



TOWN OF CLIFTON PARK TOWN BOARD MEETING

October 06, 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: Proposed amendments to Town Code Chapters 152 and 153 relating to Prohibited Acts-Metal Detectors**
- **Resolution: To determine that amending Town Code Chapter 208 to define and regulate short-term rentals will not have a significant impact on the environment (SEQRA Negative Declaration)**
- **Public Hearing- 7:05pm: Proposed amendments to Town Code Chapters 73 and 208 relating to short-term rentals**
- **Public Hearing- 7:08pm: Proposed amendments to Town Code Chapter 93 relating to regulation of animal kennels and boarding facilities**
- **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 AMENDMENTS TO TOWN CODE CHAPTERS 152 AND 153, RELATING
TO PROHIBITED ACTS – METAL DETECTORS

Please take notice that the Town Board of the Town of Clifton Park will conduct a public hearing on October 6, 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 wishes to address and amend Chapter 152 and Chapter 153, relating to Prohibited Acts – Metal Detectors.

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

Proposed code amendments regarding metal detectors.

§152-6 Prohibited acts.

I .To use or possess a metal detector while within a nature preserve owned or managed by the Town of Clifton Park.

§153-4 Prohibited acts.

F. To use or possess a metal detector while within a park owned or managed by the Town of Clifton Park.

Resolution No. ___ of 2025, a resolution to adopt a Local Law amending Chapter 208 of the Town Code to Define and Regulate Short-Term Rentals, Clifton Park, NY.

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

WHEREAS, the Town Board of the Town of Clifton Park proposes to adopt a Local Law amending Chapter 208 of the Town Code to include a definition for “Short-Term Rental” and establish regulatory requirements for such uses within the Town’s zoning framework, and

WHEREAS, the proposed action has been reviewed pursuant to the New York State Environmental Quality Review Act (SEQRA) and has been classified as a Type I Action under 6 NYCRR Part 617.4(b)(2), and

WHEREAS, the Town Board, as Lead Agency, has caused to be prepared a Full Environmental Assessment Form (FEAF) Parts 1 and 2, and has duly considered the criteria for determining significance as set forth in 6 NYCRR Part 617.7, and

WHEREAS, the Town Board has reviewed the proposed local law, the FEAF, and all supporting documentation, and finds that the proposed action will not result in any significant adverse environmental impacts; now, therefore, be it

RESOLVED, that the Town Board of the Town of Clifton Park, as Lead Agency, hereby determines that the proposed action will not have a significant adverse impact on the environment and hereby issues a Negative Declaration pursuant to SEQRA; and be it further

RESOLVED, that the Town Supervisor is authorized to sign the SEQRA Negative Declaration and file the Notice of Determination of Non-Significance in accordance with the requirements of 6 NYCRR Part 617.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Tuesday, September 23, 2025 9:28 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 #2296

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

Department: Planning Department

Your Name: John P. Scavo

Your Email: jscavo@cliftonpark.org

Sponsor: P. Barrett

Agenda Session Date: 10/06/2025 ✓

Board Meeting Date: 10/06/2025 ✓

Alternate Date: 10/20/2025

Budget Number: N/A

Budget Description: None

Amount: 0

Brief Description: Issuance of a SEQR Negative Declaration to allow for the public hearing on short term rentals and consider amendments to the Town Code that include Chapter 208 Section 7 Definitions.

Add Supporting Docs:

[697aaaaf6000829c_Draft_SEQR_Resolution.pdf](#)

[404f631d3de46c34_Short_Term-Rental_FEAF.pdf](#)

[324a2afcc829db16_Regulating-Short-Term-Rentals-in-New-York.pdf](#)

Additional Comments/Details: SEQR must be completed prior to opening the public hearing on October 6th. Adoption of this resolution that evening before opening the public hearing completes the SEQR review process

Agree to Terms: Agree

[unsubscribe](#)

Full Environmental Assessment Form
Part 1 - Project and Setting

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either “Yes” or “No”. If the answer to the initial question is “Yes”, complete the sub-questions that follow. If the answer to the initial question is “No”, proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Applicant/Sponsor Information.

Name of Action or Project: Local Law Amending Clifton Park Town Code Chapter 208-Zoning, Section 7-Definitions to include a definition for Short Term Rental		
Project Location (describe, and attach a general location map): Townwide, Town of Clifton Park, Saratoga County, NY		
Brief Description of Proposed Action (include purpose or need): Local Law to amend Zoning Code, Chapter 208. This amendment involves the addition of a definition for “Short-Term Rental” to the zoning text. The purpose of this modification is to clarify the meaning and regulatory scope of short-term rental uses within the Town’s zoning framework. The proposed definition will support consistent interpretation and enforcement of zoning provisions as they relate to transient lodging accommodations in residential and other zoning districts.		
Name of Applicant/Sponsor: Town of Clifton Park Town Board		Telephone: 518-371-6651 E-Mail: info@cliftonpark.org
Address: Clifton Park Town Hall, 1 Town Hall Plaza		
City/PO: Clifton Park	State: NY	Zip Code: 12065
Project Contact (if not same as sponsor; give name and title/role):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)		
Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	Town of Clifton Park Town Board, Local Law Adoption for Short Term Rental Definition	October 2025
b. City, Town or Village <input type="checkbox"/> Yes <input type="checkbox"/> No Planning Board or Commission		
c. City, Town or <input type="checkbox"/> Yes <input type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Saratoga Co. Planning Board, GML Section 239 recommendation only, No Official Approval	October 2025
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
i. Coastal Resources. <ul style="list-style-type: none"> i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway? <input type="checkbox"/>Yes <input checked="" type="checkbox"/>No ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program? <input type="checkbox"/>Yes <input checked="" type="checkbox"/>No iii. Is the project site within a Coastal Erosion Hazard Area? <input type="checkbox"/>Yes <input checked="" type="checkbox"/>No 		

C. Planning and Zoning

C.1. Planning and zoning actions.	
Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> • If Yes, complete sections C, F and G. • If No, proceed to question C.2 and complete all remaining sections and questions in Part 1 	
C.2. Adopted land use plans.	
a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located?	<input type="checkbox"/> Yes <input type="checkbox"/> No
b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, identify the plan(s):	
NYS Designated Heritage Area Mohawk Valley; Mohawk Towpath National Scenic Byway; I-87 US 9 Integrated Corridor Management Plan (2015).	

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes, identify the plan(s):	

C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. Yes No
 If Yes, what is the zoning classification(s) including any applicable overlay district?
 Town Code Chapter 208, Zoning Districts (R-3, R-1, CR, HR, HM, B-1, B-2, B-3, B-4, B-4A, B5, LI-1 & 2, PIR, LC, TC5, TC5, TC4, TC1, TC3, TNGB, TC2

b. Is the use permitted or allowed by a special or conditional use permit? Yes No

c. Is a zoning change requested as part of the proposed action? Yes No
 If Yes,
 i. What is the proposed new zoning for the site? Any district where a permissible residential dwelling is established.

C.4. Existing community services.

a. In what school district is the project site located? Shenendehowa Central School District, Ballston Lake Central School District, Niskayuna Central School District

b. What police or other public protection forces serve the project site?
 NYS Police, Saratoga Co. Sheriff.

c. Which fire protection and emergency medical services serve the project site?
 Six Volunteer Fire Districts and Two Ambulance/EMS Districts serve the Town of Clifton Park

d. What parks serve the project site?
 Kinns Road Park, Ushers Road State Forest, Vischer Ferry Nature & Historic Preserve, Clifton Common. Numerous Town owned Parks as inventoried in the Town of Clifton Park Recreation Master Plan of 2009.

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?

b. a. Total acreage of the site of the proposed action? _____ acres
 b. Total acreage to be physically disturbed? _____ acres
 c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres

c. Is the proposed action an expansion of an existing project or use? Yes No
 i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? Yes No
 If Yes,
 i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)
 ii. Is a cluster/conservation layout proposed? Yes No
 iii. Number of lots proposed? _____
 iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? Yes No
 i. If No, anticipated period of construction: _____ months
 ii. If Yes:
 • Total number of phases anticipated _____
 • Anticipated commencement date of phase 1 (including demolition) _____ month _____ year
 • Anticipated completion date of final phase _____ month _____ year
 • Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses? Yes No
 If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? Yes No
 If Yes,

- Total number of structures _____
- Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length
- Approximate extent of building space to be heated or cooled: _____ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? Yes No
 If Yes,

- Purpose of the impoundment: _____
- If a water impoundment, the principal source of the water: Ground water Surface water streams Other specify: _____
- If other than water, identify the type of impounded/contained liquids and their source. _____
- Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres
- Dimensions of the proposed dam or impounding structure: _____ height; _____ length
- Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? Yes No
 (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)
 If Yes:

- What is the purpose of the excavation or dredging? _____
- How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?
 - Volume (specify tons or cubic yards): _____
 - Over what duration of time? _____
- Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____

iv. Will there be onsite dewatering or processing of excavated materials? Yes No
 If yes, describe. _____

- What is the total area to be dredged or excavated? _____ acres
- What is the maximum area to be worked at any one time? _____ acres
- What would be the maximum depth of excavation or dredging? _____ feet
- Will the excavation require blasting? Yes No
- Summarize site reclamation goals and plan: _____

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? Yes No
 If Yes:

- Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

iii. Will the proposed action cause or result in disturbance to bottom sediments? Yes No

If Yes, describe: _____

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation? Yes No

If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? Yes No

If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? Yes No

If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No
- Do existing lines serve the project site? Yes No

iii. Will line extension within an existing district be necessary to supply the project? Yes No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? Yes No

If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? Yes No

If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities? Yes No

If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No

<ul style="list-style-type: none"> • Do existing sewer lines serve the project site? <input type="checkbox"/> Yes <input type="checkbox"/> No • Will a line extension within an existing district be necessary to serve the project? <input type="checkbox"/> Yes <input type="checkbox"/> No <p>If Yes:</p> <ul style="list-style-type: none"> • Describe extensions or capacity expansions proposed to serve this project: _____ _____ 	
<p>iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <ul style="list-style-type: none"> • Applicant/sponsor for new district: _____ • Date application submitted or anticipated: _____ • What is the receiving water for the wastewater discharge? _____ 	
<p>v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans): _____ _____</p>	
<p>vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____ _____</p>	
<p>e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. How much impervious surface will the project create in relation to total size of project parcel?</p> <p style="padding-left: 40px;">_____ Square feet or _____ acres (impervious surface)</p> <p style="padding-left: 40px;">_____ Square feet or _____ acres (parcel size)</p> <p>ii. Describe types of new point sources. _____</p>	
<p>iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)? _____ _____</p> <ul style="list-style-type: none"> • If to surface waters, identify receiving water bodies or wetlands: _____ _____ • Will stormwater runoff flow to adjacent properties? <input type="checkbox"/> Yes <input type="checkbox"/> No 	
<p>iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, identify:</p> <p>i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles) _____</p> <p>ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers) _____</p> <p>iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation) _____</p>	
<p>g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes:</p> <p>i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>ii. In addition to emissions as calculated in the application, the project will generate:</p> <ul style="list-style-type: none"> • _____ Tons/year (short tons) of Carbon Dioxide (CO₂) • _____ Tons/year (short tons) of Nitrous Oxide (N₂O) • _____ Tons/year (short tons) of Perfluorocarbons (PFCs) • _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆) • _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs) • _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs) 	

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? Yes No
 If Yes:
 i. Estimate methane generation in tons/year (metric): _____
 ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? Yes No
 If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? Yes No
 If Yes:
 i. When is the peak traffic expected (Check all that apply): Morning Evening Weekend
 Randomly between hours of _____ to _____.
 ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____

 iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____
 iv. Does the proposed action include any shared use parking? Yes No
 v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____

 vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site? Yes No
 vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? Yes No
 viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? Yes No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? Yes No
 If Yes:
 i. Estimate annual electricity demand during operation of the proposed action: _____

 ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____

 iii. Will the proposed action require a new, or an upgrade, to an existing substation? Yes No

l. Hours of operation. Answer all items which apply.
 i. During Construction:
 • Monday - Friday: _____
 • Saturday: _____
 • Sunday: _____
 • Holidays: _____
 ii. During Operations:
 • Monday - Friday: _____
 • Saturday: _____
 • Sunday: _____
 • Holidays: _____

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? Yes No
 If yes:
 i. Provide details including sources, time of day and duration:

ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? Yes No
 Describe: _____

n. Will the proposed action have outdoor lighting? Yes No
 If yes:
 i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? Yes No
 Describe: _____

o. Does the proposed action have the potential to produce odors for more than one hour per day? Yes No
 If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? Yes No
 If Yes:
 i. Product(s) to be stored _____
 ii. Volume(s) _____ per unit time _____ (e.g., month, year)
 iii. Generally, describe the proposed storage facilities: _____

q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? Yes No
 If Yes:
 i. Describe proposed treatment(s):

ii. Will the proposed action use Integrated Pest Management Practices? Yes No

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? Yes No
 If Yes:
 i. Describe any solid waste(s) to be generated during construction or operation of the facility:
 • Construction: _____ tons per _____ (unit of time)
 • Operation : _____ tons per _____ (unit of time)
 ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:
 • Construction: _____

 • Operation: _____

 iii. Proposed disposal methods/facilities for solid waste generated on-site:
 • Construction: _____

 • Operation: _____

s. Does the proposed action include construction or modification of a solid waste management facility? Yes No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____

ii. Anticipated rate of disposal/processing:

- _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
- _____ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: _____ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? Yes No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____

ii. Generally describe processes or activities involving hazardous wastes or constituents: _____

iii. Specify amount to be handled or generated _____ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? Yes No

If Yes: provide name and location of facility: _____

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: _____

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

Urban Industrial Commercial Residential (suburban) Rural (non-farm)

Forest Agriculture Aquatic Other (specify): _____

ii. If mix of uses, generally describe: _____

b. Land uses and covertypes on the project site.

Land use or Covertype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____			

c. Is the project site presently used by members of the community for public recreation? Yes No
i. If Yes: explain: _____

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? Yes No
If Yes,
i. Identify Facilities: _____

e. Does the project site contain an existing dam? Yes No
If Yes:
i. Dimensions of the dam and impoundment:
• Dam height: _____ feet
• Dam length: _____ feet
• Surface area: _____ acres
• Volume impounded: _____ gallons OR acre-feet
ii. Dam's existing hazard classification: _____
iii. Provide date and summarize results of last inspection: _____

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? Yes No
If Yes:
i. Has the facility been formally closed? Yes No
• If yes, cite sources/documentation: _____
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: _____

iii. Describe any development constraints due to the prior solid waste activities: _____

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? Yes No
If Yes:
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: _____

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? Yes No
If Yes:
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: Yes No
 Yes – Spills Incidents database Provide DEC ID number(s): _____
 Yes – Environmental Site Remediation database Provide DEC ID number(s): _____
 Neither database
ii. If site has been subject of RCRA corrective activities, describe control measures: _____

iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? Yes No
If yes, provide DEC ID number(s): _____
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): _____

v. Is the project site subject to an institutional control limiting property uses? Yes No

- If yes, DEC site ID number: _____
- Describe the type of institutional control (e.g., deed restriction or easement): _____
- Describe any use limitations: _____
- Describe any engineering controls: _____
- Will the project affect the institutional or engineering controls in place? Yes No
- Explain: _____

E.2. Natural Resources On or Near Project Site

a. What is the average depth to bedrock on the project site? _____ feet

b. Are there bedrock outcroppings on the project site? Yes No
 If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %

c. Predominant soil type(s) present on project site: _____ %
 _____ %
 _____ %

d. What is the average depth to the water table on the project site? Average: _____ feet

e. Drainage status of project site soils: Well Drained: _____ % of site
 Moderately Well Drained: _____ % of site
 Poorly Drained: _____ % of site

f. Approximate proportion of proposed action site with slopes: 0-10%: _____ % of site
 10-15%: _____ % of site
 15% or greater: _____ % of site

g. Are there any unique geologic features on the project site? Yes No
 If Yes, describe: _____

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? Yes No

ii. Do any wetlands or other waterbodies adjoin the project site? Yes No
 If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? Yes No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name _____ Classification _____
- Lakes or Ponds: Name _____ Classification _____
- Wetlands: Name _____ Approximate Size _____
- Wetland No. (if regulated by DEC) _____

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? Yes No
 If yes, name of impaired water body/bodies and basis for listing as impaired: _____

i. Is the project site in a designated Floodway? Yes No

j. Is the project site in the 100-year Floodplain? Yes No

k. Is the project site in the 500-year Floodplain? Yes No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? Yes No
 If Yes:
 i. Name of aquifer: _____

m. Identify the predominant wildlife species that occupy or use the project site: _____

n. Does the project site contain a designated significant natural community? Yes No
 If Yes:
 i. Describe the habitat/community (composition, function, and basis for designation): _____
 ii. Source(s) of description or evaluation: _____
 iii. Extent of community/habitat:
 • Currently: _____ acres
 • Following completion of project as proposed: _____ acres
 • Gain or loss (indicate + or -): _____ acres

o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? Yes No
 If Yes:
 i. Species and listing (endangered or threatened): _____

p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? Yes No
 If Yes:
 i. Species and listing: _____

q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? Yes No
 If yes, give a brief description of how the proposed action may affect that use: _____

E.3. Designated Public Resources On or Near Project Site

a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? Yes No
 If Yes, provide county plus district name/number: _____

b. Are agricultural lands consisting of highly productive soils present? Yes No
 i. If Yes: acreage(s) on project site? _____
 ii. Source(s) of soil rating(s): _____

c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? Yes No
 If Yes:
 i. Nature of the natural landmark: Biological Community Geological Feature
 ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____

d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? Yes No
 If Yes:
 i. CEA name: _____
 ii. Basis for designation: _____
 iii. Designating agency and date: _____

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? Yes No
 If Yes:
 i. Nature of historic/archaeological resource: Archaeological Site Historic Building or District
 ii. Name: _____
 iii. Brief description of attributes on which listing is based: _____

f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory? Yes No

g. Have additional archaeological or historic site(s) or resources been identified on the project site? Yes No
 If Yes:
 i. Describe possible resource(s): _____
 ii. Basis for identification: _____

h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource? Yes No
 If Yes:
 i. Identify resource: _____
 ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____
 iii. Distance between project and resource: _____ miles.

i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666? Yes No
 If Yes:
 i. Identify the name of the river and its designation: _____
 ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666? Yes No

F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

Draft Definition for "Short Term Rental" to Add to Town Code Chapter 208 is attached .

G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Town of Clifton Park Town Board Date September 22, 2025

Signature John P. Scavo Title Director of Planning & Zoning

Full Environmental Assessment Form
Part 2 - Identification of Potential Project Impacts

Agency Use Only [If applicable]

Project :	Local Law Short Term Rentals
Date :	10/06/2025

Part 2 is to be completed by the lead agency. Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed project or action. We recognize that the lead agency's reviewer(s) will not necessarily be environmental professionals. So, the questions are designed to walk a reviewer through the assessment process by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. When Part 2 is completed, the lead agency will have identified the relevant environmental areas that may be impacted by the proposed activity.

If the lead agency is a state agency **and** the action is in any Coastal Area, complete the Coastal Assessment Form before proceeding with this assessment.

Tips for completing Part 2:

- Review all of the information provided in Part 1.
- Review any application, maps, supporting materials and the Full EAF Workbook.
- Answer each of the 18 questions in Part 2.
- If you answer “Yes” to a numbered question, please complete all the questions that follow in that section.
- If you answer “No” to a numbered question, move on to the next numbered question.
- Check appropriate column to indicate the anticipated size of the impact.
- Proposed projects that would exceed a numeric threshold contained in a question should result in the reviewing agency checking the box “Moderate to large impact may occur.”
- The reviewer is not expected to be an expert in environmental analysis.
- If you are not sure or undecided about the size of an impact, it may help to review the sub-questions for the general question and consult the workbook.
- When answering a question consider all components of the proposed activity, that is, the “whole action”.
- Consider the possibility for long-term and cumulative impacts as well as direct impacts.
- Answer the question in a reasonable manner considering the scale and context of the project.

1. Impact on Land			
Proposed action may involve construction on, or physical alteration of, the land surface of the proposed site. (See Part 1. D.1)		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
<i>If “Yes”, answer questions a - j. If “No”, move on to Section 2.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may involve construction on land where depth to water table is less than 3 feet.	E2d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may involve construction on slopes of 15% or greater.	E2f	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve construction on land where bedrock is exposed, or generally within 5 feet of existing ground surface.	E2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve the excavation and removal of more than 1,000 tons of natural material.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may involve construction that continues for more than one year or in multiple phases.	D1e	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides).	D2e, D2q	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action is, or may be, located within a Coastal Erosion hazard area.	B1i	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

2. Impact on Geological Features

The proposed action may result in the modification or destruction of, or inhibit access to, any unique or unusual land forms on the site (e.g., cliffs, dunes, minerals, fossils, caves). (See Part 1. E.2.g) NO YES

If "Yes", answer questions a - c. If "No", move on to Section 3.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Identify the specific land form(s) attached: _____	E2g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may affect or is adjacent to a geological feature listed as a registered National Natural Landmark. Specific feature: _____	E3c	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

3. Impacts on Surface Water

The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h) NO YES

If "Yes", answer questions a - l. If "No", move on to Section 4.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may create a new water body.	D2b, D1h	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in an increase or decrease of over 10% or more than a 10 acre increase or decrease in the surface area of any body of water.	D2b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve dredging more than 100 cubic yards of material from a wetland or water body.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.	D2a, D2h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may include construction of one or more intake(s) for withdrawal of water from surface water.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may include construction of one or more outfall(s) for discharge of wastewater to surface water(s).	D2d	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.	D2e	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may involve the application of pesticides or herbicides in or around any water body.	D2q, E2h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may require the construction of new, or expansion of existing, wastewater treatment facilities.	D1a, D2d	<input type="checkbox"/>	<input type="checkbox"/>

I. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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4. Impact on groundwater

The proposed action may result in new or additional use of ground water, or may have the potential to introduce contaminants to ground water or an aquifer. NO YES
 (See Part 1. D.2.a, D.2.c, D.2.d, D.2.p, D.2.q, D.2.t)
If "Yes", answer questions a - h. If "No", move on to Section 5.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may require new water supply wells, or create additional demand on supplies from existing water supply wells.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
b. Water supply demand from the proposed action may exceed safe and sustainable withdrawal capacity rate of the local supply or aquifer. Cite Source: _____	D2c	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may allow or result in residential uses in areas without water and sewer services.	D1a, D2c	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may include or require wastewater discharged to groundwater.	D2d, E2l	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the construction of water supply wells in locations where groundwater is, or is suspected to be, contaminated.	D2c, E1f, E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may require the bulk storage of petroleum or chemical products over ground water or an aquifer.	D2p, E2l	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may involve the commercial application of pesticides within 100 feet of potable drinking water or irrigation sources.	E2h, D2q, E2l, D2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

5. Impact on Flooding

The proposed action may result in development on lands subject to flooding. NO YES
 (See Part 1. E.2)
If "Yes", answer questions a - g. If "No", move on to Section 6.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in development in a designated floodway.	E2i	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in development within a 100 year floodplain.	E2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in development within a 500 year floodplain.	E2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in, or require, modification of existing drainage patterns.	D2b, D2e	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may change flood water flows that contribute to flooding.	D2b, E2i, E2j, E2k	<input type="checkbox"/>	<input type="checkbox"/>
f. If there is a dam located on the site of the proposed action, is the dam in need of repair, or upgrade?	E1e	<input type="checkbox"/>	<input type="checkbox"/>

g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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6. Impacts on Air			
The proposed action may include a state regulated air emission source. (See Part 1. D.2.f, D.2.h, D.2.g) <i>If "Yes", answer questions a - f. If "No", move on to Section 7.</i>		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. If the proposed action requires federal or state air emission permits, the action may also emit one or more greenhouse gases at or above the following levels: i. More than 1000 tons/year of carbon dioxide (CO ₂) ii. More than 3.5 tons/year of nitrous oxide (N ₂ O) iii. More than 1000 tons/year of carbon equivalent of perfluorocarbons (PFCs) iv. More than .045 tons/year of sulfur hexafluoride (SF ₆) v. More than 1000 tons/year of carbon dioxide equivalent of hydrochloroflourocarbons (HFCs) emissions vi. 43 tons/year or more of methane	D2g D2g D2g D2g D2g D2h	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
b. The proposed action may generate 10 tons/year or more of any one designated hazardous air pollutant, or 25 tons/year or more of any combination of such hazardous air pollutants.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may require a state air registration, or may produce an emissions rate of total contaminants that may exceed 5 lbs. per hour, or may include a heat source capable of producing more than 10 million BTU's per hour.	D2f, D2g	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may reach 50% of any of the thresholds in "a" through "c", above.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the combustion or thermal treatment of more than 1 ton of refuse per hour.	D2s	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

7. Impact on Plants and Animals			
The proposed action may result in a loss of flora or fauna. (See Part 1. E.2. m.-q.) <i>If "Yes", answer questions a - j. If "No", move on to Section 8.</i>		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may cause reduction in population or loss of individuals of any threatened or endangered species, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction or degradation of any habitat used by any rare, threatened or endangered species, as listed by New York State or the federal government.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may cause reduction in population, or loss of individuals, of any species of special concern or conservation need, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2p	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in a reduction or degradation of any habitat used by any species of special concern and conservation need, as listed by New York State or the Federal government.	E2p	<input type="checkbox"/>	<input type="checkbox"/>

e. The proposed action may diminish the capacity of a registered National Natural Landmark to support the biological community it was established to protect.	E3c	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in the removal of, or ground disturbance in, any portion of a designated significant natural community. Source: _____	E2n	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may substantially interfere with nesting/breeding, foraging, or over-wintering habitat for the predominant species that occupy or use the project site.	E2m	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action requires the conversion of more than 10 acres of forest, grassland or any other regionally or locally important habitat. Habitat type & information source: _____	E1b	<input type="checkbox"/>	<input type="checkbox"/>
i. Proposed action (commercial, industrial or recreational projects, only) involves use of herbicides or pesticides.	D2q	<input type="checkbox"/>	<input type="checkbox"/>
j. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

8. Impact on Agricultural Resources			
The proposed action may impact agricultural resources. (See Part 1. E.3.a. and b.)		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
<i>If "Yes", answer questions a - h. If "No", move on to Section 9.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.	E2c, E3b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may sever, cross or otherwise limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc).	E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in the excavation or compaction of the soil profile of active agricultural land.	E3b	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may irreversibly convert agricultural land to non-agricultural uses, either more than 2.5 acres if located in an Agricultural District, or more than 10 acres if not within an Agricultural District.	E1b, E3a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may disrupt or prevent installation of an agricultural land management system.	E1 a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result, directly or indirectly, in increased development potential or pressure on farmland.	C2c, C3, D2c, D2d	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed project is not consistent with the adopted municipal Farmland Protection Plan.	C2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

9. Impact on Aesthetic Resources The land use of the proposed action are obviously different from, or are in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. (Part 1. E.1.a, E.1.b, E.3.h.) <i>If "Yes", answer questions a - g. If "No", go to Section 10.</i>				<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur		
a. Proposed action may be visible from any officially designated federal, state, or local scenic or aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may result in the obstruction, elimination or significant screening of one or more officially designated scenic views.	E3h, C2b	<input type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may be visible from publicly accessible vantage points: i. Seasonally (e.g., screened by summer foliage, but visible during other seasons) ii. Year round	E3h	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		
d. The situation or activity in which viewers are engaged while viewing the proposed action is: i. Routine travel by residents, including travel to and from work ii. Recreational or tourism based activities	E3h E2q, E1c	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		
e. The proposed action may cause a diminishment of the public enjoyment and appreciation of the designated aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>		
f. There are similar projects visible within the following distance of the proposed project: 0-1/2 mile 1/2 -3 mile 3-5 mile 5+ mile	D1a, E1a, D1f, D1g	<input type="checkbox"/>	<input type="checkbox"/>		
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>		

10. Impact on Historic and Archeological Resources The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.) <i>If "Yes", answer questions a - e. If "No", go to Section 11.</i>				<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur		
a. The proposed action may occur wholly or partially within, or substantially contiguous to, any buildings, archaeological site or district which is listed on the National or State Register of Historical Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places.	E3e	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.	E3f	<input type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may occur wholly or partially within, or substantially contiguous to, an archaeological site not included on the NY SHPO inventory. Source: _____	E3g	<input type="checkbox"/>	<input type="checkbox"/>		

d. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
e. If any of the above (a-d) are answered "Moderate to large impact may occur", continue with the following questions to help support conclusions in Part 3:			
i. The proposed action may result in the destruction or alteration of all or part of the site or property.	E3e, E3g, E3f	<input type="checkbox"/>	<input type="checkbox"/>
ii. The proposed action may result in the alteration of the property's setting or integrity.	E3e, E3f, E3g, E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
iii. The proposed action may result in the introduction of visual elements which are out of character with the site or property, or may alter its setting.	E3e, E3f, E3g, E3h, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>

11. Impact on Open Space and Recreation The proposed action may result in a loss of recreational opportunities or a reduction of an open space resource as designated in any adopted municipal open space plan. (See Part 1. C.2.c, E.1.c., E.2.q.) <i>If "Yes", answer questions a - e. If "No", go to Section 12.</i>				<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur		
a. The proposed action may result in an impairment of natural functions, or "ecosystem services", provided by an undeveloped area, including but not limited to stormwater storage, nutrient cycling, wildlife habitat.	D2e, E1b E2h, E2m, E2o, E2n, E2p	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may result in the loss of a current or future recreational resource.	C2a, E1c, C2c, E2q	<input type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may eliminate open space or recreational resource in an area with few such resources.	C2a, C2c E1c, E2q	<input type="checkbox"/>	<input type="checkbox"/>		
d. The proposed action may result in loss of an area now used informally by the community as an open space resource.	C2c, E1c	<input type="checkbox"/>	<input type="checkbox"/>		
e. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>		

12. Impact on Critical Environmental Areas The proposed action may be located within or adjacent to a critical environmental area (CEA). (See Part 1. E.3.d) <i>If "Yes", answer questions a - c. If "No", go to Section 13.</i>				<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur		
a. The proposed action may result in a reduction in the quantity of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may result in a reduction in the quality of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>		
c. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>		

13. Impact on Transportation
 The proposed action may result in a change to existing transportation systems. NO YES
 (See Part 1. D.2.j)
 If "Yes", answer questions a - f. If "No", go to Section 14.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Projected traffic increase may exceed capacity of existing road network.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the construction of paved parking area for 500 or more vehicles.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action will degrade existing transit access.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action will degrade existing pedestrian or bicycle accommodations.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may alter the present pattern of movement of people or goods.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

14. Impact on Energy
 The proposed action may cause an increase in the use of any form of energy. NO YES
 (See Part 1. D.2.k)
 If "Yes", answer questions a - e. If "No", go to Section 15.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action will require a new, or an upgrade to an existing, substation.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two-family residences or to serve a commercial or industrial use.	D1f, D1q, D2k	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may utilize more than 2,500 MWhrs per year of electricity.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve heating and/or cooling of more than 100,000 square feet of building area when completed.	D1g	<input type="checkbox"/>	<input type="checkbox"/>
e. Other Impacts: _____ _____			

15. Impact on Noise, Odor, and Light
 The proposed action may result in an increase in noise, odors, or outdoor lighting. NO YES
 (See Part 1. D.2.m., n., and o.)
 If "Yes", answer questions a - f. If "No", go to Section 16.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may produce sound above noise levels established by local regulation.	D2m	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in blasting within 1,500 feet of any residence, hospital, school, licensed day care center, or nursing home.	D2m, E1d	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in routine odors for more than one hour per day.	D2o	<input checked="" type="checkbox"/>	<input type="checkbox"/>

d. The proposed action may result in light shining onto adjoining properties.	D2n	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in lighting creating sky-glow brighter than existing area conditions.	D2n, E1a	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input checked="" type="checkbox"/>	<input type="checkbox"/>

16. Impact on Human Health			
The proposed action may have an impact on human health from exposure to new or existing sources of contaminants. (See Part 1.D.2.q., E.1. d. f. g. and h.)		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
<i>If "Yes", answer questions a - m. If "No", go to Section 17.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is located within 1500 feet of a school, hospital, licensed day care center, group home, nursing home or retirement community.	E1d	<input type="checkbox"/>	<input type="checkbox"/>
b. The site of the proposed action is currently undergoing remediation.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
c. There is a completed emergency spill remediation, or a completed environmental site remediation on, or adjacent to, the site of the proposed action.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
d. The site of the action is subject to an institutional control limiting the use of the property (e.g., easement or deed restriction).	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may affect institutional control measures that were put in place to ensure that the site remains protective of the environment and human health.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action has adequate control measures in place to ensure that future generation, treatment and/or disposal of hazardous wastes will be protective of the environment and human health.	D2t	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action involves construction or modification of a solid waste management facility.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may result in the unearthing of solid or hazardous waste.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may result in an increase in the rate of disposal, or processing, of solid waste.	D2r, D2s	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may result in excavation or other disturbance within 2000 feet of a site used for the disposal of solid or hazardous waste.	E1f, E1g E1h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may result in the migration of explosive gases from a landfill site to adjacent off site structures.	E1f, E1g	<input type="checkbox"/>	<input type="checkbox"/>
l. The proposed action may result in the release of contaminated leachate from the project site.	D2s, E1f, D2r	<input type="checkbox"/>	<input type="checkbox"/>
m. Other impacts: _____ _____			

17. Consistency with Community Plans
 The proposed action is not consistent with adopted land use plans. NO YES
 (See Part 1. C.1, C.2. and C.3.)
 If "Yes", answer questions a - h. If "No", go to Section 18.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action's land use components may be different from, or in sharp contrast to, current surrounding land use pattern(s).	C2, C3, D1a E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will cause the permanent population of the city, town or village in which the project is located to grow by more than 5%.	C2	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action is inconsistent with local land use plans or zoning regulations.	C2, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action is inconsistent with any County plans, or other regional land use plans.	C2, C2	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may cause a change in the density of development that is not supported by existing infrastructure or is distant from existing infrastructure.	C3, D1c, D1d, D1f, D1d, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action is located in an area characterized by low density development that will require new or expanded public infrastructure.	C4, D2c, D2d D2j	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may induce secondary development impacts (e.g., residential or commercial development not included in the proposed action)	C2a	<input type="checkbox"/>	<input type="checkbox"/>
h. Other: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

18. Consistency with Community Character
 The proposed project is inconsistent with the existing community character. NO YES
 (See Part 1. C.2, C.3, D.2, E.3)
 If "Yes", answer questions a - g. If "No", proceed to Part 3.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may replace or eliminate existing facilities, structures, or areas of historic importance to the community.	E3e, E3f, E3g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may create a demand for additional community services (e.g. schools, police and fire)	C4	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may displace affordable or low-income housing in an area where there is a shortage of such housing.	C2, C3, D1f D1g, E1a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may interfere with the use or enjoyment of officially recognized or designated public resources.	C2, E3	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action is inconsistent with the predominant architectural scale and character.	C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
f. Proposed action is inconsistent with the character of the existing natural landscape.	C2, C3 E1a, E1b E2g, E2h	<input type="checkbox"/>	<input type="checkbox"/>
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

Full Environmental Assessment Form
Part 3 - Evaluation of the Magnitude and Importance of Project Impacts
and
Determination of Significance

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude that the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

Reasons Supporting This Determination:

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

Noise Ordinance applies equally to short term rentals as it does to all residential dwellings in the Town of Clifton Park, NY.

See attached Notice of Non-Significance for additional rational basis for the Negative Declaration.

Determination of Significance - Type 1 and Unlisted Actions

SEQR Status: Type 1 Unlisted

Identify portions of EAF completed for this Project: Part 1 Part 2 Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information
Town Law Section 272-a; Municipal Home Rule Law Section 10; Hodgdon, K. (2024, January/February). New York Zoning Law and Practice Report (Vol. 24, No. 4, NL 1). West Group.

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the
Town Of Clifton Park Town Board _____ as lead agency that:

- A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.
- B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions which will be required by the lead agency:

There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.7(d)).

- C. This Project may result in one or more significant adverse impacts on the environment, and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action: Local Law for Short Term Rental Definition and Permitting Provisions

Name of Lead Agency: Town of Clifton Park Town Board

Name of Responsible Officer in Lead Agency: Philip C. Barrett

Title of Responsible Officer: Town Supervisor

Signature of Responsible Officer in Lead Agency: _____ Date: _____

Signature of Preparer (if different from Responsible Officer) *John P. Scavo* Date: 10/06/2025

For Further Information:
Contact Person: Philip C. Barrett, Town Supervisor
Address: Clifton Park Town Hall, One Town Hall Plaza, Clifton Park, NY 12065
Telephone Number: 518-371-6651
E-mail: Pbarrett@cliftonpark.org

For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:
Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)
Other involved agencies (if any)
Applicant (if any)
Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>



Town of Clifton Park

Planning & Zoning Department

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

State Environmental Quality Review (SEQR) Notice of Determination of Non-Significance (Negative Declaration) Town of Clifton Park, Saratoga County, New York

Date: October 06, 2025

Lead Agency: Town of Clifton Park Town Board
One Town Hall Plaza
Clifton Park, NY 12065

Contact: Philip C. Barrett, Town Supervisor
Phone: 518-371-6651
Email: pbarrett@cliftonpark.org

Pursuant to Article 8 of the Environmental Conservation Law and 6 NYCRR Part 617, the Town Board of the Town of Clifton Park, as Lead Agency, has determined that the proposed action described below will not have a significant adverse impact on the environment and hereby issues a Negative Declaration.

Description of Action

The proposed action involves a Town-wide zoning amendment to Chapter 208, Section 7 (“Definitions”) of the Town Code to add a definition for “Short-Term Rental.” This amendment is intended to clarify the meaning and regulatory scope of short-term rental uses within the Town’s zoning framework. The definition will support consistent interpretation and enforcement of zoning provisions as they relate to transient lodging accommodations in residential and other zoning districts.

This action is classified as a Type I action under SEQR due to the applicability of NYCRR Section 617.4 Type I Actions List (b)(2) that states: *the adoption of changes in the allowable uses within any zoning district, affecting 25 or more acres of the district.*

This definition addition while not directly changing the status of allowed from previously prohibited does provide clarity to the intended regulatory intent to add such use to the allowed definitions which previously was covered under residential dwellings definition under a more ambitious umbrella.

Purpose and Need

The addition of a definition for “Short-Term Rental” is a non-substantive clarification that does not authorize or expand the use itself, but rather provides regulatory clarity. This amendment is necessary to:

- Ensure consistent enforcement of existing zoning regulations.
- Promote transparency and predictability for property owners, renters, and enforcement officials.
- Support the Town’s broader goals of maintaining neighborhood character, public safety, and land use integrity.

Environmental Assessment and Justification for Negative Declaration

After review of the Full Environmental Assessment Form (FEAF) and consideration of the criteria set forth in 6 NYCRR §617.7(c), the Town Board finds that the proposed action will not result in any significant adverse environmental impacts. Specifically:

- **Land Use and Zoning Compatibility:** The amendment does not alter zoning boundaries, permitted uses, or development intensity. It merely defines an existing use category for regulatory clarity.
- **Traffic and Transportation:** No physical development or change in land use intensity is proposed. Therefore, no increase in traffic or demand on transportation infrastructure is anticipated.
- **Noise, Odor, and Light:** The definition itself does not authorize new uses or activities. Any future enforcement or permitting actions will be subject to existing performance standards and review processes.
- **Natural Resources and Open Space:** The action does not involve physical alteration of land, nor does it affect wetlands, water bodies, floodplains, or other sensitive environmental features.
- **Historic and Cultural Resources:** The amendment does not involve demolition, construction, or modification of any structures or sites. No adverse impact to historic or cultural resources is anticipated.
- **Community Character:** By clarifying the scope of short-term rental uses, the amendment supports the Town’s ability to manage transient lodging in a manner consistent with neighborhood character and public expectations.
- **Consistency with SEQR Areas of Importance:** The Town of Clifton Park follows SEQR guidance to protect areas of environmental significance. This action does not impact agricultural lands, critical habitats, scenic viewsheds, or designated environmental protection zones.

4. Determination

Based on the information reviewed and the environmental assessment conducted, the Town Board concludes that the proposed zoning amendment will not have a significant adverse impact on the environment. Accordingly, a Negative Declaration is issued.

Signature of Responsible Officer:

Philip C. Barrett
Town Supervisor

Date

TOWN OF CLIFTON PARK
COUNTY OF SARATOGA
STATE OF NEW YORK

NOTICE OF PUBLIC HEARING TO CONSIDER A LOCAL LAW
ESTABLISHING AMENDMENTS TO TOWN CODE CHAPTER 73 AND CHAPTER 208,
RELATING TO SHORT-TERM RENTALS

Please take notice that the Town Board of the Town of Clifton Park will conduct a public hearing on October 6, 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 address and amend Chapter 73 and Chapter 208 relating to Short-Term Rentals.

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

§208-7 Definitions and word usage

SHORT-TERM RENTAL

A short-term rental unit means an entire dwelling unit, or a room, group of rooms, other living or sleeping space, or any other space within a dwelling, made available for rent by guests for less than thirty (30) days consecutive days, where the unit is offered for tourist or transient use by the short-term rental host of the residential unit, and where such unit.

§73-1 Definitions.

SHORT-TERM RENTAL

A short-term rental unit means an entire dwelling unit, or a room, group of rooms, other living or sleeping space, or any other space within a dwelling, made available for rent by guests for less than thirty (30) days consecutive days, where the unit is offered for tourist or transient use by the short-term rental host of the residential unit, and where such unit.

§73-3.1 **SHORT-TERM RENTALS**

Short-term rentals shall be subject to the following requirements:

- A. short-term rental property or parcel must be the owner's primary residence.
- B. A short-term rental may only be operated pursuant to a permit issued by the Town of Clifton Park Department of Building and Development.
- C. Any permit issued for a short-term rental shall only be valid for one (1) year from the date of issuance of the permit and may be renewable on an annual basis.
- D. Permits shall be limited to one (1) per owner per parcel.
- E. Any property or parcel for which an owner seeks a permit shall be subject to an inspection by the Town of Clifton Park Department of Building and Development. Inspections shall be required on an annual basis. A certificate of inspection from a licensed engineer will be accepted in lieu of an inspection.
- F. Property owners may not advertise a short-term rental by placing a sign or other posting on the premises subject to the permit.
- G. The definition of Family as set forth in §208-7 of the Clifton Park Town Code shall apply to limit the occupancy of short-term rentals.
- H. Fees for permits shall be \$200 annually.
- I. Penalties: Any person convicted of the offense of a failure to comply with a notice of violation of the provisions of this chapter shall be subject to a fine of not less than \$1,000, nor more than \$2,000, or imprisonment for a period not to exceed 15 days, or both, for conviction of a first offense; for conviction of a second offense, both of which were committed within a period of five years, subject to a fine of not less than \$1,500 nor more than \$4,500, or imprisonment for a period not to exceed 30 days, or both; and, upon conviction for a third or subsequent offense, all of which were committed within a period of five years, subject to a fine of not less than \$5,000, nor more than \$15,000, or imprisonment for a period not to exceed 90 days, or both. Each week or part thereof that a violation continues shall be deemed a separate offense, and the violation shall be

deemed to have commenced on the earlier of the date of, or the date contained in, the notice of violation.

TOWN OF CLIFTON PARK
COUNTY OF SARATOGA
STATE OF NEW YORK

NOTICE OF PUBLIC HEARING TO CONSIDER A LOCAL LAW
ESTABLISHING AMENDMENTS TO TOWN CODE CHAPTER 93 – ANIMALS, RELATING
TO REGULATION OF KENNELS AND ANIMAL BOARDING FACILITIES

Please take notice that the Town Board of the Town of Clifton Park will conduct a public hearing on October 6, 2025 at 7:08 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 address and amend Chapter 93 - Animals, relating to regulation of kennels and animal boarding facilities.

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

Draft of provisions regulating kennels and animal boarding facilities

Article II

Kennels/Boarding Facilities

§93-4 Definitions.

Kennel or Boarding Facility

Any facility where dogs, cats or other animals over four months of age are kept or maintained for any commercial purpose including boarding, grooming, breeding, or training.

Breeder

Any person or entity that breeds and/or raises dogs, cats or other animals for sale or offers for sale.

§93-5 Housing Standards for kennels/boarding facilities.

- A. All animals shall be kept in clean and sanitary premises, structures, or enclosures so as to maintain a healthy environment for the animal. All animal waste shall be removed several times each day. Animals and staff must be protected from noxious substances. A plan to control and monitor conditions, including the elimination of vermin, shall be implemented. Primary enclosures shall be cleaned daily and sanitized weekly by washing all surfaces with appropriate detergents and disinfectants. At no time shall the animal remain inside the enclosure while it is being cleaned and/or sanitized. Trash and waste products on the premises shall be properly contained and disposed of in order to minimize the risks of disease, contamination, and vermin.
- B. All facilities shall be adequately ventilated at all times in order to provide for the health and well-being of the animals. Ventilation shall be provided by natural or mechanical means, such as windows, vents, fans, or air conditioners. Ventilation shall be provided so as to minimize drafts, odors, and moisture condensation.
- C. The ambient temperature for each animal shall be compatible with the health and well-being of each animal. Temperature shall be regulated by heating and cooling to sufficiently protect each animal from extreme temperatures. Temperature shall not be permitted to fall below or rise above ranges which would pose a health risk to each animal. Shade from sunlight shall be provided by natural or artificial means.
- D. Enclosures or cages housing the animals shall provide sufficient space to allow each animal adequate freedom of movement, including the ability to stand up, turn around, and lie down with its limbs outstretched. The enclosure shall be high enough to permit the animal to stand on its hind legs without touching the ceiling. The enclosure shall have solid flooring which is safe and comfortable for the type of animal, its size, and its age.
- E. Indoor facilities housing animals shall provide lighting sufficient to permit routine inspections and cleaning. The indoor facilities shall be designed and constructed so as to protect each animal from excessive illumination, which would pose a health hazard to the animal.

- F. Both indoor and outdoor facilities housing animals shall be designed and constructed to allow for efficient and effective elimination of animal waste and water in order to keep the animal dry and to prevent the animal from coming into contact with these substances. Sewage and waste shall be disposed of by drains designed and constructed to minimize foul odors and sewage backup, and which comply with federal, state, and local laws and regulations.
- G. All animals shall be handled in a humane manner so as not to cause physical injury or harm to the animal.

§93-6 Feeding and watering of animals.

- A. All animals shall be provided with wholesome and palatable food which is free from contamination, and which is of nutritional value sufficient to maintain each animal in good health. All animals are to be provided with sufficient food to promote a healthy lifestyle, in consultation with the animal's owner. Feeding instructions prescribed by a veterinarian shall be followed.
- B. All animals shall be provided with regular access to clean, fresh water supplied in a sanitary manner.

§93-7. Permitting.

- A. All kennels/boarding facilities must be permitted by the Town of Clifton Park. The Town Animal Control Officer, Town Code Enforcement, and the Town Fire Marshall shall inspect the facility annually. After the Town Animal Control Officer has inspected the facility and found that it meets the conditions set forth in this chapter, after Town Code Enforcement and Fire Marshall have inspected and approved the facility as being in compliance with the Town of Clifton Park Code, and the Uniform Fire Prevention and Building Code, and where applicable, Planning Board approval has been obtained a permit shall be issued. The permitting fees shall be set by the Town Board.
- B. Kennels/boarding facilities must prominently display their permit on the premises.
- C. No person who has been convicted of cruelty to animals or otherwise deemed to have mistreated or harmed animals shall be issued a permit to operate a kennel/boarding facility. The Saratoga County Board of Supervisors is establishing an Animal Abuse Registry to assist with this process.
- D. No person who has been convicted of cruelty to animals or otherwise deemed to have mistreated or harmed animals shall be employed or work as a volunteer or in any other capacity at a kennel/boarding facility. The Saratoga County Board of Supervisors is establishing an Animal Abuse Registry to assist with this process.
- E. A permit which has been issued based upon false information supplied by the applicant, their officers, agents or employees, shall be revoked and the operation of the facility terminated.
- F. In the event of a transfer of ownership of the facility, the premises must be inspected by Code Enforcement, the Fire Marshall, and the Animal Control Officer to ensure that the

facility is in compliance with all laws, ordinances, rules and regulations applicable to the use and occupancy of a kennel/boarding facility, and in compliance with the Town of Clifton Park Code, the New York State Agriculture and Markets Law, and the Uniform Fire Prevention and Building Code.

- G. Any owner and/or operator of a kennel/boarding facility, and their officers, agents, or employees, shall permit representatives of the Town of Clifton Park, the New York State and County of Saratoga Departments of Health, and law enforcement to inspect the premises in order to ensure compliance with Town, County, and State laws and regulations.
- H. If upon inspection as set forth hereinabove, it is determined that that the owner and/or operator has committed an egregious violation of the provisions of this article which places the health and safety of the animal(s) at risk, the Town Animal Control Officer and/or Town Code Enforcement Officers shall have the authority to revoke or suspend the permit and order the animals to be removed after notice and an opportunity to be heard. Refusal by the owner and/or operator to permit an inspection shall be deemed a violation of the provisions of this article. Penalties for violations of this Article are more fully set forth in §93-9 Penalties for violations.

§93-8 Recordkeeping and protocols

- A. Every facility for kenneling and boarding of animals shall upon intake examine the animal for unique identifiers.
- B. Every facility shall create and maintain a record for each animal in their custody, including unique identifiers; the name, address, and telephone number of the person owning the animal or surrendering the animal; the date of intake and departure of the animal; basic descriptors such as species, age, gender, physical description; spay or neuter status; behavioral and health history, including rabies vaccination status; and veterinary and behavioral examinations, treatments, procedures, or medications occurring during the animals stay at the facility.
- C. Records for each animal shall be maintained for not less than three years from the date of the animal's departure from the facility.
- D. Each facility shall maintain summary records of their total annual animal intake and dispositions.
- E. Each facility shall develop and maintain written protocols including, but not limited to, animal handling; behavioral assessment; management of bite/scratch cases; enrichment and stress reduction; and sanitation.
- F. Every facility shall develop and maintain written protocols, approved by a licensed veterinarian, regarding nutrition and feeding; physical examinations; emergency veterinary care; pain management; vaccinations; parasite control; outbreak management and control of infectious diseases; anesthesia and surgery if performed on-site; and humane euthanasia.

§93-9 Penalties for violations.

Any person convicted of a violation of any provisions of this Article shall be guilty of a violation and shall be subject to the following penalties:

- A. For a first offense which is not an egregious violation, as set forth herein, the owner/operator will be given five (5) days to remedy the violation. If upon further inspection the violation has not been remedied, the owner/operator will be subject to a civil penalty not to exceed \$250.
- B. For a second offense the owner/operator will be subject to a civil penalty not to exceed \$500.
- C. For a third offense, the owner/operator will be subject to a civil penalty not to exceed \$1,000.
- D. For an egregious violation of the provisions of this article which places the health and safety of the animal(s) at risk the owner/operator may be subject to an enhanced civil penalty not to exceed \$1,500 and/or suspension or revocation of the permit and closing of the facility.

Resolutions for Consideration
Clifton Park Town Board Meeting
October 06, 2025

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Town Board	Adopt Local Law No. ___ of 2025, relating to amendments to the Town Code Chapters 152 and 153 - Prohibited Acts-Metal Detectors	A. Morelli
2. Town Board	Adopt Local Law No. __ of 2025, relating to amendments to Town Code Chapter 93 relating to regulation of animal kennels and boarding facilities	P. Barrett
3. Town Board	Authorize payments to residents of Rustic Bridge Road	P. Barrett
4. Town Board	Authorize the abandonment and discontinuance of a portion of Sunset Street	P. Barrett
5. Comptroller	Authorize purchase of replacement credit card machines	P. Barrett
6. Buildings & Grounds	Authorize the Supervisor to execute an agreement for engineering services related to Barney Road Pool Liner replacement project	P. Barrett
7. Buildings & Grounds	Authorize the Supervisor to accept a grant from the Saratoga County Trails Grant Program for paving work at the Countryman Estates to Crescent Wood Multi-Use Trail	P. Barrett
8. Parks & Recreation	Authorize correction of Resolution No. 184 of 2025, relating to acceptance of NYS Grant for Lifeguard Retention and the payments to be made to individual Lifeguards	L.Walowit & A.Reid
9. Sewer	Authorize the emergency purchase of a pump for the Sewer District #1 Wildflower pump station from Siewert Equipment	P. Barrett

- | | | |
|-------------------|--|------------|
| 10. Senior Center | Authorize Jagdish Solanki to serve alcohol at the Clifton Park Senior Community Center on October 11, 2025, from 4:00pm to 12:00am | P. Barrett |
| 11. Planning | Authorize a professional services agreement for the appraisal of the 31.74-acre land parcel, adjacent to Riverview Road | A. Morelli |



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 a local law to amend Town Code Chapters 152 and 153 regarding prohibiting the use or possession of metal detectors in Town nature preserves and parks.

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

WHEREAS, concerns have been raised regarding the use of handheld metal detectors in Town nature preserves and parks, and

WHEREAS, by using such devices, artifacts and items of historical significance can be obtained and possessed by private individuals, and

WHEREAS, use and possession of metal detectors are prohibited on land owned by the State of New York, and

WHEREAS, artifacts and items of historical significance unearthed on Town land are the property of the Town of Clifton Park, and

WHEREAS, on October 06, 2025, the Town Board conducted a public hearing on the proposal to prohibit the use of possession of metal detectors in Town nature preserves and parks, and

WHEREAS, public comment having been received and considered by the Town Board; now, therefore, be it

RESOLVED, that the Town Board hereby adopts Local Law No. ____ of 2025, to amend Town Code Chapters 152 and 153; and be it further

RESOLVED, that this local law shall take effect immediately upon its adoption.

Proposed code amendments regarding metal detectors.

§152-6 Prohibited acts.

I. To use or possess a metal detector while within a nature preserve owned or managed by the Town of Clifton Park.

§153-4 Prohibited acts.

F. To use or possess a metal detector while within a park owned or managed by the Town of Clifton Park.



RESOLUTION

#2

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 a local law to amend Town Code Chapter 93 regarding regulation of animal kennels and boarding facilities.

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

WHEREAS, there have been several occurrences in Saratoga County, and in counties in proximity to Saratoga County, of animal neglect and abuse at facilities for kenneling and boarding animals, and

WHEREAS, the Town Board intends to provide the Town's Animal Control Officers, Code Enforcement Officers, and Fire Marshall with the authority to inspect and regulate facilities for kenneling and boarding of animals, and

WHEREAS, on October 06, 2025, the Town conducted a public hearing on the proposed regulation of animal kennels and boarding facilities in the Town of Clifton Park, and

WHEREAS, public comment having been received and considered by the Town Board; now, therefore, be it

RESOLVED, that the Town Board hereby adopts Local Law No. __ of 2025 to amend Chapter 93 of the Town Code to add §93-4, §93-5, §93-6, §93-7, §93-8 and §93-9, all related to animal kennels and boarding facilities; and be it further

RESOLVED, that this local law shall take effect immediately upon adoption.

Draft of provisions regulating kennels and animal boarding facilities

Article II

Kennels/Boarding Facilities

§93-4 Definitions.

Kennel or Boarding Facility

Any facility where dogs, cats or other animals over four months of age are kept or maintained for any commercial purpose including boarding, grooming, breeding, or training.

Breeder

Any person or entity that breeds and/or raises dogs, cats or other animals for sale or offers for sale.

§93-5 Housing Standards for kennels/boarding facilities.

- A. All animals shall be kept in clean and sanitary premises, structures, or enclosures so as to maintain a healthy environment for the animal. All animal waste shall be removed several times each day. Animals and staff must be protected from noxious substances. A plan to control and monitor conditions, including the elimination of vermin, shall be implemented. Primary enclosures shall be cleaned daily and sanitized weekly by washing all surfaces with appropriate detergents and disinfectants. At no time shall the animal remain inside the enclosure while it is being cleaned and/or sanitized. Trash and waste products on the premises shall be properly contained and disposed of in order to minimize the risks of disease, contamination, and vermin.
- B. All facilities shall be adequately ventilated at all times in order to provide for the health and well-being of the animals. Ventilation shall be provided by natural or mechanical means, such as windows, vents, fans, or air conditioners. Ventilation shall be provided so as to minimize drafts, odors, and moisture condensation.
- C. The ambient temperature for each animal shall be compatible with the health and well-being of each animal. Temperature shall be regulated by heating and cooling to sufficiently protect each animal from extreme temperatures. Temperature shall not be permitted to fall below or rise above ranges which would pose a health risk to each animal. Shade from sunlight shall be provided by natural or artificial means.
- D. Enclosures or cages housing the animals shall provide sufficient space to allow each animal adequate freedom of movement, including the ability to stand up, turn around, and lie down with its limbs outstretched. The enclosure shall be high enough to permit the animal to stand on its hind legs without touching the ceiling. The enclosure shall have solid flooring which is safe and comfortable for the type of animal, its size, and its age.
- E. Indoor facilities housing animals shall provide lighting sufficient to permit routine inspections and cleaning. The indoor facilities shall be designed and constructed so as to protect each animal from excessive illumination, which would pose a health hazard to the animal.

- F. Both indoor and outdoor facilities housing animals shall be designed and constructed to allow for efficient and effective elimination of animal waste and water in order to keep the animal dry and to prevent the animal from coming into contact with these substances. Sewage and waste shall be disposed of by drains designed and constructed to minimize foul odors and sewage backup, and which comply with federal, state, and local laws and regulations.
- G. All animals shall be handled in a humane manner so as not to cause physical injury or harm to the animal.

§93-6 Feeding and watering of animals.

- A. All animals shall be provided with wholesome and palatable food which is free from contamination, and which is of nutritional value sufficient to maintain each animal in good health. All animals are to be provided with sufficient food to promote a healthy lifestyle, in consultation with the animal's owner. Feeding instructions prescribed by a veterinarian shall be followed.
- B. All animals shall be provided with regular access to clean, fresh water supplied in a sanitary manner.

§93-7. Permitting.

- A. All kennels/boarding facilities must be permitted by the Town of Clifton Park. The Town Animal Control Officer, Town Code Enforcement, and the Town Fire Marshall shall inspect the facility annually. After the Town Animal Control Officer has inspected the facility and found that it meets the conditions set forth in this chapter, after Town Code Enforcement and Fire Marshall have inspected and approved the facility as being in compliance with the Town of Clifton Park Code, and the Uniform Fire Prevention and Building Code, and where applicable, Planning Board approval has been obtained a permit shall be issued. The permitting fees shall be set by the Town Board.
- B. Kennels/boarding facilities must prominently display their permit on the premises.
- C. No person who has been convicted of cruelty to animals or otherwise deemed to have mistreated or harmed animals shall be issued a permit to operate a kennel/boarding facility. The Saratoga County Board of Supervisors is establishing an Animal Abuse Registry to assist with this process.
- D. No person who has been convicted of cruelty to animals or otherwise deemed to have mistreated or harmed animals shall be employed or work as a volunteer or in any other capacity at a kennel/boarding facility. The Saratoga County Board of Supervisors is establishing an Animal Abuse Registry to assist with this process.
- E. A permit which has been issued based upon false information supplied by the applicant, their officers, agents or employees, shall be revoked and the operation of the facility terminated.
- F. In the event of a transfer of ownership of the facility, the premises must be inspected by Code Enforcement, the Fire Marshall, and the Animal Control Officer to ensure that the

facility is in compliance with all laws, ordinances, rules and regulations applicable to the use and occupancy of a kennel/boarding facility, and in compliance with the Town of Clifton Park Code, the New York State Agriculture and Markets Law, and the Uniform Fire Prevention and Building Code.

- G. Any owner and/or operator of a kennel/boarding facility, and their officers, agents, or employees, shall permit representatives of the Town of Clifton Park, the New York State and County of Saratoga Departments of Health, and law enforcement to inspect the premises in order to ensure compliance with Town, County, and State laws and regulations.
- H. If upon inspection as set forth hereinabove, it is determined that that the owner and/or operator has committed an egregious violation of the provisions of this article which places the health and safety of the animal(s) at risk, the Town Animal Control Officer and/or Town Code Enforcement Officers shall have the authority to revoke or suspend the permit and order the animals to be removed after notice and an opportunity to be heard. Refusal by the owner and/or operator to permit an inspection shall be deemed a violation of the provisions of this article. Penalties for violations of this Article are more fully set forth in §93-9 Penalties for violations.

§93-8 Recordkeeping and protocols

- A. Every facility for kenneling and boarding of animals shall upon intake examine the animal for unique identifiers.
- B. Every facility shall create and maintain a record for each animal in their custody, including unique identifiers; the name, address, and telephone number of the person owning the animal or surrendering the animal; the date of intake and departure of the animal; basic descriptors such as species, age, gender, physical description; spay or neuter status; behavioral and health history, including rabies vaccination status; and veterinary and behavioral examinations, treatments, procedures, or medications occurring during the animals stay at the facility.
- C. Records for each animal shall be maintained for not less than three years from the date of the animal's departure from the facility.
- D. Each facility shall maintain summary records of their total annual animal intake and dispositions.
- E. Each facility shall develop and maintain written protocols including, but not limited to, animal handling; behavioral assessment; management of bite/scratch cases; enrichment and stress reduction; and sanitation.
- F. Every facility shall develop and maintain written protocols, approved by a licensed veterinarian, regarding nutrition and feeding; physical examinations; emergency veterinary care; pain management; vaccinations; parasite control; outbreak management and control of infectious diseases; anesthesia and surgery if performed on-site; and humane euthanasia.

§93-9 Penalties for violations.

Any person convicted of a violation of any provisions of this Article shall be guilty of a violation and shall be subject to the following penalties:

- A. For a first offense which is not an egregious violation, as set forth herein, the owner/operator will be given five (5) days to remedy the violation. If upon further inspection the violation has not been remedied, the owner/operator will be subject to a civil penalty not to exceed \$250.
- B. For a second offense the owner/operator will be subject to a civil penalty not to exceed \$500.
- C. For a third offense, the owner/operator will be subject to a civil penalty not to exceed \$1,000.
- D. For an egregious violation of the provisions of this article which places the health and safety of the animal(s) at risk the owner/operator may be subject to an enhanced civil penalty not to exceed \$1,500 and/or suspension or revocation of the permit and closing of the facility.



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 authorizing compensation to residents of Rustic Bridge Road.

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

WHEREAS, pursuant to the Climate Leadership and Community Protection Act, Champlain Hudson Power Express (CHPE) commenced a project to lay a power line from Quebec, Canada to Astoria, Queens, New York; and

WHEREAS, the project has included considerable work for an extensive period of time on and near Rustic Bridge Road in the Town of Clifton Park; and

WHEREAS, twenty-six residences on Rustic Bridge Road have been damaged due to the many large trucks and excavation apparatus involved in the CHPE project; and

WHEREAS, CHPE has agreed to pay compensation to Saratoga County towns, including Clifton Park; and

WHEREAS, payments will begin to be received in 2026; now, therefore, be it,

RESOLVED, that the twenty-six identified residences and households located on Rustic Bridge Road shall each receive a one-time payment of \$2,500 as compensation for the damage caused by the CHPE project; and be it further

RESOLVED, that payments shall be made from funds received from CHPE pursuant to the agreement reached between Saratoga County and CHPE.



RESOLUTION

#4

PHILIP C. BARRETT
Supervisor

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LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

•

AGATHA REID
Councilwoman

•

ANTHONY F. MORELLI
Councilman

Resolution No. __ of 2025, a resolution supporting the abandonment and discontinuance of a portion of Sunset Street, Town of Clifton Park, County of Saratoga, New York.

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

WHEREAS, Dahn Bull, Superintendent of Highways for the Town of Clifton Park has recommended that a portion of Sunset Street in the Town of Clifton Park be abandoned and eliminated as a public thoroughfare as it is no longer necessary or useful for public purposes, and

WHEREAS, the owners of all of the abutting land thereto have consented to an abandonment thereof, and

WHEREAS, an abandonment is proper and will not cause injustice or hardship to the owners or occupants of any lands adjoining said roadway or the public or residents of the Town of Clifton Park; now, therefore, be it

RESOLVED, that a portion of Sunset Street described in the annexed Schedule A which is adjacent to lands of Brendan and Annie Nally, and the same is hereby abandoned at the request of Brendan and Annie Nally, as consented and certified to by Dahn Bull, Superintendent of Highways, Town of Clifton Park, County of Saratoga, and Dahn Bull is to proceed in accordance with and to make on the official highway map of the Town of Clifton Park the abandonment of said roadway which is hereby consented to; and be it further

RESOLVED, that the property abutting said roadway be conveyed to the abutting owners, Brendan and Annie Nally, of the aforesaid property by quit claim deed, and have it be annexed to their parcels that lie adjacent to the existing portion of the roadway known as Sunset Street; and be it further

RESOLVED, that the Town Supervisor, Philip Barrett, be authorized to execute a quit claim deed of all of the Town's right, title and interest to the property abandoned to the contiguous owners; and be it further;

RESOLVED, a copy of this resolution be sent to the Saratoga County Commissioner of Public Works for his approval and consent; and be it further

RESOLVED, that delivery of the appropriate quit claim deed shall be subject to obtaining a release from the property owners of any claim for damages by reason of the abandonment of the roadway.

QUIT CLAIM DEED

THIS INDENTURE made this day of June 2025

BETWEEN: TOWN OF CLIFTON PARK, a municipality with its principal place of business at One Town Hall Plaza, Clifton Park, New York 12065

Party of the first part and

Brendan Nally and Annie Jessica Nally, his wife residing at 18 Robinson Street, Rexford, New York 12148

Party of the second part,

WITNESSETH, that the party of the first part, in consideration of One and 00/100 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 remise, release and quit-claim unto the party of the second part, his heirs and assigns forever,

SEE ATTACHED SCHEDULE "A"

THIS CONVEYANCE is made and accepted subject to all covenants, conditions, easements and restrictions of record, if any, in the chain of title and affecting said premises.

TOGETHER with all the right, title and interest, if any, of the party of the first part in and to any streets and roads abutting the above described premises to the center lines thereof.

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

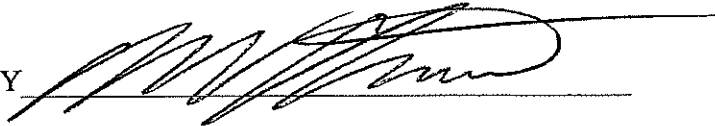
TO HAVE AND TO HOLD the premises granted unto the party of the second part, his heirs and assigns forever.

Third, That, in Compliance with Sec. 13 of the Lien Law, the party of the first part 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 have hereunto set his hand and seal the day and year first above written.

TOWN OF CLIFTON PARK

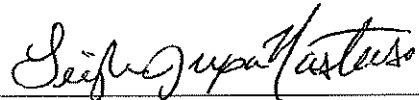
BY



STATE OF NEW YORK }

COUNTY OF ~~SCHENECTADY~~ ^{SARATOGA} } ss.:

On this 15th day of ~~June~~ ^{August} 2025 before me, the undersigned, personally appeared Phil Barrett personally known to me or proved to me on the basis of satisfactory evidence to be the individuals whose name are subscribed to the within instrument and acknowledged to me that his/her/they executed the same in their capacity, and that by his/her/their signature on the instrument, the individuals, or the person upon behalf of which the individuals acted, executed the instrument.



Notary Public – State of New York

LEIGHANN JUPA NASTASIA
Notary Public, State of New York
No. 01NA6429521
Qualified in Saratoga County
Commission Expires 02/14/2026

SCHEDULE "A"

SUGGESTED DESCRIPTION

PROPOSED ABANDONMENT OF A PORTION OF SUNSET STREET
TOWN OF CLIFTON PARK, SARATOGA COUNTY, N.Y.

All that parcel of land situate along the westerly road boundary of Riverview Road in the Town of Clifton Park, County of Saratoga, State of New York, and being more particularly bounded and described as follows:

BEGINNING at a point located along the westerly road boundary of Riverview Road at its intersection with the northerly road boundary of Sunset Street (un-developed); thence along said westerly road boundary of Riverview Road South 05°51'50" East, 41.78 feet to a point at its intersection with the southerly road boundary of the aforementioned Sunset Street (un-developed); thence along said southerly road boundary South 67°21'30" West, 601.74 feet to a point; thence along the westerly terminus of the aforementioned Sunset Street (un-developed) North 04°49'50" West, 42.01 feet to a point in the northerly road boundary of the aforementioned Sunset Street (un-developed); thence along said northerly road boundary North 67°21'30" East, 600.95 feet to the **POINT OF BEGINNING** and containing 24,052 square feet of land more or less.

Subject to any easements, restrictions and/or covenants of record, if any.



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 to authorize the Comptroller's Department to purchase replacement credit card machines from Clover, in agreement with Key Bank Merchant Services, the Town credit card provider.

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

WHEREAS, the Town has been notified by Key Bank that the current Clover credit card systems have reached the end of their support and maintenance provision, resulting in the Town being unable to obtain service and security updates on the devices, and

WHEREAS, the Comptroller wishes to purchase new credit card machines, as noted on the attached Schedule A, that will integrate into the Town's current system, both in person and online, and

WHEREAS, Key Bank Merchant Services, the Town's credit card provider, has provided a quote for replacement credit card machines from Clover, at a cost not to exceed \$8,025, as detailed in the attached Schedule A; now, therefore, be it

RESOLVED, that the Town is authorized to purchase replacement credit card machines from Clover, at a cost not to exceed \$8,025, to be paid from accounts as noted on the attached Schedule A.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Friday, September 5, 2025 12:55 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 #2280

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

Department: Comptroller

Your Name: Darlene Allen

Your Email: dallen@cliftonpark.org

Sponsor: Supervisor Barrett

Agenda Session Date: 09/16/2025 ✓

Board Meeting Date: 10/06/2025 ✓

Alternate Date: 10/20/2025

Budget Number: See attached chart

Budget Description: See attached chart

Amount: \$8025.00 total

Brief Description: Seeking approval to purchase replacement credit card machines from Clover (in agreement with Key Bank Merchant Services, our credit card provider).

Whereas Key Bank has notified us that our current Clover credit card systems (the Clover Station and Clover Flex Gen Handheld terminals) have reached the end of their support and maintenance. To that end, we will not be able to obtain service or security updates on these devices. We will also be assessed monthly fees for each month and device that we do not update.

We wish to purchase new equipment as noted that will integrate into our current systems (in person and online) and to be paid from the equipment accounts for each account as noted. The only account that we will need to take from contingency is for the Senior center.

Add Supporting Docs:

[d2a85ef421c4f3ad_End_of_Support_Clover_Machines_6-25.pdf](#)

[fcac79c9476b907b_Upgrade_to_Clover_Equipment_2025.xlsx](#)

Additional Comments/Details: For additional information, contact accounting.

Agree to Terms: Agree

[unsubscribe](#)

Darlene, Allen

From: Alcocer, Mary <Mary_Alcocer@keybank.com>
Sent: Monday, June 30, 2025 7:05 PM
To: Darlene, Allen
Subject: End of Support

Good Afternoon Ms. Allen

I received your contact info from Cynthia Pettit. I have been made aware of an end of support for the Clover Station Duo and the Clover Flex Gen 2. You may have received an email about this.

Important Update — End of support for the Clover Station Duo and the Clover Flex Gen 2
To keep up with changing technology, Clover has decided to discontinue the Clover Station Duo and the Clover Flex Gen 2. Based on our records, your company uses several of these devices to accept card payments. End of support (EOS) means that should you have issues with your device, you will no longer be able to get technical support. When devices are at EOS, they can no longer receive critical security updates or technical support. To help avoid future service interruptions or processing delays, we recommend upgrading your device today. The Clover Station or Clover Station 2 as well as the Clover Flex Gen 4 is available to for upgrading.

As you have several MID(s) that have one or more devices that have reached EOS, it's time to consider an upgrade. Otherwise, a quarterly EOS fee will be assessed until the device(s) is replaced, removed from your account, and is no longer in use.

Our records show active terminals in use at:

	Clover Station	Clover Flex Gen2
896170265889 Transfer Station	1	2
896170262886 Town Clerk		1
896170261888 Senior Center		1
896170260880 Building Dept		1
896170263884 Barney road Golf Course	1	
896170264882 Parks and Recreation		1

I can assist you in upgrading these terminals or you can reach out keymerchantservices@keybank.com.

Thank You for consideration

Mary Alcocer
VP. Strategic Account Merchant Manager
Merchant Services | Enterprise Payments | Key Bank N.A.
Texas
Office: 713-560-3626
mary_alcocer@keybank.com



Next OOO: 7/4, 7/7 thru 7/11

KeyCorp Confidential

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127 Public Square, Cleveland, OH 44114

If you prefer not to receive future e-mail offers for products or services from Key, send an email to <mailto:DNERRequests@key.com> with 'No Promotional E-mails' in the SUBJECT line.

SCHEDULE A

Upgraded Credit Card Equipment		Current	Needed for Replacement	Key Bank Quoted price	Proposed Account	
Transfer Station	Clover Station	1	1	1950	A 08160-00200	Transfer Station Equipment
	Clover FlexGen	2	2	1650	A08160-00200	
Town Clerk	Clover Flex Gen	1	1	825	A01410-00200	Clerk Equipment
Senior Center	Clover Flex Gen	1	1	825	A1624-200	Senior Center
Barney Road Golf	Clover Station	1	1	1950	A-7190-00200	Golf course Equipment
Parks & Rec	Clover Flex Gen	1	1	825	A-7021-00200	P&R Equipment
Total				\$ 8,025.00		

Note: Building Dept. will not be replaced as they will not be using the handheld device as their transactions have migrated to computer-based.



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 approving an agreement with Barton & Loguidice for engineering services required for the Barney Road Pool liner replacement project.

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

WHEREAS, Barton & Loguidice (B&L) previously conducted a conditions assessment of the three Town swimming pool facilities, which resulted in pool liner replacements at the Locust Lane and Country Knolls pools, and

WHEREAS, B&L has notified the Director of Buildings, Parks & Recreation, Daniel Clemens, in correspondence dated August 8, 2025, attached, that the Barney Road Pool liner system is approaching the end of its anticipated life span and a replacement system should be considered, and

WHEREAS, Mr. Clemens has recommended that Barton & Loguidice be hired, at a cost not to exceed \$39,000, to provide engineering and design services in support of developing plans and specifications for the replacement of the pool liner system, as well as advertising and review of responses to a request for bids; now, therefore, be it

RESOLVED, the Supervisor is authorized to execute the attached agreement with Barton & Loguidice for engineering and design services associated with the Barney Road Pool liner replacement project, to be paid no more than \$39,000 from A-7150-00135 (General Fund — Barney Road Pool - Engineering), with a transfer from Unreserved Fund Balance (A00914) for \$39,000.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Monday, September 8, 2025 1:02 PM
To: Cynthia, Zlogar; Paul, Pelagalli; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Zabed, Manir; Agatha, Reid; John Scavo; Christine Pagniello; Stephanie, Ranze; Walter Smead; Kelly Miller
Subject: New Resolution Request #2285

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: 09/15/2025 ✓

Board Meeting Date: 10/06/2025 ✓

Alternate Date: 10/20/2025

Budget Number: A-7150-135

Budget Description: General Fund - Barney Road Pool - Engineering

Amount: \$39,000.00

Brief Description: Authorize the Supervisor to sign an agreement with Barton & Loguidice for engineering services for the Barney Road Pool liner replacement project.

Add Supporting Docs:

[6f276b87ef7b6526_Barney_Road_Pool_Liner_Replacement_engineering_proposal_9.8.25.pdf](#)

Additional Comments/Details: I do not see an engineering line in the 2025 budget or any money for it. Will need to do a transfer as well.

Agree to Terms: Agree

[unsubscribe](#)

Barton & Loguidice

August 8, 2025

Phillip Barrett, Supervisor
Town of Clifton Park
1 Town Hall Plaza
Clifton Park, New York 12065

Re: Town of Clifton Park – Country Knolls Pool Liner Replacement

File: 704.4980

Dear Supervisor Barrett:

In accordance with your request, Barton & Loguidice, D.P.C. (B&L), is pleased to present the Town of Clifton Park (the Town) with this letter proposal to provide the engineering services associated with the replacement of the swimming pool liner systems at the Barney Road swimming pool complex.

As you are aware, B&L previously conducted a conditions assessment of the three Town swimming pool facilities, and the Locust Lane and Country Knolls pool liner system were replaced already. Based on our recent site visit and discussions, the main pool at the Barney Road pool appears to be in good shape although the liner at this point is probably past its anticipated life span. There are most likely some cracks in the concrete shell of the main pool floor which can be addressed during the liner replacement. The wading pool currently does not have a liner and appeared to be in good shape so we will include the new liner work as an alternate in the bid documents. The diving pool (approximately 12'-0" +/- deep) is not currently leaking but there could be some potential issues with the concrete pool shell having cracks and structural issues that may need to be addressed with the pool liner replacement. Based on some of the potential unknown structural issues at the pool B&L would recommend doing an inspection once the water has been drained from the pools including sounding the concrete and potentially removing a portion of the liner in the diving pool if needed to determine the scope of work. Based on these unknowns and the uncertainty of pool liner material availability and contractor labor issues encountered on the last pool liner replacement project we would recommend completion of the bid documents over the winter with construction starting in September 2026. This would allow the pool to operate one more summer, the contractor to get all necessary materials procured and staged to allow the contractor to be able to start and complete construction during the fall of 2026 so that it is ready for the spring 2027 season.

Based on the above understanding and to assist the Town with this project, B&L proposes the following Scope of Engineering Services:



Scope of Engineering Services

Design Phase

1. Conduct a site visit to the facility to confirm existing conditions and physical arrangements as required for development of the project design.
2. Conduct inspection of the existing concrete pool shell structure including sounding of pool walls. The removal of the existing pool liner (by Town or others) in the diving well may be needed to determine the scope of work for the diving well as there may be some structural work required for the pool shell walls/floor.
3. Develop 65% Design Drawings for the in-kind replacement of the existing 60-mil reinforced PVC swimming pool liner system for the main swimming pool, diving well and the wading pool (alternate) at the Barney Road pool facility. Design drawings will be based on the in-kind replacement of the liners to include any industry standard upgrades for liner installations and associated details that have been developed since the previous liner installation. Develop any concrete repair/replacement details as needed of the concrete pool shell.
4. Submit the 65% Design Drawings to the Town for review and meet with Town staff to discuss any comments or modifications identified during the review of the design submission.
5. Develop 100% Construction Documents for the liner replacements incorporating comments received from the Town's review. Construction Documents will include the Contract Documents, General Conditions and Requirements, Technical Specifications and Contract Drawings, all incorporated into the Bid Documents.

Bidding and Construction Phase

1. Coordinate Bid Advertisement with the Town, provide reproduction and distribution of the Bid Documents to prospective bidders for competitive public bidding of the project. Eight (8) sets of the Bid Documents (.pdf files on compact disc) are included as well as one (1) hard copy (paper) set for Town use.
2. Assist the County with Bidders' questions and issue an addendum (if required) during the competitive bidding of the project.
3. Assemble conformed Contract Documents for Contract signing by the Town and the Contactor.
4. Attend a preconstruction meeting with the Contractor and designated Town staff to review the project and associated schedule milestones, establish lines of communication, the shop drawing submittal process, and administrative coordination of the construction phase activities.
5. Provide general administration of the construction Contract to safeguard the interests of the Town, provide clarifications to RFIs, coordinate changes in the work as they may occur, oversee the general conformance of the project with the Contract Documents and ensure that the intent of the Contract Documents is maintained.
6. Review Contractor provided shop drawings for conformance with the Contract Documents.



7. Conduct six on-site construction observations to ensure the completed work has been installed in accordance with the Construction Contract Documents. If work observed is found to be deficient or incorrect, B&L will direct the Contractor to correct any such work.
8. Review Contractor payment applications for correctness in relation to the associated completed work and make recommendation to the Town for payment.
9. Conduct a punch list inspection of the work following substantial completion of Contractor's work, identifying remaining work items or deficient items that require corrective action or replacement.
10. Assist the Town with the close-out of the project and close-out documentation for the Contract.

Technical Assumptions

1. The pool liner replacement quantities will be based on the dimensions and configurations included in the previous PVC liner replacement Contract Documents for each pool facility.
2. This project includes the replacement of the pool lining systems and potential minor repairs to the underlying pool structure. The evaluation and/or design of improvements or modifications to the swimming pools, building facilities or other infrastructural systems is not included in this proposal and may require additional fees. If requested and authorized by the Town, the evaluation and design of additional infrastructural systems at the pool facility would be provided under a supplemental fee proposal.
3. Since the extent of any pool repair work required is not entirely known at this time, the Contract Documents will include a standard concrete wall repair detail and description of work and materials for any minor pool wall structure repairs that may be encountered in conjunction with a field allowance included in the bid amount.

Fee Proposal

Barton & Loguidice, D.P.C., proposes to provide the Scope of Engineering Services described herein based on time and expense not to exceed the below fees in accordance with the attached terms and conditions.

Design Phase	\$28,500.00
Bidding and Construction Phase	\$10,500.00

We trust this proposal will be satisfactory, but if you have any questions or concerns, please do not hesitate to contact us. If the Town would like to move forward with the pool liner system replacements, please authorize below in the space provided and return one executed copy to our office. Work will commence upon receipt of your authorization.

Phillip Barrett, Supervisor
Town of Clifton Park
August 8, 2025
Page 4



Thank you for considering B&L for this project and we look forward to assisting the Town Clifton Park in finding cost effective and pragmatic solutions the needed repairs at your municipal pool facilities.

Sincerely,

BARTON & LOGUIDICE, D.P.C.

A handwritten signature in black ink that reads "Matthew C. Fuller".

Matthew C. Fuller, P.E.
Vice President

MCF/jms

Authorization

Barton & Loguidice, D.P.C. is hereby authorized by the Town of Clifton Park ("Owner") to complete the Scope of Services described herein in accordance with the terms and conditions set forth above.

Phillip Barrett, Supervisor
Town of Clifton Park

Date

STANDARD TERMS AND CONDITIONS
for
PROFESSIONAL CONSULTANT SERVICES
provided by
BARTON & LOGUIDICE, D.P.C. ("Consultant")

The OWNER and the CONSULTANT, for themselves, their successors and assigns, have mutually agreed and do agree with each other as follows:

1.0 Basic Agreement

Consultant shall provide, or cause to be provided, the Services set forth in the proposal (PROPOSAL) to which these terms and conditions are attached, and Owner shall pay Consultant for such Services as set forth in PROPOSAL. The PROPOSAL, in conjunction with these terms and conditions is referred to herein as "Agreement".

2.0 General Considerations

A. The standard of care for all professional or related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with Consultant's services.

B. Consultant shall commence to provide its services upon the full execution of this Agreement and shall provide those services within a reasonable time. In no event shall Consultant be obligated to perform services on a schedule which, in the Consultant's professional judgement, does not provide Consultant sufficient time to perform in accordance with the aforesaid standard of care.

C. All design documents prepared or furnished by Consultant are instruments of service, and Consultant retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Consultant grants Owner a limited license to use the instruments of service exclusively (1) performance of design or operation, (2) for Project construction as is the intended purpose of the documents, and (3) for the purpose of maintenance and repair of the Project, or (4) other documents, reports, details and plans as defined in the project Scope of Work.

D. Consultant shall not at any time supervise, direct, or have control over any contractor's work, nor shall Consultant have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.

E. Consultant neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor.

F. Consultant shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any contractor's agents or employees or any other persons (except Consultant's own employees) at the Project site or otherwise furnishing or performing any construction work; or for any decisions regarding, or interpretations or clarifications of, the construction contract or Instruments of Service made by Owner or any third party without the advice and consultation of Consultant.

G. If the Construction Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials, or equipment, the Consultant shall specify the appropriate performance and design criteria that such services must satisfy. The Consultant shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Consultant. The Consultant's review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Consultant shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

H. Unless otherwise included under this Agreement, the parties acknowledge that Consultant's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). Owner represents to Consultant that, to the best of its knowledge, a Hazardous Environmental Condition does not exist at the Site, except as expressly disclosed to the Consultant in writing. If Consultant or any other party encounters a Hazardous Environmental Condition, Consultant may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (i) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

I. The services to be provided by Consultant under this Agreement DO NOT INCLUDE advice or recommendations with respect to the issuance, structure, timing, terms or any other aspect of municipal securities, municipal derivatives, guaranteed investment contracts or investment strategies. Any opinions, advice, information or recommendations provided by Consultant are understood by the parties to this Agreement to be strictly engineering or other technical opinions, advice, information or recommendations. Consultant is not a "municipal advisor" as defined by 15 U.S.C. 78o-4 or the related rules of the Securities and Exchange Commission. The other parties to this Agreement should determine independently whether they require the services of a municipal advisor.

J. The Consultant shall not be required to execute certificates, guarantees, warranties or make representations that would, in its professional judgment, require knowledge, services or responsibilities beyond the scope of this Agreement.

K. When transmitting items in electronic media or digital format, the transmitting party makes no representations as to long term compatibility, usability, or readability of the items resulting from the recipient's use of software application packages, operating systems, or computer hardware differing from those used in the drafting or transmittal of the items, or from those established in applicable transmittal protocols.

L. To the fullest extent permitted by law, Owner and Consultant (1) waive against each other, and the other's employee's, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Consultant's total liability to Owner under this Agreement shall be limited to \$100,000 or the total amount of compensation received by Consultant pursuant to the PROPOSAL, whichever is greater, (the "Limitation Amount"), and further, in no event shall the Limitation Amount exceed the amount of liability insurance proceeds actually available to the Consultant for the claim at issue at the time of settlement or final judgment net of any and all expenses paid or incurred on the claim at issue, payments made or incurred in connection with other claims made against the Consultant, or any other circumstances which may reduce, impair, or eliminate the overall availability of such insurance to the Consultant. It is intended that these limitations apply to any and all liability or cause of action.

3.0 Payment for Services

Consultant will prepare a monthly invoice in accordance with Consultant's standard invoicing practice and submit the invoice to Owner. Invoices are due and payable within 30 days of the date of the invoice. Consultant may, without liability, after giving seven days written notice to Owner, suspend services under this Agreement until Consultant has been paid in full all amounts due for services, expenses, and other related charges.

4.0 Additional Services

Additional services may be required in Consultant's professional judgement because of changes in the Project, or unforeseen circumstances. The Consultant shall furnish services in addition to those set forth in the PROPOSAL if mutually agreed by Owner and Consultant. Owner shall pay Consultant for any Additional Services provided as follows: (1) as may be mutually agreed to in writing, or (2) in the absence of a mutual agreement an amount equal to the cumulative hours charged to the Project by each member or each class of Consultant's employees engaged in providing the Additional Services times the Consultant's hourly billing rates for each applicable billing class in effect at the time the Additional Services are performed; plus reimbursable expenses and charges for Consultant's Subconsultants, if any.

5.0 Dispute Resolution

Owner and Consultant agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice by either party of the existence of the dispute. If a dispute involves matters other than a claim by Consultant for payment of fees and the parties fail to resolve the dispute through negotiation then Owner and Consultant agree that they shall first submit any and all such unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement or the breach thereof ("Disputes") to mediation by a mutually acceptable mediator. Owner and Consultant agree to participate in the mediation process in good faith and to share the cost of the mediation equally. The process shall be conducted on a confidential basis, and shall be completed within 150 days of the date of notice by either party of the existence of the dispute. If such mediation is unsuccessful in resolving a Dispute, then (1) the parties may mutually agree to an alternative dispute resolution of their choice, or (2) either party may seek to have the Dispute resolved by a court of competent jurisdiction.

6.0 Accrual of Claims

All causes of action between the parties to this Agreement including those pertaining to acts, failures to act, or failures to perform in accordance with the obligations of the Agreement or failures to perform in accordance with the standard of care shall be deemed to have accrued and the applicable statutes of limitations shall commence to run not later than either the date of Substantial Completion for acts, failures to act or failures to perform occurring prior to Substantial Completion, or the date of issuance of the Notice of Acceptability of Work (or similar notice of the final completion of the Project) for acts, failures to act or failures to perform occurring after Substantial Completion.

7.0 Controlling Law

This Agreement is to be governed by the law of the state in which the project is located.

8.0 Successors, Assigns, and Beneficiaries

Owner and Consultant each is hereby bound and the partners, successors, executors, administrators, and legal representatives of Owner and Consultant (and to the extent permitted herein the assigns of Owner and Consultant) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement. Neither Owner nor Consultant may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. This provision shall not preclude Consultant from retaining Subconsultants as it deems reasonably necessary for the completion of the services rendered hereunder.

9.0 Termination

If Consultant's services related to the project are terminated for any reason, Consultant shall be compensated for time plus reasonable expenses associated with demobilizing personnel and equipment, and, if requested in writing by the Owner, for completion of tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

10.0 Total Agreement/Severability

This Agreement, including any expressly incorporated Exhibits, constitutes the entire Agreement between Owner and Consultant and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument. If any term or condition of this Agreement shall, to any extent, be found invalid, void or unenforceable, the remaining provisions shall remain in full force and effect to the extent allowed by applicable law.



RESOLUTION

#7

PHILIP C. BARRETT
Supervisor

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LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

•

AGATHA REID
Councilwoman

•

ANTHONY F. MORELLI
Councilman

Resolution No. ____ of 2025, a resolution authorizing the Supervisor to execute a Saratoga County Trails Program grant award contract for support of the Crescent Woods to Country Estates Connector Multi-use trail paving project and to award a quote for the project.

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

WHEREAS, the Planning Department has submitted a grant application to the Saratoga County Trails Grant Program for funding assistance to advance the project to prepare and pave the existing stone dust path that starts on Patriot Circle in Countryman Estates and ends on Spencer Street in Crescent Woods, and

WHEREAS, by Resolution No. 269-2025, the County Board of Supervisors awarded \$7,100 in funds to the Town to support this project, and

WHEREAS, Daniel Clemens, Director of Buildings, Parks & Recreation, has received three (3) quotes for the trail paving project, and recommends accepting the quote of \$9,830 from Capital Asphalt LLC, Clifton Park; now, therefore, be it

RESOLVED, that the Town Board authorizes the Supervisor to execute the grant contract as approved by the Board of Supervisors and to engage Capital Asphalt LLC to complete the project; and be it further

RESOLVED, the Comptroller is authorized to increase Other Governmental Revenue (A-1289) by \$7,100, and a corresponding increase to A-7629-200 (General Fund – Trails Contractual – Equipment) and to transfer from SP9-7115-200 (Stony Creek I Park District – Park District Labor & Equipment – Equipment) to SP9-7145-200 (Stony Creek I Park District – Countryman’s Estates - Equipment) \$2,730.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Monday, September 29, 2025 9:02 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 #2305

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: 10/06/2025 ✓

Board Meeting Date: 10/06/2025 ✓

Alternate Date: 10/20/2025

Budget Number: A-7629-200 SP9-7145-24

Budget Description: General Fund - Trails - Equipment Stoney Creek Park District #1 - Countryman Estates - Maint

Amount: \$7,100 \$2,730.00

Brief Description: Hire Capital Asphalt to pre and pave the existing stone dust path that starts on Patriot Circle (Countryman Estates) and ends in Crescent Woods on Spencer Street.

Add Supporting Docs:

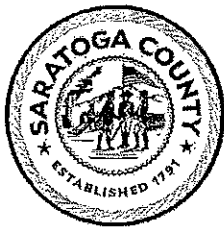
[b71f0dd134d56b44_Paving_-_Patriot_to_Spencer_-_res_packet_9.29.25.pdf](#)

Additional Comments/Details: Request same night meeting so we can get the path done this fall.

The town will be receiving a grant for \$7,100.00 to help pay for this project. Will need to increase the Saratoga County revenue account (1289) by \$7,100. Stoney Creek Park District #1 will pay the remaining \$2,730.00

Agree to Terms: Agree

[unsubscribe](#)



BOARD OF SUPERVISORS

09/16/2025

RESOLUTION 269 – 2025

Introduced by Trails and Open Space: Supervisors Ball, Connolly, Grasso, Kinowski, Madigan, M. Veitch, and Wright

AWARDING 2025 TRAILS GRANTS

WHEREAS, the 2025 County Budget included a Trails Grant Program to give matching grants to local municipalities to fund trail development and construction projects; and

WHEREAS, the 2025 Trails Grant Program provides a pool of up to \$100,000 to fund trail feasibility studies, engineering work, and construction in local municipalities; and

WHEREAS, our Trails and Open Space Committee received fourteen (14) applications for funding, totaling \$137,460, which the Committee recommended to be partially funded; and

WHEREAS, our Trails and Open Space Committee and our Law and Finance Committee approved partial funding for all fourteen (14) applications submitted, at a cost of \$100,000, utilizing allotted 2025 Trails Grant Program funds; now, therefore, be it

RESOLVED, that the Board of Supervisors hereby authorizes the payment, under the 2025 Trails Grant Program, of the sum of \$100,000 to the following municipalities for the purposes stated, upon condition that each municipality provide matching funds or services in-kind:

- 1. Towns of Ballston and Clifton Park:** The amount of up to \$15,000 to be applied toward a joint feasibility study for a southern trail extension, possibly along Firemen's Lane or along the eastern border of Ballston Lake Fire Department Memorial Park, to connect to the Schenectady County Trail Network. The funds can be disbursed as either two \$7,500 payments, one to each of the towns of Ballston and Clifton Park, or as a single \$15,000 payment to one town, as jointly determined by the towns.
- 2. Town of Charlton:** The amount of up to \$2,500 to provide hardening to the existing 0.25-mile footpath of the Elmer Smith Trail with crusher run to make the existing trail useable to a wider variety of pedestrians, and for the construction of a wooden pedestrian bridge over the existing stream to improve access to the park.
- 3. Town of Clifton Park:** The amount of up to \$7,500 to be applied toward paving 480 feet of the multi-use trail connecting Countryman Estates, Village Green, and the Crescent Woods' immediate neighborhoods.
- 4. Town of Greenfield:** The amount of up to \$7,500 to be applied toward the continued improvements of the Brookhaven Trail network by placing an additional 0.5-mile of stone dust on the existing 11-mile trail network.

5. **Town of Hadley:** The amount of up to \$7,500 to be applied toward the upgrade of playground equipment and recreational fields in the Sam Smead Memorial Park.
6. **Town of Halfmoon:** The amount of up to \$7,500 to be applied toward the purchase of all-weather Adirondack chairs to enhance the visitor experience at the Lighthouse Park, which provides access to the Hudson River.
7. **Town of Malta:** The amount of up to \$7,500 to be applied toward the funding of design, fabrication, and installation of new interpretive signage to enhance the visitor experience at the Round Lake Preserve and support environmental education by highlighting the Preserve's ecological, historical, and cultural significance.
8. **Town of Milton:** The amount of up to \$7,500 to be applied toward upgrading signage and improving parking areas for each trailhead to the Boice Family Park to enhance the visitor experience.
9. **Town of Moreau:** The amount of up to \$7,500 to be applied toward engineering and planning for Phase II of the three-phased Capital Trail Project of Nolan Road Riverside Trail. Phase II will cover 1.03 miles of the trail network.
10. **Town of Northumberland:** The amount of up to \$7,500 to be applied toward the purchase and installation of an adaptive kayak launch to the existing dock on the Champlain Canal within the Hudson Crossing Park.
11. **Town of Saratoga:** The amount of up to \$7,500 to be applied toward the trail and park construction and improvements related to the Revolutionary War sites, such as construction of the Sawmill Pocket Park Trail, fencing installation and repair, placement of wayfinding and interpretive signage, and providing parking at trailheads.
12. **City of Saratoga Springs:** The amount of up to \$7,500 to be applied toward the installation of wayfinding signage along key roads in the city's "Greenbelt" as defined in the 2015 Comprehensive Plan. The signs will be utilized to inform and bring awareness to the public of the city's "Greenbelt" policy.
13. **Town of Stillwater:** The amount of up to \$7,500 to be applied toward the restoration and improvement of a floatation barge platform, which maintains the marina's dock system at Brown's Beach and is used seasonally for holiday fireworks displays; and be it further

RESOLVED, that the Chair of the Board of Supervisors is hereby authorized to execute all agreements and documents necessary to ensure the transfer of said funds; and be it further

RESOLVED, that the form and content of such agreements shall be subject to the approval of the County Attorney; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

Town of Clifton Park
Buildings & Grounds

Quote Cover Sheet

Date: 9/24/25

Description: Paving Patriot Circle path ending on Spencer St

Vendor #1: Next Generation Paving \$16,300.00

Vendor #2: Fossett's Asphalt \$11,640.00

Vendor #3: Capital Asphalt \$9,830.00 *

Vendor #4:

Vendor #5:

Vendor #6:

Comments: This will pave the current stone dust path

Decision: Capital Asphalt

CAPITAL ASPHALT LLC



Capital Asphalt LLC

21 Solar Drive
Clifton Park, NY 12065
capitalasphalt518@gmail.com 518-530-0111
www.capitalasphaltny.com

Client

Clifton Park Buildings and Grounds
Patriot Circle
Clifton Park, NY 12065
klynch@cliftonpark.org 5188884779
Kieran Lynch

Estimate 759

09/23/2025

Description	Quantity	Rate	Amount
Paving of 495x8 stoned path off of Patriot Circle. Mill path to 8', grade, and compact with vibratory roller to create proper base for new asphalt. Pave prepared footprint at depth of 3" using Type 6 asphalt and compact with vibratory roller and plate compactor for proper compaction and smooth finish.	1.00	\$ 9,830.00	\$ 9,830.00

Subtotal \$ 9,830.00

Total \$ 9,830.00

Capital Asphalt LLC



Fossett's Asphalt & Sealcoating

8 Crestmont Drive | Clifton Park, New York 12065
(518) 952-4360 | fossettsasphalt@gmail.com | https://www.fossettsasphalt.com/

RECIPIENT:

Kieran Lynch
Patriot Circle
Clifton Park, New York 12065

Estimate #636

Sent on Sep 23, 2025

Total \$11,640.00

Product/Service	Description	Qty.	Unit Price	Total
Asphalt - Grade and Pave	Clean edges and remove vegetation. Grade existing stone and add where needed to achieve 4 - 6 inch base Pave 3 - 1/2 inches of type 6 Asphalt	1	\$11,640.00	\$11,640.00

Total \$11,640.00

This quote is valid for the next 30 days, after which values may be subject to change.



DATE: 09/22/2025
KICKIN ASPHALT
518-406-3291
1858 Route 9 Halfmoon NY 12065

PROPOSAL SUBMITTED TO:	ADDRESS:		
Karin Lynch	Patriot Circle		
PHONE: (518) 888-4779	CITY	STATE	ZIP
EMAIL: klynch@cliftonpark.org	Clifton Park	New York	12065

Providing the complete asphalt solution with our white glove process!

Next Generation Paving takes great pride in it's established process that makes installation of your new hot mix asphalt driveway a breeze. We proactively plan each step of your paving process from permits to receiving our asphalt owners manual at the completion of the project.

Upon the arrival of our Blue Crew, the work area is safe and secure using strategic parking, work zone signage, traffic cones, traffic management, and high visibility uniforms. Next Generation Paving uses an array of new and well maintained heavy equipment. This equipment consists of dump trucks, heavy equipment trailers, utility trailers, pickup trucks, skid steer track loaders, pavers, and industrial rollers. Implementing our proven process ensures that all work conducted by our team and equipment is as low impact as possible on you and your neighbors everyday life.

The Blue Crew keeps you informed from start to finish on your customer webpage with live time photo updates. Documenting each step our Blue Crew takes to provide you with the driveway solution you have envisioned.

At the completion of your project, our Blue Crew begins the clean up process. This includes sweeping, blowing, raking, cleaning off the roadway and any other affected areas. Wooden stakes and ribbon are placed across the entrance of the driveway to keep traffic off your newly finished project. These can be recycled at the end of the 7 day curing time. The Blue Crew will then conduct a final check of the project and surrounding property. This final check guarantees that the only thing Next Generation Paving leaves behind is a beautiful driveway!

ESTIMATE/CONTRACT

Remove existing driveway, stone base, asphalt binder course, type 6 topcoat- *The perfect solution to a cracked, crumbling, and unsightly driveway.* All existing asphalt is removed and trucked to your local asphalt plant for recycling. Fresh edges are cut into the landscape where it will meet your new driveway. Existing stone base is assessed for depth and compaction. Course rubble stone is applied as necessary to achieve a 4" compacted base that is graded to shed water properly. A Binder course layer of asphalt is then applied and compacted to a 4" layer. Binder course asphalt has a larger aggregate size that helps support the weight of the driveway and endure our harsh northeast climate. A 2.5" layer of type 6 hot mix asphalt top coat is applied, compacted, and massaged to a smooth finish.

Remove existing driveway, stone base, type 6 topcoat- *A great option for replacing smaller single lane driveways with lighter traffic.* All existing asphalt is removed and trucked to your local asphalt plant for recycling. Existing stone base is assessed for depth and compaction. Course rubble stone is applied as necessary to achieve a 4" compacted base that is graded to shed water properly. A 2.75" layer of type 6 hot mix asphalt top coat is applied, compacted to 2.5", and massaged to a smooth finish.

Overlay existing driveway with type 6/7 hot mix asphalt- *An affordable option for smaller driveways with a good base and minimal deterioration.* Fresh edges will be cut into the existing landscape where it meets the driveway. It is suggested that any high spots or joints to be milled out prior to paving. Milling these spots will lower the height of the

asphalt in those locations to retain flush joints. Entire driveway is then cleaned and prepped for asphalt. 2.75" of type 6 or 7 hot mix asphalt is then applied, compacted, and massaged to a smooth finish.

Stone driveway- *A cost effective way to enhance curb appeal with a crushed stone driveway.* Driveway area will have fresh cut edges to the landscape. Area is then graded and boxed as necessary. DOT approved road fabric is then laid down on the freshly graded area. This fabric prevents plant life from growing up through your stone. Using a course rubble crushed blue stone aggregate, a strong and properly pitched base is then established and graded. A final course of course rubble is applied and graded with the paver. Industrial rollers and powered tampers are used to compacted to 4" layer of stone. All edges will be hand tamped and sprayed with a herbicidal removal spray. *This option can easily be paved at a later date.*

Top soil applied to driveway edges. *The cherry on your fresh hot mix asphalt sundae!* Our production team takes great pride in making the finished product as clean and neat as possible. A proper stone base should extend past the edge of the new asphalt. This practice create a strong edge that is less prone to cracking and unraveling. The visibility of these stones can be unsightly and create a tripping hazard due to the uneven transition from lawn to asphalt. This transition can also be problematic for lawn care and snow removal. Using our screened organic topsoil, the Blue Crew will spread and rake the edges filling the void between the edge of your new driveway and existing landscape.

Option of blacktop installment:

Stone, Binder, Topcoat	Establish 4" stone base, 4" of binder, 2 1/2" of topcoat.	
Stone & Topcoat	Establish 4" stone base, 2.5" of top coat.	4080 square feet
Overlay	Fresh edges, pad prep, 2.5" of top coat.	
Stone & Type 3 Binder	Establish 4" stone base, 4" Type 3 Binder course	
Stone Driveway	Area graded, road fabric, 4" of stone applied.	
Top Soil	Top Soil is spread along driveway edges	
Driveway Removal	Existing asphalt is removed and recycled.	

3 year warranty on installations using Stone, Binder, & Topcoat.

2 year warranty on installations using Stone and Topcoat.

Puddles, cracks, settling spots, and unraveling of asphalt will not be covered unless the job is sealed by Next

Generation Paving.

Using a sealcoating company other than Next Generation will void new driveway warranty.

WE ALSO OFFER

*SEALCOATING

*TRUCKING

*TOPSOIL

*DECORATIVE STONE

*BACKFILLING

ESTIMATE/CONTRACT VAILD FOR 30 DAYS

JOB NOTES:

Project total square footage is 4080. 480 feet long and 8 feet 6 inches wide. Existing path consists of some light stone dust, path does get wet in two distinct areas. Path needs to have all sod and undesirable base material removed. Create a 4-6" crushed stone base, grade smooth and compact. Apply 2.75" of type 6 hot mix asphalt, smooth and compact. All edges will be compacted at 45° angle.

We propose hereby to finish material and labor complete in accordance with above specification for the sum of:

Dollars \$16,320.00

We accept cash, check, and credit cards

PAYMENT DUE UPON COMPLETION OF WORK

Debit/CC Payment is subject to a 2.9% fee + \$.30 or ACH payment is subject to .8% fee (\$50 max)

Please be advised if not paid upon completion we will charge- 3% interest at 1 week, 5% interest at 2 weeks, 8% interest at 3 weeks, at 30 days legal proceedings will follow.

Acceptance of Proposal -- The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Both parties agree to a three day (3) right to cancel on all signed/dated contracts. Payment will be made as outlined above. If you cancel after the three day right to cancel mentioned above you are obligated to a \$1000.00 cancellation fee.

Signature Date

Note: This proposal may be withdrawn if not accepted

*NGP LLC is not responsible for damages to items that are not removed from work area prior to driveway replacement

All materials are guaranteed to be as specified. All work is to be completed in a safe and professional manner according to standard practices. A lifetime workmanship warranty is provided. Any unsound driveway bases will be boxed down and replaced at an additional charge. Any alterations or deviations from the above specifications will become an additional charge over and above the estimate.

Authorized Signature:

Justin Smith

09/22/2025

Date: 09/22/2025

Dan Clemens

From: Brian Easton <eastonbg@gmail.com>
Sent: Sunday, September 28, 2025 9:17 PM
To: Dan Clemens
Subject: Fwd: Patriot Circle trail paving

Dan,

We voted to release \$2,730.00 of park district funds to support the path.

Brian

----- Forwarded message -----

From: Brian Easton <eastonbg@gmail.com>
Date: Wed, Sep 24, 2025 at 11:57 AM
Subject: Re: Patriot Circle trail paving
To: Dan Clemens <DClemens@cliftonpark.org>

Monday?

On Wed, Sep 24, 2025 at 11:56 AM Dan Clemens <DClemens@cliftonpark.org> wrote:

Ok, great. Think it will be a quick answer?

Daniel J. Clemens

Director of Buildings, Parks, and Recreation

Town of Clifton Park, NY

O: 518-371-6651 ext. 248

C:518-281-5065

dclemens@cliftonpark.org



From: Brian Easton <eastonbg@gmail.com>
Sent: Wednesday, September 24, 2025 11:25 AM
To: Dan Clemens <DClemens@cliftonpark.org>
Subject: Re: Patriot Circle trail paving

I am personally good with that but I need to poll the troops. I expect this to be ok.

On Wed, Sep 24, 2025 at 8:39 AM Dan Clemens <DClemens@cliftonpark.org> wrote:

Brian,

I had reached out to you earlier this year about SC#1 PD chipping in on paving the path from Patriot Circle to Spencer Street. We have a grant from Saratoga County for \$7,100.00 to put towards the job. Our low quote is \$9,830.00, so your contribution will be \$2,730.00. Much less than originally discussed! You good with that amount? We want to get it done this fall.

Thanks, Dan

Daniel J. Clemens

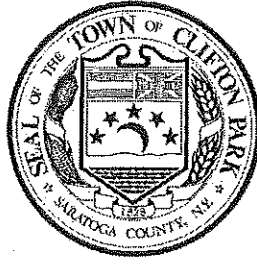
Director of Buildings, Parks, and Recreation

Town of Clifton Park, NY

O: 518-371-6651 ext. 248

C:518-281-5065

dclemens@cliftonpark.org



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 the increased hourly payment rate made to Lifeguards for training and retention bonuses from grant funds received from the NYS Division of Local Government Services, Local Government Efficiency (LGE) program.

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

WHEREAS, by Resolution No. 184 of 2025, the execution of the LGE Grant agreement and a schedule of payments of an estimated additional hourly payment rate of \$2.20/hour to Lifeguards who agreed to work an extra week in the 2025 season, were approved, and

WHEREAS, the Director of Parks and Recreation, Mike Woerner, has since determined that fewer employees agreed to work the additional week resulting in a much higher additional hourly rate of \$8.515 to be paid to applicable employees; now, therefore, be it

RESOLVED that the Town Board approves the increased additional hourly payment rate of \$8.515/hour to be paid to Lifeguards who agreed to work an extra week in the 2025 season.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Tuesday, September 16, 2025 10:30 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; hd
Subject: New Employee Resolution Request #2290

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: 10/06/2025 ✓
Board Meeting Date: 10/06/2025 ✓
Alternate Date: 10/06/2025
Budget Number: see attached sheets
Budget Description: alter resolution # 184
Amount: see attachments
Brief Description: in resolution #184 to offer lifeguard bonuses, we estimated that extra \$\$ to offer guards to stay an extra week we be a little over \$2.20/ hour
the actual figure is \$8.51-
less guards and hours- increased the hourly rate
Add Supporting Docs:
[0f0c38d160cfdcc7_attachment_1.pdf](#)
Additional Comments/Details: increase from min of \$2.20 to \$8.51 hour
Agree to Terms: Agree

[unsubscribe](#)

Resolution No.184 of 2025, a resolution authorizing the Town to accept grant funds from the NYS Division of Local Government Services, Local Government Efficiency (LGE) program.

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

WHEREAS, the Town applied for financial assistance from the NYS Division of Local Government Services under the LGE Program for the purpose of receiving assistance with the funding of Lifeguard training and retention bonuses, to be paid to individuals as detailed in the attached Schedule A, and

WHEREAS, the Town is authorized and directed to accept these grant funds in an amount not to exceed \$20,000 for the purposes described in the grant application, and

WHEREAS, the Town has developed a payment schedule based on the number of years a lifeguard has been employed, along with a listing by individual, and additional amounts for a manager to stay past the original projected closing date, and

WHEREAS, the Town is authorized and directed to agree to the terms and conditions of the NYS Contract for Grants (Contract) with the LGE program; now, therefore, be it

RESOLVED, that the Town Board authorizes the Supervisor to execute the attached grant agreement, accepting funds not to exceed \$20,000; and be it further

RESOLVED, that the Town Board approves the schedule of payments to employees, to be paid in the first pay period after the close of the 2025 summer season; and be it further

RESOLVED, that the Comptroller is to increase NYS Revenues (A-03089) by \$20,000 and the expenditures shall be increased based on the attached schedule.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

August 18, 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, a resolution declaring a public emergency pursuant to General Municipal Law Section 103(4) for a replacement sewer pump in the Wildflower pump station.

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

WHEREAS, on May 7, 2025, Collection Systems Manager, Michael O'Brien, identified a sewer pump failure in the Wildflower pump station that left the pump station operating with just one pump, and

WHEREAS, it was determined that the failed pump motor was beyond economical repair, 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, Mr. O'Brien determined that Siewert Equipment could provide a Liberty pump to replace the failed Hydromatic pump, on an emergency basis, pursuant to invoice totals not to exceed \$8,275, attached, to be installed by the Sewer Department; now, therefore, be it

RESOLVED, that the Town Board determines that the resulting damage to sanitary sewer systems due to the pump failure 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 pay an amount not to exceed \$8,275, from G7-8111-00200 (Clifton Park Sewer District #1 – Equipment) per the invoice attached, to compensate Siewert Equipment for the pump.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, September 18, 2025 10:02 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 #2292

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

Department: Sewer

Your Name: Michael O'Brien

Your Email: mobrien@cliftonpark.org

Sponsor: Barrett

Agenda Session Date: 10/06/2025 ✓

Board Meeting Date: 10/06/2025 ✓

Alternate Date: 10/14/2025

Budget Number: G7-8111-200

Budget Description: Clifton Park Sewer District #1 Equip

Amount: \$8275.00

Brief Description: CPSD#1 Wildflower Pumpstation had one of two Hydromatic pumps fail. The failed pump was sent out for repair and the quote for repair was \$14,780. The Sewer Department asked for a price to replace with new unit and that was \$10,187. Additional sourcing found the same pump new for \$10,264. The Town of Clifton Park Sewer Department obtained an alternative replacement pump quote of \$8,275 for a Liberty Pump Brand Pump that is a suitable replacement for the broken Hydromatic unit. The pump would be a direct replacement and is sold and supported locally by Siewert Equipment. This is an emergency purchase as we do not have any replacement units in the Towns inventory and the station is operating on one pump.

Add Supporting Docs:

[8d897be811c6b78b_siewert_pump_wildflower.pdf](#)

[306f5396d50fe001_Emmons_Quotes_wildflower.pdf](#)

[2ffe4e393d0369eb_RC_Worst_Co_Wildflower.pdf](#)

Additional Comments/Details: Would like same night meetings if possible

Agree to Terms: Agree

[unsubscribe](#)



CUMMINS-WAGNER

100% Employee Owned

Siewert Equipment
 10 Corporate Circle
 Albany NY 12203
 United States

Phone: (518) 272-3431
 Fax: (518) 482-4149

Ship To:
 TOWN OF CLIFTON PARK
 CUSTOMER PICKUP
 10 CORPORATE CIR
 ALBANY NY 12203
 United States

QUOTATION

Quote No. QTA1b01162
 Attention: MIKE OBRIEN
 Order Date 08/28/2025
 Rev. No. 0

Bill To:
 TOWN OF CLIFTON PARK
 ONE TOWN HALL PLAZA
 CLIFTON PARK NY 12065
 United States

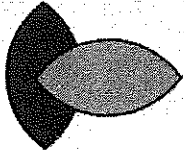
Customer	Quoted By	Sales Rep
205468 TOWN OF CLIFTON PARK	Will Stradling	Will Stradling
Payment Terms	Instructions	VIA
Net 30	CALL MIKE WHEN READY FOR PICKUP	TERMS ACCOUNT - CUSTOMER PICKUP

SIEWERT EQUIPMENT IS PLEASED TO PRESENT YOU WITH THIS QUOTATION,

LN	Item	Description	Quantity	Unit Price	Ext. Price
1	NSNY001	ONE (1) LIBERTY PUMP LGV05 5 HP, 240V, 1 PHASE, 60 HZ	1	7,450.00	7,450.00
2	NSNY001	ONE (1) SIMPLEX START CAPACITOR	1	825.00	825.00
THIS IS NOT AN INVOICE ADDITIONAL CHARGES MAY APPLY					
				SUBTOTAL	8,275.00
				TAX	0.00
				SHIPPING	0.00
				ORDER TOTAL	\$ 8,275.00

PLEASE EMAIL OR CALL TO PLACE YOUR ORDER,

Quoted prices are subject to change based on market conditions until a PO is accepted.
 Cummins-Wagner terms and conditions applicable to this document are found on our website at www.cummins-wagner.com



Emmons Metro LLC
 453 N Pearl St
 Menands, NEW YORK, 12204-1508
 Phone: 518-694-0404
 Web: www.emmonspump.com

Quote

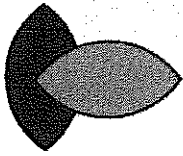
Order No.: QT003763
 Order Date: 5/21/2025
 Delivery Date: 5/21/2025
 Customer ID: NY000494
 Currency: USD

BILL TO:		SHIP TO:	
Town of Clifton Park 1 TOWN HALL PLZ CLIFTON PARK NY 12065-3610 United States of America Attn: ATTN: MIKE O'BRIEN		Town of Clifton Park 1 TOWN HALL PLZ CLIFTON PARK NY 12065-3610 United States of America Attn: ATTN: MIKE O'BRIEN	
CUSTOMER P.O. NO.	TERMS	CONTACT	
	Net 30	Coonrad, Jason, jcoonrad@emmonspump.com	
FOB POINT	SHIPPING TERMS	SHIP VIA	
Albany, NY	Freight Included in Price	Best Way	

NO.	ITEM	QTY.	UOM	PRICE	DISC.	EXTENDED PRICE
1	07891-000-2K HYDROMATIC - HPGF VERTICAL DISCHARGE VOLUTE (PAINTED)	1.0000	EACH	2,048.0000	0%	2,048.00
2	07904-000-2 HYDROMATIC - AXIAL CUTTER, HPGF	1.0000	EACH	517.0000	0%	517.00
3	07903-000-2 HYDROMATIC - RADIAL CUTTER, HPGF	1.0000	EACH	405.0000	0%	405.00
4	07905-000-2 HYDROMATIC - CUTTER RING, HPGF	1.0000	EACH	615.0000	0%	615.00
5	07894-318-2 HYDROMATIC - HPGF500 10.125" IMPELLER	1.0000	EACH	2,235.0000	0%	2,235.00
6	01329-027-5 HYDROMATIC - ROTOR/SHAFT	1.0000	EACH	998.0000	0%	998.00
7	24407C204 HYDROMATIC - STATOR, 5 HP, 230 VOLT, 1 PHASE, 1750 RPM	1.0000	EACH	1,552.0000	0%	1,552.00
8	00065-021-1 HYDROMATIC - BALL BEARING, OPEN-FACE	1.0000	EACH	29.0000	0%	29.00
9	00065-018-1 HYDROMATIC - BALL BEARING, OPEN-FACE	1.0000	EACH	70.0000	0%	70.00
10	51700-404-7 HYDROMATIC - SEAL KIT, HPGF, CERAMIC	1.0000	EACH	390.0000	0%	390.00
11	07888-002-2 HYDROMATIC - HOUSING-SEAL/BEARING HPGF GRINDER	1.0000	EACH	1,748.0000	0%	1,748.00
12	08472-001-5 HYDROMATIC - SEAL FAIL PROBE, 1.25"	1.0000	EACH	45.0000	0%	45.00

NOTE: Freight Is Included Current Estimated Lead Time: 3 - 4 Weeks Upon Receipt of Order.	Sales Total: 14,780.00 Freight & Misc.: 0.00 Less Discount: 0.00 Tax Total: 0.00 Total (USD): 14,780.00
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Continued...



Emmons Metro LLC
 453 N Pearl St
 Menands, NEW YORK, 12204-1508
 Phone: 518-694-0404
 Web: www.emmonspump.com

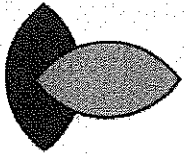
Quote

Order No.: QT003763
 Order Date: 5/21/2025
 Delivery Date: 5/21/2025
 Customer ID: NY000494
 Currency: USD

BILL TO:		SHIP TO:	
Town of Clifton Park 1 TOWN HALL PLZ CLIFTON PARK NY 12065-3610 United States of America Attn: ATTN: MIKE O'BRIEN		Town of Clifton Park 1 TOWN HALL PLZ CLIFTON PARK NY 12065-3610 United States of America Attn: ATTN: MIKE O'BRIEN	
CUSTOMER P.O. NO.	TERMS	CONTACT	
	Net 30	Coonrad, Jason, jcoonrad@emmonspump.com	
FOB POINT	SHIPPING TERMS	SHIP VIA	
Albany, NY	Freight Included in Price	Best Way	

NO.	ITEM	QTY.	UOM	PRICE	DISC.	EXTENDED PRICE
13	06000-055-1 HYDROMATIC - SEAL FAIL WIRE, 14GA, 18"	1.0000	EACH	15.0000	0%	15.00
14	15272-034-5 HYDROMATIC - CORD CAP ASSEMBLY, #8-4, 35', DUAL W/ HEAT SENSOR	1.0000	EACH	2,723.0000	0%	2,723.00
15	NOTSTOCK CLARION - FOOD GRADE MINERAL OIL (PER QUART)	10.0000	EACH	14.0000	0%	140.00
16	SSB SHOP SERVICE BILLABLE AT STANDARD RATE (PER HOUR) NOTE: Repair of E13829 Hydromatic Model HPGF500M2-4 Serial# G79310	10.0000	EACH	125.0000	0%	1,250.00

NOTE: Freight Is Included	Sales Total:	14,780.00
Current Estimated Lead Time: 3 - 4 Weeks Upon	Freight & Misc.:	0.00
Receipt of Order.	Less Discount:	0.00
	Tax Total:	0.00
	Total (USD):	14,780.00



Emmons Metro LLC
 453 N Pearl St
 Menands, NEW YORK, 12204-1508
 Phone: 518-694-0404
 Web: www.emmonspump.com

Quote

Order No.: QT003764
 Order Date: 5/21/2025
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BILL TO:		SHIP TO:	
Town of Clifton Park 1 TOWN HALL PLZ CLIFTON PARK NY 12065-3610 United States of America Attr: ATTN: MIKE O'BRIEN		Town of Clifton Park 1 TOWN HALL PLZ CLIFTON PARK NY 12065-3610 United States of America Attr: ATTN: MIKE O'BRIEN	
CUSTOMER P.O. NO.	TERMS	CONTACT	
	Net 30	Coonrad, Jason, jcoonrad@emmonspump.com	
FOB POINT	SHIPPING TERMS	SHIP VIA	
Albany, NY	Freight Included in Price	Best Way	

NO.	ITEM	QTY.	UOM	PRICE	DISC.	EXTENDED PRICE
1	HPGF500M2-4 (51511-106-7) HYDROMATIC - SUBMERSIBLE GRINDER PUMP, 5 HP, 230/1/60, 1750 RPM, 35' CABLES	1.0000	EACH	10,042.0000	0%	10,042.00
2	HPGF500M2-4 START PACK HYDROMATIC - START PACK FOR HPGF500M2-4	1.0000	EACH	145.0000	0%	145.00

NOTE: Freight Is Included Current Estimated Lead Time: 2 - 3 Weeks Upon Receipt of Order.	Sales Total:	10,187.00
	Freight & Misc.:	0.00
	Less Discount:	0.00
	Tax Total:	0.00
	Total (USD):	10,187.00

Free shipping on orders above \$100*



1-800-368-7262

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Submersible Motors ▾

Wastewater Pumps & Equipment ▾

General Purpose & Utility Pumps ▾

Filtration & Purification ▾

Electrical Supplies & Components ▾

Plumbing ▾

Manufacturers

Home › Hydromatic HPGF500M2-4 Submersible Sewage Grinder Pump 5.0 HP 230V 1PH Manual 10.13" imp. 35' cord



zendesk chat

Need Help?

855.329.4519

Call or Chat

Type your message here



Hydromatic HPGF500M2-4 Submersible Sewage Grinder Pump 5.0 HP 230V 1PH Manual 10.13" imp. 35' cord

Usually ships within 5 weeks

SKU : HTC515111067

In Stock Quantity : 0

Quantity

:

Brand :  **PENTAIR** HYDROMATIC®

\$10,264.00 USD

TAXES calculated at checkout.

From \$926.41/mo with **shop**  [Check your purchasing power](#)

Add to cart

Buy with

[More payment options](#)

Description 



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 authorizing alcoholic beverage to be served at a gathering to be held at the Clifton Park Senior Community Center on October 11, 2025.

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

WHEREAS, Jagdish Solanki, Clifton Park, is hosting a party from 4:00 P.M. to 12:00 A.M., and

WHEREAS, a request has been received for permission to serve alcohol in the form of beer and/or wine at the event, now, therefore, be it

RESOLVED, that Jagdish Solanki is hereby authorized to serve beer and/or wine at a gathering at Clifton Park Senior Community Center on October 11, 2025, from 4:00 P.M. to 12:00 A.M., consistent with the terms of the permit application received in the office of the Clifton Park Senior Community Center.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Wednesday, September 24, 2025 2:46 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 #2298

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

Department: Senior Center
Your Name: Stacie Agostino
Your Email: sagostino@cliftonpark.org
Sponsor: P. Barrett
Agenda Session Date: 10/06/2025 ✓
Board Meeting Date: 10/06/2025 ✓
Alternate Date: 10/06/2025
Budget Number: NA
Budget Description: NA
Amount: NA
Brief Description: Request alcohol permit for family party on 10/11.
Add Supporting Docs:
[a4e28834bd495559_Jagdish_Solanki_2025_Rental_Agreement.pdf](#)

Additional Comments/Details: Rental agreement and alcohol permit request attached.
Agree to Terms: Agree

[unsubscribe](#)



TOWN OF CLIFTON PARK

Clifton Park Senior Community Center

6 Clifton Common Court, Clifton Park, New York 12065 || ph: 518-383-1343

2025 Facility Rental Agreement

General Information

Name of Organization: _____ Today's date: 09/17/2025

Contact Person: Jagdish Solanki _____

Address: _____ City: _____

Phone (home): _____ (cell) _____

Email: jagdish10aug2008@gmail.com _____

Date of Rental: 10/11/2025 Start Time: 4PM End Time: 12:00 ^{AM}~~PM~~

Purpose of Event: Families get-together for Festival _____

Number of Attendees: 100. Is your organization a 501(c)(3)? (proof required) NO

Rental is not guaranteed until payment and signed Agreement is received

Carry in, carry out policy in effect for all events. Checks made payable to: **Town of Clifton Park.**

Description	Regular Rate	Non-Profit <small>Must have a 501(c)(3)</small>	# of Hours	Fee
Security Deposit	\$100	\$100	-	100
<u>Community Room - Full Room</u>	<u>\$90 per hour</u>	\$60 per hour	8	720
Community Room - Half Room	\$60 per hour	\$40 per hour		
Studio/Activity Room	\$60 per hour	\$40 per hour		
Creative Design Room	\$35 per hour	\$25 per hour		
Kitchen—training required if using the stove or oven	<u>\$90 per day</u>	\$90 per day	-	90
Room Set-up/ Break-down Fee (may be available upon request)	\$100 (if available)	\$100 (if available)	-	
Alcohol Permit	<u>\$25</u>	\$25	-	25
Special Instructions: Security to open @ 3:15p Close @ 12:15a	Total Due: 100 + 835 Amount Paid: #144 100 + 835 Balance: 0			



Clifton Park Senior Community Center
 6 Clifton Common Ct, Clifton Park, NY 12065
 (518) 383-1343

2025 Special Alcohol Use Permit Request
(Please attach to Facility Rental Application)

Name of Organization: _____

Contact Person: _____

Phone (home): _____ (work) _____ (cell) _____

Email: _____

Date and Location of Event: 10/11/2025 Clifton Park Senior Community Center

Alcohol Permit is governed by the additional conditions: *(please see initial conditions listed on Facility Rental Application)*

1. The permit is not transferable.
2. Permit is valid for specified date and time of event only.
3. Only beer and wine are allowed in Town parks or facilities. Glass beverage containers are not permitted.
4. Permit holder only is allowed to bring alcoholic beverages into the park and is responsible for the conduct of all group members.
5. Permit holder must retain permit and make available upon request by proper park official or security officer.
6. Permit holder will be responsible for assuring ALL MEMBERS of his/her party that consume alcohol are of legal age to drink alcoholic beverages according to New York State law.
7. Alcoholic beverages are not permitted in parking lots or children's play areas.
8. The sale of alcoholic beverages in Town parks or facilities is strictly prohibited.
9. Alcoholic beverages are not to be consumed by team members during athletic team competition.
10. You must be at least 21 years of age to purchase an alcohol permit.
11. Permit Request must be submitted at least 30 days prior to rental date.

\$25 non-refundable fee must accompany special permit request.

I have read the Facility Rental rules and the above special conditions and agree to abide by them.

SIGNED:	<i>Jagdish Solanki</i>	DATE:	09/17/2025
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For Office Use Only:

Date Sent to Town Board for Resolution: _____

Date on Town Board Agenda Date: _____

Approved: Yes/No

If Approved, Permit Issued and Mailed to Applicant: _____



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 authorizing a second professional services agreement for an appraisal of a 31.74-acre land parcel adjacent to Riverview Road.

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

WHEREAS, by Resolution No. 63 of 2025, the Town Board authorized the execution of a grant contract under the Recreational Trails Program of the NYS Office of Parks, Recreation and Historic Preservation (OPRHP) for the acquisition of a 31.74-acre parcel adjacent to Riverview Road, and

WHEREAS, by Resolution No. 172 of 2025, the Town Board authorized the first professional services agreement with Stropp Appraisal for appraisal services of the land parcel, and

WHEREAS, the Planning Department advises that NYS OPRHP requires a second professional appraisal of the property to meet the grant program standards, and

WHEREAS, after reviewing the list of appraisers who responded to the request for proposals for professional appraisal services of the land parcel that were opened on July 7, 2025, the Planning Department recommends selecting the next respondent on the list, GAR Associates, and

WHEREAS, GAR Associates submitted a proposal, attached, with a conforming quote in an amount not to exceed \$4,900; now, therefore, be it

RESOLVED, that the Planning Department is authorized to engage GAR Associates, Clifton Park, NY, for professional appraisal services, per the attached scope of services and proposal dated June 10, 2025, in an amount not to exceed \$4,900, to be paid from A-1940-200 (General Fund – Other Town Payments – Equipment).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, September 25, 2025 3:57 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 #2299

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

Department: Planning

Your Name: Jen Viggiani/John Scavo

Your Email: jviggiani@cliftonpark.org

Sponsor: Councilman Morelli

Agenda Session Date: 10/06/2025 ✓

Board Meeting Date: 10/06/2025 ✓

Alternate Date: 10/19/2025

Budget Number: A-1940-200 potentially

Budget Description: professional real estate appraisal for state grant acquisition

Amount: \$4,900

Brief Description: Request authorization of a second independent appraisal for the state grant project acquisition of 31.74 acres on Riverview Road (SBL 288.-1-49.1) per the requirements of the Environmental Protection Fund grant through the NYS Office of Parks, Recreation, and Historic Preservation selecting from the Town's 2025 project appraiser RFP responses list, of which the second appraiser is GAR Associates.

Add Supporting Docs:

[9f94e1e545904dd6_GAR_Proposal_B-25026.pdf](#)

[58d254f5ecc0dc6d_EPF_Project_Orientation.docx](#)

Additional Comments/Details: The NYS OPRHP state grant requires two independent appraisals per the Environmental Protection Fund Project Requirements (please see the EPF Project Orientation attachment). The Town had conducted an RFP for appraisers in summer 2025, and retained one appraiser, Stropp Appraisals, per TB Res 172 of 2025, and at this time, the planning department recommends selecting the next respondent on the list, GAR Associates, to conduct the second independent appraisal required by this state grant.

Agree to Terms: Agree

[unsubscribe](#)

Resolution No. 63 of 2025, a resolution authorizing the Town to accept grant funds from the NYS Office of Parks, Recreation and Historic Preservation (OPRHP) under Title 9 of the Environmental Protection Act of 1993 for the purpose of acquiring a land parcel near Riverview Road.

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

WHEREAS, the Town applied for financial assistance from the NYS OPRHP under the Recreational Trails Program for the purpose of receiving assistance with the funding for the acquisition of 32.31-acre parcel adjacent to Riverview Road, and

WHEREAS, the Town is authorized and directed to accept these grant funds in an amount not to exceed \$110,500 for the project described in the grant application, and

WHEREAS, the Town is authorized and directed to agree to the terms and conditions of the State of New York Contract for Grants (Contract) with OPRHP for such land acquisition, and

WHEREAS, the Town is authorized and directed to agree to the terms and conditions of any required deed of easement granted to OPRHP that affects title to real property owned by the Town and improved by the grant funds, which may be a duly recorded public access covenant, conservation easement, and/or preservation covenant; now, therefore, be it

RESOLVED, that the Town Board authorizes the Supervisor to execute the attached grant agreement, to receive funds not to exceed \$110,500, and documents associated with implementing and completing the land purchase of the 32.31-acre parcel adjacent to Riverview Road.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

March 17, 2025

Stephanie Ranze, Town Clerk

Resolution No. 172 of 2025, a resolution authorizing a professional services agreement for the appraisal of a 31.74-acre land parcel adjacent to Riverview Road.

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

WHEREAS, by Resolution No. 63 of 2025, the Town Board authorized the execution of a grant contract under the Recreational Trails Program of the NYS Office of Parks, Recreation and Historic Preservation (OPRHP) for the acquisition of a 31.74-acre parcel adjacent to Riverview Road, and

WHEREAS, the Planning Department advises that NYS OPRHP requires a current professional appraisal of the property that meets the grant program standards, and

WHEREAS, a request for proposals for professional appraisal services of the land parcel were solicited and proposals were opened on July 7, 2025, and

WHEREAS, Stropp Appraisal submitted the lowest conforming quote in an amount not to exceed \$2,775; now, therefore, be it

RESOLVED, that the Planning Department is authorized to engage Stropp Appraisal, Central Square, NY, for professional appraisal services, per the attached scope of services and proposal dated June 23, 2025, in an amount not to exceed \$2,775, to be paid from A-1940-200 (General Fund – Other Town Payments – Equipment).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

August 4, 2025

Stephanie Ranze, Town Clerk



Real Estate Appraisal, Consulting & Software Solutions

David M. Barnett, MAI, SRA
CEO, Member



June 10, 2025

Ms. Jennifer Viggiani
Open Space Coordinator
Town of Clifton Park – Planning Department
One Town Hall Plaza, Clifton Park
JViggiani@cliftonpark.org

Re: Request for Appraisal of:
Riverview Road (SBL#288.-1-49.1)
Clifton Park, NY, Saratoga County
GAR Bid No.: B-25026*

Dear Ms. Viggiani:

Pursuant to your request we can prepare an **Appraisal Report** opining the market value of the real property rights associated with the above-referenced property for a fee of **\$4,900**. The report would be delivered within 4 weeks from authorization to proceed.

The client is the Town of Clifton Park. The "intended use" of the appraisal is for acquisition purposes. The "intended users" of the appraisal are the client, and any other client-authorized users associated with the intended use stated above.

The property entails 31.74+/- acres of vacant farmland.

Attached is our standard engagement contract, which you are to sign and return in order to formally engage us.

The scope of work would entail an Appraisal Report, as defined by the 2018-2019 Uniform Standards of Professional Appraisal Practice (USPAP), as well as the standards and procedures for appraisal reporting of the NYS Office of Parks & Recreation and Historic Preservation dated October 2020, (revised March 20, 2019).

Information that we will need in order to complete the assignment includes the following:

- 1 Legal Survey
- 2 Legal description
- 3 Sale/Purchase and listing contracts, and offers in the past 10 years
- 4 Any known easements, encroachments or adverse environmental conditions?
- 5 Contact name, phone number and email address for the inspection

CAPITAL REGION OFFICE:

855 NY-146 SUITE 130 CLIFTON PARK, NEW YORK 12065 TEL.518.579.3770 FAX.518.579.3773
TOLL FREE: 1.800.836.0382

NYC OFFICE

224 W. 35th STREET SUITE 500
NEW YORK, NY 10001

WNY OFFICE

500 MAIN STREET, SUITE 348
WILLIAMSVILLE, NEW YORK 14221



Real Estate Appraisal, Consulting & Software Solutions

June 10, 2025

David M. Barnett, MAI, SRA
CEO, Member



Please do not hesitate to contact me if you have any questions pertaining to this proposal and thank you for considering GAR Associates for your real estate appraisal and consulting needs.

Respectfully,

GAR Associates LLC

David M. Barnett, MAI, SRA
CEO, Member
DMB:af

CAPITAL REGION OFFICE:

855 NY-146 SUITE 130 CLIFTON PARK, NEW YORK 12065 TEL.518.579.3770 FAX.518.579.3773
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WILLIAMSVILLE, NEW YORK 14221



Real Estate Appraisal, Consulting & Software Solutions

David M. Barnett, MAI, SRA
CEO, Member



June 10, 2025

Ms. Jennifer Viggiani
Open Space Coordinator
Town of Clifton Park – Planning Department
One Town Hall Plaza, Clifton Park
JViggiani@cliftonpark.org

Re: Request for Appraisal of:
Riverview Road (SBL#288.-1-49.1)
Clifton Park, NY, Saratoga County
GAR Bid No.: B-25026*

Fees: "Limited Scope Restricted Appraisal Report": **\$4,900**

Timing: 4 weeks from authorization to proceed

When sending payment, please be sure to note the GAR Bid Number on the check. The balance will be due and payable 30 days upon submission of the report. There will be a 1.5% interest charge per month on late invoices.*

ACKNOWLEDGEMENT

The undersigned is the duly authorized representative for the property to be subjected to the real estate analysis discussed herein, for the purposes identified. Further, the undersigned agrees to engage GAR Associates LLC to undertake the analysis of the real property captioned above in accordance with the scope of services in the above listed proposal and subject to the attached limiting conditions.

Payment is due within 30 days of completion of the appraisal report, unless other prearrangements have been made.

Date: _____ Signature: _____

Name (print): _____

Title: _____

NOTE: Please retain one copy for your files and return one signed copy to GAR ASSOCIATES LLC. Thank you.

CAPITAL REGION OFFICE:

855 NY-146 SUITE 130 CLIFTON PARK, NEW YORK 12065 TEL.518.579.3770 FAX.518.579.3773
TOLL FREE: 1.800.836.0382

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NEW YORK, NY 10001

WNY OFFICE

500 MAIN STREET, SUITE 348
WILLIAMSVILLE, NEW YORK 14221

**STATEMENT OF BASIC
ASSUMPTIONS AND LIMITING CONDITIONS**

FOR THE PURPOSE OF THIS APPRAISAL IT IS ASSUMED:

1. That the title to the property is marketable.
2. That the property is free and clear of all liens.
3. That there are no encumbrances or defects of title.
4. That there is and will continue to be responsible ownership and competent management.

THE APPRAISAL IS MADE SUBJECT TO THE FOLLOWING LIMITING CONDITIONS:

1. No responsibility is assumed for matters of a legal nature.
2. Unless otherwise stated in this report, no responsibility is assumed for subsurface soil conditions; soil conditions are presumed stable and free of any natural or man-made contaminants.
3. If improved, the building is assumed free of any hazardous building materials (e.g., asbestos, urea formaldehyde) unless otherwise stated in this report.
4. Information, estimates, and opinions furnished to the appraiser and contained in the report were obtained from sources considered reliable and believed to be true and correct. However, no responsibility for accuracy of such items furnished the appraiser can be assumed by the appraiser.
5. No engineering survey of the property was made, and the appraiser assumes no responsibility in this connection. The sketches in this report are approximate only, included to assist the reader in visualizing the property.
6. This appraisal was made for the purpose stated and should not be used for any other purpose.
7. The values assigned to the land and improvements are their value in relation to each other and should not be used separately.
8. The appraiser is not required to give testimony or attendance in Court or any hearing unless arrangements have been made in advance of the acceptance of the appraisal assignment and the fees are based upon this knowledge by the Appraiser. If this knowledge is not known at the time of employment, then negotiations must be made with Appraiser at the time the knowledge becomes known or the Appraiser may decline to testify and permission to use the appraisal for any purpose may be withdrawn.

**STATEMENT OF BASIC
ASSUMPTIONS AND LIMITING CONDITIONS**
(continued)

9. In instances of new construction, additions, rehabilitations and remodeling of improvements, we assume compliance with State and local building codes with respect to design and construction materials.
10. The analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of Uniform Standards of Professional Appraisal Practice and the code of Professional Ethics set forth by the Appraisal Institute.
11. The use of this report is subject to the requirements of the Appraisal Institute, relating to review of its duly authorized representatives.
12. Neither all nor any part of the contents of this report (especially any conclusions as to value, the identity of the appraisers or the firm with which they are connected, or any reference to the Appraisal Institute, or to the MAI, RM, SRPA, SRA designations), shall be disseminated to the public through advertising media, public relations media, news media, sales media or any other public means of communication without the prior written consent and approval of the Appraiser. We are aware that the report may be submitted to individuals requesting a copy under the Freedom of Information Act.
13. MARKET VALUE is the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:
 - (1) Buyer and seller are typically motivated;
 - (2) both parties are well informed or well advised, and each acting in what he considers his own best interest;
 - (3) a reasonable time is allowed for exposure in the open market;
 - (4) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
 - (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.¹

¹ SOURCE: (12 C.F.R. Part 34.42 (g); 55 Federal Register 34696, August 24, 1990; as amended at 57 Federal Register 12202, April 9, 1992; 59 Federal Register 29499, June 7, 1994)

Grantee/Contractor: Town of Clifton Park
Project name: Riverview Road Field Acquisition
Grant award: \$110,500
Project number: EPF 240644
Project Term: December 23, 2024 – December 22, 2029

Grant Orientation

1. Getting to contract:

The following documents are required for contract execution (also called Condition of award documents). Everything should be sent directly to me.

- Signed original authorizing resolution
- Documentation of compliance with Agriculture and Markets Law, Article 15A(a), Agricultural Districts, Section 305.
- SEQR compliance
- Three certification forms (mailed directly to Town from Albany)

Appraisals: Two independent appraisals are required for property valued at \$300,000 or more. Both will be reviewed by our Real Property Bureau to determine the property value that will be included in the contract.

Grant budget and scope can include other items such as appraisals, title insurance, survey etc. The match is 50% so at a minimum you only need to document a total project cost of \$220,000.

The grant contract will be processed in the State Financial System. It is very important that you and others in your organization familiarize yourselves with SFS. If you do not already have a Vendor ID number, you must request one. You must also sign up for e-pay through SFS. No payments will be processed until the contract is executed and you have signed up for epay.

The person authorized to sign contracts should be assigned the role of “Grants Contract Approver” in SFS. See https://upk.sfs.ny.gov/UPK/VEN101/FILES/SFS_Vendor_Portal_Access_Reference_Guide.pdf for guidance to SFS roles for the grantee.

2. **Real Property checklist:** Paperwork should be submitted to me for review by the Attorney General’s office. Once the checklist documents have been reviewed and the contract is executed, you may request reimbursement.

3. Reimbursements –

All eligible expenses in a payment request will be totaled, and you will receive 50% of the total of eligible expenses for each payment request submitted up until Innisfree has received 90% of the grant amount. We hold the final 10% until the project is completed and closed out.

- Each payment request should include the following:
 - Copies of all invoices and canceled checks
 - Expense summary sheet
 - State Aid voucher
 - Grantee Certification
 - Photo of project sign – can be ordered directly from Corrections
 -

All paperwork requiring a signature should be mailed directly to my office, as original signatures on these forms are required. Other things can be emailed if preferred.