


TOWN OF CLIFTON PARK TOWN BOARD MEETING

November 06, 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**
 - **Presentation of proclamation to Daniel McEvily honoring AVM & Epilepsy Awareness Month**
 - **Presentation of Community Action Fund Grant Awards**
 - **7:05 pm-Public Hearing on the withdrawal of funds from the Open Space Capital Reserve Fund for the purchase of Maple Hill Farms Permanent Conservation Easement Deed**
 - **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
November 06, 2023

| <u>SOURCE</u> | <u>RESOLUTION</u> | <u>CONTACT</u> |
|-----------------|--|----------------|
| 1. Planning | Authorize purchase of permanent conservation easement for Maple Hill Farms | P. Barrett |
| 2. Town Board | Appoint Mark Vena as a member of the Industrial Development Agency (IDA) | P. Barrett |
| 3. Assessor | Authorize the Assessor to re-levy unpaid Saratoga County Sewer District No. 1 charges to the Town and County Tax bills | P. Barrett |
| 4. Assessor | Authorize the Assessor to re-levy unpaid Town of Ballston Water charges to the Town and County Tax bills | P. Barrett |
| 5. Assessor | Authorize the Assessor to re-levy unpaid Clifton Park Water Authority charges to the Town and County Tax bills | P. Barrett |
| 6. Assessor | Authorize the Assessor to re-levy unpaid Olde Nott Farm Sewer charges to the Town and County Tax bills | P. Barrett |
| 7. Assessor | Authorize the Assessor to re-levy unpaid Rivercrest Sewer District Ext. #1 charges to the Town and County Tax bills | P. Barrett |
| 8. Assessor | Authorize the Assessor to re-levy unpaid charges for care and supervision of abandoned properties for 2021 and 2022 to the Town and County Tax bills | P. Barrett |
| 9. Supervisor | Accept an amendment to existing use and occupancy permit from Canal Corporation for Vischer Ferry Nature Preserve | P. Barrett |
| 10. Comptroller | Authorize the Supervisor to enter into an agreement with Jefferson Solutions for GASB 75 Actuarial Valuation Services for the year ending 12/31/2023 | P. Barrett |

11. Comptroller

Authorize upgrade of Town accounting system to a cloud-based accounting system

P. Barrett

TOWN OF CLIFTON PARK
COUNTY OF SARATOGA
STATE OF NEW YORK

NOTICE OF PUBLIC HEARING REGARDING
WITHDRAWING FUNDS FROM THE OPEN SPACE CAPITAL RESERVE FUND

Please take notice that the Town Board of the Town of Clifton Park will conduct a public hearing on Monday, November 6, 2023 at 7:05 PM 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 regarding a proposal to withdraw up to \$405,575 from the Open Space Capital Reserve Fund for the acquisition of a permanent conservation easement over 71 ± acres of farmland on Ashdown Road.

Copy of the proposed proposal is available for review in the Town Clerk's office during normal business hours.

Teresa Brobston, Town Clerk

RESOLUTION

#1

Resolution No. _____ of 2023, a resolution authorizing the Supervisor to execute closing documents for the acquisition of a permanent conservation easement over 71± Acres of farmland on Ashdown Road, and appropriating funds for the purchase.

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

WHEREAS, by Resolution No. 150 of 2019, the Town Board authorized the Supervisor to sign a master grant contract with the State Department of Agriculture and Markets, through the Department's Farmland Protection Implementation Grant Program (FPIG), to support the purchase of a permanent conservation easement over the operating farmlands known as Maple Hill Farm, at 110 Ashdown Road, otherwise identified as SBL 263.-2-8.1, for a grant value to cover up to 75% of the total project costs, and

WHEREAS, the total project costs are \$456,915, consisting of transaction costs including title insurance, title search, survey, appraisal, staff time, legal fees, recording fees, stewardship fee, and baseline report, as well as the value of the development rights to be acquired, and

WHEREAS, the Planning Department estimates that the Town's reimbursement from the State Department of Agriculture and Markets Farmland Protection Grant will be \$342,686, and

WHEREAS, by Resolution No. 6 of 2020, the Town Board authorized the Supervisor to execute a Farmland and Open Space Grant Contract with the County of Saratoga for additional funding of \$14,000 to support the Maple Hill Farm development rights purchase, which will also operate as a reimbursement Grant, and

WHEREAS, the acquisition will permanently protect valuable farmlands within the Town, the County and the State of New York, and permanently extinguish the development rights for the property in accordance with the Deed of Conservation Easement, and

WHEREAS, following the completion of property surveys by Environmental Design Partners, Title search and related work by SMPR Title, and the professional property appraisal by CNY Appraisers, Inc., the value of the development rights to be acquired was appraised at \$421,700, and

WHEREAS, Property Owners Kurt and Juliette Swartz, have agreed to contribute \$16,125 through a bargain sale donation, which results in a final acquisition cost of \$405,575, and

WHEREAS, the Town Board has previously committed to fund the purchase price in the first instance, and seek reimbursement of the contractual grant funds from the State of New York and the County of Saratoga, and to fund the local cash and in-kind match resulting in a net cash contribution by the Town in the amount of \$73,429, as well as \$10,675, credited for in-kind services in the form of staff time and legal services, and

WHEREAS, Director of Planning and Zoning, John Scavo, recommends that the Board classify the purchase of a conservation easement for farmland protection purposes as an Unlisted Action pursuant to SEQRA; now, therefore, be it

RESOLVED, that the Supervisor is authorized to accept the attached Deed of Conservation Easement over the 71.262 Acre farmlands known as Maple Hill Farm at 110 Ashdown Road, in exchange for the sum of \$405,575, and be it further

RESOLVED, that the Comptroller is authorized to pay up to \$405,575 to sellers Kurt and Juliette Swartz, as well as related closing and filing costs, from the Open Space Capital Reserve, with a transfer to A-01940-00200 (General Fund- Other Town Payments – Equipment), and be it further

RESOLVED, that the Planning Department is instructed to seek the full eligible reimbursements to the town from the County of Saratoga and the New York State Department of Agriculture and Markets, in accordance with the terms of each grant contract, to be deposited in the Open Space Capital Reserve Fund and be it further

RESOLVED, that the Board issues a Negative Declaration Pursuant to the SEQRA, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts

Resolution No. 150 of 2019, a resolution approving a master grant contract with the State Department of Agriculture and Markets for participating in the Farmland Protection Implementation Grant program.

Introduced by Councilman Romano, who moved its adoption, seconded by Councilman Whalen.

WHEREAS, by Resolution No. 182 of 2018, the Town Board authorized the Supervisor to execute an application for a Farmland Implementation Protection Grant for the acquisition of an interest in the Maple Hill Farm, Ashdown Road, Ballston Lake, and

WHEREAS, by correspondence dated December 27, 2018, the New York State Department of Agriculture & Markets advised the town that the property had been selected for grant program funding, and

WHEREAS, the Town Board wishes to acquire a conservation easement over the Maple Hill Farm to permanently protect +/- 72.9 acres of farmland in the northeast portion of the town, and

WHEREAS, the total project value is estimated to be \$544,900, and

WHEREAS, the master grant contract requires a town cash match up to \$77,100 which will be taken from Western Clifton Park Open Space Incentive Zoning Fund, and

WHEREAS, by Resolution No. 168 of 2018, the County of Saratoga has committed to contribute \$14,000 toward the project; now, therefore, be it

RESOLVED, that the Supervisor is authorized to sign the attached master grant contract to advance this project.

ROLL CALL VOTE

Ayes: Councilman Whalen, Councilwoman Standaert, Councilman Romano,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

June 3, 2019

Patricia O'Donnell, Town Clerk

Resolution No. 6 of 2020, a resolution authorizing the Supervisor to execute a grant contract with the County of Saratoga to support the purchase of development rights to Maple Hill Farm.

Introduced by Councilman Romano, who moved its adoption, seconded by Councilwoman Standaert.

WHEREAS, the town has been awarded grant funds pursuant to the New York State Farmland Protection Implementation Grant Program to acquire and hold a permanent Conservation Easement over lands of Maple Hill Farms with a combination of state funds as well as local matching funds, and

WHEREAS, the County of Saratoga has awarded Grant funding of \$14,000 to support the project; now, therefore, be it

RESOLVED, that the Supervisor is authorized to execute the Grant Funding Contract with the County of Saratoga, attached.

ROLL CALL VOTE

Ayes: Councilman Whalen, Councilwoman Standaert, Councilman Romano,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

January 13, 2020

Teresa Brobston, Town Clerk



Agriculture and Markets

ANDREW M. CUOMO
Governor

RICHARD A. BALL
Commissioner

December 27, 2018

Honorable Philip Barrett
Town of Clifton Park
1 Town Hall Plaza
Clifton Park, NY 12065

Dear Supervisor Barrett:

Governor Andrew Cuomo has made farmland protection a priority for New York State, committing \$75 million in 2018 to farmland protection activities. I am pleased to inform you that the Department of Agriculture and Markets, through its Farmland Protection Implementation Grants (FPIG), has awarded the Town of Clifton Park the sum of **\$408,750**. This funding is to assist the town in a Purchase of Development Rights project to permanently protect the viable agricultural lands associated with **Maple Hill Farm**. This Round 16 FPIG award is funded through the New York State Environmental Protection Fund.

Before state funds can be disbursed, a contract between the Department and the Town of Clifton Park must be approved. To initiate the contract process, please fill out and return the enclosed forms in the self-addressed envelope. David Behm will be your principal contact for this contract and the associated project. He may be reached at 518-485-7729 or david.behm@agriculture.ny.gov.

Project expenditures that occur prior to the approval of the contract may not be reimbursed. Therefore, we strongly advise you not to incur any project expenses for which state reimbursement will be sought until after the contract is approved.

The Department looks forward to helping you with this important farmland protection implementation activity.

Sincerely,

Richard A. Ball
Commissioner

Enclosures (6)

cc: Saratoga County AFPB
Kurt and Juliette Swartz

Resolution No. 182 of 2018, a resolution authorizing the Town of Clifton Park Town Board to apply for the 2018 New York State Farmland Protection Implementation Grant (FPIG) program for purchase of development rights to place and hold a perpetual conservation easement over the Maple Hill Farm, Ashdown Road.

Introduced by Councilman Romano, who moved its adoption, seconded by Councilwoman Walowit.

WHEREAS, the NYS Department of Agriculture and Markets announced a 2018 RFP0179-Round 16 Farmland Protection Implementation Grants (FPIG) Request for Proposals-Conservation Easement Projects opportunity, to substantially fund the purchase of development rights and the placement of permanent conservation easements on viable farms with 75% state funds, 25% matching funds, and

WHEREAS, Kurt & Juliette Swartz are the farmers and the owners of certain real property ("the Property") known as Maple Hill Farm, consisting of approximately 72.9 acres of viable agricultural land, Tax Map Parcel #236.-2-8.1, located at Ashdown Road and NYS Route 146A in the Town of Clifton Park; and the entire farm is within the Saratoga County Consolidated Agricultural District #2, and

WHEREAS, the Swartz's are interested in protecting the Property for agricultural purposes by conveying a permanent conservation easement on the Property to the Town of Clifton Park, and

WHEREAS, the protection of farmland is a priority of the Town of Clifton Park's Open Space Plan, adopted in 2003, and

WHEREAS, Maple Hill Farm is in the Western Clifton Park GEIS Study Area, and is identified as agricultural resources in the Western Clifton Park Land Conservation Plan and GEIS that was adopted by the Town of Clifton Park Town Board in 2005, and

WHEREAS, the Swartz's approached the town initially in May 2007 indicating interest in conservation options for their farm property, and

WHEREAS, the Town of Clifton Park supported Saratoga PLAN's application to the 2018 Saratoga County Open Space & Farmland Protection Grant for Maple Hill Farm, and

WHEREAS, the 2018 Saratoga County Open Space & Farmland Protection Grant Award is anticipated to be \$14,000 towards this Maple Hill Farm 2018 State FPIG project; now, therefore, be it

RESOLVED, that the Town of Clifton Park Town Board authorizes the Town Supervisor to sign and prepare a state Farmland Implementation Protection Grant for a project due August 31, 2018 for the purchase of the development rights of a 72.9-acre farm and to place a perpetual

conservation easement over the Maple Hill Farm (Tax parcel #236.-2-8.1), working with town staff and supporting partners Saratoga PLAN and Saratoga County Planning, and be it further

RESOLVED, that the town will utilize, as a funding source, the Town of Clifton Park Open Space Incentive Zoning Fund that is dedicated to the purchase of land or development rights/permanent conservation easements in Western Clifton Park GEIS Study Area; and be it further

RESOLVED, that the Town of Clifton Park will contribute no less than \$58,000 towards the Maple Hill Farm permanent easement protection project, pending a future professional appraisal to be done as part of the project, and if the project is so awarded, will further have prepared and fund the professional transactional services needed for complete the project, including professional appraisal, environmental site assessment, easement boundary survey, baseline documentation report, title search and title insurance, and real property transfer/closing and legal costs, as is necessary and applicable.

ROLL CALL VOTE

Ayes: Councilwoman Standaert, Councilman Romano,
Councilwoman Walowit, Supervisor Barrett

Noes: None

Absent: Councilman Whalen

DECLARED ADOPTED

July 16, 2018

Patricia O'Donnell, Town Clerk

Landowner Intent to Convey Conservation Easement(s) on Viable Agricultural Land

The (name of entity that will hold proposed conservation easement(s))

TOWN OF CLIFTON PARK

is proposing to acquire conservation easement(s) on the subject property described below and as acknowledged herefo:

Print or Type Below the Name of Each Authorized Representative of the Above-named Entity -

Signature Below of Each Authorized Representative of the Above-named Entity -

PHILIP C. BARRETT, TOWN SUPERVISOR

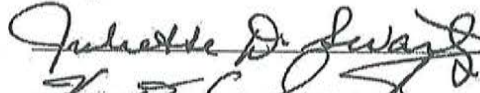


Name(s) of each Landowner to Convey the Conservation Easement(s):

Print or Type Each Name Below -

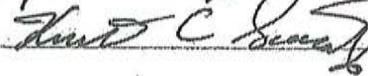
Signature Below -

JULIETTE D. SWARTZ



9-7-23

KURT C. SWARTZ



9-7-23

Identification/Description (below) or Illustration (attached) of Real Property to be Encumbered with Conservation Easement(s):

MAPLE HILL FARM, 110 ASHDOWN ROAD, TOWN OF CLIFTON PARK

Proposed permanent conservation easement on 71.262 acres

Landowner Intent to Convey Conservation Easement(s) on Viable Agricultural Land

Proposed Number of Conservation Easements to be Conveyed on Subject Property Described on Page 1 = 1

Proposed Duration of Each Conservation Easement Referenced Immediately Above:

PERMANENT

Proposed Price to Purchase Development Rights on Subject Property Described on Page 1 = \$ 405,575.00 (no cents) (NOTE: If full donation, please enter "\$0".)

Local Match Contribution(s) from Participating Landowner(s) –
Please enter \$ amount of each contribution below (if any), OR enter "\$0" if no contribution.

- IF landowner(s) will provide a bargain sale donation on the purchase price for the above transaction(s), please provide the estimated amount = \$ 16,125.00 (no cents)
- IF landowner(s) will provide an unreimbursed cash contribution toward transaction costs (e.g., appraisal, survey, etc.), please provide the estimated amount = \$ 0.00 (no cents)

FINANCIAL WORKSHEET - Perpetual Conservation Easement Project

RF00179 - FPIG Financial Worksheet - Farmland Protection Implementation Project Involving a Perpetual Conservation Easement
Farm Name: Maple Hill Farm **Name of Applicant:** Town of Clifton Park **AGM edits-8.21.2023 and Town edits 8.22.23**
Estimated Acres to be Permanently Protected = 71.2620 **Value of Development Rights =** \$ 421,700 **\$ per acre =** \$ 5,918 **Value of Preemptive Purchase Right =** \$ - **\$ per acre =** \$ 0
Value of Development Rights = \$ 421,700 **\$ per acre =** \$ 5,918 **Value of Preemptive Purchase Right =** \$ - **\$ per acre =** \$ 0

Extent of Value of Preemptive Purchase Right to Value of Development Rights = 0%
Extent of Value of Development Rights = 0%

| | Estimated Costs ¹ | FUNDING SOURCES | | | | | | Sum of Funding Sources (cash) ⁶ | Sum of In-Kind Contributions ⁷ | Landowner Contribution ⁸ | Proposed Purchase Price of Conservation Easement ⁹ | | |
|--|------------------------------|---------------------------------|----------------------------|------------------|--------------------------|----------------|-------------------|--|---|-------------------------------------|---|---------------------|----------------------------------|
| | | State | | | Municipal Government | | | | | | | Other ¹⁰ | |
| | | State Contribution ² | County (cash) ³ | County (in-kind) | Town (cash) ⁴ | Town (in-kind) | (cash) | | | | | (in-kind) | (Identify cash source(s) below.) |
| LAND COSTS | | | | | | | | | | | | | |
| Value of All Rights to be Acquired | \$ 421,700 | \$ 318,146 | \$ 14,000 | \$ 73,429 | \$ - | \$ - | \$ 405,575 | | \$ 16,125 | \$ 405,575 | | | |
| TRANSACTION COSTS | | | | | | | | | | | | | |
| Title Insurance | \$ 1,475 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,475 | | \$ - | | | | |
| Survey(s) | \$ 9,500 | \$ 9,500 | \$ - | \$ - | \$ - | \$ - | \$ 9,500 | | \$ - | | | | |
| Appraisal | \$ 2,500 | \$ 2,500 | \$ - | \$ - | \$ - | \$ - | \$ 2,500 | | \$ - | | | | |
| Project Partners' Staff Time ¹⁰ (e.g., contract administration, project management, outside easement expertise, etc.) | \$ 7,950 | \$ - | \$ - | \$ - | \$ 7,950 | \$ - | \$ - | \$ 7,950 | \$ - | | | | |
| Outside Legal Fees (if any) | \$ 2,250 | \$ - | \$ - | \$ - | \$ 2,250 | \$ - | \$ - | \$ 2,250 | \$ - | | | | |
| Recording Fees | \$ 80 | \$ 80 | \$ - | \$ - | \$ - | \$ - | \$ 80 | | \$ - | | | | |
| Stewardship Fee ¹¹ | \$ 10,000 | \$ 10,000 | \$ - | \$ - | \$ - | \$ - | \$ 10,000 | | \$ - | | | | |
| Baseline Documentation Report | \$ 475 | \$ - | \$ - | \$ - | \$ 475 | \$ - | \$ - | \$ 475 | \$ - | | | | |
| Easement Defense Liability Insurance ¹² | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | |
| Other transaction cost ¹³ | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | |
| Other transaction cost ¹³ | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | |
| Title search | \$ 985 | \$ 985 | \$ - | \$ - | \$ - | \$ - | \$ 985 | | \$ - | | | | |
| Subtotal = | \$ 35,215 | \$ 24,540 | \$ - | \$ 10,675 | \$ - | \$ - | \$ 24,540 | \$ 10,675 | \$ - | \$ 10,675 | | | |
| TOTAL PROJECT COSTS | \$ 456,915 | \$ 342,686 | \$ 14,000 | \$ 73,429 | \$ 10,675 | \$ - | \$ 430,115 | \$ 10,675 | \$ 16,125 | \$ 114,229 | | | |
| Percentage of Total Project Cost from Each Contributor ¹⁴ | | 75.0% | 3.1% | 0.0% | 16.1% | 2.3% | 0.0% | 0.0% | 3.5% | 25.0% | | | |
| Auto Match | | | | | | | | | | | | | |
| Check¹⁷ | | | | | | | | | | | | | |
| Total Project Costs = | \$ 456,915 | 100.0% | | | | | | | | 9.3% | | | |

Local Match Total¹⁵ \$ 114,229
Percentage of Local Match that is In-Kind¹⁶ = 9.3%

NOTE: NYS real estate transfer tax, if any, shall NOT be paid from proceeds provided to the Applicant from the State via the FPIG contract associated with this project. Identify each "Other" source of cash and specify the amount to be provided from each source in the box immediately below:

FINANCIAL WORKSHEET - Perpetual Conservation Easement Project

INSTRUCTIONS FOR FILLING OUT FINANCIAL WORKSHEET.

- (1) Enter estimated costs for each item associated with this transaction. Value of development rights will automatically fill from above. All costs should be based on the most accurate data available at the time of application. Ideally, the value of development rights will be based on a recent appraisal.
- (2) State contribution shall not exceed 75% of total project cost UNLESS this project is proposed as an 87.5% State award - refer to RFP for more info. However, the State contribution toward any individual cost item may be greater than 75%. Project managers should enter the State contribution for each cost item based on how the project is anticipated to be funded.
- (3) If a county is contributing funding to the project, project manager must allocate that funding as it is anticipated to be used to close the project. Actual allocation may be altered prior to the final distribution of State funds provided that the State approves any such reallocation.
- (4) If a town is contributing funding to the project, project manager must allocate that funding as it is anticipated to be used to close the project. Actual allocation may be altered prior to the final distribution of State funds provided that the State approves any such reallocation.
- (5) The sum of all "Other" funding applied to the project must be allocated in this column in the same manner as that for county and/or town funds. Each source and the specific amount being contributed from each source must be identified in supplemental budget documentation provided at the bottom of the front side of this form.
- (6) This column automatically sums all sources of cash allocated to cover the project costs.
- (7) This column automatically sums all contributions of in-kind services allocated to certain project costs.
- (8) The Landowner Contribution for each item is calculated as the difference between total cost of the item and funding available for it. In the case of "Land Costs" this represents a landowner donation resulting from a bargain sale of the conservation easement. For each transaction cost that the landowner will pay for or towards, that amount must be paid by the landowner prior to his/her receipt of any payment from the proceeds of the State disbursement.
- (9) Proposed Purchase Price is the amount of consideration that the landowner will receive for the sale of this conservation easement. That identical amount must be entered into the conservation easement as the amount of consideration. This number is automatically calculated as the difference between the value of the development rights (column 1) and the sum of the funding sources available (column 9).
- (10) Value of staff time necessary to assist with the conservation easement transaction for this project. Staff includes paid or volunteer employees of any project partner (including consultants). Direct costs should be entered in the appropriate columns as a "cash" amount whereas any non-cash contribution of staff time should be entered in the appropriate column as an "in-kind" amount. (Do not include cost of baseline documentation report anywhere along this line; that item is identified elsewhere on this form.)
- (11) State contribution shall not exceed \$10,000 per conservation easement.
- (12) This amount is typically in the range of \$40 to \$65 per conservation easement.
- (13) Other transaction costs must be identified separately. Examples include title report, GIS mapping, printing, Phase I Environmental Site Assessment, etc. Be sure to reflect any in-kind contribution toward any such item in the appropriate County, Town and/or Other column.
- (14) State funding % shall not exceed 75.0% of total project costs UNLESS this project is proposed as an 87.5% State award - refer to RFP for more info.
- (15) Applicant must provide documentation acceptable to the Department accounting for the encumbrance or expenditure of the required local match for this project, including any costs paid for by the landowner, prior to the time of closing.
- (16) In-kind contributions shall not exceed 80% of the local match or \$25,000, whichever is less.
- (17) Auto math check confirms that the total project costs sum correctly and that the sum of the local match (%) and state share (%) equals 100%.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Tuesday, October 3, 2023 12:10 PM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #507

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Planning

Your Name: Jennifer Viggiani

Your Email: jviggiani@cliftonpark.org

Sponsor: P. Barrett

Meeting Date: 10/10/2023

Alternate Date: 10/16/2023

Budget Number: A-1420-025

Budget Description: farmland protection: acquire deed of permanent conservation easement

Amount: \$405,575 plus transaction costs for closing and filing

Brief Description: Request authorization to purchase a deed of permanent conservation easement on 71.262 acres of Maple Hill Farm of Ashdown Road to conserve viable agricultural land by preventing the conversion of the property to non-farm uses, through leveraging NYS Department of Agriculture and Markets FPIG Grant Contract funding, Saratoga County Farmland and Open Space Grant funding, and local match (Town) funding. The Intent to Convey a Conservation easement, the Easement Survey, and the financial worksheet are attached.

Add Supporting Docs:

[21fd916c104289fd Intent to Convey Conservation Easement Landowner and Supervisor Signed 9-7-23.pdf](#)

[16e26eac9749e172 2023-09-08 MAP - Draft 4 - 110 AR.pdf](#)

[5e94e395cb52f556 Copy of Financial Worksheet-Maple Hill Farm-project file-8-17-2023-AGM edits-8.21.2023 var1.pdf](#)

Additional Comments/Details: There are additional transaction costs that are eligible for grant funding, that the Town will need to pay in the first instance, and then be reimbursed. The State grant covers 75% of total project costs. Saratoga County previously awarded the town \$14,000 in cash, that the town can seek reimbursement for once costs are expended. The landowners are contributing towards the project value with a bargain sale donation of \$16,125.

Agree to Terms: Agree

RESOLUTION

#2

Resolution No. ____ of 2023, a resolution appointing Mark Vena as a member of the Industrial Development Agency (IDA).

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

WHEREAS, a vacancy exists on the IDA, and

WHEREAS, Mark Vena, Clifton Park, has been recommended to fill the position, and

WHEREAS, Mr. Vena has the background experience, education and training to act effectively as a member; now, therefore be it

RESOLVED, that Mark Vena is hereby appointed as a member of the IDA for a 3-year term, term to expire December 31, 2026.

RESOLUTION
3

Resolution No. ____ of 2023, a resolution authorizing the Assessor to re-levy delinquent sewer charges on the 2024 property tax bills.

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

WHEREAS, the Saratoga County Sewer District No. 1 has reported unpaid sewer bills per the attached schedule for the Saratoga County Sewer District No. 1; and

WHEREAS, the sewer district requests that the Assessor re-levy the unpaid Saratoga County Sewer District No. 1 charges to ensure payment of the same; now therefore be it

RESOLVED, that the Town Board accepts the reported delinquent sewer charges for the Saratoga County Sewer District No. 1 per the attached schedule and authorizes the Assessor to re-levy that amount on the property owners' 2024 Town and County Tax bills; and be it further

RESOLVED, that all proceeds be returned in February to the Saratoga County Sewer District No. 1.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Thursday, October 19, 2023 10:16 AM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #519

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Assessor's Office

Your Name: Walter D. Smead

Your Email: kmiller@cliftonpark.org

Sponsor: Assessor

Meeting Date: 11/06/2023

Alternate Date: 11/13/2023

Budget Number: 0

Budget Description: 0

Amount: 0

Brief Description: The Assessor of the Town of Clifton Park has received a request from the Saratoga County Sewer District 1 requesting that the Assessor of the Town of Clifton Park be authorized to re-levy Saratoga County Sewer District 1 user charges of the Town of Clifton Park users unto the 2024 Town and County Tax bill and return the proceeds to Saratoga County Sewer District 1.

Add Supporting Docs:

[6e79d14252e1b86d Re-Levies 2023 Assessment Year.pdf](#)

Additional Comments/Details: Resolution Heading: (See below)

Authorize Assessor to re-levy the Saratoga County Sewer District 1 unpaid sewer bills.

Agree to Terms: Agree

RESOLUTION

#4

Resolution No. _____ of 2023, a resolution authorizing the Assessor to re-levy delinquent water charges on the 2024 property tax bills.

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

WHEREAS, the Town of Ballston Water Department has reported unpaid Town of Ballston water bills for Town of Clifton Park users per the attached; and

WHEREAS, the Town of Ballston Water Department asks that the Assessor re-levy the unpaid Town of Ballston Water bills to ensure payment of the same; now therefore be it

RESOLVED, that the Town Board accepts the reported delinquent water charges for the Town of Ballston Water Department per the attached and authorizes the Assessor to re-levy that amount on the property owners' 2024 Town and County Tax bills; and be it further

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

TOWN OF BALLSTON

WATER DEPARTMENT

An Equal Opportunity Employer

Joseph M. Whalen, Jr.
Highway and Water Superintendent

P.O. BOX 50
BURNT HILLS, NEW YORK 12027-0050
(518) 885-7660 Ext. 24 Fax (518) 884-2839
E-Mail jwhalen@townofballstonny.org

October 1, 2023

Walter D Smead, Assessor
Town of Clifton Park
1 Town Hall Plaza
Clifton Park, NY 12065

Dear Mr. Smead:

Following find unpaid water charges for property outside the Town of Ballston, in the Town of Clifton Park to be re-levied.

| | | |
|-------------------|-----------|----------|
| 176 Blue Barns Rd | 263.-2-74 | \$512.03 |
| 168 Blue Barns Rd | 263.-2-72 | \$846.33 |

Sincerely,

Joseph Whalen
Water Superintendent

RECEIVED

OCT 10 2023

TOWN OF CLIFTON PARK
ASSESSORS OFFICE

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Thursday, October 19, 2023 10:28 AM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #520

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Assessor's Office

Your Name: Walter D. Smead

Your Email: kmiller@cliftonpark.org

Sponsor: Assessor

Meeting Date: 11/06/2023

Alternate Date: 11/13/2023

Budget Number: 0

Budget Description: 0

Amount: 0

Brief Description: The Town Board of Clifton Park has received a request from the Town of Ballston requesting that the Assessor of the Town of Clifton Park be authorized to re-levy unpaid Town of Ballston water bills of the Town of Clifton Park users unto the Town and Country tax bills and return all proceeds to the Town of Ballston.

Add Supporting Docs:

[96dd1a7bffded2b1 Re-Levies 2023 Assessment Year.pdf](#)

Additional Comments/Details: Resolution Heading: (See below)

Authorize Assessor to re-levy the Town of Ballston water bills.

Agree to Terms: Agree

RESOLUTION

5

Resolution No. ____ of 2023, a resolution authorizing the Assessor to re-levy delinquent water charges on the 2024 property tax bills.

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

WHEREAS, the Clifton Park Water Authority (CPWA) has reported unpaid Clifton Park Water Authority water bills for Town of Clifton Park users per the attached; and

WHEREAS, the Water Authority requests that the Assessor re-levy the unpaid CPWA bills to ensure payment of the same; now therefore be it

RESOLVED, that the Town Board accepts the reported delinquent water charges for the Clifton Park Water Authority per the attached and authorizes the Assessor to re-levy that amount on the property owners' 2024 Town and County Tax bills; and be it further

RESOLVED, that all proceeds be returned in February to the Clifton Park Water Authority.



Kelly Miller
Clifton Park Town Hall
Town Hall Plaza
Clifton Park NY 12065

Kelly Miller;

The Clifton Park Water Authority requests to re-levy water charges for the following properties to the Town and County taxes.

5104 Forest Point Drive Clifton Park NY \$190.21 sbl 288.34-3-108 Jeanette Hammond

4608 Foxwood Drive South, Clifton Park NY \$118.93 sbl 288.42-1-212 Michael Gatto

Thank you

Christina Mountain

A handwritten signature in cursive script that reads 'Christina Mountain'.

Clifton Park Water Authority

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Thursday, October 19, 2023 10:38 AM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #521

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Assessor's Office

Your Name: Walter D. Smead

Your Email: kmiller@cliftonpark.org

Sponsor: Assessor

Meeting Date: 11/06/2023

Alternate Date: 11/13/2023

Budget Number: 0

Budget Description: 0

Amount: 0

Brief Description: The Assessor of the Town of Clifton Park has received a request from the Clifton Park Water Authority requesting that the Assessor of the Town of Clifton Park be authorized to re-levy unpaid Clifton Park Water Authority water bills of the Town of Clifton Park users unto the 2024 Town and County tax bills and return all proceeds to the Clifton Park Water Authority.

Add Supporting Docs:

[7293386f05607259 Re-Levies 2023 Assessment Year.pdf](#)

Additional Comments/Details: Resolution Heading: (See below)

Authorize Assessor to re-levy the Clifton Park Water Authority water bills.

Agree to Terms: Agree

RESOLUTION

#6

Resolution No. ____ of 2023, a resolution authorizing the Assessor to re-levy delinquent sewer charges on the 2024 property tax bills.

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

WHEREAS, Michael O'Brien, Collection System Manager, has reported unpaid sewer bills per the attached schedule for users of the Olde Nott Farm Sewer District; and

WHEREAS, the sewer district requests that the Assessor re-levy the 2022 unpaid Olde Nott Farm Sewer user charges to ensure payment of the same; now therefore be it

RESOLVED, that the Town Board accepts the reported delinquent sewer charges for the Olde Nott Farm Sewer District per the attached schedule and authorizes the Assessor to re-levy that amount on the property owners' 2024 Town and County Tax bills; and be it further

RESOLVED, that all proceeds be returned in February to the Olde Nott Farm Sewer District.

| Olde Nott Farm Sewer Ext 2022 Re-Levy Unpaid Taxes | | | | |
|--|-------------|---------------------------------|-----------------------------|--------------------|
| Parcel ID | SBL | Property Owner | Address | Re-Levy Amount |
| ONF-007 | 269.20-2-15 | Arvind K & Samta Tiwari | 4 North Carolina Ct | \$ 120.44 |
| ONF-011 | 269.20-2-13 | Thomas D & Cheryl A Riendeau | 2 Delaware Ct | \$ 177.33 |
| ONF-016 | 269.20-2-11 | Christopher & Jill Gandolfo | 4 Delaware Ct | \$ 643.35 |
| ONF-029 | 269.20-2-31 | Somer D Mead | 2 Georgia Ct | \$ 795.94 |
| ONF-033 | 269.20-2-25 | Ryan J & Kriste G Ross | 2 Pennsylvania Ct | \$ 206.20 |
| ONF-035 | 269.20-2-27 | Peter S & Jill A Briggs | 4 Independence Ct | \$ 400.00 |
| ONF-041 | 269.20-2-34 | Kathleen Claire G Borja | 3 Rhode Island Ct | \$ 1,143.74 |
| ONF-049 | 269.20-1-19 | Sean A Bicknell & Erika M Erano | 4 New Hampshire Ct | \$ 1,068.13 |
| ONF-054 | 269.20-1-15 | Paul & Kristen Rayburn | 2 New Jersey Ct | \$ 0.01 |
| ONF-063 | 269.20-1-5 | Michael P & Stephanie S Rourke | 3 Massachusetts Ct | \$ 1,014.52 |
| | | | Total Re-Levy Amount | \$ 5,569.66 |

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Thursday, October 19, 2023 10:47 AM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #522

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Assessor's Office

Your Name: Walter D. Smead

Your Email: kmiller@cliftonpark.org

Sponsor: Assessor

Meeting Date: 11/06/2023

Alternate Date: 11/13/2023

Budget Number: 0

Budget Description: 0

Amount: 0

Brief Description: The Assessor of the Town of Clifton Park has received a request from Mike O'Brien, Collection System Manager for Olde Nott Farm Sewer District, requesting that the Assessor of the Town of Clifton Park be authorized to re-levy 2022 unpaid Olde Nott Farm Sewer user charges of the Town of Clifton Park users unto the 2024 Town and County tax bills and return all proceeds to the Olde Nott Farm Sewer District.

Add Supporting Docs:

[f3bd2f3ef9408aae Re-Levies 2023 Assessment Year.pdf](#)

Additional Comments/Details: Resolution Heading: (See below)

Authorize Assessor to re-levy the 2022 unpaid Olde Nott Farm Sewer District sewer bills.

Agree to Terms: Agree

RESOLUTION
7

Resolution No. ____ of 2023, a resolution authorizing the Assessor to re-levy delinquent sewer charges on the 2024 property tax bills.

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

WHEREAS, Michael O'Brien, Collection System Manager, has reported unpaid sewer bills per the attached schedule for users of the Rivercrest Sewer District Extension No. 1; and

WHEREAS, the sewer district requests that the Assessor re-levy the unpaid 2022 Rivercrest Sewer District Extension No. 1 user charges to ensure payment of the same; now therefore be it

RESOLVED, that the Town Board accepts the reported delinquent sewer charges for the Rivercrest Sewer District Extension No. 1 per the attached schedule and authorizes the Assessor to re-levy that amount on the property owners' 2024 Town and County Tax bills; and be it further

RESOLVED, that all proceeds be returned in February to the Rivercrest Sewer District Extension No. 1.

| Rivercrest Sewer Ext 2022 Re-Levy Unpaid Taxes | | | |
|---|-----------------------------------|-----------------------------|-----------------------|
| SBL | Property Owner | Property Address | Re-Levy Amount |
| 269.18-1-16 | Jan B Waters | 6 Meadow Road | \$ 235.25 |
| 269.18-1-21 | John & Beverly Fox | 953 Riverview Road | \$ 761.02 |
| 269.18-1-34 | Sean Young | 949 Riverview Road | \$ 235.25 |
| 269.18-1-59 | Jeffrey M Della Rocco | 958 Riverview Road | \$ 982.31 |
| 269.18-1-60 | Kevin M Crenshaw | 962 Riverview Road | \$ 811.56 |
| 269.18-1-63 | Julia M Corentto & Alyssa Consolo | 964 Riverview Road | \$ 650.16 |
| 269.18-1-70 | Grant D & Veronica A Quesnell | 11 Meadow Road | \$ 1,057.32 |
| 269.19-1-11 | George E Ward III & Vaughn Ward | 929 Riverview Road | \$ 765.81 |
| 269.19-1-34.2 | 930 Riverview LLC | 930 Riverview Road | \$ 1,033.91 |
| | | | |
| | | Total Re-Levy Amount | \$ 6,532.59 |

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Thursday, October 19, 2023 10:56 AM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #523

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Assessor's Office

Your Name: Walter D. Smead

Your Email: kmiller@cliftonpark.org

Sponsor: Assessor

Meeting Date: 11/06/2023

Alternate Date: 11/13/2023

Budget Number: 0

Budget Description: 0

Amount: 0

Brief Description: The Assessor of the Town of Clifton Park has received a request from Mike O'Brien, Collection System Manager for Rivercrest Sewer District Ext #1, requesting that the Assessor of the Town of Clifton Park be authorized to re-levy 2022 unpaid Rivercrest Sewer user charges of the Town of Clifton Park users unto the 2024 Town and County tax bills and return all proceeds to the Rivercrest Sewer District Ext #1.

Add Supporting Docs:

[7c3b828857617031 Re-Levies 2023 Assessment Year.pdf](#)

Additional Comments/Details: Resolution Heading: (See below)

Authorize Assessor to re-levy 2022 unpaid Rivercrest Sewer District Ext #1 sewer bills.

Agree to Terms: Agree

RESOLUTION
#8

Resolution No. _____ of 2023, a resolution authorizing the Assessor to re-levy the expense of repairs or maintenance against the land on which such building is located, as provided for in Section 77-12 of the Town Code.

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

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

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

WHEREAS, the Code Enforcement Officer has reported the identification of (10) vacant, abandoned, or foreclosure properties meeting criteria outlined in Section 77-10, and

WHEREAS, maintenance performed and contracted by the Buildings and Grounds Department pursuant to Section 77 of the Town Code has been completed by the Department of Buildings and Grounds and the Department of Building and Zoning Code Enforcement on all (10) properties at a cost of \$2,095, per the attached exhibit; and

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

RESOLVED, that the Town Board authorizes the Assessor to re-levy the unpaid bills on the respective properties as delineated on Schedule A to this resolution for the 2024 Town and County Tax bills; and be it further

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

SCHEDULE A

| Address (Removed From List) | SBL Number | Director Time (Units) | Director Charge Per Unit | Director Cost | Building & Grounds Cost (\$30/Hr) | Other Cost | Total | Other Cost Reason |
|------------------------------|--------------|-----------------------|--------------------------|---------------|-----------------------------------|------------|------------|-------------------|
| 34 Firestone Lane | 265.7-1-2 | 2.50 | \$100.00 | \$250.00 | | | \$250.00 | |
| 3 Fallen Tree Lane | 278.9-2-10 | 3.50 | \$100.00 | \$350.00 | | | \$350.00 | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| Address (Other) | | | | | | | | |
| | | | | | | | | |
| Totals For Addresses Removed | | | | | | | \$600.00 | |
| Address (Active) | | | | | | | | |
| 26 East Side Drive | 258.9-1-32.2 | 3.50 | \$100.00 | \$350.00 | | | \$350.00 | |
| 21 Longview Drive | 266.17-1-12 | 4.00 | \$100.00 | \$400.00 | \$60.00 | | \$460.00 | |
| 2 Evergreen Avenue | 278.13-1-13 | 1.50 | \$100.00 | \$150.00 | \$75.00 | | \$225.00 | |
| 12D Spvglass Hill | 259.81-1-4 | 4.00 | \$100.00 | \$400.00 | \$60.00 | | \$460.00 | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| | | | \$100.00 | | | | | |
| Totals For Addresses Active | | | | \$1,900.00 | \$195.00 | | \$1,495.00 | |
| Grand Totals | | | | \$1,900.00 | \$195.00 | \$0.00 | \$2,095.00 | |

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Wednesday, October 25, 2023 2:39 PM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #528

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Building Department
Your Name: Wade Schoenborn
Your Email: kmiller@cliftonpark.org
Sponsor: Director of Building & Development
Meeting Date: 11/06/2023
Alternate Date: 11/13/2023
Budget Number: 0
Budget Description: 0
Amount: 0
Brief Description: Authorize the Assessor to levy costs for care of supervision of abandoned properties for 2023.
Add Supporting Docs:
[7fe255c9a2d5bdfe Totals For Resolution 2023 Assessment Year.pdf](#)

Additional Comments/Details: Agenda Heading: (See below)

Special Assessment Charges
Agree to Terms: Agree

RESOLUTION
9

Resolution No. ____ of 2023, a resolution amending a consolidated real estate permit from New York State Canal Corporation.

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

WHEREAS, by Resolution No. 280 of 2021, the Town Board authorized the acceptance of an updated and consolidated Real Estate Occupancy Permit from the New York State Canal Corporation for the stewardship, use and occupancy of the Vischer Ferry Nature and Historical Preserve, and

WHEREAS, the updated permit contains a paragraph within its "General Permit Conditions" section that does not apply to the nature of the walking and hiking trails within the Preserve, and

WHEREAS, Canal Corporation has now forwarded a clarifying Permit without unnecessary language regarding the trails within the Preserve; now, therefore, be it

RESOLVED, that the Supervisor is authorized to accept and execute the attached Real Estate Permit, No. C-OC-202100217-R-001, from the New York State Canal Corporation.

Resolution No. 280 of 2021, a resolution adopting a local law amending the boundaries of Vischer Ferry Nature & Historic Preserve (VFNHP) and accepting a consolidated real estate permit from the New York State Canal Corporation.

Introduced by Councilman Morelli, who moved its adoption, and seconded by Supervisor Barrett.

WHEREAS, the Vischer Ferry Nature & Historic Preserve was established in 1977, after the town petitioned for, and received a permit for the use and occupancy of New York State Canal Corporation lands for nature preserve purposes, and

WHEREAS, the town has received additional permits for the construction of the Old Erie Canal Towpath, both east and west of Ferry Drive, as well as more recent permits for upgrades to improve pedestrian access to the Clute's Dry Dock and bridge area, and other projects, and

WHEREAS, the subsequent permits (C-13638, C-13808, and C-14081) expanded the town's management area within the preserve, and resulted in increased uses, recreation, and enjoyment of the preserve lands, and

WHEREAS, the New York State Canal Corporation has offered to issue an updated and consolidated Real Estate Permit, and associated descriptive map over canal lands under town management, generally described as all lands of the canal corporation from the Halfmoon town line on the east, to Frank Street on the west in Clifton Park, as described in the attached Permit No. C-OC-202100217, and

WHEREAS, the town has also acquired over 67 additional acres of land adjacent to the permitted canal lands for nature preserve purposes since 2001, and

WHEREAS, the Town Board wishes to accept the consolidated Real Estate Permit and associated map from the New York State Canal Corporation, identified above, and to amend Chapter 152 of the town code to incorporate the town acquired lands into the Vischer Ferry Nature & Historic Preserve for the town's management and stewardship, and to update the regulations within the consolidated preserve, and

WHEREAS, the action to accept the canal corporation permit and to amend Chapter 152 of the town code is a Type II action under SEQRA, which requires no further review; now, therefore, be it

RESOLVED, that the Supervisor is authorized to accept and execute the attached Real Estate Permit, No. C-OC-202100217, from the New York State Canal Corporation, and be it further

RESOLVED, the Town Board hereby adopts Local Law No. 10 of 2021, a local law amending Chapter 152 of the town code, attached, and be it further

RESOLVED, that the Town Clerk file said local law with the New York State Department of State, as required by law; and be it further

RESOLVED, that this local law shall take effect January 1, 2022.

ROLL CALL VOTE

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

Noes: Councilwoman Flood

DECLARED ADOPTED

December 13, 2021

Teresa Brobston, Town Clerk



Canal Corporation

REAL ESTATE PERMIT

Permit No: C-OC-202100217

Plate No. 3506
 Use Code TRL
 CPM No. CPM-E-10-13
 CL Sta. 560+00 - 870+00
 Side North
 Parcel Nos. Numerous
 Buoy No. 52 - 27A
 County Saratoga
 Latitude/ Longitude 42.796906/-73.849100

Permittee Name TOWN OF CLIFTON PARK
 Address ONE TOWN HALL PLAZA
 CLIFTON PARK, NY 12065
 Telephone Number (518)371-6667
 Property Description 600+ acres of Erie Canal land generally within the Vischer Ferry Nature & Historic Preserve in the Town of Clifton Park
 Property Location Erie Canal-CPM-E-10-13-560+00 - 870+00-North
 Town/Village/City Town of Clifton Park

GENERAL PERMIT CONDITIONS

1. Permit to use and occupy the above identified New York State Canal Corporation property for the purpose of:

Developing and Maintaining the Vischer Ferry Nature & Historic Preserve and trail system consisting of 600+ acres adjacent to Erie Canal land for recreation and historic/nature preservation. The permit area is generally bounded on the east by the Town of Halfmoon and on the west by Frank Street in Clifton Park, and consists of trails, footbridges, kayak launches, kiosks, parking areas and other public recreational amenities.

This permit shall not be assigned or transferred without the prior written consent of the Canal Corporation. Any attempt to assign, transfer or convey any right, title or interest to the above identified property without such prior written consent will be considered grounds for the automatic revocation of this permit.

2. The fee for this use and occupancy permit shall be \$0.00 per year, beginning November 01, 2021. The Permittee agrees that if the fee is not paid within fifteen (15) days after it has become due, a late charge of two (2) percent per month on the outstanding balance will be due and owing to the New York State Canal Corporation.

Failure to pay the permit fee within fifteen (15) days after it has become due shall be grounds for immediate revocation hereof, which revocation shall be exercised at the sole discretion of the Canal Corporation.

3. Upon payment of the initial permit fee, a canal identification plate will be provided to the Permittee. The canal identification plate must be attached to a stationary object and it must be conspicuously visible from the water.

4. The fee is due at the beginning of the permit period and each succeeding year thereafter unless otherwise stated. The fee by check, bank cashier's check or money order, is payable to the New York State Canal Corporation within thirty (30) days of the date of invoice, at:

New York State Canal Corporation
 Post Office Box 22058
 Albany, New York 12201-2058

5. The Permittee is responsible for (a) all property repairs, improvements, and maintenance; (b) compliance with applicable Federal, State and local laws, ordinances, codes, and rules and regulations including but not limited to complying with the building code and obtaining local building permits required; and (c) obtaining all other required permits from Federal, State, and local agencies, including, but not limited to, the U.S. Army Corps of Engineers, New York State Department of Environmental Conservation, and Town or City Departments.

6. The Permittee agrees (a) to allow the New York State Canal Corporation, the Power Authority of the State of New York or their representatives to inspect periodically the permit area; (b) to indemnify and to hold harmless the People of the State of New York, the New York State Canal Corporation and the Power Authority of the State of New York from any loss or claim by reason of any use or misuse of the permit area; (c) to maintain the property in a neat, clean, and sanitary condition; (d) not to sub-rent nor assign the permit area; (e) not to place or store any hazardous or toxic materials, as defined in applicable State and Federal laws, on the permit area; and (f) not to make any alterations, excavations, modifications, or improvements of any kind without written permission from the New York State Canal Corporation.

7. The Permittee agrees to provide a certificate of general liability insurance in the amount of \$2,000,000.00 (combined property damage and/or bodily injury, including death) single limit per occurrence for the protection of the Permittee, the People of the State of New York, the New York State Canal Corporation, and the Power Authority of the State of New York, listed as additional insured. General liability insurance, and if applicable any other insurance requirements are to be provided by an insurance company licensed in New York State. The insurance company is required to provide thirty-day written notice of cancellation to the Canal Corporation.

8. Neither the New York State Canal Corporation nor the Power Authority of the State of New York shall be responsible for any loss of real property or personal property.

9. This permit can be revoked by the Canal Corporation or terminated by the Permittee upon thirty (30) days written notice, whereupon it shall be the responsibility of the Permittee to remove, at Permittee's expense, all structures and works located in the permit area. Upon failure of the Permittee to remove such works and structures, the New York State Canal Corporation or its representatives may without further notice summarily enter upon and remove from said premises any and all encroachments and property of the Permittee at the Permittee's own cost and expense.

10. The Permittee understands that the annual fee may be increased from time to time, at the sole discretion of the Canal Corporation. Failure to pay the increased fee will result in the permit's revocation.

11. In accordance with all applicable statutes, the Permittee agrees not to discriminate because of race, creed, color, sex, national origin, age, disability, or marital status against anyone who uses the permit area or gains access to the permit area if the premises are used for public accommodation or as a public service.

12. A map of the permit area is attached.

13. NO right, title, ownership, or interest or any kind in the property is granted by this permit. The Permittee will not claim such by prescriptive right or otherwise.

14. The area under permit shall exclude the right-of-way of any trail constructed or sanctioned by the New York State Canal Corporation. The Permittee shall not restrict or in any way impede the use of said trail.


15. In addition to the above listed standard conditions, this permit is also subject to the special conditions listed below as/if applicable under, "OTHER CONDITIONS," which are hereby incorporated into this document up to the notation of, "END OF OTHER CONDITIONS."

The permit provisions are severable. If any permit provision is held invalid, it will not affect the remaining permit provisions.

IN CONSIDERATION of the granting of this permit, the undersigned accepts all the described conditions of this permit as well as the Rules and Regulations of the New York State Canal Corporation and the Canal Corporation Occupancy and Work Permit Accommodation Guidelines (TAP 922) which are incorporated as though stated fully in this permit. Any conflict between the conditions described in this permit and the Codes, Rules and Regulations of the New York State Canal Corporation or the Occupancy and Work Permit Accommodation Guidelines shall be resolved in favor of the Codes, Rules and Regulations or Canal Corporation Occupancy and Work Permit Accommodation Guidelines.

ACCEPTANCE OF PERMIT:

Date 12/14/21


Signature of Permittee

ACCEPTANCE OF PERMIT:

Date _____

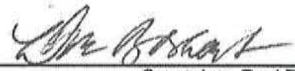
Signature of Permittee (If Joint Application)

APPROVAL

Approval is recommended in accordance with the above described Rules and Regulations of the New York State Canal Corporation and the Canal Corporation Occupancy and Work Permit Accommodation Guidelines (TAP 922) which are incorporated as though stated fully in this permit.

OFFICIAL SIGNATURE:

Date 12/22/2021


Supervisor, Real Property Management

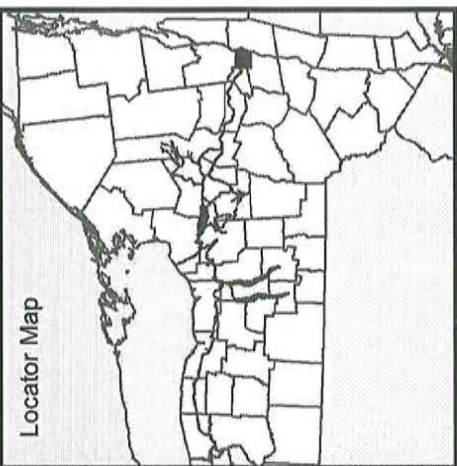
OTHER CONDITIONS

1. This permit supersedes and replaces Canal permits C13638, C13808, and C14081.
2. The Permittee acknowledges that this is a non-exclusive permit, and that their approved use cannot conflict with permits previously granted over the permit area. Additionally, the Canal Corporation reserves the right to issue new permits to adjoining owners.
3. The issuance of this permit does not bind or commit the Canal Corporation to any future course of action or guarantee that the Canal Corporation will enter into any type of agreement with the Permittee regarding this property.
4. Other than the permitted items reviewed, approved, and listed above; no additional improvements, structures, modifications, amendments, grading, cutting, filling or any form of earthwork are allowed within the permit area without written permission from the NYS Canal Corporation's Regional Canal Engineer.
5. All canal property used under this permit must be returned by the Permittee to as good or better condition than before the project, as determined by the Eastern Region Canal Engineer.
6. The permittee is responsible for any environmental clean-up work resulting from their operations on canal land. This includes but is not limited to spills and/or soil contamination.
7. The permittee shall continue to coordinate the aesthetic features of their project with both the State Historic Preservation Office (SHPO) and the Canal Corporation prior to construction. It is the permittee's responsibility to ensure that the project meets the historic expectations of SHPO.
8. The Town of Clifton Park is authorized to allow or prohibit hunting on the Canal lands covered by this permit including the authority to post, police and enforce its rules related to hunting.
9. The Town shall have the authority and jurisdiction to post all areas within the permitted lands to prohibit hunting, including within the UDS area, except for the Duck hunting season as limited by the Town. The Town acknowledges that the Canal Corporation's UDS site, as shown on the Permit Map, is excepted from the premises permitted to the Town for recreational purposes however, the Town may post the UDS and allow or prohibit hunting in the UDS consistent with its management over all the other canal lands covered by this permit.

END OF OTHER CONDITIONS



Vischer Ferry Nature & Historic Preserve
Permit C-OC-202100217
Permit Consolidation C13638, C13808, C14081
Town of Clifton Park, County of Saratoga
November 2021



Permit Area



RESOLUTION
#10

Resolution No. ____ of 2023, a resolution authorizing the Supervisor to enter an agreement for GASB 75 Actuarial Valuation Services for the year ending December 31, 2023.

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

WHEREAS, the Comptroller sent a request for proposals to vendors in the area for actuarial services, and

WHEREAS, on October 25, 2023, the Town received a single proposal from Jefferson Solutions, Inc., Clifton Park, New York for an estimated total cost of \$4,095, which is in conformance with the request, and

WHEREAS, the Comptroller has recommended that Jefferson Solutions, Inc. is knowledgeable and has prepared GASB 75 reports throughout the area, and these services will determine the liability for retiree benefits other than pensions and will confer a benefit to the Town, and

WHEREAS, the Town Board wishes that these services will be completed for the full year 2023; now, therefore, be it

RESOLVED, that the Supervisor is authorized to enter into an agreement with Jefferson Solutions, Inc. for GASB 75 Actuarial Valuation Services for an estimated amount of \$4,095 for the year ending December 31, 2023, to be paid from A-1320-00015 (General Fund - Auditor - Other Contractual).

JEFFERSON SOLUTIONS, INC.
14 Brittany Oaks, Clifton Park New York 12065
518-461-7805
Ray.Cerrone@JEFSI.Com
www.JEFSI.Com

October 25, 2023

Mr. Mark Heggen, Comptroller
Town of Clifton Park

Re: GASB 75 Report - Actuarial Valuation - December 31, 2023

Dear Mark:

Thank you for contacting Jefferson Solutions. As we discussed, I am providing you with a quote for a GASB 75 actuarial valuation.

We look forward to the opportunity to assisting you in developing a valuation under GASB 75. This letter outlines our understanding of the terms and objectives of our engagement.

We plan to start the engagements on or about January 12, 2024 and (unless unforeseeable problems are encountered) complete the engagement by March 29, 2024. We will analyze the underlying demographic data along with summary plan descriptions to determine your organization's liability under GASB 75. The purpose of our engagement is to calculate your Town's full OPEB liability and determine the annual required contributions and annual accrued liability. Our combined report will include all information required for disclosure in the Town's financial statements for the two years ending December 31, 2023 and December 31, 2024. Results for December 31, 2024 will be estimated based on the December 31, 2023 discount rate and may require a roll-forward if there is a material change.

The following reflects the scope of services to be provided to the Town. Jefferson Solutions will:

1. Conduct a telephone conference as necessary to plan the project and make necessary decisions and report progress with regard to conduct of the analysis as well as educate Town staff on the GASB 75 requirements.
2. Analyze the data to assess any inconsistencies and make recommendations for enhancing data quality.
3. Planning with Town – Review plan provisions, discuss and select actuarial assumptions and agree on a project plan.
4. Prepare an actuarial valuation following GASB 75 standards.
5. The GASB 75 analysis will include all applicable Town employees and retirees. Our report will include:
 - a. An Actuarial Valuation Opinion.
 - b. An Executive Summary presenting key results and figures.

- c. Summary of Actuarial Valuation Results. This section will provide a summary of the actuarial valuation results.
- d. Summary of Assets (if applicable).
- e. Development of Total OPEB Liability. This section will show the development of the Total OPEB Liability which is to be accrued to date.
- f. Actuarial Experience. This section will illustrate the actuarial gains and losses that arise from experience different from that previously assumed, changes in actuarial assumptions and methods, and changes in program provisions.
- g. Development of Fiscal Year Expense. This section will illustrate the development of the expected OPEB expense under GASB No. 75 for fiscal year ending December 31, 2024 and actual OPEB expense for fiscal year ended December 31, 2023.
- h. Schedule of Deferred Outflows and Deferred Inflows of Resource as required for disclosure in the organization's footnotes.
- i. 10-Year Projection of Employer Benefit Payments (as applicable).
- j. Assumption Sensitivity. This section will provide information about the sensitivity of the Total OPEB Liability to certain assumptions made in this actuarial valuation; primarily healthcare inflation trends and discount rate.
- k. Summary of Demographic Information showing relevant information about the population included in the valuation.
- l. A summary of Program Provisions illustrating the overall eligibility provisions for retiree health coverage, graduated eligibility provisions, the various plans offered by the organization, and Medicare integration methods by plan.
- m. Summary of actuarial methods and actuarial assumptions detailing the assumptions used to determine the organizations OPEB cost and obligation.
- n. Glossary of key terms used in the report.

In performing our engagement, we will be relying on the accuracy and reliability of information provided by the Town. We will not audit the information. Please also note that our engagement cannot be relied on to disclose errors, fraud, or other illegal acts that may exist. The procedures we perform in our engagement will be heavily influenced by the representations that we receive from Town personnel.

You agree to assume all management responsibilities for the actuarial services we provide; you will oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; you will evaluate the adequacy and results of the services; and you will accept responsibility for them.

Jefferson Solutions shall retain all rights, title, and interest (including, without limitation, all copyrights, patents, service marks, trademarks, trade secret, and other intellectual property rights) in and to all technical or internal designs, methods, ideas, concepts, know-how, techniques, generic documents, and templates that have been previously developed by Jefferson Solutions or developed during the course of the provision of the Services, provided such generic documents or templates do not contain any Plan Sponsor Confidential Information or proprietary data. Rights and ownership by Jefferson Solutions of original technical designs, methods, ideas, concepts, know-how, and techniques shall not extend to or include all or any part of the Plan Sponsor's proprietary data or Plan Sponsor Confidential Information.

To the extent that Jefferson Solutions may include in the materials any pre-existing Jefferson Solutions proprietary' information or other protected Jefferson Solutions materials, Jefferson Solutions agrees that Plan Sponsor shall be deemed to have a fully paid up license to make copies of the Jefferson Solutions-owned materials as part of this engagement for its internal business purposes and provided such materials cannot be modified or distributed outside the Plan Sponsor without the written permission of Jefferson Solutions. Notwithstanding anything herein to the contrary, the parties acknowledge that the Town of Clifton Park is a municipality in the State of New York and will comply with all Freedom of Information Laws and other laws requiring disclosure of public documents. Nothing in this contract shall be read to restrict the Town's obligations concerning disclosure of public documents.

In the event of any dispute arising out of or relating to the engagement of Jefferson Solutions by Plan Sponsor, the parties agree first to try in good faith to settle the dispute voluntarily with the aid of an impartial mediator who will attempt to facilitate negotiations. A dispute will be submitted to mediation by written notice to the other party or parties. The mediator will be selected by agreement by the parties. If the parties cannot agree on a mediator, a mediator will be designated by the American Arbitration Association at the request of a party.

The mediation will be treated as a settlement discussion and therefore will be confidential. Any applicable statute of limitations will be tolled during the pendency of the mediation. Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

If the dispute has not been resolved within 60 days after the written notice beginning the mediation process (or a longer period, if the parties agree to extend the mediation), the mediation will terminate, and the dispute will be resolved by final and binding arbitration under the Commercial Arbitration Rules of the American Arbitration Association. The arbitration will take place before a panel of three arbitrators. Within 30 days of the commencement of the arbitration, each party will designate in writing a single neutral and independent arbitrator. The two arbitrators designated by the parties will then select a third arbitrator. The arbitrators will have a sufficient background in employee benefits, actuarial science, or law. The arbitrators will have the authority to permit limited discovery, including depositions, prior to the arbitration hearing, and such discovery will be conducted consistent with the Federal Rules of Civil Procedure. The arbitrators will have no power or authority to award punitive or exemplary damages. The arbitrators may, in their discretion, award the cost of the arbitration, including reasonable attorney fees, to the prevailing party. Any award made may be confirmed in any court having jurisdiction. Any arbitration shall be confidential, and except as required by law, neither party may disclose the content or results of any arbitration hereunder without the consent of the other party.

Our fees for these services will not exceed \$4,095¹ for the December 31, 2023 report. Results for December 31, 2024 will be estimated based on the December 31, 2023 discount rate and may require a roll-forward if there is a material change; please consult with your auditors to make this determination.

Our fee is inclusive of all travel and other out-of-pocket costs such as report production, word processing, postage, etc. The fee estimate is based on anticipated cooperation from your personnel and the assumption that the Town will be able to provide us with all required data in an electronic format. Our invoices will be presented electronically at the conclusion of the engagement. We reserve the right to bill 50% of the fee upon delivery of the draft report and the balance when the final

¹ Please advise us if benefits have changed from the Prior Year, this will result in a revised fee arrangement.

report is delivered. Payment is due within 30 days of the invoice submission. Should the fee remain unpaid past the 30-day due date, we will issue invoices each 30 days with a \$100 additional invoicing fee.

We appreciate the opportunity to be of service to you and believe that this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy to confirm your understanding, and return it to us.

Sincerely,



Raymond R. Cerrone CPA²

RESPONSE:

This letter correctly sets forth the understanding of Town of Clifton Park.

Signature

Title

² Please advise us if benefits have changed from the Prior Year, this could result in a revised fee arrangement.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Thursday, October 26, 2023 10:18 AM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #529

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Comptroller

Your Name: Mark Heggen

Your Email: mheggen@cliftonpark.org

Sponsor: P. Barrett

Meeting Date: 11/06/2023

Alternate Date: 11/13/2023

Budget Number: A-01320-00015

Budget Description: General Fund - Auditor - Other Contractual

Amount: 4095

Brief Description: Authorize Town Supervisor to sign arrangement letter with Jefferson Solutions, Inc. for actuarial services for calculation of GASB 75 for the Town of Clifton Park. Total cost to be paid from the 2024 budget, \$4,095.

Add Supporting Docs:

[a82786d051b16d79 JSI CP 2024.pdf](#)

Additional Comments/Details: none

Agree to Terms: Agree

**RESOLUTION
#11**

Resolution No. ____ of 2023, a resolution awarding the contract for a cloud-based accounting system upgrade.

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

WHEREAS, an upgrade to the Town's accounting system is required to comply with federal reporting and system requirements, and

WHEREAS, Comptroller, Mark Heggen, requested a quote from MIP Fund Accounting for the accounting system upgrade, which was received on October 5, 2023, and

WHEREAS, the quote from MIP Fund Accounting details the proposed upgrade of the Town's current accounting system to a cloud-based accounting system, including migration of data and online training, at a cost not to exceed \$11,940.34, and

WHEREAS, Mr. Heggen recommends that the quote from MIP Fund Accounting be accepted; now, therefore, be it

RESOLVED, that the Supervisor is authorized to execute the attached contract from MIP Fund Accounting, and the Comptroller is authorized to pay the contract price, not to exceed \$11,940.34, from A-01315-00004 (General Fund - Comptroller- Computer) with transfers of \$1,500 from A-01315-00200, \$2,000 from A-01320-0019 and \$4,100 from Contingency to A-01315-00004.



MIP Cloud by Community Brands

| QUOTE DETAILS | PREPARED BY |
|--|--|
| Quote Number: Q-105580 | MIP Cloud by Community Brands 9620 Executive Center Drive N. #200 St. Petersburg, Florida 33702 |
| Quote Date: 10/05/2023 Quote Expires on: 01/03/2024 | Representative: Molly Kuffel |
| Commencement Date: 10/31/2023 Contract End Date: 01/30/2025 Contract Term: 15 Payment Terms: Net 30 | |

| BILLING INFORMATION | PRIMARY CONTACT |
|--|--|
| Town of Clifton Park 1 Town Hall Plaza Clifton Park, NY 12065-3610 | Mark Heggen 1 (518) 371-6651 comptroller@cliftonpark.org |

ORDER SUMMARY

| LICENSED SOFTWARE and SAAS | | |
|---|-----|--------------|
| The following table provides a description of the licensed software/SaaS products to the licensee, in addition to the corresponding fees. | | |
| Product Name | Qty | Annual Price |
| MIP Cloud Migration Level I | 1 | \$9,098.55 |
| Software Discount: | | \$1,819.71 |
| Software Subtotal: | | \$7,278.84 |

PROFESSIONAL SERVICES

Professional Services: During the term of certain applicable Licensed Software/SaaS, Licensor may also perform certain implementation, consulting and or training service (the "Professional Services") as specified in a written statement of work ("SOW"), which shall be subject to the terms and conditions of the this Order Form, Any Licensee request resulting in modifications, changes and or additions to the Professional Services described in a relevant SOW may incur additional fees and will require a mutually agreed written change order signed by both parties.

| SERVICES | | |
|---|-----|------------|
| The following table provides a description of the services products, in addition to the corresponding fees. | | |
| Product Name | Qty | List Price |
| MIP Cloud Migration Level I | 1 | \$0.00 |

SERVICES

The following table provides a description of the services products, in addition to the corresponding fees.

| Product Name | Qty | List Price |
|----------------------------------|-----|-------------------|
| Organization MIP Training Pass | 1 | \$2,599.00 |
| MIP Cloud Organization Setup | 1 | \$250.00 |
| MIP Level I Cloud Database Setup | 2 | \$500.00 |
| MIP Cloud User Setup | 5 | \$312.50 |
| MIP Cloud Project Management | 4 | \$1,000.00 |
| Services Subtotal: | | \$4,661.50 |

TIME & MATERIALS: Licensee agrees to purchase Professional Services estimated in the agreed to order form or statement of work. The fees payable for the Professional Services shall be calculated in accordance with time incurred and Community Brands hourly fee rates. Community Brands shall issue invoices to the Licensee monthly in arrears from the billings associated with the preceding month.

TOTALS

| | |
|-------|-------------|
| Total | \$11,940.34 |
|-------|-------------|

Product Notes

| | |
|--------------------------------|---|
| MIP Cloud Conversion | Allows up to 10GB for the database and attachment storage. Each additional 5 GB's is \$5 per month and will be charged per month as storage is added. |
| Organization MIP Training Pass | <p>Number of Attendees: 5 Classes Included: 30 Cancellation Policy: Purchase of the training subscription may not be cancelled and is non-refundable. Cancellations and reschedules for individual Live Webcast classes must be received via email to training@communitybrands.com. If received at least 24 hours prior to the class, there is no cancellation fee. If less than 24 hours prior to the class, the registration will be considered used, and you will be charged 100% of the normal list price of the class as a cancellation fee. Individual Self-Paced classes may not be cancelled.</p> <p>Important Conditions: Classes are available on a first come first serve basis. Community Brands does not guarantee class availability, register early to make sure you get a spot. The subscription applies to regularly scheduled single-day MIP Fund Accounting classic user interface and MIP Cloud modern user interface Live Webcast and Self-Paced classes available through Community Brands University. The subscription does not include year-end classes, multi-day Live Webcast classes, or Attend In-Person classes.</p> |

| | |
|--|--|
| | Offer does not apply to classes purchased prior to this offer or rescheduled classes. The Organization Training pass is for up to five (5) named employees. Once assigned to an individual by an organization, the subscription cannot be transferred to another person. |
|--|--|

Terms & Conditions

This order form ("Order Form") is entered into on the last date of signature below ("Effective Date") by and between Town of Clifton Park, a Government with offices located at 1 Town Hall Plaza, Clifton Park, NY, 12065-3610 (the "Licensee") and Community Brands Intermediate, LLC and Affiliates, a Limited Liability Corporation with offices located at 9620 Executive Center Drive N, St. Petersburg, Florida 33702 (the "Licensor"), for the provision of Services listed above. This Order Form is subject to Licensor's terms and conditions (the "Terms and Conditions"), a copy of which is available on Licensor's website at <https://www.communitybrands.com/CBTermsandConditionsDec21> and supersedes all prior, conflicting agreements or representations, written or oral between the parties for the Services listed. Capitalized terms in this Order Form will have the meanings given in the Terms and Conditions.

Service Levels:

For all MIP Cloud orders, the Service Level Agreement referred to in the Terms and Conditions is available at the website <https://www.mip.com/wp-content/uploads/2021/05/MIP-Dedicated-SLA.pdf>

Order Form Term:

The term of this Order Form is 15 Months ("OF Term"). This Order Form shall automatically renew for a term of the same length as this OF Term, unless either party provides written notice of intent not to renew no later than one hundred twenty (120) days prior to the expiration of this OF Term. In the event that this Order Form is automatically renewed, Licensor may increase Fees for these Services no more than once per annum.

IN WITNESS WHEREOF, the parties hereto, each by a duly authorized officer, have entered into this Order Form as of the Effective Date.

LICENSEE

LICENSOR

By: _____
 Name: _____
 Title: _____
 Date: _____

By: _____
 Name: _____
 Title: _____
 Date: _____

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Thursday, October 26, 2023 11:10 AM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #530

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Comptroller

Your Name: Mark Heggen

Your Email: mheggen@cliftonpark.org

Sponsor: P. Barrett

Meeting Date: 11/06/2023

Alternate Date: 11/13/2023

Budget Number: A-01315-00004

Budget Description: General Fund - Comptroller - Computer

Amount: 11940.34

Brief Description: Authorize upgrade of MIP accounting system to MIP Cloud. Upgrade required to comply with federal reporting and system requirements. Cost include migration of data, and online training.

Add Supporting Docs:

[5a7ccf6e08bb2748 MIP Cloud Proposal.pdf](#)

Additional Comments/Details: Transfer from - A-01315-00200 \$1,500, A-01320-0019 \$2,000 and from Contingency \$ 4,100 to A-01315-00004

Agree to Terms: Agree