

# TOWN OF CLIFTON PARK TOWN BOARD MEETING

September 16, 2024

The Town Board meeting can be viewed live by visiting [www.cliftonpark.org](http://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](http://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  
**September 16, 2024**

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Town Board	Adopt Local Law No. ___ of 2024, amending Town Code Chapter 208-95(E)(3)(j) to modify the definition of the One-Hundred-Percent Clear Zone and the required clear zone for communication towers and structures	P. Barrett
2. Town Board	Authorize Supervisor to execute a PILOT agreement with Kruger Energy Bhatti Solar, LLC	P. Barrett
3. Highway	Authorize purchase of RICOH CP IMC 2150 copier on NYS Contract	D. Bull
4. Parks & Recreation	Adoption of the updated Rental Rates Schedule for the Collins Park Adventure Challenge Course	L. Walowit & A. Reid
5. Comptroller	Authorize purchase, installation and configuration of up to 30 Personal Computers for Town Hall to replace those running on Windows 10	P. Barrett
6. Town Court	Authorize Supervisor to execute a grant application for electronic equipment and office furniture	P. Barrett

# **RESOLUTION**

**#1**

Resolution No. \_\_\_ of 2024, a resolution adopting Local Law No. \_\_\_ of 2024, amending Chapter 208-95 of the Town Code, relative to the 110% clear zone and procedure for communication towers and structures.

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

WHEREAS, the Town Board scheduled and held a public hearing on Tuesday, September 3, 2024 at 7:02pm on a proposal to modify the definition of the one-hundred-ten-percent (110%) clear zone and the required clear zone for communication towers and structures, and

WHEREAS, the Town Board wishes to amend the definition of the 110% clear zone in Chapter 208-95 B, to include “parcels and structures as set forth in § 208-95 E (3)(j)” as noted on the attached, and

WHEREAS, the Town Board wishes to amend and add to the procedures noted for communications towers or structures in Chapter 208-95 E(3)(j), as noted on the attached; now therefore be it

RESOLVED, that the Town Board hereby adopts Local Law No. \_\_\_ of 2024, effective immediately, to amend Chapter 208-95 B and E(3)(j), as attached; and be it further

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

STATE OF NEW YORK  
COUNTY OF SARATOGA  
TOWN OF CLIFTON PARK

NOTICE OF PUBLIC HEARING TO CONSIDER AN AMENDMENT TO  
CHAPTER 208-95(E)(3)(j) OF THE TOWN CODE – RELATED TO CLEAR ZONES FOR  
COMMUNICATION TOWERS AND STRUCTURES.

Please take notice that a public hearing will be held by the Town Board of the Town of Clifton Park on the 3rd of September, 2024 at 7:02PM in the Wood Memorial Meeting Room in the Town Office Building, located at One Town Hall Plaza, Clifton Park, NY, at which time and place public comment to the Town Board may be made with regard to Chapter 208-95(E)(3)(j) of the Town Code, to modify the definition of the One-Hundred-Percent Clear Zone and the required clear zone for communication towers and structures.. Copies of the proposed law may be inspected at the Office of the Town Clerk of the Town of Clifton Park during normal business hours or online at [www.cliftonpark.org](http://www.cliftonpark.org).

Teresa Brobston  
Clifton Park Town Clerk

Underlining is language addition and [brackets] are deletion of language.

Revision to § 208-95 B. Definitions

ONE-HUNDRED-TEN-PERCENT CLEAR ZONE- The requirement that new communications towers be set back a minimum of 110% of its own height from adjacent property, parcels, and structures, as set forth in § 208-95(E)(3)(j).

Revision to Town Code § 208-95 (E)(3)(j)

All new communications towers or structures must be sited, designed and constructed in such a manner as to [guarantee] provide a one-hundred-ten-percent clear zone in case of tower failure, unless the communications tower or structure can be safely constructed with less than a one-hundred-ten-percent clear zone. The proposed monopole must meet minimum requirements of the New York State Building Code. When applying for a permit, the applicant must also submit a written report certified by a New York State licensed structural engineer detailing how a fifty (50) percent breakaway is achieved without compromising the required design of the monopole.

**RESOLUTION**

**#2**

Resolution No. \_\_\_\_ of 2024, a resolution approving an agreement for payment in lieu of taxes with Kruger Energy Bhatti Solar, LLC.

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

WHEREAS, § 487(9) of the New York State Real Property Tax Law (RPTL) authorizes municipalities to enter into Payment in Lieu of Tax Agreements (PILOTS) with solar energy developers within each taxing jurisdiction, under certain circumstances, and

WHEREAS, on November 20, 2023, Kruger Energy Bhatti Solar, LLC applied for Site Plan and Special Use approval for construction of a solar energy project at 77 Nott Road, totaling 4.0 MW capacity (AC), and

WHEREAS, the Planning Board approved the Site Plan and Special Use Permit application for the project on December 12, 2023, and

WHEREAS, the Town Board wishes to enter into a PILOT Agreement with Kruger Energy Bhatti Solar, LLC pursuant to RPTL § 487(9) for the lease area designated for the project, as described in Exhibit A of the agreement; now therefore be it

RESOLVED, that the Supervisor is authorized to execute the attached PILOT Agreement with Kruger Energy Bhatti Solar, LLC, in the amount of \$2,500 per megawatt AC of capacity, annually, with 2% annual increases, for a 15-year term.

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PAYMENT IN LIEU OF TAXES AGREEMENT  
FOR SOLAR ENERGY SYSTEMS

between

The Town of Clifton Park

and

Shenendehowa Central School District

And

Kruger Energy Bhatti Solar LLC.

Dated as of \_\_\_\_\_, 2024

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RELATING TO THE PREMISES LOCATED AT 99 NOTT ROAD,  
(TAX MAP 296.-3-6) IN THE TOWN OF CLIFTON PARK,  
SARATOGA, COUNTY, NEW YORK.

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PAYMENT IN LIEU OF TAXES AGREEMENT  
FOR SOLAR ENERGY SYSTEMS PURSUANT TO REAL PROPERTY TAX LAW § 487

THIS AGREEMENT FOR PAYMENT IN LIEU OF TAXES FOR REAL  
PROPERTY, effective as of the date on the cover page, above, by and between

Kruger Energy Bhatti Solar LLC. Owner, with a principal place of business located at [3285 Chem. Bedford, Montreal, QC H3S 1G5, Canada; the Shenendehowa Central School District, (the "School District"), a school district duly established with a principal place of business located at 5 Chelsea Place, Clifton Park, New York, the Town of Clifton Park, New York, (the "Town"), a municipal corporation duly established with a principal place of business at 1 Town Hall Plaza, Clifton Park, New York.

The School District and Town are herein collectively referred to as the "Taxing Jurisdictions." Owner and the Taxing Jurisdictions are collectively referred to in this Agreement as the "Parties" and are individually referred to as a "Party."

RECITALS

WHEREAS, Owner has submitted a Notice of Intent to each of the Taxing Jurisdictions that it plans to build and operate a "Solar Energy System" as defined in New York Real Property Tax Law ("RPTL") Section 487 (1)(b) (herein the "Project") with an expected nameplate capacity ("Capacity") of approximately 4 Megawatts AC on a parcel of land located within the Town of Clifton Park at 99 Nott Road and identified as SBL # 269.-3-6, as described in Exhibit A (herein the "Property"); and;

WHEREAS, none of the Taxing Jurisdictions have opted out of RPTL Section 487; and

WHEREAS, pursuant to RPTL Section 487 (9)(a), the Taxing Jurisdictions have indicated their intent to require a Payment in Lieu of Taxes ("PILOT") Agreement with the Owner, under which the Owner (or any successor owner of the Project) will be required to make annual payments to each of the Taxing Jurisdictions for each year during the term of this Agreement; and

WHEREAS, the Owner has submitted or will submit to the assessor of the (Town/Village/City) a RP-487 Application for Tax Exemption of Solar or Wind Energy Systems or Farm Waste Energy Systems, demonstrating its eligibility for a real property tax exemption pursuant to RPTL Section 487; and

WHEREAS, the Parties intend that, during the term of this Agreement, the Project will be placed on exempt portion of the assessment roll and the Owner will not be assessed for any statutory real property taxes for which it might otherwise be subjected under New York law with respect to the Project.

NOW THEREFORE, for and in consideration of the mutual covenants hereinafter contained, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby

agree as follows:

1. Representations of the Parties.

(a) The Owner hereby represents, warrants, and covenants that, as of the date of this Agreement:

1. The Owner is duly organized, and a validly existing limited liability company duly authorized to do business in the State of New York, has requisite authority to conduct its business as presently conducted or proposed to be conducted under this Agreement, and has full legal right, power, and authority to execute, deliver, and perform all applicable terms and provisions of this Agreement.
2. All necessary action has been taken to authorize the Owner's execution, delivery, and performance of this Agreement and this Agreement constitutes the Owner's legal, valid, and binding obligation enforceable against it in accordance with its terms.
3. None of the execution or delivery of this Agreement, the performance of the obligations in connection with the transactions contemplated hereby, or the fulfillment of the terms and conditions hereof will (i) conflict with or violate any provision of the Owner's Certificate of Incorporation, Certificate of Formation, bylaws or other organizational documents or of any restriction or any agreement or instrument to which the Owner is a party and by which it is bound; (ii) conflict with, violate, or result in a breach of any applicable law, rule, regulation, or order of any court or other taxing jurisdictions or authority of government or ordinance of the State or any political subdivision thereof; or (iii) conflict with, violate, or result in a breach of or constitute a default under or result in the imposition or creation of any mortgage, pledge, lien, security interest, or other encumbrance under this Agreement or under any term or condition of any mortgage, indenture, or any other agreement or instrument to which it is a party or by which it or any of the Owner's properties or assets are bound. There is no action, suit, or proceeding, at law or in equity, or official investigation before or by any government authority pending or, to its knowledge, threatened against the Owner, wherein an anticipated decision, ruling, or finding would result in a material adverse effect on the Owner's ability to perform its obligations under this Agreement or on the validity or enforceability of this Agreement.

(b) The Taxing Jurisdictions hereby represent, warrant, and covenant that, as of the date of this Agreement:

1. The Taxing Jurisdictions are each duly organized, validly existing, and in good standing under the laws of the State of New York and has full legal right, power, and authority to execute, deliver, and perform all applicable terms and provisions of this Agreement.
2. All necessary action has been taken to authorize each of the Taxing Jurisdiction's execution, delivery, and performance of this Agreement, and this Agreement constitutes each of the Taxing Jurisdiction's legal, valid, and binding obligation enforceable against it in accordance with its terms.
3. No governmental approval by or with any government authority is required for the valid execution, delivery, and performance under this Agreement by the Taxing Jurisdictions except

such as have been duly or will be obtained or made.

4. There is no action, suit, or proceeding, at law or in equity, or official investigation before or by any government authority pending or, to its knowledge, threatened against the Taxing Jurisdictions, wherein an anticipated decision, ruling, or finding would result in a material adverse effect on the Taxing Jurisdictions' ability to perform its obligations under this Agreement or on the validity or enforceability of this Agreement.

2. Tax Exemption; Payment in Lieu of Real Property Taxes.

(a) Tax-Exempt Status of the Project Facility. Pursuant to RPTL 487 the Parties hereto agree that the Project shall be placed by the Taxing Jurisdictions as exempt upon the assessment rolls of the Taxing Jurisdictions. A Real Property Tax Exemption Form (RP 487) has or will be filed with the Taxing Jurisdictions and the Project is eligible for exemption pursuant to RPTL 487 (4).

(b) Owner agrees to make annual payments to the Taxing Jurisdictions in lieu of real property taxes for the Project for a period of fifteen (15) consecutive fiscal tax years; annual payments may not exceed the amounts that would otherwise be payable but for the RPTL 487 exemption. Such 15-year term shall commence on the first taxable status date selected by Owner following the issuance of Substantial Completion of the Project (the "Commencement Date"), and shall end the fifteenth fiscal year following the Commencement Date. The first annual payment shall be in the amount of \$ 5,000 per Megawatt AC of Capacity (the "Annual Payment"), and shall be made on September 15 of each year following the Commencement Date. The first annual payment shall be paid with \$2,500 per Megawatt AC of capacity paid to the Shenendehowa Central School District and \$2,500 per Megawatt AC of capacity paid to the Town of Clifton Park. Thereafter Annual Payments will escalate by two percent (2%) per year. Based on the Capacity of 4 Megawatts AC, Annual Payments to be made by Owner during the term of this Agreement shall be as listed in Exhibit B. Each Annual Payment will be paid to the Taxing Jurisdictions in accordance with Section 5 of this Agreement; and the annual payment amount and payment date will be noted on an annual bill issued by the Taxing Jurisdictions to the Owner, provided that any failure of the Taxing Jurisdictions to issue such a bill shall not relieve Owner of its obligation to make timely payments under this section.

(c) Owner agrees that the payments in lieu of taxes under this Agreement will not be reduced on account of a depreciation factor or reduction in the Taxing Jurisdictions' tax rate, and the Taxing Jurisdictions agree that the payments in lieu of taxes will not be increased on account of an inflation factor or increase in the Taxing Jurisdictions' tax rate, all of which factors have been considered in arriving at the payment amounts reflected in this Agreement.

(d) The Taxing Jurisdictions shall be paid their portion of the Annual Payment based on their respective share of the total tax rate that would have been applicable to the Project if it were taxable on the Commencement Date, and each anniversary of the Commencement Date thereafter.

3. Change in Capacity at Mechanical Completion: Adjustments to Payments. To the extent that the Capacity of the Project is more or less than the 4 Megawatts AC on the date when the Project is mechanically complete and Owner has commenced production of electricity (the

“Completion Date”), the payments set forth in Exhibit B will be increased or decreased on a pro rata basis.

4. Change in Capacity After Mechanical Completion: Adjustments to Payments. If after the Completion Date the Capacity is increased or decreased as a result of the replacement or upgrade or partial removal or retirement of existing Project equipment or property or the addition of new Project equipment or property, the Annual Payments set forth in Exhibit B shall be increased or decreased on a pro rata basis for the remaining years of the Agreement.

5. Payment Collection.

Payments for the School District shall be made payable to the Shenendehowa Central School District and mailed to the School District, c/o the Superintendent’s Office, located at 5 Chelsea Place, Clifton Park, New York and are due no later than September 15th of each year.

Payments for the Town shall be made payable to the Town of Clifton Park and mailed to the Town of Clifton Park, c/o the Town of Clifton Park Supervisor’s Office, located at [1 Town Hall Plaza, Clifton Park, New York and are due no later than September 15th of each year.

All late payments shall accrue interest at the statutory rate for late tax payments under New York Law. Owner shall pay the reasonable attorney fees, court and other costs incurred by any of the Taxing Jurisdictions in the collection of the unpaid amounts. All payments by the Owner hereunder shall be paid in lawful money of the United States of America.

6. Tax Status. Separate Tax Lot. The Taxing Jurisdictions agree that during the term of this Agreement, the Taxing Jurisdictions will not assess Owner for any real property taxes with respect to the Project to which Owner might otherwise be subject under New York law, and the Taxing Jurisdictions agree that this Agreement will exclusively govern the payments of all such taxes, provided, however, that this Agreement is not intended to affect, and will not preclude the Taxing Jurisdictions from assessing, any other taxes, fees, charges, rates or assessments which the Owner is obligated to pay, including, but not limited to, special assessments or special district assessments, fees, or charges for services provided by the Taxing Jurisdictions to the Project. Nothing in this Agreement shall limit the right of the Owner to challenge the assessment of the Project pursuant to the RPTL.

7. No Assignments Without Prior Notice; Binding Effect.

(a) This Agreement may not be assigned by Owner without the prior written consent of the Taxing Jurisdictions; such consent may not be unreasonably withheld if the Assignee has agreed in writing to accept all obligations of the Owner. The restrictions on assignment contained herein do not prohibit or otherwise limit changes in control of Owner. If Owner assigns this Agreement with the advance written consent of the Taxing Jurisdictions, the Owner shall be released from all obligations under this Agreement upon assumption hereof in writing by the assignee, provided that Owner shall, as a condition of such assignment and to the reasonable satisfaction of the Taxing Jurisdictions, cure any defaults and satisfy all liabilities arising under this Agreement prior to the date of such assignment. A Notice of this Agreement may be recorded by Owner and the Taxing Jurisdictions shall cooperate in the execution of required Assignments with the Owner and its successors. Owner may, with advance written notice to the Taxing Jurisdictions and without prior consent, assign this Agreement to an affiliate of Owner or

to any party who has provided or is providing financing to Owner for the construction, operation and/or maintenance of the Project.

(b) Binding Effect. This PILOT Agreement shall inure to the benefit of, and shall be binding upon, the Taxing Jurisdictions, the Owner and their respective successors and assigns.

8. Statement of Good Faith. The Parties agree that the payment obligations established by this Agreement have been negotiated in good faith in recognition of and with due consideration of the full and fair taxable value of the Project.

9. Additional Documentation and Actions. Subject to applicable laws and regulations, each Party will, from time to time hereafter, execute and deliver or cause to be executed and delivered, such reasonable additional instruments and documents as the other Party reasonably requests for the purpose of implementing or effectuating the provisions of this Agreement. Owner shall pay all reasonable attorneys' and consulting fees incurred by the Taxing Jurisdictions to review and negotiate any such instruments or documents.

10. Notices. All notices, consents, requests, or other communications provided for or permitted to be given hereunder by a Party must be in writing and will be deemed to have been properly given or served upon the personal delivery thereof, via courier delivery service, by hand, or by certified mail, return receipt requested. Such notices shall be addressed or delivered to the Parties at their respective addresses shown below.

If to Owner:

Attn: Jeffrey Tundo, Director of Community Solar Development, 3285 Chem. Bedford, Montreal, QC H3S 1G5, Canada

With a copy to: Jean Letourneau, Vice President of Community Solar Development, 3285 Chem. Bedford, Montreal, QC H3S 1G5, Canada

If to Taxing Jurisdictions:

Attn: Walter Smead, Town Assessor and Rose Savallo, Receiver of Taxes, 1 Town Hall Plaza, Clifton Park, New York 12065

With a copy to: Paul Pelagalli, Esq., Town Attorney, 1 Town Hall Plaza, Clifton Park, New York, 12065.

If to School District:

Attn. Kathleen Wetmore-Chase, Assistant Superintendent, 5 Chelsea Place, Clifton Park,

New York 12065

With a copy to: David Rowley, Esq., Cooper Erving & Savage, LLP, 20 Corporate Woods Blvd., Suite 501, Albany, New York 12211

Any such addresses for the giving of notices may be changed by either Party by giving written notice as provided above to the other Party. Notice given by counsel to a Party shall be effective as notice from such Party.

11. Applicable Law. This Agreement will be made and interpreted in accordance with the laws of the State of New York. Owner and the Taxing Jurisdictions each consent to the jurisdiction of the New York courts in and for the County in which the Project is located regarding any and all matters, including interpretation or enforcement of this Agreement or any of its provisions. Accordingly, any litigation arising hereunder shall be brought solely in such courts.

12. Termination Rights of the Owner. Owner may terminate this Agreement at any time by Notice to the Taxing Jurisdictions. Upon receipt of the Notice of Termination, the Project shall be placed on the taxable portion of the tax roll effective on the next taxable status date of the Taxing Jurisdictions. Owner shall be liable for all PILOT payments due in the year of termination, except that if Owner is required to pay any part-year real property taxes, the PILOT payment for that year shall be reduced pro rata so that the Owner is not required to pay both PILOT payments and real property taxes for any period of time.

13. Termination Rights of Taxing Jurisdictions. Notwithstanding anything to the contrary in this Agreement, the Taxing Jurisdictions may terminate this Agreement on thirty (30) days written notice to Owner if:

- a. Owner fails to make timely payments required under this Agreement, unless such payment is received by the Taxing Jurisdictions within the 30-day notice period with interest as stated in this Agreement
- b. Owner has filed, or has had filed against it, a petition in Bankruptcy, or is otherwise insolvent;

14. Remedies; Waiver And Notice. (A) No Remedy Exclusive. No remedy herein conferred upon or reserved to Party is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute.

(B) Delay. No delay or omission in exercising any right or power accruing upon the occurrence of any breach of an obligation hereunder shall impair any such right or power or shall be construed to be a waiver thereof, but any such right or power may be exercised from time to time and as often as may be deemed expedient.

(C) No Waiver. In the event any provision contained in this Agreement should be breached by any party and thereafter duly waived by the other party so empowered to act, such waiver

shall be limited to the particular breach so waived and shall not be deemed to be a waiver of any other breach hereunder. No waiver, amendment, release or modification of this Agreement shall be established by conduct, custom or course of dealing.

15. Entire Agreement. The Parties agree that this is the entire, fully integrated Agreement between them with respect to payments in lieu of taxes for the Project.

16. Amendments. This Agreement may not be effectively amended, changed, modified, altered or terminated except by an instrument in writing executed by the parties hereto.

17. No Third Party Beneficiaries. The Parties state that there are no third party beneficiaries to this Agreement.

18. Severability. If any article, section, subdivision, paragraph, sentence, clause, phrase, provision or portion of this Agreement shall for any reason be held or adjudged to be invalid or illegal or unenforceable by any court of competent jurisdiction, such article, section, subdivision, paragraph, sentence, clause, phrase, provision or portion so adjudged invalid, illegal or unenforceable shall be deemed separate, distinct and independent and the remainder of this Agreement shall be and remain in full force and effect and shall not be invalidated or rendered illegal or unenforceable or otherwise affected by such holding or adjudication.

19. Counterparts. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

Executed by the undersigned as of the day and year first written above, each of whom represents that it is fully and duly authorized to act on behalf of and bind its principals.

By: \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

TAXING JURISDICTION OF

\_\_\_\_\_  
[ENTER SCHOOL DISTRICT NAME]  
\_\_\_\_\_

Superintendent

\_\_\_\_\_  
Date

TAXING JURISDICTION OF

\_\_\_\_\_  
[ENTER TOWN NAME]

\_\_\_\_\_  
Supervisor / Mayor

\_\_\_\_\_  
Date

TAXING JURISDICTION OF

\_\_\_\_\_  
[ENTER COUNTY NAME]

\_\_\_\_\_  
County Executive / Manager

\_\_\_\_\_  
Date

EXHIBIT A  
LAND DESCRIPTION

**LANDS OF THE NASEEM A. BHATTI  
TOWN OF CLIFTON PARK, SARATOGA COUNTY, NY**

ALL THAT CERTAIN TRACT, PIECE OR PARCEL OF LAND SITUATE in the Town of Clifton Park, County of Saratoga, State of New York lying along the southerly line of N.Y.S. Route 146 (State Highway No. 1117), the northerly line of Appleton Road and the easterly line of Nott Road and being further bounded and described as follows:

**Beginning** at a point marked with a concrete monument found at the point of intersection of the southerly line of N.Y.S. Route 146 (State Highway No. 1117) with the common division line of

lands now or formerly of Gary Adelson as conveyed in Book 1123 of Deeds at Page 333 to the east and the parcel of land herein being described to the west;

*Thence* from said *Point of beginning* along the common division line of said lands of Adelson and lands now or formerly of Severino Popolizio as conveyed in Instrument No. 2017025283 to the east and the parcel of land herein being described to the west the following two (2) courses and distances:

- 1) South 07 deg. 41 min. 10 sec. West, 2,203.60 feet to a point; and
- 2) South 07 deg. 45 min. 10 sec. East, 699.39 feet to a point marked with an iron rod found in the northerly line of Appleton Road;

*Thence* along said northerly line of Appleton Road, South 84 deg. 21 min. 30 sec. West, 1,422.17 feet to the point of intersection of said northerly line with the easterly line of Nott Road;

*Thence* along said easterly line of Nott Road the following six (6) courses and distances:

- 1) North 16 deg. 31 min. 30 sec. East, passing through a point marked with an iron rod found at 25 feet, a total distance of 1,095.89 feet to a point;
- 2) North 16 deg. 02 min. 30 sec. East, 879.40 feet to a point marked with an iron rod found;
- 3) North 13 deg. 03 min. 30 sec. East, 119.10 feet to a point;
- 4) North 10 deg. 01 min. 30 sec. East, 109.80 feet to a point marked with an iron pipe found;
- 5) North 08 deg. 39 min. 30 sec. East, 233.70 feet to a point; and
- 6) North 05 deg. 57 min. 30 sec. East, 87.06 feet to a point in the aforesaid southerly line of N.Y.S. Route 146;

*Thence* along said southerly line of N.Y.S. Route 146 the following three (3) courses and distances:

- 1) North 59 deg. 22 min. 10 sec. East, 475.04 feet to a point marked with a concrete monument found;
- 2) North 58 deg. 45 min. 30 sec. East, 470.31 feet to a point marked with an iron rod found; and
- 3) North 59 deg. 46 min. 50 sec. East, 185.00 feet to the point or place of beginning and containing 62.922± acres of land.

Said *parcel* made subject to any and all enforceable covenants, conditions, easements and restrictions of record as they may appear.



# EXHIBIT A-1 PROPERTY MAP

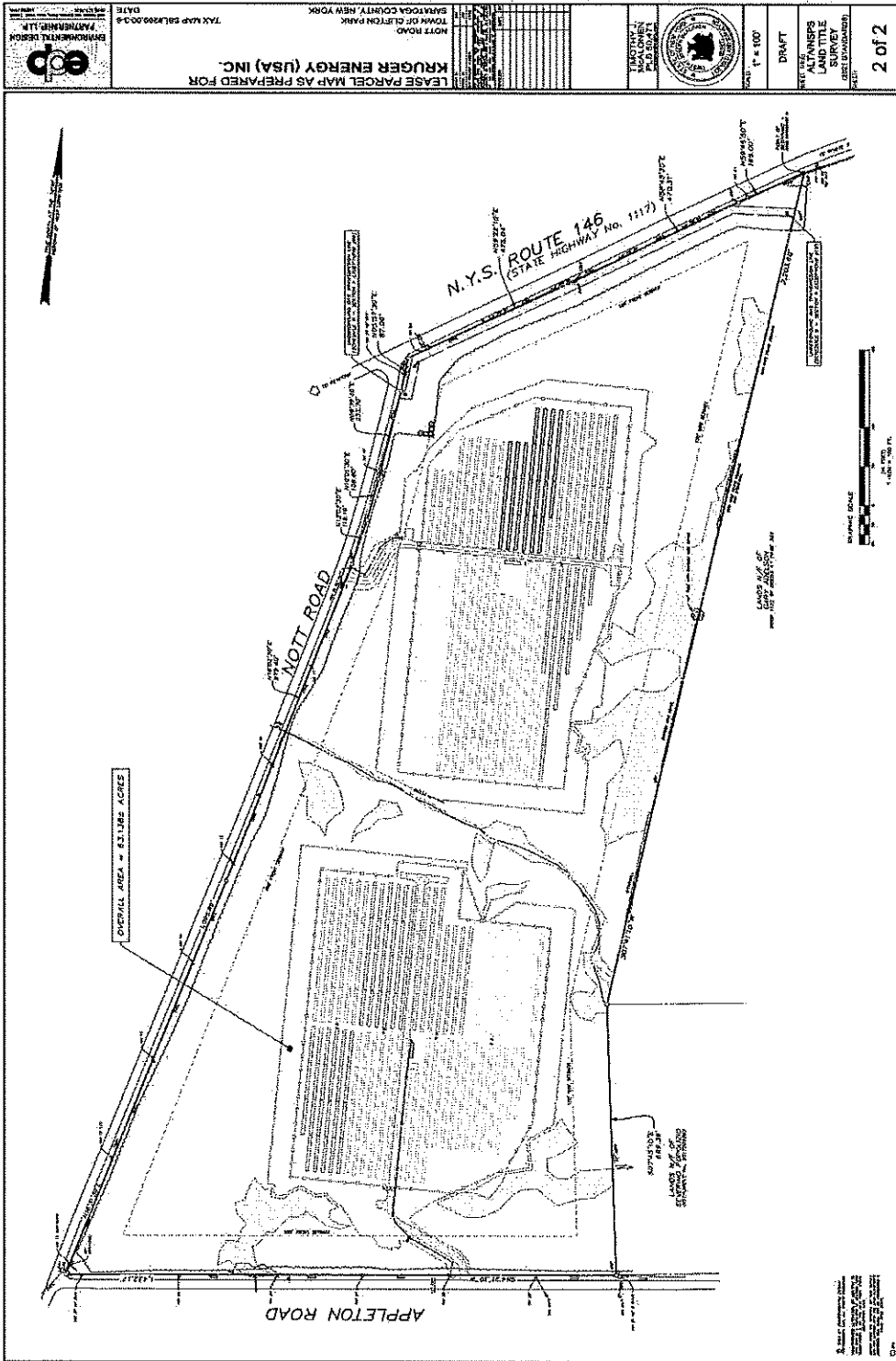


EXHIBIT B

Year	School District Payment Amount (\$\$)	Town Payment Amount (\$\$)	County Payment Amount (\$\$)
1	\$ 10,000.00	\$ 10,000.00	\$ 4,000.00
2	\$ 10,200.00	\$ 10,200.00	\$ 4,200.00
3	\$ 10,404.00	\$ 10,404.00	\$ 4,400.00
4	\$ 10,612.08	\$ 10,612.08	\$ 4,600.00
5	\$ 10,824.32	\$ 10,824.32	\$ 4,800.00
6	\$ 11,040.81	\$ 11,040.81	\$ 5,000.00
7	\$ 11,261.62	\$ 11,261.62	\$ 5,200.00
8	\$ 11,486.86	\$ 11,486.86	\$ 5,400.00
9	\$ 11,716.59	\$ 11,716.59	\$ 5,600.00
10	\$ 11,950.93	\$ 11,950.93	\$ 5,800.00
11	\$ 12,189.94	\$ 12,189.94	\$ 6,000.00
12	\$ 12,433.74	\$ 12,433.74	\$ 6,200.00
13	\$ 12,682.42	\$ 12,682.42	\$ 6,400.00
14	\$ 12,936.07	\$ 12,936.07	\$ 6,600.00
15	\$ 13,194.79	\$ 13,194.79	\$ 6,800.00

RESOLUTION  
# 3

Resolution No \_\_\_\_\_ of 2024, a resolution to authorize the purchase of a Ricoh CP IMC 2150 copier from Electronic Business Products.

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

WHEREAS, the Superintendent of Highways, Dahn Bull, has requested that a new copier/printer be purchased for use by the Highway Department, and

WHEREAS, Electronic Business Products has submitted a quote for a Ricoh CP IMC 2150 copier in an amount not to exceed \$3,452, through NYS Contract PM68134; now therefore be it

RESOLVED, that the Superintendent of Highways is authorized to purchase a Ricoh CP IMC 215 copier from Electronic Business Products at a cost not to exceed \$3,452; and be it further

RESOLVED, that the Comptroller is authorized to transfer \$3,452 from A-05132-00200 (General Fund – Garage – Equipment) to A-05010-00200 (General Fund – Highway Administration – Equipment).

## Cynthia, Zlogar

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**From:** Town of Clifton Park Official Website <info@cliftonpark.org>  
**Sent:** Thursday, August 15, 2024 11:38 AM  
**To:** Cynthia, Zlogar; Paul, Pelagalli; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Zabed, Manir; Agatha, Reid; John Scavo; Christine Pagniello; Teresa Brobston; Walter Smead; Kelly Miller  
**Subject:** New Resolution Request #897

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

**Department:** Highway Department

**Your Name:** Dahn Bull

**Your Email:** [dbull@cliftonpark.org](mailto:dbull@cliftonpark.org)

**Sponsor:** D. Bull

**Agenda Session Date:** 09/02/2024 ✓

**Board Meeting Date:** 09/16/2024 ✓

**Alternate Date:** 10/07/2024

**Budget Number:** TBD by Comptroller

**Budget Description:** TBD by Comptroller

**Amount:** 3,451.38

**Brief Description:** A resolution purchasing a new printer, copier, fax, scanner machine for the Highway Department.

Replacing a machine purchased in 2016 that currently requires frequent repair, and has lost original functions and operations.

**Add Supporting Docs:**

[e9d2603b678c6124\\_Printer\\_Quote.pdf](#)

[7c930335e25b3032\\_20240815120019482.pdf](#)

[d06f4f6d9b7e090b\\_20240815120118135.pdf](#)

**Additional Comments/Details:** None at this time.

**Agree to Terms:** Agree

[unsubscribe](#)

## RE: Printer resolution

Mark Heggen <mheggen@cliftonpark.org>

Thu 7/11/2024 10:29 AM

To: Heather, Schultz <hschultz@cliftonpark.org>; Darlene, Allen <dallen@cliftonpark.org>  
Cc: Ellenmarie Martin <emartin@cliftonpark.org>; Dahn Bull <DBull@cliftonpark.org>

There are several factors that would be needed to be looked at whether it is purchased or leased. A purchase of a copier is typically off NYS Contract, not requiring additional quotes. The leasing of a copier is not off NYS Contract, therefore that would require quotes based on the lease price. The maintenance cost, cost per print of black and white along with color cost should also be considered. I recently had a quote for a new copier, the monthly lease cost was lower for 1 machine, however the maintenance cost per page was higher on the lower lease machine that it actually was higher than a machine that had a higher monthly cost.

There are many different vendors for copiers that are NYS Contract. The service charge is where you need to look at to make sure that it is a good deal. Also, the type of machine and what you are looking for will also impact the overall cost.

Mark

**Mark E. Heggen, CPA**  
Town Comptroller  
Town of Clifton Park  
One Town Hall Plaza  
Clifton Park, NY 12065

Telephone – 518-371-6651  
Fax – 518-371-1136

[mheggen@cliftonpark.org](mailto:mheggen@cliftonpark.org)

**From:** Heather, Schultz <hschultz@cliftonpark.org>

**Sent:** Thursday, July 11, 2024 10:07 AM

**To:** Mark Heggen <mheggen@cliftonpark.org>; Darlene, Allen <dallen@cliftonpark.org>

**Cc:** Ellenmarie Martin <emartin@cliftonpark.org>; Dahn Bull <DBull@cliftonpark.org>

**Subject:** Printer resolution

Good morning Mark & Darlene,

We spoke with our Electronic Business representative yesterday about getting a new printer due to ours having issues. Our representative said he spoke with you and said it would be easier for us to buy this outright rather than leasing, just confirming the information for the resolution to be submitted.

Thank you,  
Heather

RE: new quote

Gregory Hoffis <ghoffis@ebp-inc.com>

Fri 7/12/2024 1:01 PM

To: Heather, Schultz <hschultz@cliftonpark.org>

Cc: Ellenmarie Martin <emartin@cliftonpark.org>

Afternoon Ladies,

Your machines are always on State contract. There is a small connection fee added but that's allowed by the state. I believe it's 55.00. Also the lease price is in the box on the right hand side of the quote, next to it is the total sell price. I hope that helps. Have a good weekend



**Greg Hoffis**  
**New Business Development Manager**

Electronic Business Products, Inc.

p: 518-222-1121

a: 4 Airport Park Blvd., Latham, NY 12110

w: [www.ebp-inc.com](http://www.ebp-inc.com) e: [ghoffis@ebp-inc.com](mailto:ghoffis@ebp-inc.com)



**From:** Heather, Schultz <hschultz@cliftonpark.org>

**Sent:** Friday, July 12, 2024 11:34 AM

**To:** Gregory Hoffis <ghoffis@ebp-inc.com>

**Cc:** Ellenmarie Martin <emartin@cliftonpark.org>

**Subject:** RE: new quote

Good morning Greg,

We are getting ready to put in a resolution for a new machine, are they under NYS Contract by any chance? Also speaking with Mark he was asking us to compare the prices between leasing and buying outright. Can you please send us over the quotes for leasing the machines?

Thank you,

Heather

**From:** Heather, Schultz

**Sent:** Wednesday, July 10, 2024 11:38 AM

**To:** Gregory Hoffis <ghoffis@ebp-inc.com>

**Subject:** RE: new quote

Good morning Greg,

I have these printed and will show them to Ellen in the morning so we can talk it over and get this sent in for a resolution.

Have a great day!

Heather



RECEIVED

DAHN S. BULL  
SUPERINTENDENT OF HIGHWAYS

JUL 31 2024

CLIFTON PARK  
TOWN CLERK

MEMO

TO: The Town Board  
CC: Ellen Martin, Deputy Superintendent, Paul Pelagalli, Town Attorney, Mark Heggen,  
Town Comptroller  
FROM: Dahn S. Bull, Highway Superintendent  
Date: July 31, 2024  
RE: Purchase of New Printer/Copier/Scanner/Fax

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In September of 2016, the Highway Department purchased outright a new printer machine from Electronic Business Products.

Over the last two years, this piece of equipment has been breaking down more frequently and has needed replacement parts and repairs. Discussions with the service provider have resulted in the fact that replacement parts are no longer being made by the manufacturer and currently, we are replacing worn parts with used parts from other machines. At this very moment, the feeder is not working correctly, and the bypass tray cannot handle more than a single sheet of paper. The service provider has stated there is not much more that can be done for this unit.

We recently reached out to Mark Heggen to see what the best approach would be to obtaining a new printer. He suggested buying the printer outright as we had done in 2016. The contract we would like to purchase is on New York State Contract.

We would like to purchase a RICOH CP IMC 2150, for a total cost of \$3,451.38. Details attached.

At this point we do not have the necessary appropriated funds in the A-line Budget for this, so a re-allocation for the General Fund would be needed. In the coming week I will be submitting a resolution request barring any concerns.

If you have any questions, please contact my office at (518) 371-7310.

Thank you.







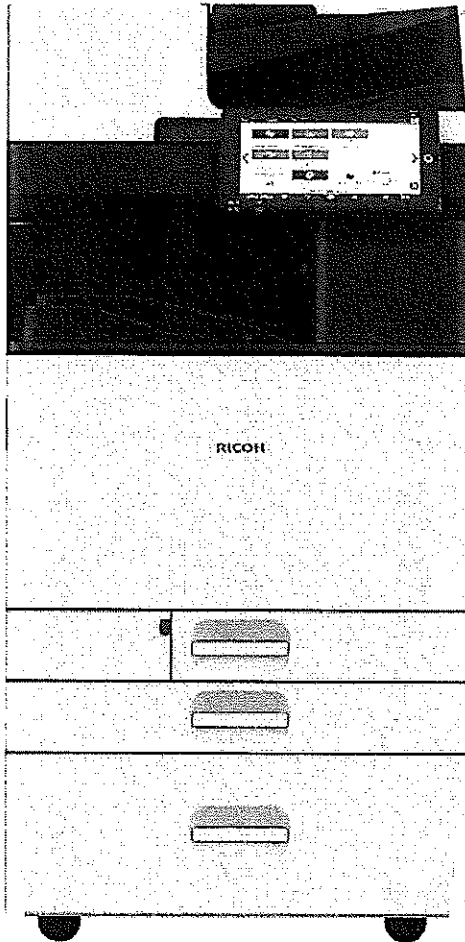
# Ricoh Online System Configurator Tool

Choose a Model • Select Options • Save, Print or Email

**RICOH**  
imagine. change.

Created By: TOWN CP IMC 2510 | Phone: 518-798-3637 | Email: ghoffis@ebp-inc.com

## Your Configured RICOH IM C2510



## Your Chosen Options

- IM C2510
- Cabinet Type A5
- PostScript3 Unit Type M52
- Fax Option Type M52

\*Note: The image is a photo realistic illustration of your selected configuration.

### DIMENSIONS

WIDTH	DEPTH	HEIGHT
<b>23.10in</b>	<b>27.60in</b>	<b>47.60in</b>
(587mm)	(701mm)	(1,209mm)

Actual dimensions may vary. These are approximate only.

### POWER CONSUMPTION (MAIN UNIT)

120V-127V, 60Hz

Additional power requirements may apply.

Please read each option's description copy to see if additional power sources are needed.



## Main Unit

Item/Description	Item #	Power Requirements
IM C2510	419348	120V-127V, 60Hz

## Paper Tray & Optional Accessories

Item/Description	Item #	Power Requirements
Cabinet Type A5	52721	N/A

## Print/Scan Options

Item/Description	Item #	Power Requirements
PostScript3 Unit Type M52	419416	N/A

## Fax Options

Item/Description	Item #	Power Requirements
Fax Option Type M52	419423	N/A



## Main Unit

Item/Description	Item #	Thumbnail
------------------	--------	-----------

### IM C2510

419348



- Output Speed (Letter): 25-ppm
- Maximum Monthly Volume: 10,000 impressions/month (Letter paper; 20 lb.)
- Power Requirements: 120V-127V, 60Hz
- Weight: 211.9 lbs. (96.1 kg)
- W x D x H (inches): 23.1 x 27.6 x 37.9
- W x D x H (mm): 586.74 x 701.04 x 962.66

Note:

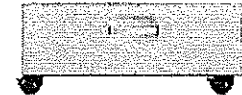
1. In order to complete a configuration, one of the following must be installed on the mainframe:  
Paper Feed Unit PB3340 or Cabinet Type A5.
2. This model has been Common Criteria certified.

## Paper Tray & Optional Accessories

Item/Description	Item #	Thumbnail
------------------	--------	-----------

### Cabinet Type A5

52721



Provides a convenient option for the storage of supplies and paper.

Can only be configured with the standard configuration.

Weight: 29.0 lbs. (13.2 kg)

W x D x H (inches): 23.1 x 27 x 9.7

W x D x H (mm): 586.74 x 685.8 x 246.38

Note:

Cabinet Type A5 cannot be installed with Paper Feed Unit PB3340.

## Print/Scan Options

Item/Description	Item #	Thumbnail
------------------	--------	-----------

## PostScript3 Unit Type M52

419410

Genuine Adobe® PostScript®3™. Recommended for printing more complex color and PDF files.

The main unit comes with standard PostScript3 Emulation and PDF Direct Print Emulation. This option is available for customers who require True Adobe® workflows like Photoshop®, Illustrator® and PDF/X as well as additional font support. When enabled on the MFP, the standard PostScript3 Emulation and PDF Direct Emulation will be disabled.



Adobe PostScript 3  
Optional

### Fax Options

Item/Description

Item #

Thumbnail

#### Fax Option Type M52

419423

Installation required to enable fax services: 33.6 kbps, approximately 3 second transmission speed, standard JBIG and standard 320-Page Memory. Includes standard Internet Fax (T.37), LAN Fax, IP-Fax (T.38), Fax Forwarding to Email and Paperless Fax function.

The thumbnail shows a 'Fax Destination' form. At the top, it says 'Fax Destination' and 'Enter fax destination with the Mark'. Below that, there is a field labeled 'Destination' with the number '912015551234' entered. At the bottom, there are two buttons labeled 'Icon' and 'Page'.

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We offer a variety of services and solutions to meet diverse and challenging business needs. To find out more information, visit [solutions.ricoh-usa.com](http://solutions.ricoh-usa.com)

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**Call Information** Page 1 of 2

Call number: 5085556      Invoice number: 70426255  
 Call type: Emergency Maintenance      Call description: cannot scan any pages through the top feeder, tried one at a time, still persists, 8am/3:30pm, closed July 4th and 5th

Call received: 07/01/24 01:05 pm      Meter date: 07/01/2024  
 Call released:  
 Call dispatched: 07/01/24 01:33 pm  
 Call arrived: 07/01/24 01:54 pm  
 Call finished: 07/01/24 03:19 pm  
 Response hours: 0.82  
 Repair hours: 1.42  
 Down hours: 2.23

**CALLBACK**

Meter type	Display	Credits
RAW	149,328	
Color	72,256	
Total Count	221,579	

Technician: PHIL BELICE  
 Repair remarks: Cleaned adf feed rollers, cleaned all adf sensors and machine sensors. Tested

**Problem / Repair Codes**

Problem codes: FALSEJAM      Repair codes: CLEAN

**Labor**

Technician	Date/Time	Hours	Rate	Total
PHIL BELICE	Dispatch: 7/1/24 1:33 pm	Travel:	0.35	27.00
	Arrival: 7/1/24 1:54 pm	Labor:	1.42	80.00
	Departure: 7/1/24 3:19 pm	Overtime:	0.00	50.00

**Preventive Maintenance Schedule**

Next PM date:      Next PM meter: 0

**Equipment Information**

Number: G445P701651      Contract Number: 16076-02  
 Item Number: MPC306SPF      Contact:  
 Make/Model: RICOH / RICOH MPC306SPF      Territory: LATHAM TERRITORY  
 Serial number: G445P701651      Bill code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF      Remarks:  
 Location Cust: CLIFTON PARK TOWN OF  
 639 CLIFTON PARK CTR RD.  
 CLIFTON PARK, NY 12065

**Call Information** Page 2 of 2

Call number: 5C35406 Invoice number: TVV215935  
 Call type: Network Call Call description: receiving error message when scanning and making copies when pulling pages through top feeder, also saved emails for scanning are missing

Call received: 06/28/24 10:53 am Meter date: 05/28/2024  
 Call released:  
 Call dispatched: 06/28/24 09:55 am  
 Call arrived: 06/28/24 10:24 am  
 Call finished: 06/28/24 11:41 am  
 Response hours: 35.53  
 Repair hours: 1.28  
 Down hours: 0.00

Meter ID	Display	Q/Cnts
B/W	148,832	
Color	71,800	
Total Count	220,632	

Technician: MIKE LESSON  
 Repair remarks: Help it setup scanning and swap out ACF.

**Problem / Repair Codes**

Problem codes: WILL NOT SCAN Repair codes: REPAIR

**Lab**

Technician	Date/Time	Hours	Rate	Total
MIKE LESSON	Dispatch: 6/28/24 9:55 am	Travel: 0.48		9.00
	Arrival: 6/28/24 10:24 am	Labor: 1.28	\$0.00	
	Departure: 6/28/24 11:41 am	Overtime: 0.00	\$0.00	

**Preventive Maintenance Schedule**

Next PM date: Next PM meter: 3

**Equipment Information**

Number: G446P701651 Contract Number: 16078-02  
 Item Number: MPC3065PF Contact:  
 Make/Model: RICOH / RICOH MPC3065PF Territory: LATHAM TERRITORY  
 Serial Number: G446P701651 Bill Code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location Cust: CLIFTON PARK TOWN OF  
 639 CLIFTON PARK CTR RD,  
 CLIFTON PARK, NY 12065

**Call Information** Page 1 of 2

Call number: SC85203 Invoice number: IN4215320  
 Call type: Emergency Maintenance Call description: page feeder not pulling pages at all, or pulling pages through out of order, hours: 8am-3:30pm MACHINE IS DOWN

Call received: 06/17/24 01:19 pm Meter date: 06/21/2024  
 Call released: Meter type: Display Cranks  
 Call dispatched: 06/21/24 12:13 pm B/W 148,632  
 Call arrived: 06/21/24 12:55 pm Color 71,500  
 Call finished: 06/21/24 07:21 pm Total Count 220,632  
 Response hours: 35.60  
 Repair hours: 4.08  
 Down hours: 35.68

Technician: MIKE LESSON  
 Repair remarks: S819. Used HDD installed, Bypass roller, ADF sep. Needs ADF swapped out next week.

**Problem / Repair Codes**

Problem codes: ERROR CODE DISPLAYED Repair codes: REPAIR

**Inventory**

Item	Description	Quantity	Price	Billed Amount
D6063112	FRICTION PAD	1	\$2.58	\$0.00
A5031092	PAPER FEED ROLLER MANUAL FEED	1	\$3.06	\$0.00
D1172751	FRICTION PAD:MANUAL FEED	1	\$14.68	\$0.00

**Technician**

Technician	Date/Time	Hours	Rate	Total
MIKE LESSON	Dispatch: 6/21/24 12:13 pm	Travel:	0.70	0.00
	Arrive: 6/21/24 12:55 pm	Labor:	4.08	\$0.00
	Departure: 6/21/24 7:21 pm	Overtime:	2.35	\$0.00

**Preventive Maintenance Schedule**

Next PM date: Next PM meter: 0

**Equipment Information**

Number: 6446701651 Contract Number: 16079-02  
 Item Number: MPC3065PF Contact:  
 Make/Model: RICOH / RICOH MPC3065PF Territory: LATHAM TERRITORY  
 Serial number: 6446701651 Bill to Set: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location Cust: CLIFTON PARK TOWN OF  
 639 CLIFTON PARK CTR RD.  
 CLIFTON PARK, NY 12065

**Call Information** Page 1 of 4

Call number: 5075537 Invoice number: INV189554  
 Call type: Scheduled Call Call description: trying to use bypass tray, paper is getting picked up and not feeding through. only pick up one page and will not pick up if it fails when we try to make copies

Call received: 08/05/23 10:19 am Meter date: 08/05/2023  
 Call released: Meter Type: Display Credits  
 Call dispatched: 08/08/23 07:52 am B/W 132,753  
 Call arrived: 08/08/23 08:10 am Color 60,571  
 Call finished: 08/08/23 09:22 am Total Count 193,321  
 Response hours: 6.85  
 Repair hours: 1.20  
 Down hours: 0.00

Technician: KEN YATES  
 Repair remarks: Adjusted bypass cleaned sensors and feed rollers tested and checked okay

**Problem Codes**

Problem codes: MISFEED Repair codes: ADJUST  
 CLEAN

**Labo**

Technician	Date/Time	Hours	Rates	Total
KEN YATES	Dispatch: 8/9/23 7:52 am	Travel: 0.30	0.00	50.00
	Arrival: 8/9/23 8:10 am	Labor: 1.20	\$0.50	
	Departure: 8/9/23 9:22 am	Overtime: 0.00	\$0.50	

**Work Order Information**

Next PM date: Next PM meter: 0

**Equipment Information**

Number: G446P/01653 Contract Number: 16073-02  
 Item Number: MPC3065PF Contact:  
 Make/Model: RICOH / RICOH MPC3055PF Territory: LATHAM TERRITORY  
 Serial number: G446P701653 Bill code: AL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location Code: CLIFTON PARK TOWN OF  
 639 CLIFTON PARK CTR RD,  
 CLIFTON PARK, NY 12065

Call number: 5069663 Invoice number: INV174308  
 Call type: Emergency Maintenance Call description: bottom of page 's having a shadow on prints  
 Call received: 02/09/23 11:36 am Meter date: 02/13/2023  
 Call released:  
 Call dispatched: 02/13/23 01:53 pm  
 Call arrived: 02/13/23 02:06 pm  
 Call finished: 02/13/23 03:45 pm  
 Response hours: 23.50  
 Repair hours: 1.65  
 Down hours: 22.15

Usage Type	Display	Credits
B/W	123,022	
Color	54,270	
Total Count	177,292	

Technician: KEN YATES  
 Rept remarks: Cleaned K PCU, Cleaned TTB cleaning unit cleaned sensors and tested checked okay

Problem / Repair Codes  
 Problem codes: LINES Repair codes: CLEAN

Technician	Date/Time	Hours	Rates	Total
KEN YATES	Dispatch: 2/13/23 1:53 pm	Travel: 0.23		0.00
	Arrival: 2/13/23 2:06 pm	labor: 1.65	50.00	
	Departure: 2/13/23 3:45 am	Overtime: 0.00	50.00	

Preventive Maintenance Schedule  
 Next PM date: Next PM meter: 0

Equipment Information  
 Number: G416P701651 Contract Number: 16079-02  
 Item Number: MPC306SPF Contact:  
 Make/Model: RICOH / RICOH MPC306SPF Territory: LATHAM TERRITORY  
 Serial number: G416P701651 Bill code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location C.A.G.: CLIFTON PARK TOWN OF  
 639 CLIFTON PARK CTR RD,  
 CLIFTON PARK, NY 12065

**Call Information**

Call number: SC68934 Invoice number: JMW17:600  
 Call type: Emergency Maintenance Call description: TOP LO IS FEEDING THRU PAPER BLT  
 MISFEEDING AND ERROR CODE FOR  
 COVER, STJL, MAKING COPIES  
 REJECTED MACHINE TWICE

Call received: 01/10/23 10:51 am Meter date: 01/11/2023  
 Call released:  
 Call dispatched: 01/11/23 08:01 am  
 Call arrived: 01/11/23 08:51 am  
 Call finished: 01/11/23 09:37 am  
 Response hours: 7.00  
 Repair hours: 0.77  
 Down hours: 7.77

Meter type	Quantity	Credits
B/W	120,298	
Color	52,561	
Total Count	172,859	

Technician: PHIL BELICE  
 Repair remarks: Cleaned adf

**Problem / Repair Codes**

Problem codes: FALSE JAM Repair codes: CLEAN

**Labour**

Technician	Date/Time	Hours	Rate	Total
PHIL BELICE	Dispatch: 1/11/23 8:01 am	Travel: 0.83	45.00	\$37.00
	Arrival: 1/11/23 8:51 am	Labour: 1.00	\$0.00	\$0.00
	Departure: 1/11/23 9:37 am	Overtime: 0.00	\$0.00	\$0.00

**Preventive Maintenance Schedule**

Next PM date: Next PM meter: 0

**Equipment Information**

Number: G446P701651 Contract Number: 16078-02  
 Item Number: MPC306SPF Contact:  
 Make/Model: RICOH / RICOH MPC306SPF Territory: LATHAM TERRITORY  
 Serial number: G446P701651 Bill code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location Dist: CLIFTON PARK TOWN OF  
 635 CLIFTON PARK CTR RD.  
 CLIFTON PARK, NY 12665

**Call Information** Page 1 of 2

Call number: 5066899 Invoice number: INV165988  
 Call type: Emergency Maintenance Call description: blue and pink lines going down page when printing

Call received: 11/15/22 01:03 am Meter date: 11/17/2022  
 Call released: **CALLBACK**  
 Call connected: 11/17/22 02:25 pm  
 Call arrived: 11/17/22 02:42 pm  
 Call finished: 11/17/22 03:27 pm  
 Response hours: 19.65  
 Repair hours: 0.75  
 Down hours: 20.40

Category	Display	Quantity
B/W	115,155	
Color	49,142	
<b>Total Count</b>	<b>164,297</b>	

Technician: MIKE LESSON  
 Repair remarks: M+C pcdus. Empty wcr.

**Problem / Repair Codes**

Problem codes: LINES Repair codes: PART-REPLACED

Item	Description	Quantity	Price	Billed Amount
D2960122	PROCESSOR SERVICE PARTS	1	50.00	50.00
D2960123	PROCESSES AROUND THE DRUM UNIT	1	50.00	50.00

Technician	Date/Time	Hours	Rate	Total
MIKE LESSON	Dispatch: 11/17/22 2:25 am	Travel:	0.28	0.00
	Arrival: 11/17/22 2:42 pm	Labor:	1.00	50.00
	Departure: 11/17/22 3:27 pm	Overtime:	0.00	50.00

**Preventive Maintenance Schedule**

Next PM date: Next PM meter: 0

**Equipment Information**

Number: G446701651 Contract Number: 15078-02  
 Item Number: MPC306SPF Contact:  
 Make/Model: RICOH / RICOH MPC306SPF Territory: LATHAM TERRITORY  
 Serial Number: G446701651 Bill code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF  
 Location Cust: CLIFTON PARK TOWN OF  
 639 CLIFTON PARK CTR RD,  
 CLIFTON PARK, NY 12055

**Call Information** Page 3 of 21

Call number: 5065793 Invoice number: INV162374  
 Call type: Emergency Maintenance Call description: MAKING A SQUEALING NOISE WHEN PRINTING, PINK LINE SHOWING UP ON PAPERS

Call received: 10/17/22 03:01 pm Meter date: 10/18/2022  
 Call released: Meter type: B/W Display: 115,205  
 Call dispatched: 10/18/22 09:57 am Color: 49,242  
 Call arrived: 10/18/22 10:33 am Total Count: 164,247  
 Call finished: 10/18/22 11:24 am  
 Response hours: 4.53  
 Repair hours: 0.85  
 Down hours: 5.38

Technician: MIKE LESSON  
 Repair remarks: Clean M charge and blades for line. Light squeak from C prod that customer is ok with now that she knows it's only when printing color and machine should soon be replaced.

Problem codes: LTR ES Repair codes: CLEAN

Technician	Date/Time	Hours	Reps	Total
MIKE LESSON	Dispatch: 10/18/22 9:57 am	Travel: 0.60	0.00	\$3.00
	Arrive: 10/18/22 10:33 am	Labor: 1.00	50.00	
	Departure: 10/18/22 11:24 am	Overtime: 0.00	50.00	

Next PM date: Next PM meter: 0

**Equipment Information**

Number: 6416P701651 Contract Number: 16078-02  
 Item Number: MPC326SPF Contact:  
 Make/Model: RICOH / RICOH MPC326SPF Territory: LATHAM TERRITORY  
 Serial number: 6416P701651 Bill code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location Code: CLIFTON PARK TOWN OF  
 639 CLIFTON PARK CTR RD.  
 CLIFTON PARK, NY 12065

**Call Information** Page 7 of 7

Call number: 5053648 Invoice number: INV15R355  
 Call type: Emergency Maintenance Call description: LEAVING LINE ON LEFT HAND SIDE OF PAGE

Call received: 08/31/22 10:19 am Meter date: 08/31/2022  
 Call released:  
 Call dispatched: 08/31/22 12:06 pm  
 Call arrived: 08/31/22 12:12 pm  
 Call finished: 08/31/22 12:59 pm  
 Response hours: 1.88  
 Repair hours: 0.75  
 Down hours: 2.67

**CALLBACK**

Code/Type	Display	Credits
BW	116,923	
Coor	43,563	
Total Count:	157,501	

Technician: KEN YATES  
 Repair remarks: Cleaned main charge reeler. Vacuumed out drum unit. Cleaned tested OK

**Problem / Repair Codes**  
 Problem codes: LINES Repair codes: CLEAN

Technician	Date/Time	Hours	Travels	Rates	Total
KEN YATES	Dispatch: 8/31/22 12:06 pm		0.10		\$0.00
	Arrival: 8/31/22 12:12 pm		1.50	\$0.00	
	Departure: 8/31/22 12:59 pm		0.50	\$0.00	

**Preventive Maintenance Schedule**  
 Next PM date: Next PM meter: 0

**Equipment Information**

Number: 0446P7016S1 Contract Number: 16075-02  
 Item Number: MPC305SPF Contact:  
 Make/Model: RICOH / RICOH MPC305SPF Territory: LATHAM TERRITORY  
 Serial number: 0446P7016S1 Bill code: AL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location Cust: CLIFTON PARK TOWN OF  
 639 CLIFTON PARK CTR RD.  
 CLIFTON PARK, NY 12055

Call number:	SC62373	Invoice number:	INV155238
Call type:	Emergency Maintenance	Call description:	MACHINE DOWN SC990-01 ERROR CODE
Call received:	08/01/22 03:12 pm	Meter date:	08/01/2022
Call released:	08/02/22 11:15 am		
Call dispatched:	08/04/22 12:16 pm		
Call arrived:	08/04/22 01:54 pm		
Call finished:	08/04/22 02:23 pm		
Response hours:	25.65		
Repair hours:	0.48		
Downtime hours:	25.18		

**RESCHEDULED CALL**

Meter Type	Display	Credits
B/W	109,212	
Color	45,721	
Total Count	154,933	

Technician: KEN YATES  
 Repair remarks: Replaced HDD cleaned sensors and rollers. IT is going to set up the scanning

Problem codes: ERROR CODE DISPLAYED      Repair codes: ADJUST  
 CLEAN  
 PART-REPLACED

Item	Description	Quantity	Price	Billed Amount
M4445201	HDD OPTION	1	\$140.00	50.00

Technician	Date/Time	Hours	Rate	Total
KEN YATES	Dispatch: 8/4/22 12:16 pm	Travel: 1.63		0.00
	Arrival: 8/4/22 1:54 pm	Labor: 1.00	50.00	
	Departure: 8/4/22 2:23 pm	Overtime: 0.00	50.00	

Next PM date:      Next PM meter: 0

Equipment Information

Number:	G445P701651	Contract Number:	16578-02
Item Number:	MPC306SPF	Contract:	
Make/Model:	RICOH / RICOH MPC306SPF	Territory:	LATHAM TERRITORY
Serial number:	G445P701651	Bill code:	ALL INCLUSIVE
Customer:	CLIFTON PARK TOWN OF	Remarks:	
Location Desc:	CLIFTON PARK TOWN OF 659 CLIFTON PARK CTR RD. CLIFTON PARK, NY 12563		

**Call Information** Page 5 of 24

Call number: SC62374 Invoice number: MW155878  
 Call type: Emergency Maintenance Call description: MACHINE DOWN  
 SC62374 ERROR CODE

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Call received: 08/01/22 12:02 a.m. Meter data: 08/01/2022

Element type	Quantity	credits
B/W	109,023	
Color	45,546	
Total Count	154,543	

Call released: 08/01/22 12:57 pm  
 Call dispatched: 08/01/22 12:57 pm  
 Call arrived: 08/01/22 01:08 pm  
 Call finished: 08/01/22 03:12 pm  
 Response hours: 2.07  
 Repair hours: 2.10  
 Down hours: 4.17

Incorporate code: Need Parts  
 Technician: KEK YATES  
 Repair remarks: Machine needs a new hard drive. Unplugged the hard drive for now so customer can copy and print until we get back

**Problem / Repair Codes**

Problem codes: ERROR CODE DISPLAYED Repair codes: DIAGNOSE  
 NOT LISTED

**Time**

Technician	Date/Time	Hours	Rate	Total
KEK YATES	Dispatch: 8/1/22 12:57 pm	Trip: 0.15	0.00	\$0.00
	Arrival: 8/1/22 1:06 pm	Labor: 2.10	\$2.00	
	Departure: 8/1/22 3:12 pm	Overtime: 0.00	\$2.00	

**Preventive Maintenance Schedule**

Next PM date: Next PM meter: 0

**Equipment Information**

Number: G446P701651 Contract Number: 16378-02  
 Item Number: MPC3065PF Contract:  
 Make/Model: RICOH / RICOH MPC3065PF Territory: LAT-HAM TERRITORY  
 Serial number: G446P701651 B1 code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location Cust: CLIFTON PARK TOWN OF  
 639 CLIFTON PARK CTR RD.  
 CLIFTON PARK, NY 12565

**Call Information** Page 1 of 2

Call number: SC37607 Invoice number: INV145865  
 Call type: Emergency Maintenance Call description: GETTING YELLOW LINE OF LEFT SIDE OF PAPER WHEN PRINTING  
 653 CLIFTON PARK CENTER RD

Call received: 04/06/22 02:59 pm Meter date: 04/11/2022  
 Call released: 04/08/22 01:34 pm  
 Call dispatched: 04/11/22 01:20 pm  
 Call arrived: 04/11/22 02:16 pm  
 Call finished: 04/11/22 02:28 pm  
 Response hours: 9.70  
 Repair hours: 3.20  
 Down hours: 25.48

**RESCHEDULED CALL**

INVENTORY	Quantity	Amount
B/W		104,876
Color		41,732
Total Count		146,610

Technician: BACKUP TECHNICIAN -CAR INVENTORY  
 Repair remarks: PC: yellow

Problem codes: CUSTOMER REQ MAINT Reps. codes: PART-REPLACED

**MATERIALS**

Item	Description	Quantity	Price	Billed Amount
D2350124	PCDU	1	\$396.75	\$0.00

**LABOR**

Technician	Date/Time	Hours	Rate	Total
BACKUP TECHNICIAN -CAR INVE	Dispatch: 4/11/22 1:20 pm	Travel:	0.93	0.00
	Arrival: 4/11/22 2:16 pm	Labor:	1.00	\$0.00
	Departure: 4/11/22 2:28 pm	Overtime:	0.00	\$0.00

**Preventive Maintenance Schedule**

Next PM date: Next PM meter: 0

**Equipment Information**

Number: G446P701651 Contract Number: 15078-02  
 Item Number: MPC306SPF Contact:  
 Make/Model: RICOH / RICOH MPC306SPF Territory: LATHAM TERRITORY  
 Serial Number: G446P701651 Bill Code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location Code: CLIFTON PARK TOWN OF  
 653 CLIFTON PARK CTR. RD.  
 CLIFTON PARK, NY 12265

**Call Information**

Call number: 8C57721 Invoice number: INV145256  
 Call type: Emergency Maintenance Call description: GETTING YELLOW LINE OF LEFT SIDE OF PAPER WHEN PRINTING, 539 CLIFTON PARK CENTER RD

Call received: 04/06/22 11:27 am Meter date: 04/06/2022  
 Call released: Meter type: B/W 104,438  
 Call dispatched: 04/06/22 02:03 pm Color: 41,541  
 Call arrived: 04/06/22 02:19 pm Total Count: 145,029  
 Call finished: 04/06/22 02:59 pm  
 Response hours: 2.87  
 Repair hours: 0.67  
 Down hours: 3.53

Incomplete code: Need Parts  
 Technician: BACKUP TECHNICIAN -CAR INVENTORY  
 Repair remarks: Yellow lines

**Problem & Repair Codes**

Problem codes: 1J455 Repair codes: ORDER-PART EXPEDITE

**Call Details**

Technician	Date/Time	Hours	Rate	Total
BACKUP TECHNICIAN -CAR INVE	Dispatch: 4/6/22 2:03 pm	Travel:	0.27	0.00
	Arrival: 4/6/22 2:19 pm	labor:	1.37	\$2.00
	Departure: 4/6/22 2:59 pm	Overtime:	0.00	\$0.00

**Next Scheduled Maintenance**

Next PM date: Next PM meter: 0

**Equipment Information**

Number: G446P70165 L Contract Number: 16078-02  
 Item Number: MPC3065PF Contact:  
 Make/Model: RICOH / RICOH MPC3055PF Territory: LATHAM TERRITORY  
 Serial number: G446P70165L Bill code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location Cust: CLIFTON PARK TOWN OF  
 653 CLIFTON PARK CTR. RD.  
 CLIFTON PARK, NY 12355

CLIFTON PARK

Call number: SC52533 Invoice number: INV134263
Call type: Network Call Call description: CANNOT FAX OUT BUT CAN RECEIVE FAXES JUST FINE -- POSLE UPDATED FIRMWARE BUT STILL NOT WORKING -- TECH TO CHECK IF AN ISSUE W/ CARD OR SETTING
waiting on it from customer to call back

Call received: 12/06/21 10:22 am Meter date: 12/10/2021
Call released:
Call dispatched: 12/10/21 02:52 pm Meter type: B/W Display: 32,740 Credits:
Call arrived: 12/10/21 02:52 pm Color: 33,553
Call finished: 12/10/21 02:52 pm Total Count: 128,302
Response hours: 22.50
Repair hours: 0.00
Down hours: 0.00

Technician: BACKUP TECHNICIAN - CAR INVENTORY
Repair remarks: Cust changed fax lin over to fax bridge thru network

Problem Codes

Problem codes: NO TRANSMIT Repair codes: NOT LISTED

Time

Table with columns: Technician, Date/Time, Hours, Rates, Total. Row 1: BACKUP TECHNICIAN - CAR INVE Start: 12/10/21 2:52 pm Labor: 0.00 \$0.00 50.00. Row 2: End: 12/10/21 2:52 pm Overtime: 0.00 \$0.00

Programs/Maintenance Schedules

Next PM date: Next PM meter: 0

Equipment Information

Number: G446P7D1E51 Contact Number: 16073-02
Item Number: MPC306SPF Contact:
Make/Model: RICOH / RICOH MPC306SPF Territory: LATHAM TERRITORY
Serial number: G446P7D1E51 Bill code: ALL INCLUSIVE
Customer: CLIFTON PARK TOWN OF Remarks:
Location Code: CLIFTON PARK TOWN OF
553 CLIFTON PARK CTR. RD.
CLIFTON PARK, NY 12065

**Call Information** Page 13 of 22

Call number: SC51360 Invoice number: INV131577  
 Call type: Emergency Maintenance Call description: FEEDER NOT PULLING PAPER CORRECTLY, OR AT ALL AND JAMMING - ALSO BELIEVES THERE IS A PIECE BROKE OFF OF DOOR TO THE FEEDER (PRONGS WHERE THE FEEDER OPENS)

Call received: 11/10/21 08:51 am Meter date: 11/12/2021  
 Call released: 

Meter Type	Display	Count
B/W	92,749	
Color	33,553	
Total Count	126,302	

  
 Call dispatched: 11/12/21 09:57 am  
 Call arrived: 11/12/21 10:57 am  
 Call finished: 11/12/21 11:30 am  
 Response hours: 2.10  
 Repair hours: 5.35  
 Down hours: 25.65

Technician: MIKE LESSON  
 Repair remarks: Broken locating tab not causing any issues.

**Problem / Repair Codes**

Problem codes: PARTS LOOSE/BROKEN Repair codes: DIAGNOSE

**Rate**

Technician	Date/Time	Hours	Rate	Total
MIKE LESSON	Dispatch: 11/12/21 9:57 am	Travel: 1.00	39.00	\$39.00
	Arrival: 11/12/21 10:57 am	Labo: 1.00	50.00	
	Departure: 11/12/21 11:30 am	Overtime: 0.00	50.00	

**Next PM / Appointment Schedule**

Next PM date: Next PM date: D

**Equipment Information**

Number: SH6P701551 Contract Number: 1E078-02  
 Item Number: MPC306SPF Contact:  
 Make/Model: RICOH / RICOH MPC306SPF Territory: LATHAM TERRITORY  
 Serial number: SH6P701651 Bill code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF  
 Location Cust: CLIFTON PARK TOWN OF  
 553 CLIFTON PARK CTR. RD.  
 CLIFTON PARK, NY 12065

**Call Information** Page 1 of 2

Call number: SC50456 Invoice number: INV128089  
 Call type: Emergency Maintenance Call description: ADF TS STICKING AND JAMMING, PULLING MULTIPLE PAGES  
 Call received: 09/30/21 02:06 pm Meter date: 10/01/2021  
 Call dispatched: 10/01/21 10:03 am  
 Call arrived: 10/01/21 10:51 am  
 Call finished: 10/01/21 12:58 pm  
 Response hours: 5.75  
 Repair hours: 2.12  
 Down hours: 7.87

Unit type	Display	Credits
B/W	84,729	
Color	24,553	
<b>Total Count</b>	<b>126,302</b>	

Technician: MIKE LESSON  
 Repair remarks: Replace ADF feed/sep

**Problem / Repair Codes**

Problem codes: ORIGINAL JAM Repair codes: PART-REPLACED

Item	Description	Quantity	Price	Billed Amount
D6062111	FEED ROLLER	1	51.01	\$0.00
D6062113	PICKUP ROLLER	1	52.98	\$0.00
D6063112	FRICTION PAD	1	52.79	\$0.00

Technician	Date/Time	Hours	Rate	Total
MIKE LESSON	Dispatch: 10/1/21 10:03 am	Travel: 0.80		39.00
	Arrival: 10/1/21 10:51 am	Labor: 2.12	\$0.00	
	Departure: 10/1/21 12:58 pm	Overtime: 0.00	\$0.00	

**Customer Maintenance Schedule**

Next PM date: Next PM meter: 0

**Call Billing Information**

Number: G446P701651 Contract Number: 16578-02  
 Item Number: MPC3069PF Contact:  
 Make/Model: RICOH / RICOH MPC3069PF Territory: LATHAM TERRITORY  
 Serial number: G445P701651 Bill code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location Cust: CLIFTON PARK TOWN OF  
 653 CLIFTON PARK CTR. RD.  
 CLIFTON PARK, NY 12065

**Call Information** Page 15 of 71

Call number: 9242935      Invoice number: INV110339  
 Call type: Emergency Maintenance      Call description: JAMMING AND PROBLEM WITH  
 ROLLER IN PAPER TRAY

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Call received: 03/12/21 12:52 am      Meter date: 03/12/2021  
 Call released: 

Meter Type	Display	Credits
BW	53,490	
Coor	27,109	
Total Count	110,599	

  
 Call dispatched: 03/12/21 02:29 am  
 Call arrival: 03/12/21 03:13 am  
 Call finished: 03/12/21 03:27 am  
 Response hours: 7.35  
 Repair hours: 0.23  
 Down hours: 2.58

Technician: BACKUP TECHNICIAN -CAR INVENTORY  
 Repair remarks: Clean

**Problem / Repair codes**  
 Problem codes: FALSE JAM      Repair codes: CLEAN

**Technician**

Technician	Date/Time	Hours	Rates	Total	
BACKUP TECHNICIAN -CAR INVT	Dispatch: 3/12/21 2:29 pm	Travel:	0.73	0.53	\$0.00
	Arrive: 3/12/21 3:13 am	Labor:	1.00	\$0.00	
	Departure: 3/12/21 3:27 am	Overtime:	0.00	\$0.00	

**Preventive Maintenance Schedule**  
 Next PM date:      Next PM meter: 0

**Contract Information**

Number:	6445701651	Contract Number:	15078-02
Item Number:	MPC306SPF	Contact:	
Make/Model:	RICCA / RICOP MPC306SPF	Territory:	LATHAM TERRITORY
Serial Number:	6445701651	Bill code:	ALL INCLUSIVE
Customer:	CLIFTON PARK TOWN OF	Remarks:	
Location Cust:	CLIFTON PARK TOWN OF 653 CLIFTON PARK CTR. RD. CLIFTON PARK, NY 13063		

**Call Information**

Call number: SC11224 Invoice number: TM105381  
 Call type: Emergency Maintenance Call description: GETTING BLACK SPLOTCHES WHEN PRINTING AND COPYING  
 CUSTOMER HAS CLEANED THE GLASS

Call received: 01/28/21 04:42 pm Meter date: 02/04/2021  
 Call released: 02/03/21 11:05 am  
 Call dispatched: 02/04/21 07:26 am  
 Call arrived: 02/04/21 09:00 am  
 Call finished: 02/04/21 11:47 am  
 Response hours: 5.92  
 Repair hours: 3.78  
 Down hours: 40.08

**RESCHEDULED CALL**

Item type	Quantity	Price
B/W		61,520
Color		25,820
Total Count		107,340

Technician: BACKUP TECHNICIAN -CAR INVENTORY  
 Repair remarks: Replaced worn parts

**Problem Codes**

Problem codes: LINES Repair codes: PART-REPLACED

**Item Bill**

Item	Description	Quantity	Price	Billed Amount
D2970121	PCDUX	1	\$271.70	\$0.00
C1964037	SLEEVE-PLSING XA	1	569.42	\$0.00
6W100147	TRANSISTOR-PRESSURE	3	\$25.70	50.00
D1175401	COLLECTION BOTTLE	1	\$19.32	\$0.00

**Technician**

Technician	Date/Time	Hours	Rates	Total
BACKUP TECHNICIAN -CAR INVE	Dispatch: 2/4/21 7:26 am	Travel:	3.57	0.00
	Arrival: 2/4/21 8:00 am	Labor:	3.78	50.00
	Departure: 2/4/21 11:47 am	Overtime:	0.00	50.00

**Preventive Maintenance Scheduled**

Next PM date: Next PM meter: 0

**Equipment Information**

Number: G446701551 Contract Number: JS678-02  
 Item Number: MPC3065PF Contract:  
 Make/Model: RICOH / RICOH MPC3065PF Territory: LATHAM TERRITORY  
 Serial number: G446701551 Bill code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location Cust: CLIFTON PARK TOWN OF  
 553 CLIFTON PARK CTR. RD.  
 CLIFTON PARK, NY 12065

**Call Information** Page 1 of 2

Call number: 504177 Invoice number: INV106476  
 Call type: Emergency Maintenance Call description: GETTING BLACK SPLOTCHES WHEN PRINTING AND COPYING  
 CUSTOMER HAS CRASHED THE GLASS

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Call received: 01/28/21 10:15 am Meter date: 01/28/2021

Misc Type	Display	Overtime
BIW	81,543	
Color	25,516	
Total Count	107,059	

Call released:  
 Call dispatched: 01/28/21 01:50 pm  
 Call arrived: 01/28/21 02:34 pm  
 Call finished: 01/28/21 04:42 pm  
 Response hours: 4.30  
 Repair hours: 2.13  
 Down hours: 5.43

Incomplete code: Need Parts  
 Technician: BACKUP TECHNICIAN -CAR INVENTORY  
 Repair remarks: Parts needed

**Problem / Repair Codes**

Problem codes: CUSTOMER REQ MAINT Repair codes: ORDER-PART EXPEDITE

**Notes**

Technician	Date/Time	Hours	Rate	Total
BACKUP TECHNICIAN -CAR INVT	Dispatch: 1/28/21 1:50 pm	Travel:	0.73	0.00
	Arrival: 1/28/21 2:34 pm	Labor:	2.13	90.00
	Departure: 1/28/21 4:42 pm	Overtime:	0.00	90.00

**Parts and/or Materials Used**

Next PM date: Next PM miles: 0

**Equipment Information**

Number: 6446701551 Contract Number: 16078-DZ  
 Item Number: MPC3065PF Contract:  
 Make/Model: RICOH / RICOH MPC3065PF Territory: LATHAM TERRITORY  
 Serial number: 64461701651 Bill type: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location Code: CLIFTON PARK TOWN OF  
 653 CLIFTON PARK CTR. RD.  
 CLIFTON PARK, NY 12065

**Call Information**

Call number: 5020828 Invoice number: JN480593  
 Call type: Emergency Maintenance Call description: BLACK LINES/DOTS  
 Call received: 04/07/20 10:05 am Meter date: 04/07/2020  
 Call released:  
 Call dispatched: 04/07/20 10:20 am  
 Call arrived: 04/07/20 10:43 am  
 Call finished: 04/07/20 11:12 am  
 Response hours: 0.63  
 Repair hours: 0.48  
 Down time: 2.12

Meter type	Display	Credits
B/W	\$8,375	
Color	19,309	
Total Count	27,684	

Technician: PHIL BELICE

Repair remarks:

**Problem / Repair Codes**

Problem codes: LINES Repair codes: CANNOT DUPLICATE

**Time**

Technician	Call Time	Hours	Rate	Total
PHIL BELICE	Dispatch: 4/7/20 10:20 am	Travel: 0.55		27.00
	Arrival: 4/7/20 10:43 am	Labor: 1.00	\$0.00	
	Departure: 4/7/20 11:12 am	Overtime: 0.00	\$0.00	

**Next PM Meter / Maintenance Schedule**

Next PM meter: 0

**Equipment Information**

Number: G44SP701651 Contract Number: 16078-02  
 Item Number: MPC306SPF Contact:  
 Make/Model: RICOH / RICOH MPC306SPF Territory: LATHAM TERRITORY  
 Serial number: G44SP701651 B.L. code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF Remarks:  
 Location Cust: CLIFTON PARK TOWN OF  
 653 CLIFTON PARK CTR. RD.  
 CLIFTON PARK, NY 12065

**Call Information**

Call number: SC24160      Invoice number: TAM61704  
 Call type: Emergency Maintenance      Call description: leaving black smudges on pages - sometimes not grabbing all the pages when making multiple copies S-330

Call received: 10/15/19 11:56 am      Meter date: 10/15/2019  
 Call released:      

Meter Type	Display	Reading
BW	56,952	
Color	15,082	
Total Count	74,033	

  
 Call dispatched: 10/15/19 12:33 pm  
 Call arrived: 10/15/19 02:48 pm  
 Call finished: 10/15/19 02:48 pm  
 Response hours: 1.87  
 Repair hours: 1.00  
 Down hours: 2.87

Technician: BACKUP TECHNICIAN -CAR INVENTORY  
 Repair remarks: Clean ibx cleaning unit

**Problem Codes**

Problem codes: CUSTOMER REQ MAINT      Repair codes: CLEAN

**Technician**

Technician	Date/Time	Hours	Rate	Total
BACKUP TECHNICIAN -CAR INVE	Dispatch: 10/15/19 12:33 pm	Travel:	1.25	0.00
	Arrival: 10/15/19 1:48 pm	Labo:	1.00	\$0.00
	Departure: 10/15/19 2:48 pm	Overtime:	0.00	\$0.00

**Next PM date**

Next PM date:      Next PM meter: 0

**Equipment Information**

Number: G446P701651      Contract Number: 16078-02  
 Item Number: MPC3065PF      Contract:  
 Make/Model: RICOH / RICOH MPC3065PF      Territory: LIT-HAM TERRITORY  
 Serial number: G446P701651      BTL code: ALL INCLUSIVE  
 Customer: CLIFTON PARK TOWN OF      Remarks:  
 Location Desc: CLIFTON PARK TOWN OF  
 653 CLIFTON PARK CTR. RD,  
 CLIFTON PARK, NY 12565

**Call Information** Page 20 of 72

Call number: 363787 (3:50:00) Invoice number:  
 Call type: CJ Call description:  
 Call received: 10/03/16 03:42 pm  
 Call released: 01/01/00 12:00 am  
 Call dispatched:  
 Call arrived:  
 Call finished: 10/03/16 03:42 pm  
 Response hours:  
 Repair hours:  
 Down hours:

Technician:

Repair remarks:

**Problem / Repair Codes**

**Problem**

Item	Description	Quantity	Price	Billed Amount
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**Technician**

Technician	Date/Time	Hours	Rate	Mileage	Total
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Problem codes: Repair codes:  
 Interrupt codes:  
 Dispatch: Travel:  
 Arrival: Labor:  
 Departure: Overtime:  
 Start: Labor:  
 End: Overtime:

Remarks:

Notes:

**Equipment Maintenance Schedule**

Next PM date: Next PM meter: 0

**Equipment Information**

Number: G446701651 Contract number:  
 Item Number: MPC306SPF Contract:  
 Make/Model: RICOH / RICOH MPC306SPF Termby: 12055  
 Serial Number: G446701651 Bill code:  
 Customer: CLIFFON PARK TOWN OF Remarks:  
 Location Cust:

**Call Information**

Call number: 352206 (Historical) Invoice number:  
 Call type: CJ Call description:  
 Call received: 09/08/16 10:56 am  
 Call released: 01/01/00 12:00 am  
 Call dispatched:  
 Call arrived:  
 Call finished: 09/08/16 10:56 am  
 Response hours:  
 Repair hours:  
 Down hours:

Technician:

Repair remarks:

**Problem / Repair Codes**

**Item**

Item	Description	Quantity	Price	Billed Amount
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**Technician**

Technician	Date/Time	Hours	Rate	Mileage	Total
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Problem codes:

Repair codes:

Interrupt codes:	Dispatch:	Travel:
	Arrive:	Labor:
	Departure:	Overtime:
	Start:	Labor:
	End:	Overtime:

Remarks:

Notes:

**Preventive Maintenance Schedule**

Next PM date:	Next PM meter:	0
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**Equipment Information**

Number: 6446P701651 Contract Number:  
 Item Number: MPC306SP# Contact:  
 Make/Model: RICOH / RICOH: MPC306SPF Territory: 12055  
 Serial number: 6446P701651 Bill code:  
 Customer: CLIFTON PARK TOWNSHIP Remarks:  
 Location Cust:

**Call Information** Page 22 of 22

Call number: 362205 (Historical) Invoice number:  
Call type: Co Call description:  
Call received: 09/08/16 12:56 am Meter date: Meter display:  
Call released: 01/01/00 12:00 am  
Call switched:  
Call arrives:  
Call finished: 09/08/16 12:56 am  
Response hours:  
Repair hours:  
Down hours:

Technician:

Repair remarks:

**Problem / Repair Codes**

**Meters**

Item	Description	Quantity	Price	Billed Amount
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**Time**

Technician	Date/Time	Hours	Rate	Mileage	Total
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Problem codes: Repair codes:  
Interrupt codes:

Dispatch:	Travel:
Arrival:	Labor:
Departure:	Overtime:
Start:	Labor:
End:	Overtime:

Remarks:

Notes:

**Problem / Problem Status**

Next PM date: Next PM meter: 0

**Equipment Information**

Number: G446P701651 Contract Number:  
Item Number: MPC306SPF Contact:  
Make/Model: RICOH / RICOH MPC306SPF Temporary:  
Serial Number: G446P701651 Bill code:  
Customer: C..FTON PARK TOWN OF Remarks:  
Location Qst:

**Call Information** Page 28 of 28

Call number: 360533 (Historical) Invoice number:  
 Call type: CC Call description: 1 CLIFTON PARK  
 Call received: 09/12/16 12:04 pm  
 Call released: 01/01/00 12:00 am  
 Call dispatched: 09/15/16 12:00 am  
 Call arrived: 09/15/16 12:00 am  
 Call finished: 09/16/16 04:00 am  
 Response hours:  
 Repair hours: 1.00  
 Down hours:  
 Technician: DAVE POGUE  
 Repair remarks:

Work date: 9/16/16  
 Meter display: 3

*Delivery/Installation*

sel. is completed

Misc. Charge Amount:

Misc. Charge Desc:

Technician	Date/Time	Hours	Rate	Total
DAVE POGUE	Dispatch: 9/15/16 12:00 am	Travel:		0.00
	Arrival: 9/15/16 12:00 am	Labor: 2.02		
	Departure: 9/16/16 4:00 pm	Overtime:		

Next PM date: Next PM meter: 0

**Equipment Information**

Number: G446P701651 Contract Number:  
 Item Number: MPC3065PF Contact: GARY  
 Make/Model: RICOH / RICOH MPC3065PF Territory:  
 Serial number: G446P701651 Bill code:  
 Customer: ELECTRONIC BUSINESS PRODUCTS-RENTAL Remarks:  
 Location Code:

**RESOLUTION**

**#4**

Resolution No. \_\_\_\_\_ of 2024, a resolution adopting the 2024 Adventure Challenge Course Rental Rate Schedule for short-term use of the town-owned facility at Collins Park.

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

WHEREAS, Mike Woerner, Director of Parks & Recreation, has recommended that the rental rate schedule be increased for short-term use of the newly renovated Adventure Challenge Course at Collins Park, and

WHEREAS, the adjusted rental rates are for half-day rentals and are detailed in the attached Schedule A; now therefore be it

RESOLVED that the Town Board adopts the attached 2024 Rental Rate Schedule for the Collins Park Adventure Challenge Course, a schedule to be used by the Department of Parks & Recreation.

## Cynthia, Zlogar

---

**From:** Town of Clifton Park Official Website <info@cliftonpark.org>  
**Sent:** Friday, August 23, 2024 1:02 PM  
**To:** Cynthia, Zlogar; Paul, Pelagalli; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Zabed, Manir; Agatha, Reid; John Scavo; Christine Pagnello; Teresa Brobston; Walter Smead; Kelly Miller  
**Subject:** New Resolution Request #904

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

**Department:** Parks & Rec  
**Your Name:** Michael Woerner  
**Your Email:** [mwoerner@cliftonpark.org](mailto:mwoerner@cliftonpark.org)  
**Sponsor:** lynda Wolowit, agatha Reid  
**Agenda Session Date:** 09/03/2024 ✓  
**Board Meeting Date:** 09/16/2024 ✓  
**Alternate Date:** 09/16/2024  
**Budget Number:** a-7621-045  
**Budget Description:** change rental rates for Adventure Challenge course  
**Amount:** see attachments  
**Brief Description:** updating rates to encompass new course  
**Add Supporting Docs:**  
[d31d6c937f7c8470\\_Adventure\\_Challenge\\_fees\\_2024.pdf](#)  
[9c7faab5aaa91a23\\_2023\\_Adventure\\_Challenge\\_Fee\\_Schedule.pdf](#)

**Additional Comments/Details:** the 2023 attachment was for the old course  
**Agree to Terms:** Agree

[unsubscribe](#)

# SCHEDULE A

Town of Clifton Park  
Adventure Challenge Course  
2024 Rates

**HALF DAY RATES [ 4 hours]**

Group of:	Staffing	Clifton Park Resident, Non-Affiliated Group	Clifton Park, Not-for-Profit	Clifton Park, For-Profit	Out of Town, Not-for-Profit	Out of Town, For Profit
1 - 12	1 Facilitator 1 Assistant	\$250				
13 - 18	1 Facilitator & 2 Assistant	\$325				
19-24	1 Facilitator & 3 Assistantis	\$400				

Town of Clifton Park  
Adventure Challenge Course  
2019 Rates

*Applicable for a one day eight-hour session.*

Group of:	Staffing	Clifton Park Resident, Not-for-Profit	Clifton Park, For-Profit	Out of Town Resident, Not-for-Profit	Out of Town, For Profit
1 – 12	1 Facilitator	\$280	\$330	\$365	\$530
13 – 24	1 Facilitator & 1 Assistant	\$429	\$472	\$519	\$572
25 – 36	1 Facilitator & 2 Assistants	\$577	\$635	\$698	\$768
37 – 45	1 Facilitator & 3 Assistants	\$715	\$786	\$865	\$950

*Applicable for a half-day four-hour session.*

Group of:	Staffing	Clifton Park Resident, Not-for-Profit	Clifton Park, For-Profit	Out of Town Resident, Not-for-Profit	Out of Town, For Profit
1 – 12	1 Facilitator	\$140	\$165	\$183	\$265
13 – 24	1 Facilitator & 1 Assistant	\$215	\$236	\$260	\$286
25 – 36	1 Facilitator & 2 Assistants	\$289	\$318	\$349	\$384
37 – 45	1 Facilitator & 3 Assistants	\$358	\$393	\$433	\$475

**RESOLUTION**  
**#5**

Resolution No \_\_\_\_\_ of 2024, a resolution to authorize the purchase of Dell Personal Computers for Town Hall under New York State Contract.

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

WHEREAS, the Town has been updating its information technology and processes throughout Town Hall to improve access to information and applications for residents, employees, and officials, and

WHEREAS, the Town Board wishes to authorize the purchase and installation of updated Personal Computers (PC's) in Town Hall, as the current PC's run on Windows 10, which will cease to be supported as of October 2025, and

WHEREAS, ABS Solutions, the Town's IT Consultant, has provided a quote for Dell PC's, available under NYS Umbrella Contract PM20820, which will provide the Town Hall with PC's that will run on Windows 11; now, therefore, be it

RESOLVED, that the Town is authorized to purchase up to thirty (30) personal computers, either desktops or laptops, from State Contract PM20820, and have them installed and configured, at a cost not to exceed \$55,100; and be it further

RESOLVED, that the Comptroller is authorized to transfer \$55,100 from A-914 (Unassigned Fund Balance) to A-1620-200 (General Fund – Town Hall Operations – Equipment).

## Cynthia, Zlogar

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**From:** Town of Clifton Park Official Website <info@cliftonpark.org>  
**Sent:** Wednesday, August 28, 2024 8:28 AM  
**To:** Cynthia, Zlogar; Paul, Pelagalli; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Zabed, Manir; Agatha, Reid; John Scavo; Christine Pagniello; Teresa Brobston; Walter Smead; Kelly Miller  
**Subject:** New Resolution Request #908

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](mailto:mheggen@cliftonpark.org)

**Sponsor:** P. Barrett

**Agenda Session Date:** 09/03/2024 ✓

**Board Meeting Date:** 09/16/2024 ✓

**Alternate Date:** 10/07/2024

**Budget Number:** A-01620-00200

**Budget Description:** General Fund - Town Hall Operations - Equipment

**Amount:** 50000

**Brief Description:** Authorize purchase approximately 30 computers to be replaced throughout Town Hall operations. Windows 10, will cease to be supported as of October 2025, currently have approximately 50 computers that are running on Windows 10. Additional resolution for ABS needed to configure and install computers. Exact configuration to be determined with ABS depending on best option, ie desktop or laptop.

**Add Supporting Docs:**

[ebaf5302f5bf0c6b\\_43871 - Dell Optiplex 7020 Plus SFF 002.pdf](#)

**Additional Comments/Details:** Price of 1 desktop attached.

**Agree to Terms:** Agree

[unsubscribe](#)



ABS Solutions, LLC

52 Corporate Circle

Suite 105

Albany, NY 12203

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

# Proposal

Date	Proposal #
8/19/2024	44033

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

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

P.O. No.	Terms	Project
	Net 30	Dell Optiplex 7020 PC's x30

Description	Qty	Rate	Total
Dell Group 73600 Award 22802 PM20820 Umbrella <i>State Contract</i> OptiPlex Small Form Factor Plus 7020 - Intel Core i7 processor 14700 vPro (33 MB cache, 20 cores, 28 threads, up to 5.3 GHz Turbo, 65W) - Windows 11 Pro, English, Brazilian Portuguese PT-BR, French, Spanish - 32 GB: 2 x 16 GB, DDR5 - M.2 2230 512GB PCIe NVMe SSD Class 35 - Intel Integrated Graphics - OptiPlex SFF Plus with 260W Bronze Power Supply - System Power Cord (Philippine/TH/US) - Dell Pro Wireless Keyboard and Mouse - KM5221W - English - Black - Trusted Platform Module (Discrete TPM Enabled) - Internal Speaker - Dell Limited Hardware Warranty Plus Service - 3 years ProSupport: 7x24 Technical Support - 3 years ProSupport: Next Business Day Onsite - ProDeploy Client with Imaging Add On  * Pricing valid for 14 days from date of proposal. * All orders are final. No returns, exchanges or cancellations will be honored. * Installation and configuration not included.	30	1,630.00	48,900.00

Thank you for your business.	<b>Subtotal</b>	\$48,900.00
I agree to invest in the products/services listed above. Please sign and fax to (518) 608.5808	<b>Sales Tax (0.0%)</b>	\$0.00
Signature _____	<b>Total</b>	\$48,900.00



**ABS Solutions, LLC**  
 52 Corporate Circle  
 Suite 105  
 Albany, NY 12203  
 Phone: (518) 608-5805 Fax: (518) 608-5808

# Proposal

Date	Proposal #
8/19/2024	44034

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

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

P.O. No.	Terms	Project
	Net 30	Dell Optiplex 7020 PC's x30 Install

Description	Qty	Rate	Total
<b>ABS LAN Labor \$135</b> - Build custom Windows 11 PC image and complete verification of system compatibility with Dell. Setup 30 Dell PCs. Onsite, deploy PCs and connect to the network. Configure drive mapping and initiate data transfers. Install printers. Work with end users to log in and verify access to files. Remove legacy hardware and update PC inventory.	45	135.00	6,075.00
<b>Travel Charge \$25</b>	5	25.00	125.00
* Pricing valid for 14 days from date of proposal. * All orders are final. No returns, exchanges or cancellations will be honored. * ABS Solutions, LLC is not responsible for delays outside of our control. Time associated with delays will be billed on a time and materials basis. * Customer acknowledges the scope of work defined above will be completed during regular business hours, Monday - Friday 8:30am - 5:00pm. * Customer acknowledges any work performed outside of the scope of work defined above or outside of the noted business hours will be billed on a time and materials basis.			

Thank you for your business.	<b>Subtotal</b>	\$6,200.00
I agree to invest in the products/services listed above. Please sign and fax to (518) 608.5808	<b>Sales Tax (0.0%)</b>	\$0.00
Signature _____	<b>Total</b>	\$6,200.00

RESOLUTION

# 6

Resolution No. \_\_\_\_ of 2024, a resolution authorizing the Clifton Park Town Court to submit an application for a Justice Court Assistance Program grant to purchase electronic equipment and office furniture.

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

WHEREAS, it is becoming routine for court proceedings to require the use of electronic devices to display exhibits on a screen that can be seen by all parties, and

WHEREAS, the Clifton Park Town Court is in need of a television and computer hardware to display such exhibits, and

WHEREAS, the Clifton Park Town Court also needs a stand-alone copy machine; and

WHEREAS, the Clifton Park Town Court requires six chairs for the conference Justice Court Assistance Program (JCAP) funds; and

WHEREAS, the Honorable James F. Hughes and the Honorable Robert A. Rybak wish to submit an application seeking a grant for approximately \$9,000 to cover the cost of the needed electronic equipment and office furniture; now, therefore, be it

RESOLVED, that the Board of the Town of Clifton Park authorizes the Clifton Park Town Court to apply for a JCAP grant in the 2024-25 grant cycle up to \$9,000; and be it further

RESOLVED, that the Town Board authorizes the Supervisor to execute the attached JCAP grant application.

## Cynthia, Zlogar

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**From:** Town of Clifton Park Official Website <info@cliftonpark.org>  
**Sent:** Wednesday, August 28, 2024 4:37 PM  
**To:** Cynthia, Zlogar; Paul, Pelagalli; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Zabeed, Manir; Agatha, Reid; John Scavo; Christine Pagniello; Teresa Brobston; Walter Smead; Kelly Miller  
**Subject:** New Resolution Request #910

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

**Department:** Justice Court  
**Your Name:** Robert A. Rybak  
**Your Email:** [rrybak@nycourts.gov](mailto:rrybak@nycourts.gov)  
**Sponsor:** Supervisor Barrett and Councilmember Manir  
**Agenda Session Date:** 09/03/2024 ✓  
**Board Meeting Date:** 09/16/2024 ✓  
**Alternate Date:** 09/16/2024  
**Budget Number:** A-1110-004  
**Budget Description:** To apply for a JCAP grant  
**Amount:** \$9,000  
**Brief Description:** We are planning to submit an application seeking approximately \$9,000 for a television and computer hardware, a standalone copy machine and chairs.  
**Add Supporting Docs:**  
[ea67b97e1d86b864\\_JCAP\\_2025.pdf](#)

**Additional Comments/Details:** Need Town Board approval to submit the grant application.

**Agree to Terms:** Agree

[unsubscribe](#) -

**CLIFTON PARK JUSTICE COURT  
5 MUNICIPAL PLAZA  
CLIFTON PARK, NEW YORK 12065  
(518) 371-6668**

**ROBERT A. RYBAK  
TOWN JUSTICE**

DATE: August 28, 2024

FROM: ROBERT A. RYBAK                      James F. Hughes  
Town Justice                                      Town Justice

TO: Town Board

SUBJECT: Justice Court Assistance Program

The Office of Court Administration administers the above-listed program which permits local courts to apply for a grant of state funds to purchase a variety of items. As you may recall, we have been awarded grants totaling approximately \$76,000 in the past.

We are planning to submit an application seeking approximately \$9,000 for a television and computer hardware, a standalone copy machine and chairs. To submit this application, we will need a certified Town Board resolution and Supervisor Barrett will have to sign the application which is attached. A proposed resolution is attached. Please note that the "be it resolved" clause must read exactly as in the attached resolution.

If you have any questions, please feel free to contact us at your convenience.

### 2024-25 Clifton Park Town Court, Saratoga County ID: 6040

**ANNUAL BUDGET:** Court's itemized budget for the most recent municipal fiscal year.

**AUTHORIZATION:** Certified copy of the Local Resolution(s) of the Town or Village Board(s) authorizing this application. The Resolution may simply state the Town or Village authorizes the court to request up to the maximum amount available.

**SUPPORTING DOCUMENTS:** Estimates, Photographs, Floor Plans, etc.

**JUSTICE SIGNATURE:** Original signature(s) required from at least one justice (not an Associate Justice).

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATION:** Original signature(s) required by Town Supervisor or Village Mayor.

The following signature provides certification that: (1) any funds (and any goods or services) awarded pursuant to this application shall be used only in accordance with the provisions of Chapter 280 of the Laws of 1999 and with all rules and regulations governing the Justice Court Assistance Program; (2) any goods and/or services purchased with any Justice Court Assistance Program funds shall be obtained in accordance with acceptable procurement practices established by the governing municipality including, but not limited to, competitive bidding and procurement policies and procedures; (3) no funds awarded pursuant to this application shall be used to compensate justices or non-judicial staff or to reduce or otherwise supplant funding provided by a town or village to its justice court.

Signature: \_\_\_\_\_ Name: \_\_\_\_\_

Town Supervisor  Village Mayor (please print)

Date: \_\_\_\_\_

**REMEMBER: YOUR JCAP APPLICATION IS SUBMITTED ONLINE ONLY.  
YOU MUST MAIL, FAX OR SCAN/EMAIL SIGNATURE PAGE & DOCUMENTS REQUIRED ABOVE.**