds, or any other thing of value collected or held for security or for the purpose of ensuring that the worksite restoration is accomplished satisfactorily.
- E. All such records shall be maintained for 5 years, on an annual basis.

176-7 Report to Town Board

- A. The Superintendent shall provide an annual report to the Town Board, on or before ----- detailing the Number of all applications received, and the amount of fees and security collected as well as the date of application and the date of response, including a statement as to whether each application was granted, denied or otherwise processed. The report shall also detail any applications for which restoration work was incomplete, or resulted in any damage to property, the steps taken by the Department to require completion or to remedy such damage, as well as the applicant's response.

§ 176-6 Insurance.

Before a permit is granted, the applicant shall provide a certificate of insurance of a duly authorized

insurance company, in the sum of \$1,000,000 designating the Town as a named insured and evincing coverage to indemnify and save harmless the Town of Clifton Park from all loss, damage, cost and liability whatever which the Town may sustain or incur by any reason arising out of the work performed or to be performed.

§ 176-7 Closing and repavement.

The closing and repavement shall thereafter be performed in a consistent with specifications published by the Superintendent of Highway Department. The Superintendent shall be notified when repavement operation is complete, and an opportunity for inspection provided.

§ 176-8 Maintenance; subsequent repairs.

- A. A person authorized to open a street or paved trail pursuant to the provisions [hereof (the permittee)] of this chapter shall have a continuing duty to keep such area free from settlement or other defects caused by said openings for a period of one year following restoration and shall, when necessary, repair and restore such area [to a condition satisfactory to the Highway Department.] to the pre-excavation condition consistent with the Methods and supplemental conditions provided in the permit application.
- B. If a permittee fails to properly repair any pavement openings [as directed], after written notice thereof from the Highway Department, the Highway Department shall have such repairs made, which shall be charged against the permittee.
- C. Nothing contained herein, however, shall prevent or preclude the Highway Department from taking whatever steps may be necessary, with or without notice, when emergency or otherwise dangerous conditions exist.
- D. [In cases where pavement was removed or opened for the purpose of providing an infrastructure connection to any building or real property, and the permittee has failed to properly repair pavement openings as directed, the owner of the property for whom the pavement was removed shall ensure that pavement be restored or repaired consistent with this article.]
- E. Failure to properly restore pavement openings: [shall be grounds for the withholding of additional permits under this chapter.]

(1) If, in the judgment of the Highway Superintendent, an applicant has failed to properly restore a pavement cut or street opening pursuant to a permit issued under this chapter, or has failed to make application for same under this chapter, The Highway Superintendent shall provide the applicant with a detailed notice of any defects or damage to property, with a copy to the Town Supervisor, and provide a reasonable opportunity for the applicant to remedy such defects or to remediate any damage outstanding.

§ 176-9 Fee exemption.

Permits shall be required for street openings by or on behalf of the Clifton Park Water Authority, and for Town sewer operations and for private contractors operating in connection therewith; however, no permit application fee shall be charged.

[§ 176-10 Promulgation of rules and regulations.

The Superintendent of the Highway Department is hereby authorized to promulgate and amend a fee schedule and additional rules, regulations and specifications necessary to supplement and effectuate the purpose and intent of this article.]

176-11.

Permits, for Residential Driveways, Culvert Installation, or the installation of lateral lines for individual service for water, sewer or utilities or communications facilities:

- A No person, other than a duly authorized Town officer or employee, shall make any openings or remove any pavements or paved trails in any street, avenue, alley, curb or public place in the Town of Clifton Park without a permit from the Superintendent of the Highway Department.
- B Residential Driveway or Culvert Installation permits shall be issued by the Highway Department without fee.
- C The Highway Superintendent shall keep and maintain records for all individual permits for Driveways, culverts or other installations for individual properties within the Town, including:
 - D. The date each application was received by the Department, the date of the disposition of each such application, and permits issued, or denied, including all drawings, sketches, and descriptions of the work requested and any necessary restorations to the public roads, right of Way or property.
 - E. If the Highway department does not make a determination to grant, modify or deny and such application within 30 days, a written explanation for the determination shall be maintained by the Department.
 - F. All such records shall be maintained for 6 years, on an annual basis.

RESOLUTION

#7

Resolution No. _____ of 2023, a resolution authorizing the establishment of a Clifton Park 200th Celebration Committee.

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

WHEREAS, Supervisor Barrett recommends the establishment of a Clifton Park 200th Celebration Committee, which will focus on honoring the history of Clifton Park since its establishment in 1828, as well as three other upcoming milestones: bicentennial of the opening of the Erie Canal (2025), 250th anniversary of the American Revolution (2026) and the 250th anniversary of the Battle of Saratoga (2027), and

WHEREAS, the Town Board wishes to appoint a committee that will examine and discuss the coordination of the recognition of these historical milestones through events, ceremonies, workshops and programs throughout the coming years, and

WHEREAS, the committee will consist of the Supervisor and all persons noted on the attached list, as well as members yet to be appointed from the committees and groups noted on this attachment; now, therefore, be it

RESOLVED, that the Town Board establishes the Clifton Park 200th Celebration Committee, with membership to be appointed by the Board at a subsequent meeting.



Town of Clifton Park

One Town Hall Plaza | Clifton Park, New York 12065 | (518) 371-6651 | Fax: (518) 371-1136

CLIFTON PARK HISTORIC CELEBRATION COMMITTEE

Celebrating Clifton Park's 200th Birthday

Phil Barrett, Town Supervisor

Agatha Reid, Town Councilwoman (Co-Chair)

Chris O'Hara, Town Councilman (Co-Chair)

John Scherer, Town Historian

Member, Historic Preservation Commission

Member, Historic Preservation Commission

Member, Friends of Grooms Tavern

Member, Mohawk Towpath Scenic Byway

Member, Open Space, Trails & Riverfront Committee

Two CP Residents,

(preferably life residents with long family roots)

Member, CP/Halfmoon Library

Pete Bardunias, Capital Region Chamber

Member, Saratoga County Chamber

Member, ESAB

Member, Farming Community Representative

Member, Faith Community Representative

** The Committee will be provided support from various Town departments

RESOLUTION
8

Resolution No. _____ of 2023, a resolution hiring Chantel Smith as a Part-time Animal Control Officer.

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

WHEREAS, an opening exists for a Part-time Animal Control Officer, and

WHEREAS, Terri Cook, Director of Animal Control, has recommended that Chantel Smith be hired provisionally for the position, pending Civil Service Certification; now, therefore, be it

RESOLVED, that Chantel Smith is hereby hired as a Part-time Animal Control Officer for the Town of Clifton Park at Grade 3, Step 1 (\$21.10 per hour) budgeted from A-3510-E4000 (General Fund-Animal Control- Part-Time Employee), effective immediately.

Cynthia, Zlogar

From: noreply
Sent: Wednesday, May 31, 2023 9:18 AM
To: Cynthia, Zlogar; Terri Cook
Cc: Jean, Spiegel; Phil Barrett; Mark Heggen; Tom McCarthy; Lynda Walowit; Anthony Morelli; Agatha, Reid; Christopher, O'Hara
Subject: Resolution Request for TB Meeting: 06-05-2023 or Animal Control

COMPTROLLER APPROVAL or Comments:

ATTORNEY APPROVAL or Comments:

An item has been submitted to the Resolution Request form for review.

Department: **Animal Control**
Your email: **tcook@cliftonpark.org**

Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Morelli, D. Bull, etc.): **Phil Barrett/Lynda Walowit**

Requested Meeting Date: **06-05-2023**

Alternate Date

Brief Description: **New part time Animal Control Officer**
Chantel Smith

Budget #:
Budget Description:
\$ Amount: **Part ACO payment**
Procurement Policy, please describe. **invoice**
Additional Comments/Details: