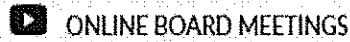




TOWN OF CLIFTON PARK TOWN BOARD MEETING

July 21, 2025

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



I. Call to Order/7:00 P. M. – Wood Room, Town Hall

II. Pledge to Flag

III. Roll Call

IV. Approval of Town Board Minutes

V. Communications/Announcements

VI. Business

- **Public Hearing-7:02pm: Adopt Local Law to extend the Battery Energy Storage Systems (BESS) Moratorium**
- **Public Hearing-7:05pm: Amend Chapter 152-2(D) relating to the annual schedule for duck hunting dates in the Vischer Ferry Nature and Historic Preserve**
- **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 A LOCAL LAW
ESTABLISHING AND EXTENDING A MORATORIUM ON BATTERY ENERGY STORAGE
SYSTEMS FACILITIES

Please take notice that the Town Board of the Town of Clifton Park will conduct a public hearing on July 21, 2025 at 7:02 p.m. in the Wood Memorial Meeting Room in the Town Office Building, located at One Town Hall Plaza, Town of Clifton Park, County of Saratoga, State of New York whereas, the Town Board deems it prudent to temporarily pause the approval or establishment of, and to extend a moratorium on battery energy storage systems facilities within the Town of Clifton Park .

Copies of the proposed local law are posted on our website cliftonparkny.gov and are also available for review in the Town Clerk's office during normal business hours.

Stephanie Ranze, Town Clerk

Local Law No. ____ of 2025

A local law establishing a moratorium on Battery Energy Storage Systems facilities in the Town of Clifton Park.

Regulation approved _____ for a period of 180 days from the effective date thereof.

SECTION I. SHORT TITLE.

This local law shall be cited as Local Law # _____ of 2025 or the Clifton Park moratorium on new Battery Energy Storage Systems facilities.

SECTION II. LEGISLATIVE FINDINGS AND INTENT

The Town Board finds that it is in the best interest of the Town of Clifton Park to enact a moratorium on any new Battery Energy Storage Systems Facilities, which consist of rows of rechargeable batteries housed in self-contained, interconnected storage units. The Town Board recognizes the potential impact of Battery Energy Storage Systems Facilities on the Town's infrastructure, environment, and community character. The Town of Clifton Park is committed to ensuring the health, safety, and welfare of its residents, and to the proper regulation of land uses within the Town of Clifton Park.

The Town Board has determined that it would be prudent to temporarily pause consideration of Battery Energy Storage Systems Facilities within the Town of Clifton Park. Such a pause will provide sufficient time to study and address any concerns, including, but not limited to, zoning, environmental impacts, public safety, and economic implications resulting from Battery Energy Storage Systems Facilities.

SECTION III. SCOPE OF CONTROL

(a) For a period of 180 days from the effective date of this ordinance, no applications for Battery Energy Storage Systems Facilities shall be accepted by any board with

appropriate authority in the Town, including the Town Board, Planning Board, and Zoning Board of Appeals.

- (b) Effective Date: This local Law applies to all applications for Energy Storage Systems Facilities filed with the Town Planning Department.
- (c) Each and every time period regulation and all default provisions otherwise applicable to the development, permits and/or approvals is hereby suspended and temporarily superseded by this Local law including but not limited to Section 276 of the New York State Town Law, during its period of effectiveness.
- (d) The jurisdiction of the Zoning Board of Appeals to act pursuant to Section 267-b of the New York State Town Law relative to relief from this Local Law is hereby suspended and temporarily superseded by this Local law for the purposes of any application for relief from this enactment during its period of effectiveness.

SECTION IV. APPEAL PROVISIONS

The Town Board retains the power to vary or modify the application of any provision of this local law upon its determination, in its legislative discretion, after public hearing on notice, that this local law would impose extraordinary hardship upon a landowner, and that a variance from this act will not adversely affect the health, safety and general welfare of the town. Any request for an exception or variance shall be filed with Town Board, through the Town Clerk, and shall include a fee of one hundred dollars (\$100.00) for the processing of such application. All such applications shall be reviewed by the Town Board after a public hearing and final decision on the appeal for relief. Any relief shall be granted through amendments to this local law.

SECTION V. PENALTIES

Any person, firm, entity or corporation that shall violate the terms and provisions of this Local Law shall be subject to a penalty in the amount of one thousand dollars (\$1000.00) for each day such violation shall exist.

SECTION VI. VALIDITY

The invalidity of a word, section, clause, paragraph, sentence, or part of provision of this local law shall not affect the validity of any other part of this local law that can be given effect without such invalid part or parts.

SECTION VII. SUSPENSION OF OTHER LAWS

All state statutes and local ordinances or laws in conflict with the provisions of this local law are hereby superseded and suspended during the effective period of this local law as necessary to give this local law full force and effect during its effective period.

SECTION VIII. EFFECTIVE DATE

This law shall take effect immediately as provided by the law, upon filing with the Secretary of State and shall remain in force and effect for a period of 180 days from its effective date, until January 21, 2026.

TOWN OF CLIFTON PARK
COUNTY OF SARATOGA
STATE OF NEW YORK

NOTICE OF PUBLIC HEARING ON A PROPOSAL TO AMEND CHAPTERS 152-2(D) OF
THE TOWN CODE AS RELATED TO DUCK HUNTING

Please take notice that the Town Board of the Town of Clifton Park will conduct a public hearing on July 21, 2025 at 7:05 p.m. in the Wood Memorial Meeting Room in the Town Office Building, located at One Town Hall Plaza, Town of Clifton Park, County of Saratoga, State of New York whereas, the Town Board wishes to solicit public comments on a proposal to amend the Town Code to alter the days for duck hunting in the Vischer Ferry Nature and Historic Preserve, subject to the limits set by the State of New York.

Copies of the proposed local law are posted on our website cliftonparkny.gov and are also available for review in the Town Clerk's office during normal business hours.

Stephanie Ranze, Town Clerk

Amendment to §152-2(D)

Within the Vischer Ferry Nature and Historic Preserve only, hunting shall be restricted to the use of shotguns for duck hunting only, said hunting being limited to the first seven calendar days of duck hunting season as established by the State of New York or during such other time period as approved by a majority of the Town Board.

Resolutions for Consideration
Clifton Park Town Board Meeting
July 21, 2025

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Town Board	Approve Local Law No. ___ of 2025, establish a 180-day extension to the moratorium on Battery Energy Storage Systems (BESS)	P. Barrett
2. Town Board	Adopt Local Law No. ____ of 2025 amending Town Code Chapter 152-2(D), relating to the annual schedule for duck hunting dates in the Vischer Ferry Nature and Historic Preserve	P. Barrett
3. Town Board	Reappoint Walter D. Smead as Sole Assessor for a six-year term ending September 30, 2031	P. Barrett
4. Town Board	Schedule a public hearing on proposed fee changes, and an additional fee, to be listed in Town Code §103-16 Building Permit Fees	P. Barrett
5. Highway	Authorize the use of Glenwood Drive for a cul-de-sac block party on August 16, 2025	D. Bull
6. Highway	Authorize hiring of two (2) Motor Equipment Operators	D. Bull
7. Planning	Authorize installation of a STOP sign on Thunderbird Drive at the approach leg of the intersection with Meridian Lane	P. Barrett
8. Planning	Authorize a change order with the new Highway Garage Fueling Island project	P. Barrett
9. Planning	Authorize Memorandum of Understanding for a collaborative trail connection from Town Center Park to the Clifton Park-Halfmoon Library	P. Barrett

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|----------------------------|---|-------------------------|
| 10. Buildings &
Grounds | Accept a quote for the construction of two (2) buildings to cover recycling 40-yard roll-off containers at the Transfer Station | P. Barrett |
| 11. Parks &
Recreation | Authorize hiring of a WSI Instructor for the 2025 season and position changes for two (2) current hires at the Jonesville Half-Day Camp | L. Walowit
& A. Reid |
| 12. Safety &
Security | Authorize hiring of a Part-time Security Officer and the addition of Part-time Armed Court Officer to the job title of a current Part-time Security Officer | 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 adopting Local Law ___ of 2025 to establish and extend a 180-day moratorium on Battery Energy Storage Systems facilities within the Town of Clifton Park.

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

WHEREAS, the Town recognizes the interest in battery energy storage systems facilities, as well as their potential impacts on the Town's infrastructure, environment, and community character, and

WHEREAS, the Town is committed to ensuring the health, safety, and welfare of its residents, and to the proper regulation of land uses within Town, and

WHEREAS, the Town deems it prudent to temporarily pause the approval or establishment of any new battery energy storage systems facilities to provide sufficient time to study and address any concerns, including, but not limited to, zoning, environmental impacts, public safety, and economic implications of such operations, and

WHEREAS, on April 07, 2025, the Town Board held a Public Hearing on a proposal to impose a 180-day moratorium on establishing any new battery energy storage system facilities to provide sufficient time to study and address any concerns, including but not limited to, zoning, environmental impacts, public safety, and economic implications of such operations, and

WHEREAS, Local Law No. 3 of 2025 set the end of the moratorium as July 21, 2025; and

WHEREAS, additional time is necessary to review the approval or establishment of any new battery energy storage facilities; and

WHEREAS, the Saratoga County Planning Board has reviewed the proposal pursuant to Section 239-m of the NYS General Municipal Law, finding that the proposal serves the community's interest; now, therefore, be it

RESOLVED, that pursuant to Municipal Home Rule Law § 10, the Town Board hereby adopts Local Law No _____ of 2025 extending the moratorium on Battery Energy Storage Systems facilities until January 21, 2026, and be it further

RESOLVED, that the Town Clerk is directed to file same with the Office of the Secretary of State and to provide appropriate notice of same, and that the Local Law be posted prominently on Cliftonpark.org.

Local Law No. ____ of 2025

A local law establishing a moratorium on Battery Energy Storage Systems facilities in the Town of Clifton Park.

Regulation approved _____ for a period of 180 days from the effective date thereof.

SECTION I. SHORT TITLE.

This local law shall be cited as Local Law # _____ of 2025 or the Clifton Park moratorium on new Battery Energy Storage Systems facilities.

SECTION II. LEGISLATIVE FINDINGS AND INTENT

The Town Board finds that it is in the best interest of the Town of Clifton Park to enact a moratorium on any new Battery Energy Storage Systems Facilities, which consist of rows of rechargeable batteries housed in self-contained, interconnected storage units. The Town Board recognizes the potential impact of Battery Energy Storage Systems Facilities on the Town's infrastructure, environment, and community character. The Town of Clifton Park is committed to ensuring the health, safety, and welfare of its residents, and to the proper regulation of land uses within the Town of Clifton Park.

The Town Board has determined that it would be prudent to temporarily pause consideration of Battery Energy Storage Systems Facilities within the Town of Clifton Park. Such a pause will provide sufficient time to study and address any concerns, including, but not limited to, zoning, environmental impacts, public safety, and economic implications resulting from Battery Energy Storage Systems Facilities.

SECTION III. SCOPE OF CONTROL

- (a) For a period of 180 days from the effective date of this ordinance, no applications for Battery Energy Storage Systems Facilities shall be accepted by any board with

appropriate authority in the Town, including the Town Board, Planning Board, and Zoning Board of Appeals.

- (b) Effective Date: This local Law applies to all applications for Energy Storage Systems Facilities filed with the Town Planning Department.
- (c) Each and every time period regulation and all default provisions otherwise applicable to the development, permits and/or approvals is hereby suspended and temporarily superseded by this Local law including but not limited to Section 276 of the New York State Town Law, during its period of effectiveness.
- (d) The jurisdiction of the Zoning Board of Appeals to act pursuant to Section 267-b of the New York State Town Law relative to relief from this Local Law is hereby suspended and temporarily superseded by this Local law for the purposes of any application for relief from this enactment during its period of effectiveness.

SECTION IV. APPEAL PROVISIONS

The Town Board retains the power to vary or modify the application of any provision of this local law upon its determination, in its legislative discretion, after public hearing on notice, that this local law would impose extraordinary hardship upon a landowner, and that a variance from this act will not adversely affect the health, safety and general welfare of the town. Any request for an exception or variance shall be filed with Town Board, through the Town Clerk, and shall include a fee of one hundred dollars (\$100.00) for the processing of such application. All such applications shall be reviewed by the Town Board after a public hearing and final decision on the appeal for relief. Any relief shall be granted through amendments to this local law.

SECTION V. PENALTIES

Any person, firm, entity or corporation that shall violate the terms and provisions of this Local Law shall be subject to a penalty in the amount of one thousand dollars (\$1000.00) for each day such violation shall exist.

SECTION VI. VALIDITY

The invalidity of a word, section, clause, paragraph, sentence, or part of provision of this local law shall not affect the validity of any other part of this local law that can be given effect without such invalid part or parts.

SECTION VII. SUSPENSION OF OTHER LAWS

All state statutes and local ordinances or laws in conflict with the provisions of this local law are hereby superseded and suspended during the effective period of this local law as necessary to give this local law full force and effect during its effective period.

SECTION VIII. EFFECTIVE DATE

This law shall take effect immediately as provided by the law, upon filing with the Secretary of State and shall remain in force and effect for a period of 180 days from its effective date, until January 21, 2026.



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 amending Chapter 152-2(D) of the Town Code relating to the annual schedule for duck hunting dates in the Vischer Ferry Nature and Historic Preserve.

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

WHEREAS, Municipal Home Rule Law §10(12) authorizes local governments within New York to protect the health, safety, and well-being of persons and property within its jurisdiction, and

WHEREAS, Town Code §152-2(D) currently limits duck hunting in the Vischer Ferry Nature Preserve to the first seven (7) calendar days of duck hunting season as established by the State of New York, and

WHEREAS, on July 21, 2025, the Town Board held a Public Hearing to solicit public comments on a proposal to amend the Town Code to permit the Town Board to alter the days for duck hunting in the Vischer Ferry Nature Preserve, subject to the limits set by the State of New York, and

WHEREAS, there were no public comments in opposition to the proposed amendment to the Town Code, and

WHEREAS, the proposed amendment to the Town Code provides flexibility to the Town Board in the event of a conflict, but does not extend the duck hunting season; now, therefore, be it

RESOLVED, that pursuant to Municipal Home Rule Law §10(12), the Town Board hereby adopts Local Law No. ___ of 2025, amending Chapter 152-2(D) of the Town Code to permit the Town Board to alter the annual schedule for duck hunting days in the Vischer Ferry Nature and Historic Preserve; and be it further

RESOLVED, that the Town Clerk is directed to file same with the Office of Secretary of State and to provide appropriate notice of the same, and that the Local Law be posted prominently on CliftonParkNY.gov.

Amendment to §152-2(D)

Within the Vischer Ferry Nature and Historic Preserve only, hunting shall be restricted to the use of shotguns for duck hunting only, said hunting being limited to the first seven calendar days of duck hunting season as established by the State of New York or during such other time period as approved by a majority of the Town Board.



RESOLUTION

#3

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 reappointing Walter D. Smead as Sole Assessor for the Town of Clifton Park.

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

WHEREAS, the Town Supervisor has recommended Walter Smead be reappointed as Sole Assessor, and

WHEREAS, the Town Board appreciates his experience and expertise and his consistent accuracy in assessment formulation, and

WHEREAS, Mr. Smead provides courteous and timely service to property owners within the Town; now, therefore, be it

RESOLVED, that the Town Board concurs with the Supervisor's recommendation to reappoint Mr. Smead as Sole Assessor; and be it further

RESOLVED, that Walter D. Smead is hereby reappointed as Sole Assessor, Town of Clifton Park, for a term of six years effective October 1, 2025 to September 30, 2031.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Monday, June 23, 2025 1:39 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 #1855

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

Department: Assessor's Office
Your Name: Kelly Miller
Your Email: kmiller@cliftonpark.org
Sponsor: Phil Barrett
Agenda Session Date: 07/07/2025 ✓
Board Meeting Date: 07/21/2025 ✓
Alternate Date: 08/04/2025
Budget Number: 0
Budget Description: 0
Amount: 0
Brief Description: Resolution recommending that Walter D. Smead, IAO be reappointed as Sole Assessor for the Town of Clifton Park for a term of six years, effective October 1, 2025 to September 30, 2031.
Add Supporting Docs:
Additional Comments/Details: Reappointing Walter D. Smead, IAO as Sole Assessor.
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 scheduling a public hearing to consider amendments to the Town Code regarding permit fees.

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

WHEREAS, the Town Board of the Town of Clifton Park wishes to increase certain fees for permits issued by the Department of Building and Development, and

WHEREAS, the Town Supervisor and the Director of Building and Development have reviewed the current permit fee schedules and have recommended increases to certain fees set forth in §103-16 Permit Fees of the Town Code, and

WHEREAS, the Town Board also wishes to add a definition and fee for short-term rentals to the Town Code to §103-16 Permit Fees, and

WHEREAS, the Town Board wishes to obtain public comment regarding the proposed amendments and addition to §103-16 Permit Fees; now, therefore, be it

RESOLVED, that a public hearing to consider amendments to §103-16 Permit Fees of the Town Code will be held on August 4, 2025, at 7:02 p.m., in the Wood Memorial Room, One Town Hall Plaza, Clifton Park, New York; and be it further

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

Suggested code changes for permit fee §103-16:

Permit	Fee
<u>Short-term rental</u>	<u>\$200</u>
Residential permits:	
New structures or additions to existing structures:	
Per 100 square feet of floor area or portion thereof	[\$30] <u>\$40</u>
Minimum charge	[\$80] <u>\$100</u>
Residential remodeling or renovations, i.e., conversions of non-habitable to habitable space (garage to living space); any structural change to the building; any structural change to the foundations; doors and window changes	
Per 100 square feet of area or portion of	[\$30] <u>\$35</u>
Minimum charge	[\$80] <u>\$100</u>
Reroofing:	
Residential	[\$70] <u>\$80</u>
Commercial	[\$285] <u>\$300</u>
Siding:	
Residential	[\$70] <u>\$80</u>
Commercial	[\$285] <u>\$300</u>
Patios and decks:	
Residential	[\$70] <u>\$80</u>
Commercial	[\$285] <u>\$300</u>
Swimming pools (in-ground or aboveground)	
Residential	[\$70] <u>\$80</u>
Commercial	[\$285] <u>\$300</u>
<u>Hot tubs</u>	<u>\$80</u>
Chimneys, fireplaces and inserts, wood stoves, HVAC and water heaters	

Residential	[\$70] <u>\$80</u>
Commercial	[\$285] <u>\$300</u>
Septic Systems (new or replaced)	
Residential	[\$70] <u>\$80</u>
Commercial	[\$285] <u>\$300</u>
Sewer and water utility lines, to include lateral connections	
Residential	[\$70] <u>\$80</u>
Commercial	[\$285] <u>\$300</u>
Demolition	
Residential	[\$70] <u>\$80</u>
Commercial	[\$285] <u>\$300</u>
Wireless Telecommunication Facilities	
New tower or extension of existing tower	[\$6,000] <u>\$6,500</u>
New wireless communication equipment on existing facility	[\$3,500] <u>\$4,000</u>
Solar Energy Systems	
Roof-mounted and/or building integrated	
Residential	[\$80] <u>\$100</u>
Commercial	<u>\$400</u>
PV Solar Farms	
Commercial solar fees will be based on total costs of the project, as follows:	[\$135] <u>\$150</u> for the first \$1,000 in total project costs; [\$12] <u>\$20</u> for each additional \$1,000 in total project cost

Commercial/nonresidential permits:

New structures, additions or alterations

to existing structures:

Per 100 square feet of floor area or portion thereof [~~\$50~~] \$60

Minimum charge [~~\$360~~] \$400

Toolsheds, storage buildings and garages, either metal or wood, regardless of whether they are permanent or portable (No permit is required for a structure less than 144 square feet in floor area. However, it must adhere to sideline and rear line setbacks)

Per 100 square feet of floor area or portion thereof [~~\$50~~] \$55

Minimum Charge \$360

Any additional plan review (changes, revision or additions to original permit)

Residential, per 100 square feet of floor area or portion thereof [~~\$20~~] \$25

Residential minimum [~~\$80~~] \$85

Commercial, per 100 square feet of floor area or portion thereof [~~\$40~~] \$45

Commercial minimum (Note: The original permit fee [~~\$310~~] \$320

covers the initial plan review, if required. Projects requiring a third or more review will be charged an additional fee equal to 5% of the overall permit cost.)



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 the residents of the cul-de-sac of Glenwood Drive in the Country Knolls Subdivision to conduct a Block Party on August 16, 2025.

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

WHEREAS, the residents of the Country Knolls Subdivision plan to conduct a block party within the subdivision on August 16, 2025 from 12:00 P.M. to 10:00 P.M. and have requested permission to use the cul-de sac of Glenwood Drive to Morningside Drive, for their party activities; now, therefore be it

RESOLVED, that the Town Highway Superintendent recommends that the request be approved, for the use of a portion of Glenwood Drive, August 16, 2025 from 12:00 P.M. to 10:00 P.M. to be used for party activities, so long as those activities do not block off the streets, and make sure emergency vehicles can gain access to the street if needed; and be it further

RESOLVED, that the residents shall be responsible for all clean-up activities on Town property or on the street right-of-way resulting from the social activity; and be it further

RESOLVED, that a copy of this resolution be sent to the applicable Fire Department, the Ambulance Corps., the Sheriff's Department and the State Police.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Friday, June 13, 2025 1:52 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 #1846

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

Department: Highway Department

Your Name: Dahn Bull

Your Email: dbull@cliftonpark.org

Sponsor: D. Bull

Agenda Session Date: 07/07/2025 ✓

Board Meeting Date: 07/21/2025 ✓

Alternate Date: 07/07/2025

Budget Number: NA

Budget Description: NA

Amount: NA

Brief Description: The small annual block party at the end of Glenwood Drive. Typically get about 40 people spread throughout the cul-de-sac on Glenwood Dr. They are requesting the permit for Saturday, August 16th 2025 from 12p-10p. Glenwood Drive is a dead end cul-de-sac with very little traffic. Residents are aware they need to keep driving lanes clear just in case for the need of emergency vehicles.

Add Supporting Docs:

Additional Comments/Details: None at this time

Agree to Terms: Agree

[unsubscribe](#)



RESOLUTION

#6

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 authorizing the Superintendent of Highways to hire Brandon Mount and Brandon Hitchcock for Motor Equipment Operator positions within the Highway Department.

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

WHEREAS, Kevin Clark and Matthew Winkler have resigned from the Highway Department seeking higher paid positions, and two vacancies exist within the Department, and,

WHEREAS, Superintendent of Highways, Dahn Bull, has recommended the hiring of the following individuals:

<u>Name</u>	<u>Position of Appointment</u>	<u>Address</u>
Brandon Mount	Motor Equipment Operator	Stillwater, New York
Brandon Hitchcock	Motor Equipment Operator	Cohoes, New York

, and

WHEREAS; Mr. Mount, who will fill the vacancy created by Kevin Clark, has been operating commercial vehicles for six years, and has spent time in the construction and maintenance field locally, as well as four years in the private sector working with local rental and commercial properties, and

WHEREAS, Mr. Hitchcock, who will fill the vacancy created by Matthew Winkler, brings with him 8 years of various experience, while earning both his CDL B and CDL A licenses; now, therefore be it,

RESOLVED, that the Town Board authorizes the hiring of Brandon Mount and Brandon Hitchcock to the positions stated above, to be paid as detailed in the attached Schedule A.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, July 17, 2025 8:47 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; hd
Subject: New Employee Resolution Request #1888

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

Department: Highway Department

Your Name: Dahn Bull

Your Email: dbull@cliftonpark.org

Sponsor: D. Bull

Agenda Session Date: 07/21/2025 ✓

Board Meeting Date: 07/21/2025 ✓

Alternate Date: 08/04/2025

Budget Number: DA-5110-E1500, DA-5142-E1500

Budget Description: Item 1 - Motor Equipment Operator, Item 4 - Motor Equipment Operator

Amount: \$Grade 5, Step 1 (\$27.93/hr., Salary \$58,318.00)

Brief Description: Resolution No. ____ of 2025, a resolution authorizing the Superintendent of Highways to hire Brandon Mount and Brandon Hitchcock, for positions within the Highway Department.

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

WHEREAS, Kevin Clark and Matthew Winkler have resigned the Highway Department seeking higher paid positions, and two vacancies exist within the Department; and,

WHEREAS, Superintendent of Highways, Dahn Bull, has recommended the hiring of the following individuals:

Name Position of Appointment Address

Brandon Mount Motor Equipment Operator Stillwater, New York

Brandon Hitchcock Motor Equipment Operator Cohoes, New York

WHEREAS; Mr. Mount will fill the vacancy created by Kevin Clark has been operating commercial vehicles for six years, and has spent time in the construction and maintenance field locally, as well as four years in the private sector working with local rental and commercial properties; and,

WHEREAS, Mr. Hitchcock will fill the vacancy created by Matthew Winkler, bringing with him 8 years of various experience, while earning both his CDL B and CDL A licenses; therefore be it,

RESOLVED, that the Town Board authorize the hiring of Brandon Mount and Brandon Hitchcock to the positions stated above, and be it further,

RESOLVED, that Mr. Mount and Mr. Hitchcock be hired at a Grade 5, Step 1 (\$27.93/hr., Salary \$58,318.00), and be it further,

RESOLVED, that the funds necessary for these promotions be allocated as follows;

Title Item 1 Item 4

Motor Equipment Operator DA-5110-E1500 DA-5142-E1500

Add Supporting Docs:

[d027236c3fffa8ff_ResumeBrandonHitchcock-1.pdf](#)

[f6108c4971d16be0_ResumeBrandonMount-2.pdf](#)

Additional Comments/Details: Sorry for the delay I was waiting back on confirmation of acceptances.

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
MEO Brandon	Mount effective 7/22/2025	5	1	1	27.93		23.4	40 \$ 26,142.48
								Rounded to: <u>\$ 26,142.00</u>
Brandon	Hitchcock effective 7/22/2025	5	1	1	27.93		23.4	40 \$ 26,142.48
								Rounded to: <u>\$ 26,142.00</u>
Mount - Transfer funds from:								
				Highway Fund - Snow Removal - K Clark		DA-05142-E6317		\$ 9,196.00
				Highway Fund - General Construction - K Clark		DA-05110-E6317		<u>\$ 16,946.00</u>
Transfer to:								
				Highway Fund - Snow Removal - Emp'ee		DA-05142-Exxxx		\$ 8,491.00
				Highway Fund - General Construction - Emp'ee		DA-05110-Exxxx		<u>\$ 17,651.00</u>
Hitchcock - Transfer funds from:								
				Highway Fund - Snow Removal - M Winkler		DA-05142-E6239		\$ 7,786.00
				Highway Fund - General Construction - M Winkler		DA-05110-E6239		<u>\$ 18,356.00</u>
Transfer to:								
				Highway Fund - Snow Removal - Emp'ee		DA-05142-Exxxx		\$ 8,491.00
				Highway Fund - General Construction - Emp'ee		DA-05110-Exxxx		<u>\$ 17,651.00</u>



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 Superintendent of Highways to install one (1) STOP sign on Thunderbird Drive at Meridian Lane.

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

WHEREAS, the Town of Clifton Park Highway Safety Committee received a referral from a resident of Thunderbird Drive requesting a review of traffic control measures at the intersection of Thunderbird Drive and Meridian Lane, and

WHEREAS, the Highway Safety Advisory Committee reviewed the request and conducted a site evaluation at its April 2025 meeting, taking into consideration traffic volumes, intersection geometry, and sight distance limitations, and

WHEREAS, the Committee determined that vehicles approaching the intersection from Thunderbird Drive may likely experience compromised sight distance due to roadway curvature and landscaping, particularly when evaluating traffic traveling at or near the 85th percentile speed on Meridian Lane, and

WHEREAS, the Committee concluded that the installation of a STOP sign (MUTCD R1-1) on Thunderbird Drive for vehicles entering the intersection and then turning onto Meridian Lane is warranted to ensure that drivers have the opportunity to come to a complete stop and safely assess oncoming traffic in both directions before proceeding, and

WHEREAS, the Town Board finds that the recommendation is consistent with the Manual on Uniform Traffic Control Devices (MUTCD) guidelines for STOP sign placement based on intersection visibility and safety considerations; now, therefore, be it

RESOLVED, that the Town Board of the Town of Clifton Park hereby supports the recommendation of the Highway Safety Advisory Committee and authorizes the installation of one (1) STOP sign (MUTCD R1-1) on Thunderbird Drive at the approach leg of the intersection with Meridian Lane; and be it further

RESOLVED, that the Town Highway Department is directed to install the STOP sign in accordance with MUTCD standards and ensure proper visibility and placement.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Monday, June 23, 2025 8:50 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 #1854

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

Department: Planning Department

Your Name: John Scavo

Your Email: jscavo@cliftonpark.org

Sponsor: P. Barrett

Agenda Session Date: 07/07/2025 ✓

Board Meeting Date: 07/21/2025 ✓

Alternate Date: 08/04/2025

Budget Number: N/A

Budget Description: Existing Highway Sign Budget - No Additional Appropriation

Amount: 0

Brief Description: Installation of a STOP sign on Thunderbird Drive for vehicles entering the "T" intersection onto Meridian to then turn left or right.

Add Supporting Docs:

[6234176f0219e4e4_Resolution_Draft_Text.pdf](#)

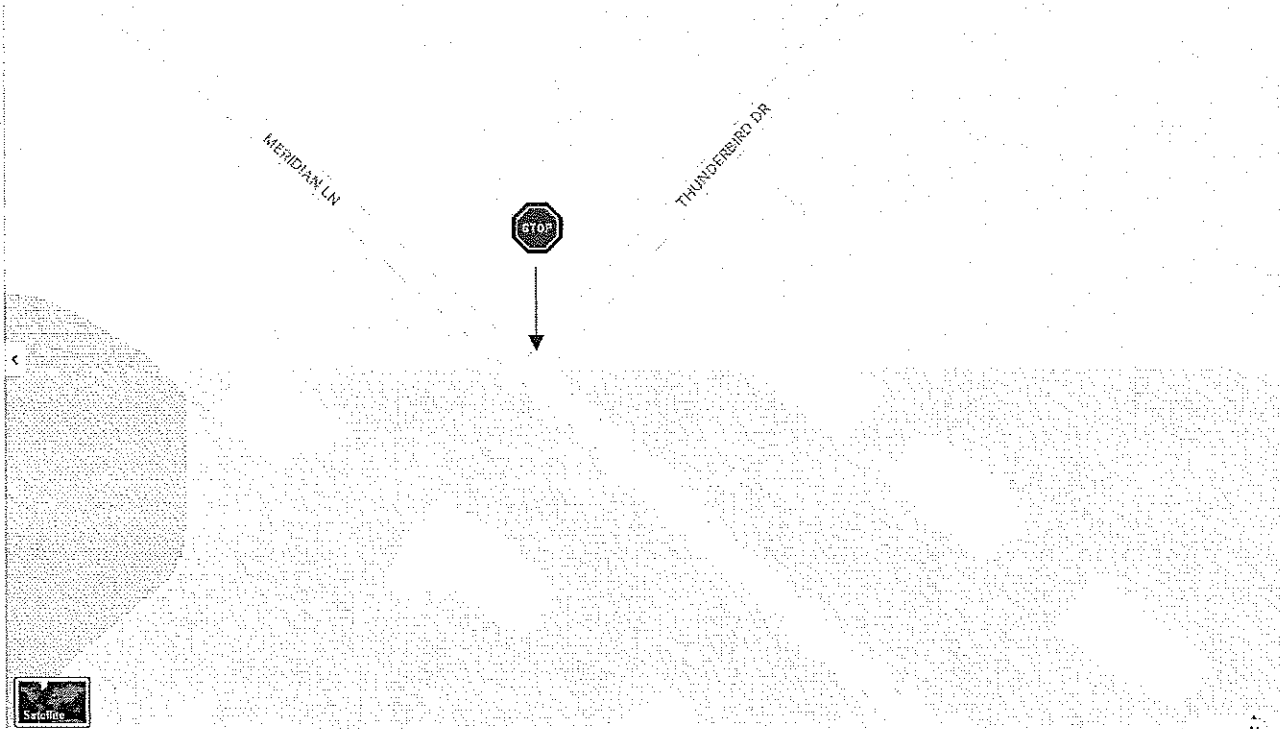
[97d8ded7bdb1dd33_Location_Map.pdf](#)

Additional Comments/Details: I am submitting this request for Town Board consideration to place the installation of a STOP sign on Thunderbird Drive at Meridian Lane on an upcoming agenda, consistent with the Highway Safety Advisory Committee's April 2025 recommendation based on sight distance and traffic safety concerns.

Agree to Terms: Agree

[unsubscribe](#)

STOP sign installation at Thunderbird Drive for vehicles before entering the intersection with Meridian Lane – Location Map.





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 authorizing Change Order #1 for a bid awarded for the new Highway Garage Fueling Island project, and to transfer from Contingency.

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

WHEREAS, by Resolution No. 98 of 2025, the Town Board awarded a bid to Metro Environmental Services, LLC to replace the existing fuel station structure at the Town's Highway Facility, and

WHEREAS, John Scavo, Director of Planning & Zoning, has submitted a request for additional funding, to allow for full galvanization of both canopy support columns, a proactive investment to enhance the durability and performance of the structure, and

WHEREAS, Mr. Scavo recommends accepting Change Order #1, to cover the additional costs involved; now, therefore, be it

RESOLVED, that the Town Supervisor is authorized to execute Change Order #1 from Metro Environmental Services, LLC, in an amount not to exceed \$9,450 for the additional work for the new Highway Garage Fueling Island project; and be it further

RESOLVED, that the Comptroller is authorized to transfer from Contingency, A-01990-00015, \$9,450 to A-05132-00200 (General Fund – Highway Garage – Equipment).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Wednesday, July 2, 2025 4:48 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 #1868

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

Department: Planning Department

Your Name: John Scavo

Your Email: jscavo@cliftonpark.org

Sponsor: P. Barrett

Agenda Session Date: 07/08/2025 ✓

Board Meeting Date: 07/22/2025 ✓

Alternate Date: 08/11/2025

Budget Number: A-05132-00200

Budget Description: General Fund Highway Garage Equipment

Amount: \$9,450.00

Brief Description: Recommend that the Town Board approve a change order in the amount of \$9,450 to allow for the full galvanization of both fueling canopy support columns. This proactive investment will enhance the durability and performance of the structure, aligning with the Town's commitment to long-term infrastructure resilience.

Add Supporting Docs:

[1828417475f0b27b_ChangeOrderRequest_1.pdf](#)

[1b3cf71ac2550940_Fuel_Replacement_Award_Resolution_to_MES.pdf](#)

Additional Comments/Details: Chnage Order Justification Memo and prior contract award resolution attached.

Agree to Terms: Agree

[unsubscribe](#)



Town of Clifton Park

Planning & Zoning Department

One Town Hall Plaza | Clifton Park, New York 12065
(518) 371-6054 | Planning@Cliftonpark.org

INTEROFFICE MEMORANDUM

To: Town Board, Town of Clifton Park

From: John Scavo, Director of Planning & Zoning

Date: July 2, 2025

Re: Request for Change Order - Full Galvanization of Fuel Island Canopy Columns at the New Highway Garage Fueling Island

Background

The current project specifications for the fuel island canopy at the Highway Garage call for galvanizing only the bottom 2 feet of the two vertical steel support columns, primarily treating the portion embedded in the ground. Following consultation with the canopy supplier and engineering team, it has been recommended that the entire length of both columns be galvanized.

The cost for full galvanization of both columns has been quoted at \$9,450, which is considered reasonable given that the majority of the cost lies in transportation and handling, regardless of the extent of galvanization.

Justification and Benefits

Given the Northeast climate and the nature of operations at the Highway Garage, full galvanization offers several long-term benefits:

- The facility services salt-laden vehicles during the winter months. Full galvanization provides a uniform protective coating that significantly reduces the risk of corrosion from salt, moisture, and freeze-thaw cycles.
- Galvanized steel has a longer service life in harsh environments, reducing the need for future repairs or replacements.
- Unlike partial galvanization or site-applied coatings, full factory galvanization ensures consistent quality and minimal maintenance over time.
- The canopy structure is critical for fueling operations. Ensuring its durability supports uninterrupted service during peak winter operations.

Recommendation

It is recommended that the Town Board approve a change order to increase the approved contract amount with Metro Environmental Services by \$9,450 to allow for the full galvanization of both canopy support columns. This proactive investment will enhance the durability and performance of the structure, aligning with the Town's commitment to long-term infrastructure resilience.

Resolution No. 98 of 2025, a resolution awarding the fuel station replacement project to Metro Environmental Services, LLC.

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

WHEREAS, the Town of Clifton Park has identified the need to replace the existing fuel station at the Town's Highway Facility to ensure compliance with New York State Department of Environmental Conservation (NYS DEC) and Environmental Protection Agency (EPA) requirements, and

WHEREAS, the Town of Clifton Park Planning Department issued an Invitation to Bidders for the Fuel Station Replacement Project, with bids due by 3:00 p.m. on Wednesday, April 9, 2025, and

WHEREAS, Metro Environmental Services, LLC submitted the lowest qualified bid in the amount of \$825,000 for the Fuel Station Replacement Project, and

WHEREAS, the design engineer Greenman Pedersen, Inc. (GPI), on behalf of the Town, has reviewed the bid submitted by Metro Environmental Services, LLC and has confirmed its recommendation for the Town to award the bid to Metro Environmental Services, LLC, and

WHEREAS, the Town Board has determined that it is in the best interest of the Town to proceed with the Fuel Station Replacement Project to ensure the safety and compliance of the Town's fueling facilities, and

WHEREAS, GPI has requested an additional \$750 to cover Ambient Environmental, Inc.'s increased laboratory fees for sample analysis due to rate increases since the original proposal was prepared in 2023, and

WHEREAS, the Town Board has previously obligated funds from the American Recovery Plan Act (ARPA) by Resolution 280 of 2024 in the amount of \$297,533, and

WHEREAS, the additional balance of \$528,217 is to come from Unassigned Fund Balance; now, therefore, be it

RESOLVED, that the Town Board of the Town of Clifton Park hereby awards the Fuel Station Replacement Project to Metro Environmental Services, LLC as the lowest qualified bidder in an amount not to exceed \$825,000; and be it further

RESOLVED, that the Supervisor is authorized to execute the agreement #2 with GPI for additional costs with demolition and tank removal; and be it further

RESOLVED, that the Town Supervisor is authorized to execute any and all agreements and documents necessary to proceed with the Fuel Station Replacement Project with Metro Environmental Services, LLC; and be it further

RESOLVED, that the Comptroller is authorized to transfer from A-00914, (General Fund – Unassigned Fund Balance) \$528,217 to A-05132-00200 (General Fund – Highway Garage – Equipment).

ROLL CALL VOTE

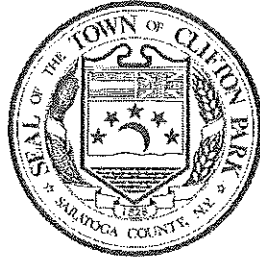
Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

April 21, 2025


Stephanie Ranze, Town Clerk



RESOLUTION

#9

PHILIP C. BARRETT
Supervisor

•

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

•

AGATHA REID
Councilwoman

•

ANTHONY F. MORELLI
Councilman

Resolution No. ____ of 2025, authorizing the Town Supervisor to execute a Memorandum of Understanding regarding collaborative trail connection from Town Center Park to the Clifton Park-Halfmoon Library.

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

WHEREAS, the Town of Clifton Park (hereinafter the “Town”), the Shenendehowa Central School District (hereinafter the “SCSD”), and the Clifton Park-Halfmoon Library (hereinafter the “Library”) wish to explore and plan for a public trail connection from the Town Center Park to the Library, and

WHEREAS, a Memorandum of Understanding (hereinafter the “MOU”) has been drafted setting forth efforts by the Town, SCSD, and Library to advance the trail connection and seek grant funding, and

WHEREAS, the MOU has been signed by the Interim Superintendent of the SCSD and forwarded to the Town and Library, and

WHEREAS, the MOU will further the efforts to design, fund, and construct the trail connection; now, therefore, be it

RESOLVED, that the Town Supervisor is hereby authorized to execute the attached MOU Regarding a Collaborative Trail Project.

MEMORANDUM OF UNDERSTANDING

Between

The Shenendehowa Central School District

The Clifton Park-Halfmoon Public Library

And

The Town of Clifton Park

Regarding a Collaborative Wooded Trail Project

This Memorandum of Understanding ("MOU") is entered into this _____ day of _____, 2025, by and between the Shenendehowa Central School District, with its principal offices at 5 Chelsea Place, Clifton Park, NY 12065 (hereinafter "School District"), the Clifton Park-Halfmoon Public Library, a school district public library with its principal address at 475 Moe Road, Clifton Park, NY 12065 (hereinafter "Library"), and the Town of Clifton Park, a municipal corporation with its principal offices at One Town Hall Plaza, Clifton Park, NY 12065 (hereinafter "Town"). The School District, Library, and Town are collectively referred to herein as the "Parties."

1. RECITALS

WHEREAS, the Parties each own or control real property situated in the Town of Clifton Park, County of Saratoga, New York, which properties are contiguous or in close proximity to one another and feature wooded areas suitable for the development of a recreational and educational trail system;

WHEREAS, the Parties share a common interest in enhancing community access to recreational facilities, promoting environmental stewardship, fostering educational opportunities, and improving connectivity between their respective properties and services for the benefit of the residents of Clifton Park and the surrounding areas;

WHEREAS, the development of such a wooded trail would provide significant joint benefits to the students of the Shenendehowa Central School District by offering unique outdoor educational opportunities, promoting physical activity and well-being, and providing safe and convenient access to nature for experiential learning and recreation;

WHEREAS, a connecting trail system would greatly benefit the patrons of the Clifton Park-Halfmoon Public Library by offering enhanced access to library facilities, providing tranquil recreational opportunities in conjunction with library visits, and creating potential for nature-based programming and community engagement activities;

WHEREAS, the residents of the Town of Clifton Park would broadly benefit from an expanded network of passive recreational trails, fostering greater community health, providing additional avenues for enjoying the Town's natural landscapes, and promoting connectivity between key community institutions and neighborhoods;

WHEREAS, the Parties desire to collaborate in good faith to explore, plan, and potentially develop a wooded trail system (the "Project") that would traverse portions of property owned or controlled by each of the Parties, connecting their facilities and creating a valuable community amenity;

WHEREAS, the Parties recognize that the successful planning and implementation of the Project will require mutual cooperation, a commitment to speedy progress, and concerted efforts to secure necessary approvals, resources, and potential grant funding; and

WHEREAS, the Parties wish to outline their mutual understanding and preliminary intentions regarding the Project, while acknowledging that this MOU is an expression of intent and does not create legally binding obligations for the expenditure of funds or the undertaking of specific actions, except as expressly stated herein.

2. PURPOSE OF THE MOU

The primary purpose of this MOU is to establish a framework for cooperation and good faith efforts among the Parties to:

- a. Jointly explore the feasibility and conceptual design of the Project.
- b. Engage in good faith efforts to identify and pursue any and all relevant local, state, federal, or private grant funding opportunities that could support the planning, design, construction, and/or maintenance of the Project.
- c. Encourage speedy and efficient progress in all phases of Project consideration and potential development.
- d. Define the anticipated roles and responsibilities of each Party in the initial exploratory and planning phases.
- e. Establish a mechanism for communication and coordination.

3. THE PROJECT

The Project generally encompasses the conceptualization, planning, and potential future development of a wooded trail system intended to connect the properties of the School District, the Library, and the Town. The precise alignment, design, scope, and features of the trail(s) will be subject to further discussion, feasibility studies, site analysis, community input, and available funding. It is anticipated that the Project may involve aspects such as trail clearing, grading, surfacing, signage, and potentially amenities such as benches or educational markers, all

subject to mutual agreement and compliance with applicable laws and regulations, including but not limited to the State Environmental Quality Review Act (SEQRA) if applicable.

4. GOOD FAITH EFFORTS AND MUTUAL COOPERATION

a. ****Good Faith in Project Advancement:**** Each Party agrees to act in good faith and to cooperate with the other Parties to explore and advance the Project. This includes, but is not limited to, participating in regular meetings, sharing relevant information (subject to any legal restrictions or confidentiality requirements), providing reasonable access to their respective properties for preliminary site assessment and planning purposes (subject to reasonable notice and appropriate safety and operational considerations), and dedicating appropriate staff time for Project-related discussions and planning activities.

b. ****Good Faith Efforts to Obtain Grant Funding:**** The Parties shall collaboratively identify potential grant funding sources for the Project. Each Party agrees to make good faith efforts to support and, where appropriate and mutually agreed upon, jointly apply for such grants. This may include, but is not limited to:

i. Sharing information on grant opportunities.

ii. Cooperatively developing grant proposals and applications.

iii. Providing necessary data, resolutions of support, or other documentation required for grant submissions, to the extent legally permissible and within each Party's discretion.

iv. Designating a lead applicant for specific grants if mutually agreed upon.

The Parties acknowledge that the award of any grant funding is not guaranteed and is subject to the discretion of the funding agencies.

c. ****Encouraging Speedy Progress:**** The Parties are committed to encouraging speedy progress throughout the consideration and potential development of the Project. They will endeavor to establish reasonable timelines for key decision points and planning milestones and will work diligently to meet such timelines, understanding that various internal and external factors may influence the actual pace of progress.

5. PROTECTION OF PARTIES / NON-PERFORMANCE

a. It is understood that the ability of each Party to contribute to the Project (whether through in-kind services, staff time, or future financial resources) is subject to its respective budgetary appropriations, legal authorities, and internal approval processes.

b. In the event that one or more Parties are unable or unwilling to contribute or assist in the Project as generally contemplated by this MOU, or to participate in good faith efforts as described herein, the remaining Party or Parties shall have the right to: i. Continue to pursue the Project independently or with other partners, to the extent feasible and desired, without further obligation to the non-participating Party under this MOU. ii. Seek to renegotiate the terms of this MOU with the remaining participating Parties. iii. Terminate this MOU in accordance with Section 8.

c. No Party shall be liable to any other Party for monetary damages or penalties due to a failure to perform or assist as contemplated by this MOU, it being understood that the commitments herein are to engage in good faith efforts and that the ultimate decision to proceed with any phase of the Project or expend resources rests with the governing body of each respective Party.

d. Each Party shall be responsible for its own acts and omissions and those of its officers, employees, and agents in connection with this MOU. Nothing in this MOU shall be construed as creating a joint venture, partnership, or agency relationship between the Parties, nor shall it be construed as an indemnification of one Party by another for liabilities not arising from the indemnifying Party's own actions or negligence.

6. ANTICIPATED ROLES AND RESPONSIBILITIES (Initial Phase)

a. ****Joint Responsibilities:**** i. Establish a Project Steering Committee comprised of at least one designated representative from each Party. This Committee will meet regularly (e.g., quarterly or as otherwise agreed) to oversee the implementation of this MOU, share information, and coordinate activities. ii. Collaboratively develop a preliminary action plan and timeline for feasibility assessment and conceptual planning. iii. Jointly review and provide input on any draft plans, studies, or grant applications.

b. ****Shenendehowa Central School District:**** i. Identify potential trail routes and access points on its property. ii. Provide existing relevant surveys, maps, or environmental information pertaining to its property, as available and appropriate. iii. Participate in community outreach efforts, as appropriate.

c. ****Clifton Park-Halfmoon Public Library:**** i. Identify potential trail routes and access points on its property or property it controls. ii. Consider how the trail could integrate with Library programming and services. iii. Participate in community outreach efforts, as appropriate.

d. ****Town of Clifton Park:**** i. Provide expertise from its Planning, Parks and Recreation, or other relevant departments, as available and appropriate. ii. Assist in identifying potential regulatory pathways and necessary approvals. iii. Identify potential trail routes and access points on Town-owned land or existing trail networks that could connect to the Project. iv. Participate in community outreach efforts, as appropriate.

8. TERM AND TERMINATION

a. This MOU shall become effective upon the date of the last signature by an authorized representative of all Parties and shall remain in effect for an initial term of three (3) years, unless terminated earlier as provided herein.

b. This MOU may be extended by mutual written agreement of all Parties.

c. Any Party may terminate its participation in this MOU at will, with or without cause, by providing at least thirty (30) days written notice to the other Parties.

d. Termination of this MOU by one or more Parties shall not affect the ability of the remaining Party or Parties to continue collaboration amongst themselves, should they choose to do so.
e. Upon termination, the Parties shall endeavor to conclude any joint activities in an orderly manner. Any intellectual property, plans, or data jointly developed up to the point of termination shall be available for use by all Parties, subject to any pre-existing rights or third-party agreements.

9. NO PENALTIES FOR NONCOMPLIANCE

It is expressly understood that this MOU is an instrument to foster cooperative effort and does not impose financial or legal penalties on any Party for noncompliance with its terms.

SHENENDEHOWA CSD

Dr. Cecily Wilson-Turner, Interim Superintendent

Date: _____

TOWN OF CLIFTON PARK

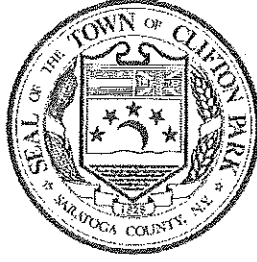
Philip Barrett, Town Supervisor

Date: _____

CLIFTON PARK - HALFMOON LIBRARY

_____, President

Date: _____



RESOLUTION

#10

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 retain MA Schafer Construction for the construction of two (2) buildings to cover recycling boxes at the Transfer Station.

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

WHEREAS, the Town Board wishes to retain services associated with the construction of two (2) buildings, each to be designed to cover a 40-yard roll-off recycling container at the Transfer Station, and

WHEREAS, sealed bids were opened on June 27, 2025, with MA Schafer Construction submitting the lowest conforming bid, for an amount not to exceed \$49,200, for the construction of two (2) buildings to cover recycling containers at the Transfer Station, and

WHEREAS, Daniel Clemens, Director of Buildings, Parks & Recreation, recommends that the bid from MA Schafer Construction be accepted; now, therefore, be it

RESOLVED, that Supervisor is authorized to execute an agreement with MA Schafer Construction, Altamont, NY, for the construction of two (2) buildings at the Transfer Station, in an amount not to exceed \$49,200, to be paid from A-8160-200, (General Fund – Solid Waste Management – CTS Equipment), with a transfer from A-00914 (General Fund – Unassigned Fund Balance).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Monday, June 30, 2025 1:47 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 #1863

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: 07/07/2025 ✓

Board Meeting Date: 07/21/2025 ✓

Alternate Date: 08/04/2025

Budget Number: A-8160-200

Budget Description: General Fund - Solid Waste Management - CTS Equipment

Amount: \$49,200.00

Brief Description: Award the sealed bid for constructing (2) buildings to cover the recycling boxes at the transfer station to MA Shafer Construction

Add Supporting Docs:

[57e6acff8ed51a7f_recycling_building_replacement_res_packet_6.30.25.pdf](#)

Additional Comments/Details: MA Shafer has done a few jobs for the tow. Good company, always easy to work with and quality results.

Agree to Terms: Agree

[unsubscribe](#)



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 sealed bids from qualified entities for the construction of (2) buildings to cover recycling 40-yard boxes located at the Clifton Park Transfer Station, 217 Vischer Ferry Road Rexford, NY, 12148.

The scope of work is as follows but not limited to:

Build (2) recycling center buildings according to plans provided.

The buildings are designed to cover a 40-yard roll off container for recycling.

The buildings will be sided on 3-sides only, front to be left open.

Supply all material needed.

Dispose of all waste properly.

Specifications are available in the Town Clerk's Office, One Town Hall Plaza, Clifton Park, NY 12065 or by emailing Town Clerk Stephanie Ranze at sranze@cliftonpark.org

Please use attached bid form

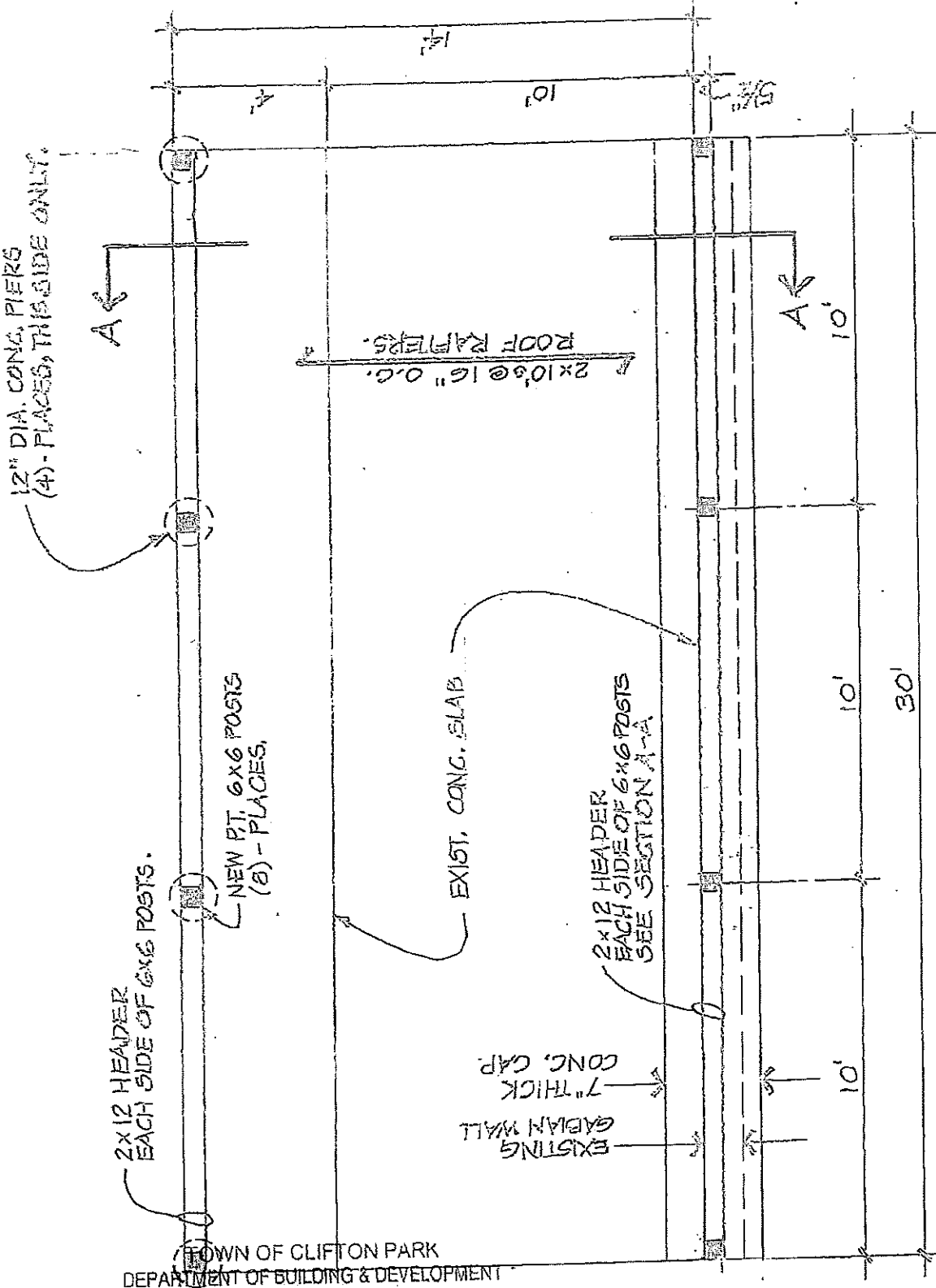
Sealed bids must be received at the Town Clerk's Office at One Town Hall Plaza, Clifton Park, NY, 12065, by 2:00 PM on Friday June 27, 2025, at which time bids will be opened. Please identify your bid as "Clifton Park Recycling Buildings".

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.

The prevailing wage rate as described by New York State must be paid. The Town of Clifton Park reserves the right to reject any or all quotes.

The Town of Clifton Park reserves the right to require a performance bond of 5% of the bid price. This bid document is available at www.cliftonpark.org under the government tab. Select request for bid & proposals from drop down menu.

For information contact Dan Clemens, Director of Buildings, Parks, and Recreation at dclemens@cliftonpark.org 518-371-6651 ext. 248.



12" DIA. CONG. PIERS
(4) - PLACED, THIS SIDE ONLY.

A ←

2x12 HEADER
EACH SIDE OF 6x6 POSTS.

NEW PT. 6x6 POSTS
(8) - PLACED.

EXIST. CONG. SLAB

2x12 HEADER
EACH SIDE OF 6x6 POSTS
SEE SECTION A-A

EXISTING
GABIAN WALL
7" THICK
CONG. CAP

2x10's @ 16" O.C.
ROOF RAFTERS.

A ←

10'

30'

10'

TOWN OF CLIFTON PARK
DEPARTMENT OF BUILDING & DEVELOPMENT



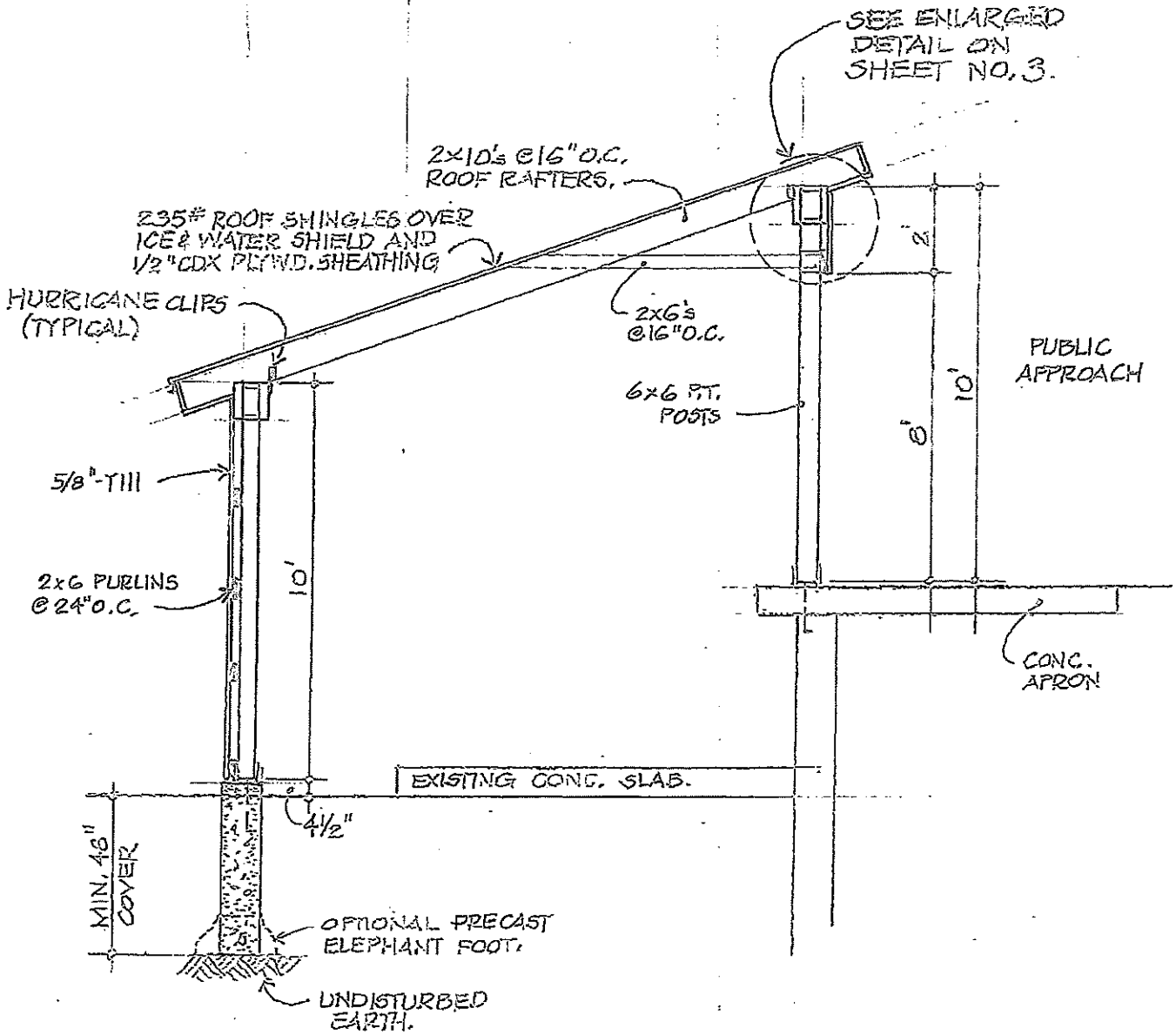
1/4

ONE COPY ON JOB SITE AT ALL TIMES

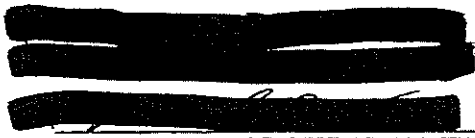
Scale: 1/4" = 1'

PLAN VIEW

Recycle/Trash Stations - TRANSFER STATION.
Vischer Ferry Road.
Town of Clifton Park.



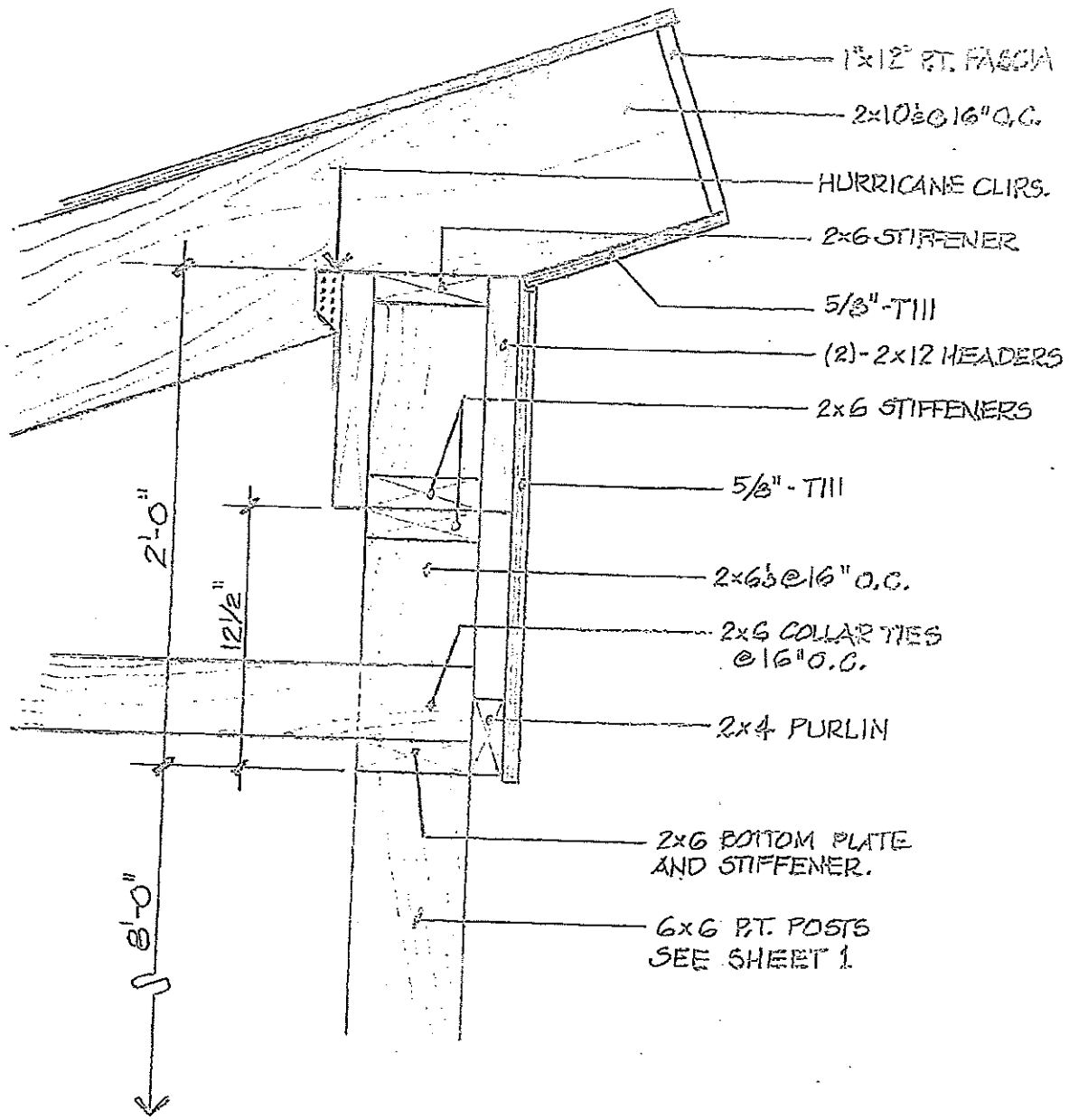
TOWN OF CLIFTON PARK
DEPARTMENT OF BUILDING & DEVELOPMENT



2/4

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SHEET 2 OF 4



ROOF CONNECTION

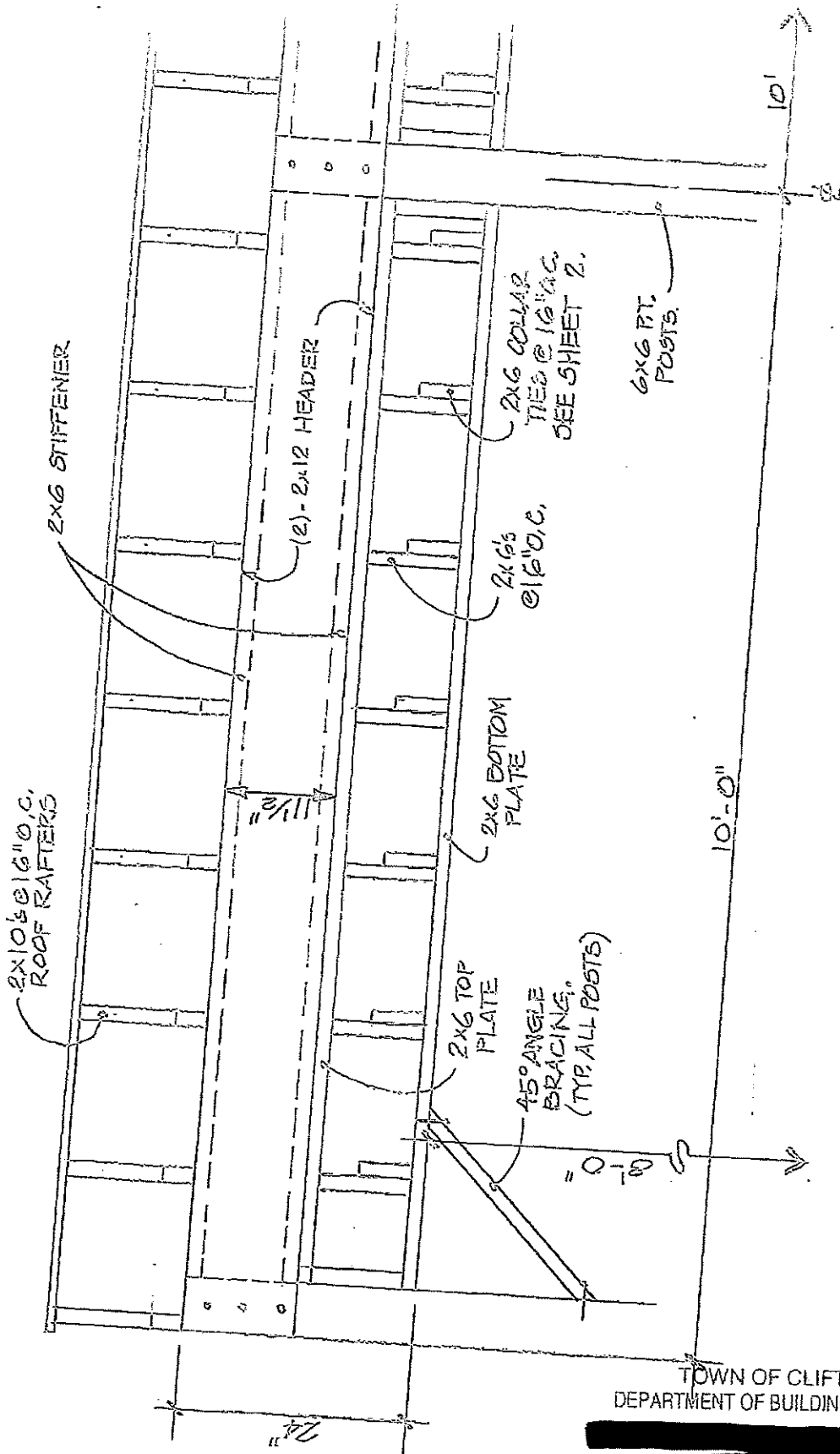
Scale: 1/2" = 1'-0"

TOWN OF CLIFTON PARK
 DEPARTMENT OF BUILDING & DEVELOPMENT

[REDACTED]
 [REDACTED]
 [REDACTED]

3/4

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SHEET 4 OF 4.

TOWN OF CLIFTON PARK
 DEPARTMENT OF BUILDING & DEVELOPMENT

[REDACTED]

9/4

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Town of Clifton Park

Buildings & Grounds

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

BID FORM

Date: _____

Company Name: _____

Bid Name: _____

Lump Sum amount: _____

Name/Title: _____

Signature: _____

Transfer Station – 40 Yard Boxes – Rebid 6/27/25 @ 2pm

COMPANY NAME	Total Base BID
M.A SCHAFFER CONST.	49,200.00 *
KOS CONTRACTING	253,000.00
GALLO CONSTRUCTION	133,500.00



Town of Clifton Park
Buildings & Grounds

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BID FORM

Date: June 25th 2025

Company Name: MA Schafer Construction

Bid Name: Clifton Park Transfer Station

Lump Sum amount: \$49,200.00

Name/Title: Beth Lojewski / office manager

Signature: Seth Jayusei



Town of Clifton Park
Buildings & Grounds

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BID FORM


Date: 6/26/2025

Company Name: K.D.S. Contracting, LLC

Bid Name: (2) Recycling Center Buildings

Lump Sum amount: \$253,000

Name/Title: Kaleb Stores, Owner

Signature: 



Town of Clifton Park

Buildings & Grounds

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BID FORM

Date: 6/27/25

Company Name: Gallo Construction Corp.

Bid Name: Clifton Park Recycling Building

Lump Sum amount: 133,500.00

Name/Title: Michael A. Gallo-VP

Signature: *Michael A. Gallo*



RESOLUTION

#11

PHILIP C. BARRETT
Supervisor

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

AGATHA REID
Councilwoman

ANTHONY F. MORELLI
Councilman

Resolution No. ___ of 2025, a resolution hiring a WSI Instructor for individual swim lessons at Country Knolls pool for the 2025 season and to authorize position changes for two (2) current hires at the Jonesville Half-Day Camp.

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

WHEREAS, a vacancy exists for a WSI Instructor for the 2025 season, and

WHEREAS, Mike Woerner, Director of Parks & Recreation, recommends hiring Delaney Michels, Ballston Lake, NY, for the position, retroactively to 07/07/2025, and

WHEREAS, Mr. Woerner wishes to have two (2) current hires change positions at the Jonesville Half-Day Camp, as detailed on the attached Schedule A; now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the hiring of Delaney Michels, Ballston Lake, NY, at Step 2, \$18.15 per hour, to be paid from A-7310-E4575, (General Fund – Summer Rec Programs - WSI Instructors), retroactively to 07/07/2025, and the position changes at the Jonesville Half-Day Camp, as detailed in the attached Schedule A.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Friday, July 11, 2025 10:09 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; hd
Subject: New Employee Resolution Request #1879

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: 07/21/2025 ✓
Board Meeting Date: 07/21/2025 ✓
Alternate Date: 07/21/2025
Budget Number: a-4575
Budget Description: hire WSI instructor
Amount: \$18.15/ hour
Brief Description: hire Delaney Michels as a WSI instructor retro to 7/7/25
step 2- \$18.15/hour
Add Supporting Docs:
Additional Comments/Details: hire Delaney Michels as a WSI instructor retro to 7/7/25
step 2- \$18.15/hour
Agree to Terms: Agree

[unsubscribe](#)

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Wednesday, July 16, 2025 10:59 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; hd
Subject: New Employee Resolution Request #1886

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: 07/21/2025 ✓
Board Meeting Date: 07/21/2025 ✓
Alternate Date: 07/21/2025
Budget Number: see attached sheets
Budget Description: position changes at Jonesville camp
Amount: see attachments
Brief Description: camp position switches
Add Supporting Docs:
[5225a57c0bfd3c5b_Jonesville_camp_changes_July_2025.pdf](#)

Additional Comments/Details: see attached
Agree to Terms: Agree

[unsubscribe](#)

SCHEDULE A

Jonesville Half-Day Camp changes: Retroactive to 07/21/25

Matt Warren from PE specialist to counselor step 5 \$16.25/hour **A-7310-E4500**

Cameron Smith from counselor to PE specialist \$379/week **A-7310-E9000**



RESOLUTION

#12

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 Security Officer, and the addition of Part-time Armed Court Officer 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 Security Officer, and

WHEREAS, Lou Pasquarell, Director of Safety and Security, has recommended that Drew Rentz be hired provisionally for this position, pending Civil Service Certification, and

WHEREAS, by Resolution No. 162 of 2017, the Town Board authorized the hiring of Alden Saddlemire as a Part-time Security Officer, and

WHEREAS, Mr. Pasquarell wishes to add Part-time Armed Court Officer to the job title of Mr. Saddlemire; now, therefore, be it

RESOLVED, that authorization is hereby given to hire Drew Rentz as a Part-time Security Officer at Grade 5, Step 1, \$27.62/hr., as needed, effective immediately, to be paid from A-03120-E4010, (General Fund – Security – Part Time Security Officers), and to add Part-time Armed Court Officer to the job title of current Part-time Security Officer Alden Saddlemire at Grade 6, Step 2, \$30.54/hr., also effective immediately.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Tuesday, July 15, 2025 1:33 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 #1883

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: Supervisor Barrett
Agenda Session Date: 07/21/2025 ✓
Board Meeting Date: 07/21/2025 ✓
Alternate Date: 08/04/2025
Budget Number: A-3120-E4030 - Part-Time
Budget Description: Provisionally - Security Officer -
Amount: \$27.62 per hour, Grade 5, Step 1
Brief Description: Drew Rentz, request to hire as a Provisionally Part-Time Security Officer:
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, July 15, 2025 1:38 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 #1884

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: Supervisor Barrett
Agenda Session Date: 07/21/2025 ✓
Board Meeting Date: 07/21/2025 ✓
Alternate Date: 08/04/2025
Budget Number: Grade 6, Step 1, \$30.24 per hour.
Budget Description: Armed Court Officer -
Amount: \$27.62 per hour, Grade 5, Step 1
Brief Description: Alden Saddlemire, would remain as a Security Office and would also like to hire him as an Armed Court Officer:
Add Supporting Docs:
Additional Comments/Details: N/A
Agree to Terms: Agree

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Resolution No. 162 of 2017, a resolution authorizing the hiring of Alden F. Saddlemire as a part-time Security Officer.

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

WHEREAS, a vacancy exists for a part-time Security Officer for the Town of Clifton Park, and

WHEREAS, Louis Pasquarell, Director of Safety and Security, has recommended that Alden Saddlemire, 14 Reed Lane, Clifton Park, be hired to fill the position of the part-time Security Officer for the Town of Clifton Park; now, therefore, be it

RESOLVED, that the Town Board authorizes the hiring of Alden F. Saddlemire, as a part-time Security Officer for the Town of Clifton Park at Grade 5, Step 1 (\$21.91) per hour, effective immediately, to be paid from A-312-E4000 (Security Officer Employee).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

June 19, 2017

Patricia O'Donnell, Town Clerk