

TOWN OF CLIFTON PARK TOWN BOARD MEETING

January 8, 2024

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



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

NOTE:

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
January 8, 2024

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Planning	Authorize Supervisor to sign Master Agreement and Engineering Design Contract for the Rt 146/Miller Road & Tanner Road and Route 146/ Waite Road Intersections Project	P. Barrett
2. Building & Development	Authorize state required training for three building inspectors including overnight stays	P. Barrett
3. Supervisor	Reappointing Councilmember Agatha Reid to a liaison position on the Environmental Conservation Commission (ECC)	P. Barrett
4. Highway	Authorize rehiring of Gregory George as a seasonal laborer within the Highway Department	D. Bull

**RESOLUTION
#1**

Resolution No. _____ of 2024, a resolution approving a Master Agreement with NYSDOT and an Engineering Agreement with Greenman-Pedersen, Inc. for a Highway Safety Improvement Project at NYS Route 146 and Miller/Tanner & Waite Roads.

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

WHEREAS, Planning staff have prepared grant applications for a potential project to improve the intersections of Tanner/Miller and Waite Roads along NYS Route 146, and

WHEREAS, NYSDOT has advised the Town that the project, identified as PIN 1762.47, will receive grant funding of 90% of the project costs under the Highway Safety Improvement Program (HSIP), and

WHEREAS, Planning staff recommend the retention of Greenman-Pedersen, Inc. following an RFQ process consistent with NYSDOT regulations for the HSIP, and

WHEREAS, the Town Board wishes to advance the project by making a commitment of 100 % of the non-federal share of the costs of the Design of the project, as well as to pay in the first instance funding of all project costs, now therefore, be it

RESOLVED, that the Supervisor is authorized to execute the attached Master Grant contract with NYSDOT for the NYS Route 146 Miller/Tanner & Waite Roads Highway Safety Improvement Project with the federal HSIP grant funding in the amount of \$450,000, and be it further

RESOLVED, that the Town Board commits to fund the local match of 10% of all project costs, as well as first instance funding of all such project costs pending reimbursement of state share costs through the Master Grant process; and be it further

RESOLVED, that the Comptroller is authorized to pay in the first instance 100% of the federal and non-federal share of the costs of the design work for the project and portions thereof; and be it further

RESOLVED that the sum of \$500,000 is hereby appropriated from H68-7629-135 and made available to cover the cost of participation in the Design phase of the project; and be it further

RESOLVED, that the Supervisor is authorized to execute the attached engineering services contract with Greenman-Pedersen, Inc. (GPI) in the amount of \$500,000; and be it further

RESOLVED, that the Comptroller is authorized to create a Capital Projects Fund, H68-Route 146 Miller/Tanner & Waite Roads.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Tuesday, December 12, 2023 10:34 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 #567

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: 12/18/2023

Alternate Date: 01/08/2024

Budget Number: new capital project for intersection transportation improvements

Budget Description: Engineering Design Phase for intersection transportation improvements

Amount: \$500,000

Brief Description: PIN 1762.47 - Route 146/Miller Road and Tanner Road & Route 146/Waite Road Intersections Project: Authorize Master Agreement with NYS Department of Transportation to accept HSIP federal funding of 90% of the project costs (\$450,000) and to pay in the first instance \$500,000 to cover the cost of participation in the Design phases of the project; and authorize professional engineering design agreement for \$500,000 for professional engineering design phases of the project.

Add Supporting Docs:

[260524743c86e29a Master Agreement and Schedule A without appendices PIN 1762.47 Rt 146 and Tanner et al reduced size.pdf](#)

[3cbbee948aeb1fef Sample Resolution PIN 1762.47 for 90 HSIP.pdf](#)

[fac8287bd61ff7db 1762.47 engineering agreement reduced size.pdf](#)

Additional Comments/Details: This project is currently funded with state grant assistance for the engineering design phases to date. The design phases are \$500,000 and the amount the town is slated to receive reimbursement for (from the state) is \$450,000 in federal funding for all eligible costs. It is anticipated that the town would likely seek outside state grant funding for a future construction phase.

Agree to Terms: Agree



Town of Clifton Park

Planning Department

One Town Hall Plaza | Clifton Park, New York 12065 | (518) 371-6054 | FAX: (518) 371-1136

May 22, 2023

Mr. Lorenzo DiStefano, P.E.
Regional Local Project Liaison
New York State DOT Region 1
50 Wolf Road
Albany, NY 12232

RE: **PIN 1762.47 – Route 146/Miller Road and Tanner Road & Route 146/Waite Road
Intersections, Town of Clifton Park
Saratoga County, New York**

Dear Mr. DiStefano:

The Town of Clifton Park has received the scope of services for the above referenced project from the consulting firm of Greenman-Pederson, Inc. (GPI) of Albany, New York to provide engineering services on the above referenced project. Please prepare a Master Agreement and Resolution between the Town and the NYSDOT for the following engineering phases as follows:

Preliminary Design Phases I to VI \$377,000.00
(*Note Detailed Design Phase IV to V \$123,000.00*)

The total request for preliminary and detailed design combined is \$500,000.00.

Should you have any questions regarding the enclosed information or require any additional information, please feel free to contact me at (518) 371-6054 or jscavo@cliftonpark.org. Thank you for your time and consideration.

Sincerely,

John P. Scavo, Jr.
Director of Planning & Zoning Department

November 21, 2018

Mr. John Scavo, Director of Planning
Town of Clifton Park
One Town Hall Plaza
Clifton Park, NY 12065

RE: 2019-2024 Transportation Improvement Program (TIP) Projects

Dear Mr. Scavo:

GPI is pleased to submit our EOI for the above referenced project. Per your request, five copies are enclosed for your review and consideration.

As indicated in our EOI, GPI staff has demonstrated their commitment to provide top-quality services from our highly experienced personnel to our valued clients. GPI staff includes professionals who have extensive experience working for public sectors that include town, county, state and other municipal clients. We hope to distinguish GPI as the most qualified to provide the services requested for this program. GPI is a full service engineering firm with a staff of 1,500+ people. Our Albany office includes a diverse technical staff that has many years of engineering and construction experience. All work performed by GPI will be conducted by our Albany office staff, and thus, we can quickly react to any project needs.

Thank you for your consideration and if you have any questions, please do not hesitate contacting me.

Sincerely,
GPI/Greenman-Pedersen, Inc.



Fred Mastroianni, PE
Vice President

2019-2024 Transportation Improvement Program (TIP) Projects

GPI appreciates the opportunity to submit this Expression of Interest to provide the Town assistance in preparing an application for funding through the TIP Program to improve vehicular, bicycle and pedestrian safety at various locations in the Town. If the project is funded, GPI would be pleased to provide design, right-of-way (ROW), and construction support and inspection services. Joining our team is R.K. Hite and Company who will provide ROW services and S.Y. Kim Land Surveyor (DBE firm) who will provide design and ROW survey and mapping. GPI Albany office currently has 230+ employees on staff and we can dedicate the necessary resources to complete the project in an efficient, responsive and cost effective manner. Over the last five years, our Albany office has worked on many federal aid and state funded projects within and around the Capital District, which included preliminary design (preparing preliminary plans, draft and final design reports, cost estimating, and conducting environmental screenings final design that included preparing PS&E packages and obtaining all needed permits related to highway, bridge, pedestrian and bicycle safety projects. We also provided Resident Engineers and Inspectors as part of construction support and inspection services on those same projects. The following outlines GPI's understanding of the work to be done; recent experience with similar kinds of projects; experience and workload of proposed staff; familiarity with the Federal and State requirements; organizational and financial responsibility, and logistics and familiarity with the project area.

UNDERSTANDING OF THE WORK TO BE DONE

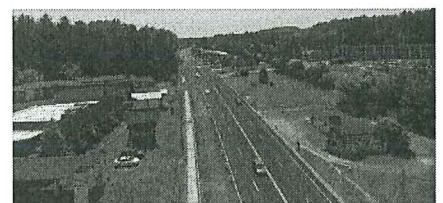
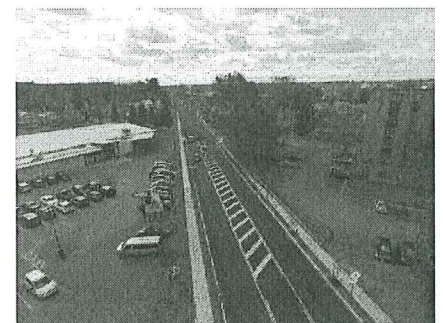
GPI is very familiar with TIP Program, which involves vehicular, bicycle and pedestrian safety projects to improve the quality of life. CDTC has prepared a guidance for localities to follow that provides background information on the use of this funding source, eligibility criteria, eligible improvements, schedule and implementation process. GPI's role will be to assist the Town in identifying transportation projects that improve vehicular, bicycle and pedestrian safety in the Town. Work will include collecting project data to determine what improvements need to be made at each location, determine if there are any right of way needs, and determine overall project cost that includes design, ROW, construction and inspection. As part of the data collection, GPI will work with the Town to collect any accident history over the last 3 years that would assist in justifying the safety improvements. We envision meeting with representatives of the Town and gather all available data, visiting each project location to gather additional information, and make recommendations of the proposed improvements. The number of projects that will be evaluated will be based upon what priorities the Town has in improving it's transportation system. Projects may involve intersections that would improve traffic flow and safety, projects that involve adding multi-use trails to improve pedestrian and bicycle access, and projects that involve adding sidewalks to fill in gaps that currently exist in the pedestrian facility network. Once all proposed improvements are known, GPI will prepare a draft Project Justification Package (PJP) that includes project description, cost and schedule of implementation. GPI will forward the draft PJP to the Town and obtain input. GPI will then finalize the PJP and forward to the Town for submittal to CDTC.

Once a project is funded and the Town has been authorized to commence work, the project will follow the Procedures for Locally Administered Federal Aid Projects, which includes providing preliminary design, final design, and right of way if needed during the design process. Once the project is under construction, GPI will provide support and inspection services that includes an Inspector to insure the project is constructed per the plans, specifications and construction bid documents.

EXPERIENCE WITH SIMILAR KINDS OF PROJECTS

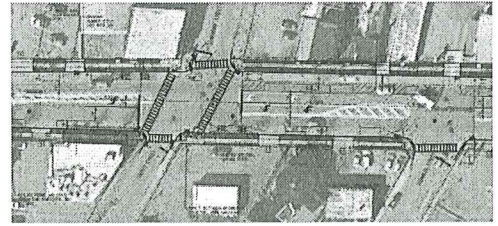
Below are several recent projects that involved vehicular, pedestrian and bicycle mobility and safety design and construction. Unless otherwise noted, GPI provided preliminary engineering, final design, and construction support and inspection services:

- 1. Ballston Avenue Transportation/Safety Improvements (PIN 1756.60)** > GPI provided preliminary and final design along with construction support and inspection services for the reconstruction of NY Route 50 in the City of Saratoga Springs to provide for pedestrian and bicycle mobility via sidewalks along both sides of the road and shared lanes, so that the road functions as a "Complete Street", widening of Ballston Ave and realigning the curb line to provide a center left-turn lane/flush and raised median, replacing the *traffic signal* at Hamilton Street, install a new *traffic control* signal at Lincoln Avenue, modify the Union Street intersection to reduce vehicle conflicts by utilizing one-way streets away from the intersection, pedestrian scale lighting, high visibility crosswalks, and various streetscaping amenities. This project also included a mid-block crosswalk and pedestrian refuge area to allow safe pedestrian crossing. As part of the crossing, a *pedestrian activated* pushbutton **Rectangular Rapid Flashing Beacon** assembly was provided to advise motorists of pedestrians crossing road. *Construction cost \$1,800,000 (2015).*
- 2. Route 9 Corridor Improvements (Lake George) (PIN 1759.67)** > GPI provided preliminary and final design and is currently providing construction support and inspection services for US Route 9 (Canada Street) from its intersection with Route

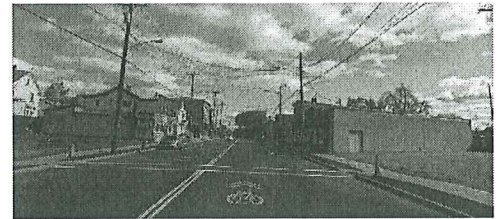


9N near Exit 21 of the Adirondack Northway (I-87), north to the Village of Lake George as a primary link/gateway to the Town and Village of Lake George. The current roadway does not include any pedestrian and/or bicycle access facilities, is not ADA accessible, generally lacks the aesthetic qualities to the areas picturesque environment and does not complement the many businesses along the corridor. This project will incorporate the following features and/or characteristics; **Pedestrian Access and Safety**; Access Management; *Traffic Calming*; Stormwater Collection and Treatment; Lighting; two *signalized* intersections, and a Park and Ride Lot. The design is being completed in accordance with NYSDOT Highway Design Manual, New York State Department of Transportation (NYSDOT) Standard Specification (Construction and Materials) and in compliance with the Procedures for Locally Administered Federal Aid Projects Manual. *Construction cost \$6,900,000 (2016).*

3. Kingston Connectivity (PIN 8780.49)> GPI is providing preliminary and final design for the City of Kingston to create a more livable, vibrant community through complete streets strategies along the Broadway Corridor linking Uptown and Midtown to the Rondout and Hudson River Waterfronts via a network dubbed the Kingston Greenline. The goals of this project are to make the Broadway Corridor more pedestrian and bicycle friendly to attract more visitors to the area and spur economic development. Currently the corridor has sidewalks, but they vary in condition and do not necessarily meet ADA specifications. There are currently no safe bicycle accommodations provided along the Broadway Corridor. This project will provide the City with continuous ADA compliant sidewalks and bicycle facilities along Broadway (NYS Route 32) from St James Street to Grand Street. Incorporated with these sidewalks will be ADA compliant ramps, high-visibility crosswalks, pedestrian signals and count-down timers, bicycle signals, cycle track, lighting improvements, street trees and street furniture. *Anticipated Construction cost \$4,500,000 (2017).*



4. Grey to Green Streetscape Improvements (PIN 2650.43)> GPI provided preliminary and final design along with current construction support and inspection services for this commercial corridor located in the City of Rome, New York to improve Pedestrian Access along with Safety & Mobility including and will provide such design features as sidewalks, crosswalks, wide shoulders for bike access, landscape buffers between vehicle traffic and pedestrians, and signage. The corridor consists of a mixed-use commercial development and is designated as the "Little Italy Main Street Commercial Subarea Heritage Corridor" according to the City of Rome Urban Design Plan. GPI evaluated Access Management (curb cuts, interconnection, designated turning lanes); Traffic Calming including include curb "bump-outs," the narrowing of roadways, pedestrian islands, signage, speed reductions, and textured surface crosswalks; Corridor Beautification to include pedestrian scaled lighting, landscaping, gateway treatments, orderly and/or themed signage, and street trees; and Sustainable/Green Streets to include permeable pavement in the snow storage area which will provide infiltration to reduce the volume of stormwater runoff. *Construction cost \$1,600,000 (2016).*



5. Fuller Road (CR156) Corridor Improvements, Albany, NY> GPI was the prime consultant responsible for the Preliminary Engineering, Final Design, Construction Support and Inspection for the improvements to this heavily traveled two-mile corridor located in the City of Albany and the Town of Guilderland and Colonie, New York. Key features of the project included bank stabilization of Patroon Creek, providing a pedestrian and bicycle access facilities along both sides of the road, determining the optimal lane and intersection configurations, the design of new traffic signals at the intersections of Fuller Road with Railroad Avenue and Executive Park Drive, modifications to the traffic signal systems at the intersections of Fuller Road with Central Avenue (Route 5) and Western Avenue (Route 20), the design of Roundabouts to replace the traffic signal systems at Fuller Road intersections with I-90 Exit 2 Ramp and Tri-Centennial Drive.



The project involved significant coordination and input from various state agencies including State University at Albany, NYSDOT and NYSDEC, coordination with City of Albany and the Towns of Guilderland and Colonie, and obtaining all necessary permits from the municipal and state agencies. GPI also developed a Public Outreach Program so that all residents and businesses located along the corridor were able to provide input during the design process. *Construction Cost: \$13.2M, Completion: 2011*

QUALITY OF STAFF FOR DESIGN WORK TO BE DONE

Three fundamentals of managing any project are: 1) *Managing the work* 2) *Managing the people* and 3) *Managing production*. We have established a staff to carry out these three fundamentals. Our leadership consists of a Project Director and a Project Manager and these two leaders have a wealth of experience successfully managing projects. In addition, we have assigned staff with specific and relevant expertise so that the work can be produced at high quality and most efficient manner. Key staff members assigned to this project includes:

Mr. Fred Mastroianni, PE, Vice President, will lead the team during the preparation of the funding application. He has 31+ years of experience in the engineering industry, having both designed and managed numerous engineering projects that include highways, bridges, multi-use trails, and pedestrian and bicycle facilities and site design. He has prepared and been

responsible for the development of preliminary plans, environmental assessments, final design plans, construction bid documents, and provided construction support and inspection services. He has prepared numerous funding applications on many projects that received federal and/or state funding for implementation.

Mr. Christopher Cornwell, PE, LEED®AP, Vice President who manages the Civil-Highway Department, will be the **Project Director** during the design phase. He has 15+ years of design experience and will be the *main contact person* with the Town. Mr. Cornwell has worked on 30+ federal aid projects including the above noted projects. He is thoroughly knowledgeable of all design standards that includes NYSDOT Highway Design Manual, AASHTO Manuals, NYSDOT Standard Specifications, and Complete Street Design Standards. His experience covers a wide range projects from feasibility studies, design reports, detailed design, developing contract plans/specification/estimates and providing construction support services.

Mr. Edmund Snyder, III, PE will be the **Project Manager** during the design phase. He has 17+ years of experience in the transportation field, knowledgeable in highway design, utility design, estimating, and construction inspection. His experience includes both construction inspection and design. His experience also includes preliminary through final design of multi-lane highway reconstruction, bridge replacement, and highway rehabilitation projects for State agencies and municipal transportation agencies.

Mr. Michael Wieszchowski, PE, PTOE will be the **Senior Traffic Engineer** and assist Mr. Mastroianni with preparing the application. Mr. Wieszchowski is a certified Professional Traffic Operations Engineer 25+ years of experience in the field of traffic engineering and transportation planning. His experience includes corridor planning, traffic impact studies, accident analysis, traffic flow modeling/simulation, Complete Streets assessments, pedestrian & bicycle facilities, roundabout analysis, traffic signal designs, signing & pavement marking design, traffic calming and access management.

Mr. Frank Gates will be the **Resident Engineer (RE)** during the construction phase. Mr. Gates is a highly experienced Engineer/Inspector. He has a 20+ year record of success overseeing all phases of multimillion-dollar construction and infrastructure projects for government and private-sector clients. His experience includes construction of trails, multi-use paths, pedestrian and bicycle facilities.

Current resumes of all staff members, which further describe their experience, are available upon request.

Based upon their current workload, all staff members are available to begin the work. The PJP funding application is due on November 28, 2018 and GPI will dedicate the necessary resources to complete the work on time.

EXPERIENCE WITH FEDERAL & STATE REQUIREMENTS

GPI is completely familiar with NYSDOT Procedures for Locally Administered Federal Aid Projects, The NYSDOT Highway Design Manual, Manual of Uniform Traffic Control Devices, NYSDOT Standard Specifications for Construction, NYSDOT Project Development Manual, and NYSDOT Pavement Design Manual all which will be utilized for successful completion of this project. GPI is accustomed to coordinating project approvals with all agencies including municipal, NYSDOT and FHWA agencies. From our inception, GPI's core business has been highway and bridge projects throughout the northeast and the bulk of them were federally and state funded. In addition to working with NYSDOT and FHWA, we have coordinated and obtained approvals from SHPO, NYSDEC and ACOE on many federal aid projects as part of the design process. In the last five years in Region 1, we have worked on almost 40 locally administered federal aid projects, which required approvals and coordination from the above noted agencies. On the majority of these project we have completed various tasks including preparation of the Draft and Final Design Approval Documents, conducting environmental screenings including identifying appropriate environmental classifications and compliance with SEQRA and NEPA process, preparation of final design plans, specifications, construction bid documents, assisting our clients in preparing the bid documents, addressing questions from prospective bidders, analyzing bid results, and supplying appropriate documents to NYSDOT to construct project. We highly recommend the Town contact the references that were provided for the projects and also

Mr. Lorenzo Distefano, PE, NYSDOT Region 1 Local Projects Unit: p- 518.485.1715 | e- ldistefano@dot.state.ny.us

ORGANIZATION & FINANCIAL RESPONSIBILITY

Being financially responsible for our client's budget is one of the reasons why they keep coming back to us. We provide a cost estimate during the early phases of design so that our clients can react and make adjustments if needed to make sure proposed improvements are within the project budget. GPI will develop a final scope of services and cost to provide all the required services. The GPI Team's overhead rate is relatively low when compared to other firms, which reduces overall design cost. In addition, since we have worked on so many locally administered federal aid projects, there will be no "learning curve" allowing us to perform the required tasks as efficiently as possible. We also prepare a Cost Control and a Progress Report on a monthly basis and will forward to the Town so that all costs are continuously tracked. GPI can also prepare all of the required federal reimbursement forms so that the Town can quickly submit the documents to NYSDOT and thus expedite reimbursement of costs.

LOGISTICS & FAMILIARITY WITH THE PROJECT AREA

GPI Albany office is located on Wolf Road and we are within 30 minutes of the project area and Town Hall. Therefore, we can quickly react to any field work or meetings needed to progress the project. In addition, we have staff that live in the Town of Clifton Park and are very familiar with the Town. Most recently, several key staff members that will be involved with this project worked on the Erie Canal Towpath located in the Towns of Clifton Park and Halfmoon and they are familiar with the area.

**Architectural/ Engineering
Consultant Agreement**

PIN (s) 1762.47 Municipal Contract No. _____

Agreement made this _____ day of _____ by and between

Town of Clifton Park

Having its office located at 1 Town Hall Plaza, Clifton Park, NY (The "Town")

And

Greenman-Pedersen, Inc.

With its office located at 80 Wolf Road, Suite 300, Albany, NY 12205 (the "Consultant," the "signatory" and the "prospective participant")

WITNESSETH:

WHEREAS, in connection with a federal-aid project funded through the New York State Department of Transportation ("NYSDOT") identified for the purposes of this agreement as the **Route 146/Miller Road and Tanner Road & Route 146/Waite Road Intersections Town of Clifton Park, Saratoga Town, New York** (as described in detail in attachment A annexed hereto, the "Project" or "PROJECT") the Town has sought to engage the services of a Consultant Engineer to perform the scope of services described in Attachment B annexed hereto; and

WHEREAS, in accordance with required consultant selection procedures, including applicable requirements of NYSDOT and/or the Federal Highway Administration ("FHWA"), the Town has selected the Consultant to perform such services in accordance with the requirements of this Agreement; and

WHEREAS, the **Planning Department Director** is authorized to enter this Agreement on behalf of the Town,

NOW, THEREFORE, the parties hereto agree as follows:

ARTICLE 1. DOCUMENTS FORMING THIS AGREEMENT

This Agreement consists of the following:

- **Agreement Form** - this document titled "Architectural/Engineering Consultant Agreement"
- **Attachment "A"** - Project Description and Funding
- **Attachment "B"** – Scope of Services
- **Attachment "C"** - Salary Schedule, Direct Non-Salary Cost, Staffing Tables, and Summary of Cost

MUNICIPALITY/SPONSOR: Town of Clifton Park
PROJECT ID NUMBER: 1762.47 BIN: _____
CFDA NUMBER: 20.205
PHASE: PER SCHEDULES A.

Federal aid Local Project Agreement

COMPTROLLER'S CONTRACT NO D040998

This Agreement is by and between:

the New York State Department of Transportation ("NYSDOT"), having its principal office at 50 Wolf Road, Albany, NY 12232, on behalf of New York State ("State");

and

the Town of Clifton Park (the "Municipality/Sponsor")
acting by and through the Town Supervisor
with its office at 1 Town Plaza, Clifton Park, NY 12065

This Agreement covers eligible costs incurred on or after 1.

This Agreement identifies the party responsible for administration and establishes the method or provision for funding of applicable phases of a Federal aid project for the improvement of a street or highway, not on the State highway system, as such project and phases are more fully described by Schedule A annexed to this Agreement or one or more Supplemental Schedule(s) A to this Agreement as duly executed and approved by the parties hereto. The phases that are potentially the subject of this Agreement, as further enumerated below, are: Preliminary Engineering ("PE") and Right-of-Way Incidental ("ROW Incidentals") work; Right-of-Way Acquisition; Construction; and/or Construction Supervision and Inspection. The Federal aid project shall be identified for the purposes of this Agreement as NYS 146/ Miller Road and Tanner Road, NYS 146/ Waite Road (as more specifically described in such Schedule A, the "Project").

WITNESSETH:

WHEREAS, the United States has provided for the apportionment of Federal aid funds to the State for the purpose of carrying out Federal aid highway projects pursuant to the appropriate sections of Title 23 U.S. Code as administered by the Federal Highway Administration ("FHWA"); and

WHEREAS, the New York State Highway Law authorizes the Commissioner of Transportation (hereinafter referred to as "Commissioner") to use Federal aid available under the Federal aid highway acts and provides for the consent to and approval by the Municipality/Sponsor of any project under the Federal aid highway program which is not on the State highway system before such Project is commenced; and

RESOLUTION

#2

Resolution No. _____ of 2024, a resolution authorizing Sam Chase, John DeSimone and Bruce Speigel from the Building Department to attend the Annual Northern Adirondack Continuing Education Conference to be held in Lake Placid, New York, March 3- March 7, 2024.

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

WHEREAS, conferences are designed to give their members the needed hours to complete the New York State 24 hours requirement for in service education for all Code Enforcement Officers per year, in order to maintain their certification, and

WHEREAS, the 2024 Conference sponsored by the New York State Building Officials Chapter is necessary for the acquisition of needed credits by Building Department officials, and

WHEREAS, attendance at these seminars would provide a benefit to the residents of the town and is necessary to maintain building officials' credentials; now , therefore, be it

RESOLVED, that the Building Department is authorized to send Sam Chase, John DeSimone and Bruce Spiegel to the Annual Northern Adirondack Continuing Education Conference from March 3-March 7, 2024 in Lake Placid, at a total cost for three attendees not to exceed \$3,725, as budgeted from A-3620-001 (General Fund-Building Dept-Training and Conferences).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Tuesday, December 26, 2023 4:01 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 #580

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

Department: Building & Development

Your Name: Dolores Mabb

Your Email: dmabb@cliftonpark.org

Sponsor: Wade Schoenborn

Meeting Date: 01/08/2024

Alternate Date: 01/16/2024

Budget Number: A-3620-001

Budget Description: Training/Conferences

Amount: \$3,724.50

Brief Description: The Northern Adirondack Code Enforcement Officials Educational Conference will provide three Building & Development field staff employees the credits needed to maintain their certification for the year 2024 within a four day time period.

Add Supporting Docs:

[d12fae8f8ff245f4 CONFERENCE MATERIALS 2024.pdf](#)

Additional Comments/Details: The remainder of Building & Development field staff employees will complete their 2024 training via online courses throughout the year.

Agree to Terms: Agree

**29th ANNUAL
NORTHERN ADIRONDACK
CODE ENFORCEMENT OFFICIALS
EDUCATIONAL CONFERENCE
"FIRST PREVENTOR INSTITUTE"
Monday, March 4, 2024-
Thursday, March 7, 2024**

**Members and Friends, I am pleased to announce:
The 2024 conference will be held in the "JUST" completed
CAMBRIA HOTEL.**

Lake Placid, New York

- . Lots of onsite free parking
- . Huge new above grade meeting rooms that have large floor to ceiling windows with lake and mountain views. The most modern Guest rooms in all of Lake Placid.

But the absolute best thing!

- . All Conference food will be prepared by the Chief who in the past did all our food when we were at the Crown Plaza Hotel.

I brought back all the instructors you asked for.

We ordered the courses you requested.

Please join us, "get more in 2024"

TO: WADE SCHOENBORN
NY Training ID: NY0007293
FDID: 46804

Please note:

This year's Conference will be at:

The Cambria Hotel

2127 Saranac Ave

Lake Placid NY 12946

Conference Room Rates start Sunday March 3, 2023 at \$140.00 per night.

[CLICK HERE FOR HOTEL RESERVATIONS](#)

Rooms must be reserved by January 31, 2024

This year we are pleased to again have on-line registration for the conference. Please read this entire email before proceeding.

The program will include 24 hours of in-service credits. All courses are new to the north county and will be a quality balance of timely Building and Fire Code issues. Instructors have been handpicked for their ability and willingness to answer any and all questions.

Schedule is still in progress.

Conference includes Breakfast, Morning and Afternoon breaks every day. Monday – Wednesday Lunch.

To register for the conference, you will need your NY Training ID and your FDID numbers. They are listed above for your convenience. The on-line registration will ask you if you wish to have your 2024 membership dues of \$30.00 added to your invoice. Please make sure you review these items during the registration process.

The cost of this year's conference is \$440.00.

Click on registration link below and enter your NY Training ID and your FDID number. Please be sure to include the NY or CE and any zeros in the Training ID field. When you click SUBMIT at the bottom of the page you will be directed to a page to enter your personal information. Please make sure all of this data is correctly entered. Once the data is entered correctly and you have made all required choices please click REGISTER at the bottom of the page.

A pdf file will now open in your browser. Please print out these pages for your records. A copy of this information will also be emailed to you.

James E. Morganson
Host First Preventer Institute

Sign up today for Lake Placid's "First Preventer Institute"!

Thank you for your continued support.

To continue to registration go to

<https://www.codesclass.com/na/>

If you only wish to renew membership go to

<https://www.codesclass.com/na/mem.php>

LAKE PLACID, NY
Northern Adirondack
Code Enforcement Officials Educational Conference
March 3 – March 7, 2024

	Sunday, March 3 *Travel Day*	Monday, March 4	Tuesday, March 5	Wednesday, March 6	Thursday, March 7
Breakfast		Included	Included	Included	
Lunch		Included	Included	Included	
Dinner		\$36.00	\$36.00	\$36.00	
Incidentals		\$5.00	\$5.00	\$5.00	
Half Day	\$59.25				\$59.25
TOTAL	\$59.25	\$41.00	\$41.00	\$41.00	\$59.25

TOTAL \$241.50

Conference - $440 \times 3 = \$1,320$
Hotel - $560 \times 3 = \$1,680$
Meals/Incidentals - $241.50 \times 3 = \$724.50$
TOTAL = \$3,724.50

Attendees: Sam Chase, Bruce Spiegel, John DeSimone
Building & Development Department

Budget Account #: A-3620-001 – Training/Conferences

Summary of Charges

Room Type: 2 Queen Beds, No Smoking
Number of Rooms: 1
Number of Occupants: 1
Daily Rates: Mar 3, 2024 for 4 nights at \$140.00
(per night)

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Number of Rooms: 1
Number of Occupants: 1
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Number of Rooms: 1
Number of Occupants: 1
Daily Rates: Mar 3, 2024 for 4 nights at \$140.00
(per night)

Estimated Tax and Other Charges: ~~\$218.40~~ Tax Exempt

Estimated Total: ~~\$1,898.40~~

\$1,680.

Cancellation Policy: Free Cancellation until Feb 18, 2024 at 4:00:00 PM local hotel time.

Standard Guarantee Policy: Policies vary by hotel. Please view your reservation details online [here](#) to confirm the policy of the hotel you have booked.

Have your plans changed?

Your reservation may be changed or cancelled, without charge, via one of the following methods:

- From the [View Reservation Details](#) page
- If you are in the US, please call **800-424-6423** and give them your confirmation number. If you are outside of the US, please find the international reservation number for your region on our [support page](#).
- By calling the hotel directly at **+1 518-523-8964**



U.S. General Services Administration

FY 2024 Per Diem Rates for Lake Placid, New York

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Lake Placid	Essex	\$79	\$18	\$20	\$36	\$5	\$59.25



FY 2024 Per Diem Rates for Lake Placid, New York

Daily lodging rates (excluding taxes) | October 2023 - September 2024

Primary Destination	County	2023 Oct	Nov	Dec	2024 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Lake Placid	Essex	\$169	\$169	\$169	\$169	\$169	\$140	\$140	\$140	\$140	\$220	\$220	\$169

RESOLUTION

#3

Resolution No. of 2024, a resolution reappointing Council member Agatha Reid to a liaison position on the Town's Environmental Conservation Commission (ECC).

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

WHEREAS, the term for Mrs. Reid's appointment expired December 31, 2023 and was not included in Resolution 1 of 2024, and

WHEREAS, Supervisor Barrett recommends that Mrs. Reid be reappointed as stated; now, therefore, be it

RESOLVED, that Agatha Reid is hereby reappointed as a Town Board liaison to the Environmental Conservation Commission for the 2024 calendar year.

Resolution 4

Resolution No. _____ of 2024, a resolution rehiring Gregory George as a seasonal laborer for the 2024 season at the Town Highway Department.

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

WHEREAS, vacancies exist in the Highway Department for seasonal employees, and

WHEREAS, pursuant to NYS Highway Law §140 (4), the Highway Superintendent is authorized to employ qualified individuals, subject to approval of the Town Board, for the maintenance and repair of Town roads and highways, and

WHEREAS, Dahn Bull, Highways Superintendent, wishes to rehire Gregory George, Clifton Park, NY, as a seasonal laborer for the 2024 season retroactive to January 2, 2024; now therefore be it

RESOLVED, that Gregory George be rehired as a seasonal laborer, at a rate of \$17.00/hour, effective on the dates noted above, to be paid from DA-5110-E4000 (Highway Fund-Highway Construction- Part-time Employee).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Wednesday, January 3, 2024 10:51 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; hd; Christine Pagnello; Teresa Brobston
Subject: New Employee Resolution Request #582

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

Department: Highway Department

Your Name: Dahn S. Bull

Your Email: dbull@cliftonpark.org

Sponsor: D.Bull

Meeting Date: 01/08/2024

Alternate Date: 01/16/2024

Budget Number: DA-5110-E4000

Budget Description: Seasonal Help

Amount: \$17.00/hr.

Brief Description: Resolution No. of 2024, a resolution rehiring seasonal laborers for the 2024 season at the Clifton Park Highway Department.

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

WHEREAS, per the 2024 Organizational meeting, the Highway Superintendent Mr. Bull can hire returning seasonal employees or other extra help on a part time basis in conjunction with summer help, to be paid from the Highway Department,

WHEREAS, Dahn Bull, Highways Superintendent, wishes to rehire Gregory George as a seasonal laborer for the 2024 season retroactive from January 2nd, 2024, and

Name Address Start Date

Mr. Gregory George 70 St. Andrews, Clifton Park January 2nd, 2024

Now, therefore, be it

RESOLVED, Mr. George is hired as a returning seasonal employee or other extra help on a part time basis in conjunction with summer help, at a rate of \$17.00/hour.

Add Supporting Docs:

[e5d5c8bde12905db Gregory George Resolution.pdf](#)

[6408dc6cb02caa9e G. George Application.pdf](#)

[9b77ef4a010608a1 G. George License.pdf](#)

Additional Comments/Details: None at this time.

Agree to Terms: Agree