



TOWN OF CLIFTON PARK TOWN BOARD MEETING

March 03, 2025

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



ONLINE BOARD MEETINGS

- I. **Call to Order/7:00 P. M. – Wood Room, Town Hall**
- II. **Pledge to Flag**
- III. **Roll Call**
- IV. **Approval of Town Board Minutes**
- V. **Communications/Announcements**
- VI. **Business**
 - **Presentation: Chris Spath - LLS Student Visionary**
 - **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
March 03, 2025

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Town Board	Schedule a public hearing for April 7, 2025, on an application for a planned development district (PDD) zoning for Milton CAT	P. Barrett
2. Town Board	Authorize appointment of Matthew Luke as an Alternate member on the Planning Board	A.Reid
3. Town Board	Authorize appointment of Andrew Neil to the Open Space, Trails & Riverfront Committee	A.Reid
4. Planning	Authorize the Supervisor to execute an agreement to accept grant funding from the New York State Canal Corporation for the 2025 Clifton Park Canal Fest Weekend, October 11-12, 2025	P. Barrett
5. Planning	Authorize payment of annual stipend to Melinda Acker for accepting additional job duties assisting the Zoning Administrator, retroactive to 01/01/2025	P. Barrett
6. Town Clerk	Authorize the Town Clerk to attend the NYSTCA Conference in Syracuse, NY, April 27-30, 2025	P. Barrett
7. Buildings & Grounds	Award the landscape and mowing contract for Sherwood Forest Park District to A to Z Property Management	P. Barrett



RESOLUTION

#1

PHILIP C. BARRETT
Supervisor

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LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

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AGATHA REID
Councilwoman

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ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025, a resolution setting a public hearing to consider adoption of a local law establishing the Milton CAT Planned Development District.

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

WHEREAS, an application for the establishment of a Planned Development District (PDD) for future expansion opportunities consistent with uses allowed within the LI-2 Zoning District, and

WHEREAS, the Saratoga Co. Planning Board issued a recommendation per General Municipal Law Section 239(m) to approve the PDD application requested by the applicant, and

WHEREAS, the Town Board wishes to invite Public Comment on the proposed project from residents and members of the public, now therefore be it

RESOLVED, that a public hearing to consider a local law establishing the Milton CAT PDD is hereby scheduled for April 7, 2025 at 7:02 p.m. in the Wood Memorial Meeting Room, One Town Hall Plaza, Clifton Park, New York; and be it further

RESOLVED, that the Town Clerk shall publish appropriate notice of same.

**SARATOGA COUNTY PLANNING BOARD
PLANNING AND ZONING ACTION REFERRAL FORM**

This form constitutes an official referral to the Saratoga County Planning Board under GML §239-l, -m, and -n (see page 2). Please note that failure to provide complete information may delay the County Planning Board's ability to render a decision.

Municipality: City Town Village of _____
Referring Agency: Legislative Board Planning Board Zoning Board of Appeals
Project Name: PDD Milton CAT **Project Address:** 500 Commerce Drive
Applicant Name: Clifton Park Town Board **Property Owner Name:** Milton Real Properties Of
Parcel Size: 27.26A **Tax Parcel #:** 259.-2-95.11 & 259.-2-41.2 **Current Zoning District:** LI-2 & B3
Primary Road Frontage: Commerce Drive **Length:** 239 Feet

Project Description: (attach additional pages if necessary)

Establish a local law for the creation of `500 Commerce Drive – Ushers Road Industrial Park Planned Development District

Type of Action

- Area Variance Area Variance (Sign) Use Variance Site Plan Review
 Subdivision Review Special Use Permit Adoption/Amendment of Comprehensive Plan
 Adoption/Amendment of Zoning Ordinance or Local Law (Text OR Map) Moratorium PDD
 Other authorization under provision of zoning ordinance or local law (please specify) _____

Jurisdictional Determinant

Project is located in Ag. District 1 or Ag. District 2 (please attach Ag Data Statement and Control Form) **OR**

Location of project boundary is **within 500 feet** of the existing or proposed facilities:

- Municipal boundary shared with: _____
 State, County, or Interstate Road I-87 and US Rt. 9
 State or County Park / Recreational Facility _____
 State or County Property / Facility _____
 Farm operation in a designated Ag. District (please attach Ag Data Statement and Control Form)

State Environmental Quality Review (SEQR) Review required? Not yet determined No Yes (submit EAF)

Other Involved agencies (with permitting authority): SCDPW NYS DOT NYS DOH NYS DEC
 Adirondack Park Agency Other (please specify) _____

Has Lead Agency been designated? No Yes If yes, Lead Agency _____ *April 07*

Status of Local Approval: Preliminary Approval Issued: No Yes, Date Public Hearing for ~~March 17th~~

Date of Public Hearing: 03/17/25 or 04/12/25 Date Referring Agency proposes to act on application: _____

Check off all required supporting documents that are attached to this referral (see page 2 for requirements):

- Municipal Application Project Narrative Site Plan / Map Subdivision Plat Municipal/Advisory Review
 Environmental Assessment Form Text of Proposed Legislation Ag Data Statement Other _____

Submitted by Name: John Scavo **Title:** Planning Director
Department or Agency: for Clifton Park Town Board **Phone #:** 518-371-6054
Address: One Town Hall Plaza, Clifton Park **Email address:** jscavo@cliftonpark.org
Signature: John P. Scavo **Date:** February 5, 2025

**SUBMIT COMPLETED FORM AND SUPPORTING DOCUMENTATION TO SCPBreferrals@saratogacountyny.gov OR
 MAIL TO: Saratoga County Planning Board, 50 W. High St, Ballston Spa, NY 12020. For more information, call 518-884-4705.**

SARATOGA COUNTY PLANNING BOARD
PLANNING AND ZONING ACTION REFERRAL FORM

As required by the New York State General Municipal Law, Section 239-l, -m and -n, applications are subject to the referral requirements if it applies to real property within **five hundred feet** of the following:

- (i) the boundary of any city, village or town; or
- (ii) the boundary of any existing or proposed county or state park or any other recreation area; or
- (iii) the right-of-way of any existing or proposed county or state parkway, thruway, expressway, road or highway; or
- (iv) the existing or proposed right-of-way of any stream or drainage channel owned by the county or for which the county has established channel lines; or
- (v) the existing or proposed boundary of any county or state owned land on which a public building or institution is situated; or
- (vi) the boundary of a farm operation located in an agricultural district, as defined by article twenty-five-AA of the agriculture and markets law, except this subparagraph shall not apply to the granting of area variances.

The following documents are required with each submission:

- Municipal Application Form
- Project Narrative
- Environmental Assessment Form
- Municipal/Advisory Review documents (include any prior Referral response letters)
- Map/Plan, as appropriate

The following documents may be required depending on the type of referral:

- If the **project is in Ag District 1 or 2**, or the project is **within 500'** of a farm operation in an Ag District, an Ag Data Statement and Control Form is required.
- If the **referral is for a variance, special permit, subdivision or site plan review**, the submitted map/site plan should include the following if applicable:
 - a) location, setback, height and use of all existing and/or proposed buildings on subject and adjacent lot or parcel
 - b) adjacent land uses and current zoning designation
 - c) location of existing and proposed streets, driveways and off-street parking facilities
 - d) location and type of water supply and sewage disposal
 - e) existing and proposed contours as per preliminary submission
 - f) drainage-ways
 - g) location of existing watercourses, wetlands, and floodplains
 - h) location, size and construction materials of all proposed signage
 - i) location, size and construction materials of all outdoor storage
- If **referral is for an amendment to the zoning map or comprehensive plan map**, enclose a map of the area proposed to be rezoned.
- If **referral is for amendment to the zoning ordinance or comprehensive plan**, including PDDs, enclose the text of the proposed changes (with additions and deletions denoted).
- A copy of any report or recommendation to the legislative body from the municipal planning board should be provided along with any initial statement of intent and purpose.

PLEASE NOTE THAT INCOMPLETE REFERRALS WILL NOT BE ACCEPTED FOR REVIEW.

§ [] Title.

This local law shall be known and may be cited as "Local Law No. [] of 2025 of the Town of Clifton Park, Entitled 'Local Law Relating to Zoning for the 500 Commerce Drive – Ushers Road Industrial Park,' Providing for the Establishment of Planned Development District No. [], To Be Known as `500 Commerce Drive – Ushers Road Industrial Park.'"

§ [] Establishment.

Local Law No. 2-1967, entitled "Local Law Relating to Zoning for the Town of Clifton Park," and Local Law No. 8-1991, entitled "A Local Law Relating to Amending Local Law No. 3-1985, Relating to the Zoning Map of the Town of Clifton Park, as set forth therein and made a part thereof, shall be and the same hereby are amended by changing from B-3 Neighborhood Business District ("B-3 District") to LI-2 Light Industrial District ("LI-2 District") portions thereof, as hereinafter described, and creating within the boundaries of said newly described area a planned development district to be known as "500 Commerce Drive – Ushers Road Industrial Park."

§ [] Boundaries.

The PDD consists of two (2) tax map parcels: 259.-2-95.11 (25.25 acres) and 259.-2-41.2 (2.011 acres). There is one building that currently exists at the site with an address of 500 Commerce Drive, located on tax parcel 259.-2-95.11. The area of said 500 Commerce Drive – Ushers Road Industrial Park is bounded and described as follows¹:

- A. 500 Commerce Drive: All that piece or parcel of land situate in the Town of Clifton Park, County of Saratoga, State of New York being more particularly bounded and described on Exhibit A hereto.
- B. 262 Ushers Road: All that piece or parcel of land situate in the Town of Clifton Park, County of Saratoga, State of New York being more particularly bounded and described on Exhibit B hereto.

§ [] Development.

- A. The development of the 500 Commerce Drive – Ushers Road Industrial Park in its entirety has been presented and is described according to a [title and date of site plan] (the "site plan") filed with the Town Planning Board of the Town of Clifton Park, a copy of which is on file with the Town and incorporated into this article as an exhibit. The site plan may be changed, altered or amended by approval of the Planning Board.
- B. As is more particularly described on the site plan, up to 85,000 square foot building on the property area will consist of commercial floor area for the sale of construction equipment and as a warehouse and service shop, commercial floor area for the operation of an equipment rental business and office space for the operation of a construction technology business.
- C. The total number of parking spaces for 500 Commerce Drive – Ushers Road Industrial Park shall be up to 150 spaces.

¹ Note to draft: all final acreages to be verified

- D. At the time of application to the Planning Board, permitted uses for the PDD and its future tenancy shall conform with the list of LI-2 permitted uses, provided that offices, office parks, and equipment maintenance shall also be permitted uses in the 500 Commerce Drive – Ushers Road Industrial Park.

§ [] Signs.

All signs existing within 500 Commerce Drive – Ushers Road Industrial Park prior to the effective date of this article shall remain authorized with respect to their size and location, and any new signage relative to size, height, lettering style, illumination and placement of all signs shall be in accordance with the most current Town signage and Zoning Code requirements. A signage application shall be submitted separately from the site plan and will be reviewed by the Zoning Administrator and Town Staff for compliance with applicable regulations.

§ [] Buffering.

Existing vegetation along the property lines for 262 Ushers Road shall be preserved to minimize impacts to adjoining lands. Existing buffering along the property lines for 500 Commerce Drive shall be modified as shown on the site plan and as deemed appropriate by the Planning Board during site plan review consistent with the development of the property.

§ [] Submission of plans.

Before construction of any building in 500 Commerce Drive – Ushers Road Industrial Park is started, or any building permit is issued relating thereto, final plans, specifications and proposed uses for each such building shall be submitted to the Town Planning Board for site plan review, and to the Building Department for review of compliance with relevant Building codes; upon approval by the Building Department and Planning Board, the final plans and specifications for 500 Commerce Drive – Ushers Road Industrial Park or any section thereof or any building to be constructed thereon shall be filed with the Town Clerk and the County Clerk.

§ [] Modifications.

The proposed expansion and any parking requirements may be adjusted by the Planning Board through the site plan process where space and bulk standards are not increased. The final layout and design of all open areas, roadways and parking areas are subject to modification by the Town Planning Board when final plans and specifications are submitted.

§ [] Points of ingress and egress.

For vehicular traffic purposes, there will be one point of ingress and egress to the site on Commerce Drive and one point of ingress and egress to the site on Ushers Road as shown on site plan of 500 Commerce Drive – Ushers Road Industrial Park.

§ [] Improvements.

All improvements shall be subject to the direction and control of a duly licensed architect and/ or engineer and constructed pursuant to plans and specifications approved by a duly licensed engineer and/or architect and in compliance with the New York State Building Code. When completed, these improvements shall be certified as having been constructed in compliance with the New York State Building Code and Fire Code. The engineer and/or architect performing the work herein described shall be employed by and at

DRAFT

the sole expense of the developer. All construction shall be subject to the inspection and approval of the Town Building Inspector.

§ [] Revocation; regulations for construction completed at time of revocation; waiver.

This amending local law shall be automatically revoked and void, and the previous statutory regulations shall apply, under the following circumstances:

- A. Commencement of the construction of the improvements described in this article have not begun within 36 months after this article is adopted; or
- B. Substantial progress is not being made without undue interruption after construction has commenced.

§ [] Zoning Map.

Section 101 of said Local Law No. 2-1967, Zoning Map, as amended by that of Local Law No. 8-1991, is hereby amended by providing that said 500 Commerce Drive – Ushers Road Industrial Park be identified on the Town-wide Zoning map as Planned Unit Development.

EXHIBIT A²

² Note to draft: to be inserted.

EXHIBIT B

All that piece or parcel of land situate in the Town of Clifton Park, County of Saratoga, State of New York being more particularly bounded and described as follows:

Beginning at a point in the southerly bounds of Ushers Road, said point being the northwesterly corner of the lands of 262 Ushers Road, LLC (Instrument # 2018011231) and the northeasterly corner of the parcel described herein; thence along the lands of 262 Ushers Road, LLC and Ushers Road Associates (L. 1277 P. 73) S42°-52'-26"E (516.41) feet to a capped iron rod; thence along the land of Milton Properties of Massachusetts (L. 1595 P. 719) the following two (2) courses:

1. S81°-10'-34"W (200.00) feet to a nail;
2. N42°-52'-23"W (546.00) feet to a point in the southerly bounds of Ushers Road;

Thence along the southerly bounds of Ushers Road the following three (3) courses:

1. S80°-19'-56"E (4.04) feet to a point;
2. S89°-59'-46"E (64.63) feet to a point
3. N86°-17'-24"E (149.46) feet to the Point of Beginning

All as shown on a map entitled " Land to be Conveyed to Milton Properties of Massachusetts, LLC" dated August 16, 2024 and prepared by NMB Land Surveying PLLC.

Containing 2.011 acres of land more or less.



RESOLUTION

#2

PHILIP C. BARRETT
Supervisor

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LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

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AGATHA REID
Councilwoman

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ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025, a resolution appointing Matthew Luke as Alternate Member to the Planning Board for the remainder of a one-year term.

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

WHEREAS, a vacancy exists for an Alternate Member of the Town of Clifton Park Planning Board, and

WHEREAS, Councilwoman Reid recommends that Matthew Luke, Clifton Park, fill the position, and

WHEREAS, Matthew Luke has the background, education, training and experience necessary to be an effective member of the Town of Clifton Park Planning Board; now, therefore be it

RESOLVED that Matthew Luke is hereby appointed Alternate Planning Board Member, for the remainder of a 1-year term, term to expire December 31, 2025.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, February 20, 2025 5:50 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 Pagniello; Stephanie, Ranze; Walter Smead; Kelly Miller
Subject: New Resolution Request #1668

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

Department: Town Board

Your Name: Agatha Reid

Your Email: areid@cliftonpark.org

Sponsor: Agatha Reid

Agenda Session Date: 02/24/2025 ✓

Board Meeting Date: 03/03/2025 ✓

Alternate Date: 03/03/2025

Budget Number: n/a

Budget Description: n/a

Amount: 0

Brief Description: Appoint Matthew Luke to planning board alternate position

Add Supporting Docs:

Additional Comments/Details: Appoint Clifton Park resident, Matthew Luke, to the open position of alternate member on the planning board for a 1 year term which ends 12/31/25

Agree to Terms: Agree

[unsubscribe](#)



RESOLUTION

#3

PHILIP C. BARRETT
Supervisor

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LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

•

AGATHA REID
Councilwoman

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ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025, a resolution appointing Andrew Neil to the Open Space, Trails & Riverfront Committee.

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

WHEREAS, a vacancy for a member exists on the Open Space Trails & Riverfront Committee.

WHEREAS, Andrew Neil, Rexford, NY, has been recommended to fill the position, and

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

RESOLVED, that Andrew Neil is hereby appointed as a Member of the committee for the remainder of a two-year term, term to expire December 31, 2026.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Wednesday, February 26, 2025 9:33 AM
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; Stephanie, Ranze; Walter Smead; Kelly Miller
Subject: New Resolution Request #1677

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

Department: Town Board

Your Name: Agatha Reid

Your Email: areid@cliftonpark.org

Sponsor: Agatha Reid & Anthony Morelli

Agenda Session Date: 03/03/2025 ✓

Board Meeting Date: 03/03/2025 ✓

Alternate Date: 03/17/2025

Budget Number: N/A

Budget Description: N/A

Amount: 0

Brief Description: Appoint Andrew Neil to serve on the Open Space Trails and Riverfront Committee

Add Supporting Docs:

Additional Comments/Details: Appoint Andrew Neil to serve on the Open Space Trails and Riverfront Committee for a two year term to expire 12/31/26

Could this please be on the agenda for the board meeting March 3rd? Andrew is available that night, and looking forward to attending the March Open Space Committee meeting.

Agree to Terms: Agree

[unsubscribe](#)



RESOLUTION

#4

PHILIP C. BARRETT
Supervisor

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

AGATHA REID
Councilwoman

ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025, a resolution to authorize the Supervisor to execute an agreement accepting a grant from the New York State Canal System Tourism Infrastructure & Event Grant 2025 program for the Clifton Park Canal Fest 2025 Bicentennial Celebration Planning Committee's (the "Committee") 2025 Canal Fest Event.

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

WHEREAS, the Town of Clifton Park with the Committee intends to host a celebration in honor of the Erie Canal Bicentennial the weekend of October 11-12, 2025, with various events for the public throughout the weekend to be held at three local community venues: the Vischer Ferry Fire Department, Amity Church and the Vischer Ferry General Store, and

WHEREAS, on behalf of the Town, Jennifer Viggiani, Open Space Coordinator, applied for a \$3,000 grant to the 2024 Tourism Infrastructure & Event Grant Program, which is supported by the NYS Canal Corporation and Erie Canalway National Heritage Corridor, and

WHEREAS, on January 21, 2025, the Town was notified that the Town was selected as a recipient of a \$2,000 grant for the Town's planned 2025 Canal Fest Weekend event, an amount that is \$1,000 less than the \$3,000 in grant funds requested, and

WHEREAS, the Committee has proposed a \$6,000 preliminary budget for the 2025 Canal Fest Weekend and respectfully requests that the Town maintains their local match of \$3,000 that had been proposed for the grant application, to provide a working grant project total budget of now a lesser \$5,000 for this special 2025 Canal Fest Weekend celebration; now, therefore, be it

RESOLVED, that the Town Board authorizes the Supervisor to execute the New York State Canal System Event Grants Contract, attached, to accept the grant funding for the Town's 2025 Canal Fest Weekend Event, and the Town Board authorizes the allocation of \$3,000 towards the local match of the grant with expenses to be charged to A-07550-00055 (General Fund – Celebrations – Canal Days); and be it further

RESOLVED, that the comptroller is authorized to increase revenues by \$2,000 in A-03089 (General Fund – NYS Revenues) and increase expenditures by \$2,000 in A-07550-00055 (General Fund – Celebrations – Canal Days).

Memo

To: Supervisor Barrett and Town Board Members
Cc: Comptroller Mark Heggen
From: Jen Viggiani, Open Space Coordinator
Re: Clifton Park Canal Fest 2025 Planning and Grant
Date: 2/24/2025

As you may know, the Clifton Park Canal Fest 2025 Bicentennial Celebration Planning Committee comprised of all volunteers has been meeting regularly since October 2024 to plan for Canal Fest 2025 the weekend of Oct. 11-12, 2025 to be held in the hamlet of Vischer Ferry at several locations.

The Town of Clifton Park was awarded \$2,000 in grant funds from the NYS Canal System Tourism Infrastructure & Event Grant 2025 Program, towards a proposed \$6,000 preliminary budget that the Planning Committee had developed, an amount that is \$1,000 less than the \$3,000 in grant funds that had been requested. **The Planning Committee is respectfully requesting the town board kindly maintain their local match of \$3,000 that had been proposed for the grant application, to maintain a working grant project total budget of now a lesser \$5,000 for this special 2025 Canal Fest.**

The key costs for the event are presenting to the public, a musical, "The Remarkable, Irresistible Erie" production; Revolutionary War reenactors; Fife and Drum Band; Erie Canal themed live music performance (George Ward et al.); Living History/Folk Arts demonstrators for live, in-person setups (tin-making, basket-making, woodworking); horse-drawn wagon rides; event publications; cost of renting portajohns.

Local community venues are willing to host the public on their grounds and in and around their buildings at no cost to the town: the Vischer Ferry Fire Department, Amity Church, and Vischer Ferry General Store. These entities are just requesting insurance coverage.

Thank you for your consideration of this request to maintain a \$3,000 town contribution of cash towards this special 2025 Clifton Park Canal Fest Bicentennial Celebration, in light of the town receiving less than the full grant amount that had been sought. The planning committee will work on fundraising to help supplement as well.

Cynthia, Zlogar

From: Jennifer Viggiani
Sent: Wednesday, February 5, 2025 11:56 AM
To: Paul, Pelagalli
Cc: Phil Barrett; Agatha, Reid; Anthony Morelli; Mark Heggen; John Scavo; Cynthia, Zlogar
Subject: Request for 2025 NYS Canal System Event Grants Agreement Review and Placement on upcoming TB Agenda Meeting and TB Regular Meeting
Attachments: 2025 NYS Canal System Tourism Events Grant - AGREEMENT.pdf

Good morning, Paul,

As you may know, the Town of Clifton Park was awarded a Canal Event Grant, and the actual amount awarded is **\$2,000**, towards the Clifton Park Canal Fest 2025 weekend event planned for October 11-12, 2025 in Vischer Ferry. Attached for your review, please find a grant contract agreement that I have downloaded from the announcement email sent below. For this grant, the Town must show a dollar-for-dollar match of awarded funds for this grant. We will need to provide a final financial report to show all documentation.

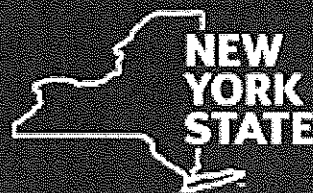
Would you please kindly review at your convenience. If you find it to be acceptable, would you please offer it as an Agenda Meeting item, and ultimately as a Regular TB Agenda item, for the Town Board's authorization for this agreement to be signed by Supervisor Barrett, at your convenience.

Thank you for your time and consideration.

Sincerely,

Jen Viggiani
Town of Clifton Park - Planning Department
www.cliftonpark.org

From: Ashley Quimby-Simoni <Ashley_Quimby-Simoni@eriecanalway.org>
Sent: Tuesday, January 21, 2025 10:56 AM
To: Jennifer Viggiani <JViggiani@cliftonpark.org>
Subject: NYS Canal System Grants Notification



**Canal
Corporation**

My applications →

2025 NYS Canal System Event Grants Contract

1. Parties

The Erie Canalway Heritage Fund, Inc. is a not-for-profit corporation working in partnership with the Erie Canalway National Heritage Corridor Commission (collectively "Erie Canalway") and the New York State Canal Corporation ("NYSCC"). For the purposes of this contract, the Erie Canalway Heritage Fund, Inc. is the lead party.

- a. Grantor: The grantor is the Erie Canalway Heritage Fund, Inc. ("Grantor").
- b. Grantee: The grantee is the Organization listed on the application or the legal name of the applicant ("Grantee").

2. Purpose

The purpose of this grant is to support the Grantee hosting an Event in the calendar year 2025, meeting the specifications laid out in the attached grant application. Any variations to the Event, including, but not limited to, the scheduled date, budget, or content, must receive written approval from the Grantor. Grantor reserves the right to receive repayment of grant proceeds if Grantee does not implement Event as proposed or without Grantor's permission to modify.

3. Funding and Match

- a. Funding is provided in the amount listed below:

Fund	Amount
NYS Canal System Tourism Infrastructure Amenities and Events Grants Program	\$2,000.00

- b. Matching Funds: The Grantee shall provide, at minimum, a dollar-for-dollar match of awarded funds for this grant through cash and/or in-kind contributions as set forth in the grant application. Federal and/or New York State funds may not be used as a match.

4. Publicity and Credit

All news releases, publications, signs, and any other items produced as a result of this grant funding shall include the phrase: Funded in part through the generous support of the New York State Canal Corporation and Erie Canalway National Heritage Corridor and/or include the NYSCC and Erie Canalway logos as provided by the Grantor. The Grantee shall provide the Grantor with copies of any event-related newsletters, newspaper articles or any other promotional material with their final financial report, available in the Canalway Grant Platform.

The Grantor reserves all rights to publicize this Event or series as it deems appropriate.

5. Schedule, Reporting and Method of Payment

- a. Event or series shall be completed in the year 2025.
- b. Grant payment shall be made within thirty (30) days of receipt of this signed Grant Agreement.

- c. After the Event or series, the Grantee shall submit a final financial report, including detail of all expenses and support/revenue, to the Grantor bearing an authorized signature. Authorized signers are those formally approved by the organization through an official resolution. The final financial report must show match details as outlined in the original application budget, with any variations clearly explained. The Grantor shall notify the Grantee if the final financial report is incomplete. Grant final financial report forms are available in the Canalway Grant Platform. Grantee shall be ineligible for future funding from Erie Canalway and NYSCC if proper reporting is not submitted in a timely manner.
- d. Consultants and Contractors engaged by the Grantee to carry out any part of the Event or series, shall be agents of the Grantee. There shall be no obligations between the Grantor and such agents.

6. Required Communication

The Grantee shall notify the Grantor immediately should there be any change in the elements of the Event or series, which would delay or prohibit Event or series implementation, including, but not limited to changes in personnel responsible for implementing the Event or series. The Grantee shall also notify the Grantor if funds are not needed and return the funds to Grantor immediately.

7. Terms and Conditions

This agreement shall become effective upon execution of this Grant Agreement. This Agreement may only be modified or amended upon written request of either party and with the written concurrence of the other party.

Draw

Type

Upload

Clear

I accept the terms of this agreement

NYS Canal System Tourism Infrastructure & Event Grants

Congratulations! Your event, **Clifton Park Canal Fest: Bicentennial Celebration**, has been selected to receive **\$2000** from the 2024 Tourism Infrastructure & Event Grant Program supported by the NYS Canal Corporation and the Erie Canalway National Heritage Corridor. We received 66 applications with more than \$165,000 in funding requests for many worthy events.

While we are now informing recipients of the awards, we ask that you **do not publicly announce this award until we send out our press release**, slated for the week of January 27. We will be listing your event on the Canal Corporation and Erie Canalway websites, so please let us know ASAP if your event date, location, or web link has changed.

As a grant recipient, you must complete the following:

1. **Sign the Grant Agreement** in the Canalway Grant Portal here: <https://canalway.grantplatform.com>. Please login with the credentials used to submit your application. We will not process and send your check until the agreement is signed.
2. **Provide proper recognition of sponsorship**. Required language and logos can be downloaded here: <https://eriecanalway.org/resources/grants/event-grant-support-requirements>
3. **Submit a final report** in the Canalway Grant Platform.

You must meet all the grant requirements to remain eligible for future funding from the NYS Canal Corporation and/or Erie Canalway National Heritage Corridor.

If you have any questions or updates to your event, please contact Ashley Quimby-Simoni, Erie Canalway National Heritage Corridor, at 518-237-7000 ext. 202 or 585-406-0388.

Sincerely,

Brian Stratton
Director
NYS Canal Corporation

Bob Radliff
Executive Director
Erie Canalway National Heritage Corridor

Ashley Quimby-Simoni, Communications & Outreach Manager
Erie Canalway National Heritage Corridor
Erie Canalway Heritage Fund, Inc.
P.O. Box 219, Waterford, NY 12188
518-237-7000, ext. 202
585-406-0388 (cell)
www.eriecanalway.org
www.facebook.com/ErieCanalway/

www.canalwaychallenge.org

Explore more than 500 miles of connected waterways and trails & experience the canals that transformed America.



RESOLUTION

#5

PHILIP C. BARRETT
Supervisor

•

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

•

AGATHA REID
Councilwoman

•

ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025, a resolution authorizing payment of an annual stipend to Melinda Acker in the Planning Department and Zoning Department.

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

WHEREAS, Melinda Acker, administrative assistant in the Planning Department, has accepted additional job duties as the administrative assistant to the Zoning Administrator, and

WHEREAS, Scott Reese, Stormwater Management Officer and Zoning Administrator, recommends an annual stipend to be paid to Ms. Acker to compensate her for the additional job responsibilities, in an amount not to exceed \$7,839; now therefore be it

RESOLVED, that the Comptroller is authorized to pay Ms. Acker on a bi-weekly basis, retroactive to the beginning of the year, charged to A-08010-E2670 (General Fund – Zoning Board – Zoning Administrative Assistant).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Wednesday, February 26, 2025 2:17 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 Pagniello; Stephanie, Ranze; Walter Smead; Kelly Miller
Subject: New Employee Resolution Request #1678

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

Department: Planning / Zoning

Your Name: Scott Reese

Your Email: sreese@cliftonpark.org

Sponsor: P. Barrett

Agenda Session Date: 03/03/2025 ✓

Board Meeting Date: 03/03/2025 ✓

Alternate Date: 03/17/2025

Budget Number: A-0810-Exxxx

Budget Description: Zoning Board - Admin Assistant

Amount: 7,839

Brief Description: Authorize stipend retroactive to the beginning of the year to Melinda Acker related to additional duties to the Zoning Department.

Add Supporting Docs:

Additional Comments/Details: None

Agree to Terms: Agree

[unsubscribe](#)



RESOLUTION

#6

PHILIP C. BARRETT
Supervisor

•

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

•

AGATHA REID
Councilwoman

•

ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025, a resolution authorizing the Town Clerk to attend a New York State Town Clerks Association (NYSTCA) Conference.

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

WHEREAS, Stephanie Ranze, Town Clerk, has requested permission to attend the NYSTCA Conference to be held at the Marriott Syracuse Downtown, Syracuse, New York, April 27-30, 2025, at a cost not to exceed \$984.00, and

WHEREAS, there is currently \$500 in A-01410-00001, (General Fund – Town Clerk – Travel & Conferences), and

WHEREAS, there are sufficient funds in A-01410-00015, (General Fund – Town Clerk – Other Contractual) to transfer the remaining \$484, and

WHEREAS, attendance at the Conference would confer a benefit to the Town's citizens; now, therefore, be it

RESOLVED, that Stephanie Ranze is hereby authorized to attend the NYSTCA Conference in Syracuse, New York from April 27-30, 2025, at a cost not to exceed \$984.00, which includes registration fee, lodging and meals, to be vouchered appropriately, and to be paid from budget line item A-01410-00001 (General Fund – Town Clerk – Travel & Conferences), along with a transfer from A- 01410-00015 (General Fund – Town Clerk – Other Contractual) of \$484.00.

My Fellow Town Clerks,

I am happy to present to you the 2025 Registration Packet for our Annual Town Clerks Conference. This years NYSTCA Conference will be held at the Syracuse Marriott in Downtown Syracuse from April 27-30, 2025. Your NYSTCA Officers and District Directors have been hard at work to provide this educational opportunity for you.

Please remember that this is the only conference designed specifically for Town Clerks and their Deputy(s) to obtain the knowledge necessary to be the best Town Clerk you can be.

We will be utilizing the same registration process as we did last year!

Your registration will be done in a two (2) step process:

Step #1—You will register with and pay the **Syracuse Marriott** for your **HOTEL ROOM ONLY!**

Step #2—You will register with and pay **NYSTCA** for your **REGISTRATION AND MEALS ONLY!**

* The Monday night event will be separate and payable through NYSTCA or dinner on your own, as we have always done in the past.

Listed below please find the conference costs for budget purposes:

Full Conference Package for three (3) nights:	\$ 495.00 – Registration & Meals (Includes Mixer and Banquet – Pay NYSTCA)
Sunday - Wednesday	\$ 489.00 – Hotel package (Pay the HOTEL)
	\$ 984.00 – Total Cost
Two (2) Night Package Sunday – Tuesday:	\$ 360.00 – Registration & Meals (Includes Mixer–NO Banquet - Pay NYSTCA)
	\$ 326.00 – Hotel Package—Pay the HOTEL)
	\$ 686.00 Total Cost
Two (2) Night Package: Monday-Wednesday:	\$ 375.00 – Registration & Meals (Includes Banquet – Pay NYSTCA)
	\$ 326.00 – (Hotel Package - Pay the HOTEL)
	\$ 701.00 – Total Cost

Please take time to review this packet to be sure you get the most out of our conference. There is something for everyone included in this conference.

There will be an Athenian Dialogue facilitated by Susan Haag entitled “Upstairs At The White House”

There will be a Vendor Blender on Sunday afternoon where you can meet the vendors and obtain some valuable information to make our jobs easier. They always provide some extra special giveaways too!!!

There will be a “First Time Attendee” class to welcome our new clerks and help to get you off to a good start! I look forward to seeing everyone in Syracuse!

Have A Great Day!

Marie L. Little MMC/RMC, NYSTCA President





RESOLUTION

#7

PHILIP C. BARRETT
Supervisor

•

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

•

AGATHA REID
Councilwoman

•

ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025, a resolution awarding a contract for landscape work for the Sherwood Forest Park District.

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

WHEREAS, quotes were received by Daniel Clemens, Director of Buildings, Parks and Recreation, to perform landscape work for the District through the 2028 season, and

WHEREAS, the lowest conforming quote for the work to be done which includes mowing, trimming, weeding, mulching and plantings, as outlined in the RFP, was submitted by A to Z Property Management, in an annual amount not to exceed \$14,100 plus \$500 for any additional cuts as requested by the park district; now therefore be it

RESOLVED, that the Town Board as Commissioners of the Sherwood Forest Park District, hereby accepts the price quote from A to Z Property Management, for the landscape work at the Sherwood Forest Park District, at an annual cost of \$14,100 for 19 cuts and \$500.00 for additional requested cuts for each season, through 2028, to be budgeted from SP8-7125-024 (Sherwood Forest Park District-Sherwood Forest - Maintenance), and authorizes the Buildings & Grounds Department to issue a purchase order to A to Z Property Management in those amounts.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, February 20, 2025 11:32 AM
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; Stephanie, Ranze; Walter Smead; Kelly Miller
Subject: New Resolution Request #1665

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

Department: Buildings & Grounds

Your Name: Daniel Clemens

Your Email: dclemens@cliftonpark.org

Sponsor: P. Barrett

Agenda Session Date: 02/24/2025 ✓

Board Meeting Date: 03/03/2025 ✓

Alternate Date: 03/17/2025

Budget Number: SP8-7125-24

Budget Description: Sherwood Forest Park District-General Maint

Amount: \$14,100.00

Brief Description: Hire A to Z Property Management for landscaping and mowing services in the Sherwood Forest Park District for 2025 - 2028 seasons at \$14,100.00/per year with a charge of \$500/mow for any additional cuts requested by the park district.

Add Supporting Docs:

[9bc0e2051a5fc4b2_SFPD_landscaping_and_mowing_agreement_res_packet_2.20.25.pdf](#)

Additional Comments/Details: The Park District has been happy with the work done by A to Z over the last agreement and is happy to continue with them. Email from Dave Dittmer is included in the packet

Agree to Terms: Agree

[unsubscribe](#)

Town of Clifton Park
Buildings & Grounds

Quote Cover Sheet

Date: February 20, 2025

Description: Landscaping and mowing services for the
Sherwood Forest Park District
2025-2028

Vendor #1: Curb Appeal Property Services - declined

Vendor #2: A to Z Property Management - \$14,100 per season *
\$500.00 per additional cut

Vendor #3: Sunshine landscaping - No Reply

Vendor #4: JP's Cutting Edge - No Reply

Vendor #5: DL Breda Landscaping & Lawn - No Reply

Vendor #6:

Comments:

Decision: A to Z Property Management - \$14,100/year 

Dan Clemens

From: David Dittmer <david.b.dittmer@gmail.com>
Sent: Thursday, February 20, 2025 11:22 AM
To: Dan Clemens
Subject: Re: results

Dan, Thanks. I am fine to continue with A-Z Property Management. Thanks, Dave

On Thu, 20 Feb 2025 at 11:10, Dan Clemens <DClemens@cliftonpark.org> wrote:

Dave,

Attached are the results of the landscaping and mowing RFP for your review. Please advise if this is acceptable to the park district as soon as possible and I will get it on the town board's agenda session.

Thanks, Dan

Daniel J. Clemens

Director of Buildings, Parks, and Recreation

Town of Clifton Park, NY

O: 518-371-6651 ext. 248

C: 518-281-5065

dclemens@cliftonpark.org





Town of Clifton Park

Buildings & Grounds

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

The Town of Clifton Park, through the Buildings & Grounds Department seeks price quotes from qualified entities for landscaping and mowing services located in the Sherwood Forest Park District, Clifton Park NY 12065.

Scope of work is as follows but not limited to:

See attached spec sheet.

Please note the price quotes are to be written in on the last page of the specification packet and emailed back to the town.

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

A minimum of prevailing wage rate as described by New York State must be paid.

The Town of Clifton Park reserves the right to reject any and all quotes.

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

Please return quotes to Regan Tromblee at rtromblee@cliftonpark.org

Quotes are due by Tuesday February 18, 2025 at 2:00pm

SENT TO
5 COMPANIES
1/24/2025

Town of Clifton Park
Sherwood Forest Park District
Landscaping & Mowing Specs

Landscape and mowing services for the Sherwood Forest Park District.
The work performed will be in the subdivisions of Sherwood Forest, Emerson, Sterling Heights and Vistas/Vistas West.

Please contact Dave Dittmer at 518-817-1743 for any questions.

Landscape Requirements:

Landscape work to be performed after May 1st and before the third weekend in May.

Contractor to use and provide nursery quality natural dark brown mulch at all locations. All existing mulched areas to be tilled and turned over before new mulch is applied.

Contractor to remove and dispose of all debris. This is including but not limited to trash, branches and leaves.

Contractor to remove dead branches and any weedy plants or vines growing in shrubbery.

Contractor to remove any suckers or weedy plants growing from root balls of trees.

Contractor to water any plantings in these areas as needed throughout the season.

Mowing Requirements:

Contractor must perform a total of 19 mowings at each location. This is to be completed between May 1st and early November on an approximately 10-day schedule (weather permitting).

Please avoid blowing mower clippings and leaves into mulched tree beds and entrance planting areas.

Contractor is responsible for the trimming/cutting back of any encroachment to maintain the perimeter of the mowing areas.

Contractor is responsible for picking up trash or debris before mowing an area.

Contractor is responsible for the spraying of bees and/or insects as needed and must supply their own cans.

List of locations and specifics for each location on the following pages.

Sherwood Forest Subdivision:

- **Nottingham Way & Route 146A (North Side)**

Landscaping:

Along 146A and Nottingham Way starting at power pole (NM2091/2) on 146A to approximately 25' east of the Sherwood Forest entrance sign.

Remove and dispose of all debris.

Weed the planting area in front of entrance sign. Trim, prune and shape evergreens to reduce them in size. Fertilize evergreen shrubs with Holly Tone or equivalent.

Level existing mulch and add 2" of fresh mulch.

At the intersection of Nottingham and Coventry Dr (NW corner), remove and dispose of any debris in front of the stone wall and in the grass area to the street.

Mowing/Trimming:

Mow grass strip along 146A and Nottingham Way starting 100' north of power pole (NM2091/2) on 146A to fire hydrant on west side of Coventry Dr. The area is bounded by the road on one side and edge of woods on the other.

Trim around power pole, stop sign, in front of stone planting bed and behind entrance sign near Nottingham and 146A, as well as stop sign and fire hydrant near Coventry.

- **Nottingham Way & Route 146A (South Side)**

Landscaping:

Grassy area approximately 20' south of power pole (NM210) to the corner and on to Nottingham Way, about 30-40' east of the Sherwood Forest entrance sign.

Remove and dispose of all debris.

Weed the planting areas in front of and behind entrance sign. Weed mulched areas under the burning bushes. Trim, prune and shape the shrubs and burning bushes to reduce them in size. Remove dead branches and weedy plants growing in shrubbery and bushes.

Fertilize evergreen shrubs with Holly Tone or equivalent.

Fertilize burning bushes with Plant Tone or equivalent.

Level existing mulch and add 2" of fresh mulch in front of and behind sign.

West of the tennis courts is a mulched bed with a dogwood tree and east of the entrance sign on the south shoulder of the road is a mulched bed with 3 maple trees.

Edge and weed these beds, removing any suckers from root balls, and add 2" of mulch.

- **Nottingham Way Median**

Landscaping:

Median between 146A and Nottingham Way North containing 7 pear trees and 2 elms.

Remove and dispose of all debris in the entire median area, including planting area.

Edge the existing mulch bed where the trees are, remove any weeds and suckers growing from root balls, add 2" of fresh mulch.

Mowing/Trimming:

Mow the entire length from Route 146A along Nottingham Way to Canterbury Rd.

Remove and dispose of grass clippings.

Trim around street sign, one-way sign and around stone wall planting bed near 146A. Trim weeds and suckers around the 7 pear trees that will continue to grow. Remove clippings from the tree beds, being careful not to disturb the mulch. Trim grass in front of and under the 2 guardrails located on both sides of Nottingham Way (500' southeast of where Nottingham Way North intersects) to a distance of 5' beyond each end.

- **Nottingham Way Park**

Landscaping:

Remove and dispose of all debris.

Edge and weed existing mulch area surrounding the 9/11 monument located on the east side of tennis courts, as well as the mulch bed with the weeping cherry tree east of the monument. Add 2" of mulch to each bed.

Green Area (Including Ball Field)

Mow flat area bordered on west by Route 146A, north and east along Nottingham Way, up to guy wire of power pole opposite the intersection of Nottingham Way & Nottingham Way North. Include all grass west of Nottingham Way up to wetland areas.

Mow embankment area between guardrail and ball field along 146A between the ball field and power pole (NM211).

Trim around trees, birdhouse poles, power poles and guy wires; around the memorial marker in front of the maple tree northeast of tennis courts, the parking apron fence, the 2 benches and picnic table, the playground area and both chain link tennis court fences.

Trim drainage area adjacent to storm drain located on the south side of Nottingham Way and just west of where Nottingham Way North intersects.

- **Marlboro Drive Entrance (North Side Only)**

Landscaping:

Beginning approximately 10' south of power pole (NM231) on Route 146A and continuing to approximately 20' past end of guardrail on Marlboro Dr. This includes the area in front of and behind the entrance sign, as well as, the area in front of the mixed vines, shrubs, trees, burning bushes and junipers on Marlboro Dr.

Remove and dispose of all debris.

Weed the planting area in front of entrance sign. Trim, prune and shape the yew and ground juniper. Remove any dead branches and weed plants growing in shrubbery.

Do Not prune the rhododendron bush.

Edge area, level existing mulch, add 2" fresh mulch.

Fertilize plantings with Holly Tone or equivalent.

Mowing/Trimming:

Mow grassy area at the same location as above landscaping area, including area in front of and behind the stone planter and sign.

Trim around the guardrail, stop sign, plating area and sign.

- **Stratford Drive Entrance (North Side Only)**

Landscaping:

Beginning at the power pole (NM225) to corner to approximately 50' east of the fire hydrant on Stratford Dr, forward from the entrance sign to road.

Remove and dispose of all debris.

Weed the planting area in front of and behind entrance sign.

Trim, prune and shape shrubs (including those behind the sign)

Edge the planting area, level existing mulch and add 2" fresh mulch (including area behind sign).

Fertilize shrubs with Holly Tone or the equivalent.

Mowing/Trimming:

Mow grassy area at the same location as above.

Trim around planting area, stone sign, power pole and fire hydrant.

- **Kinns Rd/Nottingham North Entrance (West Side Only)**

Landscaping:

Area bounded by 2 fire hydrants – one on Nottingham North and one on Kinns Rd

Remove and dispose of all debris.

Weed planting area in front of and behind entrance sign.

Trim, prune and shape all the shrubs.

Remove any dead branches and weed plants growing in shrubbery.

Edge area, level existing mulch, add 2" fresh mulch.

Fertilize shrubs with Holly Tone or the equivalent.

Mowing/Trimming:

Mow grassy area at the same location as above. Mow forward from the sign.

Trim around power pole, guy wires, fire hydrants, mulch area as well as behind and next to entrance sign up to a distance of 3'.

Emerson Subdivision:

- **Dawson Lane Entrance (North Side Only)**

Landscaping:

Beginning at the property line of lot #2 to the corner and approximately 50' north along Route 146A, including area in front of the Emerson entrance sign and planting bed.

Remove and dispose of all debris.

Weed the planting area all around the entrance sign. Edge area, level existing mulch and add 2" fresh mulch. Including area between the shrubs and black metal fence and behind the fence and wall.

Trim shrubs in front of fence and large juniper bush on right side of entrance.

Fertilize shrubs with Holly Tone or the equivalent.

Mowing/trimming:

North Side: Mow area from property line of lot #2 around the corner approximately 50' and in front of entrance sign and planting bed.

South Side: Mow area approximately 6' wide parallel to road from the corner of Dawson & 146A to property line of lot #1. Trim around street sign and planting bed.

Sterling Heights Subdivision:

- **Sterling Heights Drive (East Entrance Only-Both Sides of Road)**

Landscaping:

From west side of east entrance, between Route 146 and the mulch bed and continue behind mulch bed to property line of first house.

From east side of entrance, between Route 146 and the mulch bed and continue behind mulch bed approximately 50' east along Route 146.

Remove and dispose of all debris.

Trim any spruce tree branches growing into adjacent shrubs.

Weed the mulched areas on the east and west side.

Prune shrubs to shape and remove dead or damaged branches.

When pruning the shrubs in front of and behind the entrance sign, ensure the height of the shrubs is at least 6" below the letters on the sign.

Do Not prune the 8 spirea bushes of the rose of Sharon bush growing on the east side of the entrance in the spring!

Remove any weed plants growing in the shrubs. Remove any weed plants or suckers emerging from the mulch on either side of the entrance sign.

Prune back any wild shrubs, bushes and tree branches growing into the rear of the mulch areas. Edge area, level existing mulch, add 2" fresh mulch.

There are 6 Bradford pear trees on the east side of entrance sign. Edge, weed, remove any suckers from root balls, level existing mulch and add 2" of fresh mulch.

Between the last week of September and first week of October, prune the 8 spirea bushes and the rose of Sharon bush. Remove any dead branches and weedy plants growing in or around the shrubs. Reduce the height of the spireas by about 20%. Reduce the overall size of the rose of Sharon (including height) by about 20% while maintaining its shape.

Mowing/Trimming:

Mow the grassy areas at the locations above. For the east side, go approximately 50' east along Route 146 to the adjacent property line and continue behind mulch bed along the grassy strip on Sterling Heights Dr, which includes the 6 pear trees, to property line of first house.

Trim around mulch beds, trim weeds and suckers in mulch bed of pear trees. Remove clippings from mulch bed.

Sterling Heights east cul-de-sac area: Mow the area opposite the eastern cul-de-sac to the southwest between #27 and the corner.

Vista/Vistas West Subdivision:

Landscaping:

Area bounded by 2 fire hydrants – one on Vistas Ct and the other on Tanner Rd.

Remove and dispose of all debris.

Weed the planting area in front of and behind Vistas West entrance sign.

Trim, prune and shape the shrubs. Remove any dead branches and weedy plants growing in shrubbery.

Edge area, level existing mulch, add 2” fresh mulch.

Fertilize all shrubs with Holly Tone or the equivalent.

Mowing/Trimming:

Mow both sides of Vistas Ct from Tanner Rd to the first residential properties on each side (Lots #6 and 11). Mowing should extend from the street to the planted trees along the road and around the base of the trees. Where mowing behind the trees is not possible, trim to a 3’ radius.

Mow the areas along Tanner Rd on both sides that intersect with Vista Ct. Mowing should extend 200’ south and 110’ north of the intersection (roughly the second telephone pole south and the white “job box” to the north)

Mow strip from Vista Ct between the marshy area to the south of Vista Ct and lot #11. Mowing should extend 164’ south of the mailbox.

Total Price for landscaping and 19 mowing services for the areas listed above:

\$ _____

Price *per mowing* should they be needed:

\$ _____

This is a multi year agreement that will run from 2025 through 2028.

Dan Clemens

From: Cory Masten <cmasten9@gmail.com>
Sent: Tuesday, January 28, 2025 8:51 AM
To: Dan Clemens
Subject: Re: quote please
Attachments: SFPD landscaping and mowing RFP 1.24.25.docx; Sherwood Forest Landscaping.docx

I appreciate the offer but I do believe this might be too much for me at this point. I downsized a little bit at the end of last year and adding those properties in would likely become more than I could comfortably handle and still provide quality service.

Thank You,

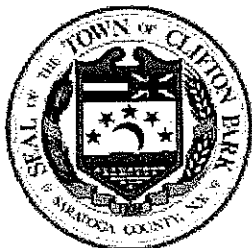
Cory Masten
Curb Appeal Property Services
(518) 229-6995

On Jan 24, 2025, at 10:44, Dan Clemens <DClemens@cliftonpark.org> wrote:

Please see attached request for proposal and specifications.
Please advise if you would like to provide a quote or not.

Thanks, Dan

Daniel J. Clemens
Director of Buildings, Parks, and Recreation
Town of Clifton Park, NY
O: 518-371-6651 ext. 248
C:518-281-5065
dclemens@cliftonpark.org



Regan, Tromblee

From: Grant Bagnardi <gbagnardi@gmail.com>
Sent: Monday, February 17, 2025 4:49 PM
To: Regan, Tromblee
Subject: Sherwood Forest 2025-2028 Quote

Hi! Hope you're having a good winter.
I reviewed the changes in the Specs with Dave and my quote is as follows:

Landscaping and Mowing Services for the Sherwood Forest Park District : \$14,100.
Price per mowing should additional cuts be required: \$500

I look forward to the possibility of providing continued services. I know exactly what the park district needs and expectations are.

Regards,
Grant Bagnardi
AtoZ Property Management
12 Burning Bush Blvd
Ballston Lake, NY 12019
(518)441-1162

"We're here to help!"

Sent from my iPad