


TOWN OF CLIFTON PARK TOWN BOARD MEETING

June 16, 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**
 - **Public Hearing- 7:02pm: Consider adoption of Planned Development District (PDD) for Bass Pro Shops Signage at 400 Clifton Park Center Road**
 - **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**

TOWN OF CLIFTON PARK
COUNTY OF SARATOGA
STATE OF NEW YORK

NOTICE OF PUBLIC HEARING TO CONSIDER ADOPTION OF A LOCAL LAW
ESTABLISHING THE PLANNED DEVELOPMENT DISTRICT FOR BASS PRO SHOP
SIGNAGE

Please take notice that a public hearing will be held by the Town Board of the Town of Clifton Park on June 16, 2025, 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

Consideration of establishing Local Law for a Planned Development District (PDD) to accommodate the unique signage needs for the Bass Pro Shops, located at 398-400 Clifton Park Center Road, identified as Saratoga County Tax Map Parcels #272.-1-11, #272.-1-12, and #272.-1-13. The legislation outlines specific allowances for wall, freestanding, and roof-mounted signage, including maximum square footage, number of signs, setbacks, and illumination standards.

A copy of the proposed local law is available for public inspection at the Town Clerk's Office during regular business hours and on the Town's official website.

Stephanie Ranze
Clifton Park Town Clerk

Local Law No. ____ of 2025

Bass Pro Shops Sign Allowance Planned Development District

Tax Map Parcels #272.-1-11, #272.-1-12, #272.-1-13

Section 1. Title

This Local Law shall be known and may be cited as the “Bass Pro Shops Sign Allowance PDD”.

Section 2. Authority to Establish District

The Bass Pro Shops Sign Allowance Planned Development District (PDD) is hereby established by legislative act of the Town of Clifton Park Town Board pursuant to authority conferred by NYS Municipal Home Rule Law, NYS Town Law, the NYS Constitution, and the Town of Clifton Park Zoning Code.

Section 3. District Boundary

The geographic area comprising Bass Pro Shops Sign Allowance PDD shall be the property boundaries of Saratoga County Tax Map Parcels #272.-1-11, 272.-1-12, and 272.-1-13, also known as 398-400 Clifton Park Center Rd., as more fully described and depicted in Exhibit A attached hereto and made part hereof.

Section 4. Purpose of the District

The purpose of the Bass Pro Shops Sign Allowance PDD is to allow for installation and placement of signage unique to the PDD property’s development as a Bass Pro Shops superstore. The purpose is accomplished by creating a new permissible total sign area, total number of wall signs and freestanding signs, and the type of signage as follows:

- a. Maximum square footage, total number, and maximum height of:
 - i. Wall signs: The square footage of wall signs shall not exceed 3.25% of total building square footage (3,151 square feet). Total number of wall signs not to exceed 15 signs.
 - ii. Freestanding signs including the entrance sign and pole flags: The square footage of freestanding signs including the entrance sign and pole flags shall not exceed 0.006% of total building square footage (550 square feet).
 - iii. Directional and restrictive signage as needed throughout the property and also as per approved site plan. All directional and restrictive signage shall be minimized to the extent possible while retaining legibility and functionality for drivers and pedestrians.
 - iv. Roof sign: Roof signs shall not exceed 3.6% of total building square footage (3491 square feet).
- b. Setbacks for Freestanding signs: Freestanding and monument signs shall be located no less than five (5) feet from the property line.
- c. Sign illumination shall be as per attached plans and existing Town code requirements.

Section 5. Development

The allowable development parameters for the proposed Bass Pro Shops Sign Allowance PDD have been presented to the Town of Clifton Park Planning Board according to the plans and specifications reviewed by the Planning Board attached hereto as Exhibit B. These plans and specifications shall replace the requirements of Town of Clifton Park Town Code Chapter 171 and Chapter 208 (as it pertains to signage). These

plans may not be changed, altered or amended by approval of the Planning Board and Town Board.

Sign permits for signage within the Bass Pro Shops Sign Allowance PDD shall be issuable by the Director of Building & Development upon compliance with this legislation and the plans and specifications attached hereto as Exhibit B.

Section 6. Construction Regulations

All signage within Bass Pro Shops Sign Allowance PDD shall be designed and constructed pursuant to the plans attached hereto and in full compliance with the New York State Uniform Fire Prevention and Building Code. When completed, these improvements shall be certified as having been constructed in full compliance with the NYS Uniform Fire Prevention and Building Code.

Section 7. Zoning Code and Map

The Official Town of Clifton Park Zoning Map is hereby amended by identifying Tax Map Parcels #272.-1-11, 272.-1-12, and 272.-1-13, also known as 398-400 Clifton Park Center Rd., as the Bass Pro Shops Sign Allowance Planned Development District.

Section 8. Modifications and Amendments

Future modifications to the Planned Development District (PDD) signage for Bass Pro Shops shall be handled administratively under a sign permit application issued through the building department, provided that such changes do not exceed the total square footage allocated for each elevation and freestanding signage as detailed in Exhibit B and the requested sign modification is an allowable sign under the Town's local sign laws with Chapters 171 and 208 of the Clifton Park Town Code. The total square footage for each elevation and freestanding signage is as follows:

- **Front (South) Elevation: 1,425 sq. ft.**

- **Left (West) Elevation:** 625 sq. ft.
- **Rear (North) Elevation:** 340 sq. ft.
- **Right (East) Elevation:** 150 sq. ft.
- **Freestanding Signage and Flags:** 550 sq. ft.

These allocations ensure any future signage changes remain within the approved parameters, maintaining the development's aesthetic and functional integrity.

Section 9. Effective Date.

This Local Law shall take effect upon being filed in the Office of the Secretary of State as provided in the Municipal Home Rule Law, and upon being posted as provided in Local Laws of the Town of Clifton Park and Section 265 of NYS Town Law.

Resolutions for Consideration
Clifton Park Town Board Meeting
June 16, 2025

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Town Board	Adopt a local law establishing a Planned Development District (PDD) proposed by Bass Pro Shops to be known as the Bass Pro Shops Sign Allowance PDD	P. Barrett
2. Town Board	Authorize appointment of Leighann Nastasia as Deputy Town Clerk/Deputy Town Registrar	A. Morelli
3. Town Board	Authorize the acceptance of roads, land parcels, and related utility/stormwater and sewer easements in the Riggi Miller Road subdivision	P. Barrett
4. Comptroller	Adopt resolution for elected and appointed personnel for NYS Retirement	P. Barrett
5. Senior Center	Increase General Fund Trips & Tours– Clifton Park Senior Center revenues and expenditures by \$34,055 for a multi-day trip to NYC, December 9-11, 2025	P. Barrett
6. Parks & Recreation	Authorize the correction of the pay steps for four (4) Camp Counselors and the hiring of Camp Counselors and Water Safety Instructors for the 2025 season	L. Walowit & A. Reid
7. Safety & Security	Authorize hiring of a part-time Armed Court Officer/part-time Security Officer and the addition of Part-time Armed Court Officer and Annual Security Trainer to the job title of a current Part-time Security Officer	P. Barrett
8. Safety & Security	Declare an emergency repair under GML 103 for repairs to a Department Vehicle	P. Barrett
9. Buildings & Grounds	Authorize the Supervisor to sign a contract to expand engineering services in the Clifton Knolls Park District for the Locust Lane playground improvements	P. Barrett



RESOLUTION

#1

PHILIP C. BARRETT
Supervisor

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

AGATHA REID
Councilwoman

ANTHONY F. MORELLI
Councilman

Resolution No. ___ of 2025, a resolution adopting Local Law No. ___ of 2025 establishing Planned Development District No. ___, the Bass Pro Shops Sign Allowance Planned Development District (PDD), to amend Chapters 171 and 208 of the Town Code relating to signs.

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

WHEREAS, an application has been presented to the Town Board to change the Town Code of the Town of Clifton Park to allow for the signage package proposed by the Bass Pro Shops at its Clifton Park facility, as more fully described in the attached legislation, and

WHEREAS, on May 15, 2025, the Saratoga County Planning Board issued a determination under Section 239-m of the N.Y.S General Municipal Law, finding that the proposed project represented no county-wide or inter-community impacts, and

WHEREAS, the Town Board conducted a public hearing on the proposed legislation on June 16, 2025 to receive comments for and against the proposal, and

WHEREAS, the Town Board has conducted a thorough review of the project in accordance with the State Environmental Quality Review Act (SEQRA) and has determined that the project qualifies as an Unlisted Action under SEQRA; now, therefore, be it

RESOLVED, that the Town Board determines that the proposal is consistent with the goals of the Town's Comprehensive Plan and with the objectives of Section 208-71 A of the Town Code; and be it further

RESOLVED, that the Town Board hereby issues a Negative Declaration pursuant to SEQRA for the proposed project; and be it further

RESOLVED, that Local Law No. ___ of 2025, a Local Law amending Chapters 171 and 208 of the Town Code, providing for the creation of the Bass Pro Shops Sign Allowance Planned Development District, attached, is hereby adopted; and be it further

RESOLVED, that the Town Clerk file said notice with the New York State Department of State as required by law.

Local Law No. ____ of 2025

Bass Pro Shops Sign Allowance Planned Development District

Tax Map Parcels #272.-1-11, #272.-1-12, #272.-1-13

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The geographic area comprising Bass Pro Shops Sign Allowance PDD shall be the property boundaries of Saratoga County Tax Map Parcels #272.-1-11, 272.-1-12, and 272.-i-13, also known as 398-400 Clifton Park Center Rd., as more fully described and depicted in Exhibit A attached hereto and made part hereof.

Section 4. Purpose of the District

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The allowable development parameters for the proposed Bass Pro Shops Sign Allowance PDD have been presented to the Town of Clifton Park Planning Board according to the plans and specifications reviewed by the Planning Board attached hereto as Exhibit B. These plans and specifications shall replace the requirements of Town of Clifton Park Town Code Chapter 171 and Chapter 208 (as it pertains to signage). These

plans may not be changed, altered or amended by approval of the Planning Board and Town Board.

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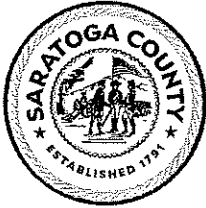
- **Front (South) Elevation: 1,425 sq. ft.**

- **Left (West) Elevation: 625 sq. ft.**
- **Rear (North) Elevation: 340 sq. ft.**
- **Right (East) Elevation: 150 sq. ft.**
- **Freestanding Signage and Flags: 550 sq. ft.**

These allocations ensure any future signage changes remain within the approved parameters, maintaining the development's aesthetic and functional integrity.

Section 9. Effective Date.

This Local Law shall take effect upon being filed in the Office of the Secretary of State as provided in the Municipal Home Rule Law, and upon being posted as provided in Local Laws of the Town of Clifton Park and Section 265 of NYS Town Law.



SARATOGA COUNTY PLANNING BOARD

TOM L. LEWIS, CHAIRMAN
50 WEST HIGH ST, BALLSTON SPA, NY 12020

JASON KEMPER, DIRECTOR
518.884.4705 (P) 518.884.4780 (F)

May 19, 2025

John Scavo, Director of Planning
Town of Clifton Park Town Hall
1 Town Hall Plaza
Clifton Park, NY 12065

Sent via email to: jscavo@cliftonpark.org

Re: SCPB Referral Review #25-85 - PDD Legislation - Bass Pro Shop Signage PDD

A proposed PDD to regulate Bass Pro Shop's unique sign package. PDD legislation covers wall, freestanding and roof mounted signs.

Location: Town-wide
Tax Map #: 272.-1-11, 272.-1-12, 272.-1-13

Received from the Town of Clifton Park Town Board on April 30, 2025.

Reviewed by the Saratoga County Planning Board on May 15, 2025.

Decision: Approve

Please contact the Saratoga County Planning Board if you have any questions regarding this matter.

Sincerely,

A handwritten signature in cursive script that reads "Jason Kemper".

Jason Kemper, Director of Planning and Economic Development
Authorized Agent for Saratoga County

DISCLAIMER: Recommendations made by the Saratoga County Planning Board on referrals and subdivisions are based upon the receipt and review of a "full statement of such proposed action" provided directly to SCPB by the municipal referring agency as stated under General Municipal Law section 239. A determination of action is rendered by the SCPB based upon the completeness and accuracy of information presented by its staff. The SCPB cannot be accountable for a decision rendered through incomplete or inaccurate information received as part of the complete statement.



RESOLUTION

#2

PHILIP C. BARRETT
Supervisor

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LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

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AGATHA REID
Councilwoman

•

ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025, a resolution appointing Leighann Nastasia as Deputy Town Clerk/ Deputy Town Registrar, and to authorize a transfer from Contingency of \$14,500.

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

WHEREAS, a vacancy will exist in the position of Deputy Town Clerk/Deputy Town Registrar, due to the retirement of Claudia Fitzgerald, effective July 31, 2025, and

WHEREAS, Stephanie Ranze, Town Clerk, has interviewed Ms. Nastasia and recommends hiring Ms. Nastasia, of Clifton Park, NY for the position; now therefore, be it

RESOLVED, that Leighann Nastasia, is hereby appointed to fill the position of Deputy Town Clerk/Deputy Town Registrar, effective July 21, 2025, pursuant to New York State Town Law 64 (5), to be paid at Grade 6, Step 5, \$35.72/hr.; and be it further

RESOLVED, that the Comptroller is authorized to transfer \$29,500 for the remainder of the year, based on the attached Schedule A.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Tuesday, May 27, 2025 4:48 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 #1820

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

Department: Town Clerk Office
Your Name: Stephanie Ranze
Your Email: sranze@cliftonpark.org
Sponsor: Phil Barrett, Anthony Morelli
Agenda Session Date: 06/02/2025 ✓
Board Meeting Date: 06/16/2025 ✓
Alternate Date: 07/07/2025
Budget Number: NA
Budget Description: NA
Amount: NA
Brief Description: Would like to Hire Leighann Nastasia for the position of Deputy Town Clerk - Deputy Town Registrar at Grade 6, Step 5 with a start date of July 21, 2025 to allow time for training and a smooth transition into the role.
Add Supporting Docs:
Additional Comments/Details: NA
Agree to Terms: Agree

[unsubscribe](#)

SCHEDULE A

Town of Clifton Park
Salary Allocation

	Grade	Step	Year	Hourly Rate	2025	Weeks to End of Year	Hours	Projected to End of Year
Leighann Nastasia effective June 5, 2025	6	5	1	35.72		23.60	35.00	\$ 29,504.72
								\$ 29,504.72
						Rounded to:		<u>\$ 29,500.00</u>
Transfer funds from:								
General Fund - Town Clerk - C Fitzgerald						A-01410-E0761		<u>\$ 25,000.00</u>
Contingency Fund						A-01990-00015		\$ 4,500.00
Transfer to:								
General Fund - Town Clerk - L Nastasia						A-01410-Exxxx		<u>\$ 29,500.00</u>



RESOLUTION

#3

PHILIP C. BARRETT
Supervisor

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

AGATHA REID
Councilwoman

ANTHONY F. MORELLI
Councilman

Resolution No. ___ of 2025, a resolution accepting an offer of dedication of Bismarck Lane, Tisdale Lane, parcels of land, and related utility/stormwater and sewer easements, within the Riggi Miller Road subdivision.

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

WHEREAS, pursuant to New York State Highway Law 171, and Section 179-23 of the Town Code, the Town Board has the discretion to accept the dedication of roads and real property for public use, and

WHEREAS, pursuant to the approved plans for the Riggi Miller Road Subdivision, Clifton Park Meadows, LLC has offered to dedicate parcels of land described as Bismarck Lane and Tisdale Lane, as shown on attached Schedules B & D, respectively, for highway purposes, a 4,271 square foot parcel, a 1.63 acre parcel, and a 4.84 acre parcel of land, as shown on attached Schedules F, H & J, respectively, and

WHEREAS, the description includes various easements for utility and drainage purposes, and

WHEREAS, pursuant to the approved plans for the Riggi Miller Road Subdivision, Clifton Park Meadows, LLC has offered sewer easements, as shown on Schedule L, and

WHEREAS, Prime AE has completed inspections and reports that all punch items have been completed or are scheduled to be completed; now therefore, be it

RESOLVED, that the Town Board accepts the offer of dedication of Bismarck Lane, Tisdale Lane, related parcels of land, and sewer easements as depicted on the approved Riggi Miller Road Subdivision Map, and as more particularly described in the relevant deeds, as listed in the attached deeds and descriptions, subject to the final approval of the Town Attorney of all real estate transfer documents, review of title and confirmation of the payment of appropriate taxes.

DEED
Dedication of Tisdale Lane, Bismarck Lane
and Other Lands to the Town of Clifton Park

COPY

THIS INDENTURE, made the 31st day of January, 2025,

BETWEEN Clifton Park Meadows, LLC, a New York limited liability company with offices located at 228 Church Street, Saratoga Springs, NY 12866,

party of the first part, and

the Town of Clifton Park, a municipal corporation with offices located at 1 Town Hall Plaza, Clifton Park, New York 12065,

party of the second part.

WITNESSETH, that the party of the first part, in consideration of One Dollar (\$1.00), lawful money of the United States, and other good and valuable consideration, paid by the party of the second part, does hereby grant and release unto the party of the second part, its heirs and assigns forever the following:

Parcel 1 – Bismarck Lane

The parcel described in the Schedule “A” attached hereto, which describes the road known as “Bismarck Lane” and is further shown in the attached Schedule “B”.

Parcel 2 – Tisdale Lane

The parcel described in the attached Schedule “C”, which describes the road known as “Tisdale Lane”, and is further shown in the attached Schedule “D”

Parcel 3 – 4271 square foot parcel of land

The parcel described in the attached Schedule “E” which describes the 4271 square foot parcel of land to be conveyed to the Town of Clifton Park and is further depicted in the attached Schedule “F”

Parcel 4 – 1.63 acre parcel of land

The parcel described in the attached Schedule “G” which describes the 1.63 acre parcel of land to be conveyed to the Town of Clifton park and is further depicted in the attached Schedule “H”

Parcel 5 – 4.84 acre parcel of land

The parcel described in the attached Schedule “I” which describes the 4.84 acre parcel of land to be conveyed to the Town of Clifton Park and is depicted in the attached Schedule “J”

Parcel 6 – Drainage Easement

A 20 foot wide Drainage Easement as described in Schedule L and further depicted in Schedule M; and

The above described parcels BEING a portion of the premises conveyed from V&R, LLC to the party of the first part by deed dated January 13, 2020 and recorded in the Saratoga County Clerk's Office on January 16, 2020 as Instrument No. 2020001565 and a portion of the premises conveyed to the party of the first part by V&R, LLC by deed dated December 21, 2021 and recorded in the Saratoga County Clerk's Office on February 10, 2022 as Instrument No. 2022005437;

SUBJECT TO any covenants, conditions, restrictions and easements of record and the notes and conditions on the filed subdivision map referenced in the attached legal descriptions;

TOGETHER with the appurtenances and all the estate and rights of the party of the first part in and to said premises,

TO HAVE AND TO HOLD the premises herein granted unto the party of the second part, its heirs and assigns forever.

AND said party of the first part covenant as follows:

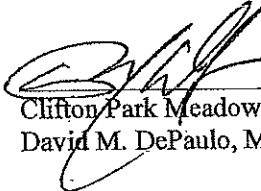
FIRST: That the party of the second party shall quietly enjoy the premises;

SECOND: That party of the first part will forever warrant the title of said premises;

THIRD: That in compliance with section 13 of the Lien Law, the grantor will receive the consideration for this conveyance and will hold the right to receive such consideration as a trust fund to be applied first for the purpose of paying the cost of the improvement and will apply the same first to the payment of the cost of the improvement before using any part of the total of the same for any other purpose.

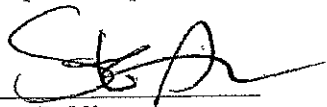
IN WITNESS WHEREOF, the party of the first part has hereunto set his hand and seal the day and year first above written.

IN PRESENCE OF:


Clifton Park Meadows, LLC by
David M. DePaulo, Managing Member

STATE OF NEW YORK)
) ss.
COUNTY OF SARATOGA)

On this 31st day of JANUARY, 2025, before me, the undersigned, personally appeared David M DePaulo, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed same in his/her/their capacity, and that by his/her/their signature(s) on the instrument, the individual, or the persons upon behalf of which the individual acted, executed the instrument.


Notary Public

STEVEN H. GOTTMANN
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 02GO6022213
Qualified in Saratoga County
Commission Expires ~~March 29, 2019~~

R & R

May 2, 2027

Schedule A

Gilbert VanGuilder Land Surveyor, PLLC

988 Route 146, Clifton Park, NY 12065
383-0634
FAX 371-8437

Members:

Gilbert G. VanGuilder, PLS
Robert A. Wilklow, PLS

Associate:

Duane Rabideau, PLS

SUGGESTED DESCRIPTION

"BISMARCK LANE"

MILLER ROAD RESIDENTIAL SUBDIVISION

All that certain piece, parcel, and tract of land situate in the Town of Clifton Park, County of Saratoga, State of New York, lying along the easterly line of Miller Road and along the southwesterly line of Tisdale Lane, being designated as Bismarck Lane as shown on a map entitled, "Miller Road Residential Subdivision", dated February 5, 2018, last revised May 26, 2019, prepared by Gilbert VanGuilder Land Surveyor, PLLC and Lansing Engineering, as filed in the Saratoga County Clerk's Office on September 25, 2019 as Instrument M2019195, being further bounded and described as follows:

Beginning at the point of intersection of the common division line of Bismarck Lane as shown on said map to the North and lands of Boughton as described by Instrument No. 2014025014 as shown on said map to the South with the easterly line of Miller Road, all as shown on said filed map, thence from said point of beginning along said easterly line North $00^{\circ} 14' 00''$ West, 60.01 feet to the point of intersection of said easterly line with the southerly line of lands of Woodworth as described in Book 1756 of Deeds at Page 569, thence along the easterly line of lands of said Woodworth and lands of Capello as described in Book 1638 of Deeds at Page 177, South $89^{\circ} 02' 40''$ East, 230.74 feet to a point of curvature, thence generally along the southerly, southeasterly and easterly lines of lands to be conveyed to the Town of Clifton Park and Lots C-1, C-2, C-3 and C-4 the following five (5) courses: 1.) along a curve to the right having a radius of 230.00 feet, an arc length of 50.54 feet and a chord of South $82^{\circ} 45' 00''$ East, 50.44 feet to a point, thence 2.) South $76^{\circ} 27' 20''$ East, 186.61 feet to a point of curvature, thence 3.) along a curve to the left having a radius of 170.00 feet, an arc length of 217.83 feet and a chord of North $66^{\circ} 50' 10''$ East, 203.23 feet to a point, thence 4.) North $30^{\circ} 07' 50''$ East, 168.21 feet to a point of curvature, thence 5.) along a curve to the left having a radius of 16.00 feet, an arc length of 22.12 feet and a chord of North $09^{\circ} 29' 00''$ West, 20.40 feet to a point in the southwesterly line of Tisdale Lane, thence along said southwesterly line along a curve to the left having a radius of 230.00 feet, an arc length of 86.53 feet and a chord of South $59^{\circ} 52' 20''$ East, 86.02 feet to the point of intersection of said southwesterly line with the northwesterly line of Lot C-33, thence generally along the northwesterly and northerly lines of Lots C-33, C-34, C-35, C-36, lands to be conveyed to the Town of Clifton Park and lands of said Boughton the following six (6) courses: 1.) along a curve to the left having a radius of 16.00 feet, an arc length of 22.12 feet and a chord of South $69^{\circ} 44'$

30" West, 20.40 feet to a point, thence 2.) South $30^{\circ} 07' 50''$ West, 168.21 feet to a point of curvature, thence 3.) along a curve to the right having a radius of 230.00 feet, an arc length of 294.71 feet and a chord of South $66^{\circ} 50' 10''$ West, 274.96 feet to a point, thence 4.) North $76^{\circ} 27' 20''$ West, 186.61 feet to a point of curvature, thence 5.) along a curve to the left having a radius of 170.00 feet, an arc length of 37.35 feet and a chord of North $82^{\circ} 45' 00''$ West, 37.28 feet to a point, thence 6.) North $89^{\circ} 02' 40''$ West, 229.49 feet to the point of beginning and containing 1.24± acres of land.

Duane J. Rabideau
PLS 49,755

Schedule e

Gilbert VanGuilder
Land Surveyor, PLLC
988 Route 146, Clifton Park, NY 12065
383-0634
FAX 371-8437

Members:

Gilbert G. VanGuilder, PLS
Robert A. Wilklow, PLS

Associate:

Duane Rabideau, PLS

SUGGESTED DESCRIPTION
"TISDALE LANE"
MILLER ROAD RESIDENTIAL SUBDIVISION

All that certain piece, parcel, and tract of land situate in the Town of Clifton Park, County of Saratoga, State of New York, lying along the northeasterly line of Bismarck Lane and along the westerly terminus of Tisdale Lane as previously conveyed to the Town of Clifton Park as shown on a map entitled, "Brookhaven", dated January 10, 2005, last revised on December 19, 2006, prepared by the Environmental Design Partnership, LLP and filed in the Saratoga County Clerk's Office on July 25, 2007 as Map No. B -590A being designated as Tisdale Lane, as shown on a map entitled, "Miller Road Residential Subdivision", dated February 5, 2018, last revised May 26, 2019, prepared by Gilbert VanGuilder Land Surveyor, PLLC and Lansing Engineering, as filed in the Saratoga County Clerk's Office on September 25, 2019 as Instrument M2019195, being further bounded and described as follows:

Beginning at northeast corner of Lot EX-26 (Realty Lot Number Typ.) as shown on the second aforesaid map said northeast corner being at the westerly terminus of the previous conveyed portion of Tisdale Lane as shown on the first aforesaid map and being at the easterly line of the herein described portion of Tisdale Lane as shown on the second aforesaid map, thence from said point of beginning generally along the northerly line of Lots EX-26, EX-27, EX-28, EX-29, EX-30, lands to be conveyed to the Town of Clifton Park, Lots C-31, C-32, C-33, the northeasterly, easterly and southeasterly, southerly and southwesterly lines of Bismarck Lane, Lots C-4, C-5, C-6, C-7, C-8, C-9, C-10, C-11, C-12, C-13, C-14, C-15, C-16, C-17, C-18, C-19, C-20, C-21, C-22, C-23, C-24 and EX-25 the following twelve (12) courses: 1.) South 84° 40' 20" West, 220.53 feet to a point, thence 2.) South 85° 56' 50" West, 80.69 feet to a point of curvature, thence 3.) along a curve to the left having a radius of 170.00 feet, an arc length of 76.19 feet and a chord of South 73° 06' 20" West, 75.56 feet to a point, thence 4.) South 60° 16' 00" West, 158.31 feet to a point of curvature, thence 5.) along a curve to the right having a radius of 230.00 feet, an arc length of 480.61 feet and a chord of North 59° 52' 20" West, 397.82 feet to a point, thence 6.) North 00° 00' 30" West, 189.62 feet to a point of curvature, thence 7.) along a curve to the right having a radius of 180.00 feet, an arc length of 282.74 feet and a chord of North 44° 59' 30" East, 254.56 feet to a point, thence 8.) North 89° 59' 30" East, 234.54 feet to a point of curvature, thence 9.) along a curve to the right having a radius of 180.00 feet, an arc length of 227.66 feet and a chord of South 53° 46' 30" East, 212.79 feet to a point thence 10.) South 17° 32' 30" East, 274.05 feet to a point of

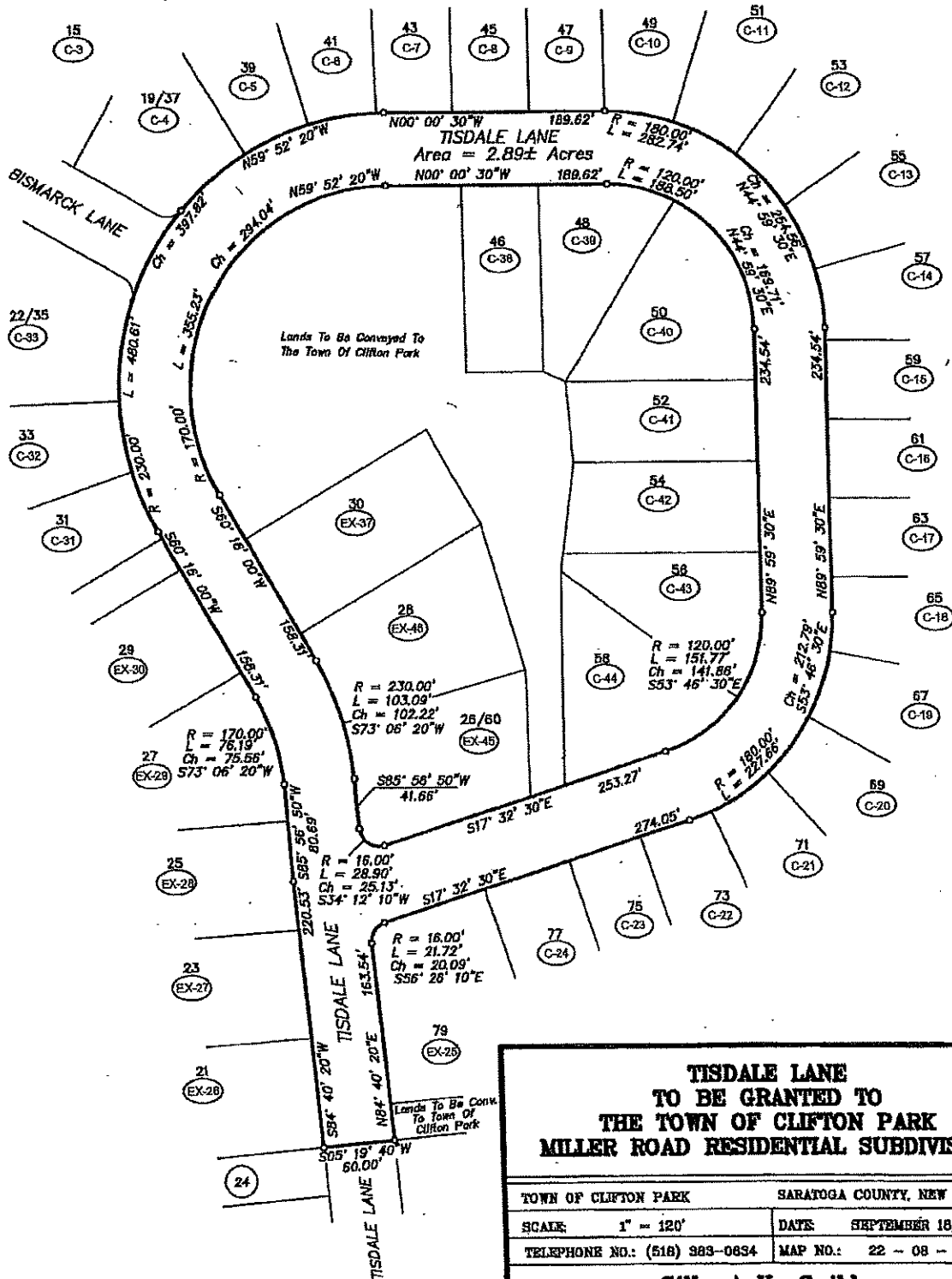
curvature, thence 11.) along a curve to the left having a radius of 16.00 feet, an arc length of 21.72 feet and a chord of South 56° 26' 10" East, 20.09 feet to a point, thence 12.) North 84° 40' 20" East, 163.54 feet to a point, said point being the northwest corner of the previously conveyed portion of Tisdale Lane, thence along the westerly line of said previous conveyed portion of Tisdale Lane, South 05° 19' 40" East, 60.00 feet to the point of beginning.

Excepting out lands to be conveyed to the Town of Clifton Park, Lots C-38, C-39, C-40, C-41, C-42, C-43, C-44, EX-37, EX46 and Lot EX-45 that lies within the center of the cul-de-sac area of Tisdale Lane as shown on the second aforesaid map. The total area of the property described above is 2.89± acres.

Duane J. Rabideau
PLS 49,755

Schedule D

MAP ENTITLED "MILLER ROAD RESIDENTIAL SUBDIVISION", DATED FEBRUARY 5, 2018, LAST REVISED AUGUST 25, 2019, PREPARED BY GILBERT VANGUILDER LAND SURVEYORS, PLLC AND FILED BY THE SARATOGA COUNTY CLERK'S OFFICE AS 20219198.



**TISDALE LANE
TO BE GRANTED TO
THE TOWN OF CLIFTON PARK
MILLER ROAD RESIDENTIAL SUBDIVISION**

TOWN OF CLIFTON PARK	SARATOGA COUNTY, NEW YORK
SCALE: 1" = 120'	DATE: SEPTEMBER 18, 2024
TELEPHONE NO.: (518) 983-0634	MAP NO.: 22 - 08 - 47A

**Gilbert VanGuilder
Land Surveyor, PLLC**
Professional Land Surveyors
988 Route 148, Clifton Park, New York 12085
gvglandsurveyors.com

Schedule E

Gilbert VanGuilder
Land Surveyor, PLLC
988 Route 146, Clifton Park, NY 12065
383-0634
FAX 371-8437

Members

Robert A. Wilklow, PLS
Kevin H. Weed, PLS

September 9, 2024

SUGGESTED DESCRIPTION
LANDS TO BE CONVEYED TO
THE TOWN OF CLIFTON PARK
AREA = 4,271± SQUARE FEET
MILLER ROAD RESIDENTIAL SUBDIVISION

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 northeasterly line of Bismarck Lane and being designated as "Lands to be Conveyed to the Town of Clifton Park" as shown on a map entitled, "Miller Road Residential Subdivision", dated January 31, 2018, prepared by Gilbert VanGuilder Land Surveyor, PLLC and to filed in the Saratoga County Clerk's Office as Map M2019195, being more particularly bounded and described as follows:

Beginning at the point of intersection of the common lot line between Lot C-1 to the East and the parcel herein described to the West with the northeasterly line of Bismarck Lane all as shown on said filed map, thence from said point of beginning along said northeasterly line the following two (2) courses: 1.) North 76° 27' 20" West, 174.57 feet to a point of curvature, thence 2.) along a curve to the left having a radius of 230.00 feet, an arc length of 50.54 feet, and a chord of North 82° 45' 00" West, 50.44 feet to a point in the southerly line of lands of Capello as described in Book 1638 of Deeds at Page 177, thence along said southerly line, South 89° 02' 40" East, 220.33 feet to a point in the westerly line of aforesaid lot C-1, thence along said westerly line, South 00° 47' 30" West, 43.57 feet to the point of beginning and containing 4,271± square feet of land.

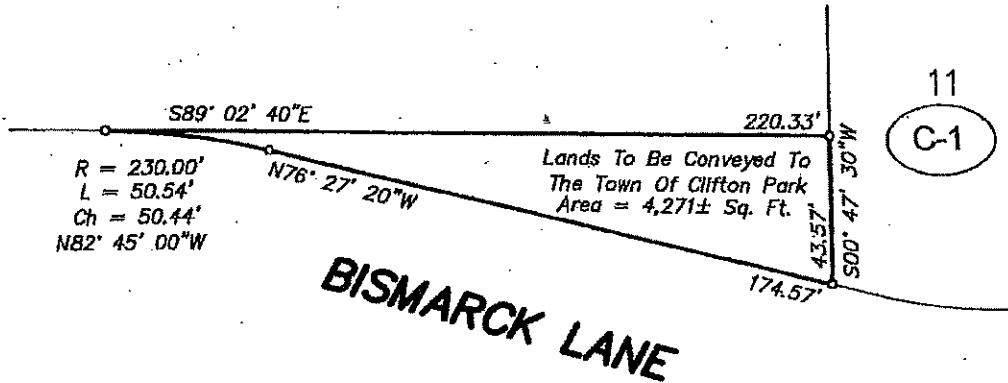
Kevin Weed
PLS 51,005

Schedule F

MAP REFERENCE

MAP ENTITLED, "MILLER ROAD RESIDENTIAL SUBDIVISION"
 DATED JANUARY 31, 2018 PREPARED BY GILBERT
 VANGUILDER LAND SURVEYOR, PLLC AND FILED IN THE
 SARATOGA COUNTY CLERK'S OFFICE AS MAP M2018186.

LANDS N/F OF
Kelly J. Capello
 BOOK 1638 OF DEEDS AT PAGE 177



KEVIN H. WEED, P.L.S. No. 51,005

**LANDS TO BE CONVEYED TO
 THE TOWN OF CLIFTON PARK
 AREA = 4,271± SQ. FT.
 MILLER ROAD RESIDENTIAL SUBDIVISION**

TOWN OF CLIFTON PARK	SARATOGA COUNTY, NEW YORK
SCALE: 1" = 50'	DATE: SEPTEMBER 9, 2024
TELEPHONE NO.: (518) 383-0634	MAP NO.: 14 - 08 - 156A

UNAUTHORIZED ALTERATIONS OR ADDITIONS TO THIS
 SURVEY MAP IS A VIOLATION OF SECTION 7209, SUB-
 DIVISION 2 OF THE NEW YORK STATE EDUCATION LAW.
 ONLY COPIES OF THIS SURVEY MAP BEARING THE LAND
 SURVEYOR'S ORIGINAL SIGNATURE AND EMBOSSED SEAL
 SHALL BE CONSIDERED VALID.

Gilbert VanGuilder
Land Surveyor, PLLC
 Professional Land Surveyors
 988 Route 146, Clifton Park, New York 12065
 gvglandsurveyors.com

Schedule G

Gilbert VanGuilder
Land Surveyor, PLLC
988 Route 146, Clifton Park, NY 12065
383-0634
FAX 371-8437

Members
Robert A. Wilklow, PLS
Kevin H. Weed, PLS

September 9, 2024

**SUGGESTED DESCRIPTION
LANDS TO BE CONVEYED TO
THE TOWN OF CLIFTON PARK
AREA = 1.63± ACRES
MILLER ROAD RESIDENTIAL SUBDIVISION**

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 northeasterly, northerly, easterly, and westerly lines of Tisdale Lane and being designated as "Lands to be Conveyed to the Town of Clifton Park" as shown on a map entitled, "Miller Road Residential Subdivision", dated January 31, 2018, prepared by Gilbert VanGuilder Land Surveyor, PLLC and to be filed in the Saratoga County Clerk's Office as Map M2019195, being more particularly bounded and described as follows:

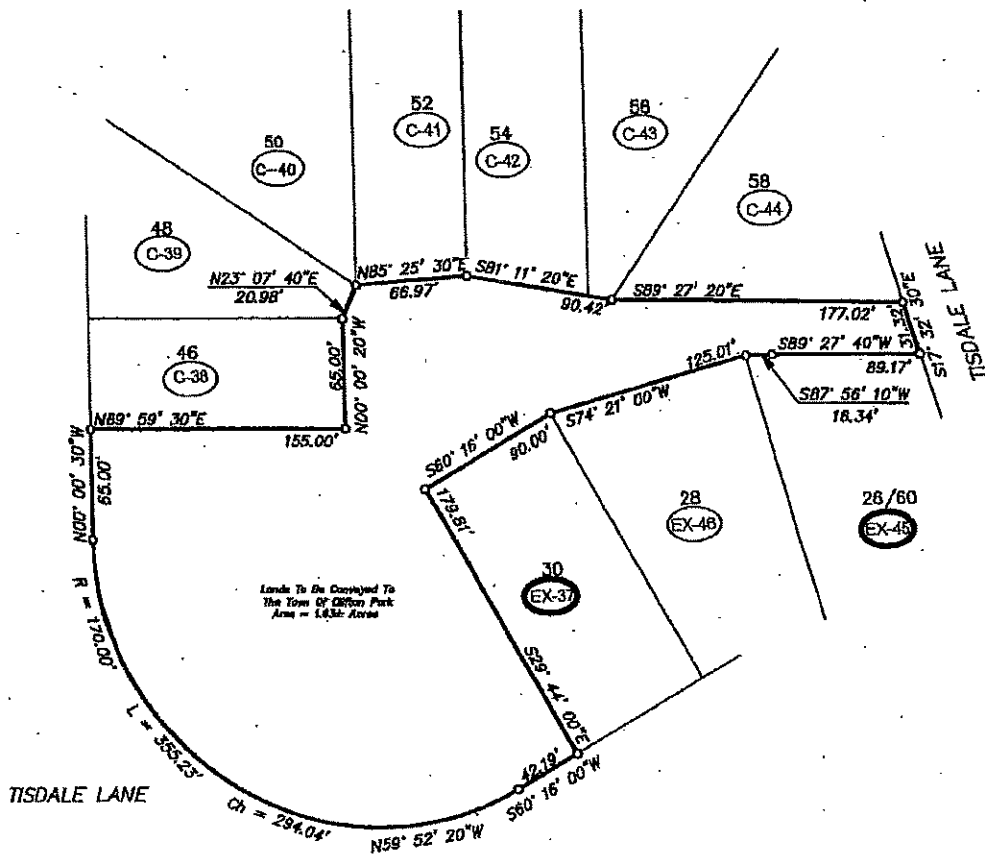
Beginning at the point of intersection of the common lot line between Lot EX-45 to the South and the parcel herein described to the North with the westerly line of Tisdale Lane all as shown on said filed map, thence from said point of beginning along the northerly and westerly lines of Lots EX-45, EX-46, and EX-37 the following five (5) courses: 1.) South 89° 27' 40" West, 89.17 feet to a point, thence 2.) South 87° 56' 10" West, 16.34 feet to a point, thence 3.) South 74° 21' 00" West, 125.01 feet to a point, thence 4.) South 60° 16' 00" West, 90.00 feet to a point, thence 5.) South 29° 44' 00" East, 179.81 feet to a point in the northerly line of Tisdale Lane, thence along the northerly land northeasterly lines of Tisdale Lane the following three (3) courses: 1.) South 60° 16' 00" West, 42.19 feet to a point of curvature, thence along a curve to the right having a radius of 170.00 feet, an arc length of 355.23 feet, and a chord of North 59° 52' 20" West, 294.04 feet to a point, thence 3.) North 00° 00' 30" West, 65.00 feet to the point of intersection of said northeasterly line with the southerly line of Lot C-38 as shown on said filed map, thence along the southerly and easterly lines of Lots C-38, C-39, C-40, C-41, C-42, C-43, and C-44 the following six (6) courses: 1.) North 89° 59' 30" East, 155.00 feet to a point, thence 2.) North 00° 00' 20" West, 65.00 feet to a point, thence 3.) North 23° 07' 40" East, 20.98 feet to a point, thence 4.) North 85° 25' 30" East, 66.97 feet to a point, thence 5.) South 81° 11' 20" East, 90.42 feet to a point, thence 6.) South 89° 27' 20" East, 177.02 feet to a point in the westerly line of Tisdale Lane, thence along said westerly line, South 17° 32' 30" East, 31.32 feet to the point of beginning and containing 1.63± acres of land.

Kevin Weed
PLS 51,005

Schedule H

MAP REFERENCE:

MAP ENTITLED, "MILLER ROAD RESIDENTIAL SUBDIVISION" DATED JANUARY 31, 2018 PREPARED BY GILBERT VANGUILDER LAND SURVEYOR, PLLC AND FILED IN THE SARATOGA COUNTY CLERK'S OFFICE AS MAP M2018195.



KEVIN H. WEED, P.I.S. No. 51,005

**LANDS TO BE CONVEYED TO THE TOWN OF CLIFTON PARK
AREA = 1.63± ACRES
MILLER ROAD RESIDENTIAL SUBDIVISION**

TOWN OF CLIFTON PARK	SARATOGA COUNTY, NEW YORK
SCALE 1" = 100'	DATE SEPTEMBER 9, 2024
TELEPHONE NO.: (518) 383-0634	MAP NO.: 14 - 08 - 158A

UNAUTHORIZED ALTERATIONS OR ADDITIONS TO THIS SURVEY MAP IS A VIOLATION OF SECTION 7206, SUBDIVISION 2 OF THE NEW YORK STATE EDUCATION LAW. ONLY COPIES OF THIS SURVEY MAP BEARING THE LAND SURVEYOR'S ORIGINAL SIGNATURE AND EMBOSSED SEAL SHALL BE CONSIDERED VALID.

Gilbert VanGuilder
Land Surveyor, PLLC
Professional Land Surveyors
988 Route 146, Clifton Park, New York 12085
gvglandsurveyors.com

Schedule I

Gilbert VanGuilder
Land Surveyor, PLLC
988 Route 146, Clifton Park, NY 12065
383-0634
FAX 371-8437

Members

Robert A. Wilklow, PLS
Kevin H. Weed, PLS

September 9, 2024

SUGGESTED DESCRIPTION
LANDS TO BE CONVEYED TO
THE TOWN OF CLIFTON PARK
AREA = 4.84± ACRES
MILLER ROAD RESIDENTIAL SUBDIVISION

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 northerly line of Tisdale Lane and the southerly line of N.Y.S. Route 146 and being designated as "Lands to be Conveyed to the Town of Clifton Park" as shown on a map entitled, "Miller Road Residential Subdivision", dated January 31, 2018, prepared by Gilbert VanGuilder Land Surveyor, PLLC and to be filed in the Saratoga County Clerk's Office as Map M2019195, being more particularly bounded and described as follows:

Beginning at the point of intersection of the common lot line between Lands of Brookhaven Homeowners as described in Instrument Number 2009029092 to the East and the parcel herein described to the West with the northerly line of Tisdale Lane all as shown on said filed map, thence from said point of beginning along the westerly line of said lands of Brookhaven Homeowners, North 05° 19' 40" West, 657.53 feet to a point in the southerly line of N.Y.S. Route 146, thence along said southerly line the following two (2) courses: 1.) South 89° 46' 00" West, 432.76 feet to a point of curvature, thence 2.) along a curve to the right having a radius of 2,895.00 feet, an arc length of 458.62 feet and a chord of North 85° 41' 40" West, 458.14 feet to the point of intersection of said southerly line with the easterly line of lands of Czub as described in Instrument Number 2014029696, thence along said easterly line, and the easterly line of lands of Capello as described in Book 1638 of Deeds at Page 177 the following two (2) courses: 1.) South 08° 40' 50" West, 603.93 feet to a point, thence 2.) South 00° 47' 30" West, 332.65 feet to the point of intersection of said easterly line of Capello with the northerly line of Lot C-1 as shown on said filed map, thence along the northerly, northwesterly, westerly, northeasterly, and easterly lines of Lots C-1, C-2, C-3, C-5, C-6, C-7, C-8, C-9, C-10, C-11, C-12, C-13, C-14, C-15, C-16, C-17, C-18, C-19, C-20, C-21, C-22, C-23, C-24, and EX-25 the following eighteen (18) courses:

- 1.) South 76° 41' 50" East, 54.41 feet to a point, thence
- 2.) North 33° 28' 40" East, 82.72 feet to a point, thence
- 3.) North 23° 44' 50" West, 99.24 feet to a point, thence
- 4.) North 08° 56' 10" West, 99.24 feet to a point, thence
- 5.) North 00° 20' 00" West, 199.35 feet to a point, thence
- 6.) North 09° 11' 10" East, 108.38 feet to a point,

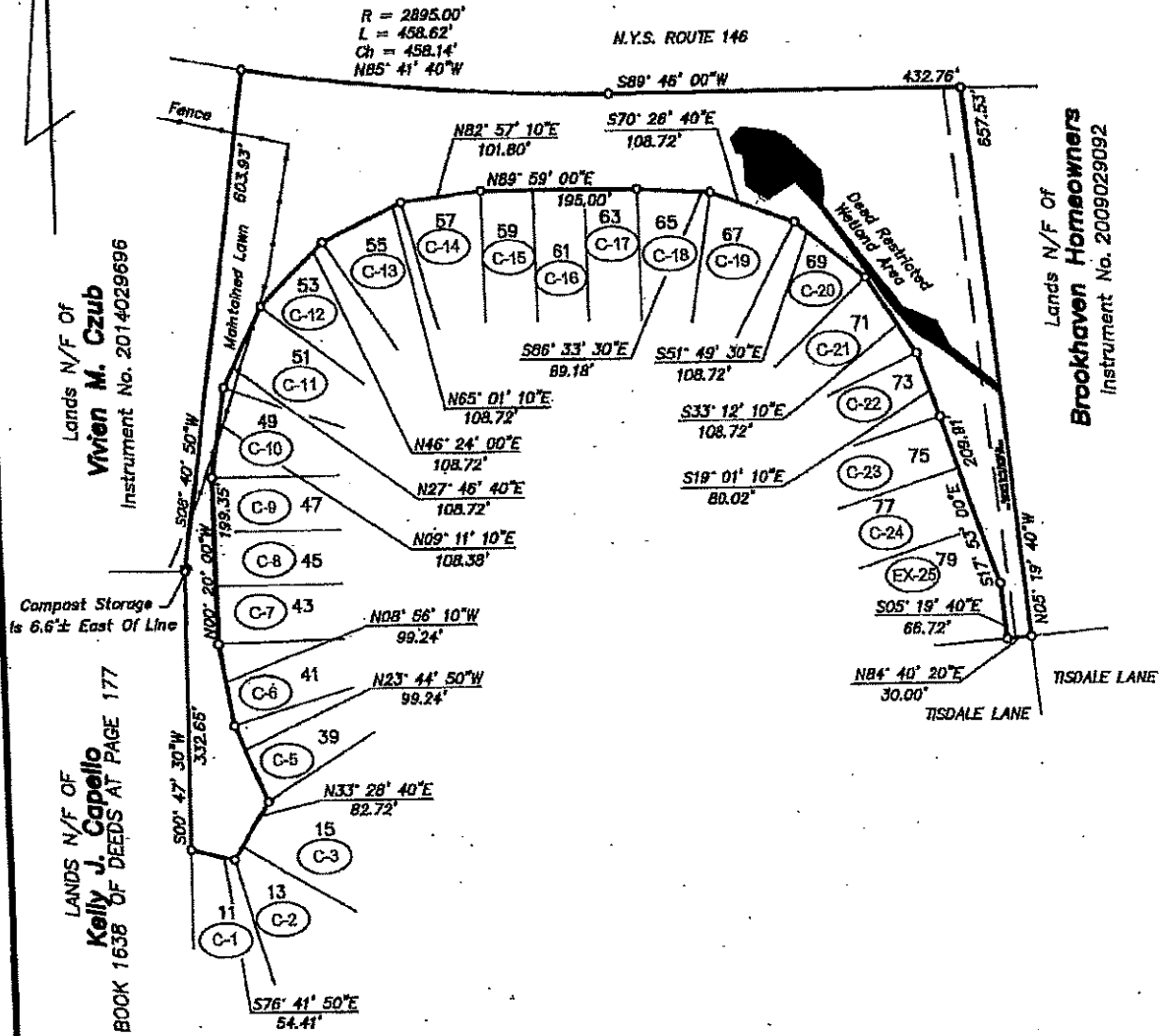
- 7.) North 27° 46' 40" East, 108.72 feet to a point, thence
- 8.) North 46° 24' 00" East, 108.72 feet to a point, thence
- 9.) North 65° 01' 10" East, 108.72 feet to a point, thence
- 10.) North 82° 57' 10" East, 101.80 feet to a point, thence
- 11.) North 89° 59' 00" East, 195.00 feet to a point, thence
- 12.) South 86° 33' 30" East, 8918 feet to a point, thence
- 13.) South 70° 26' 40" East, 108.72 feet to a point, thence
- 14.) South 51° 49' 30" East, 108.72 feet to a point, thence
- 15.) South 33° 13' 10" East, 108.72 feet to a point, thence
- 16.) South 19° 01' 10" East, 80.02 feet to a point, thence
- 17.) South 17° 53' 00" East, 209.91 feet to a point, thence
- 18.) South 05° 19' 40" East, 66.72 feet to a point in the northerly line of Tisdale Lane, thence along said northerly line, South 84° 40' 20" West, 30.00 feet to the point of beginning and containing 4.84± acres of land.

Kevin Weed
PLS 51,005

Schedule J

MAP REFERENCE:

MAP ENTITLED, "MILLER ROAD RESIDENTIAL SUBDIVISION"
 DATED JANUARY 31, 2018 PREPARED BY GILBERT
 VANGUILDER LAND SURVEYOR, PLLC AND FILED IN THE
 SARATOGA COUNTY CLERK'S OFFICE AS MAP M2018165.



Lands N/F Of
Vivien M. Czub
 Instrument No. 2014029696

LANDS N/F OF
Kelly J. Capello
 BOOK 1638 OF DEEDS AT PAGE 177

Lands N/F Of
Brookhaven Homeowners
 Instrument No. 2009029092

KEVIN H. WEED, P.L.S. No. 61,005

**LANDS TO BE CONVEYED TO
 THE TOWN OF CLIFTON PARK
 AREA = 4.84± ACRES
 MILLER ROAD RESIDENTIAL SUBDIVISION**

TOWN OF CLIFTON PARK	SARATOGA COUNTY, NEW YORK
SCALE: 1" = 200'	DATE: SEPTEMBER 9, 2024
TELEPHONE NO.: (518) 383-0634	MAP NO.: 14 - 08 - 156C

Gilbert VanGuilder
 Land Surveyor, PLLC
 Professional Land Surveyors
 886 Route 146, Clifton Park, New York 12065
 gvlandsurveyors.com

UNAUTHORIZED ALTERATIONS OR ADDITIONS TO THIS
 SURVEY MAP IS A VIOLATION OF SECTION 7208, SUB-
 DIVISION 2 OF THE NEW YORK STATE EDUCATION LAW.
 ONLY COPIES OF THIS SURVEY MAP BEARING THE LAND
 SURVEYOR'S ORIGINAL SIGNATURE AND EMBOSSED SEAL
 SHALL BE CONSIDERED VALID.

Schedule K

Gilbert VanGuilder
Land Surveyor, PLLC
988 Route 146, Clifton Park, NY 12065
383-0634
FAX 371-8437

Members
Robert A. Wilklow, PLS
Kevin H. Weed, PLS

September 10, 2024

**SUGGESTED DESCRIPTION
EASEMENT TO BE GRANTED TO
THE TOWN OF CLIFTON PARK
FOR DRAINAGE PURPOSES
MILLER ROAD RESIDENTIAL SUBDIVISION**

All that certain drainage easement situate in the Town of Clifton Park, County of Saratoga, State of New York, lying along the southerly line of Tisdale Lane, being designated as "Easement to be Granted to the Town of Clifton Park for Drainage Purposes" as shown on a map entitled, "Miller Road Residential Subdivision", dated January 31, 2018, prepared by Gilbert VanGuilder Land Surveyor, PLLC and to filed in the Saratoga County Clerk's Office as Map M2019195, being more particularly bounded and described as follows:

Beginning at the point of intersection of the common lot line between Lot EX-27 to the East and Lot EX-28 to the West with the southerly line of Tisdale Lane all as shown on said filed map, thence from said point of beginning along said southerly line, North 84° 40' 20" East, 10.00 feet to a point, thence through aforesaid Lot EX-27, South 04° 03' 10" East, 181.11 feet to a point in the northerly line of Lands to be Conveyed to the Town of Clifton Park Area = 54.37± Acres as shown on said filed map, thence along said northerly line, South 85° 56' 50" West, 20.00 feet to a point, thence through aforesaid Lot EX-28, North 04° 03' 10" West, 180.67 feet to a point in the southerly line of Tisdale Lane, thence along said southerly line, North 84° 40' 20" East, 10.00 feet to the point of beginning.

Kevin Weed
PLS 51,005

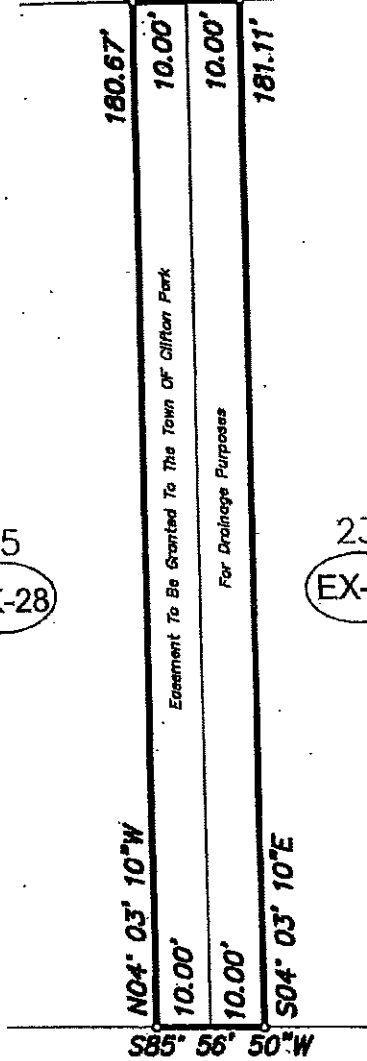
Schedule L

MAP REFERENCE

MAP ENTITLED, "MILLER ROAD RESIDENTIAL SUBDIVISION"
 DATED JANUARY 31, 2018 PREPARED BY GILBERT
 VANGULLDER LAND SURVEYOR, PLLC AND FILED IN THE
 SARATOGA COUNTY CLERK'S OFFICE AS MAP M2018185.

TISDALE LANE

N84° 40' 20"E



25
EX-28

23
EX-27

KEVIN H. WEED, P.L.S. No. 51,005

Lands To Be Conveyed To
 The Town Of Clifton Park
 Area = 54.37± Acres

**EASEMENT TO BE GRANTED TO
 THE TOWN OF CLIFTON PARK
 FOR DRAINAGE PURPOSES
 MILLER ROAD RESIDENTIAL SUBDIVISION**

TOWN OF CLIFTON PARK	SARATOGA COUNTY, NEW YORK
SCALE: 1" = 200'	DATE: SEPTEMBER 9, 2024
TELEPHONE NO.: (518) 383-6834	MAP NO.: 14 - 08 - 168C

UNAUTHORIZED ALTERATIONS OR ADDITIONS TO THE
 SURVEY MAP IS A VIOLATION OF SECTION 7209, SUB-
 DIVISION 2 OF THE NEW YORK STATE EDUCATION LAW.
 ONLY COPIES OF THIS SURVEY MAP BEARING THE LAND
 SURVEYOR'S ORIGINAL SIGNATURE AND EMBOSSED SEAL
 SHALL BE CONSIDERED VALID.

Gilbert VanGullder
Land Surveyor, PLLC
 Professional Land Surveyors
 988 Route 146, Clifton Park, New York 12085
 gvglandsurveyors.com



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 certifying Retirement days for elected and appointed officials.

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

WHEREAS, it is necessary to establish standard workdays for elected and appointed officials to be reported to the New York State and Local Employees' Retirement System based on the record of activities maintained; now, therefore, be it

RESOLVED, that the Town Board hereby established standard workdays for elected and appointed officials, per Schedule A, attached.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Wednesday, May 28, 2025 10:42 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; Stephanie, Ranze; Walter Smead; Kelly Miller
Subject: New Resolution Request #1822

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

Department: Comptroller
Your Name: Mark Heggen
Your Email: mheggen@cliftonpark.org
Sponsor: P Barrett
Agenda Session Date: 06/02/2025 ✓
Board Meeting Date: 06/16/2025 ✓
Alternate Date: 07/07/2025
Budget Number: None
Budget Description: None
Amount: None
Brief Description: Certify retirement days for elected and appointed officials. See resolution #217 of 2023.
Add Supporting Docs:
[8cc5929cbee33697_2025_RS2417-X_Standard_Work_Day_and_Reporting_Resolution.pdf](#)

Additional Comments/Details: None
Agree to Terms: Agree

[unsubscribe](#)

Received Date

Standard Work Day and Reporting Resolution for Elected and Appointed Officials

RS 2417-A
 (Rev. 11/19)

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

Employer Location Code

3 0 1 4 3

BE IT RESOLVED, that the Town of Clifton Park / 30143 (Location Code) hereby established the following standard work days for these titles and will

report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
Zabed Manir	XXXX	XXXX	Councilman	1/1/24-12/31/27	6	2.58	<input type="checkbox"/>	bi-weekly	<input type="checkbox"/>
Appointed Officials:									
Stephanie Ranze	XXXX	XXXX	Town Clerk	1/1/25-12/31/25	6	24.26	<input type="checkbox"/>	bi-weekly	<input type="checkbox"/>
Vida Sheehan	XXXX	XXXX	Deputy Town Attorney	1/1/25-12/31/25	6	.97	<input type="checkbox"/>	bi-weekly	<input type="checkbox"/>

I, **Stephanie Ranze**

(Name of Secretary or Clerk)

secretary/clerk of the governing board of the **Town of Clifton Park**

(Name of Employer)

of the State of New York,

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the **16th** day of **June**, 20**25**

on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the **Town of Clifton Park** on this _____ day of _____, 20____.

(Signature of Secretary or Clerk)

Affidavit of Posting: I, **Stephanie Ranze**

(Name of Secretary or Clerk)

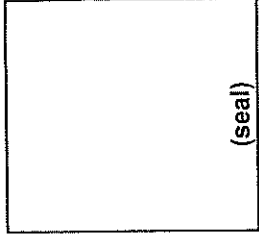
being duly sworn, deposes and says that the posting of the Resolution began on **6/17/2025** and continued for at least 30 days. That the Resolution was available to the public on the:

(Date)

Employer's website at: **www.cliftonparkny.gov**

Official sign board at: _____

Main entrance Secretary or Clerk's office at: _____



(seal)

Instructions for completing the Standard Work Day and Reporting Resolution

A	B	C	D	E	F	G	H	I	J
Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Date	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials									
John Smith	0000	R11111111	Highway Superintendent	1/1/2018-12/31/2019	8.00	32.79		Weekly	
Michelle Jones	1111	R11111111	Town Justice	1/1/2018-12/31/2018	6.25		X	Bi-Weekly	X
Appointed Officials									
Joseph Grey	2222	R22222222	Planning Board Member	1/1/2018-12/31/2018	7.00	17.54		Monthly	

- A. Name:** The official's complete first and last name must be included for identification purposes.
- B. Social Security Number:** The last four digits of the official's Social Security Number must be included for identification purposes. For security purposes, the last four digits of the Social Security Number can be omitted from the publicly posted version.
- C. NYSLRS ID:** The official's NYSLRS ID must be included for identification purposes. For security purposes, the NYSLRS ID can be omitted from the publicly posted version.
- D. Title:** All paid elected and appointed officials (who are active members of the Retirement System) and are not paid hourly and do not participate in a employer's time keeping system that consists of a daily record of actual time worked and time charged to accruals must be listed. For the purpose of the regulation, an "appointed official" is someone who is appointed by an elected official, an appointed official or governing board. They hold an office in an organization or government and participate in the exercise of authority. This also includes appointees of elected and appointed officials such as deputies, assistants or confidential secretaries.
- E. Current Term Begin & End Dates:** All officials listed on the Resolution must have a specified Term End date. Leaving this column blank or listing 'Tenure/At Pleasure' is not acceptable. If the official does not have a designated term, the current term for the official who appointed them to the position should be used. If they are appointed by the governing board, the chairman of the board's term should be used.
- F. Standard Work Day:** The minimum number of hours that can be established for a standard work day (SWD) is **six**, while the maximum is **eight**. A SWD is the denominator to be used for the days worked calculation; it is not necessarily always the number of hours a person works. For example, if a board member only attends one three-hour boarding meeting per month, you must still establish a SWD between six and eight hours as the denominator for their record of activities (ROA) calculation.
- G. Record of Activities Result*:** This column must be left blank if an official does not submit their required sample three-month ROA. To determine the average number of days worked per month, you must divide the total number of hours documented on the three-month ROA by three months to get a one-month average number of hours worked. Then, the one-month average number of hours worked must be divided by the SWD to get the average number of days worked per month.
- H. Not Submitted:** This column must be checked if an official has not submitted the required sample three-month ROA within the 150 day requirement, regardless of whether they are being reported by another employer for the same period. If the Retirement System receives such a Resolution, it will contact the official to notify them of the consequences of not submitted the ROA.
- I. Pay Frequency:** This column should be filled in with one of the following options: Annually, Bimonthly, Biweekly, Monthly, Quarterly, Semi-annually or Weekly.
- J. Tier 1:** If the official is a Tier 1 member, this box should be checked. Tier 1 members are not required to keep a ROA.

Once passed, the Resolution must be posted on your public website for a minimum of 30 days or if a website isn't available to the public, on the official sign-board or at the main entrance to the clerk's office. A certified copy of the Resolution and Affidavit of Posting must be filed with the Office of State Comptroller within 45 days of the adoption. The Resolution and Affidavit can be submitted via the *Submit Resolution for Official* link in Retirement Online.

*To determine the number of days worked to include on the monthly report for the various payroll frequencies, please refer to the Calculating Days Worked instructions available in the 'Reporting Elected & Appointed Officials' section of our website: http://www.osc.state.ny.us/retire/employers/elected_appointed_officials/index.php



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 increasing General Fund Trips & Tours – Senior Center revenues and expenditures by \$34,055 for a multi-day trip to New York City (Radio City Music Hall), December 9-11, 2025.

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

WHEREAS, the Clifton Park Senior Community Center has offered a multi-day trip/tour to New York City, December 9-11, 2025, and,

WHEREAS, the Senior Community Center will collect fees from participants for the 3-day/2-night trip; now, therefore, be it,

RESOLVED, that 2025 (General Fund - Trips & Tours), revenues account A-2031 is hereby increased by \$34,055 and expenditures account A-6773-77, (General Fund-Clifton Park Senior Center-Trips & Tours) is increased by \$34,055.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Tuesday, June 3, 2025 12:01 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 #1829

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

Department: Senior Center

Your Name: Susan Leonard

Your Email: sleonard@cliftonpark.org

Sponsor: Phil Barrett

Agenda Session Date: 06/02/2025

Board Meeting Date: 06/02/2025

Alternate Date: 06/16/2025

Budget Number: Exp-A6773-00077 Rev-A02031

Budget Description: Increase the General Fund Trips & Tours

Amount: \$33,425 expense \$34,055 Income

Brief Description: Multi Day Senior trip.

Revenue and Expense will increase.

Add Supporting Docs:

[a6cd3ba841bf2597_DOC060325.pdf](#)

Additional Comments/Details: The Senior Center will collect fees from participants for all trips that will cover the costs. All costs have significantly increased: motorcoach/food/entertainment. We generally offer 2-3 multi-day trips per year and two day trips per month March-December.

Revenue and Expense will increase.

Agree to Terms: Agree

[unsubscribe](#)

Radio City Music Hall

Multi-Day Senior Trip Worksheet

December 9-11, 2025

Estimated Numbers	Per Person	
Income:		
Double Occupancy	\$ 729.00	40 guests
Single Occupancy	\$ 979.00	5 guest
		45 guests
		\$ 29,160.00
		\$ 4,895.00
		\$ 34,055.00
Expense:		
Double Occupancy	\$ 589.00	40 guests
Single Occupancy	\$ 848.00	5 guest
Motor Coach	\$ 4,500.00	
Incidentals	\$	
		45 guests
		\$ 23,560.00
		\$ 4,240.00
		\$ 4,500.00
		\$ 1,755.00
		\$ 34,055.00

Incidentals include:
Tips, Water, Snacks, etc.



WHITE STAR TOURS

26 E. Lancaster Avenue, Reading PA 19607
610.775.5000 ph | 800.437.2323 | 610:775.7155 fx
www.whitestartours.com | email@whitestartours.com

January 30, 2025

Ms. Sue Leonard
Clifton Park Seniors
6 Clifton Common Ct.
Clifton Park, NY 12065

Dear Sue:

Thank you for speaking with me regarding your trips for the year. As we discussed, we will be changing the reservations so that you will be getting your own bus. In addition, you will be changing the Amishlands of Pennsylvania trip to go in May.

Please accept this letter as official change in confirmation of your reservations for one bus each for the following trips:

1) The Amishlands of Pennsylvania. We will be changing this trip from the old dates of April 7-9, 2025 to the new dates of May 5-7, 2025. The price for this 3-day/2-night package will now be \$389 per person based on double occupancy with a single supplement of an additional \$189. These rates now do not include bus transportation costs.

2) New York City Christmas, December 9-11, 2025. This 3-day/2-night package will now be \$589 per person based on double occupancy with a single supplement of an additional \$259. Again, these rates now do not include bus transportation costs.

I have enclosed new revised contracts for you to sign and send back to us for these trips. I am also enclosing 50 flyers for each trip to be distributed to your group. Please let me know if there is anything else we can help you with for these tours.

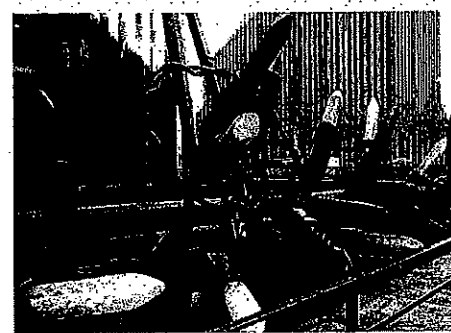
Thanks again, Sue, and we look forward to speaking with you soon.

Sincerely,

Dean Kraras
Charter Tour Consultant

dip/Encl.





**3 DAYS - 2 NIGHTS
DECEMBER 9 - 11, 2025**

\$729 Per Member *Double Occupancy*
\$979 Per Member *Single Occupancy*
Non-members - \$30 additional per person

\$200 deposit due at this time to ensure wonderful seats at the show.
Tickets will be ordered at the end of June or sooner.
Final payment due by September 8th

PACKAGE INCLUDES:

- * 2 Nights Lodging
- * 2 Breakfasts
- * 1 Dinner
- * Radio City Music Hall *Christmas Spectacular* featuring the Rockettes
- * Back Door Tour of Radio City Music Hall
- * Guided tour of Lower Manhattan, including Times Square, Little Italy, Chinatown, Greenwich Village, & Financial District
- * 9/11 Memorial Museum
- * Rockefeller Center
- * Fifth Avenue Shopping
- * Macy's Herald Square
- * Souvenir Gift
- * Luggage Handling
- * Taxes & Meal Gratuities
- * Motorcoach Transportation



Cancellation insurance is available & highly recommended; see reverse side for details.

FOR INFORMATION AND RESERVATIONS CONTACT:

CLIFTON PARK SENIORS
Sue Leonard
6 Clifton Common Ct.
Clifton Park, NY 12065
(518) 383-1343



Acceptance

Yankee Trails

Client ID Client Company Client Ref 1 Client Ref 2	TownofClif Sue Leonard Town of Clifton Park	Charter ID Movement ID Status Passengers Distance	66960 76354 Firm 384.1
--	---	---	-------------------------------------

First Pick-up Pick-up Date One Way Round Trip	16 Clifton Common Blvd Clifton Park NY Tue 12/9/2025 Time 08:00 No Yes	Destination Arrival Date Leave Date Back Date	Bryant Park Tue 12/9/2025 Time 11:25 Thu 12/11/2025 Time 19:00 Thu 12/11/2025 Time 22:25
--	---	--	---

First Pick-up Instructions Clifton Park Ice Rink	Destination Instructions 40 W. 42nd. Street Between 6th & 5th Avenues New York, NY
---	---

Seats	Vehicle Description	Vehicle No	Price	Tax %	Tax	Total
56	COACH	1	\$4,200.00	0	\$0.00	\$4,200.00

Quantity	Description	Unit Price	Price	Tax %	Tax	Total
3	Service fee <i>- TIP -</i>	\$100.00	\$300.00	0	\$0.00	\$300.00
Movement Totals			\$4,500.00		\$0.00	\$4,500.00

Driver Description	Vehicle No	Driver Description	Vehicle No
Driver	1		

Route Rate not inclusive of driver tip	Further Requirements Group leader cell
---	---

Group is responsible for booking and paying for driver's hotel room; must have charter bus parking

I have checked all the details above and agree that they are correct. I confirm that I would like to make a firm booking and I accept the above price and the payment terms detailed in the attached letter. I also acknowledge that I have read and agree to all the terms and conditions associated with this contract.

Signature <i>Susan Leonard</i>	Print Name Susan Leonard	Date
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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 correction of the pay rate for Camp Staff and the hiring of Counselors and Water Safety Instructors for the 2025 season.

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

WHEREAS, by Resolution No. 80 of 2025 and Resolution No.112 of 2025, Michael Woerner, Director of Parks & Recreation, was authorized to hire Camp Staff for the 2025 season, and

WHEREAS, Mr. Woerner wishes to make a pay rate adjustment for three (3) of the counselors hired in Resolution No. 80 and one (1) counselor hired in Resolution No. 112, as detailed on the attached Schedule A, and

WHEREAS, Mr. Woerner recommends hiring Counselors and Water Safety Instructors for the 2025 season, detailed on the attached Schedule A and Schedule B, respectively; now, therefore, be it

RESOLVED, that the Town Board authorizes the correction of the pay rate for Camp Staff and the hiring of Camp Counselors and Water Safety Instructors, as noted in the attached Schedule A and B, effective immediately.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Friday, June 6, 2025 10:20 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; Stephanie, Ranze; Walter Smead; Kelly Miller
Subject: New Employee Resolution Request #1834

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

Department: Parks & Rec
Your Name: mike woerner
Your Email: mwoerner@cliftonpark.org
Sponsor: lynda Wolowit, agatha Reid
Agenda Session Date: 06/16/2025 ✓
Board Meeting Date: 06/16/2025 ✓
Alternate Date: 06/16/2025
Budget Number: A-7310-e4500
Budget Description: adjust pay grades
Amount: see attached
Brief Description: adjust camp pay grades
Add Supporting Docs:
[08f654fc2d4630a7_Step_and_pay_rate_changes_for_camp_staff.pdf](#)

Additional Comments/Details: needed to be done before camp starts
Agree to Terms: Agree

[unsubscribe](#)

SCHEDULE A

Step and pay rate changes for camp staff:

Accounting codes: A-7310-E4500

Locust lane:

Derek Swayne step 2 \$15.50 (originally listed as step 3)

Megan Symans step 3 \$15.75 (originally listed as step 4)

Emily Symans step 3 \$15.75 (originally listed as step 4)

Jonesville:

Aylssa Gonzales step 4 \$16.00 (originally listed as step 3)

New Camp Staff Hires:

Ella Ryan- Jonesville - Step 1- rate 15.50, **A-7310-E4500**

Max Seagroatt- Jonesville – Step 1 – Rate 15.50, **A-7310-E4500**

Matthew Gersey – Full Day – Step 1 – Rate 15.50, **A-7320-E4800**

SCHEDULE B

Returning Water Safety

Instructors:

Isabella	Gayle	Step 3	\$18.40
Anna	Stoup	Step 3	\$18.40
Samantha	Sands	Step 3	\$18.40
Conner	Rudd	Step 3	\$18.40
Daniel	Killian	Step 3	\$18.40
Samantha	Killian	Step 5	\$18.90
Jacob	Mitola	Step 2	\$18.15
Will	McCoy	Step 2	\$18.15
Luka	DiFabio	Step 2	\$18.15
Allison	Bieniek	Step 2	\$18.15
Jack	Greenleaf	Step 2	\$18.15
Palmer	Michels	Step 2	\$18.15
Ella	VanHeusen	Step 2	\$18.15
Hannah	Harpoottlian	Step 2	\$18.15
Cassidy	Robleno	Step 2	\$18.15



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 authorizing the hiring of a Part-time Armed Court Officer and Part-time Security Officer, and the addition of Part-time Armed Court Officer and Annual Security Trainer to the job title of a current Part-time Security Officer.

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

WHEREAS, an opening exists for a part-time armed Court Officer and part-time Security Officer, as needed, and

WHEREAS, Lou Pasquarell, Director of Safety and Security, has recommended that Anthony Gotti be hired to fill this position, and

WHEREAS, by Resolution No. 188 of 2024, the Town Board authorized the hiring of Gregory Amyot as a Part-time Security Officer, and

WHEREAS, Mr. Pasquarell wishes to add Part-time Armed Court Officer and Annual Security Trainer to the job title of Mr. Amyot; now, therefore, be it

RESOLVED, that authorization is hereby given to hire Anthony Gotti as a part-time Armed Court Officer at Grade 6, Step 1, \$30.24/hr., and Part-time Security Officer at Grade 5, Step 1 \$27.62 as needed, effective immediately, to be paid from A-3120-E4030 (General Fund – Security – Part Time Court Officer) and A-03120-E4010, (General Fund – Security – Part Time Security Officers), and to add the job title of Part-time Armed Court Officer and Annual Security Trainer to the job title of current Part-time Security Officer Gregory Amyot at Grade 6, Step 1 \$30.24/hr.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Tuesday, June 10, 2025 11:35 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; Stephanie, Ranze; Walter Smead; Kelly Miller
Subject: New Employee Resolution Request #1840

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

Department: Security
Your Name: Lou Pasquarell
Your Email: lpasquarell@cliftonpark.org
Sponsor: Supervisor Barrett
Agenda Session Date: 06/16/2025 ✓
Board Meeting Date: 06/16/2025 ✓
Alternate Date: 06/16/2025
Budget Number: A-3120-E4010
Budget Description: Anthony Gotti, will be working Part-Time as a Armed Court Officer and a Part-Time Security Officer as needed.
Amount: Armed Court Officer Grade 6 Step 1 \$30.24 per hour and Security Officer Grade 5 Step 1 \$27.40 per hour.
Brief Description: Anthony Gotti, would be working Part-Time as a Armed Court Officer and a Security Officer as needed.
Add Supporting Docs:
Additional Comments/Details: N/A
Agree to Terms: Agree

[unsubscribe](#)

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Tuesday, June 10, 2025 12:04 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; Stephanie, Ranze; Walter Smead; Kelly Miller
Subject: New Employee Resolution Request #1841

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

Department: Security
Your Name: Lou Pasquarell
Your Email: lpasquarell@cliftonpark.org
Sponsor: Supervisor Barrett
Agenda Session Date: 06/16/2025 ✓
Board Meeting Date: 06/16/2025 ✓
Alternate Date: 06/16/2025
Budget Number: 3120-E4030
Budget Description: Gregory Amyot, would be working as Part-Time Armed Court Officer as needed and remain as a Part-Time Security Officer. as a
Amount: Armed Security Officer Grade 6 Step 1 \$30.24 per hour as needed.
Brief Description: Greg, would be a Part-Time Armed Court Officer, and a Part-Time Security officer.

I would also like to have Greg as a Instructor for Security Annual Training this would need Town Board approval and NYS DCJS approval.

Add Supporting Docs:
Additional Comments/Details: N/A
Agree to Terms: Agree

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Resolution No. 188 of 2024, a resolution authorizing the hiring of a Part-time Security Officer in the Safety Department.

Introduced by Councilwoman Walowit, who moved its adoption, seconded by Councilwoman Reid.

WHEREAS, a vacancy exists for a Part-time Security Officer, and

WHEREAS, Gregory P. Amyot, Clifton Park, NY, successfully passed the civil service examination for this position, and

WHEREAS, Louis Pasquarell, Director of Safety and Security, has recommended that Mr. Amyot be hired to fill the position of Part-time Security Officer; now, therefore, be it

RESOLVED, that the Town Board authorizes the hiring of Gregory P. Amyot as a Part-time Security Officer, to be paid at Grade 5, Step 1, \$26.69/hr., from A-3120-E4010 (General Fund – Law Enforcement – Part-time Security Officer).

ROLL CALL VOTE

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

Noes: None

Absent: Councilman Manir

DECLARED ADOPTED

August 5, 2024

Teresa Brobston, Town Clerk



RESOLUTION

#8

PHILIP C. BARRETT
Supervisor

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

AGATHA REID
Councilwoman

ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025, a resolution declaring a public emergency pursuant to General Municipal Law Section 103(4) for repairs to a Safety & Security department vehicle.

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

WHEREAS, a Security Vehicle was involved in a motor vehicle accident on Sunday, May 18, 2025, and

WHEREAS, the damaged vehicle is in an approved Selective Insurance repair facility, and

WHEREAS, Section 103(4) of the NYS General Municipal Law provides that in cases of an emergency situation arising from unforeseen circumstances affecting public property or the health or safety of the public, the Town Board may authorize the purchase of service, material and equipment without competitive bids, and

WHEREAS, the Town of Clifton Park anticipates receiving proceeds of \$12,580 from Selective Insurance Company of America to repair the vehicle and the striping on the vehicle, and

WHEREAS, the Town needs to increase the Budget to utilize funds received to complete the repairs to the damaged vehicle; now, therefore, be it

RESOLVED, that the Town Board determines that the damage to the Safety & Security department vehicle from a motor vehicle accident that occurred on May 18, 2025, constitutes an emergency for procurement purposes under Section 103(4) of General Municipal Law, and be it further

RESOLVED, that the comptroller is authorized to increase the 2025 Budget revenues, A-3120-22 (General Fund – Law Enforcement – Vehicle Ex)) and increase expenditures to A-2680 (General Fund – Insurance Proceeds) by \$12,580.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Wednesday, June 11, 2025 11:30 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 #1842

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

Department: Security

Your Name: Lou Pasquarell

Your Email: lpasquarell@cliftonpark.org

Sponsor: ????

Agenda Session Date: 06/16/2025 ✓

Board Meeting Date: 06/16/2025 ✓

Alternate Date: 06/16/2025

Budget Number: A3120-22 {Security Auto} and Increase A2680 {Insurance Proceeds} \$11,531.00

Budget Description: Budget needs a budget transfer to increase the security budget line for the insurance proceeds and also 3120-22 it only has \$1,600.00 left in it, and it needs to be adjusted.

Amount: \$12,531.18 to Lussier's Autobody and \$1,057.00 West Signs {Lettering & Striping}

Brief Description: Security Vehicle should be back before July 1, 2025 after Motor Vehicle Accident on Sunday, May 18, 2025.

Add Supporting Docs:

Additional Comments/Details: N / A

Agree to Terms: Agree

[unsubscribe](#)



RESOLUTION

#9

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 expansion of an agreement with MJ Engineering and Land Surveying for engineering services associated with a project to upgrade playground equipment at Locust Lane playground in the Clifton Knolls Park District.

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

WHEREAS, by Resolution No. 152 of 2024, the Town Board authorized the Supervisor to execute an agreement with MJ Engineering and Land Surveying, P.C. for consulting services for the playground upgrade project, and

WHEREAS, Daniel Clemens, Director of Buildings, Parks & Recreation, has received correspondence and a proposed supplemental agreement from MJ Engineering and Land Surveying, which states that the additional equipment is to be added to the project, as outlined in the attached, and

WHEREAS, Mr. Clemens recommends that the proposed supplemental agreement from MJ Engineering and Land Surveying be accepted and executed, and

WHEREAS, the Supervisor is authorized to procure the services of professional engineering and consulting firms by the town's procurement policy and by Resolution No. 1 of 2025; now, therefore, be it

RESOLVED, that Mr. Clemens is authorized to notify MJ Engineering to proceed on the project as quoted in their June 6, 2025 correspondence, attached, and be it further

RESOLVED, that the Supervisor is authorized to sign a contract with MJ Engineering and Land Surveying P.C., consistent with their quote as attached, to be paid with a transfer of \$5,500 from SP3-915 (Clifton Knolls Park District – Assigned Fund Balance) to SP3-7131-135 (Clifton Knolls Park District – Clifton Knolls - Engineering).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, June 12, 2025 3:12 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; Stephanie, Ranze; Walter Smead; Kelly Miller
Subject: New Resolution Request #1843

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: 06/16/2025 ✓
Board Meeting Date: 07/07/2025
Alternate Date: 07/21/2025
Budget Number: SP3-7131-135
Budget Description: Special District 3 - Clifton Knolls park District - engineering
Amount: 5,500
Brief Description: Authorize supervisor to sign a supplemental agreement with MJ Engineering for project services to add more equipment to the Locust Lane playground.
Add Supporting Docs:
[d426d015756371d5_MJ965.24_Locust_Lane_Amendment1_06_06_2025.pdf](#)

Additional Comments/Details: services to include project documents and construction services
Agree to Terms: Agree

[unsubscribe](#)

Resolution No. 152 of 2024, a resolution authorizing the retention of MJ Engineering and Land Surveying for consulting services associated with a project for new equipment at the Locust Lane Playground.

Introduced by Councilman Morelli, who moved its adoption, seconded by Councilwoman Reid.

WHEREAS, the Clifton Knolls Park District Committee has asked the Director of Buildings, Parks and Recreation, Daniel Clemens, to initiate action to upgrade playground equipment at Locust Lane, and

WHEREAS, MJ Engineering has submitted a quote in the amount of \$11,500 for the engineering work associated with producing plans and specifications, preparation of bid documents and bid phase services, along with the conduct of meetings with the Town and stakeholders and site visits necessary for the planning, and execution of bid documents and bid phase services necessary to advance the project, and

WHEREAS, Mr. Clemens advises that MJ Engineering has completed similar playground equipment upgrade projects for the Town, and has successfully planned, specified, and prepared bid documents of a similar nature in each case, and advises that the quoted fee is consistent with the work required for the project, and

WHEREAS, the Supervisor is authorized to procure the services of professional engineering and consulting firms by the Town's Procurement Policy and by Resolution No. 1 of 2024; now, therefore, be it

RESOLVED, that Mr. Clemens is authorized to notify MJ Engineering to proceed on the project as quoted in their April 15, 2024 correspondence, attached, and be it further

RESOLVED, that the Supervisor is authorized to sign a contract with MJ Engineering and Land Surveying P.C., consistent with their quote, as attached, to be paid with a transfer from SP3-00915 (Clifton Knolls Park District-Assigned Fund Balance) to SP3-07131-00135 (Clifton Knolls Park District- Clifton Knolls – Engineering).

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

June 3, 2024

Teresa Brobston, Town Clerk



SENT VIA EMAIL ONLY

June 6, 2025

Mr. Daniel Clemens
Buildings and Grounds Supervisor
Town of Clifton Park
One Town Hall Plaza
Clifton Park, NY 12065
Email: DClemens@cliftonpark.org

Re: Locust Lane Playground
Town of Clifton Park
MJ Project No. 965.24
Supplemental Proposal for Engineering Services

Dear Mr. Clemens:

MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. (MJ) is pleased to provide The Town of Clifton Park (Town) with this proposal for professional services associated with the Locust Lane Playground (Project). The project will include the installation of additional playground features within the existing playground at 5 Locust Lane, Clifton Park, NY 12065. MJ's project understanding and associated Scope of Services are included below.

PROJECT UNDERSTANDING

Based upon information provided by the Town, MJ understands the following:

- The Town has requested MJ provide options for additional play equipment for older children within the playground area.
- MJ prepared and provided the May 5, 2025 Additional Equipment Recommendations to the Town for review and discussion with stakeholders.
- The Town has selected Option #2 Level X Ally – Manufactured by Burke BCI and Option #6 Biggo Spia Duo (DX-3275) – Manufactured by Dynamo for inclusion into complete documents for bidding, including plans and specifications.

Based upon the above understanding, MJ offers the following Scope of Services for your consideration.

SCOPE OF SERVICES

Task 1 – Project Documents

MJ will coordinate with MA Schafer Construction, Inc. on the purchase and installation of the additional recreation equipment selected by the Town.




21 Corporate Drive
Clifton Park, NY 12065



518.371.0799
mj@mjteam.com
mjteam.com



Fishkill, NY
Levittown, NY
Picatinny, NJ
Melbourne, FL





Task 2 – Construction Phase Services

MJ will provide construction phase services including a coordination meeting with the contractor and Town, review of material submittals, review of payment requests, and coordination of closeout paperwork.

ASSUMPTIONS

The following assumptions were made in the development of this proposal:

1. Base mapping for the project will be developed from aerial imagery and available NYS data sets. Topographic and boundary survey are not included.
2. Construction inspection and construction materials testing services are excluded from this scope of work.

SCHEDULE

Upon notice to proceed, MJ is prepared to develop a mutually agreeable project schedule that meets critical milestones and begin the project.

FEE

MJ proposes to complete the above-listed services for the following fees.

Description	Billing Type	Fee
Task 1 – Project Documents	Lump Sum	\$ 2,500
Task 3 – Construction Phase Services	Lump Sum	\$ 3,000
Total Fee		\$ 5,500

MJ will invoice the Town in accordance with the contract requirements. The fee assumes there are no significant changes resulting from decisions, conditions and/or events beyond MJ’s control.

The fees listed above are valid for 60-days from the date of this proposal.



SUMMARY

Thank you for the opportunity to provide a proposal for this project. If the above scope of work is acceptable, please execute and return the Authorization to Proceed in accordance with the Master Services Agreement between MJ and the Town of Clifton Park. We look forward to the opportunity to continue to work with you on this project. Please do not hesitate to contact Traci Sousa at 518-371-0799 or via email at tsousa@mjteam.com if you have questions or require additional information.

Sincerely,

Michael D. Panichelli, P.E.
President

Cc: Traci E. Sousa, PE
File

AUTHORIZATION TO PROCEED

In accordance with the Consultant Master Services Agreement between MJ and the Town of Clifton Park, I hereby authorize MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. to proceed with the scope of services as described above.

Printed Name

Title

Signature

Date