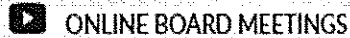




TOWN OF CLIFTON PARK TOWN BOARD MEETING

October 20, 2025

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



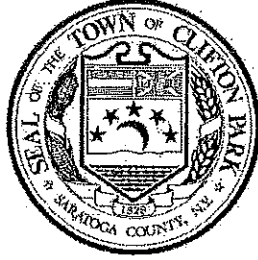
- I. Call to Order/7:00 P. M. – Wood Room, Town Hall**
- II. Pledge to Flag**
- III. Roll Call**
- IV. Approval of Town Board Minutes**
- V. Communications/Announcements**
- VI. Business**
 - **Presentation: Vischer Ferry Historic Nature Preserve Photo Contest Winners**
 - **Presentation of Community Action Fund Grant Awards**
 - **Resolutions for Consideration**
 - **Other Business**
- VII. Open Public Privilege**

NOTE:
Please check www.cliftonpark.org for final agenda and updates. Each speaker shall state name and address prior to addressing the Board and shall be granted the floor for a single time frame of up to five minutes. The Board asks that members of the public respect the opportunity of the speaker at the podium to be heard, and asks that the public refrain from conducting side meetings within the meeting room. In an effort to ensure that the widest number of community viewpoints are heard, the Board asks members of groups or the public to withhold comment, if their viewpoints have already been presented. The Board thanks everyone in attendance for their understanding and also for their desire to actively participate in the Town decision making process.
- VIII. Adjournment**

Resolutions for Consideration
Clifton Park Town Board Meeting
October 20, 2025

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Highway	Authorize payment to Precision Trenchless, LLC for emergency stormwater repairs	D. Bull
2. Highway	Authorize the hiring of a Motor Equipment Operator (MEO) in the Highway Department	D. Bull
3. Town Board	Schedule a Public Hearing for 2026 Preliminary Budget for November 6, 2025 at 7:01pm	P. Barrett
4. Buildings & Grounds	Accept the proposal from Graybar to purchase five (5) new streetlights, and five (5) new arms for the lights, to be installed at five (5) Town intersections	P. Barrett
5. Buildings & Grounds	Award contract for installation of dump body and accessories for a truck used by Buildings & Grounds to T&T Body King, Inc.	P. Barrett
6. Buildings & Grounds	Authorize the hiring of Arietta Williams as a Laborer	P. Barrett
7. Buildings & Grounds	Authorize Northeast Commercial Interiors to replace carpet in the Town Court courtroom and NY State Police locker rooms at the Public Safety Building	P. Barrett
8. Planning	Authorize a professional services agreement with Davey Resource Group for conducting a Clifton Park Inventory and Community Forest Management Plan	A. Morelli
9. Planning	Authorize the preparation and submission of a NY SWIMS 2026 Grant application and local match for the Barney Road Pool Liner project	P. Barrett

- | | | |
|---------------------------|---|------------|
| 10. Senior Center | Authorize the issuance of an alcohol permit to the Pokingbrook Morris Dancers for an event at the Senior Community Center on November 1, 2025, from 5:30pm – 9:00pm | P. Barrett |
| 11. Community Action Fund | Authorize the grant awards for the 2025 Community Action Fund program | P. Barrett |



RESOLUTION

#1

PHILIP C. BARRETT
Supervisor

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

AGATHA REID
Councilwoman

ANTHONY F. MORELLI
Councilman

Resolution No. ____ of 2025, a resolution authorizing payment to Precision Trenchless LLC for emergency stormwater repairs.

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

WHEREAS, Highway Superintendent, Dahn Bull, notified the Town Board in a memorandum dated July 14, 2025, of emergency work needing to be completed at the Bass Pro Shops, 400 Clifton Park Center Road, and

WHEREAS, the Town Board relayed no concerns with the emergency work being performed, and

WHEREAS, pursuant to General Municipal Law Section §103(4), this incident was an emergency due to the fact that “the life, health, safety, or property of the inhabitants of a political subdivision or district therein, require immediate action

WHEREAS, Mr. Bull submitted a voucher for the amount of \$32,503 to be paid to Precision Trenchless LLC for emergency pipe repair before the grand opening of the store; now, therefore, be it

RESOLVED, that the Town Board authorizes the payment to Precision Trenchless, as detailed in the voucher attached, to be paid from DA-5110-037 (Highway – Paving – Sliplining).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, September 18, 2025 12:38 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 #2293

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

Department: Highway
Your Name: Dahn S. Bull
Your Email: Dbull@cliftonpark.org
Sponsor: D. Bull
Agenda Session Date: 10/06/2025 ✓
Board Meeting Date: 10/20/2025 ✓
Alternate Date: 11/03/2025
Budget Number: DA 5110-037
Budget Description: Sliplining
Amount: \$32,503.00

Brief Description: Resolution No. of 2025, a resolution authorizing the payment to Precision Trenchless, LLC for the emergency pipe repair at Bass Pro Shops.

Introduced by Council , who moved its adoption, seconded by Council

WHEREAS, the Highway Superintendent notified the Town Board of emergency work needing to be completed at 400 Clifton Park Center Road, and;

WHEREAS, the Town Board relayed no concerns with the emergency work being performed, and;

WHEREAS, the Highway Superintendent submitted a voucher for the amount of \$32,503.00 to be paid to Precision Trenchless for emergency pipe repair before the grand opening of the store.

RESOLVED, that the Town Board hereby authorizes payment to Precision Trenchless, as specified in the attachment hereto,

RESOLVED, that this approval submits payment to Precision Trenchless, LLC for the work that was completed in reference to the voucher submitted.

Add Supporting Docs:

[a2efea63256799c8_Emergency_Stormwater_Repair_Memo_and_attachments.pdf](#)

Additional Comments/Details: None at this time.

Agree to Terms: Agree

[unsubscribe](#)



DAHN S. BULL
SUPERINTENDENT OF HIGHWAYS

RECEIVED

JUL 14 2025

CLIFTON PARK
TOWN CLERK

MEMO

TO: The Town Board, Town Clerk, Town Attorney, Comptroller
CC: Ellen Martin, Deputy Superintendent
FROM: Dahn S. Bull, Highway Superintendent
Date: July 14, 2025
RE: Emergency Stormwater Work Needed

On July 14, 2025, a sinkhole was discovered in the ROW of Clifton Park Center Road, in front of the Bass Pro Shop parking lot. Excavation of the area showed that the 30" pipe is greatly degraded, and travels along the main entrance of the Bass Pro Shop parking lot and pedestrian walkway. Due to the dire conditions of the stormwater pipe, its location in proximity to the road and parking lot, and the anticipated opening of Bass Pro Shop, I am declaring that an emergency repair of the pipe must be done to ensure the safety of the many residents and visitors who will be driving and walking within this area. While the area in question is the ROW and the stormwater pipe is public infrastructure, due to the near completion of the Bass Pro project we would need to get this done as quickly as possible.

Attached are photos of the condition of the pipe as well as the temporary repairs completed. Precision Trenchless has been contacted and can complete the sliplining very soon. The quote is attached and is a piggyback quote from the Onondaga County Department of Public Works Contract.

While the area in question is approximately 75 linear feet, the remaining area along Clifton Park Center Road heading north towards the Saratoga National Bank will need to be addressed in the future. The estimates for this repair would exhaust the remaining funds in DA-5110-037.

THE
P R E C I S I O N
Precision Industrial Maintenance, Inc. • Martin Environmental Services, Inc.
Precision Trenchless, LLC
G R O U P

On Behalf of Precision Trenchless LLC, I am pleased to present you with pricing for CIPP lining & CCTV work for the Bass pro shop emergency project

Work scope included in pricing

- CCTV with thumb drive videos and reports
- High pressure jetting and cleaning of all pipe prior to UV CIPP installation
- Installation of 30-inch UV CIPP approximately 67 LF
- Bypass of all water throughout installation process up to 4" capacity.

Exclusions

- Any repairs to the host pipe needed to install the CIPP
- Water source to be provided by others
- Final billing will be done with post CCTV footages
- Traffic control beyond standard cones / signs
- Disposal of spoils / debris
- Permits
- Testing
- Additional Insurance beyond current coverage
- Access to both ends of the pipe must be given
- Anything not specifically mentioned in the proposal

Mobilization	\$ 5,000.00
UV CIPP of 30 inch @ 67LF	<u>\$27,503.00</u>
Estimate project total	\$32,503.00 *

Please sign/date and send back if approved to begin work

Signature _____ **Date** _____

Please contact me with any questions

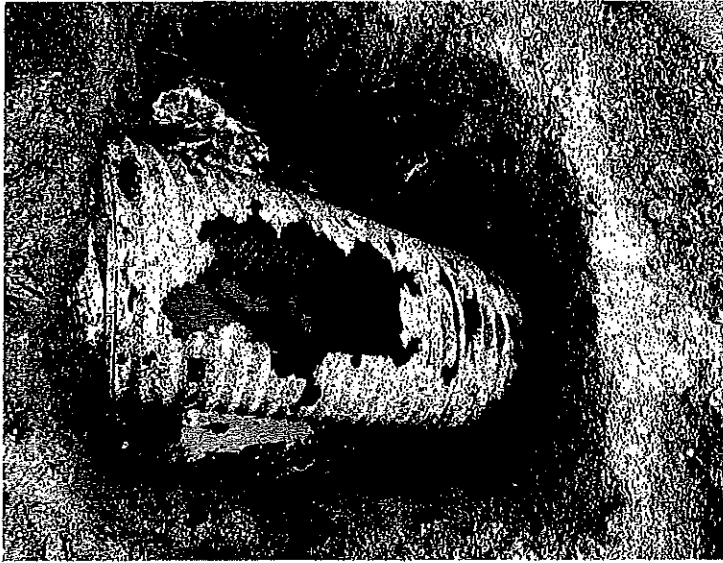
Sincerely,

Lawrence Curtis

Precision Trenchless LLC

Lcurtis@pim-inc.com

518 225 7129



Sinkhole excavated morning of July 14, 2025, showing condition of the pipe that travels near the entrance to the parking lot of Bass Pro Shop.



While the current section of the pipe has been repaired, the rest of the pipe is in similar condition. Sliplining needs to occur to make this area of Bass Pro Shop safe from a future potential sinkhole.

P.O. No. 7925-527

**TOWN OF CLIFTON PARK
REQUISITION/PURCHASE ORDER**

Delivery Address:

639 CLIFTON PARK CENTER ROAD
CLIFTON PARK, NEW YORK 12065
(518) 371-7310 - FAX (518) 373-0039

Name	Precision Trenchless
Street	1710 Erie Boulevard
Street	
City	Schenectady
State	NY
Zip Code	12308
Contact	

APPROVAL FOR PURCHASE	
Date _____	
Available: _____	Comptroller's Office: _____
Approved: _____	Town Supervisor: _____
Encumbered: _____	Comptroller's Office: _____

Quantity	Product #	Description	Unit Price	Total
		UV CIPP Lining 30" dia 67 LF		\$ 32,503.00
		Emergency for Bass Pro Shop		

ACCOUNT DISTRIBUTION	AMOUNT	DEPARTMENTAL REQUEST
DA 5110-037	\$ 32,503.00	
Total	\$ 32,503.00	Date _____ DEPARTMENT HEAD _____

Precision Trenchless, LLC

1710 Erie Boulevard
 Schenectady, NY 12308
 Phone: (518) 372-8200
 Fax: (518) 372-9900

Invoice

Invoice Number	25-03193
Invoice Date	08/31/2025
Due Date	09/30/2025

Bill To:
 Town of Clifton Park
 1 Town Hall Plaza
 Clifton Park, NY 12065

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

ACCT NO	PO NUMBER	JOB NO	TERMS		REP
C-019774	7905-527	PTL-25-03019	Net 30		RB
QTY	DESCRIPTION		U/M	U/P	PRICE

Clifton Park - Bass Pro Shop - AUGUST 2025

1	UV CIPP Lining 30" diameter, 67 LF	Lump Sum	32,503.00		32,503.00
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Subtotal 32,503.00

Sales Tax (if applicable) 0.00

Total Due \$32,503.00

Thank you for your business!

PO# 7925-527

THE
P R E C I S I O N
 Precision Industrial Maintenance, Inc. • Martin Environmental Services, Inc.
 Precision Trenchless, LLC
G R O U P

On Behalf of Precision Trenchless LLC, I am pleased to present you with pricing for CIPP lining & CCTV work for the Bass pro shop emergency project

Work scope included in pricing

- CCTV with thumb drive videos and reports
- High pressure jetting and cleaning of all pipe prior to UV CIPP installation
- Installation of 30-inch UV CIPP approximately 67 LF
- Bypass of all water throughout installation process up to 4" capacity.

Exclusions

- Any repairs to the host pipe needed to install the CIPP
- Water source to be provided by others
- Final billing will be done with post CCTV footages
- Traffic control beyond standard cones / signs
- Disposal of spoils / debris
- Permits
- Testing
- Additional Insurance beyond current coverage
- Access to both ends of the pipe must be given
- Anything not specifically mentioned in the proposal

Mobilization	\$ 5,000.00
UV CIPP of 30 inch @ 67LF	<u>\$27,503.00</u>
Estimate project total	\$32,503.00

Please sign/date and send back if approved to begin work

Signature *David Bell* Date 7/25/25
 Please contact me with any questions

Sincerely,
 Lawrence Curtis
 Precision Trenchless LLC
Lcurtis@pim-inc.com
 518 225 7129

EMERGENCY

BASS PRO will be
 a mess, opening 7/30/25

FILE COPY

Precision Trenchless, LLC

1710 Erie Boulevard
Schenectady, NY 12308
Phone: (518) 372-8200
Fax: (518) 372-9900

Invoice

Invoice Number
25-03193
Invoice Date
08/31/2025
Due Date
09/30/2025

Bill To:
Town of Clifton Park
1 Town Hall Plaza
Clifton Park, NY 12065

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

ACCT NO	PO NUMBER	JOB NO	TERMS		REP
C-019774	7925-527	PTL-25-03019	Net 30		RB
QTY	DESCRIPTION		U/M	U/P	PRICE

Clifton Park - Bass Pro Shop - AUGUST 2025

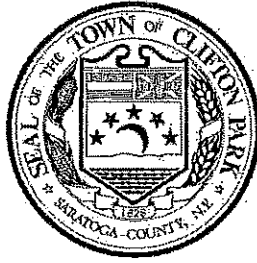
1	UV CIPP Lining 30" diameter, 67 LF	Lump Sum	32,503.00	32,503.00
---	------------------------------------	----------	-----------	-----------

Subtotal	32,503.00
----------	-----------

Sales Tax (if applicable)	0.00
---------------------------	------

Total Due	\$32,503.00
------------------	--------------------

Thank you for your business!



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 authorizing the Superintendent of Highways to hire Robert Razzano, Jr. as a Motor Equipment Operators (MEO) in the Highway Department.

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

WHEREAS, after the resignation of Charles Roney, an opening exists in the Highway Department for an MEO, and

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

<u>Name</u>	<u>License Type</u>	<u>Address</u>
Robert Razzano, Jr.	Class B	Troy, NY

and,

WHEREAS, Mr. Razzano has a Class B Driver's License, with two years of experience driving large commercial vehicles, as well as showing knowledge of many operations of a Highway Department; now, therefore, be it

RESOLVED, that the Town Board authorizes the hiring of Robert Razzano, Jr. as a Motor Equipment Operator at Grade 5, Step 1, at a yearly salary of \$58,318 at a rate of \$27.93/hr., and effective at a start date no earlier than Tuesday, October 21, 2025; and be it further

RESOLVED, that the Comptroller is authorized to transfer funds as detailed in the attached Schedule A.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, October 9, 2025 12:35 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; hd
Subject: New Employee Resolution Request #2328

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

Department: Highway Department

Your Name: D. Bull

Your Email: dbull@cliftonpark.org

Sponsor: D. Bull

Agenda Session Date: 10/20/2025 ✓

Board Meeting Date: 10/20/2025 ✓

Alternate Date: 10/20/2025

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

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

Amount: See Description

Brief Description: Resolution No. ____ of 2025, a resolution authorizing the Superintendent of Highways to hire Robert Razzano, Jr., and re-hire Joshua Agans as Motor Equipment Operators in the Highway Department.

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

WHEREAS, after the resignation of Charles Roney and Joshua Agans (MEO's), two openings exist in the Highway Department, and,

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

Type Name License Type Address

New Hire Robert Razzano Class B 19 Northern Drive, Troy

Re-Hire Joshua Agans Class B 10 Prince Street, Troy

→ 10/17 email from Ellen requested the removal of Joshua Agans from this resolution.

And,

WHEREAS, Mr. Razzano has a Class B Drivers License, with two years of experience driving large commercial vehicles, as well as showing knowledge of many of the operations of a Highway Department, and

WHEREAS, Mr. Agans has previously worked for the Town of Clifton Park Highway Department and served in the capacity of Motor Equipment Operator for over two years to a satisfactory result, now, therefore be it,

RESOLVED, that the Town Board authorize the hiring of Robert Razzano, Jr., as Motor Equipment Operator, at Grade 5, Step 1, Year 1, at a yearly salary of \$58,318.00, at a rate of \$27.93/hr., and re-hire Joshua Agans at Grade 5, Step 2, Year 2, at a salary of \$58,902.00, at a rate of \$28.21/hr., effective at a start date no earlier than Tuesday, October 21, 2025.

Add Supporting Docs:

[95d681abffd35225_Joshua_Agans_Application-1.pdf](#)

[b7fee435e5897457_20251008120749802-1.pdf](#)

Additional Comments/Details: Due to the nature that Winter is approaching, it is vital that these hire's occur as soon as possible so we are able to train the new employee and have an additional trained employee on staff.

Agree to Terms: Agree

[unsubscribe](#)

SCHEDULE A

Town of Clifton Park
Salary Allocation

		Grade	Step	Year	Hourly Rate	2025	Weeks to End of Year	Hours	Projected to End of Year
MEO									
Robert	Razzano effective 7/8/2025	5	1	1	27.93		10.4	40	\$ 11,618.88

Rounded to: \$ 11,600.00

Transfer funds from:

Highway Fund - Snow Removal - A Jerome	DA-05142-E0707	\$ 8,491.00
Highway Fund - General Construction - A Jerome	DA-05110-E0707	<u>\$ 3,109.00</u>

Transfer to:

Highway Fund - Snow Removal - Emp'ee	DA-05142-Exxxx	\$ 8,491.00
Highway Fund - General Construction - Emp'ee	DA-05110-Exxxx	<u>\$ 3,109.00</u>



RESOLUTION

#3

PHILIP C. BARRETT
Supervisor

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

AGATHA REID
Councilwoman

ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025, a resolution scheduling a public hearing to consider the 2026 Preliminary Budget.

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

WHEREAS, the Town Board wishes to obtain comment regarding the 2026 Preliminary Budget, and

WHEREAS, salaries of the town's elected officials as proposed are attached; now, therefore, be it

RESOLVED, that a public hearing is hereby scheduled for Thursday, November 6, 2025 at 7:01 p.m. in the Wood Memorial Room, One Town Hall Plaza, Clifton Park, New York, to consider the 2026 Preliminary Budget; and be it further

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

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, October 2, 2025 10:03 AM
To: Cynthia, Zlogar; Paul, Pelagalli; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Zayed, Manir; Agatha, Reid; John Scavo; Christine Pagniello; Stephanie, Ranze; Walter Smead; Kelly Miller
Subject: New Resolution Request #2314

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

Department: Supervisor
Your Name: Mark Heggen
Your Email: mheggen@cliftonpark.org
Sponsor: P. Barrett
Agenda Session Date: 10/06/2025 ✓
Board Meeting Date: 10/20/2025 ✓
Alternate Date: 10/20/2025
Budget Number: N/A
Budget Description: N/A
Amount: N/A
Brief Description: Set public hearing for 2026 Preliminary Budget on November 6, 2025 at 7:01 pm.
Add Supporting Docs:
Additional Comments/Details: N/A
Agree to Terms: Agree

[unsubscribe](#)



RESOLUTION

#4

PHILIP C. BARRETT
Supervisor

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

AGATHA REID
Councilwoman

ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025, a resolution accepting a quote from Graybar for five (5) new streetlights, with five (5) new arms for the lights, to be installed at five (5) Town intersections.

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

WHEREAS, Daniel Clemens, Director of Buildings, Parks & Recreation, has received quotes for new streetlights at the following five (5) Town intersections:

- o Tanner Road & Vista Court
- o Clifton Park Center Road & Emerald Terrace
- o Main Street & Prospect Point Lane
- o Grooms Road & Penfield Drive
- o Longkill Road & Placid Pines Court

, and

WHEREAS, pursuant to General Municipal Law §103(16), municipalities are authorized to purchase materials, equipment, supplies and services through publicly bid contracts of another political state of political subdivision thereof, and

WHEREAS, the City of Kansas City, MO, has entered into a master agreement #EV2370, through a competitively bid RFP process undertaken by Omnia Partners', a purchasing cooperative accessed through their technology platform Opus, and

WHEREAS, Graybar, 2 Werner Road, Halfmoon, NY has submitted the lowest quote for the streetlight installation project, under Omnia Contract #EV2370, at a cost not to exceed \$6,830, as detailed in the attached proposal; now, therefore, be it

RESOLVED, that the Supervisor is authorized to execute the attached proposal from Graybar, Halfmoon, NY, for five (5) new streetlights and five (5) arms for the lights, at a cost not to exceed \$6,830, to be paid from account SL-5182-200 (Lighting District – Lighting – Equipment) to be transferred from SL-5182-5 (Lighting District – Lighting District – Utilities).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Wednesday, September 24, 2025 8:52 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 Pagnello; Stephanie, Ranze; Walter Smead; Kelly Miller
Subject: New Resolution Request #2297

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: 10/20/2025 ✓

Alternate Date: 11/03/2025

Budget Number: SL-5182-24 or maybe -5

Budget Description: Special Districts - Lighting - Maintenance or lighting district

Amount: \$6,829.50

Brief Description: Purchase (5) new streetlights and (5) new arms for the following intersections.

Tanner Rd & Vista Ct

Clifton Park Center Rd & Emerald Terrace

Main St & Prospect Point Ln

Grooms Rd & Penfield Dr

Longkill Rd & Placid Pines Ct

Add Supporting Docs:

[c45bceada68954c9_5_streetlights_and_arms_res_packet_9.24.25.pdf](#)

Additional Comments/Details: We have already purchased the nodes for these lights.

Once the parts come in, our streetlighting contractor, T&J Electrical Associates, will be doing the installation

Agree to Terms: Agree

[unsubscribe](#)



2 WERNER RD
 HALFMOON NY 12065
 Phone: 518-652-4600
 Fax: 518-652-4639

To: Town of Clifton Park
 1 Town Hall Plaza
 CLIFTON PARK NY 12065
 Attn: Sean Dickinson
 Phone: 518-371-6651
 Fax:
 Email: jmurray@cliftonpark.org

Date: 09/08/2025
 Proj Name: STREET LIGHTING
 GB Quote #: 2000551548
 Release Nbr:
 Purchase Order Nbr:
 Additional Ref#
 Valid From: 09/08/2025
 Valid To: 10/08/2025
 Contact: System User for Micro Services
 Email:

Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

Notes: Quote includes any estimated freight charges
 Pricing references Omnia Contract EV2370 *

Item	Item/Type	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
100		5 EA	HOLOPHANE	ATBM P30 MVOLT R3 P7 AO		\$410.00	1	\$2,050.00
Item Note:		EST LEAD TIME 40 Business Days ARO (Approx 8 weeks) \$125 Freight charge included in price shown						
200		5 EA	EMPIRE STATE	A200S120# CONTROL		\$955.90	1	\$4,779.50
Item Note:		Est lead time approx 8 weeks ARO						

Total in USD (Tax not included): \$6,829.50 *

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

To learn more about Graybar, visit our website at www.graybar.com 24-Hour Emergency Phone#: 1-800-GRAYBAR

Subject to the standard terms and conditions set forth in this document. Unless otherwise noted, freight terms are F.O.B. shipping point prepaid and bill. Unless noted the estimated ship date will be determined at the time of order placement. All material received by and held in our warehouse must be shipped or billed to the customer within 60 days from such receipt, or storage and handling fees in effect at such time may apply.

To: Town of Clifton Park
1 Town Hall Plaza
CLIFTON PARK NY 12065
Attn: Sean Diickinson

Date: 09/08/2025
Proj Name: STREET LIGHTING
GB Quote #: 2000551548

Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

GRAYBAR ELECTRIC COMPANY INC. TERMS AND CONDITIONS OF SALE

1. ACCEPTANCE OF ORDER, TERMINATION - Acceptance of any order is subject to credit approval and acceptance of order by Graybar Electric Company, Inc. ("Graybar") and, when applicable, Graybar's suppliers. If credit of the buyer of the goods or services ("Buyer") becomes unsatisfactory to Graybar, Graybar reserves the right to terminate upon notice to Buyer and without liability of Graybar.
2. GENERAL PROVISIONS - All typographical or clerical errors made by Graybar in any quotation, acknowledgment or publication are subject to correction. This agreement shall be governed by the laws of the State of Missouri, applicable to contracts to be formed and fully performed within the State of Missouri, without giving effect to the choice of conflicts of law provisions thereof. All suits arising from or concerning this agreement shall be filed in the Circuit Court of St. Louis County, Missouri, or the United States District Court for the Eastern District of Missouri, and no other place unless otherwise determined in Graybar's sole discretion. Buyer hereby irrevocably consents to the jurisdiction of such court or courts and agrees to appear in any such action upon written notice thereof.
3. MODIFICATION OF TERMS AND CONDITIONS - These terms and conditions, and any associated statement of work, supersede all other communications, negotiations, and prior oral or written statements regarding the subject matter of these terms and conditions. No change, modification, rescission, discharge, abandonment, or waiver of these terms and conditions shall be binding upon Graybar unless made in writing and signed on its behalf by a duly authorized representative of Graybar. No conditions, usage of trade, course of dealing or performance, understanding or agreement, purporting to modify, vary, explain, or supplement these terms and conditions shall be binding unless hereafter made in writing and signed by the party to be bound. Any proposed modifications or additional terms are specifically rejected and deemed a material alteration hereof. If this document shall be deemed an acceptance of a prior offer by Buyer, such acceptance is expressly conditional upon Buyer's assent to any additional or different terms set forth herein.
4. PRICES AND SHIPMENTS - Prices for goods shall be those in effect at time of shipment, which shall be made F.O.B. shipping point, prepaid and bill. Delivery dates are subject to change and prices may increase between the time that a quote is given or an order is placed and the time of shipment. Buyer acknowledges and accepts this risk and agrees to pay the price of goods that is in effect at time of shipment in order to account for any price increases between the date of quote or order and the date of shipment. Unless otherwise indicated in the applicable quotation or statement of work, prices for services shall be those in effect at the time of completion. The contract price for goods and or services shall be increased by the amount of any applicable tariff, excise, fee, assessment, levy, charge or duty of any kind whatsoever, imposed, assessed or collected by any governmental body, whether or not reflected in the costs charged to Graybar, and Graybar may increase its cost for goods and or services appropriately to take into account such increases in Graybar's costs.
5. REELS - When Graybar ships returnable reels, a reel deposit may be included in the invoice. The Buyer should contact the nearest Graybar service location to return reels.
6. RETURN OF GOODS - Credit may be allowed for goods returned with prior approval. A deduction may be made from credits issued to cover cost of handling and restocking fees charged by the manufacturers of the goods. Returns will not be accepted for services or any material which has been modified at the request of or by Buyer. In addition, no custom orders may be returned, and goods must be in original packaging.
7. TAXES - Prices shown do not include sales or other taxes imposed on the sale of goods or services. Taxes now or hereafter imposed upon sales, shipments or services will be added to the purchase price. Buyer agrees to reimburse Graybar for any such tax or provide Graybar with acceptable tax exemption certificate.
8. PAYMENT TERMS - Payment terms shall be as stated on Graybar's invoice or as otherwise mutually agreed. As a condition of the sales agreement, a monthly service charge of the lesser of one and one-half percent (1.5%) or the maximum permitted by law may be added to all accounts not paid by net due date. Visa, MasterCard, American Express, and Discover credit cards are accepted at point of purchase only.
9. DELAY IN DELIVERY - Graybar is not to be accountable for delays in delivery occasioned by acts of God, failure of its suppliers to ship or deliver on time, or other circumstances beyond Graybar's reasonable control, including, but not limited to, sourcing, shipment or delivery issues caused by, related to, or resulting from COVID-19 or other similar national or global health situations. Factory shipment or delivery dates are the best estimates of our suppliers, and in no case shall Graybar be liable for any consequential or special damages arising from any delay in shipment or delivery.
10. CANCELLATION, CHANGES FOR SERVICES - Buyer may cancel or make changes to a statement of work up to five (5) business days prior to commencement of the work. All changes and cancellations after such date are subject to Graybar's prior written approval in Graybar's sole and absolute discretion. Buyer shall pay to Graybar amounts necessary to cover cancellation, restocking fees and other charges applicable to the cancelled goods or services including those incurred or committed to by Graybar.
11. SOFTWARE AND FIRMWARE - Graybar or the applicable third-party owner will retain all rights of ownership and title in its own intellectual property, including all copyrights relating to firmware and software and all copies of such firmware and software. Buyer acknowledges that all software is governed by terms expressly granted in the applicable agreement provided by such third-party owner or licensor and agrees to comply with any such terms and conditions in connection with the use or resale of such software. Graybar provides the software "AS IS" WITH ALL FAULTS, and the only warranties provided for software, if any, are provided by the third-party owner or licensor of such software. Although Graybar may collect fees relating to such software, the end user's agreement is with the third-party owner or licensor, and Buyer holds Graybar harmless from and against any claims arising out of or related to such firmware or software.
12. LIMITED WARRANTIES - Graybar warrants that all goods sold are free of any security interest and will make available to Buyer all transferable warranties (including without limitation warranties with respect to intellectual property infringement) made by the manufacturer of the goods. Buyer acknowledges that the performance of any service which alters the manufacturer provided goods, as indicated in the statement of work, may void the manufacturer's warranty. Graybar shall use the same care and skill a similarly situated provider of like services would exercise following commonly accepted industry practices in the performance of its duties under this agreement. GRAYBAR MAKES NO OTHER EXPRESS OR IMPLIED WARRANTIES, AND SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PURPOSE, UNLESS OTHERWISE AGREED IN WRITING BY AN AUTHORIZED REPRESENTATIVE OF GRAYBAR.
13. PRODUCTS SOLD HEREUNDER ARE NOT INTENDED FOR USE IN OR IN CONNECTION WITH (1) ANY SAFETY APPLICATION OR ITEM CONTAINMENT AREA OF A NUCLEAR FACILITY, OR (2) IN A HEALTHCARE APPLICATION, WHERE THE GOODS HAVE POTENTIAL FOR DIRECT PATIENT CONTACT OR WHERE A SIX (6) FOOT CLEARANCE FROM A PATIENT CANNOT BE MAINTAINED AT ALL TIMES.
14. LIMITATION OF LIABILITY - Buyer's remedies under this agreement are subject to any limitations contained in manufacturer's terms and conditions to Graybar, a copy of which will be furnished upon written request. Furthermore, Graybar's liability shall be limited to either repair or replacement of the goods, re-performance of the services, or refund of the purchase price, all at Graybar's option, and IN NO CASE SHALL GRAYBAR BE LIABLE FOR INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES. In addition, claims for shortages, other than loss in transit, must be made in writing not more than five (5) days after receipt of shipment. Unless otherwise agreed in the applicable statement of work, acceptance of services will occur not more than five (5) days after completion of performance.
15. WAIVER - The failure of Graybar to insist upon the performance of any of the terms or conditions of this agreement or to exercise any right hereunder shall not be deemed to be a waiver of such terms, conditions, or rights in the future, nor shall it be deemed to be a waiver of any other term, condition, or right under this agreement.
16. ASSIGNMENT - Buyer shall not assign its rights or delegate its duties hereunder or any interest herein without the prior written consent of Graybar, and any such assignment, without such consent, shall be void.
17. CERTIFICATION - Graybar hereby certifies that these goods were produced in compliance with all applicable requirements of Sections 6, 7, and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof. This agreement is subject to Executive Order 11246, as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Veterans Readjustment Assistance Act of 1974, as amended, E.O. 13496, 29 CFR Part 471, Appendix A to Subpart A, and the corresponding regulations, to the extent required by law. 41 CFR 60-1.4, 60-741.5, and 60-250.5 are incorporated herein by reference to the extent legally required.
18. FOREIGN CORRUPT PRACTICES ACT - Buyer shall comply with applicable laws and regulations relating to anti-corruption, including, without limitation, (i) the United States Foreign Corrupt Practices Act (FCPA) (15 U.S.C. §§78dd-1, et seq.) irrespective of the place of performance, and (ii) laws and regulations implementing the Organization for Economic Cooperation and Development's Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the U.N. Convention Against Corruption, and the Inter-American Convention Against Corruption in Buyer's country or any country where performance of this agreement or delivery of goods will occur.
19. EXPORTING - Buyer acknowledges that this order and the performance thereof are subject to compliance with any and all applicable United States laws, regulations, or orders. Buyer agrees to comply with all such laws, regulations, and orders, including, if applicable, all requirements of the International Traffic in Arms Regulations and/or the Export Administration Act, as may be amended. Buyer further agrees that if the export laws are applicable, it will not disclose or re-export any technical data received under this order to any countries for which the United States government requires an export license or other supporting documentation at the time of export or transfer, unless Buyer has obtained prior written authorization from the United States Office of Export Control or other authority responsible for such matters.

Signed: _____

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

To learn more about Graybar, visit our website at www.graybar.com

24-Hour Emergency Phone#: 1-800-GRAYBAR

Subject to the standard terms and conditions set forth in this document. Unless otherwise noted, freight terms are F.O.B. shipping point prepaid and bill. Unless noted the estimated ship date will be determined at the time of order placement. All material received by and held in our warehouse must be shipped or billed to the customer within 60 days from such receipt, or storage and handling fees in effect at such time may apply.

T & J Electrical Associates, LLC
419 Route 146
Clifton Park, NY 12065
(518) 406-3046
FAX (518) 406-3195

PROPOSAL

TO: Town of Clifton Park

ATTN: Dan

DATE: 9/15/25

RE: Arm and head replacements

Dear Dan

T&J Electrical solutions, LLC proposes to supply all labor and materials to complete the following Electrical scope of work

1. Supply 5 – 12' arms for wood poles
2. Supply 5 - heads

Total cost 7,242.00\$

Price Excludes

1. Sales Tax
2. Nodes

submitted by *Joseph Sestito* Managing Partner

nationalgrid

**NY Telecommunications
Attachment Group**

**WR# 31004893
Application Number: Clifton Park SL Installations 6 poles
Make Ready Cost: \$21,288.87**

National Grid's Central Distribution Design Sr Engineer has reviewed and approved the Make-Ready work scope submitted by Osmose for the **TOWN OF CLIFTON PARK**. Distribution application referenced above and the Area Resource Coordinator (ARC) has assigned all resultant make-ready work to National Grid Electric Overhead Line crews.

You will be receiving, under separate cover, a National Grid Invoice for the total amount referenced above IN-HOUSE make-ready costs.

Please submit your payment to:

National Grid
P.O. Box 29805
New York, NY 10087-29805

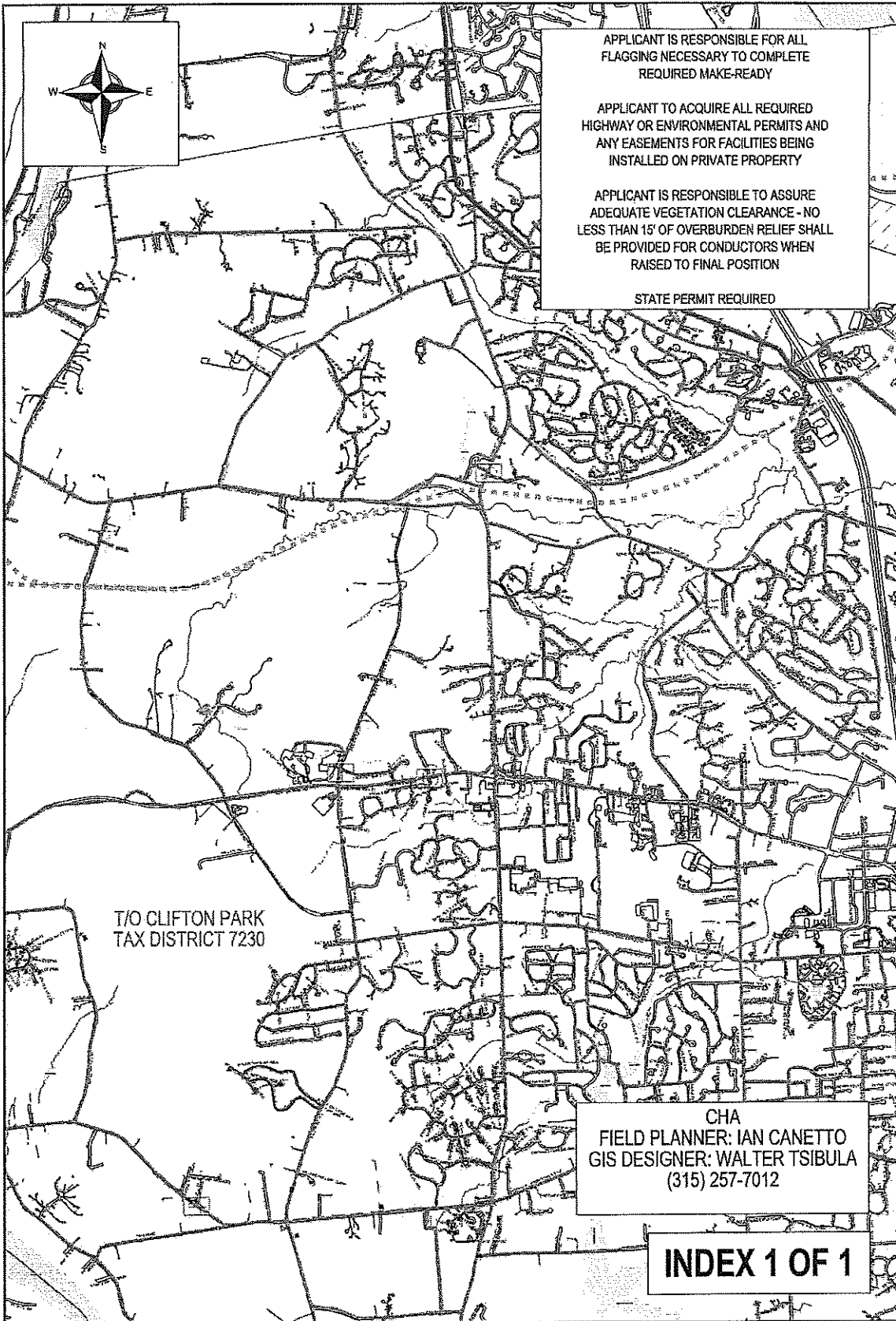
If you have any questions on this, please contact me at the phone number shown below

Sincerely,

Diane Norris
Telecommunications Attachments Group
781-907-3433

40 Sylvan Rd
Waltham, Ma 02451
Tel: 781-907-5252

TAG Website: <http://www.nationalgridus.com/niagaramohawk/attachments/>



APPLICANT IS RESPONSIBLE FOR ALL FLAGGING NECESSARY TO COMPLETE REQUIRED MAKE-READY

APPLICANT TO ACQUIRE ALL REQUIRED HIGHWAY OR ENVIRONMENTAL PERMITS AND ANY EASEMENTS FOR FACILITIES BEING INSTALLED ON PRIVATE PROPERTY

APPLICANT IS RESPONSIBLE TO ASSURE ADEQUATE VEGETATION CLEARANCE - NO LESS THAN 15' OF OVERBURDEN RELIEF SHALL BE PROVIDED FOR CONDUCTORS WHEN RAISED TO FINAL POSITION

STATE PERMIT REQUIRED

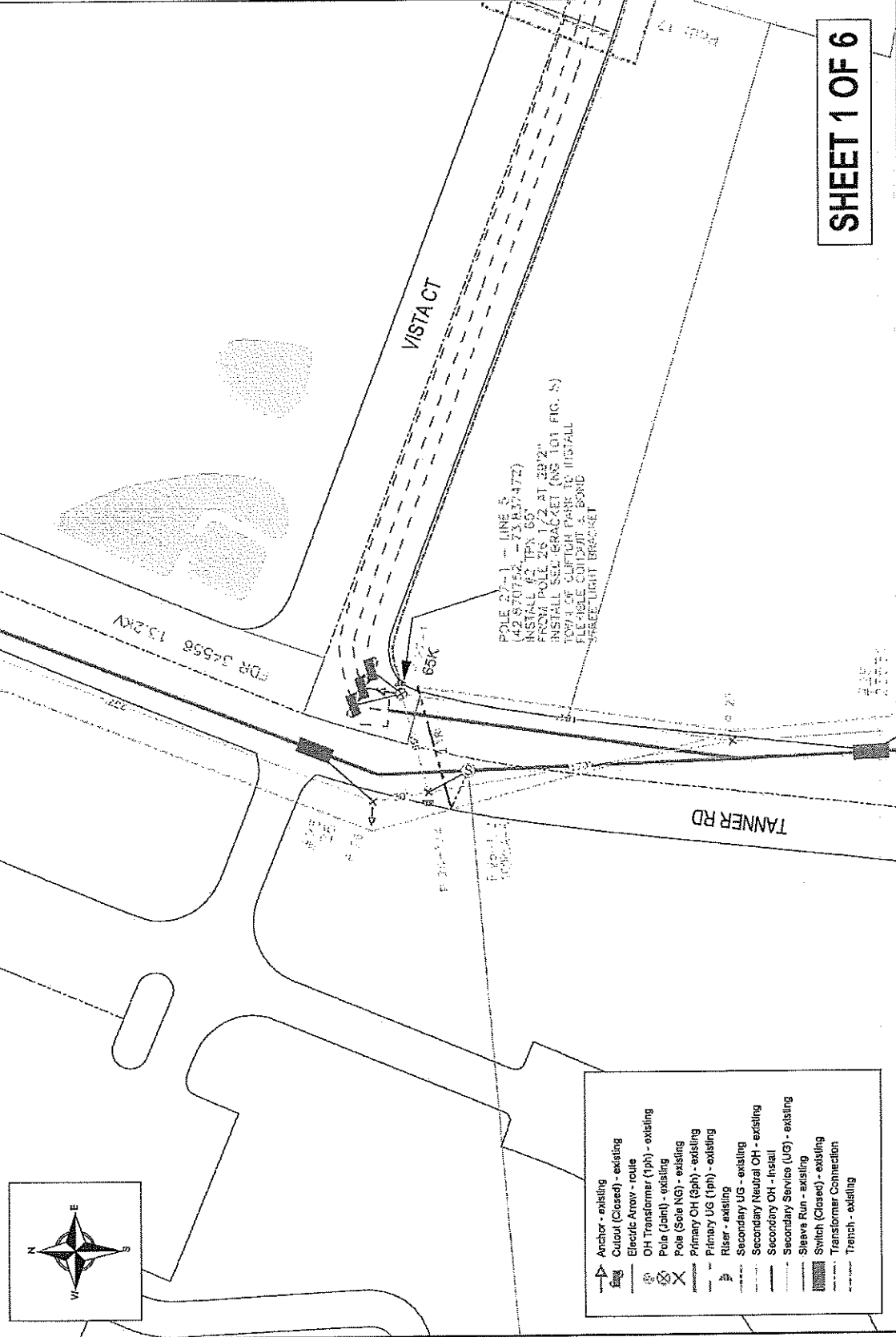
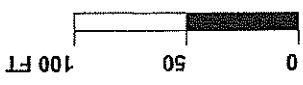
T/O CLIFTON PARK
TAX DISTRICT 7230

CHA
FIELD PLANNER: IAN CANETTO
GIS DESIGNER: WALTER TSIBULA
(315) 257-7012

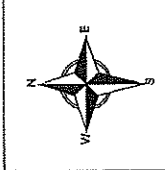
INDEX 1 OF 1

NATIONAL GRID USA		32-24-31004893 1-6		0 2550 5100 FT	
WORK REQUEST: 32-24-31004893	DESCRIPTION:	<input type="checkbox"/> BUILT AS DESIGNED	LD/T.C. 7230	<input type="checkbox"/> MARKING MAP/VOLTAJE CONVERSIONS UPDATE REQUIRED	
STORMS ORDER: 31004893 DATE: 09/18/2024	Third Party Attach Request - Dist OH/UG: Town of Clifton Park Customer Owned Streetlights & Street	<input type="checkbox"/> AS BUILT CHANGES	FEEDER NO.		
DESIGNER: DM Admin		PHONE NO.	Not updated		
JOB TITLE: Third Party Attach Request - Dis		DATE:	SHEET 0 of 6		
FORTRAN FIG:	EXP ID:	SUPPLY SIG:			

WORK REQUEST: 32-24-31004893 STORMS ORDER: 31004893 DATE: 09/18/2024 DESIGNED BY: Admin JOB TITLE: Third Party Attach Request - Dis FOREMAN SIG:	
DESCRIPTION: Third Party Attach Request - Dis Customer: Town of Clifton Park 8 Street	
EMP ID:	
DATE:	
PROJECT NUMBER:	
Not updated	
SHEET 1 OF 8	
AS BUILT CHANGES	
FEDER NO.	
TD/T.C. 7230	
GREAT AS DESIGNED	
NATIONAL GRID USA 32-24-31004893 1-6	



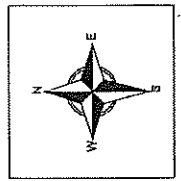
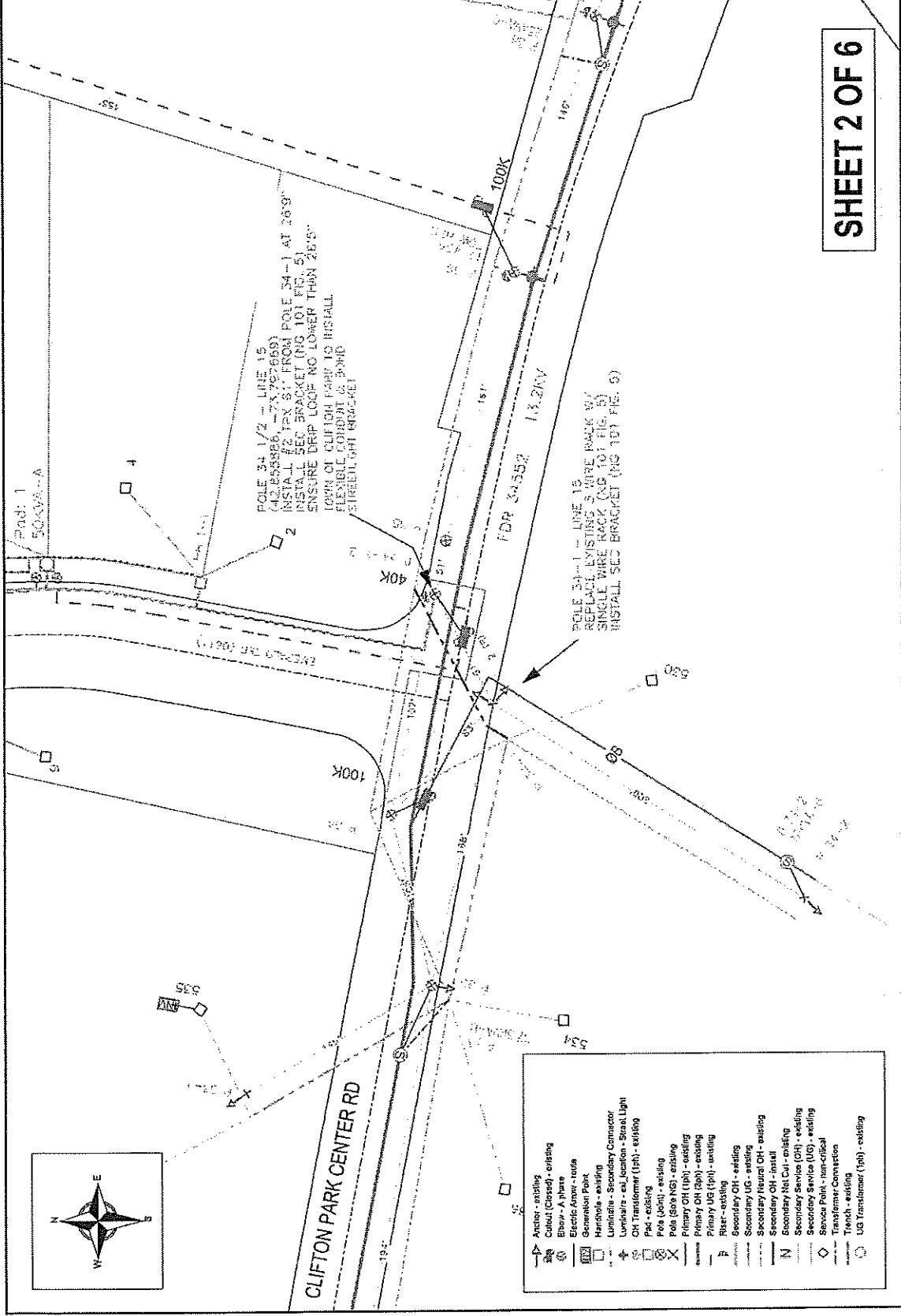
SHEET 1 OF 6



	Anchor - existing
	Cutout (Closed) - existing
	Electric Arrow - route
	OH Transformer (1ph) - existing
	Pole (Joint) - existing
	Pole (Solo NG) - existing
	Primary OH (3ph) - existing
	Primary UG (1ph) - existing
	Riser - existing
	Secondary UG - existing
	Secondary Neutral OH - existing
	Secondary OH - Install
	Secondary Service (UG) - existing
	Sleeve Run - existing
	Switch (Closed) - existing
	Transformer Connection
	Trench - existing

SHEET 2 OF 6

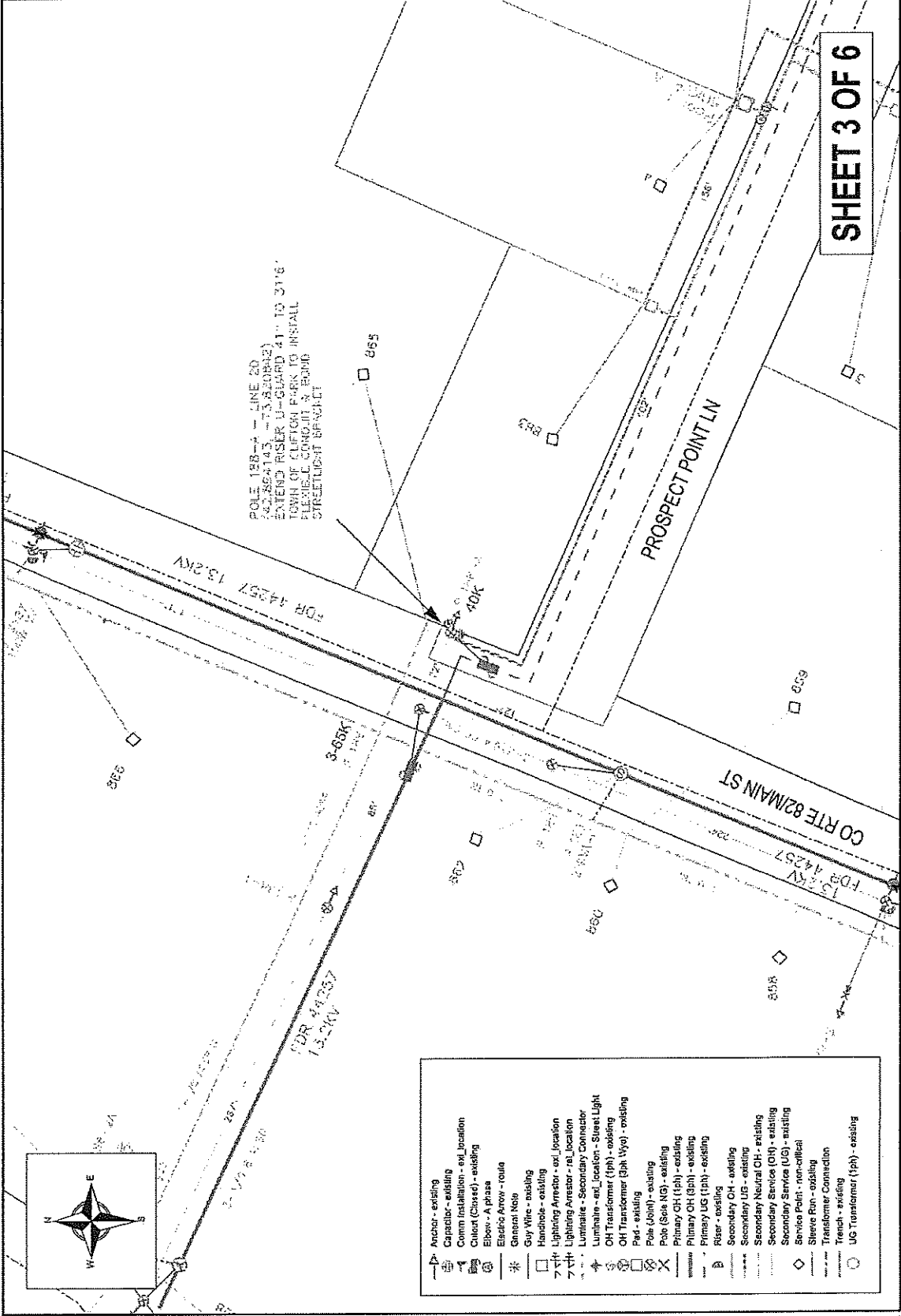
NATIONAL GRID USA 32-24-31004893 1-6		WORK REQUEST: 32-24-31004893 PROJECT: Third Party Attach Request - Dist DATE: 09/18/2024 PREPARED BY: DJ Admin CHECKED BY: Customer Owned Dispatch EMP ID: 6 Street DESCRIPTION: Third Party Attach Request - Dist
SUPP SIG: DATE: SHEET 2 OF 6 PROJECT NUMBER: AS BUILT CHANGES: NOT UPDATED: TD/CD: 7230	<input type="checkbox"/> BUILT AS DESIGNED <input type="checkbox"/> AS BUILT CHANGES <input type="checkbox"/> NOT UPDATED <input type="checkbox"/> PROJECT NUMBER <input type="checkbox"/> DATE: SHEET 2 OF 6 <input type="checkbox"/> SUPP SIG	FOREMAN SIG: JOB TITLE: Third Party Attach Request - Dist PREPARED BY: DJ Admin CHECKED BY: Customer Owned Dispatch EMP ID: 6 Street DESCRIPTION: Third Party Attach Request - Dist



	Anchor - existing
	Circuit (Class) - existing
	Elbow - A share
	Electric Arrow - new
	Generation Point
	Hatch - existing
	Lamp - existing
	Lamp - Secondary Connector
	Lamp - ed Location - Street Light
	OH Transformer (TPT) - existing
	Pole - existing
	Pole (Joint) - existing
	Pole (Sole) - existing
	Primary OH (TPT) - existing
	Primary OH (TPT) - existing
	Primary UG (TPT) - existing
	Pole - existing
	Secondary OH - existing
	Secondary UG - existing
	Secondary/Ug - existing
	Secondary OH - new
	Secondary/Str Cur - existing
	Secondary/Service (S) - existing
	Secondary/Service (UG) - existing
	Street Light - existing
	Street Light - new
	Track - existing
	UG Transformer (TPT) - existing

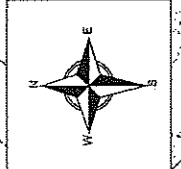


NATIONAL GRID USA 32-24-31004893 1-6		DESCRIPTION: <input type="checkbox"/> BUILT AS DESIGNED <input type="checkbox"/> AS BUILT CHANGES FEEDER NO. DATE: 09/19/2024 JOB TITLE: Third Party Mismatch Request - Dis	WORK NUMBER: 32-24-31004893 DESIGNER: DJ Admin DATE: 09/19/2024 JOB TITLE: Third Party Mismatch Request - Dis
SUPP. SHEET: DATE: PROJECT NUMBER: FEEDER NO. TD/T/C: 7230	SHEET 3 OF 6 Not updated	EIP ID: Customer Owned Streetlights DN/DC: Town of Clifton Park	FOREMAN SIG: JOB TITLE: Third Party Mismatch Request - Dis

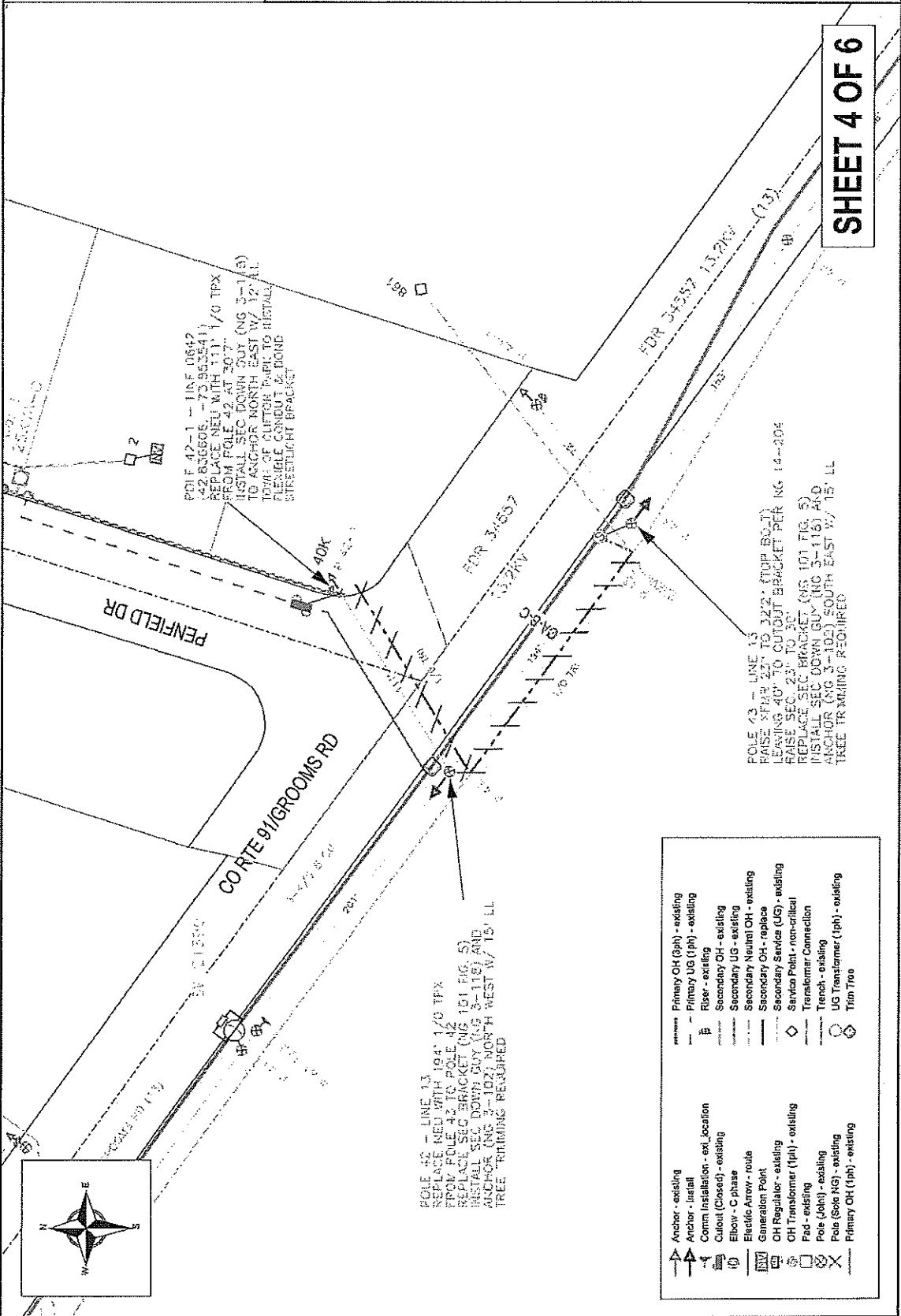


SHEET 3 OF 6

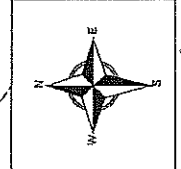
- Anchor - existing
- Capacitor - existing
- Comm Installation - ext_location
- Cutout (Choked) - existing
- Elbow - A phase
- Electric Arrow - route
- General Note
- Guy Wire - existing
- Hanchole - existing
- Lighting Arrestor - ext_location
- Lighting Arrestor - ext_location
- Luminaire - Secondary Connector
- Luminaire - ext_location - Street Light
- OH Transformer (1ph) - existing
- OH Transformer (3ph Wyo) - existing
- Pad - existing
- Pole (Join) - existing
- Pole (Solo NG) - existing
- Primary OH (1ph) - existing
- Primary OH (3ph) - existing
- Primary US (1ph) - existing
- Riser - existing
- Secondary OH - existing
- Secondary US - existing
- Secondary Neutral OH - existing
- Secondary Service (OH) - existing
- Secondary Service (US) - existing
- Service Point - non-official
- Sleeve Run - existing
- Transformer Connection
- Trench - existing
- UG Transformer (1ph) - existing



WORK REQUEST: 32-24-31004893 DESIGNER: DJ Adams STORED UNDER: 31004893 DATE: 09/19/2024 JOB TITLE: Third Party Attach Request - Dist FOREMAN SIG:		DESCRIPTION: 32-24-31004893 1-6 NATIONAL GRID USA
PROJECT NUMBER: 31004893 DATE: 09/19/2024 JOB TITLE: Third Party Attach Request - Dist FOREMAN SIG:	PROJECT NUMBER: 31004893 DATE: 09/19/2024 JOB TITLE: Third Party Attach Request - Dist FOREMAN SIG:	PROJECT NUMBER: 31004893 DATE: 09/19/2024 JOB TITLE: Third Party Attach Request - Dist FOREMAN SIG:
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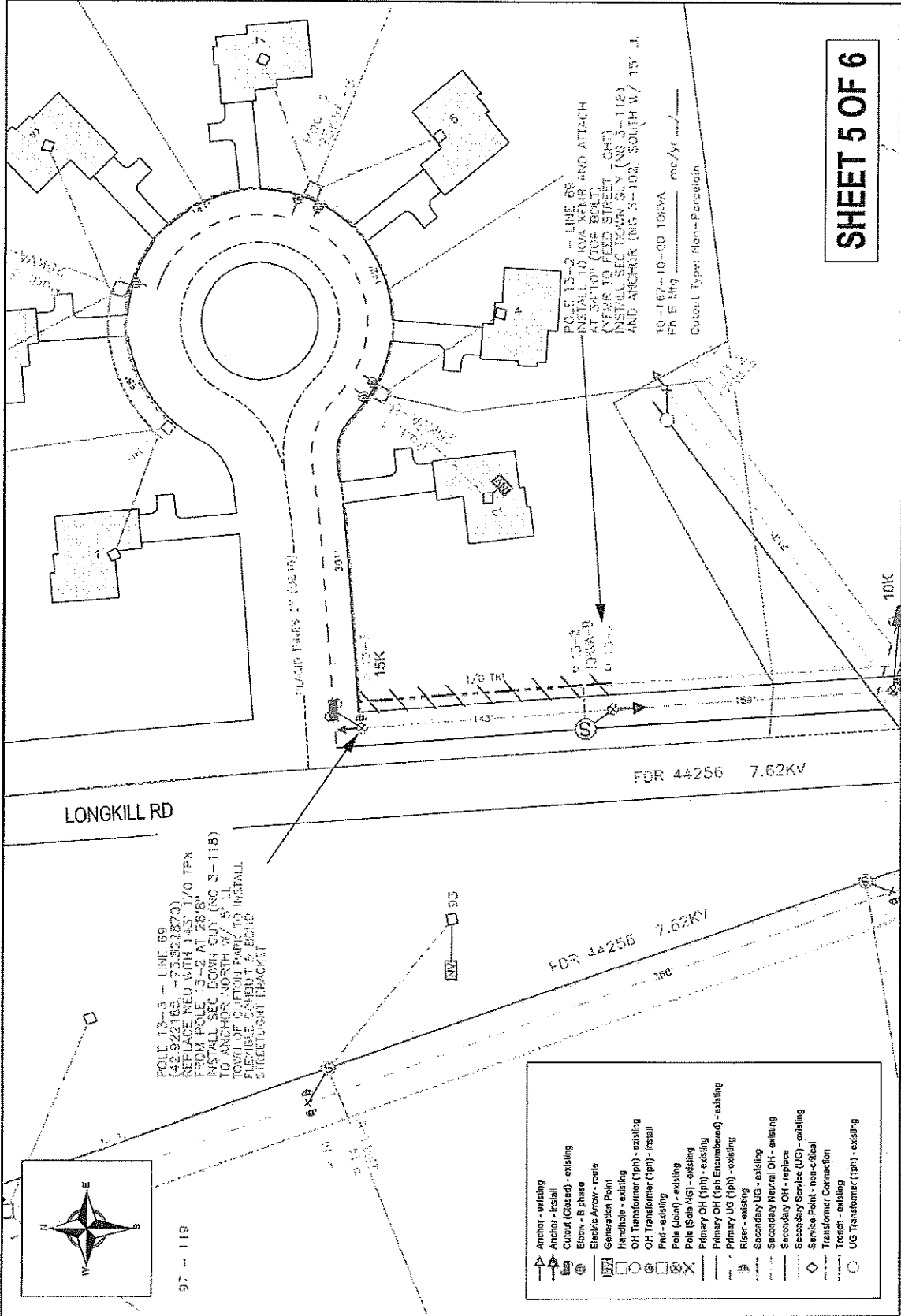


SHEET 4 OF 6

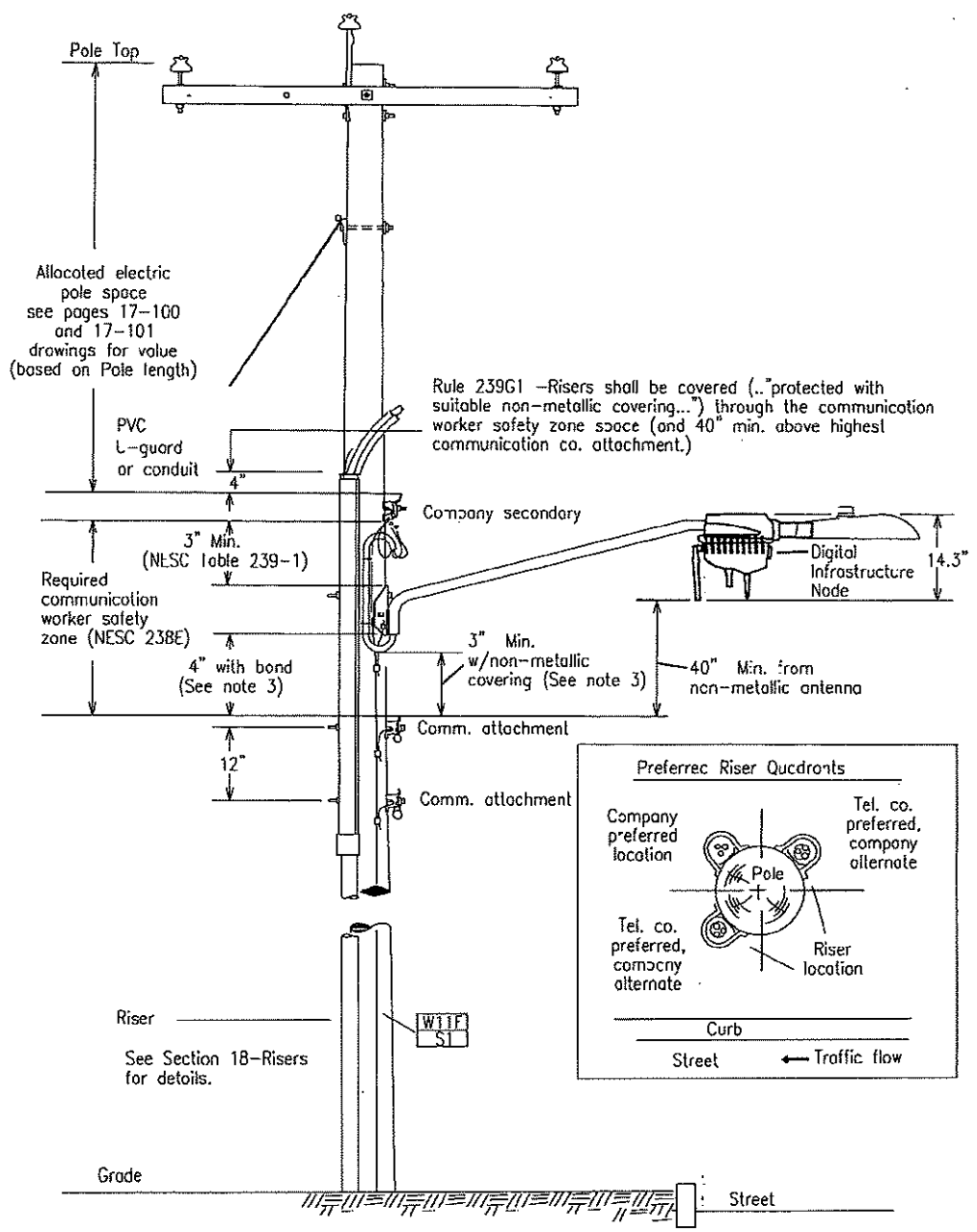


	Anchor - existing		Primary OH (poh) - existing
	Anchor - install		P/primary UG (1 ph) - existing
	Comm installation - ext_location		Riser - existing
	Cutoff (Closed) - existing		Secondary OH - existing
	Elbow - C phase		Secondary UG - existing
	Electric Arrow - route		Secondary Neutral OH - existing
	Generation Point		Secondary OH - replace
	OH Regulator - existing		Secondary Service (UG) - existing
	OH Transformer (1ph) - existing		Service Point - non-critical
	Pad - existing		Transformer Connection
	Pole (Jolt) - existing		Trench - existing
	Pole (Side NG) - existing		UG Transformer (1ph) - existing
	Primary OH (1ph) - existing		Thin Tree

WORK REQUEST: 32-24-31004893 DESIGNER: DM Admin DATE: 09/10/2024 FROM: 31004893 JOB TITLE: Third Party Attach Request - Dist FOREMAN: 8 Street DISTRICT: Town of Clifton Park PROJECT: Clifton Park Streets MAP ID: 32-24-31004893-1-6		SHEET 5 OF 8 DATE: 09/10/2024 REVISIONS: 1 DRAWN BY: [Blank] CHECKED BY: [Blank] DATE: 09/10/2024 PROJECT NO.: 32-24-31004893
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- Anchor - existing
- Anchor - install
- Cutout (Cased) - existing
- Elbow - B phase
- Electric Arrow - rears
- Generation Point
- Handhole - existing
- OH Transformer (Tph) - existing
- OH Transformer (Tph) - install
- Pad - existing
- Pole (Jeh0) - existing
- Pole (Sola Ng) - existing
- Primary OH (Tph) - existing
- Primary OH (Tph Encumbered) - existing
- Primary UG (Tph) - existing
- Rise - existing
- Secondary UG - existing
- Secondary Neutral OH - existing
- Secondary OH - repairs
- Service Point (UG) - existing
- Service Point - non-critical
- Transformer Connection
- Trench - existing
- UG Transformer (Tph) - existing



Supersedes 7/10 Issue – Added information on clearances for streetlight bracket mounted communication equipment.

Notes:

1. Related NESC References:

- Preferred Levels: Supply conductors should be carried at the higher level. (NESC Rule 220B1).
- Vertical runs of supply conductors shall have a clearance of 2" from communication messengers, cables, attachment bolts and hardware, except ground wires may have a clearance of 1" from messengers, cables, attachment bolts and hardware. (NESC Rule 239G5).

RELATIVE LEVELS AND SPACING ON JOINT USE POLES – 15 KV			
ISSUE	PAGE NUMBER	OVERHEAD CONSTRUCTION STANDARD	nationalgrid
7/20	17-101		

Supersedes 7/10 Issue – Updated Note 3.

- Within 8' of the ground, all vertical conductors and cables shall be appropriately guarded. Supply conductors shall be in metallic conduits and ground wires shall be guarded using ground wire molding. (NESC Rule 239D).
2. Minimum Attachment Heights: See Section 7 – Clearances for information about clearances above ground and minimum attachment heights.
 3. Outdoor Lighting and Communications:
 - For new pole installations and new streetlight installations on existing poles:
 - Streetlight brackets shall be bonded to the secondary or system neutral and drip loops shall be covered with non-metallic flexible conduit.
 - Vertical clearance between the grounded streetlight bracket and the communication messengers, cables, attachment bolts or hardware shall be at least 4".
 - Vertical clearance between the drip loop, covered with non-metallic flexible conduit, and the communication messengers, cables, attachment bolts or hardware shall be at least 3".
 - For new communication facilities on or after February 1, 2017 on existing poles:
 - If the streetlight bracket is not bonded to the secondary or system neutral, maintain 40" vertical clearance between the streetlight bracket and the communication messengers, cables, attachment bolts and hardware. If the streetlight bracket is bonded to the system neutral, vertical clearance between the streetlight bracket and the communication messengers, cables, attachment bolts or hardware may be reduced to 4".
 - If the drip loop is not covered with non-metallic flexible conduit, maintain 12" vertical clearance between the drip loop and the communication messengers, cables, attachment bolts and hardware. If the drip loop is covered with non-metallic flexible conduit, vertical clearance between the drip loop and the communication messengers, cables, attachment bolts or hardware may be reduced to 3".
 - For existing communication facilities installed prior to February 1, 2017 on existing poles:
 - If the streetlight bracket is not bonded to the secondary or system neutral, maintain 20" vertical clearance between the streetlight bracket and the communication messengers, cables, attachment bolts and hardware. If the streetlight bracket is bonded to the system neutral, vertical clearance between the streetlight bracket and the communication messengers, cables, attachment bolts or hardware may be reduced to 4".
 - If the drip loop is not covered with non-metallic flexible conduit, maintain 12" vertical clearance between the drip loop and the communication messengers, cables, attachment bolts and hardware. If the drip loop is covered with non-metallic flexible conduit, vertical clearance between the drip loop and the communication messengers, cables, attachment bolts or hardware may be reduced to 3".
 - Streetlights should be mounted in the Communication Worker Safety Zone (CWSZ) between the supply and communication spaces on the pole. Streetlights may be mounted between communication messengers and cables only where streetlights mounted in the CWSZ cannot provide adequate illumination. When such installations must be made:
 - The streetlight bracket shall be grounded and the vertical clearance between the grounded streetlight bracket and the communication messengers, cables, attachment bolts or hardware above and below the streetlight shall be at least 4".
 - The drip loop shall be covered with non-metallic flexible conduit and the vertical clearance between the covered drip loop and the communication messengers, cables, attachment bolts or hardware shall be at least 3".
 - A CWSZ shall be established between (i) the communication attachment above the streetlight and (ii) the electric primary, neutral and secondary wires.
 - See Section 19 – Lighting - OH for additional notes regarding out door lighting on joint use poles, including: bracket location and restraint and protection of supply conductors.

RELATIVE LEVELS AND SPACING ON JOINT USE POLES – 15 KV			
nationalgrid	OVERHEAD CONSTRUCTION STANDARD	PAGE NUMBER	ISSUE
		17-103	7/19



RESOLUTION

#5

PHILIP C. BARRETT
Supervisor

•

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

•

AGATHA REID
Councilwoman

•

ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025, a resolution authorizing conversion work on one (1) Buildings & Ground Vehicle to install a dump body, side and tail gates, etc. per the quotation.

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

WHEREAS, the Department of Buildings & Grounds requested quotations for conversion work on the department's F-550 diesel truck, and

WHEREAS, T&T Body/King Inc. submitted the low quote for the conversion work on the vehicle, and

WHEREAS, Daniel Clemens, Director of Buildings, Parks & Recreation, recommends that T&T Body/King Inc., 411 Old Niskayuna Road, Latham, N.Y. 12110 be authorized to do the conversion work as low bidder, for the amount not to exceed \$16,318; now, therefore, be it

RESOLVED, that T&T Body/King Inc., 411 Old Niskayuna Road, Latham, N.Y. 12110 is authorized to do the conversion work on one (1) Buildings & Grounds vehicle, as outlined in the attached, in an amount not to exceed \$16,318, to be paid from A-7110-200 (General Fund – Buildings & Grounds – Equipment).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Tuesday, September 30, 2025 8:39 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 Pagnello; Stephanie, Ranze; Walter Smead; Kelly Miller
Subject: New Resolution Request #2308

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: 10/20/2025 ✓

Alternate Date: 11/03/2025

Budget Number: A-7110-200

Budget Description: General Fund - Buildings & Grounds - Equipment

Amount: \$16,318.00

Brief Description: purchase and installation of (1) 11-foot stainless steel dump body from T&T Body King for our F-550 diesel truck.

Add Supporting Docs:

[9d98f70bfee73300_Stainless_steel_dump_body_for_F550_res_packet_9.30.25.pdf](#)

Additional Comments/Details: this is our primary and biggest truck and salter. It is a diesel and in good condition. The hoist is good and will not be replaced. Looking to get it installed before snow flies.

Agree to Terms: Agree

[unsubscribe](#)

Town of Clifton Park
Buildings & Grounds

Quote Cover Sheet

Date: September 30, 2025

**Description: Purchase and install an 11-foot stainless steel
dump body on our 2017 Ford F-550 diesel.**

Vendor #1: T&T Body King Inc. - \$16,318.00 *

Vendor #2: Upstate Plow & Truck Body LLC - \$19,601.00

Vendor #3: Trius Inc. - \$25,480.00

Vendor #4:

Vendor #5:

Vendor #6:

Comments: T&T has the dump body in stock.

Would like to get it installed before we have to put the salter on.

This is our primary and largest truck and salter.

Decision: T&T - \$16,318.00



T&T SALES INC.
 411 OLD NISKAYUNA ROAD
 LATHAM, NY 12110
 PHONE: 518.785.5591
 EMAIL: SALES@TNTBODYKING.COM

Quote

#Q3099

9/10/2025

CUSTOMER INFO:

TOWN OF CLIFTON PARK *
 ONE TOWN HALL PLAZA
 CLIFTON PARK NY 12065
 United States

\$16,318.00

EXPIRES: 11/9/2025

SALES REP	REFERENCE	YEAR	MAKE	MODEL	GVW
DANIEL R RADTKE					

Item	Unit Price	Total Amount
WE ARE PLEASED TO SUBMIT A QUOTE FOR THE FOLLOWING EQUIPMENT: FURNISH AND INSTALL	\$0.00	
- GALION (103USD11) 11' DUMP BODY WITH 18" SIDES AND 24" TAILGATE - RE-USE EXISTING HOIST AND CONTROLS - 1/2 CAB SHIELD - 6" STRUCTURAL STEEL LONG SILLS - 3" STRUCTURAL STEEL CROSSMEMBERS 12" O.C. - 7GA. HARDOX FLOOR - BODY RAISE KIT AND BACKUP ALARM - REMOVE AND REINSTALL CUSTOMER ELECTRIC TARP SYSTEM - ALL NECESSARY D.O.T. LIGHTING AND REFLECTORS - POLISHED STAINLESS STEEL FINISH		
NOTE: ABOVE PRICE INCLUDES REMOVING THE EXISTING DUMP BODY	\$0.00	
IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO GIVE ME A CALL. THANK YOU FOR THE OPPORTUNITY TO QUOTE YOU ON THIS EQUIPMENT.	\$0.00	

Prices may not reflect any applicable federal or state taxes. All special orders may require a non-refundable deposit. Due to supplier price changes and (or) product availability, this quote is subject to change at any time. Giving your approval assumes agreement to these terms.

TOTAL LESS TAX \$16,318.00 *

Customer Signature: _____

A-7110-200



Q3099

UPSTATE NY

» PLOW & TRUCK BODY LLC

399 Old Loudon Road, Latham, NY 12110

518-782-5030

SEPTEMBER 16,,2025

TOWN OF CLIFTON PARK
ATTENTION:

QUOTATION:

We are pleased to quote the following equipment, including installation...

Furnish & Install:

INSTALL ROQUOIS BRAVE DUMP BODY STAINLESS STEEL CONSTRUCTION 11 FT. LONG, 89" (ID) WIDE. 10 GA. T-304 STAINLESS STEEL FLOOR 12 GA. T-304 STAINLESS STEEL "DOUBLE PANEL" TAILGATE 11 GA. T-304 STAINLESS STEEL SIDES AND FRONT 7 GA. FORMED STAINLESS STEEL CROSSMEMBERS 4" OR 6" STRUCTURAL CHANNEL LONGSILLS (STEEL) 15" HIGH SIDES, 3.5 CU. YARDS 21" HIGH "SLANTED" TAILGATE, 4.5 CU. YARDS PRO-LATCH TAILGATE RELEASE SYSTEM 1/4 CAB PROTECTOR - 2/3 YD SCREEN WINDOW TWO (2) INTERMEDIATE SIDE POSTS, ONE (1) FRONT POST BOXED TOP RAIL DIRT SHEDDING RAILS CLEARANCE S. DUMP LED LIGHT KIT COLOR: NATURAL STAINLESS (POLISHED) & UNDERCOATED (LONGSILLS) BODY ONLY, LESS HOIST & HYDRAULICS

YOUR INSTALLED PRICE \$18,951.00 X CHECK X INITIAL

REMOVE EXISTING BODY \$650.00 X CHECK X INITIAL

\$ 19,601.00

PLEASE CHECK, INITIAL, SIGN AND RETURN FOR FORWARD MOVEMENT



TRIUS inc.

TRIUS INC. – FORT EDWARD

268 TOWPATH ROAD

FORT EDWARD, NY, 12828

Phone: 518-480-3540

Fax: 518-480-3547

PROPOSAL

Town of Clifton Park

Attn: Kieran Lynch

Date: 9/26/25

Quote: PM-1259-1

We at Trius Inc –Fort Edward are pleased at the opportunity to quote you on the following:

Galion 133 USD 11' stainless steel dump body

18" Sides and 24" Gate

Body is constructed of 10-gauge stainless steel

Floor construction is 7-gauge

Body top rail with sideboard pockets

Body sides are dirt shedder design

Half Cab Shield length

Manual tailgate latching mechanism

Six panel, double-acting boxed tailgate

Remove old body and tarp

Install new body and tarp

Total Installed Cost: \$25,480.00

Pricing is good for 30 days.

Thank you in advance for your consideration of our proposal.

Sincerely,

Phil Marshall

Trius Inc. – Fort Edward

Dan Clemens

From: Darlene, Allen
Sent: Wednesday, September 10, 2025 12:50 PM
To: Dan Clemens
Subject: RE: truck box

Hi Dan –
Yes, there should be enough in the 7110-200.
Darlene

From: Dan Clemens <DClemens@cliftonpark.org>
Sent: Wednesday, September 10, 2025 11:43 AM
To: Darlene, Allen <dallen@cliftonpark.org>
Subject: truck box

Darlene,
I want to get a new stainless steel dump body for our F-550 diesel truck we use for salting before the snow starts, which is way too soon. I have my first quote and we are looking at \$16,318.00. Do we have any money left in B&G equipment for this?

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

#6

PHILIP C. BARRETT
Supervisor

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

AGATHA REID
Councilwoman

ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025 a resolution authorizing the hiring of a Laborer for the Buildings and Grounds Department.

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

WHEREAS, an opening exists for a Laborer in the Buildings and Grounds Department,
and

WHEREAS, Daniel Clemens, Director of Buildings, Parks and Recreation, has advised that Arietta Williams, Hagaman, NY, is qualified and recommended that she be hired to fill the full-time position as advertised; now, therefore, be it

RESOLVED, that authorization is hereby given to hire Arietta Williams as a Laborer for Buildings and Grounds at Grade 3, Step 1, \$47,272 annually, effective November 3, 2025; and be it further

RESOLVED that Comptroller is authorized to transfer \$7,800 from A-07110-E6045, (General Fund – Buildings & Grounds – Z. DiRenzo) to A-07110-Exxx, (General Fund – Buildings & Grounds – Employee), as detailed in the attached Schedule A.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, October 2, 2025 1:28 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; hd
Subject: New Employee Resolution Request #2315

A new employee 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: 10/20/2025 ✓
Alternate Date: 11/03/2025
Budget Number: Schedule A
Budget Description: Schedule A
Amount: Schedule A
Brief Description: Hire Arietta Williams as a full time laborer, Grade 3 Step 1, in the Buildings & Grounds Department effective November 3, 2025
Add Supporting Docs:
[ab9c1b70a5a31003_AW_res_packet_10.1.25.pdf](#)

Additional Comments/Details: Arietta has been a seasonal employee with us and is a very hard worker. She fits in great with the department.
Agree to Terms: Agree

[unsubscribe](#)

Town of Clifton Park
Salary Allocation

SCHEDULE A

	Grade	Step	Year	Hourly Rate	2025	Weeks to End of Year	Hours	Projected to End of Year
Employee effective November 3 2025		3	1	1	22.64	8.60	40.00	\$ 7,788.16

\$ 7,788.16

Rounded to:

\$ 7,800.00

Transfer funds from:
General Fund - Buildings & Grounds - Z DiRenzo

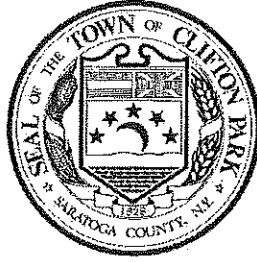
A-07110-E6045

\$ 7,800.00

Transfer to:
General Fund - Buildings & Grounds - Employee

A-07110-Exxxx

\$ 7,800.00



RESOLUTION

#7

PHILIP C. BARRETT
Supervisor

•

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

•

AGATHA REID
Councilwoman

•

ANTHONY F. MORELLI
Councilman

Resolution No. _____ of 2025, a resolution authorizing the installation of new carpeting in the Town Court courtroom and NY State Police locker rooms of the Public Safety Building.

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

WHEREAS, Daniel Clemens, Director of Buildings, Parks, and Recreation, advises that the carpet tiles and cove base in the Town Court courtroom and in the NY State Police men's and women's locker rooms, both at the Public Safety Building, are in need of replacement, and

WHEREAS, Mr. Clemens recommends that Northeast Commercial Interiors, Watervliet, NY, be authorized to supply and install the flooring in the Town Court courtroom and NY State Police locker rooms, for an amount not to exceed \$5,872 and \$7,799, respectively, both under state contract; now, therefore, be it

RESOLVED, that the replacement of existing carpet tiles and cove base in the Town Court courtroom and NY State Police locker rooms of the Public Safety Building, is awarded to Northeast Commercial Interiors, Watervliet, NY, at a cost not to exceed \$5,872 and \$7,799, respectively, under NYS Contracts #PC70142 and #PC69412, to be paid from A-1621-200 (General Fund - Public Safety Building – Equipment).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, October 2, 2025 1:35 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 #2316

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: 10/20/2025 ✓

Alternate Date: 11/03/2025

Budget Number: A-1621-200

Budget Description: General Fund - Public Safety Building - Equipment

Amount: \$5,871.90

Brief Description: Hire Northeast Commercial Interiors to supply and install new carpet tiles and cove base in the courtroom at public safety.

Add Supporting Docs:

[a1072801c0cdf78b_Courtroom - new carpet tiles res packet_10.2.25.pdf](#)

Additional Comments/Details: NJPA (Sourcewell) contract # PC70142

Agree to Terms: Agree

[unsubscribe](#)

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, October 2, 2025 1:44 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 #2317

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: 10/20/2025 ✓

Alternate Date: 11/03/2025

Budget Number: A-1621-200

Budget Description: General Fund - Public Safety Building - Equipment

Amount: \$7,798.90

Brief Description: Hire Northeast Commercial Interiors to supply and install new carpet tiles and cove base in the mens and womens locker rooms, NY State Police, Public Safety Building under NJPA (Sourcewell) contract # PC69412

Add Supporting Docs:

[23f98e48d1f9258d_PSB - NYS Trooper locker rooms carpet tile res packet 10.2.25.pdf](#)

Additional Comments/Details: requested by the Troopers.

Agree to Terms: Agree

[unsubscribe](#)

76-3 Crabapple Lane Watervliet, New York 12189
Phone: 518-861-6700 • Fax: 518-203-7652

**Northeast
Commercial Interiors**

Proposal

To: Dan Clemens—Town of Clifton Park **From:** Reggie Kafouris

Fax: _____ **Pages:** _____

Phone: 518-281-5065 **Date:** 10-2-25

Re: SP Barracks 2 Bathrooms VCT **CC:** NJPA Contract # PC69412

We propose to furnish and Install VCT to Match Existing and 4" Vinyl Base Color Black as discussed for the amount of:

Town of Clifton State Police Barracks 2 Bathrooms VCT

765 square feet of removal and disposal of existing VCT @ \$2.18	\$1,667.70
765 square feet furnished and installed VCT to Match Existing @ \$4.28	\$3,274.20
240' of 4" cove base furnished and installed @ \$4.05 / lin. ft.	\$489.00
765 square feet of resilient floor prep @ \$2.70/sq ft	\$2,065.50
2 pails VCT Adhesive @ \$151.25	<u>\$302.50</u>
	\$7,798.90

Quote excludes: Major Floor Prep, Furniture Moving (Specifically All Lockers)
*Lockers must be moved by others

To accept this proposal please sign in the space provided below and fax back to our office with your P.O. to follow. Thank you.

X: _____ Date: _____ P.O.# _____

Jon Batchelder and Reggie Kafouris

518-203-7652

PC # 69412

Style Code	Style Description	Gauge	SF per Roll	Roll Size	NYS Not to Exceed Price	Unit of Measure
Lino Floor	Lino Floor	2.5 mm	72	6'5" Width	\$35.71	SY
Lino Wall	Lino Wall	2 mm	42	6'5" Width	\$25.75	SY
LUXURY VINYL TILE - LVT						
Style Code	Style Description	SF per Carton	Tile Size		NYS Not to Exceed Price	Unit of Measure
N516470	ID Latitude - Wood	36	6' x 48"		\$3.04	SF
N516590	ID Latitude - Abstracts	45	18' x 18"		\$3.04	SF
N516591	ID Latitude - Abstracts	36	6' x 36"		\$3.04	SF
N516592	ID Latitude - Stone & Concrete	45	18' x 18"		\$3.04	SF
VINYL COMPOSITION TILE VCT						
Style Code	Style Description	Gauge <td>SF Per Carton</td> <td>Tile Size</td> <td>NYS Not to Exceed Price</td> <td>Unit of Measure</td>	SF Per Carton	Tile Size	NYS Not to Exceed Price	Unit of Measure
N517730	Standard VCT (Full Cartons Only)	1/8"	45	12" x 12"	\$79.14	CTN
N517700	Quartz VCT (Full Cartons Only)	1/8"	45	12" x 12"	\$97.54	CTN
N517701	Slip Resistant VCT (Full Cartons Only)	1/8"	45	12" x 12"	\$245.40	CTN
N517702	Solids VCT (Full Cartons Only)	1/8"	45	12" x 12"	\$245.40	CTN
SPECKLED RUBBER TILE						
Style Code	Style Description	Gauge <td>SF Per Carton</td> <td>Tile Size</td> <td>NYS Not to Exceed Price</td> <td>Unit of Measure</td>	SF Per Carton	Tile Size	NYS Not to Exceed Price	Unit of Measure
HN5P	Hammered Surface	1/80"	32	24" x 24"	\$9.94	SF
FRPANSP	Rice Paper Surface	1/80"	32	24" x 24"	\$9.94	SF
RT8P	Raised Round Or Square Surface	1/8"	32	24" x 24"	\$13.08	SF
HRTSP	Hammered Surface	1/8"	32	24" x 24"	\$13.08	SF
FRPASP	Rice Paper Surface	1/8"	32	24" x 24"	\$13.08	SF
BMRTSP	Bamboo Surface	1/8"	32	24" x 24"	\$13.08	SF
SOLID RUBBER TILE						
Style Code	Style Description	Gauge <td>SF Per Carton</td> <td>Tile Size</td> <td>NYS Not to Exceed Price</td> <td>Unit of Measure</td>	SF Per Carton	Tile Size	NYS Not to Exceed Price	Unit of Measure
RT	Raised Round or Square Surface	1/8"	32	24" x 24"	\$11.45	SF
HRTS	Hammered Surface	1/8"	32	24" x 24"	\$11.45	SF
BMRTS	Bamboo Surface	1/8"	32	24" x 24"	\$11.45	SF
BRS	Brushed Surface	1/8"	32	24" x 24"	\$11.45	SF
COS	Concrete Surface	1/8"	32	24" x 24"	\$11.45	SF
CRTS	Cubis Surface	1/8"	32	24" x 24"	\$11.45	SF
CN	Diamond Surface	1/8"	32	24" x 24"	\$11.45	SF
FRTS	Flagstone Surface	1/8"	32	24" x 24"	\$11.45	SF
LRS	Leather Surface	1/8"	32	24" x 24"	\$11.45	SF
FRPA	Rice Paper Surface	1/8"	32	24" x 24"	\$11.45	SF
C	Smooth Surface	1/8"	32	24" x 24"	\$11.45	SF
CFL	Circularity Fastlane	1/8"	32	24" x 24"	\$11.45	SF
CTR	Circularity Trieyele	1/8"	32	24" x 24"	\$11.45	SF

Style Code	Style Description	Gauge	LF Per Carton	Height	NYS Not to Exceed Price	Unit of Measure
CB(T)-4	Traditional TPV Vinyl TOE or TOELESS	Coll	120'	1/8" / 4"	\$1.14	LF
CB(T)-4	Traditional TPV Vinyl TOE or TOELESS	4' sections	120'	1/8" / 4"	\$7.14	LF
CB(T)-6	Traditional TPV Vinyl TOE or TOELESS	Coll	100'	1/8" / 6"	\$1.72	LF
CB(T)-6	Traditional TPV Vinyl TOE or TOELESS	4' sections	100'	1/8" / 6"	\$1.72	LF
DC(T)-4	Traditional TPR Rubber TOE or TOELESS	Coll	120'	1/8" / 4"	\$1.34	LF
DC(T)-4	Traditional TPR Rubber TOE or TOELESS	4' sections	120'	1/8" / 4"	\$1.34	LF
DC(T)-6	Traditional TPR Rubber TOE or TOELESS	Coll	100'	1/8" / 6"	\$2.05	LF
DC(T)-6	Traditional TPR Rubber TOE or TOELESS	4' sections	100'	1/8" / 6"	\$2.05	LF

MILLWORK CONTOURED WALL BASE

Style Code	Style Description	Gauge	LF Per Carton	Height	NYS Not to Exceed Price	Unit of Measure
ALL WALL BASE MUST BE PURCHASED IN FULL CARTONS ONLY						
MW-A	Diplomat 8' lengths	3/8"	48'	4 1/2"	\$3.04	LF
MW-D	Outline 8' lengths	5/16"	90'	3 1/2"	\$2.22	LF
MW-F	Reveal 8' lengths	1/4"	64'	4 1/4"	\$2.82	LF
MW-G	Inflexion 8' lengths	3/8"	48'	5 1/4"	\$5.03	LF
MW-H	Mendelay 8' lengths	3/8"	40'	4 1/2"	\$4.42	LF

RUBBER TREADS | Tread Only

Style Code	Style Description	Color	Lengths Available	NYS Not to Exceed Price	Unit of Measure
RNRD-SQ	Raised Round or Square Surface	Solid	3', 3.5', 4', 4.5', 5', 6', 7', 8', 9'	\$20.22	LF
HMNT	Hammered Surface	Solid	3', 3.5', 4', 4.5', 5', 6', 7', 8', 9'	\$20.22	LF
CNN	Diamond Surface	Solid	3', 3.5', 4', 4.5', 5', 6'	\$20.22	LF
FRPANT	Rice Paper Surface	Solid	3', 3.5', 4', 4.5', 5', 6'	\$20.22	LF
CELNT	Circulinity Fastlane Surface	Solid	3', 3.5', 4', 4.5', 5', 6'	\$21.10	LF
CUBT	Cubis Surface	Solid	3', 3.5', 4', 4.5', 5', 6'	\$21.10	LF
BMNT	Bamboo Surface	Solid	3', 3.5', 4', 4.5', 5', 6'	\$21.10	LF
RHRD/SQSP	Raised Round or Square Surface	Speckled	3', 3.5', 4', 4.5', 5', 6', 7', 8'	\$24.18	LF
HMNTSP	Hammered Surface	Speckled	3', 3.5', 4', 4.5', 5', 6', 7', 8', 9'	\$24.18	LF
CNNSP	Diamond Surface	Speckled	3', 3.5', 4', 5', 6'	\$24.18	LF
FRPANTSP	Rice Paper Surface	Speckled	3', 3.5', 4', 5', 6'	\$24.18	LF

VISUALLY IMPAIRED RUBBER TREADS | Tread Only with Tape

Style Code	Style Description	Color	Lengths Available	NYS Not to Exceed Price	Unit of Measure
VIRNRD	Raised Round Surface	Solid	3', 3.5', 4', 4.5', 5', 6', 7', 8'	\$26.01	LF
VIRNSQ	Raised Square Surface	Solid	3', 3.5', 4', 4.5', 5', 6'	\$26.01	LF
VHMNT	Hammered Surface	Solid	3', 3.5', 4', 4.5', 5', 6', 7', 8', 9'	\$26.01	LF
VICNN	Diamond Surface	Solid	3', 3.5', 4', 4.5', 5', 6'	\$26.01	LF
VIRPANT	Rice Paper Surface	Solid	3', 3.5', 4', 4.5', 5', 6'	\$26.01	LF
VICLRNT	Circulinity Fastlane Surface	Solid	3', 3.5', 4', 4.5', 5', 6'	\$27.13	LF
VICUBT	Cubis Surface	Solid	3', 3.5', 4', 4.5', 5', 6'	\$27.13	LF
VIBMNT	Bamboo Surface	Solid	3', 3.5', 4', 4.5', 5', 6'	\$27.13	LF

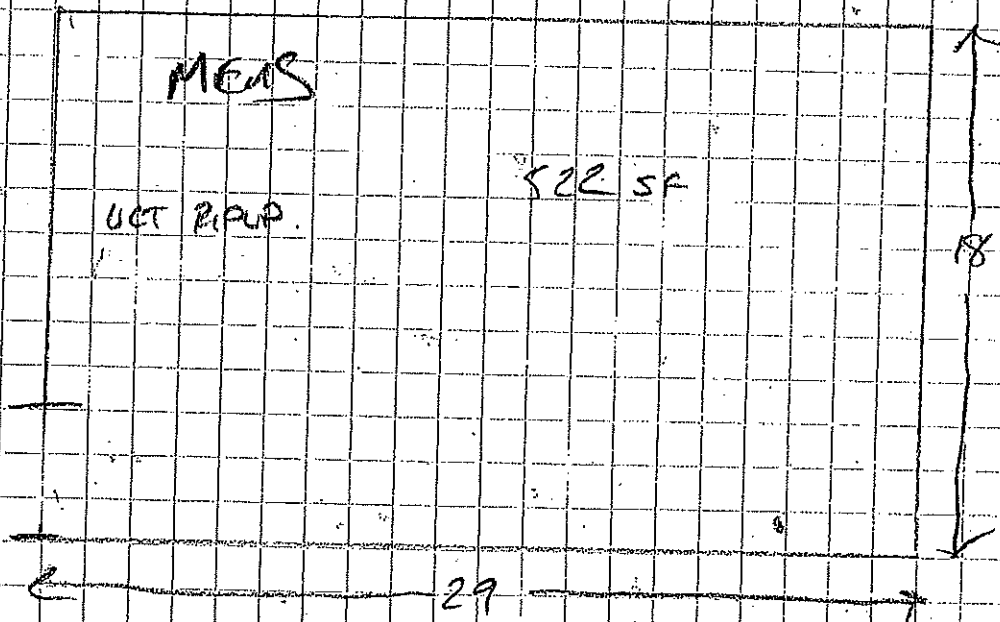
WR	Weld Rod - Solid (for HO or HE)	165 LFT Coil	x1 Coil	\$66.15	CTN
LSWR	Linoleum Weld Rod - Solid Color	165 LFT Coil	x1 Coil	\$135.48	CTN
LCWR	Linoleum Weld Rod - Multi Color	165 LFT Coil	x1 Coil	\$135.48	CTN
ADHESIVE					
Style Code	Style Description	Type	Packaging	NYS Not to Exceed Price	Unit of Measure
ALL ADHESIVE MUST BE PURCHASED IN FULL CARTONS ONLY					
960-G	960 Wall Base Adhesive	1 Gallon Unit	x4 1-gallon units	\$106.07	CTN
100-G	100 Clear Thin Spread Adhesive	1 Gallon Unit	x4 1-gallon units	\$92.73	CTN
100-4	100 Clear Thin Spread Adhesive	4 Gallon Unit	4-gallon	\$75.99	EA
901	901 SpraySmart Spray Adhesive	22 Oz Cans	x6 22 oz units	\$248.38	CTN
959HM-4	959HM Vinyl Tile & Plank Adhesive	4 Gallon Unit	4-gallon	\$192.46	EA
965-1	965 Flooring and Tread Adhesive (use for 960)	1 Gallon Unit	x4 1-gallon units	\$180.40	CTN
965-4	965 Flooring and Tread Adhesive (use for 960)	4 Gallon Unit	4-gallon	\$199.66	EA
946-G	946 Premium Contact Bond Adhesive	1 Gallon Unit	x4 1-gallon units	\$443.20	CTN
925-1	925 Resilient Flooring Adhesive	1 Gallon Unit	x4 1-gallon units	\$241.85	CTN
925-4	925 Resilient Flooring Adhesive	4 Gallon Unit	4-gallon	\$234.63	EA
926-4	926 Vinyl Flooring Adhesive	4 Gallon Unit	4-gallon	\$201.65	EA
975-1	975 Two-Part Urethane Adhesive	1 Gallon Unit	1 Part A & 1 Part B	\$151.21	CTN
975-2	975 Two-Part Urethane Adhesive	2 Gallon Unit	1 Part A & 1 Part B	\$271.60	CTN
ROLLSMART	RollSmart	4 Gallon Unit	x4 1-gallon units	\$317.37	CTN
ROLLSMART	RollSmart	4 Gallon Unit	4-gallon	\$299.61	EA
301	Power Tape - Tread Tape	1 CTN	1 roll x 9.5'	\$256.27	CTN
302	Power Tape - Tread & Riser Tape	1 CTN	2 rolls x 3.5'	\$464.26	CTN
906-2	906 Conductive Adhesive	2 Gallon Unit	2 Gallon Unit	\$177.65	EA

REGIONAL LABOR PRICING

Style Code	Item Description	UOM	New York Union / Prev. Wage
LR-28	Carpet Installation - Powerbond	YD2	\$20.70
LR-33	Carpet Installation - Modular Tile	YD2	\$20.70
LR-29	Carpet Installation - Broadloom w/o Attached Cushion	YD2	\$24.85
LR-30	Carpet Installation - Broadloom w/ Attached Cushion	YD2	\$27.32
LR-01	Carpet Installation - Broadloom with Pattern Match	YD2	\$30.01
LR-34	Carpet Installation - Double Stick	YD2	\$32.36
LR-35	Carpet Installation - Stretch-in	YD2	\$27.17
LR-37	Installation of Carpet Base with Bound Edge	FT	\$3.98
LR-88	Initial Primer	FT2	\$2.02
LR-89	Carpet Edge Binding	FT	\$5.43
LR-04	LVT/VET Installation	FT2	\$7.68
LR-02	VCT Installation	FT2	\$3.95
LR-96	Vinyl Sheet Installation (HO & HE)	YD2	\$76.41
LR-05	Vinyl Tile Installation	FT2	\$6.62

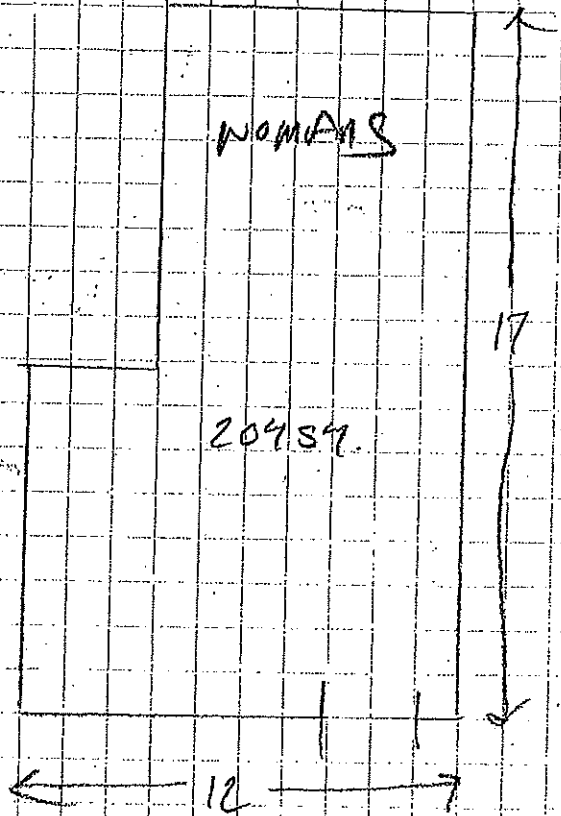
LR-09	Rubber Tile Installation	FT2	\$7.17
LR-10	Linoeum Sheet Installation	YD2	\$134.97
LR-12	Sports Flooring Installation	FT2	\$8.18
LR-13	Additional Cost for After Hours Installation	YD2	\$22.00
LR-14	Resilient Heat Weld	FT	\$15.22
LR-15	Resilient Flash Cove	FT	\$15.22
LR-19	Base (Up to 4") - Installation	FT2	\$4.20
LR-20	Base (COVER 4") - Installation	FT	\$6.45
LR-40	Carpet Removal - Stretch-in	YD2	\$11.99
LR-41	Carpet Removal - Direct Glue	YD2	\$11.86
LR-42	Carpet Removal - Double Stick and Attached Cushion	YD2	\$40.99
LR-43	Carpet Removal - Modular Tile	YD2	\$15.38
LR-44	Carpet Palletize/Shrinkwrap, if required to prepare for Recycling	YD2	\$3.59
LR-45	Carpet Disposal	YD2	\$2.90
LR-46	Carpet Recycling	YD2	\$7.39
LR-21	VCT Removal	FT2	\$3.32
LR-22	LVT Removal	FT2	\$3.41
LR-27	Vinyl Sheet Removal	FT2	\$1.10
LR-23	Vinyl Tile Removal	FT2	\$3.41
LR-24	Rubber Floor Removal	FT2	\$3.98
LR-25	Removal and Disposal of Ceramic/Porcelain Tile	FT2	\$17.01
LR-26	Removal and Disposal of Cove Base	FT	\$1.82
LR-32	Removal Cove Stick and Cove Cop	FT	\$0.55
LR-09	Linoeum Removal	YD2	\$1.10
LR-11	Resilient Disposal	FT2	\$4.40
LR-48	39% Glue Removal	FT2	\$1.43
LR-47	Adhesive Removal	FT2	\$2.57
LR-49	Furniture Lift System	YD2	\$22.77
LR-50	Library Lift	YD2	\$79.53
LR-51	Furniture Removal/Replacement	YD2	\$10.92
LR-53	Floor Prep (Portland Base) Material and Labor (100s/par, 10% bag to skim coat)	FT2	\$2.71
LR-64	Major Floor Preparation (to include self-leveling) - Material Only (\$5s/ per 55# bag)	FT2	\$3.48
LR-55	Major Floor Preparation (to include self-leveling) - Labor Only (\$5s/ per 65# bag)	FT2	\$4.75
LR-56	Subfloor Prep Labor (Skimcoat)	FT2	\$2.20
LR-57	Subfloor Prep Materials (10lb bag portland cement based skimcoat 100 s/1)	FT2	\$0.37
LR-58	Bead Blast (not included in Floor Prep)	FT2	\$17.01
LR-60	Planetary Diamond Tooling - (Set of 9 packs)	EA	\$533.63
LR-62	Shot Blaster Steel Shot	BAG	\$48.51

CLIFTON PARK TOWN HALL
2 BATHROOMS & POLICE BARRACKS



LABOR.

1. RIPUP UCT
2. PATCH.
3. INSTALL NEW UCT
4. INSTALL NEW BASE





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 awarding the Clifton Park Tree Inventory and Community Forestry Management Plan project to Davey Resource Group.

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

WHEREAS, by Resolution No. 9 of 2025, the Supervisor was authorized to execute the master grant contract through the New York State Department of Environmental Conservation's Urban and Community Forestry grant program, for a grant budget in the amount of \$65,000, with no local match required, and

WHEREAS, the Town conducted a Request for Proposals (RFP) for a professional forestry consultant to conduct a Town Tree Inventory and Community Forestry Management Plan, and a selection committee rated Davey Resource Group as the top candidate of the four (4) RFP's received, and

WHEREAS, the proposal is an estimate based on the number of trees to be counted. The current proposal is \$63,512 based on a counting of 7,800 trees, and

WHEREAS, the grant is in excess of the proposal; now, therefore, be it

RESOLVED, that the Town Supervisor is authorized to execute an agreement with Davey Resource Group, attached, to conduct a Tree Inventory and Community Forest Management Plan for the Town, to be paid with funds received from the NYS DEC Urban and Community Forestry Grant previously awarded to the Town; and be it further

RESOLVED, that the Comptroller is authorized to increase revenues from NYS- A-3089 by \$65,000 and increase by \$65,000 in A-08510-00015 (General Fund – Community Beautification – Other Contractual); and be it further

RESOLVED, that if the cost of the report based on the tree count is in excess of the grant, that a resolution will be prepared to the Town Board to cover any additional costs.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, October 2, 2025 3:50 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 #2318

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: 10/20/2025 ✓
Alternate Date: 11/03/2025
Budget Number: A-8510-200 community enhancement
Budget Description: professional forestry consultant contract for grant project
Amount: 63512

Brief Description: Request town board authorization for signing an agreement with professional forestry consultant, Davey Resource Group for conducting a Clifton Park Tree Inventory and Community Forestry Management Plan working with an advisory committee, town staff, and town officials, using the NYS DEC Urban and Community Forestry Grant. The Town authorized the grant contract with NYS DEC through TB Res. 9 of 2025 for a grant budget project budget of \$65,000, with no local match required. The state funding is from the state's Environmental Protection Fund.

Add Supporting Docs:
[e5b5c3c516d81f20_Clifton_Park_Proposal_DAVEY_RESOURCE_GROUP_Aug_2025.pdf](#)

Additional Comments/Details: The Town of Clifton Park conducted a Request for Proposals for a professional forestry consultant, and four responses were received. A selection committee reviewed the four proposals and rated the professional forestry consultant Davey Resource Group as the top candidate.

Agree to Terms: Agree

[unsubscribe](#)

Resolution No. 9 of 2025, a resolution authorizing the Supervisor to sign a grant contract for a Clifton Park Tree Inventory and Community Forestry Management Plan Project.

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

WHEREAS, the Town of Clifton Park has been awarded grant funding for the collection of tree inventory data and for assessing and planning for a healthy community forest at strategic locations within the town, through the New York State Department of Environmental Conservation's Urban and Community Forestry grant program, Round 16, using funding from the State's Environmental Protection Fund (EPF); and

WHEREAS, the Town will conduct the tree inventory and management plan grant project in accordance with the attached master grant contract, for grant project budget in the amount of \$65,000, with no local match required, and

WHEREAS, the Town Board wishes to support the project; now, therefore, be it

RESOLVED, that the Town Supervisor is authorized to sign the attached master grant contract for the Town of Clifton Park Tree Inventory and Management Plan Project.

ROLL CALL VOTE

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

Noes: None

Absent: Councilman Morelli

DECLARED ADOPTED

January 21, 2025

Stephanie Ranze, Town Clerk

A PROPOSAL PREPARED FOR

Town of Clifton Park

Tree Inventory and Management Plan

August 19, 2025



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Jennifer Viggiani
Open Space Coordinator
Town of Clifton Park – Planning Department
One Town Hall Plaza
Clifton Park, NY 12065

RE: Tree Inventory and Community Forestry Management Plan

Dear Jennifer,

I am writing to submit our proposal for conducting a comprehensive tree inventory for the Town of Clifton Park. Our team is excited about the opportunity to collaborate with you to map, assess, and manage your urban forest resources effectively. Trees are part of everyday life. The urban forest creates a sense of place and supplies real benefits to those who live in an area surrounded by trees. Trees along streets, in parks, around playgrounds, and in backyards provide shade and beauty and enhance the quality of life by bringing natural elements and wildlife habitats into urban settings. Trees also moderate temperatures, reduce air pollution and energy use, improve water quality, and promote human health and well-being.

Davey Resource Group, Inc. (DRG) understands the benefits trees bring, and we also realize the challenges that come with managing public trees. Our parent company, The Davey Tree Expert Company, was founded in 1880 to train tree surgeons - predecessors to the modern-day arborists. Through the years, our company has developed numerous tree care and maintenance protocols, standards, and best practices - including developing software for organizing and managing tree inventories. Our world-leading research and development department, the Davey Institute, is staffed with scientists and technical advisors to guide our field service teams in diagnosing and prescribing the best approaches to tree maintenance and care. Fundamentally, our tree knowledge is rooted in direct science and research, differentiating us from our competitors and ensuring our clients receive the best advice to manage and maintain trees.

The team we proposed to manage your project has the knowledge, experience, and availability to meet your goals and help you with the next steps for your project. They understand how to help you meet your specific program needs and project budget. We believe that our expertise in urban forestry management and our commitment to sustainability make us an ideal partner for Town of Clifton Park in this important endeavor.

Thank you for considering DRG, and we look forward to talking with you about the next steps.

Sincerely,

A handwritten signature in black ink that reads "Lori Brockelbank". The signature is written in a cursive, flowing style.

Lori Brockelbank
Area Manager
Davey Resource Group, Inc.
716.450.0884
lori.brockelbank@davey.com

Section One: Project Understanding

INTRODUCTION

DRG provides a wide range of environmental consulting services to clients throughout the world. As the industry leader in urban forestry, we understand that trees have immense value to communities, and we know that trees sometimes fail and can cause damage. Our experience in collecting data on millions of trees and having done more inventories than any other company in the world provides you the reassurance that your investment will not go to waste and that we understand your goals. We aim to bring our experience to assist you with maximizing the value that trees provide and minimize the risks of damage, injury, or disruption trees may cause. Tools like a tree inventory and management plan help identify opportunities, focus attention, and secure resources to tackle community priorities.

We understand that your goal is to improve the urban forest's health and structure by understanding this vital tree resource better. You can't manage if you don't know what you have. DRG's tree inventory will be a ground-based arborist evaluation of the public trees, specifically in defined areas, including the street ROWs, mowed and manicured areas of public parks, and properties. It will include information about species diversity, age distribution, ecosystem benefits, and the overall condition of each tree. This project will provide a much-needed insight into the tree population and allows for a proactive approach to prioritizing tree work.

Applying our proprietary **Quality, Teamwork, and Communication (QTC)** methodology, we ensure the **quality** of our project by leveraging the latest GIS technology, the most recent arboriculture industry standards, and best practices to collect tree inventory data. We customize our field data collection application to your specifications, ensuring our qualified arborists collect all data attributes at each tree and effectively minimize data entry errors. To ensure accuracy, our arborists employ extensive quality control processes to identify errors and improve our approach, and before delivering data, our senior urban foresters run additional data checks and quality control processes.

This project will be led by our local regional **team**, with support from our headquarters in Kent, Ohio, allowing us to draw from resources across the United States, meet tight deadlines, share expertise, and scale as needed. Our professional staff includes many former city foresters, tree nonprofit program leaders, and tree workers who know how to assess trees and understand the difficulties in managing trees on the ground and in forestry operations.

During the inventory, DRG will **communicate** in real-time by providing access to the data from our web-based TreeKeeper® software. We will create custom reports for you that will provide important visualization and insights into the findings. This allows you to track progress and make immediate management decisions.

Upon completion of the inventory, if desired, DRG can use the inventory data to develop a Tree Inventory Analysis and Maintenance Strategy with a projected 5-year budget. This plan will describe the status of the current urban forest and provide an approach to tree maintenance that focuses on risk reduction over time. The plan will enable you to project realistic budgets and work plans.

Overall, this project will provide you with comprehensive data about the trees and illuminate a path forward to address the needs of the urban forest. DRG is excited about the opportunity to be part of your proactive tree management project.

PROJECT APPROACH - QTC

Our team is excited to present our proprietary approach, which integrates quality, teamwork, and communication (QTC) to ensure unparalleled service and results for your project. Our process is designed to meet our client's unique needs and standards.



UNCOMPROMISING QUALITY

Our commitment to quality is at the core of everything we do. We utilize state-of-the-art tools and methodologies to ensure the highest standards are met. Our quality assurance process involves rigorous testing and validation at every stage, ensuring that the final product not only meets but exceeds your expectations.



TEAMWORK AT ITS BEST

We believe that the key to successful project delivery is rooted in effective teamwork. Our team comprises industry experts who bring diverse skills and perspectives to the table. We foster a collaborative environment where every team member's contribution is valued, leading to innovative solutions and creative problem-solving.



SEAMLESS COMMUNICATION

Clear and consistent communication is vital for the success of any project. We have established a structured communication protocol that keeps all stakeholders informed and engaged throughout the project lifecycle. Regular updates, transparent reporting, and open channels for feedback ensure that we are always aligned with your goals and expectations.

CUSTOMIZED APPROACH

Understanding that each project has unique challenges and requirements, we customize our approach to best fit your needs. Our flexible methodology allows us to adapt to changing circumstances and requirements, ensuring that we deliver optimal results every time.

With DRG, you are choosing a partner committed to excellence. Our proprietary process, emphasizing quality, teamwork, and communication, is designed to deliver superior results that align with your mission and objectives. We are eager to bring our expertise to your project and look forward to a successful collaboration.



Section Two: Scope of Work

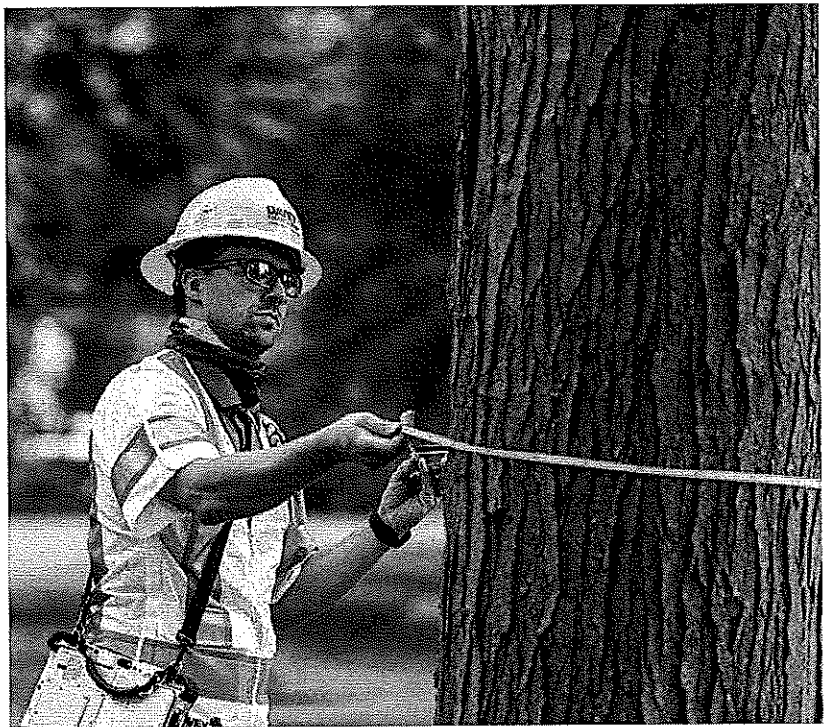
The following key tasks constitute the proposed project:

1. **Inventory:** DRG will conduct a Geographic Information System (GIS)-based inventory of an estimated 7,800 trees, stumps, and planting sites in the street ROWs and maintained areas of parks. The project area will be defined using GIS data layers such as a parcel, street ROW, and parks boundary layers.
2. **TreeKeeper Software®:** DRG will provide TreeKeeper®, our state-of-the-art leading tree inventory software management tool, while the inventory project is in process. At the conclusion of the project, you will receive all of your data in an ESRI® shapefiles and an Excel™ spreadsheet and have the opportunity to continue TreeKeeper® access if desired.
3. **Tree Inventory Analysis & Maintenance Strategy:** After completing the inventory, DRG will utilize inventory data, along with industry standards and best management practices, to develop a tree Inventory analysis & maintenance strategy with a 5-year projected maintenance budget.

TASK ONE: TREE INVENTORY

Utilizing our proprietary method of QTC, we have developed the following approach to provide consistent high-quality tree inventory data. As a client-focused company, we prioritize clear and effective communication with our clients. We intend to keep you informed every step of the way so that you are confident in your data and our services. Our communication process aims to address any issues that may arise before they become problems, and we discuss issues as they occur and work towards developing solutions that work for everyone involved.

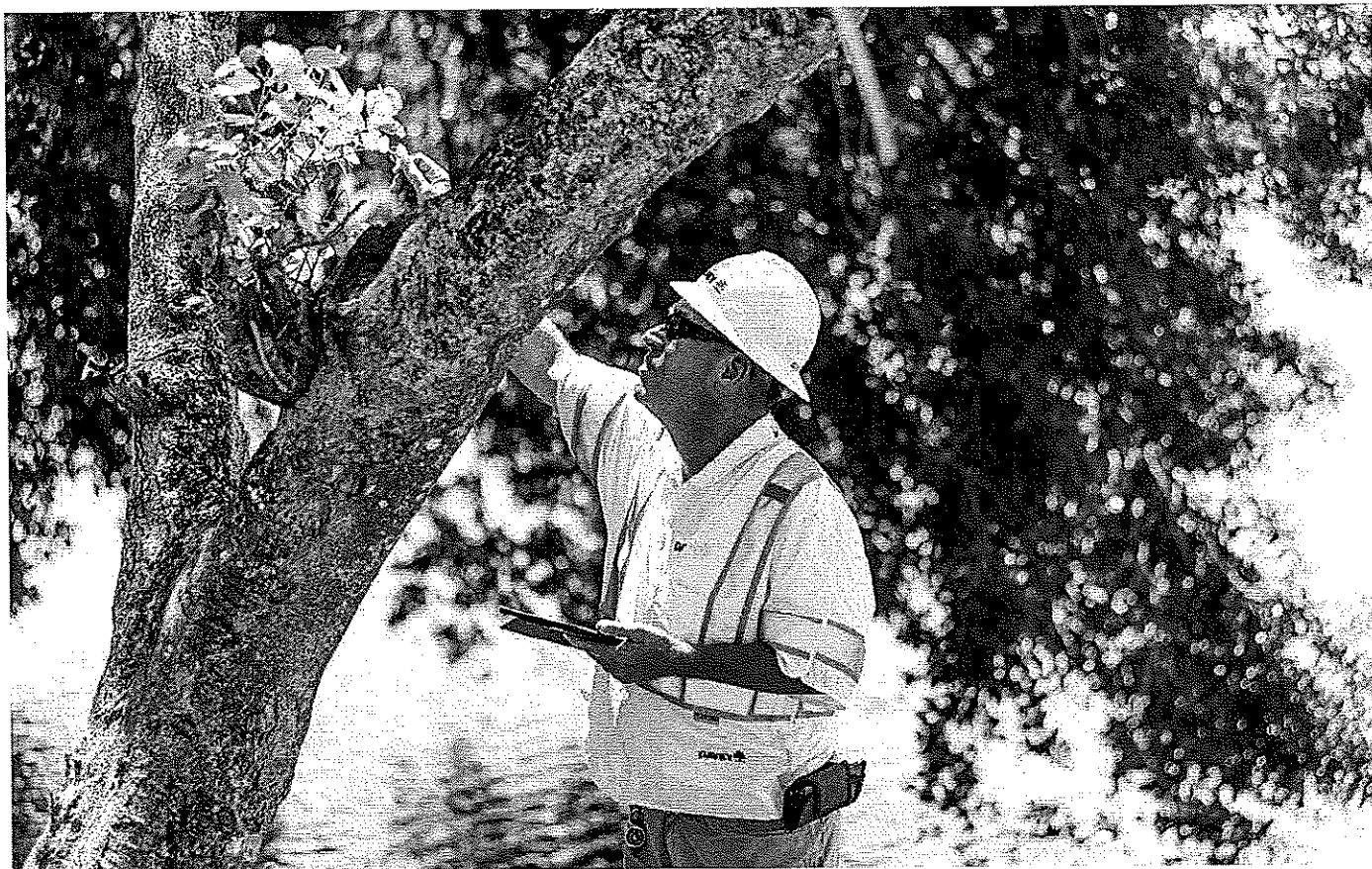
We maintain strict quality control measures throughout the project and monitor the site count, budget, and timeline while keeping you informed. Our proprietary approach to project implementation applies stringent quality control measures, engaged team members, and clear communication to deliver the final project with confidence in meeting the specifications.



PROJECT MANAGEMENT

Prior to starting fieldwork, it is imperative that we are clearly aligned on the complete project scope. The DRG team sets up meetings and updates schedules prior to starting fieldwork and continually evaluates communication throughout the project to ensure the scope of work is completed on time and within budget. These meetings and email updates include a Virtual Kick-Off Meeting, On-Site Kick-Off Meeting, project update emails, and On-Site Close-Out Meeting.

DRG will request relevant GIS data and imagery or, if necessary, we can use imagery from other public sources. We will use this data to program the data collection software and will confirm the agreed-upon data specification. Once computers are programmed and fieldwork is scheduled, we will set up an on-site kick-off meeting. This meeting occurs on the first day of data collection and includes topics such as safety, data calibration, communication procedures, project expectations, and milestones. We can also provide you with a press release, which can be utilized to notify homeowners about the project, funding sources, and what to expect.



TREE INVENTORY DATA COLLECTION

DRG begins data collection after the on-site kick-off meeting. Our arborists and urban foresters locate trees, stumps, and planting sites (if desired) as per the agreed upon specification of work. They evaluate the trees and record the specified data for each site.

- **Location Accuracy:** DRG uses field computers and equipment that meet or exceed the project's location accuracy requirements. Our project teams use GIS software and ruggedized computers with GPS receivers capable of sub-meter location accuracy under favorable conditions.
- **Individual Tree Inspection Process:** Urban foresters inspect each tree from the ground during data collection. They identify the species, measure tree diameter, assess tree condition and risk, and suggest the needed recommended maintenance. Data collection is done systematically for consistency and is typically done Monday through Saturday during daylight hours.
- **Safety:** DRG provides Personal Protective Equipment (PPE), such as hard hats, high-visibility safety vests, safety glasses, and boots. Additionally, our vehicles are marked with company logos and equipped with first-aid kits, fire extinguishers, and safety cones.

Data Fields

Based on our years of experience, the data fields below will provide the information needed to accomplish the project goals. However, if you have specific requirements that are not covered by the mentioned data fields, we are happy to further customize the project's scope of work. Based on our industry-leading experience, the following data fields should be assessed:

- **Address/Location:** transfer values from parcel GIS layer including house address, on street, X & Y coordinates, and park name (if applicable).
- **Species:** using botanical and common names and cultivars when appropriate.
- **Tree Size:** measured by diameter at breast height (DBH) in 1-inch size classes.
- **Multi-Stem Tree:** noting if a tree has multiple stems.
- **Condition:** categorized as Good, Fair, Poor, or Dead based on signs of stress, poor structure, damage, soil and root problems, disease, and pests.
- **Primary Tree Maintenance:** assigned as remove, prune, train, discretionary, palm prune (if applicable), stump removal, or plant (if applicable).
- **Further Inspection:** categorizing trees that require additional inspections for various issues beyond the scope of a standard inventory.
- **Risk Rating:** Collected per the ISA BMP, moderate, low, high, and extreme.
- **Overhead Utilities:** recording if overhead utilities are present and conflicting, present but not conflicting, or not present.
- **Comments/Notes:** observations and other pertinent information are recorded.
- **Date of Inventory:** the date the urban forester collected the data.

PLANTING SITE ASSESSMENT (IF APPLICABLE)

When examining the state of the urban forest, it is essential to assess more than just the trees themselves. Species diversity is integral to the sustainability of an urban forest. Understanding your current stocking level and potential ability is crucial to short- and long-term planning. When assessing planting sites, we follow the mantra “Right Tree in the Right Place.” DRG will determine planting sites based on factors such as growing space, overhead utilities, and proximity to signs, lights, intersections, etc. Due to the nature of inventorying available planting sites, DRG recognizes the importance of understanding your goals and objectives for this tree inventory project. Based on your priorities, we recommend considering one of the following options:

1. **Partial Planting Site Inventory.** DRG will prioritize and limit the collection of the planting sites to keep the total number to approximately 25% of the total sites inventoried.

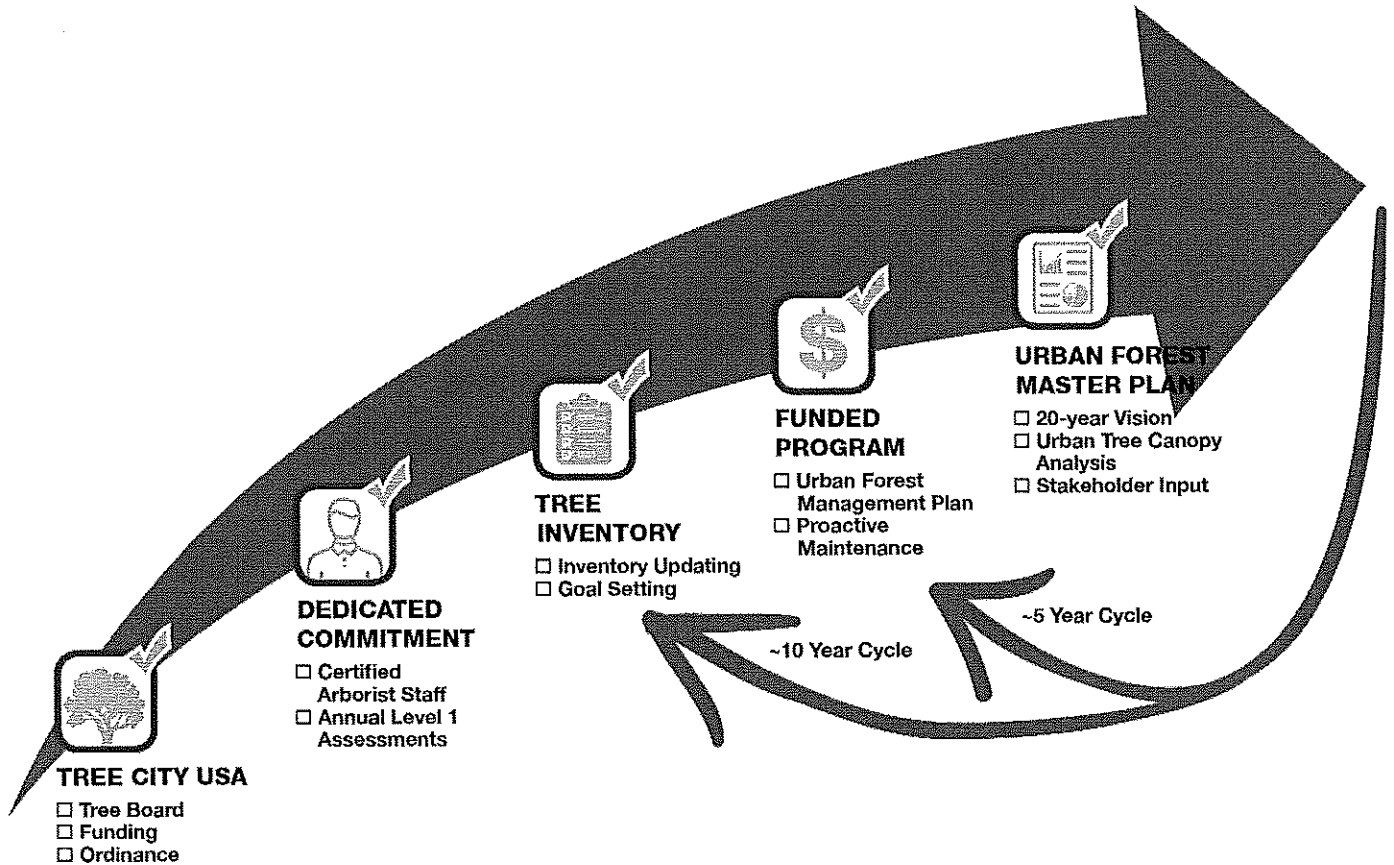
QUALITY CONTROL AND QUALITY ASSURANCE

Not only do we provide you with real-time data viewable from our TreeKeeper® software, but we also have a detailed quality control and quality assurance processes to guarantee a high level of accuracy. While minor errors are always possible in human-collected data, we are confident that our approach to quality control surpasses that of any other firm. We understand the importance of the data for your decision-making and stand by the accuracy.

To ensure the accuracy of the data, the team employs several quality control checks consisting of hot and cold data checks during fieldwork. Hot checks involve the urban foresters working together and collecting the same data to ensure consistency. In cold checks, the urban foresters review a sample of each other's data to identify any inconsistencies. Any necessary corrections are made to ensure that you receive consistent and accurate data communicated to you. After the data collection is complete and before final delivery, a series of queries and checks are run to verify the data's correctness. Any identified errors are addressed before delivering the data to you and your representatives. Below is an example of a snapshot from our QC/QA methodology:

DATA DELIVERY

At the end of data collection and final QC checks, we provide the data in both shapefile and Microsoft Excel™ format. If desired, you can continue to maintain your web-based TreeKeeper® system, which has the ability to export data in these formats at any time. Additionally, we have experience delivering data or creating APIs into a wide variety of other software systems such as ESRI, Cartegraph, CityWorks, Salesforce, etc.



We understand the importance of this Tree Inventory Milestone to the further development of your program.

INVENTORY STATISTICS				
Site Count to Date		Percent Complete	Estimated Total Site Count	
3,161		83%	3,800	
Overall Critical Error Score	Target Critical Score	Non-Critical Error Score	Target Non-Critical Score	Percent Audited
100%	95%	98.7%	90%	1%

TASK TWO: TREEKEEPER®

Davey's TreeKeeper® software is the world's leading tree inventory software and has been continually in operation for longer than our competitors have even been in business. TreeKeeper®'s stability and large diverse user base gives you the confidence that your data is safe, secure, and usable. While many competitors have come and gone, we have never wavered from our commitment to providing our clients with the highest quality software.

TreeKeeper® is constantly being updated based on technology advancements, user feedback, and internal research and development. It is a subscription service offered as a Software as a Service (SaaS) and requires an acceptance of SaaS terms and conditions. TreeKeeper®'s scalability allows our clients to grow alongside the software and facilitates a paperless workflow operation without dictating exact procedures. The pricing for TreeKeeper® is transparent and upfront, with no hidden fees, additional costs, or a-la-carte modules. With a role-based user experience, users access data with specific user-created dashboards, reports, filters, and permission rights.



KEY SOFTWARE FEATURES

- **Interactive Dynamic Work Environment.** TreeKeeper® makes managing inventory data in the field or on a desktop easy with its interactive work environment. Users can view and work with the tree inventory data through an interactive map and table that is fully customizable and can be used independently or simultaneously. TreeKeeper® also enables multiple people in different locations to access the system at the same time, enabling real-time updates to the data.
- **Unlimited Information with Multiple Data Layers.** We do not limit or charge more for the amount of users, trees, or information stored in TreeKeeper®. You have the ability to have multiple editable layers, such as historical data, additional facilities, and additional assets, as well as multiple base layers.
- **Role-Based.** Each system has the following roles that can be assigned to an unlimited number of users; admin, edit, read, contractor, and public. Each role has specific functionality and can be assigned to each layer built into the system.
- **Public View.** All TreeKeeper® systems come with an included landing page that is aimed at educating and informing the general public. Users dictate what information is viewable (not editable) and can include i-Tree benefits, species information, custom reports, planting requests, and more!
- **Mobile.** Each system has the ability to switch between mobile and desktop views. The desktop view is built on a dynamic web page optimized for whichever screen size is used. The mobile version is optimized for tablets and provides full functionality in a streamlined user experience to edit, manage work orders, add trees, take photos, etc.
- **i-Tree Eco Benefits.** Utilizing i-Tree's Eco API, TreeKeeper® automatically and dynamically calculates the environmental benefits of the trees on an annual basis and is projected out for 20 years. Information includes air quality, carbon sequestration and storage, stormwater benefits, and energy (if possible), and is displayed for individual trees, groups of trees, or the entire population.

- **Infinite Searchability.** Users can search the live data with either the integrating mapping tools or the explore section. In the Map-Centric view, users can use the map to find information about specific sites or groups of sites. The explore section also allows users to query the data by searching for sites based on various data fields, such as address, species, condition, maintenance, size, etc. Whether searching from the map or exploring sections, the results are synchronized, so you will always have results in both spots.
- **Editability & Archive.** Within the tree view mode, users with Admin or Edit rights have the ability to make edits to all the data fields. Most data fields utilize dropdowns to minimize potential errors from spelling or inconsistent nomenclature. All edits are displayed within the Archive feature and are timestamped. This allows all users to see how the tree has changed over time.
- **Work Orders & Calls.** All systems come with a robust work order and caller log feature that can be utilized if desired. Work orders can be created for individual or groups of trees. They can then be requested, scheduled, or completed and assigned to work crews, contractors, or projects. The system keeps track of the edits made to a site through its work history feature. Users also have the ability to log information about specific callers for a specific site.
- **Photos & Electronic Documents.** All sites have the ability to have various electronic attachments associated with them, including photos, PDFs, and documents. The upload photo option automatically uses your phone's built-in camera when using the mobile version.
- **Tree Appraisals.** Using the Council of Tree and Landscape Appraisals (CTLA) 10th Edition trunk formula method, all trees have an estimated tree valuation by default. Users can further define attributes to get an actual tree valuation with the ability to record pricing estimates and local information.
- **Custom Dashboards, Reports, & Filters.** Dashboards are configurable for each user with pre-set and user-designed graphs, reports, work orders, and filters viewable upon logging in. TreeKeeper®'s robust reporting feature allows users to create custom reports related to attributes, work orders, project tracking, and more. All searches are savable as quick filters, enabling users to quickly and easily run and share search results. Reports and filters are dynamic and pull from the current inventory information.
- **Administrative Hub.** Within the administrative hub, admin users can use a variety of easy-to-use tools to further customize your TreeKeeper® experience. You can add additional users, assign roles, edit attributes, create projects, update work crews, assign cost information, and more!
- **Exporting & Importing Data.** You always own your data and have access to it. You can use the exporter & importer tool on all the data or a subset of data at any time.
- **Custom API Integration.** If desired, we can work with a variety of 3rd party software providers to configure a customized API into their system. This can be customized as a simple push of data or as a complete push and pull to fully keep all systems updated. We have successfully created API's for many systems, including, but not limited to, in-house ESRI configurations, Cartegraph, Cityworks, Salesforce, Lagin, 311, etc.

To learn more about TreeKeeper®, please visit our [website](#), where you can watch a video and request a demo if desired.

SOFTWARE TRAINING & SUPPORT

We are happy to provide a complementary orientation training during the inventory. Additionally, DRG offers custom software training for an additional fee that can be arranged at any time throughout your subscription. These trainings are approved for ISA continuing education units (CEUs).

SOFTWARE UPDATES

All TreeKeeper® clients receive free unlimited updates. We are committed to staying up to date with the latest technology trends to ensure that TreeKeeper® remains the most advanced software system for tree inventory management. We value client feedback and have made numerous upgrades to TreeKeeper® based on suggestions from clients over the past 20 years. These upgrades are developed in-house by DRG's professional software developers—not by off-shore labor or other subcontractors.

TASK THREE: TREE INVENTORY ANALYSIS & MAINTENANCE STRATEGY

The goal of DRG's Tree Inventory Analysis & Maintenance Strategy is to recognize priority and proactive tree management tasks, know the value of the inventoried trees, and project a realistic multi-year budget. To develop this plan, our experienced urban foresters analyze the tree inventory data, assessing the data to determine the tree population's composition, structure, and function. Then, DRG uses the findings from the data analysis, along with industry standards, risk management goals, and best management practices, to report on the status of the urban forest and prioritize tree maintenance needs. DRG develops a multi-year maintenance schedule and cost spreadsheet, provided as an editable Excel™ spreadsheet, based on prioritized maintenance needs.

PLAN SECTIONS

- **Executive Summary:** Provides an inventory, recommended maintenance, and benefits summary overview of the project and its findings in a format that facilitates printing and sharing with elected officials, citizens, and others.
- **Structure & Composition:** Using charts, tables, and insight from DRG's experienced urban foresters, this section describes the composition, function, and structure of the inventoried urban forest. Detailed observations and recommendations are analyzed on the following:
 - Species & General Diversity
 - Pest Susceptibility
 - Condition
 - Relative Age Distribution
 - Defect Observations
 - Infrastructure & Growing Space
 - Canopy Cover & Stocking Level
- **Functions & Benefits:** Using i-Tree, an analysis highlighting the environmental, ecological, and economic benefits trees provide with the following analysis:
 - Overall Results
 - Annual Benefits
 - Improving Air Quality
 - Sequestering & Storing Carbon
 - Controlling Stormwater
 - Replacement Value
- **Recommended Maintenance:** Focuses on the tree maintenance tasks that will help mitigate risk, complete proactive maintenance cycles, and plant trees (if collected). Based on the inventory data, the following analyses are discussed:
 - Priority Maintenance & Further Inspections
 - Routine Maintenance
 - Routine Pruning Cycle
 - Young Tree Training Cycle
 - Routine Inspections & Inventory Updates
 - Tree Planting & Stump Removal (if collected)
- **Maintenance Strategy & Example 5-Year Budget:** Using the tree inventory data, an example 5-year annual maintenance schedule and budget are provided with details that recommend tasks to complete each year in an editable Excel™ table format.
- **Conclusion:** Summarizes the report, drawing inferences from the entire process about what has been found and decided, and the impact of those findings and decisions.
- **Appendices:** Relevant appendices are provided, including References, Summary of Recommendations, Study Area and Data Collection Procedures, and Risk Assessment if applicable.

OPTIONAL ADDITIONAL SECTIONS

While the information and recommendations in the Tree Inventory Analysis & Maintenance Strategy focus on inventory data analysis for proactive and cost-effective tree management, particular issues or needs may require further analysis. Additional customized sections can be developed using the inventory data and other local, regional, and national sources of information and best management practices for an additional fee.

- **Invasive Pest Management Strategy:** This section identifies potential threats to the tree population by local and regional invasive pests (insects and/or diseases). Fundamentals of an Integrated Pest Management program will be explained, and strategies will be applied to existing pests. This section may also include information on wood utilization and how to effectively monitor the community, improve public education, manage tree debris, reforest after an infestation, and work with stakeholders. (3-5 pages)
- **Wood Waste Utilization:** Efficient utilization of waste wood can reduce costs for a community. Local needs and opportunities define the best management of this resource. An analysis of existing and future wood waste will be calculated. Based on the wood waste analysis findings, recommendations will be made to best utilize urban wood based on local resources and abilities. (6-8 pages)
- **Planting Plan:** A sustainable community forest must be diverse, vigorous, and properly stocked. This goal is often accomplished by having a planting plan that informs and advises tree managers and other stakeholders on the overall capacity for new trees, where tree canopy should be expanded, species diversity measures improved, and the best planting techniques utilized. The inventory data can produce a detailed statistical analysis of planting sites (including type, dimensions, and quantity). The plan will also discuss urban forest diversity issues, species selection, design methods, a detailed recommended species list, a tree planting worksheet, and recommendations for proper planting techniques and new tree maintenance tasks. Local needs and environmental justice will inform the planting plan. (7-10 pages)
- **Urban Tree Canopy Analysis:** This section will either estimate canopy cover using i-Tree Canopy or analyze data from a pre-existing Urban Tree Canopy study. Depending on the data source and accuracy of the information, this section will discuss the total community tree canopy benefits provided and compare canopy levels to similar communities in the region. A canopy change analysis and recommendation on a canopy goal will be included if possible. (5-6 pages)
- **Storm Preparedness:** This is a practical section that details policies and procedures to increase the efficiency and productivity of tree risk reduction and storm response operations in the event of a storm emergency. Recommendations will range from overall management objectives to specific operational details and from long-term management objectives to short-term program priorities. An analysis of priority streets, potential tree failures, and equipment and staffing needs will be formalized. (8-11 pages)
- **Funding Analysis:** A proactive and successful tree management program requires sufficient funding to accomplish priority work, implement a proactive pruning program, and proper sustainable planting with maintenance. This section will discuss and compare the current funding level and source(s) to the projected costs of completing tree pruning, removal, and planting tasks identified by the inventory. The funding needed for additional tree management program services or objectives, such as public outreach, new equipment purchases, and improved computer technology, can also be analyzed. The section will discuss budget shortfalls, offer options for additional revenue streams, and explain why proper tree management is a prudent and profitable investment strategy. (4-6 pages)
- **Stakeholder Meetings:** DRG can participate, lead, and/or facilitate various stakeholder meetings. These meetings can be a combination of surveys, virtual or in-person. They can be aimed at internal departments, allied organizations, the general public, partners, and/or private organizations. DRG will provide a detailed agenda, publicity plan, post-meeting notes, and recommendations for each meeting for each meeting. The results of the meetings will be integrated into the overall Strategy, and individual responses will be provided as an Appendix.

Section Three:

Qualifications and Experience

Davey Resource Group, Inc. is the leader in urban forestry consulting in the United States and has provided tree inventory assessment services and assisted with managing urban forests since its founding in 1992. We regularly assess over two million trees annually and develop a wide range of plans for communities. These plans include data-driven operationally-focused work plans and strategic master plans guided by community and stakeholder input. Our TreeKeeper® software is used by over 500 clients nationwide and has more than 10 million trees hosted.

In addition to our on-the-ground arborist assessment and urban forest planning services, we provide GIS-based mapping and canopy assessments. Since 2010, DRG has completed over 225 urban tree canopy (UTC) assessments, providing accurate estimates of tree canopy cover and impervious surfaces. Our team consists of arborists, urban foresters, planners, landscape architects, ecologists, GIS, and Information Technology (IT) professionals. Together, we offer proven solutions for urban forest management and unique strategies for today's challenges, such as the urban heat island effect and the lack of tree canopy in underserved neighborhoods.

In addition to DRG's renowned urban forestry services, we also offer a diverse range of other environmental consulting services. This includes wetlands and stream studies, environmental design and ecosystem restoration, stormwater management and compliance, and invasive species management. DRG's staff is well versed in complex ecosystems, resource challenges, and regulatory concerns that can impact project success. With 24 local regional offices and a national presence, DRG is well equipped to handle urban forestry and environmental projects in your area.

Internally, **we believe in the QTC method - Quality, Teamwork, and Communication.** How does this benefit you and your project? We continually look for ways to reinvent, innovate, and adapt our processes to achieve the highest quality results at the best value for our clients. This includes hiring and training team members who are accountable for good work, working safely, and providing accurate results. We encourage and engage in active communication with you and within our teams to provide quality service throughout the project and beyond. This philosophy has led to our history of satisfied repeat clients.

As a trusted partner, Davey collaborates with the United States Department of Agriculture (USDA) Forest Service, The Nature Conservancy, American Forests, and the Arbor Day Foundation on a variety of industry-leading initiatives. Our commitment extends to the International Society of Arboriculture (ISA) and its local chapters, with staff serving on boards and committees. We support the Urban and Community Forestry Society with regular presentations, sponsorships, and volunteering.

Davey has actively contributed to developing and revising arboriculture standards and best management practices, including tree risk assessment, through the American National Standards Institute (ANSI) and ISA. We also work directly with the USFS on the continued development and support of i-Tree to quantify the value ecosystem services trees provide.

DRG'S URBAN FORESTRY SERVICES

DRG's urban foresters support municipalities, campuses, parks, cemeteries, utilities, and the private sector across North America and internationally. We often provide tree risk reduction strategies through assessments and tools such as tree inventories, risk assessments, and urban tree canopy assessments. DRG tailors each project to meet our client's specific program needs and project budget. We provide:

- Tree inventory data collection and updates of existing data.
- Smart tree inventory data collection (AI and machine learning).
- TreeKeeper® software.
- Urban forest planning services to help manage trees and achieve short- and long-term goals.
- GIS services and specialists in-house to assess urban tree canopy, map tree growth, analyze planting space, and predict the impact of threats to tree canopy, such as the urban heat island effect.
- Staff augmentation and contract forestry.
- i-Tree Tools and analyses to highlight the benefits of trees.

We provide innovative solutions through experience and expertise.

Why Choose the Davey Team?

DRG'S UNIQUE QUALIFICATIONS

The following assets and qualities of DRG distinguish us within the arboriculture and urban forestry fields and demonstrate our ability to provide high-quality services.

- **Large professional arborist and GIS/IT staff.** DRG has over 100 professional arborists dedicated to tree inventories and urban forestry consulting, 20 GIS/IT specialists, and access to additional trained employees as the needs arise. As a large national firm, DRG can expand a project team quickly to meet the needs of any project. Our size and internal resources allow it to complete large, long-term inventory projects.
- **Large equipment inventory.** DRG owns multiple handheld computers and pen tablets for tree data collection and precise GPS units. We have national purchase and rental agreements with computer hardware manufacturers and technical equipment to quickly obtain specialty, additional, or replacement equipment.
- **Tree inventory and software project experience.** DRG has over 30 years of experience conducting municipal tree inventories, creating long-term management plans, and creating customized software systems. We have successfully completed more tree inventories than any other company and regularly assess more than 2 million trees annually. Our inventory arborists are highly trained in tree identification, tree maintenance determinations, and tree risk assessments.

- **Local offices and staff with national support.** DRG maintains several offices throughout the region, and our staff can respond directly to any questions or inquiries you might have, ensuring quick and constant communication. Our parent company, The Davey Tree Expert Company, also has residential and commercial tree care and landscaping, horticultural technical support, and urban forestry consulting offices throughout the region. These local offices have our nationwide company's collective support and resources and can assist as necessary.

A 145-year history of providing clients with quality work and proven results. The Davey Tree Expert Company has been in business for over 145 years. It is an employee-owned company that has stood the test of time. While other urban forestry companies and their inventory software programs have gone out of business, The Davey Tree Expert Company's history speaks to longevity and security, such that it will remain successful and be able to serve the needs of your community well into the future.

THE PROJECT TEAM

DRG's staff members are the most qualified and credentialed in the industry and possess extensive industry knowledge and experience. This knowledge and experience includes industry standards, best management practices (BMPs), and the municipal work environment. All of our DRG team members are either ISA Certified Arborists or on a path to becoming certified. Many have additional credentials and maintain the ISA Tree Risk Assessment Qualification (TRAQ) and/or are Board Certified Master Arborists (BCMA). Our team also includes IT and GIS analysts, plan writers, software technicians, data analysis, and administrative support. DRG has the largest staff of urban forestry consultants in the country, allowing us to scale and substitute staff as needed. The staff listed below have been identified as an ideal solution for your project, but due to timing or other assignments, we may elect to substitute staff or equal expertise if needed.

Lori Brockelbank, Area Manager and Project Manager

Education

Bachelor of Science, Natural Resource Management, State University of New York (SUNY), College of Environmental Science and Forestry

Certification and Affiliations

- ISA Certified Arborist and Certified Urban Forester Professional (NY-5326AM)
- Registered Consulting Arborist (RCA) #807
- ISA Tree Risk Assessment Qualification (TRAQ)
- Certified New York Pesticide Applicator (Categories 2, 3a, and 5a), New York State Department of Environmental Conservation
- International Society of Arboriculture
- Jamestown Community College Tree Board
- New York State Arborist Association (Former President)
- New York State Urban and Community Forestry Council (Executive Board Member)
- Tree Fund Board Member

Relevant Experience

Lori brings 28 years of experience in arboriculture and urban forestry, ecological restoration, community engagement and education and client relations to the team. Lori primarily works in the Western NY and Northwestern PA regions. She has worked with a broad spectrum of clients spanning federal, state, and local governments, higher education and healthcare organizations, and non-profits among others.

Resume

Lori Brockelbank is an area manager with DRG. Lori is responsible for providing operational, fiscal, and sales support to the consulting team in Western New York. Her primary responsibilities include quality control, technical consulting, plan writing, tree assessments, tree ordinance interpretations, tree preservation activities, tree/timber appraisals, arboricultural training, urban wood utilization investigations, expert witness testimony, and outreach and educational programs. Lori has experience in both traditional forestry and urban forestry.

Lori has assisted with resource management on state and private lands in various counties throughout New York, Vermont, Pennsylvania, and West Virginia. She specializes in tree inventories, urban forest management plans, master plan writing, and contract processes (writing, bidding, and administration). Lori also focuses on private and community land activities, including insect/disease diagnosis, tree planting plans and inspections, and working with municipalities to obtain Tree City USA status.

Brandon Tomasik, Inventory Arborist

Education

Bachelor of Science, Environmental Geoscience , State University of New York (SUNY), at Buffalo

Certification and Affiliations

- ISA Certified Arborist and Certified Urban Forester Professional (NY- 6930A)
- Certified New York Pesticide Technician(Category 5a), New York State Department of Environmental Conservation
- International Society of Arboriculture
- New York State Urban and Community Forestry Council (Member)

Relevant Experience

Brandon brings three years of experience in arboriculture and urban forestry, ecological restoration, community engagement and education, and client relations to the team. Brandon primarily works in the Upstate NY regions. He has worked with a broad spectrum of clients spanning federal, state and local governments, and non-profits among others.

Resume

Brandon Tomasik is an urban forestry consultant and project manager with DRG. Brandon is well versed in tree inventory, urban and community forestry, municipal forest policy, volunteer management, community stewardship and education, and tree risk assessments. With DRG, he performs tree assessments, develops management plans, and supports other urban forestry-related projects. Some notable relevant projects include: City of Albany, NY; Village of Warsaw, NY; Village of Canandaigua, NY; and Village of Caledonia, NY.

Lizzie Sords, Urban Forestry Consultant

Education

Bachelor of Science, Environmental Science, Allegheny College

Certifications and Affiliations

- ISA Certified Arborist and Municipal Specialist (PN-8706AM)
- ISA Tree Risk Assessment Qualification (TRAQ)
- American Society of Consulting Arborists (ASCA)
- Tree & Plant Appraisal Qualification (TPAQ)
- Urban and Community Forestry Society
- Ohio Chapter of the International Society of Arboriculture

Relevant Experience

Lizzie brings over eight years of industry experience and works with clients primarily throughout Pennsylvania and Ohio. Lizzie has overseen the efficient and effective management of numerous urban and community forestry projects during her tenure with DRG. Some notable relevant projects include: City of Columbus, OH; City of Parkersburg, WV; City of Connellsville, PA; City of Euclid, OH; and City of Tiffin, OH.

Resume

Lizzie Sords is an urban forestry consultant and project manager with DRG. Lizzie is well versed in tree inventory, urban and community forestry, municipal forest policy, volunteer management, community stewardship and education, and tree risk assessments. With DRG, she performs tree assessments, develops management plans, and supports other urban forestry-related projects.

Prior to joining DRG, Lizzie worked for municipalities and non-profit organizations on a variety of urban forestry projects, including community science tree inventory, tree giveaways and plantings, and young tree maintenance.

RELATED PROJECTS

We understand the importance of this project and how you only have one chance to get it right. With our vast experience providing urban forestry consulting, you can rest assured we will get it right the first time, and your investment will not be wasted. Below is a limited selection of projects demonstrating our expertise in delivering similar scopes of work on time and within budget. We are happy to provide additional project examples or references if desired.

Pittsburgh, PA

Contact: Lisa Ceoffe, City Forester

Address: 414 Grant St, Pittsburgh, PA 15219

Email: lisa.ceoffe@pittsburghpa.gov

Phone: 412.665.3626

DRG has a longstanding relationship with the City of Pittsburgh and their key partner organizations. We performed a tree inventory for Pittsburgh in 2004 identifying, assessing, and mapping the nearly 38,000 publicly-owned trees. Following the completion of the inventory, DRG developed an Urban Forest Management Plan in 2005. In 2014, DRG conducted a new inventory of Pittsburgh's publicly-owned trees and again collected over 38,000 trees, stumps, and vacant planting sites. This was followed by the development of an updated UFMP in 2015 that was based on the updated inventory data. Additionally, DRG performed a Forestry Operations review in 2015. This project included an in-depth review of the City's forestry operations procedures, workflows, staffing, and equipment to help identify key strengths and deficiencies and present recommendations. Most recently, DRG and our partner greehill performed a Smart Tree Inventory for Pittsburgh. This project was administered by the Western Pennsylvania Conservancy, in close partnership with the city. DRG's Smart Tree Inventories are a modern approach to tree management that uses advanced technologies like LiDAR and machine learning to collect precise and objective data about trees, their location, and surrounding environment. This data is then used to create digital models of trees, allowing for more informed and efficient decision-making in urban forestry. This ongoing project will also include the development of a UFMP as well as continuing the City's use of our Treekeeper® software.

City of Buffalo, NY

Contact: Andrew Rabb, Deputy Commissioner for Parks and Recreation

Address: 505 City Hall, Buffalo, NY 14202

Email: arabb@city-buffalo.com

Phone: 716.851.9672

DRG has contracted with the City of Buffalo to update the City's existing inventory since 2017. The project scope included verifying, updating, and adding new records for roughly 110,000 trees, stumps, and planting sites. DRG personnel collected all of the necessary tree and site attributes, including tree locations using a GIS-based data collection program. To help the city better utilize its extensive tree inventory database, the City of Buffalo maintains their data in Treekeeper®. DRG has continued to assist the City of Buffalo with their data updates.

Shortly after the completion of the inventory, DRG was awarded the contract to assist the city with their tree management program. DRG works with the City Forester to respond to 311 calls. In addition, DRG provides oversight to all pruning, removal, and planting contractors awarded projects for the city.

City of Lancaster, PA

Contact: Mike Meyer, Urban Forester
Address: 120 North Duke Street, Lancaster, PA 17603
Email: mmeyer@cityoflanasterpa.gov
Phone: 717.517-0864

DRG developed an urban forest management plan for the City of Lancaster in 2019. Following development of the Management Plan, DRG completed an inventory of over 12,000 trees, stumps, and vacant sites located in the right-of-way and 24 parks within the City of Lancaster over the course of 2 phases in 2021 and 2022. The data were loaded into DRG's TreeKeeper® software which allowed the city to plan and schedule work, print reports, and maintain an up-to-date inventory.

Village of Lancaster, NY

Contact: Amy Stypa
Address: 5423 Broadway, Lancaster, NY 14086
Email: AStypa@lancastervillageny.gov
Phone: 716.683.2105 x208

DRG developed an urban forest management plan for the Village of Lancaster in 2019. Following development of the Management Plan, DRG completed an inventory of over 5,278 trees, stumps, and vacant sites located in the right-of-way. The data was loaded into DRG's TreeKeeper® software which allowed the city to plan and schedule work, print reports, and maintain an up-to-date inventory.

Town of Grand Island, NY

Contact: Lynn Dingey
Address: 2255 Baseline Road, Grand Island, NY 14072
Email: ldingey@grand-island.ny.us
Phone: 716.773.9600 x626

DRG developed an urban forest management plan for the Town of Grand Island in 2022. Following development of the Management Plan, DRG completed an inventory of over 5,600 trees, stumps, and vacant sites located in the right-of-way and parks within the Town of Grand Island. The data was loaded into DRG's TreeKeeper® software which allowed the town to plan and schedule work, print reports, and maintain an up-to-date inventory.

We can provide additional projects upon request.

Investment and Authorization to Proceed

The prices, terms and conditions, and warranty are hereby accepted. I am authorized to bind and authorize Davey Resource Group, Inc. to perform the specified work. I am familiar with and agree to the terms and conditions appended to this proposal. I understand that once accepted, this proposal constitutes a binding contract. This proposal is based on an estimated number of trees/sites to be inventoried. Davey Resource Group, Inc. reserves the right to renegotiate the price based on the timing of the award, scheduling of fieldwork, the final methodology chosen by the client, and availability, completeness, and quality of maps and GIS information.

Tree Inventory and Management Plan

BID/QUOTE TABLE: Town of Clifton Park Public Tree Inventory & Community Forestry Management Plan

Item for Bid	Cost per Unit (Rate)	# of Units	Total Bid (Rate X # of Units)
TREE INVENTORY WORK (Estimate of 7,800 Trees)			
Tree Inventory Startup (enter lump sum price for inventory of up to 2,000 trees)	\$6.54	1	\$13,080
Inventory of Additional Expected Trees (enter price per tree for inventory of 2,001 to 6,000 trees)	\$6.54	4,000	\$26,160
Inventory of Additional Expected Trees over 6,000 (enter price per tree for inventory of 6,001 to 7,800 trees)	\$6.54	1,800	\$11,772
Vacant Planting Spaces (not to exceed 25% of total tree inventory and based on planting goals for street and ROW areas)	\$2.00	500	\$1,000
Deliver a Final Street Tree Inventory Analysis and Report for the Town and NYS DEC to Accept per the RFP Scope of Work (Meetings: inventory project kick-off meeting; inventory project meeting); Draft Inventory Analysis and Report; One Revision; Final Inventory Analysis and Report with deliverables as Excel and GIS shape files. Provide recommendations for asset management to the town going forward.	\$5,500	1	\$5,500
Deliver a Final Community Forestry Management Plan for the Town Board to Adopt per the RFP Scope of Work (Tasks 7 to 13): Develop a Draft Community Forestry Management Plan (CFMP kick-off meeting; Preparation of Draft CFMP and CFMP follow-up meeting; make revisions requested by Town staff and advisory committee); Conduct a Public Meeting/Engage with the Public to Solicit Public Comments and Feedback; Town will assist/support through online engagement; Present the Revised Draft CFMP to solicit public comments and feedback; Prepare any revision if needed based on public comments received and in consultation with Town Staff and Advisory committee. Deliver final public presentation to Town Board.	\$6,000	1	\$6,000

By signing this form, I do hereby acknowledge acceptance of the scope of work and associate fee, as well as the terms and conditions and limited warranty contained herein. Furthermore, my signature authorizes the work to be performed effective the date of my signature and denotes that I am an authorized representative of Town of Clifton Park with authority to authorize and bind my company.

Town of Clifton Park

Davey Resource Group, Inc.

Client Representative: _____

DRG Project Representative: _____

Authorizing Signature: _____

Title: _____

Authorizing Name: _____

Date: _____

Title: _____

Phone Number: _____

Date: _____

Email: _____

Phone Number: _____

Email: _____

Invoicing Method

How would you like to receive invoices for this project?

Mail: Invoice(s) will be mailed to the address listed on page 1 of this proposal.

Email: Invoice(s) will be e-mailed to:

Other: Please provide instructions below:

Insurance Requirements

Certificate Holder Name and Address (if different than listed on page 1 of the proposal):

List of Additional Insured Entities:

Client Responsibilities

- Provide DRG with imagery, maps, and data files. Our request may include the following: digital orthophotographs, available GIS data layers, other electronic or paper copies of maps for roads, pavement widths, right-of-way widths, boundaries and utilities, and an electronic file or printed list of street names and endpoints.
- Provide daily contact information and directions during the inventory project.
- Provide a copy of any existing tree inventory databases.
- Coordinate and host an on-site kick-off meeting before the start of fieldwork.
- By accepting this proposal, you accept DRG's Terms and Conditions and Limited Warranty and agree that, upon award, this proposal and its attachments will be made a part of the Agreement.

Terms and Conditions

- All pricing is valid for 30 days from the date of this proposal, after which time we reserve the right to amend fees as needed.
- Time and materials (T&M) estimates will be billed using the labor rates in DRG's current commercial price list. Fixed Fee Contract Prices will be billed in monthly increments for the percentage of work completed in the billing period. Firm-Fixed Unit Prices will be billed in monthly increments for the number of completed units in the billing period.
- Payment terms are net 30 days.
- If prevailing wage requirements are discovered after the date of this proposal, we reserve the right to negotiate our fees.
- The client is responsible for any permit fees, taxes, and other related expenses unless noted as being included in our proposal.
- The client shall provide 48 hours' notice of any meetings where the consultant's attendance is required.
- Unless otherwise stated, one round of revisions to deliverables is included in our base fee. Additional edits or revisions will be billed on a time and material (T&M) basis.
- All reports are provided only to the client unless otherwise directed.
- DRG represents that it and its agents, and consultants employed by it, are protected by Workers' Compensation insurance and that DRG has coverage under liability insurance policies which DRG deems reasonable and adequate. DRG shall furnish certificates of insurance upon request. DRG agrees to maintain general liability insurance in commercially reasonable amounts. Client is responsible for requesting specific inclusions or limits of coverage that are not present in DRG insurance, and the cost of such inclusion or coverage increases if available, will be at Client's sole cost and expense. If the Client requires an Additional Insured endorsement, DRG shall provide one in the certificate of insurance, listing only the entities requested in the "Additional Insured Requirements" section above.

Limited Warranty

Davey Resource Group, Inc. (“DRG”) provides this limited warranty (“Limited Warranty”) in connection with the provision of services by DRG (collectively the “Services”) under the agreement between the parties, including any bids, orders, contracts, or understandings between the parties (collectively the “Agreement”).

Notwithstanding anything to the contrary in the Agreement, this Limited Warranty will apply to all Services rendered by DRG and supersedes all other warranties in the Agreement and all other terms and conditions in the Agreement that conflict with the provisions of this Limited Warranty. Any terms or conditions contained in any other agreement, instrument, or document between the parties, or any document or communication from you, that in any way modifies the provisions in this Limited Warranty, will not modify this Limited Warranty nor be binding on the parties unless such terms and conditions are approved in a writing signed by both parties that specifically references this Limited Warranty.

Subject to the terms and conditions set forth in this Limited Warranty, for a period of ninety (90) days from the date Services are performed (the “Warranty Period”), DRG warrants to Customer that the Services will be performed in a timely, professional and workmanlike manner by qualified personnel.

To the extent the Services involve the evaluation or documentation (“Observational Data”) of trees, tree inventories, natural areas, wetlands and other water features, animal or plant species, or other subjects (collectively, “Subjects”), the Observational Data will pertain only to the specific point in time it is collected (the “Time of Collection”). DRG will not be responsible nor in any way liable for (a) any conditions not discoverable using the agreed upon means and methods used to perform the Services, (b) updating any Observational Data, (c) any changes in the Subjects after the Time of Collection (including, but not limited to, decay or damage by the elements, persons or implements; insect infestation; deterioration; or acts of God or nature [collectively, “Changes”]), (d) performing services that are in addition to or different from the originally agreed upon Services in response to Changes, or (e) any actions or inactions of you or any third party in connection with or in response to the Observational Data. If a visual inspection is utilized, visual inspection does not include aerial or subterranean inspection, testing, or analysis unless stated in the scope of work. When performing tree inventories or assessments, DRG will not be liable for the discovery or identification of non-visually observable, latent, dormant, or hidden conditions or hazards, and does not guarantee that Subjects will be healthy or safe under all circumstances or for a specified period of time, or that remedial treatments will remedy a defect or condition.

To the extent you request DRG’s guidance on your permitting and license requirements, DRG’s guidance represents its recommendations based on its understanding of and experience in the industry and does not guarantee your compliance with any particular federal, state or local law, code or regulation.

DRG may review information provided by or on behalf of you, including, without limitation, paper and digital GIS databases, maps, and other information publicly available or other third-party records or conducted interviews (collectively, “Source Information”). DRG assumes the genuineness of all Source Information. DRG disclaims any liability for errors, omissions, or inaccuracies resulting from or contained in any Source Information.

If it is determined that DRG has breached this Limited Warranty, DRG will, in its reasonable discretion, either: (i) re-perform the defective part of the Services or (ii) credit or refund the fees paid for the defective part of the Services. This remedy will be your sole and exclusive remedy and DRG’s entire liability for any breach of this Limited Warranty. You will be deemed to have accepted all of the Services if written notice of an alleged breach of this Limited Warranty is not delivered to DRG prior to the expiration of the Warranty Period.

To the greatest extent permitted by law, except for this Limited Warranty, DRG makes no warranty whatsoever, including, without limitation, any warranty of merchantability or fitness for a particular purpose, whether express or implied, by law, course of dealing, course of performance, usage of trade or otherwise.



RESOLUTION

#9

PHILIP C. BARRETT
Supervisor

LYNDA M. WALOWIT
Councilwoman

ZABED MANIR
Councilman

AGATHA REID
Councilwoman

ANTHONY F. MORELLI
Councilman

Resolution No. ___ of 2025, a resolution authorizing the Supervisor to execute a NY SWIMS 2026 Grant Application and Local Match for the Barney Road Pool Liner replacement project.

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

WHEREAS, the Town acquired the Barney Road Pool and Community Center in December 1999 from a private entity, for operating and maintaining the outdoor swimming main pool, a diving pool, and a splash pool since that time, open annually, during the swimming season, and

WHEREAS, the Town conducted a Town-Wide Recreation public planning process, and adopted the Recreation Plan in 2008, that showed that the Town has approximately 6,900 square feet of public pool space compared to 27,515 square feet as recommended by the State Comprehensive Outdoor Recreation Plan (SCORP), and

WHEREAS, Daniel Clemens, Director of Buildings, Parks and Recreation, has determined that the condition of the Barney Road Pool facility warrants replacement pool liners and any applicable restoration, and

WHEREAS, the New York Statewide Investment in More Swimming Initiative (NY SWIMS) 2026 Grant Program is accepting applications until October 30, 2025, for an 80% state grant funding to be matched with 20% local funding, which the town is eligible to apply for towards these capital improvements. The Town, if awarded, would be required to pay-in-the-first-instance, for what is a reimbursement-based grant program, and

WHEREAS, the Town planned for and requested the professional engineering firm of Barton & Loguidice to provide the Town with an Opinion of Probable Construction Cost of \$775,000 in August 2025 for replacing the pool liners and restoring the concrete pools as needed, and

WHEREAS, the Town has financial resources to be able to support a future grant contract award with a local match, based on the Town's Annual Financial Report; and

WHEREAS, if the Town is awarded said state grant, the net local match for the grant budget would be \$155,000; now, therefore, be it

RESOLVED, that the Town Board authorizes the Supervisor to execute the grant application materials and Town Staff to prepare the NY SWIMS 2026 grant application and all necessary documentation required for submission by the grant deadline.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, October 2, 2025 4:09 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 #2319

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

Department: Planning/Parks & Rec
Your Name: Jen Viggiani/John Scavo/Mike Woerner
Your Email: jviggiani@cliftonpark.org
Sponsor: P. Barrett
Agenda Session Date: 10/06/2025 ✓
Board Meeting Date: 10/20/2025 ✓
Alternate Date: 10/20/2025
Budget Number: A 7150 potentially
Budget Description: grant application for capital improvements Barney Road Pool Liner Project
Amount: 20% of the total project not covered by the 80% state grant
Brief Description: Authorize the preparation and submission of a NY SWIMS 2026 Grant Application and Local Match for Barney Road Pool Liner Project.
Add Supporting Docs:
[c551b07f7cd07f39_Tax_Parcel_Map_Aerial_277.-1-27.12_Barney_Road_Pool_Town_of_Clifton_Park.jpg](#)
[4f4fc30e9db78a15_Resolution_Authorizing_NY_SWIMS_2026_Grant_Application_and_Local_Match_for_Barney_Road_Pool_Liner.docx](#)
[3dc62bf052091658_Detailed_Grant_Narrative_Clifton_Parks_Barney_Road_Pool_Liner_Replacement.docx](#)

Additional Comments/Details: Town is authorizing the pool liner assessment by a professional engineer at its 10/6/25 meeting. This grant application is to seek state grant funding that will support the replacement of the Barney Road Pool Liner and any needed reconstruction of the existing pool.
Agree to Terms: Agree

[unsubscribe](#)

Town of Clifton Park GIS Viewer

Find address or place

Barney Rd
Sherman Rd

(1 of 2)

277-1-27.12

Town Of Clifton Park
1 Town Hall Plz
Clifton Park, NY 12065

[Zoom to](#) ...

2006
-73.808 42.844 Degrees

Maxar, Micros

Detailed Grant Narrative – NY SWIMS 2026

Town of Clifton Park’s Barney Road Pool Liner Replacement

The Town of Clifton Park is seeking NY SWIMS 2026 grant assistance for a capital project to replace the pool liners at the Barney Road Pool Facility. The Town has operated this pool facility for 25 years. The Town of Clifton Park acquired the Barney Road Pool and Community Center in December 1999 from a private entity, for operating and maintaining the outdoor main swimming pool, a diving pool, and a splash pool since that time, open annually, during the swimming season. The pool facility is located at Barney Road Park, located off Barney Road, in the heart of the Clifton Knolls residential neighborhood, and adjacent to the views of Barney Road Pond, also known locally as Murphy Pond. There is no public swimming allowed in this pond area; however fishing is allowed and for the past 10 years, the Town has hosted multiple, free “Learn to Fish Clinic” events at this pond with support from the NYS Department of Environmental Conservation staff.

The Town of Clifton Park operates three (3) outdoor swimming pool facilities: Barney Road Pool Facility, Locust Lane Pool Facility, and Country Knolls Pool Facility. In 2025, about 40,000 visits were made to these three pool locations in Clifton Park showing the high demand for public outdoor pools in the Town of Clifton Park. The town staffs each of its pools with a dedicated pool manager, to operate each pool facility.

Pool memberships are available to all residents, and to non-residents, and the 2025 membership rates are noted in a graphic below from the Town of Clifton Park’s Parks & Recreation Spring/Summer Booklet. Pool membership includes unlimited visits to all three facilities, all season long. The Town also offers a “Learn to Swim Program” to the public through its Town Parks & Recreation Department, for a range of age groups.

The Town has a track record of being a responsible steward of the pools it owns and maintains. In 2022-2023 the Town of Clifton Park undertook the replacement project of the pool liner at the Country Knolls Pool. This pool successfully reopened to the public on June 26, 2023 in time for the end of school and beginning of the prime summer season.

In 2025, the Town’s Director of Parks and Buildings determined that the age and condition of the Barney Road Pool facility warrants replacement pool liners and applicable restoration. In August 2025, the Town requested the professional engineering firm of Barton & Loguidice provide the Town of Clifton Park with an Opinion of Probable Construction Cost of \$775,000 in August 2025 for replacing the pool liners and restoring the concrete pools as needed. In October 2025, the Town of Clifton Park Town Board retained (pending Oct. 6 meeting) Barton & Loguidice to conduct a field inspection and engineering consultant assessment of the Barney Road Pool liners in order to analyze the specific, detailed existing conditions, now that the pools are closed for the season.

The Town of Clifton Park conducted a Town-Wide Recreation public planning process and adopted the ***Town of Clifton Park Recreation Plan*** in 2008, a public plan that showed that the Town of Clifton Park has approximately 6,900 square feet of outdoor public pool space compared to 27,515 square feet as

recommended by the State Comprehensive Outdoor Recreation Plan (SCORP). This fact demonstrates the need to keep all three of the Town's outdoor pools, including the subject Barney Road Pool Facility, open and operating each summer for the public.

CLIFTON PARK TOWN POOLS

POOL MEMBERSHIPS ARE AVAILABLE TO RESIDENTS AS WELL AS NON-RESIDENTS.

The Town of Clifton Park is happy to offer three beautiful municipal pools in the Clifton Park community, which have hosted thousands of families for over 30 years. The pools are used for recreational, athletic and social events for all ages. They provide a fun and happy place for meeting and making friends. All the pools offer a large main pool, a diving area, a separate "kiddy" pool for young children and comfortable outdoor chairs. Locust Lane Pool offers a flume slide, and Barney Road and Country Knolls pools offer a 3-meter diving board.

A pool membership includes unlimited visits to all three facilities, all season long. The pool membership application is located online at www.CliftonPark.org. Applications can be submitted online, by mail or in person at Town Hall's Office of Parks and Recreation. **MEMBERSHIP APPLICATIONS WILL NOT BE ACCEPTED AT THE POOLS.**

Barney Road Pool and Country Knolls Pool will open on Sunday, May 25, 2025.

Locust Lane Pool will open on Thursday, June 26, 2025

Anticipated closing date for all pools is Sunday, August 17, 2025

If staffing allows, one pool MAY stay open for an additional week.

Stay tuned at cliftonpark.org and facebook.com/cliftonparktownpools

Town pools open at noon daily, and close at 8:00 p.m. dependent on weather.

Locust Lane will be closed June 30, July 1, & July 2 for Water Safety Instructor training

* There is a "No Refund" policy on all pool memberships and no partial fees of membership.*



2025 Membership Rates

Individual	Couple	Family	Babysitter	Extended Family
\$145	\$220	\$290	\$50	\$50



Barney Road Pool
1 Barney Road, Clifton Park



Country Knolls Pool
9 Burning Bush Blvd, Ballston Lake



Locust Lane Pool
5 Locust Lane, Clifton Park

TOWN OF CLIFTON PARK SWIM LESSONS

Pre School Aquatics (ages 3-4)

Level 1 - Orient preschool age children to the aquatic and to help them acquire rudimentary level of basic aquatic skills.

Level 2 - Help children gain independence in their skills and develop more comfort in and around water.

Level 3 - To increase proficiency and build on the basic aquatic skills learned in level 1 and 2 providing additional guided practice with increased distances.

Learn to Swim (ages 5-7)

Level 1 - To begin developing positive attitudes, good swimming habits and safe practices in and around the water.

Level 2 - To give participants success with fundamental skills, including learning how to float without support and to recover to a vertical position.

Level 3 - To build on skills in level 2 by providing additional guided practice in deeper water.

Learn to Swim (ages 7-14)

Level 4 - To develop child's confidence in the strokes learned in level 3 (Front Crawl, Backstroke, Butterfly, & Breaststroke) and to improve other aquatic skills.

Level 5 - Build upon level 4 skills, and coordinate and refine strokes with increased distances.

Level 6 - Working towards being proficient in front crawl, backstroke, Further refining other strokes.

Swimmer will start learning personal water safety and fundamentals of diving.

Dates: (Monday - Friday)

Session 1: July 7 - July 18

Session 2: July 21 - August 1

Times:

9:00 a.m. - 9:45 a.m. - Ages 7-14

10:00 a.m. - 10:45 a.m. - Ages 5-8

11:00 a.m. - 11:45 a.m. - Ages 4-6

11:00 a.m. - 11:45 a.m. - Age 3

Fee: \$80/session

Site: Country Knolls Pool, 9 Burning Bush Blvd



Tentative Registration Date
March 10
Stay tuned for more details

REGISTER HERE!



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 beverages to be served at a gathering to be held at the Clifton Park Senior Community Center on November 1, 2025.

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

WHEREAS, the Pokingbrook Dance Team is hosting an event on Saturday, November 1, 2025, and

WHEREAS, a request has been received from Larry Syzdek, a representative for the Pokingbrook Dance Team, for permission to serve alcohol in the form of beer and/or wine at the event; now, therefore, be it

RESOLVED, that Larry Syzdek and the Pokingbrook Dance Team are hereby authorized to serve beer and/or wine at a gathering at the Clifton Park Senior Community Center on November 1, 2025, from 5:30 P.M. to 9:00 P.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: Friday, October 10, 2025 11:51 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 #2331

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: 10/20/2025 ✓
Board Meeting Date: 10/20/2025 ✓
Alternate Date: 10/20/2025
Budget Number: NA
Budget Description: NA
Amount: NA
Brief Description: Alcohol permit request for Pokingbrook Morris Dancers event on 11/1/25.
Add Supporting Docs:
[66f432b84b319930_Pokingbrook_Morris_Dance_11.1.2025_Rental_Agreement_and_Alcohol_Permit.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: Polkingbrook Morris Dancers Today's date: 10/10/25

Contact Person: Larry Syzdek

Address: _____ City: _____

Phone (home): _____ (cell) _____

Email: _____

Date of Rental: 11/1/25 Start Time: 5:30p End Time: 9:00p

Purpose of Event: _____

Number of Attendees: 30 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
Community Room - Full Room	\$90 per hour	\$60 per hour		
<u>Community Room - Half Room</u>	\$60 per hour	\$40 per hour	3.5	210
Studio/Activity Room	\$60 per hour	\$40 per hour		
Creative Design Room	\$35 per hour	\$25 per hour		
<u>Kitchen</u> —training required if using the stove or oven	\$90 per day	\$90 per day	-	90
Room Set-up/ Break-down Fee (may be available upon request)	\$100 (if available)	\$100 (if available)	-	
<u>Alcohol Permit</u>	\$25	\$25	-	25
Special Instructions: <u>Security to open at 5p, close at 9:30p</u> <u>Com. Room B Side</u>	Total Due: <u>100 + 325</u> Amount Paid: <u>#2003 100 + #2004 325</u> Balance: <u>0</u>			



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: Pokingsbrock Morris Dancers

Contact Person: Larry Syzdek

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

Email: _____


Date and Location of Event: Sr. Center Community Room

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:		DATE:	<u>10/10/25</u>
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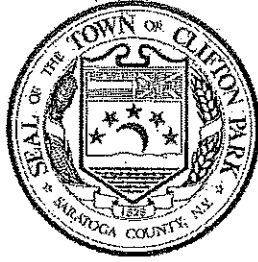
For Office Use Only:

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 approving award recommendations from the Community Action Fund.

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

WHEREAS, by Resolution No. 46 of 2019, the Town Board established the Community Action Fund Committee to offer opportunities to back non-profit community programs and organizations that support people of Clifton Park, and

WHEREAS, by Resolution No. 92 of 2019, the Town Board approved the criteria for selecting and granting awards, which may range from a minimum of \$250 to a maximum of \$1,000, and funding is generated by the donation of bottles and cans redeemed for a deposit, and

WHEREAS, applications for Community Action Fund grants were received by September 30, 2025 and on October 14, 2025, the Community Action Fund Committee, consisting of Supervisor Barrett, Councilwoman Walowit, and Community Members met to review all applications and make recommendations to award the funds totaling \$12,200; now, therefore, be it

RESOLVED, that the Comptroller is authorized to increase A-2706 (General Fund - Community Action Fund Contributions) in the amount of \$12,200 and to issue checks totaling \$12,200, per the attached memorandum, to be paid with increasing A-7309-76 (General Fund - Community Programs - Community Action Fund).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Tuesday, October 14, 2025 11:17 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 #2338

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

Department: Supervisor's Office
Your Name: Jean Spiegel
Your Email: jspiegel@cliftonpark.org
Sponsor: Phil Barrett
Agenda Session Date: 10/20/2025 ✓
Board Meeting Date: 10/20/2025 ✓
Alternate Date: 10/20/2025
Budget Number: A-7309-76
Budget Description: Community Action Fund
Amount: 12,200
Brief Description: Increase Revenues A-2707(bottle deposits community action fund)
Add Supporting Docs:
Additional Comments/Details: Distribution to Organizations will take place at the October 20th Town Board Meeting
Agree to Terms: Agree

[unsubscribe](#)

MEMORANDUM FOR FILE

FROM: JEAN SPIEGEL
SUBJECT: 2025 COMMUNITY ACTION FUND AWARD WINNER
RECOMMENDATIONS
DATE: OCTOBER 20, 2025

On February 4, 2019 the Town of Clifton Park announced the establishment of a Community Action Fund. The Fund provides an opportunity for community non-profit organizations to apply for funding to support programs and projects that would result in a tangible benefit to Clifton Park and its residents. Financial support of the Community Action Fund is generated by the donation of bottles and cans that can be redeemed for a deposit. No Town funds are used to support the program.

Town Supervisor Barrett noticed a large quantity of redeemable bottles and cans in the recycling bins at the Town Transfer Station. The goal was to provide a donation option for people adjacent to the recycling bins. The donations would allow the Town to capture revenue from the redeemable bottles and cans. The funds could then be used to support community organizations and strengthen the Town's social infrastructure.

A committee consisting of Supervisor Barrett, Councilwoman Walowit and several community representatives was established to make a series of recommendations to the Town Board relating to the establishment of an application process and criteria. The committee met in the Spring of 2019 and formalized the application process, establishing that applications would be due September 30th of each year, only organizations located in Clifton Park could apply and requests would be limited to a maximum of \$1,000. Requests for applications were released in July of 2025 and disseminated through Town social media and Town website.

On Tuesday, October 14, 2025, the Community Action Fund Committee consisting of Supervisor Barrett, Councilwoman Walowit, Greg Szczesny, Alicia Jacobs, and Tim Kimball met to review all applications received by the deadline and made recommendations for awarding \$12,200.00 in available funds.

The following recommendations were made:

APPLICANT: Friends of Historic Grooms Tavern
DESIGNEE: Friends of Historic Grooms Tavern
AWARD: \$500.00
DESCRIPTION: Funds will be used to restore Heritage Square.

APPLICANT: Knights of Columbus #702
DESIGNEE: Knights of Columbus #702
AWARD: \$300.00
DESCRIPTION: Funds will be used to purchase a Ceremonial Sword package.

APPLICANT: Girl Scouts of Northeastern New York
DESIGNEE: Sophie Cottrell
AWARD: \$300.00
DESCRIPTION: Funds will be used for Gold Award project.

APPLICANT: Shen Neighbors Connecting Inc.
 DESIGNEE: Shen Neighbors Connecting Inc.
 AWARD: \$600.00
 DESCRIPTION: Funds will be used for senior programming.

APPLICANT: Scouting America
 DESIGNEE: Cub Scout Pack 4044
 AWARD: \$300.00
 DESCRIPTION: Funds will be used for annual Scouting for Food Event supplies.

APPLICANT: Shen Dollars for Scholars
 DESIGNEE: Shen Dollars for Scholars
 AWARD: \$600.00
 DESCRIPTION: Funds will be used to help support scholarships for High school seniors.

APPLICANT: Scouting America
 DESIGNEE: Troop 4045
 AWARD: \$300.00
 DESCRIPTION: Funds will be used to fund a new cargo trailer for troop.

APPLICANT: Southern Saratoga Art Society, Inc.
 DESIGNEE: Southern Saratoga Art Society, Inc.
 AWARD: \$500.00
 DESCRIPTION: Funds will be used to support Autumn Jewels and Student Art shows.

APPLICANT: Nicole's Hope Inc.
 DESIGNEE: Nicole's Hope Inc.
 AWARD: \$300.00
 DESCRIPTION: Funds will be used for adopting 2 families at Albany Med for Holidays.

APPLICANT: Friends of Shen Crew
 DESIGNEE: Friends of Shen Crew
 AWARD: \$300.00
 DESCRIPTION: Funds will be used for tuition assistance and training courses.

APPLICANT: Friends of Music Shenendehowa
 DESIGNEE: Friends of Music Shenendehowa
 AWARD: \$300.00
 DESCRIPTION: Funds will be used guest artists, scholarships, festivals.

APPLICANT: Scouting America
DESIGNEE: Troop 4030
AWARD: \$300.00
DESCRIPTION: Funds will be used for patrol boxes camping equipment.

APPLICANT: St. Edward the Confessor
DESIGNEE: Scouting America- Troop 62G
AWARD: \$300.00
DESCRIPTION: Funds will be used to assist in purchasing gear and recruitment .

APPLICANT: Rebuilding Together Saratoga County
DESIGNEE: Rebuilding Together Saratoga County
AWARD: \$500.00
DESCRIPTION: Funds will be used to assist in home repairs for destitute families.

APPLICANT: Saratoga Center for the Family
DESIGNEE: Saratoga Center for the Family
AWARD: \$875.00
DESCRIPTION: Funds will be used to support Student Empowerment Services.

APPLICANT: Girl Scouts of Northeastern New York
DESIGNEE: Girl Scout Troop 2037
AWARD: \$300.00
DESCRIPTION: Funds will be used for camping gear.

APPLICANT: Shen Boys Lacrosse Booster Club
DESIGNEE: Shen Boys Lacrosse Booster Club
AWARD: \$300.00
DESCRIPTION: Funds will be used to purchase helmets and gloves.

APPLICANT: Knights of Columbus #10869
DESIGNEE: Knights of Columbus #10869
AWARD: \$300.00
DESCRIPTION: Funds will be used to distribute dinners, breakfast with Santa, Egg Hunts, pantry.

APPLICANT: Shenendehowa Helping Hands Food Pantry
DESIGNEE: Shenendehowa Helping Hands Food Pantry
AWARD: \$875.00
DESCRIPTION: Funds will be used to purchase gift cards for meat for Holiday meals.

APPLICANT: Band Boosters of Shenendehowa
DESIGNEE: Band Boosters of Shenendehowa
AWARD: \$300.00
DESCRIPTION: Funds will be used to support student participation in band trips.

APPLICANT: Hi-5 Sports Inc.
DESIGNEE: Hi-5 Sports Inc.
AWARD: \$300.00
DESCRIPTION: Funds will be used to pay for Bowling fees at Uncle Sam's.

APPLICANT: Prince of Peace Lutheran Church
DESIGNEE: Prince of Peace Lutheran Church
AWARD: \$875.00
DESCRIPTION: Funds will be used for pantry items and gift cards for perishables.

APPLICANT: The Mooncatcher Project
DESIGNEE: The Mooncatcher Project- Amanda Beicke
AWARD: \$300.00
DESCRIPTION: Funds will be used to create menstrual kits for shelters.

APPLICANT: St. Edward the Confessor Church
DESIGNEE: St. Edward the Confessor Church
AWARD: \$875.00
DESCRIPTION: Funds will be used to purchase kitchen appliances for church.

APPLICANT: The Skating School of NY Corp
DESIGNEE: The Skating School of NY Corp
AWARD: \$300.00
DESCRIPTION: Funds will be used for tuition aid for children.

APPLICANT: Shen High School PTSA
DESIGNEE: Shen High School PTSA
AWARD: \$300.00
DESCRIPTION: Funds will be used to support a mental health field day event.

APPLICANT: Girl Scouts of Northeastern New York
DESIGNEE: Girl Scout Troop 2076
AWARD: \$300.00
DESCRIPTION: Funds will be used to go on a camping trip.

APPLICANT: St. George's Episcopal Church
DESIGNEE: SA Troop 4043B
AWARD: \$300.00
DESCRIPTION: Funds will be used for STEM activities and Community service.

APPLICANT: Christ Community Reformed Church
DESIGNEE: Art of Mindfulness Center
AWARD: \$300.00
DESCRIPTION: Funds will be used for course materials and presentations.