

TOWN OF CLIFTON PARK TOWN BOARD MEETING

January 06, 2026

- I. Call to Order/7:00 P. M.**
- II. Pledge to Flag**
- III. Roll Call**
- IV. Business –**
 - **Swearing in of all elected, newly elected or appointed officials**
- V. Adjournment - Proceed to Organizational Meeting of the Town Board**

NOTE:

Please check www.cliftonpark.org for updates.

TOWN OF CLIFTON PARK TOWN BOARD MEETING ORGANIZATIONAL January 06, 2026

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



- I. Call to Order/7:05 P. M.**
- II. Roll Call**
- III. Business**
 - **Resolutions for Consideration**
- IV. Adjournment - Proceed to 1st 2026 Regular Meeting of the Town Board**

NOTE:

Please check www.cliftonpark.org for updates.

Resolutions for Consideration
Clifton Park Town Board Meeting
Organizational

January 06, 2026

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Town Board	Authorize appointment of Town Attorneys and Deputy Town Attorneys	Z. Manir
2. Town Board	Organizational Resolution	Z. Manir



RESOLUTION

#1

PHILIP C. BARRETT
Supervisor

AGATHA REED
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITNI
Councilman

Resolution No. of 2026, a resolution in connection with the appointment of the Clifton Park Town Attorney and Deputy Town Attorneys.

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

WHEREAS, the Clifton Park Town Board wants to appoint a Town Attorney and Deputy Town Attorneys, now be it

RESOLVED that Kevin M. Dailey shall serve a term ending on December 31, 2027 as Town Attorney, at a salary as budgeted, with duties to include all legal matters relating to the Town Board and shall include all contracts and agreements on behalf of the Town, supervision of all litigation matters, special districts, improvement districts, Labor and Employment Law, tax certiorari matters, the Department of Building and Development, the Ethics Board, and such special projects as may be delegated by the Town Board; and be it further

RESOLVED that Kevin Luibrand shall serve for a term ending on December 31, 2027 as Deputy Town Attorney at a salary as budgeted, with duties to include legal matters related to the Zoning Board of Appeals, representing the Town in all litigation matters and such special projects as may be delegated by the Town Board or Town Attorney; and be it further

RESOLVED that Stephanie Dilallo Bitter shall serve for a term ending on December 31, 2027 as Deputy Town Attorney at a salary as budgeted, with duties to include all legal matters related to the Town Planning Board and Planning Department, and representing the Town Attorney's Office at Justice Court and such other duties as may be delegated by the Town Board or Town Attorney.



RESOLUTION

#2

PHILIP C. BARRETT
Supervisor

AGATHA REID
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITNI
Councilman

Resolution No. of 2026, a resolution in connection with the reorganization of the Town of Clifton Park government for the calendar year 2026.

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

WHEREAS, the Clifton Park Town Board wants to reorganize town government and make certain appointments, now be it

RESOLVED, that the 2026 legal holidays for town employees are set forth in Appendix A; and be it further

RESOLVED that the Wood Memorial Meeting Room in the Clifton Park Town Hall (Wood Room) be designated as the official meeting place for the Town Board; and be it further

RESOLVED that Town Board regular meetings shall be held in the Wood Room on the first and third Tuesdays of each month beginning at 7:00 PM; and be it further

RESOLVED that Town Board agenda sessions will be held in the Wood Room at 6:00 pm on the first and third Tuesdays of the month to consider the agenda for the next Town Board meeting; and be it further

RESOLVED that the roll call votes shall be voted in the following order: Councilwoman Bellamy, Councilman Fantini, Councilman Manir, Councilwoman Reid and Supervisor Barrett; and be it further

RESOLVED that the annual payment of all elected officials shall be bi-weekly; and be it further

RESOLVED that Agatha Reid be appointed as Deputy Supervisor with no salary; and be it further

RESOLVED that Account Number E1220 of the budget be changed to be zero dollars; and be it further

RESOLVED that Mark Heggen be reappointed as Town Comptroller at a salary as budgeted to serve for a term ending on June 30, 2026; and be it further

RESOLVED that Darlene Allen be reappointed as Assistant Comptroller at a salary as budgeted for a term ending on December 31, 2026; and be it further

RESOLVED that Lou Pasquarell be reappointed as Public Safety Director at a salary as budgeted for a term ending on June 30, 2026; and be it further

RESOLVED that Jean Spiegel be reappointed as Confidential Executive Secretary at a salary as budgeted for a term ending on December 31, 2026; and be it further

RESOLVED that Caitlin Fantini be appointed as Registrar of Vital Statistics and Records Management Officer for the Town, for a term ending on December 31, 2026; and be it further

RESOLVED that Caitlin Fantini be appointed as the FOIL Officer for the Town, for a term ending on December 31, 2026; and be it further

RESOLVED that Raina Munafo and Leighann Nastasia be reappointed Deputy Town Clerks at salaries as budgeted for a term ending on December 31, 2026; and be it further

RESOLVED that Amy Standaert shall serve as Confidential Administrative Assistant to the Town Board for a term ending on December 30, 2027; and be it further

RESOLVED that Caitlin Fantini shall be solely responsible for maintaining the calendar on the Town's website for the year 2026; and be it further

RESOLVED that the Confidential Administrative Assistant to the Town Board or the Town Clerk shall, after consulting with the Town Board, be solely responsible for posting any item on the Town's website and the Town's Facebook Page for the term ending on December 31, 2027; and be it further

RESOLVED that Cynthia Zlogar be reappointed as Confidential Secretary to the Town Attorney at a salary as budgeted for a term ending on June 30, 2026; and be it further

RESOLVED that the Town Attorney shall start the process to hire a receptionist; and be it further

RESOLVED that Teresa Cook be designated as the Official Town Official to act on behalf of the Assessor to process claims pursuant to Section 125, Article 7 of the Agriculture and Markets Law for the year 2026; and be it further

RESOLVED that Melinda Acker be reappointed as Administrative Assistant to the Zoning Administrator for the year 2026 at a stipend as budgeted; and be it further

RESOLVED that Leslie Bell be reappointed as part-time Senior Express Switchboard Dispatcher at a salary as budgeted for the year 2026; and be it further

RESOLVED that Sheila Alvaro be reappointed as part-time Senior Express Switchboard Dispatcher/Chauffeur at a salary as budgeted for the year 2026; and be it

RESOLVED that Robert Brondi be reappointed as part-time Senior Express Switchboard

Dispatcher/Chauffeur at a salary as budgeted for the year 2026; and be it further

RESOLVED that Justin Brooks and Rebecca Marra be reappointed as Senior Express Chauffeurs at a salary as budgeted for the year 2026; and be it further

RESOLVED that Joseph McCormick be reappointed as substitute Senior Express Chauffeur at a salary as budgeted for the year 2026; and be it further

RESOLVED that James Manuel be reappointed as a substitute Senior Express Chauffeur at a salary as budgeted for the year 2026; and be it further

RESOLVED that Shirley Roberts be reappointed as a part-time clerk at the Clifton Park Senior Community Center at a salary as budgeted for the year 2026; and be it further

RESOLVED that Johanne Shepard be reappointed as a part-time clerk at the Clifton Park Senior Community Center at a salary as budgeted for the year 2026; and be it further

RESOLVED that Dennis Ballard and Chantal Smith be reappointed provisionally as Part-Time Animal Control Officers at salaries as budgeted for the year 2026; and be it further

RESOLVED that Anthony Gotti be reappointed provisionally as a Part-time Security Officer at a salary as budgeted.

RESOLVED that Ellenmarie Martin be reappointed as Deputy Highway Superintendent at a salary as budgeted for the year 2026; and be it further

RESOLVED that James Ryan be reappointed as Highway Maintenance Supervisor at a salary as budgeted for the year 2026; and be it further

RESOLVED that Stanley Rusinovich be reappointed as Assistant Highway Maintenance Supervisor at a salary as budgeted for the year 2026; and be it further

RESOLVED that Michael Gressler be reappointed as a Motor Equipment Operator in the Highway Department, at Grade 5, Step 2, Year 1 at a rate of \$29.20 per hr., and that the budget be amended to reflect this for the year 2026; and be it further

RESOLVED that James Ryan receive a stipend of \$3,500 for performing additional duties and responsibilities associated with the administrative, oversight and inspection requirements associated with Article 176 of the Clifton Park Town Code and that the budget be amended to reflect this for the year 2026; and be it further

RESOLVED that the dog park fees be \$30 per year and may be prorated at $\frac{1}{2}$ year price of \$15 between July 1, 2026, and December 31, 2026, and be it further

RESOLVED that Account A-1420-015 shall not be spent without the approval of the Town Board; and be it further

RESOLVED that Councilwoman Agatha Reid be appointed as co-liaison to the Historic Preservation Commission and the Historic Celebration Committee, the Clifton Park Senior Center for a term ending on December 31, 2026; and be it further

RESOLVED that Councilwoman Nancy Bellamy be appointed as liaison to the Public Safety Department, Emergency Services Advisory Board and the Parks and Recreation Department and co-liaison to the Clifton Park Senior Center, Historic Celebrations Committee and the Historic Preservation Commission for a term ending on December 31, 2026; and be it further

RESOLVED that Councilman Mario Fantini be appointed as liaison to the Clifton Park Water Authority and Park Districts, and co-liaison to the Open Space/Trails/Riverfront Committee for a term ending on December 31, 2026; and be it further

RESOLVED that Councilman Zabed Manir be appointed as liaison to the G.R.E.E.N. Committee and Tree Committee, Chairperson of the IT Committee and the Climate Smart Community Task Force and co-liaison to the Open Space/Trails/Riverfront Committee for a term ending on December 31, 2026; and be it further

RESOLVED that the Joanne M. Coons, Diana Leis Delker, Cathy Fruhauf, Gurinder Garcha, Haley Balcanoff, Thomas Piwinski, Diane Betzwieser and Jennifer Viggiani are appointed to the Climate Smart Community Task Force which was established by Resolution 69 of 2024; and be it further

RESOLVED that the Times Union is designated as the official newspaper of the Town; and be it further

RESOLVED that all commercial banks which have branches located within the boundaries of Clifton Park may be designated by the Town Comptroller, with the approval of the Town Attorney, as the official banks for the Town and for depositing Town funds, with said banks to be chosen based upon the best rates available; and be it further

RESOLVED that the Town Supervisor, with the approval of the Town Attorney, is hereby authorized to:

1. Enter into a contract with any accounting, engineering firm, professional services firm, or other professional consulting firm for the needs of the Town of Clifton Park;
2. Execute change orders resulting in a reduction in contract price;
3. Enter into an agreement with CAPTAIN for an amount as budgeted;
4. Enter into an agreement with the Southern Saratoga YMCA for an amount as budgeted;
5. Enter into an agreement with the City of Mechanicville and Town of Halfmoon for shared services for Animal Control;

6. Enter into an agreement with the County of Saratoga for annual support of programming for the year 2026;

7. Enter into an agreement on behalf of the Clifton Park Senior Community Center and Saratoga County Office for the Aging for a dining program and/or home delivery of meals for the senior citizens in the Town of Clifton Park for the year 2026, for an amount as budgeted;

8. Enter into an agreement with the County of Saratoga for single stream recycling at the recycling facility at the Transfer Station for the year 2026, and

9. Execute official documents and instruments as per law on behalf of the Town of Clifton Park; and be it further

RESOLVED that the Town may become members of the Capital Region Chamber of Commerce, the Saratoga Economic Development Corporation and the Saratoga County Chamber of Commerce and pay dues for joining these associations; and be it further

RESOLVED that the Town may join the NYS Association of Towns and pay dues associated therewith; and be it further

RESOLVED that Rose A. Savallo be reappointed as Receiver of Taxes and Assessments for the year 2026 at a salary as budgeted; and be it further

RESOLVED that Rose A. Savallo is hereby authorized to sign checks drawn on the accounts of *Receiver of Taxes and Assessments, Town of Clifton Park*; and be it further

RESOLVED that Patricia Howland be reappointed as a part-time Clerk for the Receiver of Taxes and other departments as required at a salary as budgeted for the year 2026; and be it further

RESOLVED that Christine Kot be reappointed as part-time Clerk at a salary as budgeted for the Receiver of Taxes and Assessments for the year 2026; and be it further

RESOLVED that John DeSimone be reappointed as Chief, Bureau of Fire Prevention at a salary as budgeted for the year 2026; and be it further

RESOLVED that Sheryl Reed be reappointed as a part-time Building Inspector at a salary as budgeted to be used as needed in the Building Department for a term ending on June 30, 2026; and be it further

RESOLVED that Michael Barber be reappointed provisionally as Golf Course Superintendent at a salary as budgeted for the year 2026; and be it further

RESOLVED that Jody A. Ensel be reappointed as a part-time Clerk for Town Hall at a salary as budgeted for a term ending on June 30, 2026; and be it further

RESOLVED Janet Gomes and Breanna Clancy be reappointed as Clerks to the Town Justice-Exempt with terms to expire December 31, 2026 at salaries as budgeted and that Darlene Sharron be reappointed as part-time Court Clerk at a salary as budgeted; and be it further

RESOLVED that John L. Scherer be reappointed to serve as Town Historian for the year 2026 at a salary as budgeted, and be it further

RESOLVED that Sue Thompson be appointed to serve as Deputy Town Historian for the year 2026; and be it further

RESOLVED THAT Gayle Buckley be reappointed as Health Officer for 2026 at a salary as budgeted; and be it further

RESOLVED that Daniel Clemens be appointed as ADA Coordinator for the Town for the year 2026; and be it further

RESOLVED that Rocco Ferraro be appointed to the Planning Board for a term ending on December 31, 2032; and be it further

RESOLVED that Rocco Ferraro be appointed as the Planning Board Chairman for a term ending on December 31, 2026 at a stipend as budgeted; and be it further

RESOLVED that Joanne M. Coons be appointed as an alternate member of the Planning Board for a term ending on December 31, 2026; and be it further

RESOLVED that the Planning Board and Zoning Board of Appeals shall consider comments filed by the Environmental Conservation Commission on an application before making a decision on the application and respond to such comments in its decision; and be it further

RESOLVED that Emad Andarawis be reappointed to serve as the Planning Board Liaison to the Historic Preservation Commission, for a term ending on December 31, 2026; and be it further

RESOLVED that Keith Martin be appointed to serve as the Planning Board Liaison to the Environmental Committee for a term ending on December 31, 2026; and be it further

RESOLVED that Maureen O'Connor be reappointed as Secretary to the Historic Preservation Commission at a salary as budgeted for a term ending on December 31, 2026; and be it further

RESOLVED that Paul Van Schaick be reappointed to serve as Chairman of the Emergency Services Advisory Board for a term ending on December 31, 2026; and be it further

RESOLVED that Karen Belden be appointed to serve as the representative for the Ballston Lake Fire Department on the Emergency Services Advisory Board for a term ending on December 31, 2027; and be it further

RESOLVED that the following individuals be appointed to serve on the Emergency Services Advisory Board as the representative or alternate representative of the listed Fire Departments for a term ending on December 31, 2027:

James Grant Keeler	Representative, Vischer Ferry Fire Department
Robert Jakubowski	Representative, Clifton Park Fire Department
Dennis Ayotte	Representative, West Crescent Fire Department
Andrew Casuscci	Alternate Representative, Vischer Ferry Fire Department
Terri Krul	Alternate Representative, Clifton Park Fire Department
John Meehan	Alternate Representative, West Crescent Fire Department
Leonard Casper	Alternate Representative, Jonesville Fire Department
Aaron Cote	Alternate Representative, Rexford Fire Department

; and be it further

RESOLVED that Michael Dudick be reappointed Chairman of the Zoning Board of Appeals for a term ending on December 31, 2026 at a stipend as budgeted; and be it further

RESOLVED that Gary Schuth be appointed as an alternate member of the Zoning Board of Appeals for a term ending on December 31, 2026; and be it further

RESOLVED that Cristi Shuhart be reappointed as Alternate Secretary to the Zoning Board of Appeals for a term ending on December 31, 2026 at a salary as budgeted; and be it further

RESOLVED that Amy Standaert be appointed as Clerk to the Clifton Park Sewer District No. 1 for the year 2026 at a salary as budgeted; and be it further

RESOLVED that Todd Hess and Kris Fitzgerald be reappointed as Members of the Board of Assessment Review for a five-year term to expire December 31, 2030; and be it further

RESOLVED that the Luibrand Law Firm PLLC be appointed to serve as Attorneys to the Industrial Development Agency for a term ending on December 31, 2026; and be it further

RESOLVED that Todd Hess be reappointed to serve as Chairman of the Industrial Development Agency for the year 2026; and be it further

RESOLVED that Sheila Barkevich be reappointed and R. William Casey be appointed to the Industrial Development Agency for terms ending on December 31, 2028; and be it further

RESOLVED that Sheila Barkevich be reappointed to serve as Secretary to the Industrial Development Agency for the year 2026; and be it further

RESOLVED that Thomas Werner, Anthony George, Leonard Casper, Philp Clark and Robert O'Connell be appointed to members of Clifton Park Highway Safety Committee with terms ending on December 31, 2027; and be it further

RESOLVED that Albert Karoly and David Woodin be appointed to serve as Co-Chairman of the Clifton Park Highway Safety Committee with terms ending on December 31, 2026; and be it further

RESOLVED that Eric Hamilton, John Scherer and Lawrence Syzdek be reappointed to serve as the Clifton Park Representatives to the Mohawk Towpath Byway Project for a term ending on December 31, 2026; and be it further

RESOLVED that David Miller, Frank Berlin, Raymond Seymour, Isabel Prescott, Jim Ruhl, Gurinder Garcha, David Urkevich and James Flaherty be reappointed to serve on the Open Space/Trail/Riverfront Committee for a term ending on December 31, 2027 and Thomas Hartman be appointed to serve on the Open Space/Trail/Riverfront Committee for a term ending on December 31, 2026; and be it further

RESOLVED that David Miller be reappointed to serve as Chairman of the Open Space/Trail/Riverfront Committee for a term ending on December 31, 2026; and be it further

RESOLVED that Daniel Mathias, Karl Siverling, Jean Cottrell and James Ruhl be reappointed and Samuel Gowen be appointed to the Environmental Conservation Commission for terms ending on December 31, 2027; and be it further

RESOLVED that Daniel Mathias be reappointed to serve as Chairman of the Environmental Conservation Commission for a term ending on December 31, 2026; and be it further

RESOLVED that Joesph Martin, Daniel Mathias and Aaron Cote be reappointed to the Fire Code Appeals Board for terms ending on December 31, 2028; and be it further

RESOLVED that Aaron Cote be reappointed to serve as Chairman of the Fire Code of Appeals Board for the year 2026; and be it further

RESOLVED that Linda Seymour, Brian McGlinchey, Maureen O'Connor, Art Bourdeau, Andrew Gorman, Jennifer Jeram, Nancy Kiyonaga, Deanna Rubinger, Paul Szczesny, Sue Thompson, Gail Winters, John Scherer, Chrysoula Highland, Jennifer Jeram and Toby Watkins be either reappointed or appointed to serve on the Historic Preservation Commission for a term ending on December 31, 2026; and be it further

RESOLVED that Linda Seymour be appointed to serve as Chairperson of the Historic Preservation Commission and Brian McGlinchey be appointed to serve as Vice-Chairperson of the Historic Preservation Commission for a term ending on December 31, 2026; and be it further

RESOLVED that Linda Seymour, John Scherer, Sue Thompson, Jennifer Viggiani, Megan Babendrier, Brian McGlinchey, Larry Syzdek, Eric Hamilton, David Miller, Isabel Prescott, George Donohue, Alicia Jacobs and Tanaya Bannon be either reappointed or appointed to serve on the Historic Celebration Committee for a term ending on December 31, 2026; and be it further

RESOLVED that Linda Seymour and John Scherer be appointed to serve as Co-Chairpersons of the Historic Celebration Committee for a term ending on December 31, 2026; and be it further

RESOLVED that Historic Celebration Committee and the Historic Preservation Commission may add a teacher or administrator of the Shenendehowa School District and a representative from the Friends of Heritage Square to serve on the Historic Celebration Committee and/or the Historic Preservation Commission; and be it further

RESOLVED that Nancy Tudor, Joanne Coons, Cathy Fruhauf, Gurinda Garcha, Mark Laymon, Gerald (Jerry) Danielski, Diana Leis Delker, Anne Orgren, Lily Heffernan, Amanda Ford, Diane Betzwieser, Tom Piwinski be appointed to the G.R.E.E.N. Committee for a term ending on December 31, 2026, and be it further

RESOLVED that Nancy Tudor be appointed as Chairwoman of the G.R.E.E.N. Committee for a term ending on December 31, 2026, and be it further

RESOLVED that Joanne Coons, Mark Laymon, Gerald (Jerry) Danielski, Diana Leis Delker, Anne Orgren, Lily Heffernan, Stu Feuerstein and Stephen Morse be appointed to the Tree Subcommittee of the G.R.E.E.N. Committee and that Duane Dickinson and Laurie Dittmer shall serve as Technical Advisors to the Tree Subcommittee of the G.R.E.E.N. Committee for a term for a term ending on December 31, 2026, and be it further

RESOLVED that Diana Leis Delker be appointed as Chairwoman of the Tree Subcommittee of the G.R.E.E.N. Committee for a term ending on December 31, 2026, and be it further

RESOLVED that the following individuals are appointed as Members of the Deferred Compensation Committee for a term ending on December 31, 2026:

<u>Position</u>	<u>Representative</u>
Comptroller	Mark Heggen
General Unit Representative	Sam Chase
Highway Unit Representative	Mike Traider
Management Representative	Jean Spiegel
Management Representative	Darlene Allen
Town Board Representative	Amy Standaert
Town Attorney	Kevn Dailey

The Committee shall meet at least two times per year; and be it further

RESOLVED that Sharon Simmons and Ryan Ensel be reappointed as Alternate Members of the Deferred Compensation Committee for terms ending on December 31, 2026; and be it further

RESOLVED that Scott Reese, Stormwater Management Officer, with the approval of the Town Attorney, is authorized to sign Stormwater Management Practice Maintenance Agreements on behalf of the Town for the year 2026; and be it further

RESOLVED that pursuant to NYS Highway Law 142-b (4), the Highway Superintendent is authorized to assist local emergency services, fire departments, law enforcement, ambulance services, and school districts in the event of an emergency through the use of Highway Department equipment to be operated by Highway employees, and conditioned upon the Superintendent's providing a written report to the Town Board of the cost of such assistance is more than \$500, within 14 business days of the deployment of any such assistance; and be it further

RESOLVED that Paula Cooper be reappointed as Secretary to the Fire Code Appeals Board, the Zoning Board of Appeals, the Planning Board, the Ethics Board and the Emergency Services Advisory Board for a term ending on December 31, 2026 at a salary as budgeted; and be it further

RESOLVED that, pursuant to Highway Law 143, the hourly rates for hired trucks and equipment for the Highway Department for the year 2026 are set forth in Appendix B; and be it further

RESOLVED that the Highway Superintendent is permitted to hire seasonal help, including wingmen and laborers, within the budget limits; and be it further

RESOLVED that a base rate of seventeen dollars (\$17) per hour be set for the Town Highway Department for all new seasonal employees and seventeen dollars (\$17) for returning seasonal employees or other extra help on a part-time basis in conjunction with summer help, to be paid from the Highway Department, with the approval by the Town Board pursuant to NYS Highway Law 140(4) for the year 2026; and be it further

RESOLVED that the Highway Superintendent, pursuant to Section 142, Subdivision 1(a) of the Highway Law, is authorized to purchase special tools and other implements required in the operation of the Highway Department, equipment not to exceed ten thousand (\$10,000) dollars and thirty-five thousand (\$35,000) dollars for each public works project according to NYS Law and Town of Clifton Park procurement guidelines for the year 2026; and be it further

RESOLVED that the Highway Superintendent is authorized to purchase tools and equipment for the Highway Department per General Municipal Law, Section 103, Subdivision 6, at authorized auctions conducted by governmental organizations within the

State of New York for amounts not to exceed limitations set by the 2026 budget; and be it further

RESOLVED that the Highway Superintendent is authorized to assign Highway personnel to remove the remains of animals that have been struck by vehicles and then wandered onto private property at the request and mutual agreement of a homeowner; and be it further

RESOLVED that the Maintenance Division of the Highway Department may perform the repairs and maintenance of vehicles from the Buildings and Grounds Department, Building and Development Department, Clifton Park Sewer Department, Clifton Park Water Authority, Town Security Department, Town Hall vehicles, Senior Vans, Transfer Station and Parks and Recreation Department, at a flat labor rate of \$50/hr. per employee, and direct costs for replacement parts; and be it further

RESOLVED that the Sewer Department will perform sewer related services for Town Departments for the year 2026 at rates as set forth in Appendix C; and be it further

RESOLVED that the Department of Building and Grounds will perform maintenance and other labor for park districts for the year 2026 for the following flat labor rates: Laborer/MEO @ \$30 per hour, Supervisor @ \$40 per hour and Director @ \$50 per hour; and be it further

RESOLVED that Town employees, with the approval of the Department head and the Town Board, are authorized to attend training courses related to their employment and be reimbursed for all expenses associated therewith provided they submit appropriate documentation within 10 days after the course ends; and be it further

RESOLVED that the mileage rate of reimbursement for the use of town employees' cars shall be consistent with IRS established rates; and be it further

RESOLVED that the Procurement Policy and Procedures, which are attached as Appendix D, are hereby adopted for the year 2026; and be it further

RESOLVED that the payroll matrix for the non-union employees and part-time and half-time employees, a copy of which is attached as Appendix E, is approved for 2026; and be it further

RESOLVED that the employees identified in Appendix F, "Employees Authorized to Approve Purchases," as amended and effective January 6, 2026, to approve purchases on behalf of the Town in accordance with the Town's Procurement Policy, and adopted purchasing procedures.



APPENDIX A

PROPOSED 2026 HOLIDAY SCHEDULE IN HOUSE

THE FOLLOWING ARE THE LEGAL HOLIDAYS TO BE OBSERVED FOR 2026:

NEW YEAR'S DAY	THURSDAY	01/01/26
MARTIN LUTHER KING, JR. DAY	MONDAY	01/19/26
PRESIDENTS' DAY	MONDAY	02/16/26
MEMORIAL DAY	MONDAY	05/25/26
JUNETEENTH	FRIDAY	06/19/26
INDEPENDENCE DAY OBSERVED	FRIDAY	07/03/26
LABOR DAY	MONDAY	09/07/26
COLUMBUS DAY OBSERVED	MONDAY	10/12/26
VETERANS DAY	WEDNESDAY	11/11/26
THANKSGIVING DAY	THURSDAY	11/26/26
DAY AFTER THANKSGIVING	FRIDAY	11/27/26
½ DAY CHRISTMAS EVE (12:30PM)	THURSDAY	12/24/26
CHRISTMAS DAY	FRIDAY	12/25/26
½ DAY NEW YEAR'S EVE (12:30PM)	THURSDAY	12/31/26
NEW YEAR'S DAY	FRIDAY	01/01/27

Proposed Town Board Meeting Dates 2026

Tuesday January 6 –

6:00pm- Agenda Session for January 20 Town Board Meeting

7:00pm-Organizational & Town Board Meeting

Tuesday January 20 (Day after Martin Luther King Day)-

6:00pm- Agenda Session for February 3 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday February 3-

6:00pm – Agenda Session for February 24 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday February 24 (Moved due to School Winter Break Week)-

6:00pm- Agenda Session for March 3 Town Board Meeting

7:00pm-Town Board Meeting

Tuesday March 3-

6:00pm- Agenda Session for March 17 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday March 17-

6:00pm- Agenda Session for April 7 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday April 7-

6:00pm- Agenda Session for April 21 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday April 21-

6:00pm- Agenda Session for May 5 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday May 5-

6:00pm- Agenda Session for May 19 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday May 19-

6:00pm- Agenda Session for June 2 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday June 2-

6:00pm- Agenda Session for June 16 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday June 16-

6:00pm- Agenda Session for July 7 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday July 7-

6:00pm- Agenda Session for July 21 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday July 21-

6:00pm- Agenda Session for August 4 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday August 4-

6:00pm- Agenda Session for August 18 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday August 18-

6:00pm- Agenda Session for September 8 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday September 8 (Day after Labor Day)-

6:00pm- Agenda Session for September 22 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday September 22-

6:00pm- Agenda Session for October 6 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday October 6-

6:00pm- Agenda Session for October 20 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday October 20-

6:00pm- Agenda Session for November 3 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday November 3-

6:00pm- Agenda Session for November 17 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday November 17-

6:00pm- Agenda Session for December 8 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday December 8-

6:00pm- Agenda Session for December 22 Town Board Meeting

7:00pm- Town Board Meeting

Tuesday December 22-

6:00pm- Agenda Session for January 5, 2027 Organizational & Town Board Meeting

7:00pm- Town Board Meeting

Appendix B-Highway Rates

Trucks for snow removal with plow & driver	\$ 75.00/hr
Trucks for snow removal with plow, wing driver & wingman	\$ 100.00/hr
Trucks for snow removal with plow, wing sander, driver, & wingman	\$ 105.00/hr
Trucks for snow removal with plow & driver less than 2 ton	\$ 60.00/hr
Front end loaders with bucket, or plow & graders with driver	\$ 85.00/hr
Trucks for sanding, with driver	\$ 70.00/hr
Front end loaders with bucket or plow & graders, without driver	\$ 60.00/hr
Front end loader equipped with 18' plow with driver	\$ 100.00/hr
Snowblower or plow or sander riding to clear and maintain sidewalks	\$ 80.00/hr
Trucks for hauling, single axle, dual wheel with driver	\$ 70.00/hr
Tandem trucks for hauling, with driver	\$ 85.00/hr
Tri-axel trucks for hauling, with driver	\$ 90.00/hr
Trailer for hauling with driver	\$ 90.00/hr
Excavator with operator JD 120 Series	\$ 155.00/hr
JD 200 Series	\$ 180.00/hr
Bulldozer with operator	\$ 105.00/hr
Mobilization	
In	\$125.00
Out	\$125.00
Backhoe w/operator	\$ 95.00/hr

Appendix C-Sewer Rates

The Sewer Department will perform sewer-related services for Town Departments for the year 2026 at the following rates:

Light Tower	\$50 per day
Sewer Camera Truck Services	\$150 per hour
Sewer Crane Truck Services	\$150 per hour
Sewer Jet Truck	\$150 per hour
Portable Generator	\$125 per day
Laborer	\$30 per hour / employee
MEO	\$35 per hour / employee
Manager	\$50 per hour / employee

Appendix D

Procurement Policy

**Town of Clifton Park
Procurement Policy
As of 1/6/2026**

The New York State General Municipal Law (GML) provides that all municipal contracts for public works involving more than \$35,000 and all purchase contracts involving more than \$20,000 are to be awarded to the lowest responsible bidder after advertisement for sealed bids. [GML 103]

For the acquisition of all other goods and services, the law requires that procurement takes place by methods and means designed to facilitate acquisition of goods and services of maximum quality and at the lowest possible cost under circumstances that guard against favoritism, improvidence, fraud and corruption. [GML 104-b]

Therefore, the Town Board adopts the following procedures to govern the acquisition of goods and services, and recurring contracts, not governed by the sealed bid requirements. [GML 103]

POLICY 1: Determine if the procurement is governed by the sealed bid requirements of GML 103. A public work is any permanent improvement to be constructed or affixed on Town property. This includes: buildings, structures, pavement, trails, cell towers, water lines, sewer infrastructure, and any other permanent improvement to public property.

- If the improvement is reasonably expected to exceed \$35,000, including labor and materials, a sealed bid is required.
- The same analysis is required for the purchase of materials, supplies or equipment that may reasonably be expected to exceed \$20,000.

If a sealed bid is required, bids should be advertised in a manner designed to achieve the widest reasonable distribution to the relevant market for the individual procurement at issue, including consideration given to utilize the NYS Contract Reporter, The Town's official publication, and/or trade or special interest publications selected for the individual market. For construction and other public works procurements where bid documents have been written by an engineering firm or other consultant on behalf of the Town, reliance upon such consultants for advertising and distribution of the bid documents is sufficient. All sealed bid documents shall be advertised and available for download on the Town website, www.cliftonpark.org/government/requests-for-bids-and-proposals.html.

POLICY 2: For improvements constituting public works less than \$35,000, written quotes should be obtained following advertising and distribution designed to achieve widest reasonable distribution for the individual project at issue, including the official paper of record, according to the most recent organizational resolution, and the NYS Contract Reporter. In all cases the solicitation should be advertised and noticed on the Town Website.

POLICY 3: All estimated Purchase or Revenue contracts reasonably expected to be less than \$20,000, in the aggregate on a 12-month basis require a written Quote. It is Town Policy that at least 3 written quotes from vendors be obtained, but in all cases the solicitation should be distributed as widely as practicable for the individual material, supplies or services solicited and should be advertised and noticed on the Town Website where practicable to do so. If unable to obtain at least three separate quotes, documentation should be made demonstrating efforts made to do so. Purchases of \$500 or less are left to the discretion of the purchaser.

POLICY 4: The lowest responsible proposal or quote shall be awarded the purchase or contract unless the purchaser prepares a written justification, subject to approval of the Comptroller or Town Attorney, providing reasons why it is in the best interest of the Town and taxpayers to make an award to other than the lowest bidder.

Factors for consideration on determining not to award to the lowest bidder:*

- local source - if the vendor is located within
 1. The Town of Clifton Park, then
 2. Southern Saratoga County, then
 3. Saratoga County,
 4. **and** the bid is within 5% of the highest bid, then the Board may award the contract to the local vendor in appropriate cases.
- lowest bidder is deemed not responsible
- availability of product, maintenance or service when needed
- transportation and other costs relevant to acquiring goods

*If any of the factors set forth above are used in determining the award, including the reliability of the lowest bidder, then documentation justifying the judgment made shall be included in the record supporting the particular procurement.

POLICY 5: For Revenue contracts, Professional Service Contracts, Consulting Services for new services, initiatives, or pilot programs, determinations shall be made concerning the applicable thresholds based upon information available, and the methods of obtaining alternative quotes, proposals and expressions of interest selected should be based on the availability of potential sources and the cost-effectiveness of each method under the circumstances, pursuant to the policy goals of GML 104-b, quoted above.

Documentation concerning actions taken in connection with the methods chosen shall be retained in all cases in a procurement file accompanying the project file.

POLICY 6: Determinations on the methods to be used in obtaining quotations, and prices will depend in each instance on the type of procurement sought, and the method used should be selected based on efficiency and adherence with the policy goals of GML 104-b.

POLICY 7: A Request for Proposal (RFP) is generally to be used where price is one, but not the only, consideration to be evaluated in making the procurement determination, and should be used where experience, qualifications, response time, and other qualitative factors are

expected to be material to the selection of the vendor, supplier, or consultant. An RFP should also be used where the Town seeks input from prospective proposers on the best course, methods and means to achieve the desired goal of the procurement.

POLICY 8: A good faith effort shall be made to obtain the required number of proposals or quotes. If the purchaser is unable to obtain the required number of proposals or quotations, the purchaser shall document the attempt made at obtaining the proposals. The inability to obtain the proposals or quotes is not an absolute bar to obtaining the procurement.

POLICY 9: Exceptions to requirements for competitive bidding or solicitation for projects, Goods or Services not governed by GML 103:

- emergencies arising out of an accident or unforeseen circumstance affecting public property or life, health or safety
- item available from a sole source which is uniquely required in the public interest, there is no substantial equivalent and no competition for the supply (sole source determination shall be made by Town Attorney or Comptroller)
- goods purchased from agencies for the blind or severely handicapped
- goods purchased from correctional facilities
- goods purchased from another governmental agency
- goods purchased at authorized auctions
- goods purchased for less than \$500.00 for All Items under the Town Hall administration, \$750.00 for DA-Line Items.
- purchases made utilizing pre-existing State Contract, or available under "piggyback" contracts pursuant to GML 103(3)
- authorized auctions
- professional services in the sole discretion of the Town Board

POLICY 10: All requests to attend classes, seminars or professional conferences involving overnight stays must be approved by the Town Board.

POLICY 11: The Comptroller will issue periodic guidance on the utilization of purchase orders and vouchers for the processing of purchases for supplies and materials to be followed by all departments.

POLICY 12: A purchase order serves to identify the account from which funds for a purchase are to be made. All payments must have a purchase order attached with the exception of:

- reimbursement of travel expenses (expense summary must be attached to voucher)
- payment of utilities
- payment of leases
- refund of participation fees
- postage
- gas purchased through the Town pumps
 1. cost of maintenance for good(s) or service(s);
 2. features of the offered product or services set forth in detailed specification for the product offered;

3. warranties and/or maintenance to be provided with the product or service;
4. product life of good(s) or service(s);
5. references, past performance and reliability or durability of the product offered and current or past experience with the provision of similar goods or services;
6. organization, staffing (both members of staff and particular abilities and experiences), and ability to undertake the type and complexity of the work;
7. financial capability; or

POLICY 13: All Capital Expenditures in excess of \$5,000 shall be approved by the Town Board.

POLICY 14: Pursuant to General Municipal Law § 104- b (2) (F), individuals named on the attached list are responsible for authorizing Purchasing and Procurement pursuant to this policy.

POLICY 15: Goods and services procured and awarded on the basis of "best value" are those that the Town determines will be of the highest quality while being the most cost efficient. The goal of the procurement is to award the contract or purchase order to the offeror who optimizes quality, cost, and efficiency among responsive offerors. The determination of quality and cost efficiency shall be based on objective, quantifiable, clearly described, and documented criteria, which may include, but shall not be limited to any or all of the following:

1. cost of maintenance for good(s) or service(s);
2. features of the offered product or services set forth in detailed specification for the product offered;
3. warranties and/or maintenance to be provided with the product or service;
4. product life of good(s) or service(s);
5. references, past performance and reliability or durability of the product offered and current or past experience with the provision of similar goods or services;
6. organization, staffing (both members of staff and particular abilities and experiences), and ability to undertake the type and complexity of the work;
7. financial capability; or
8. record of compliance with all federal, state, and local laws, rules, licensing requirements, where applicable, and executive orders, including but not limited to compliance with existing labor standards and prevailing wage laws.
9. Compatibility with existing equipment for interchangeability of accessories, parts and services.

Whenever any contract is awarded on the basis of best value instead of lowest responsible bidder, the basis for determining best value and the final calculations used shall be thoroughly and accurately documented and made part of the procurement record.

POLICY 16: The Town of Clifton Park, at its discretion and following the guidelines set forth in General Municipal Law § 103, may procure goods (including apparatus, materials, equipment and supplies) and services by "piggy backing" through contracts let by the United States, or any agency thereof, any state, purchasing cooperative or any political subdivision or district therein, if such a contract was let in a manner consistent with competitive bidding or

"best value" methodology and made available for use by other government agencies. This may include, but not limited to, contracts let by other counties, states, national cooperative contracts, contracts let by the federal government through the General Services Administration (GSA) made available for use to county government, for example Schedule 70 (IT related purchases), Schedule 84 (Law Enforcement purchase), and other purchases related to Disaster Recovery.

This Policy shall be reviewed annually by the Town Attorney and Comptroller and recommendations submitted to the Town Board at its organizational meeting or as soon thereafter as is reasonably practicable.

* Highest bidder/quote for Revenue Contracts

APPENDIX E

Town of Clifton Park
Salary Matrix
2026 Salary Matrix

Percent Increase: 3.50%

Grade	1	2	3	4	5	6	7	8	9	10	11	12
1	18.97	19.16	19.73	20.32	20.93	21.56	22.42	23.32	24.49	25.71	27.00	28.35
2	21.86	22.08	22.74	23.42	24.12	24.84	25.83	26.86	28.20	29.61	31.09	32.64
3	24.79	25.04	25.79	26.56	27.36	28.18	29.31	30.48	32.00	33.60	35.28	37.04
4	27.68	27.96	28.80	29.66	30.55	31.47	32.73	34.04	35.74	37.53	39.41	41.38
5	30.63	30.94	31.87	32.83	33.81	34.82	36.21	37.66	39.54	41.52	43.60	45.78
6	33.50	33.84	34.86	35.91	36.99	38.10	39.62	41.20	43.26	45.42	47.69	50.07
7	37.18	37.55	38.68	39.84	41.04	42.27	43.96	45.72	48.01	50.41	52.93	55.58
8	40.82	41.23	42.47	43.74	45.05	46.40	48.26	50.19	52.70	55.34	58.11	61.02
9	45.21	45.66	47.03	48.44	49.89	51.39	53.45	55.59	58.37	61.29	64.35	67.57
10	48.11	48.59	50.05	51.55	53.10	54.69	56.88	59.16	62.12	65.23	68.49	71.91
11	51.77	52.29	53.86	55.48	57.14	58.85	61.20	63.65	66.83	70.17	73.68	77.36
12	55.42	55.97	57.65	59.38	61.16	62.99	65.51	68.13	71.54	75.12	78.88	82.82
13	59.07	59.66	61.45	63.29	65.19	67.15	69.84	72.63	76.26	80.07	84.07	88.27
14	63.45	64.08	66.00	67.98	70.02	72.12	75.00	78.00	81.90	86.00	90.30	94.82

Step Percent Increase
Yrs in Step

1 1.00% 2 3.00% 3 3.00% 4 3.00% 5 3.00% 6 3.00% 7 4.00% 8 4.00% 9 5.00% 10 5.00% 11 5.00% 12 5.00%

1 2 3 3 3 3 3 3 3 3 3 3 3

Town of Clifton Park
Salary Matrix

2026 Salary Matrix Percent Increase: 3.50%

Grade	1	2	3	4	5	6	7	8	9	10	11	12
Yearly Salary		261 days										
1	34,658	35,005	36,047	37,125	38,239	39,390	40,961	42,606	44,743	46,972	49,329	51,795
2	39,938	40,340	41,546	42,788	44,067	45,383	47,191	49,073	51,521	54,097	56,801	59,633
3	45,291	45,748	47,118	48,525	49,987	51,485	53,549	55,687	58,464	61,387	64,457	67,672
4	50,571	51,083	52,618	54,189	55,815	57,496	59,798	62,191	65,297	68,567	72,002	75,601
5	55,961	56,527	58,226	59,980	61,771	63,616	66,156	68,805	72,240	75,857	79,657	83,640
6	61,205	61,826	63,689	65,608	67,581	69,609	72,386	75,272	79,036	82,982	87,130	91,478
7	67,928	68,604	70,668	72,788	74,980	77,227	80,315	83,530	87,714	92,099	96,703	101,545
8	74,578	75,327	77,593	79,913	82,306	84,773	88,171	91,697	96,283	101,106	106,167	111,484
9	82,599	83,421	85,924	88,500	91,149	93,890	97,653	101,563	106,642	111,977	117,567	123,450
10	87,897	88,774	91,441	94,182	97,014	99,919	103,920	108,085	113,493	119,175	125,131	131,380
11	94,584	95,534	98,402	101,362	104,395	107,519	111,812	116,289	122,098	128,201	134,613	141,337
12	101,252	102,257	105,327	108,487	111,739	115,083	119,687	124,474	130,704	137,244	144,114	151,312
13	107,921	108,999	112,269	115,631	119,102	122,683	127,598	132,695	139,327	146,288	153,596	161,269
14	115,923	117,074	120,582	124,199	127,927	131,763	137,025	142,506	149,631	157,122	164,978	173,236

Town of Clifton Park
Salary Matrix

2026 Salary Matrix Percent Increase: 3.50%

Grade	1	2	3	4	5	6	7	8	9	10	11	12
1	16.55	16.72	17.22	17.74	18.27	18.82	19.57	20.35	21.37	22.44	23.56	24.74
2	19.14	19.33	19.91	20.51	21.13	21.76	22.63	23.54	24.72	25.96	27.26	28.62
3	21.68	21.90	22.56	23.24	23.94	24.66	25.65	26.68	28.01	29.41	30.88	32.42
4	24.22	24.46	25.19	25.95	26.73	27.53	28.63	29.78	31.27	32.83	34.47	36.19
5	26.82	27.09	27.90	28.74	29.60	30.49	31.71	32.98	34.63	36.36	38.18	40.09
6	29.34	29.63	30.52	31.44	32.38	33.35	34.68	36.07	37.87	39.76	41.75	43.84
7	32.53	32.86	33.85	34.87	35.92	37.00	38.48	40.02	42.02	44.12	46.33	48.65
8	35.73	36.09	37.17	38.29	39.44	40.62	42.24	43.93	46.13	48.44	50.86	53.40
9	39.55	39.95	41.15	42.38	43.65	44.96	46.76	48.63	51.06	53.61	56.29	59.10
10	42.13	42.55	43.83	45.14	46.49	47.88	49.80	51.79	54.38	57.10	59.96	62.96
11	45.30	45.75	47.12	48.53	49.99	51.49	53.55	55.69	58.47	61.39	64.46	67.68
12	48.48	48.96	50.43	51.94	53.50	55.11	57.31	59.60	62.58	65.71	69.00	72.45
13	51.71	52.23	53.80	55.41	57.07	58.78	61.13	63.58	66.76	70.10	73.61	77.29
14	55.50	56.06	57.74	59.47	61.25	63.09	65.61	68.23	71.64	75.22	78.98	82.93

Step Percent Increase 1.00%

Yrs In Step	1	2	3	4	5	6	7	8	9	10	11	12
1	1.00%	1.00%	3.00%	3.00%	3.00%	3.00%	4.00%	4.00%	5.00%	5.00%	5.00%	5.00%
2		2	3	3	3	3	3	3	3	3	3	3
3			3	3	3	3	3	3	3	3	3	3

Town of Clifton Park

Salary Matrix

2026 Salary Matrix Percent Increase: 3.50%

Grade	1	2	3	4	5	6	7	8	9	10	11	12
Yearly Salary	34,556	34,911	35,955	37,041	38,148	39,296	40,862	42,491	44,621	46,855	49,193	51,657
	39,964	40,361	41,572	42,825	44,119	45,435	47,251	49,152	51,615	54,204	56,919	59,759
	45,268	45,727	47,105	48,525	49,987	51,490	53,557	55,708	58,485	61,408	64,477	67,693
	50,571	51,072	52,597	54,184	55,812	57,483	59,779	62,181	65,292	68,549	71,973	75,565
	56,000	56,564	58,255	60,009	61,805	63,663	66,210	68,862	72,307	75,920	79,720	83,708
	61,262	61,867	63,726	65,647	67,609	69,635	72,412	75,314	79,073	83,019	87,174	91,538
	67,923	68,612	70,679	72,809	75,001	77,256	80,346	83,562	87,738	92,123	96,737	101,581
	74,604	75,356	77,611	79,950	82,351	84,815	88,197	91,726	96,319	101,143	106,196	111,499
	82,580	83,416	85,921	88,489	91,141	93,876	97,635	101,539	106,613	111,938	117,534	123,401
	87,967	88,844	91,517	94,252	97,071	99,973	103,982	108,138	113,545	119,225	125,196	131,460
	94,586	95,526	98,387	101,331	104,379	107,511	111,812	116,281	122,085	128,182	134,592	141,316
	101,226	102,228	105,298	108,451	111,708	115,070	119,663	124,445	130,667	137,202	144,072	151,276
	107,970	109,056	112,334	115,696	119,162	122,733	127,639	132,755	139,395	146,369	153,698	161,382
	115,884	117,053	120,561	124,173	127,890	131,732	136,994	142,464	149,584	157,059	164,910	173,158

Town of Clifton Park
Part-time & Half-time Personnel Salary Matrix

COLA Increase 3.50%

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
1	19.27	19.46	20.04	20.64	21.26	21.90	22.78	23.69	24.87	26.11	27.42	28.79
2	21.29	21.50	22.15	22.81	23.49	24.19	25.16	26.17	27.48	28.85	30.29	31.80
3	23.28	23.51	24.22	24.95	25.70	26.47	27.53	28.63	30.06	31.56	33.14	34.80
4	25.91	26.17	26.96	27.77	28.60	29.46	30.64	31.87	33.46	35.13	36.89	38.73
5	28.59	28.88	29.75	30.64	31.56	32.51	33.81	35.16	36.92	38.77	40.71	42.75
6	31.30	31.61	32.56	33.54	34.55	35.59	37.01	38.49	40.41	42.43	44.55	46.78
7	35.22	35.57	36.64	37.74	38.87	40.04	41.64	43.31	45.48	47.75	50.14	52.65
8	39.22	39.61	40.80	42.02	43.28	44.58	46.36	48.21	50.62	53.15	55.81	58.60
9	43.17	43.60	44.91	46.26	47.65	49.08	51.04	53.08	55.73	58.52	61.45	64.52
10	45.94	46.40	47.79	49.22	50.70	52.22	54.31	56.48	59.30	62.27	65.38	68.65
11	49.44	49.93	51.43	52.97	54.56	56.20	58.45	60.79	63.83	67.02	70.37	73.89
12	52.94	53.47	55.07	56.72	58.42	60.17	62.58	65.08	68.33	71.75	75.34	79.11
13	56.43	56.99	58.70	60.46	62.27	64.14	66.71	69.38	72.85	76.49	80.31	84.33
14	60.61	61.22	63.06	64.95	66.90	68.91	71.67	74.54	78.27	82.18	86.29	90.60

Years in Step

Percent Increase

1	2	3	3	3	3	3	3	3	3	3	3	3
1.00%	3.00%	3.00%	3.00%	3.00%	3.00%	4.00%	4.00%	5.00%	5.00%	5.00%	5.00%	5.00%

1/2/2026

Expanded 2026

Part time Matrix 2010 - 2015 2 percent

Appendix F

EMPLOYEES AUTHORIZED TO APPROVE PURCHASES

As of January 6, 2026

Supervisor's Office:

Phil Barrett, Town Supervisor
Jean Spiegel, Confidential Secretary

Assessor's Office:

Walter Smead, Assessor
Kelly Miller, Valuation Assistant

Attorney's Office:

Kevin Dailey, Town Attorney

Buildings & Grounds:

Daniel Clemens, Director
Regan Tromblee, Senior Account Clerk
Kieran Lynch, Maintenance Supervisor
Donald McCune, Transfer Station Manager

Building & Development:

Wade Schoenborn, Director
John DeSimone, Chief Bureau of Fire Prevention

Clerk:

Caitlin Fantini, Town Clerk
Raina Munafo, Deputy Town Clerk
Leighann Nastasia, Deputy Town Clerk

Comptroller:

Mark Heggen, Comptroller
Darlene Allen, Deputy Comptroller

Town Court:

Connie Brown, Chief Court Clerk

Highway Department:

Dahn Bull, Superintendent of Highways
Ellenmarie Martin, Deputy Highway Superintendent

Parks & Recreation:

_____, Director
Diana Fraser, Assistant Director

Planning & Zoning Department:

John Scavo, Planning Director
Scott Reese, Zoning Administrator and Stormwater Management Officer

Receiver of Taxes:

Rose Savallo, Receiver of Taxes

Safety & Security Office:

Lou Pasquarell, Director
Teresa Cook, Director, Animal Control

Senior Citizen Center:
Susan Leonard, Director

Sewer Department:
Mike O'Brien, Collection System Manager

Kevin Luibrand

Education

Union University, Albany School of Law

1980-1983

Juris Doctor

Class Rank: 15 of 189

SUNY @ Oswego

1976-1980

Bachelor of Science in Business Administration/Minor in Economics

Honors: Magna Cum Laude

Bar Admissions

- New York State: 1983
- United States District Court, Northern District of New York: 1984
- United States Court of Appeals, Second Circuit: 1993
- Individual cases in federal courts in North Carolina, Florida and Kentucky

Professional Work History

Luibrand Law Firm PLLC

2008-Present

Owner

Latham, NY

- Primary counsel on over 200 trials and hearings with many settlements or verdicts in excess of \$1,000,000 including excessive force, negligence, legal malpractice, employment, and medical malpractice.
- Argued many cases before the New York State Supreme Court, Appellate Division, Third Department, New York State Court of Appeals, United States Court of Appeals, and the New York State Court of Claims.
- Represented individuals, professionals, businesses, lawyers and judges on a wide range of civil and criminal claims or accusations, including multiple murder and serious felony charges, espionage, money laundering, immigration offenses, and drug-related offenses.

Tobin and Dempf Law Firm

1983-2008

Associate and Partner

Albany, NY

- Lead counsel on over 300 trials and hearings across diverse areas of law including civil rights, criminal defense, civil defense, business disputes, employment, land development, planning and zoning.
- Recovered for clients by trial or settlement many awards exceeding \$1,000,000 including DC-8 plane crash (\$8 million), excessive force and false arrests (\$1.2 million, \$2.5 million, \$3.5 million), employment (\$1.4 million), and serious accidents (\$1.8 million, \$1.2 million).

United States Army, Walter Reed Army Hospital

1985-1995

Captain, Active and Reserves

Bethesda, MD

Desert Shield/Desert Storm

- Ran the military unit charged with defending wounded and injured soldiers and represented soldiers returning from Middle East military combat service on their disability awards and military benefits.
- Meritorious Service Medal (1992) recipient

Clifton Park Water Authority

1990-1992

Attorney

Clifton Park, NY

- Organized the creation and operational infrastructure of the Water Authority from its inception.
- Negotiated with town developers, Saratoga County, and various Departments of Health on the acquisition and interconnection of town-wide underground water infrastructure and purification facilities.

Town of Clifton Park

1987-1991

Town Attorney

Clifton Park, NY

- Served two Town administrations as Town Attorney, supervising three Assistant Town Attorneys.
- Led specialized work revising zoning code, developing the Clifton Commons with Ice Arena and Senior Citizen and CAPTAIN facilities.
- Negotiated with New York State Police and developers to construct Route 146 State Police substation, and create the Town of Clifton Park Water Authority.

Volunteer Activities

- **President & Cofounder:** Peter Young Housing, Industries and Treatment organization (40 years/current)
 - Non-profit with a budget in excess of \$6,000,000 serving eastern New York state's homeless, addicted, and unemployed.
- **Officer & President:** CAPTAIN Board of Directors (1990s)
 - Oversaw the creation of the CAPTAIN court-based alcohol and drug treatment referral program and opening of the CAPTAIN Treasures store
- **Head Coach:** Miss Shen Softball travel and recreation teams (15 years)
- **Head Coach:** Clifton Park recreational soccer teams (8 years)
- **Instructor:** Trial Tactics, United States federal court program

Thomas Hartman

Education

SUNY College of Environmental Science and Forestry (May 2016)

Bachelor of Science: *Environmental Studies*

Minor: *Environmental Writing and Rhetoric*

Volunteer Experience

Open Spaces Nature Preserve, Clifton Park, NY, Volunteer, 05/2014 - 08/2014

- Managing a project to clear a local nature preserve of the invasive species phragmites.
- Self-motivated research and hands on experimentation while working with local government officials to clean up the park.

Capital Region Audubon Chapter, Albany, NY, Volunteer, 10/2014 - 6/2019

- Writing and publishing articles within my local Audubon chapter.
- Working with Microsoft Suite to design newsletters and keep information up-to date.
- Collaborating with other volunteer organizations to design improvements to local parks and bike infrastructure.

Environmental Communication Workshop, Syracuse, NY, Student, 2016

- Working within small groups to edit and help student authors publish their articles.
- As a class, we designed our school's first website to publish student's work.

The Knothole, Syracuse, NY, College Club Member/Writer, 2012

- Writing, editing and publishing articles in my university paper.

Work Experience

Target Distribution Center, Gansevoort, NY, Outbound Team Member, 2017 - 2018

- Working in a team to efficiently load up truck trailers.
- Operating machinery and learning skills on my feet.

Cognia, Menands, NY, Assessment Scorer, 2019 – 2020

- Collaborating with a team to critically assess and apply a numerical grade to state examinations.

Voice Acting and Content Creation: 2018 – (Present)

- Voice acting, audio engineering and script writing to create creative content and publish it on my website as my primary source of income.

Stefanie DiLallo Bitter

One Washington Street
PO Box 2168 Glens Falls New York 12801
518-832-6419 fax 518-824-1019
sdb@bpsrlaw.com

LEGAL EXPERIENCE

Admitted to Practice January 2001, New York State, Third Department
April, 2001, Federal Jurisdiction, Northern District of New York
December, 2014 Vermont Bar Admission

Bartlett, Pontiff, Stewart & Rhodes, P.C., Glens Falls, New York
Associate Attorney, 2000 - 2007, *Principal Attorney*, 2008 to present
Practice in all aspects of Real Estate Law, Land Use and Zoning Law, Landlord/ Tenant,
Estate Planning and Administration, Municipal Law, Corporate and Commercial Law,
and Environmental Law.

Division of Parole, Albany, New York
Legal Intern, July, 1999-2000

NYS Lawyers' Fund for Client Protection, Albany, New York
Legal Investigator, June 1999- 2000

NYS Department of Health, Bureau of Administrative Hearings, Albany, New York
Legal Intern, Spring 1999

Division of Probation and Correctional Alternatives, Albany, New York
Research Assistant, Spring 1999

New York Association for Alternative Sentencing Programs, Albany, New York
Research Assistant, July 1998-April 1999

NYS Supreme Court, The Honorable Vito Caruso, Schenectady, New York
Legal Intern, June 1998 and December-February 1997

EDUCATION

Albany Law School of Union University, Albany, New York
Juris Doctor, *cum laude*, May 2000
GPA: 3.25
Dean's List three of six eligible semesters
Health Law Practicum, Fall 1999
Gabielli Appellate Advocacy Moot Court Competition, Fall 1998
Senior Prize Trials, Fall 1999 & Octo-finals 2000
Writing Requirement: *Supplemental Needs Trust: Enhancing the
Quality of a Disabled Person's Life*
Member of the Justinian Society

Hartwick College, Oneonta, New York
BA in Political Science Minor: History, May 1997
GPA: 3.2 - Graduated with Departmental Distinction

CERTIFICATIONS

Certified Mediator, Albany Law School, January 1999
Certified Guardian, Albany Law School, December 1999

PROFESSIONAL MEMBERSHIPS

New York State Bar Association
Warren County Bar Association
Member, Real Estate Committee, 2010 to present
Adirondack Women's Bar Association
Founding Member; Secretary, 2004-2005

COMMUNITY INVOLVEMENT

Member of the Steering Committee, Northeastern Chapter of Junior Achievement, 2006 to 2013

Member of the Board of Directors, Adirondack Saratoga Chapter of the Red Cross, 2010 to 2016.
Vice Chair 2012-2014
Chair 2014- 2015

Member of the Board of Directors, Council Meadows, 2011 to 2016.

Member of Warren County Bar Association Real Estate Committee, 2010 to present
Co-Chair 2012 to 2013

Director of Adirondack Regional Chamber of Commerce, January 2014 to December 2020.

Director of the Family YMCA of the Glens Falls Area, June 2019 to 2024

Secretary, Women's Business Council, Adirondack Regional Chamber of Commerce, June 2019 to June 2020

Chair, Women's Business Council, Adirondack Regional Chamber of Commerce, June 2020 to June 2021

Secretary, Hickory Hill Foundation, September 2021 to 2024

20 under 40 Award, The Post Star and the Young Professionals Chapter of the Adirondack Regional Chamber of Commerce, October of 2010

Blood Donor Hero Award, 2019 Northeastern New York American Red Cross
Volunteer for Blood Services, Adirondack Saratoga Chapter of the Red Cross 2008 to present.
Organized a Blood Drive in December, 2008, 2011, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, and 2025

Volunteer for Junior Achievement, 2005, 2007, 2008, 2009, 2010, 2011, and 2013.

Speaker for Adirondack Chamber of Commerce Event: Network of Enterprising Women, Business: The Legal Aspect, September 13, 2011.

Co-Founder and Organizer of the 2012, 2013 and 2014 5k Zombie Run, Six Flags Great Escape, Queensbury New York. Proceeds benefited the Adirondack Saratoga Chapter of the American Red Cross.

Speaker for New York Easements and Right of Ways CLE sponsored by Foxmoor, December 11, 2012, Albany New York

Upstate New York Rising Star Award 2013, 2014 and 2015, Super Lawyers, Recognized for work in Land Use and Zoning.

Adjunct Professor at Hartwick College Spring 2021, Fall 2021 and Spring 2022, Intro to Law and Society.

Community Workshop Inc. Dancing with the Stars March 2022, Mirror Ball Champion 2022

Speaker Women's Business Counsel Succession Summit, May 11, 2022

Co Treasurer Shenendehowa Girls Volleyball Booster Club 2020-2025

ALAN R. RHODES
J. LAWRENCE PALTROWITZ
MALCOLM B. O'HARA
PATRICIA E. WATKINS
MARK E. CERASANO
BRUCE O. LEPIŃSKI
JONATHAN C. LAPPER
JAMES R. BURKETT
STEFANIE DiLALLO BITTER
KARLA WILLIAMS BUETTNER
JOHN D. WRIGHT
JEFFREY B. SHAPIRO
MATTHEW J. MCAULIFFE

BARTLETT, PONTIFF, STEWART & RHODES, P.C.
ATTORNEYS AT LAW
P.O. BOX 2168
ONE WASHINGTON STREET
GLENNS FALLS, NEW YORK 12801-2168

TELEPHONE (518) 792-2117
FAX (518) 792-3309
EMAIL info@bparlaw.com
WEBSITE www.bparlaw.com

ALEXANDRA D. FINOCCHIO
KATHERINE E. REID
BENJAMIN R. PRATT, JR.
OF COUNSEL
ROBERT S. McMILLEN
RETIRED
RICHARD J. BARTLETT
1926-2015
PAUL E. PONTIFF
1930-2021
ROBERT S. STEWART
1932-2001
PHILIP C. MCINTIRE
1943-2025

SERVICE BY E-MAIL, FAX OR OTHER FORMS OF ELECTRONIC COMMUNICATION
NOT ACCEPTED

December 4, 2025

Via email at Clifton Park Transition <cliftonparktransition2025@gmail.com>
Clifton Park Transition Team 2026

Re: Legal Services

Dear Team 2026:

On behalf of our firm, I am responding to the Town of Clifton Park's invitation for proposals to serve as Deputy Town Attorney. Our interest would be in the position which is described in the January 6, 2025 Organizational Meeting as the following:

"with duties to include all legal matters related to the Town Planning Board and Planning Department, and shall include representing the Town Attorney's Office at Justice Court and such other duties as may be delegated by the Town Supervisor from time to time."

I have enclosed my resume for your review. But relative to my current municipal clients, please be advised that I serve as Special Counsel in the Town of Malta for Enforcement and Planning matters, the Town of Rotterdam Zoning Board of Appeals Attorney, Village of Ballston Spa Planning and Zoning Attorney, Village of Fort Ann Attorney, and the Village of Corinth Planning and Zoning Attorney.

Our firm has been and continues to be a leader in the region in providing legal services to municipalities. Our experience in municipal law is longstanding and unique. In addition to representing municipalities, our firm serves as counsel to Fort Ann School District and Queensbury Union Free School District. We also serve as labor counsel to Warren County, labor counsel to Washington County, counsel to Adirondack Community College, counsel to the Lake George Park Commission and special counsel to the Town of Warrensburg for real property tax matters.

Town of Clifton Park
Re: Proposal for Legal Services
December 4, 2025
Page 2

We favor a team approach to providing legal services. In this regard, the Town of Clifton Park will stand to benefit from the diversity of lawyers in our firm and the expertise that each lawyer has developed.

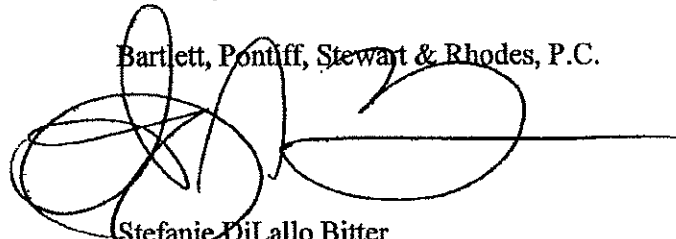
We are willing and able to provide additional services to the Town of Clifton Park if the need arises in all areas of municipal law including, highway law, employment and labor law, contracts and contract negotiations, municipal finance, environmental, real property tax and litigation.

Please advise if you have any other questions relative to my resume. If you could advise of how the payment for the service has been structured in the past or what are the intentions for the future, I would appreciate it.

I look forward to hearing from you.

Sincerely,

Bartlett, Pontiff, Stewart & Rhodes, P.C.

A handwritten signature in black ink, appearing to read 'Stefanie DiLallo Bitter', written over a horizontal line. The signature is stylized with large loops and a long horizontal stroke extending to the right.

Stefanie DiLallo Bitter

Direct Line: (518) 832-6419

Direct E-mail: sdb@bpsrlaw.com

SDB

enclosure

#870744



State of New York
Supreme Court, Appellate Division
Third Judicial Department
Admissions Office
P.O. Box 7350, Capitol Station
Albany, NY 12224-0350

Robert D. Mayberger
Clerk of the Court

AD3AdmissionsOffice@nycourts.gov
<http://www.nycourts.gov/ad3/admissions>
(518) 471-4778

Anthony A. Moore
Director of Attorney
Admissions

To Whom It May Concern:

An attorney admitted to practice by this Court may request a certificate of good standing, which is the only official document this Court issues certifying to an attorney's admission and good standing.

An attorney's registration status, date of admission and disciplinary history may be viewed through the attorney search feature on the website of the Unified Court System.

New York State does not register attorneys as active or inactive.

An attorney may request a disciplinary history letter from the Attorney Grievance Committee of the Third Judicial Department.

Bar examination history is available from the New York State Board of Law Examiners.

Instructions, forms and links are available on this Court's website.

Robert D. Mayberger
Clerk of the Court



*Appellate Division of the Supreme Court
of the State of New York
Third Judicial Department*

*I, Robert D. Mayberger, Clerk of the Appellate Division of
the Supreme Court of the State of New York, Third Judicial
Department, do hereby certify that*

Kevin Michael Dailey

*was duly licensed and admitted to practice as an Attorney and
Counselor at Law in all the courts of this State on July 12, 1977, has
duly taken and subscribed the oath of office prescribed by law, has
been enrolled in the Roll of Attorneys and Counselors at Law on
file in this office, is duly registered with the Office of Court
Administration, and according to the records of this Court is
currently in good standing as an Attorney and Counselor-at-Law.*



*In Witness Whereof, I have hereunto set
my hand in the City of Albany on
January 16, 2024.*

Robert D Mayberger

Clerk of the Court

CertID-00155655

RESUME

KEVIN M. DAILEY
Attorney at Law

PERSONAL:

Admitted to practice in New York
and U.S. District Court in 1977

EDUCATIONAL
BACKGROUND:

Legal; Hofstra University School of Law
Hempstead, New York
J.D., 1976

Undergraduate; Alfred University
Alfred, New York
B.A., 1971

High School Shenendehowa High School
Clifton Park, New York
Graduated, 1967

EMPLOYMENT EXPERIENCE
and POSITIONS HELD:

Partner
Hinman, Straub, Pigors & Manning
Attorneys at Law
121 State Street
Albany, New York 12207
1/90 to 12/91

Town and County Supervisor
Town of Clifton Park
1 Town Hall Plaza
Clifton Park, New York
1/80 to 12/83 and 1/86 to 12/89;
4 Elected Terms
Position entailed serving as Chief
Executive Officer of Municipality
(pop. 30,000-plus) and as a member
of the County Legislative body as
well

Chairman- New York State Association
of Large Towns, 1989

Single Practitioner, Clifton Park,
New York, 1977 to 1989 and 1992 to
present

CEO, Green Waste Energy, Inc.
2016 to present.

Assistant Town Attorney, Town of Clifton Park,
with responsibilities
for Town Planning Board and Zoning
Board of Appeals, 1977 to 1979

Assistant to Counsel, New York
State Assembly, Local Governments
Committee, 1973

**COLLEGE and HIGH
SCHOOL ACTIVITIES:**

Alfred University - President of
Class of 1971. Member of
the University Master Plan Committee;
Shenendehowa High School - President
of the Senior Class

ROCCO FERRARO, AICP

WORK EXPERIENCE

ADJUNCT PROFESSOR

Department of Geography, Planning, and Sustainability, University at Albany, State University of New York, **1997 to Present.**

Since 1997, I have taught the Introductory Urban Planning undergraduate course at the University during the Fall, Spring, and occasionally, Summer semesters. In 2017, 2018, & 2019, I taught the Graduate level Environmental Planning class. Recipient of the 2010 President's Award for Excellence in Teaching Part-time and the 2013-14 Chancellor's Award for Excellence in Adjunct Teaching.

EXECUTIVE DIRECTOR

Capital District Regional Planning Commission, **July 2003 to December 2016.**

Responsible for the operation of the Commission, which included a professional staff of seven and a \$1,000,000 budget. CDRPC was established in 1967 by a joint agreement of Albany, Rensselaer, Saratoga, and Schenectady Counties as a regional planning and resource center to promote intergovernmental cooperation and initiatives among governmental, non-profit, and private sector interests in the Capital Region.

Chief Administrator for the Capital District Youth Center, Inc. responsible for the operation of the 16 bed Capital District Juvenile Secure Youth Detention Facility.

DIRECTOR OF PLANNING SERVICES

Capital District Regional Planning Commission, **September 1985 to March 2000 and July 2002 to July 2003.**

ACCOMPLISHMENTS/RESPONSIBILITIES.

Responsible for the supervision and/or preparation of a number of reports and studies for the Commission including population and employment projections, socio-economic profiles, land use analysis, comprehensive plans, housing

affordability studies, groundwater protection and water quality management activities, economic analysis and school enrollment projections.

Managed the development and operation of the CDRPC data center that responded to over 1000 data requests (excluding the web site) annually from public and private sector clients.

Made presentations as a representative of the Commission to organizations throughout the Capital District providing insight, analysis, and data on a variety of planning related topics.

Represented the Commission on a variety of advisory committees and task forces in the region.

Organized and participated in a variety of workshops throughout the Capital District. I have maintained a close working relationship with professionals and organizations at the regional, county and local level in the Capital Region as well with a number of State agency representatives.

PRINCIPAL PLANNER

Edwards and Kelcey, Saratoga Springs, New York, **March 2000 to June 2002.**

ACCOMPLISHMENTS/RESPONSIBILITIES.

Principal Planner involved in a sustainability study to prepare a strategic plan linking land use and transportation decisions designed to improve the function of the Route 202/35/6 Bear Mountain Parkway corridor in northern Westchester County.

Project manager responsible for assessing issues associated with land use compatibility within the vicinity of Albany International Airport and Saratoga County Airport. Each of the studies were designed to investigate existing land uses and development trends, review existing regulatory measures and identify strategies to reduce adverse impacts on noise sensitive land uses.

Project manager responsible for the preparation of the City of Schenectady Urban Bike Route Master Plan. The study recommended a preferred route through the city linking the existing Mohawk-Hudson Bike-Hike Trail, identifies trail destinations and a series of priority route systems linking these destinations through the city, and establishes urban path design standards and guidelines for use along the different routes.

Project facilitator in collaboration with the Town of Colonie to address planning related issues in the Delphus Kill neighborhood. A steering committee of

homeowners and land owners was established to recommend strategies, including land use regulatory changes, for the study area.

NEIGHBORHOOD PLANNER

Toledo-Lucas County Plan Commissions, Toledo, Ohio 1980 to September 1985.

ACCOMPLISHMENTS/RESPONSIBILITIES.

Prepared comprehensive neighborhood plans.

Completed neighborhood land use studies and subsequent zoning recommendations for review and adoption by the Plan Commission and City Council.

Prepared commercial revitalization plans and marketing studies for neighborhood business districts.

Identified economic development revitalization strategies, including the preparation of cash flow pro formas for neighborhood business districts.

Organized and provided technical assistance to neighborhood organizations on issues impacting their community.

Served on several boards and task forces involved in neighborhood issues and concerns.

LAND USE PLANNER

Toledo Metropolitan Area Council of Governments (TMACOG), 1975 to 1980. Supervised the preparation of the Areawide Development Plan for the TMACOG region. Assisted local governments in the preparation of land use codes and ordinances. Met with, and made presentations to, local community groups. Provided technical assistance to government entities and private consultants interested in data and statistics for the six county region.

EDUCATION

- Master of City & Regional Planning, Ohio State University, Columbus, Ohio, 1975.
- Bachelor of Art Degree in Urban Studies, Rutgers University, New Brunswick, New Jersey, 1973.
- Forty-one hours of Business and Accounting courses, University of Toledo, 1981-84.

CURRENT PROFESSIONAL AFFILIATIONS

The following represent my existing professional affiliations unless otherwise noted:

- Board Member, Saratoga Prosperity Partnership Board
- Board Member, Sherwood Forest Park District Board
- SUNY-Albany Masters Regional Planning Program Community Advisory Board
- Past Chair, Town of Clifton Park Planning Board
- Past President, Saratoga Affordable Housing Group, Inc.
- Past Officer (President, Vice President, Treasurer, and Awards Committee Chair), New York Upstate Chapter of the American Planning Association

Resume
Joanne M. Coons

PERSONAL DATA:

EDUCATION:

- *M.S. Secondary Education, SUNY @ Albany, 1984. (Secondary Science Education)*
- *B.S. Science Education, Cortland State College, 1977.*
- *Certificate of Completion, Hudson Valley Community College, Workforce Development PV installer, 2007*
- *8/17/12 Completed General Electric 1.5ESS Operation and Maintenance training (Wind Technology)*
- *Completed two DOE Solar Instructor Training Network classes, summer 2013 at TEC-SMART HVCC campus, Malta, NY*
- *Completed NY SUN Instruct the Instructor training summers of 2013-2016*
- *RE100: Introduction to Renewable Energy, Solar Energy International (SEI), December 2015.*
- *PVOL101: Solar Electric Design & Installation --(SEI), February 2016*
- *SEI Solar Installation and Training and Ground Mounted Solar Installation Safety Courses completed.*
- * NABCEP PV Associate™, 2/2018 to present*
- *Building Performance Institute Building Science Building Analyst and Envelope Professional Certifications, 6/8/2021*
- Iron Ridge Installer Certificate 10/18/21*
- Empire State Water Well Drillers Association Primer for General Drilling and Pump Installers, 1/16/24*
- NYSERDA Overview of the Model Solar Energy Law, 8/8/2024*

PROFESSIONAL EXPERIENCE

- *Curriculum Developer, Solar Thermal training course , NYSERDA Grant agreement 20698 SUNY@ Canton, 7/2013-2014*
- *Adjunct Faculty Member, HVCC, Photovoltaic Instructor, 9/2013-9/1/2025*
- *Solar Instructor for Job Corps and Youth Build 2017 to present*
- *Adjunct Faculty Member, SUNY College of Environmental Science and Forestry, 2010-2013.*
- *AP Environmental and Environmental Science Teacher, Biology and Earth Science in Secondary education 28 years.*
- *State Education Department of NY. Earth Science Regents Test Development, 2000 and 2001.*

- *Develop and conducting PON 3922 Clean Heating and Cooling/Workforce Development 2018- present*
- *Contributing writer and distribute Green Energy Times 2016 to present*
- *Helped build Solar Sal, 39' solar powered boat and integrated lessons at Schodack School 2014-15.*

AWARDS AND MEMBERSHIPS

- *Member, Earth Science and Environmental Science Teachers Network, 1999 to 2013*
- *Summer study at the Museum of Natural History And Art, Cornell University. NYC. 1999 & 2000*
- *Member of Teacher Advisory Board of National Energy Education Development Project, Manassas, VA 2005 to 2014*
- *Member American Solar Energy Society and volunteer at the yearly convention 2005-2013*
- *Capital Region NYSES chairperson (New York State Solar Energy Society) 2014-2018.*
- *CAB (Curriculum Advisory Board) for NYSERDA Wind Wise curriculum, July 2009-2013*
- *WNYT Top Teacher April 2011*
- *Obtain LEED Platinum and NAHB Emerald level for our home restoration project, April 2011.*
- *Town of Clifton Park GREEN Committee 2007-present*
- *Town of Clifton Park Tree Committee 2021 to present*
- *ECOS (Environmental Clearing House of Schenectady) member*
- *2012 Southern Saratoga County YMCA Educator Award*
- *Member of NY GEO 2015 to present*
- *Member of SUNY EV Charging Station Task Force 2019*
- *Faculty Advisory Committee for the NY Higher Education Large Scale Renewable Energy Project 2019 – 2021*
- *NY-GEO Advisory Board member 2019-2022*

GERALD(Gerry) L. SCHUTH

CAREER SUMMARY

Experienced executive and business owner with demonstrated success in Training and Development, Marketing, and Sales. Diverse and innovative management background in marketing, counseling, and human resource development. Strong communication skills, effective team builder, and experienced with P & L accountability.

PROFESSIONAL EXPERIENCE

RETIREMENT -

2013

Have been investing time in reading, writing and advocating for the causes of organizations which focus on a better future. Interspersed with significant summer time at our Adirondack Camp, kayaking, hiking and completing overdue projects. Some travel and time spent with family.

**PRIORITY MANAGEMENT
President/Owner**

Clifton Park, NY

1990 - 2013

Built a management training consultancy focused on improving personal and organizational productivity. Owner of the Priority Management Systems® franchise for Eastern New York & VT representing over 600 clients(individuals & organizations).

- Presenting numerous workshop programs and speeches annually to business, non-profits, public sector in the subject areas of personal effectiveness and leadership. Design and instruct in the skills of time management, communications skills, customer service, project management, team-building and strategic thinking & planning.

**DRAKE BEAM MORIN, (Div. of Thomson Learning)
Consultant & Career Center Manager**

Harvard, IL. & Albany, NY

1998 - 2013

Managed Career Centers, provided individual career counseling and workshop program presentations for dislocated workers. Topics include facilitating change, resume development, marketing, internet database research/targeting, networking, interview and negotiating skills. Audience demographics range from entry level to senior level executives.

- Successfully managed the delivery of full outplacement services in 2001 for 1800 employees in a Fortune 500 company career center which operated 17/7, had a staff of 35 consultants daily and provided staff training programs. Experienced with service delivery in a wide range of companies.

**DURKEE-FRENCH FOODS
(formerly R.T.French Co),**

Wayne, NJ & other locations
Division of Reckitt & Colman, Inc. London, UK

1966 - 1987

Director, Specialty Marketing, Planning and Marketing Services

1987 - 1990

Managed Specialty brands marketing, strategic plan development, Market Research Dept., trade promotion spending, graphic design in a \$500 million company.

- Established a national distribution and direct mail network for the Patak Indian Food Line - #2 brand:

Group & Product Manager, Sales Promotion Coordinator, & Sales/District Sales Manager 1966 - 1987

- Developed innovative baseball promotion for Houston spice customers. Purchased 17,000 tickets for Astros-Dodgers game, newspaper advertising, product giveaways to strengthen brand and customer relationships.
- Concurrently managed New Product Development and the R & D Departments in a \$250 million company.
- Directed the marketing of six brand categories representing \$130 million in sales and over 70% of company profit.

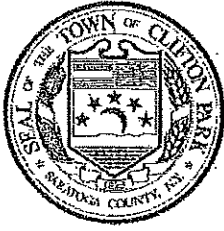
EDUCATION

Cornell University. BS, Ag Economics/Marketing

Stanford Business Management Seminar Course

Reckitt & Colman International Management Program, London

Past Memberships in several Local Networking Organizations



TOWN OF CLIFTON PARK TOWN BOARD MEETING

January 06, 2026

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**
 - **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
January 06, 2026

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Town Board	Authorize rejection and removal of investigation findings dated 2/13/2023 from Town website and Town records	Z. Manir
2. Town Board	Authorize Deferred Compensation Committee to review and evaluate the Town's current Deferred Compensation Plan	Z. Manir
3. Town Board	Authorize public privilege at the beginning and ending of all meetings of the Town Boards and committees as well as live streaming of each meeting	Z. Manir
4. Town Board	Authorize withdrawal of Town's Third-Party lawsuit against the Highway Superintendent	Z. Manir
5. Town Board	Authorize the nullification of Resolution No. 249 of 2015	Z. Manir
6. Town Board	Authorize Town Attorney to prepare job opening profile to hire a Human Resource professional and prepare an RFP for Human Resource companies	Z. Manir
7. Town Board	Authorize re-establishment of an Information Technology Advisory Committee	Z. Manir
8. Building & Development	Authorize state-required training for three (3) building inspectors including overnight stays	P. Barrett
9. Town Board	Schedule a Public Hearing on Tuesday, January 20, 2026 at 7:02pm regarding a proposed extension of the moratorium on Battery Energy Storage Systems	P. Barrett
10. Town Board	Schedule a Public Hearing on Tuesday, January 20, 2026 at 7:14pm regarding a proposed ban on Battery Energy Storage Systems	P. Barrett

- | | | |
|-------------|---|---------|
| 11. Highway | Authorize the Highway Superintendent to declare department equipment as surplus and list the equipment on an online auction | D. Bull |
| 12. Highway | Authorize the repair and replacement of a guide rail on Bruno Road damaged by a hit-and-run vehicular accident by piggybacking off of Saratoga County Contract 25-PWGR-24R2 | D. Bull |



RESOLUTION

#1

PHILIP C. BARRETT
Supervisor

AGATHA REID
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITNI
Councilman

Resolution No. _____ of 2026, a resolution in connection with a February 13, 2023 document.

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

WHEREAS town government has a responsibility to ensure that all parties who are the subject of an investigation have the right to due process before a document is issued; and

WHEREAS the concept of due process requires fair notice, a chance to be heard and impartial review; and

WHEREAS the Town caused a document dated February 13, 2023 to be issued regarding a formerly elected Town Board member, hereinafter referred to as Member, whose rights of due process were being denied by the Town Supervisor following a partisan and prejudiced investigation; and

WHEREAS the claims in the document were without basis and not presented to the targeted Member for response prior to the issuance of the document and were simply intended to cause personal harm to the targeted Member; and

WHEREAS, the document violated the due process rights of the targeted Member and the Town Board, at the time the document was submitted, failed to take any action regarding the document; and

WHEREAS, because the investigation failed to provide due process, as it did not allow for the inclusion of all relevant parties' perspectives or provide the targeted Member with the opportunity to present information to contradict the assertions in the document, or have the benefit of Counsel, which had the effect of making the document a one-sided personal attack on the targeted Member under the guise of it being a "report"; and

WHEREAS this failure undermined the principles of impartiality, fairness, transparency, and the opportunity to be heard that are essential to any thorough review or evaluation process; and

WHEREAS the targeted Member was denied due process in violation of her civil rights under the provisions of both Federal and State Law; and

WHEREAS, the Clifton Park Town Board failed to adopt the findings of the document at the time it was submitted to the Town Board, now, therefore, be it

RESOLVED, that the Town Board hereby rejects the claimed findings of the investigation and hereby directs that the document, its Executive Summary and all Exhibits relating thereto be removed from the Town's Website and be redacted from all official Town records.



RESOLUTION

#2

PHILIP C. BARRETT
Supervisor

AGATHA REID
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITNI
Councilman

Resolution No. of 2026, a resolution in connection with the Town's Deferred Compensation Plan.

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

WHEREAS, some Town employees have expressed concerns with the fee structure of the Town's current Deferred Compensation Plan; and

WHEREAS, the Town has the option of joining the New York State's Deferred Compensation Plan which may offer significant savings to employees, now therefore be it

RESOLVED that the Town's Deferred Compensation Committee is hereby directed to review the Town's current Deferred Compensation Plan and its fee structure and to determine if the Town should join the New York State Deferred Compensation Plan or another deferred compensation plan and to make a recommendation as to which Deferred Compensation Plan is in the best interest of Town employees to the Town Board on or before June 30, 2026.



RESOLUTION

#3

PHILIP C. BARRETT
Supervisor

AGATHA REID
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITNI
Councilman

Resolution No. __ of 2026, a resolution in connection with public participation.

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

WHEREAS, town government is the closest form of government to the people; and

WHEREAS, town officials have a direct impact on daily life overseeing everything from road maintenance and public safety to parks and zoning laws; and

WHEREAS, the Town of Clifton Park's Comprehensive Plan has a general goal to "Maximize resident participation in the deliberation and decisions of Town Government and provide speedy and efficient government services to town residents through all appropriate means;" and

WHEREAS public participation helps minimize the risk that policy decisions will be made by a small, unrepresentative group or special interests; and

WHEREAS when the public is heard, town policies better reflect the true will and needs of the community; and

WHEREAS this encourages town officials to act with transparency; and

WHEREAS residents often possess first-hand knowledge of local issues that town officials may not be aware of; and

WHEREAS by allowing the public to speak at town meetings, town officials gain valuable information, now therefore be it

RESOLVED that the Town Board and all town boards or committees shall allow for a period of public privilege of 3 minutes for any person who wants to speak at the beginning and 3 minutes at the end of each meeting; and be it further

RESOLVED that the Town Board and all town boards or committees shall allow for a period of public privilege of 3 minutes for any person who wants to speak before voting or taking any action on a matter before it; and be it further

RESOLVED that all meetings of the Town Board, including agenda sessions, shall be live-streamed and recorded, and be it further

RESOLVED that all meetings of the Planning Board and the Zoning Board of Appeals taking place after March 1, 2026 shall be live-streamed and recorded.



RESOLUTION

#4

PHILIP C. BARRETT
Supervisor

AGATHA REID
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITNI
Councilman

Resolution No. ____ of 2026, a resolution in connection with the resolution of two lawsuits.

Introduced by Councilman Manir who moved its adoption, seconded by Councilman Fantini and Councilwoman Bellamy.

WHEREAS, Callanan Industries, Inc., and Dolomite Products Company, Inc. (hereinafter referred to as Callanan) provided materials and paving services for the Town of Clifton Park costing approximately \$417,000, pursuant to valid 284 Agreement which had been approved by the Town of Clifton Park; and

WHEREAS, Clifton Park Town Supervisor Philip Barrett has refused to pay Callanan without legal justification; and

WHEREAS, Callanan has filed a lawsuit against the Town of Clifton Park seeking to be paid; and

WHEREAS, the Town of Clifton Park directed the Town Attorney to file a Third-Party Complaint against Clifton Park Town Highway Superintendent Dahn Bull; and

WHEREAS, there was no legal justification for filing the Third-Party Complaint; and

WHEREAS, the Town of Clifton Park wishes to resolve both lawsuits, now be it

RESOLVED, that the Clifton Park Town Attorney is hereby directed to take the steps necessary to withdraw the Town's Third-Party lawsuit against Clifton Park Town Highway Superintendent Dahn Bull; and be it further

RESOLVED, that the Clifton Park Town Highway Superintendent Dahn Bull is to be reimbursed by the Town for his reasonable attorney fees pursuant to Section 18 of the Public Officer's Law upon submission and review of the legal fees; and be it

RESOLVED, that the Clifton Park Town Attorney is hereby directed to take the steps necessary to settle the aforesaid lawsuit filed against the Town by Callanan.



RESOLUTION

#5

PHILIP C. BARRETT
Supervisor

AGATHA REID
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITINI
Councilman

Resolution No. of 2026, a resolution in connection with union membership.

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

WHEREAS, Resolution 249 of 2021 requires notice of any resolution 24 hours before the resolution can be voted on; and

WHEREAS, this 24-hour notice requirement provides the public with the opportunity to review and comment on a resolution; and

WHEREAS, the Town Board failed to provide the required 24-hour notice for Resolution 287 of 2025 before it was voted on in secret in an Executive Session; and

WHEREAS the Town Board failed to advise the public as to the specifics of Resolution 287 of 2025 in a public session; and

WHEREAS the subject matter of Resolution 287 of 2025 does not meet the definition of “collective negotiations pursuant to article 14 of the Civil Service Law” as required by Section 105 of the Civil Service Law; and

WHEREAS, Resolution 287 of 2025 purports to add the following titles to the Collective Bargaining Agreement with the Civil Service Employees Association, AFSCME Local 1000, AFL-CIO:

1. Comptroller,
2. Deputy Comptroller
3. Director of Parks and Recreation,
4. Director of Buildings and Development,
5. Director of Planning and Zoning,
6. Confidential Secretary,
7. Fire Marshall,
8. Golf Course Superintendent,
9. Collection Systems Manager and
10. Zoning Administrator/Stormwater Management officer;

and

WHEREAS, the Taylor Law, or Public Employees’ Fair Employment Act, (Civ. Serv. §§ 200–214), grants almost all public employees the right to organize; and

WHEREAS, a “public employee” is defined as “any person holding a position by appointment or employment in the service of a public employer,” with exceptions that include managerial or confidential employees. Civ. Serv. § 201(1)(a).

WHEREAS, an employee is considered managerial if they have a major role in the

personnel administration provided that such role is not of a routine or clerical nature and requires the exercise of independent judgment.” Civ. Serv. § 201(7)(a); and

WHEREAS, employees may be designated as confidential if they “assist and act in a confidential capacity to managerial employees;” and

WHEREAS, an employee who formulates policy is in a managerial position, if he “has the authority or responsibility to select among options and to put a proposed policy into effect, [and] . . . participates with regularity in the essential process which results in a policy proposal and the decision to put such a proposal into effect.” Lippman v. Public Empl. Rels. Bd., 263 AD2d 891, 899 (3d Dept 1999) citing PERB decisions. “

WHEREAS, all of the aforementioned positions are either managerial or confidential and thus not eligible for representation in a union; and

WHEREAS, the Town Board did not have the legal authority to vote on Resolution 287 of 2025 in an Executive Session, now, therefore, be it

RESOLVED that Resolution 249 of 2015 is deemed to be a nullity and is hereby rescinded.

Resolution No. 249 of 2021, a resolution reaffirming the Town of Clifton Park's commitment to transparency and openness in the conduct of public meetings.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilwoman Flood.

WHEREAS, under the New York State Open Meetings Law, often known as the "Sunshine Law", it states in the Legislative Declaration that "It is essential to the maintenance of a democratic society that the public business be performed in an open and public manner and that the citizens of this state be fully aware of and able to observe the performance of public officials and attend and listen to the deliberations and decisions that go into the making of public policy", and

WHEREAS, transparency and openness are important tenets of our democracy, and

WHEREAS, on October 19, 2021, Governor Hochul signed into law legislation amending the New York State Public Officer's Law, in relation to making certain documents available for open meetings, and

WHEREAS, the legislation was passed with overwhelming bipartisan support in both houses of the state legislature; and

WHEREAS, the new legislation requires that any proposed resolution, law, rule, regulation, policy, or any amendment thereto, that is scheduled to be the subject of discussion by a public body during an open meeting shall be made available, upon request therefor, to the extent practicable at least twenty-four hours prior to the meeting during which the records will be discussed, and

WHEREAS, it is important for transparency and openness that the town follow not only the letter of the open meetings law, but also the spirit with which it was written, and

WHEREAS, during the COVID-19 Pandemic, it was shown that the town has the technology available to disseminate information in an expedient, effective and practicable manner to the public, and

WHEREAS, members of the Town Board wish for the public to have ample opportunity to review proposed resolutions and ask questions of their elected officials and representatives; now, therefore, be it

RESOLVED, that the Town Board hereby directs the appropriate town department(s) to make available upon request and post to the town's website all relevant documents and resolutions at least twenty-four hours prior to the meeting during which the records will be discussed; and be it further

RESOLVED, that this directive will go into effect November 18, 2021.

ROLL CALL VOTE

**Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli,
Councilwoman Walowit, Supervisor Barrett**

Noes: None

DECLARED ADOPTED

November 1, 2021

Teresa Brobston, Town Clerk

Resolution No. 287 of 2025, a resolution authorizing the Supervisor to sign a memorandum of agreement with CSEA relative to the reclassification of positions within Town Departments.

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

WHEREAS, the Town Board wishes to enter into a memorandum of agreement with Civil Service Employees Association, AFSCME Local 1000, AFL-CIO (CSEA) to list as a Bargaining Unit position certain titles to be agreed upon and add certain titles to the current collective Bargaining Agreement with CSEA, and

WHEREAS, the titles include Comptroller, Deputy Comptroller, Director of Parks and Recreation, Director of Buildings and Development, Director of Planning and Zoning, Confidential Secretary, Fire Marshall, Golf Course Superintendent, Collection System Manager and Zoning Administrator/Stormwater Management Officer; now, therefore, be it

RESOLVED, that the Town Board hereby approves and ratifies the attached Memorandum of Agreement with the Civil Service Employees Association, Inc. unit representing the Town of Clifton Park General Unit, all provisions to be incorporated into a new contract as appropriate; and be it further

RESOLVED, that the provisions in the existing contract not modified by this Memorandum of Agreement remain; and be it further

RESOLVED, that the Supervisor is authorized to enter into the attached Memorandum of Agreement with CSEA listing the agreed upon positions as Bargaining Unit Positions and adding such titles to the current Collective Bargaining Agreement between the Town of Clifton Park and CSEA.

ROLL CALL VOTE

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

Abstained: Councilman Manir

Noes: None

DECLARED ADOPTED

December 15, 2025

Stephanie Ranze, Town Clerk

Resolution No. 249 of 2015, a resolution authorizing the Supervisor to execute documents relating to the conveyance of an abandoned portion of Old Route 146 to Clifton Park Hotel Partners, LLC.

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

WHEREAS, pursuant to Resolution No. 116 of 2013, the Town Board of the Town of Clifton Park authorized the abandonment of a .64 acre triangular shaped right of way on Old Route 146 under Section 205 of the New York State Highway Law as this portion of the roadway had not been travelled or used for more than six years, and

WHEREAS, the adjoining landowner, Paul Massaroni, had previously requested that the Town of Clifton Park convey the abandoned portion of the roadway to satisfy a condition of the site plan approval by the Clifton Park Planning Board for the proposed Courtyard Inn by Marriott which is currently under construction at the site, and

WHEREAS, Mr. Massaroni is now moving forward with the approved commercial construction and has since placed the lands consisting of the 629 Plank Road Plaza in the name of the Massaroni Enterprises Trust, in which he currently serves as Trustee, and

WHEREAS, the Massaroni Enterprises Trust has contracted to convey the 629 Plank Road Plaza land to Clifton Park Hotel Partners, LLC in order for this entity to construct a hotel on the site, and

WHEREAS, the Town now wishes to complete the transfer of the abandoned portion of the right of way of Old Route 146 to Clifton Park Hotel Partners, LLC, for such purposes as are incidental to the construction of the hotel thereto and for the benefit of the grantee; now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute documents to effectuate the conveyance of land formerly part of Old Route 146, briefly described as follows:

<u>Parcel</u>	<u>Name of Owner</u>
Portion of Town Road to become a part of SBL 272.-1-3.1 .64 acres of land	Town of Clifton Park

and be it further

RESOLVED, that this conveyance is also expressly conditioned upon receipt of an approval by the Town Attorney of all necessary documents including review of the proposed Quitclaim Deed, transfer forms, together with the related provisions of a title report, provisions for payment of any taxes, recording fees, and assessments which are acceptable by the Town Attorney; and be it further

RESOLVED, that there be appended to the within resolution, a copy of the recorded conveyance after it has been filed with the Saratoga County Clerk.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

December 7, 2015

Patricia O'Donnell, Town Clerk



RESOLUTION

#6

PHILIP C. BARRETT
Supervisor

AGATHA REID
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITNI
Councilman

Resolution No. of 2026, a resolution in connection with the Town's Human Resource policies and procedures.

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

WHEREAS Town employees have expressed concerns that the Town's current Human Resource Policy and Procedures do not provide protection for employees; and

WHEREAS the Town's current employee handbook is outdated and needs revision, now, therefore, be it

RESOLVED that the Town Attorney is directed to prepare a profile for a job opening to hire a Human Resource professional and to prepare a Request for Proposals from several Human Resource companies to update the Town's Human Resource Policy and Procedures and the Town's employee handbook.



RESOLUTION

#7

PHILIP C. BARRETT
Supervisor

AGATHA REID
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITNI
Councilman

Resolution No. ____ of 2026, a resolution re-establishing an Information Technology Advisory Committee.

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

WHEREAS, the Town Board desires to ensure effective oversight, evaluation, and strategic use of information technology (IT) and software systems to support efficient municipal operations and public service delivery and to enable residents to access Town information conduct government business on-line;

WHEREAS, since the adoption Resolution No. 147 of 2021, Resolution No. 147 of 2004 and Resolution 178 of 2004, there have been significant changes in the world of IT and the Town's operational, technological, and cybersecurity needs have continued to expand and evolve across all departments; and

WHEREAS there is a need to re-establish a formal interdepartmental IT Advisory Committee to:

1. Evaluate, discuss and implement solutions and upgrades that would enable Town departments to operate more efficiently and effectively,
2. Insure that the Town makes optimal use of technology and information systems to identify and procure software and technological improvements,
3. Evaluate, discuss, and make recommendations that improve service delivery, operational efficiency, records management, cybersecurity, public interaction, and accessibility.

WHEREAS, the Town Board finds it appropriate and necessary to ensure that all Departments are represented on the IT Advisory Committee to promote coordinated planning, informed decision-making, and integrated technology solutions, now, therefore, be it

RESOLVED that the IT Advisory Committee shall be comprised of representatives from all Town departments including Animal Control, Assessor, Building & Development, Building and Grounds, Information/Communications, Comptroller, Highway, Parks and Recreation, Planning and Zoning, Receiver of Taxes, Safety & Security, Sewer, Stormwater, Town Attorney's Office, Town Clerk, Town Court and the Transfer Station and be it further

RESOLVED that Resolution No. 147 of 2021, Resolution No. 147 of 2004 and Resolution 178 of 2004 are hereby rescinded.



RESOLUTION

#8

PHILIP C. BARRETT
Supervisor

AGATHA REID
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITNI
Councilman

Resolution No. _____ of 2026, a resolution authorizing Sam Chase, John DeSimone and Bruce Spiegel from the Building Department, to attend the Annual Northern Adirondack Code Enforcement Officials Educational Conference, to be held in Lake Placid, New York, March 01-March 05, 2026.

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

WHEREAS, conferences are designed to give their members the needed hours to complete the New York State 24 hours requirement for in-service education for all Code Enforcement Officers per year, in order to maintain their certification, and

WHEREAS, the 2026 Conference sponsored by the New York State Building Officials Chapter is necessary for the acquisition of needed credits by Building Department officials, and

WHEREAS, attendance at these seminars would provide a benefit to the residents of the town and is necessary to maintain building officials' credentials; now, therefore, be it

RESOLVED, that the Building Department is authorized to send Sam Chase, John DeSimone and Bruce Spiegel to the Annual Northern Adirondack Code Enforcement Officials Educational Conference from March 01 - March 05, 2026, in Lake Placid, NY, at a total cost for three attendees not to exceed \$3,849, as budgeted from A-3620-001 (General Fund-Building Dept-Training and Conferences).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Thursday, November 20, 2025 12:00 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 #2384

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

Department: Building & Development

Your Name: Dolores Mabb

Your Email: dmabb@cliftonpark.org

Sponsor: Wade Schoenborn

Agenda Session Date: 12/15/2025 ✓

Board Meeting Date: 01/05/2026 ✓

Alternate Date: 01/20/2026

Budget Number: A-3620-001

Budget Description: Training/Conferences

Amount: \$3,849.

Brief Description: The Northern Adirondack Code Enforcement Officials Educational Conference will provide three Building & Development field staff employees the credits needed to maintain their certification for the year 2026 within a four day time period.

Add Supporting Docs:

[381fc5e27bda5716_CONFERENCE_MATERIALS_-_2026.pdf](#)

Additional Comments/Details: The remainder of the Building & Development field staff employees will complete their 2026 training via online courses and local training events throughout the year.

Agree to Terms: Agree

[unsubscribe](#)

“FIRST PREVENTOR INSTITUTE”

Monday, March 2, 2026-

Thursday, March 5, 2026

The 2026 conference will be held at

CAMBRIA HOTEL

Lake Placid, New York

[CLICK HERE FOR HOTEL RESERVATIONS](#)

Rooms are at State Government rate for his time frame.

Rooms must be reserved by February 15, 2026

This year we are pleased to again have on-line registration for the conference. Please read this entire email before proceeding.

Pre-Payment required prior to or at arrival to the Conference.

Pre-Registration required. No walk-ins allowed.

No Credit Cards or On-Line Payment Capability.

Members and Friends, I am also pleased to announce:

That this year's 31st Annual Educational Conference will include the mandatory 12-hour New York State “Advanced 2025 Code Update courses.” These courses are a prerequisite to any Code Official remaining certified.

Beyond the 12 hours of critical “Code Update” this Conference will offer the full 24 hours of “IN-SERVICE” instruction mandated by the State of New York.

All of the courses to be offered are brand new! Focused on training subjects that you have previously requested. With one special course that will highlight the application of the code to the construction of the new Buffalo Bills Stadium.

The dates are Monday March 2, 2026 through Thursday March 5, 2026. At the Cambria Lakeside Hotel Saranac Ave. Lake Placid New York.

Please reply using the straight forward electronic registration link below.

Thank you for your continued interest and support

Conference includes Breakfast, Morning and Afternoon breaks every day. Monday – Wednesday Lunch.

To register for the conference, you will need your NY Training ID and your FDID numbers. They are listed above for your convenience. The on-line registration will ask you if

you wish to have your 2026 membership dues of \$30.00 added to your invoice. Please make sure you review these items during the registration process.

The cost of this year's conference is \$455.00.

PAYMENTS MUST BE RECEIVED BEFORE THE CONFERENCE BEGINS.

Click on registration link below and enter your NY Training ID and your FDID number. Please be sure to include the NY or CE and any zeros in the Training ID field. When you click SUBMIT at the bottom of the page you will be directed to a page to enter your personal information. Please make sure all of this data is correctly entered. Once the data is entered correctly and you have made all required choices please click REGISTER at the bottom of the page.

A pdf file will now open in your browser. Please print out these pages for your records. A copy of this information will also be emailed to you.

James E. Morganson
Host First Preventer Institute

Sign up today for Lake Placid's "First Preventer Institute"!

Thank you for your continued support.

To continue to registration, go to

<https://www.codesclass.com/na/>

If you only wish to renew membership please go to

<https://www.codesclass.com/na/mem.php>

[View all hotels in the area](#)

Check in	Check out
Sun, Mar 01	Thu, Mar 05
Rooms & guests	Rate
1 room, 1 guest	BRVBDX

[Home](#) [New York](#) [Lake Placid](#) [Cambria hotels](#)
 [Cambria Hotel Lake Placid - Lakeside Resort](#)

Group Name: **Check-in Date:** **Check-out Date:**
Northern ADK Code Enforcement Sunday, Mar 1, 2026 Thursday, Mar 5, 2026
Conference 2026

[Lowest price, guaranteed](#) [Earn Choice Privileges Points*](#)

Select Your Rooms

Staying at the [Cambria Hotel Lake Placid - Lakeside Resort](#)

CAMBRIA

Sun, Mar 01 - Thu, Mar 05, 2026 (4 nights)

[Edit](#)

Currency
\$ USD

USD

[Points](#)

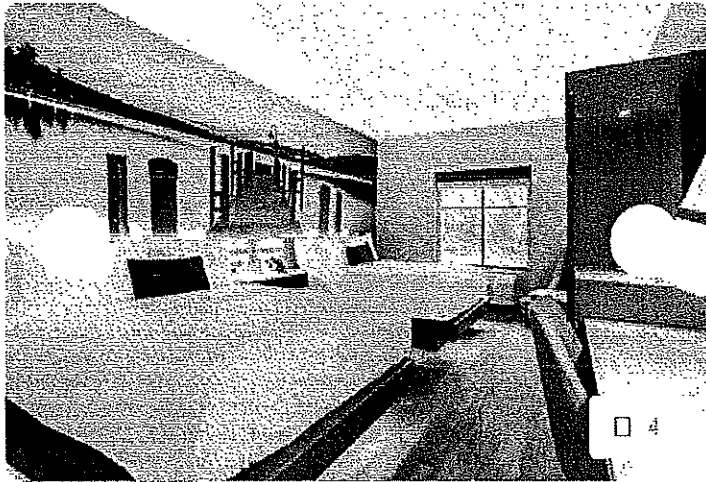
Northern ADK Code Enfor...
Free Cancellation Until Feb 15.

\$144 USD/night



Earn 40,000 bonus points after qualifying purchases. Terms apply.

[Learn more](#)



2 Queen Beds

[4 Guests](#) No Smoking

- Bluetooth Mirror
- Refrigerator
- 50 inch TV
- Desk
- Microwave

Room Details

\$144 USD/night

Add Room



FY 2026 per diem rates for lake placid, New York

Daily lodging rates (excluding taxes) | October 2025 - September 2026

Primary destination	County	2025 Oct	Nov	Dec	2026 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Lake Placid	Essex	\$165	\$165	\$165	\$165	\$165	\$144	\$144	\$144	\$144	\$238	\$238	\$165



FY 2026 per diem rates for lake placid, New York

Meals and incidental expenses (M&IE) rates and breakdown

Primary destination	County	M&IE total	Breakfast	Lunch	Dinner	Incidental expenses	First and lastday of travel
Lake Placid	Essex	\$86	\$22	\$23	\$36	\$5	\$64.50

LAKE PLACID, NY
Northern Adirondack
Code Enforcement Officials Educational Conference
March 01 – March 05, 2025

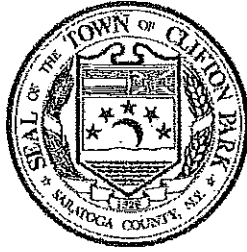
	Sunday, March 01 *TRAVEL DAY*	Monday, March 02	Tuesday, March 03	Wednesday, March 04	Thursday, March 05
Breakfast		Included	Included	Included	
Lunch		Included	Included	Included	
Dinner		\$36.00	\$36.00	\$36.00	
Incidentals		\$5.00	\$5.00	\$5.00	
Half Day	\$64.50				\$64.50
TOTAL	\$64.50	\$41.00	\$41.00	\$41.00	\$64.50

TOTAL \$252.00

Conference: \$455 x 3 = \$1,365
Hotel: \$576 x 3 = \$1,728 (4 nights at \$144. per night = \$576)
Meals/Incidentals: \$252 x 3 = \$756
TOTAL = \$3,849

Attendees: Sam Chase, Bruce Spiegel, John DeSimone
Building & Development

Budget Account #: A-3620-001 – Training/Conferences



RESOLUTION

#9

PHILIP C. BARRETT
Supervisor

AGATHA REID
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITNI
Councilman

Resolution No. _____ of 2026, a resolution scheduling a Public Hearing to consider a local law establishing and extending a moratorium on Battery Energy Storage Systems facilities.

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

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

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

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

WHEREAS, the Town Board seeks public input and discussion regarding the establishment and extension of a moratorium on such operations within the Town of Clifton Park, and

WHEREAS, the Town Board previously established a moratorium on Battery Energy Storage Systems facilities, which was to expire on July 21, 2025, and which was subsequently extended to January 21, 2026; and

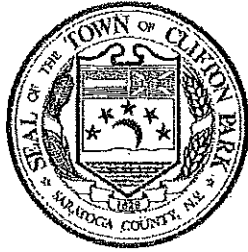
WHEREAS, the moratorium has to be extended for 180 days; now therefore, be it

RESOLVED that the Town Board of the Town of Clifton Park hereby sets a public hearing to consider the establishment of a 180-day moratorium extension on any new battery energy storage systems facilities within the Town of Clifton Park; and be it further

RESOLVED that the public hearing shall be held on January 20, 2026, at 7:02 p.m., at the Clifton Park Town Hall, located at 1 Town Hall Plaza, Clifton Park, New York, to hear all interested persons on this matter; and be it further

RESOLVED, that the attached proposal be referred to the Saratoga County Planning Board for its review pursuant to Section 239-m of the New York State General Municipal Law; and be it further

RESOLVED that the Town Clerk is hereby directed to publish notice of said public hearing in the official newspaper of the Town and to take any other actions necessary to provide proper notice to the public pursuant to applicable laws and regulations.



RESOLUTION

#10

PHILIP C. BARRETT
Supervisor

AGATHA REID
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITNI
Councilman

Resolution No. ____ of 2026, a resolution scheduling a Public Hearing to consider a local law prohibiting Battery Energy Storage Systems facilities within the Town of Clifton Park.

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

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

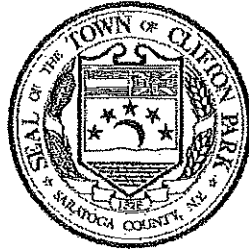
WHEREAS, the Town Board of the Town of Clifton Park wishes to consider a local law prohibiting Battery Energy Storage Systems (BESS) within the Town of Clifton Park;

WHEREAS, the Town Board seeks public input and discussion regarding prohibiting such operations within the Town of Clifton Park, and

RESOLVED that the public hearing shall be held on January 20, 2026, at 7:14 p.m., at the Clifton Park Town Hall, located at 1 Town Hall Plaza, Clifton Park, New York, to hear all interested persons on this matter; and be it further

RESOLVED, that the attached proposal be referred to the Saratoga County Planning Board for its review pursuant to Section 239-m of the New York State General Municipal Law; and be it further

RESOLVED that the Town Clerk is hereby directed to publish notice of said public hearing in the official newspaper of the Town and to take any other actions necessary to provide proper notice to the public pursuant to applicable laws and regulations.



RESOLUTION

#11

PHILIP C. BARRETT
Supervisor

AGATHA REID
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITNI
Councilman

Resolution No. _____ of 2026, a resolution authorizing the sale of equipment declared surplus by the Town Board and authorizing the Highway Department to sell the surplus equipment at public auction.

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

WHEREAS, Dahn Bull, Highway Superintendent, has identified vehicles/equipment per the list below, as surplus property:

<u>Number</u>	<u>Year</u>	<u>Model</u>	<u>Type</u>	<u>VIN</u>
Unit 9	2003	Freightliner	Plow/Dump	1FVABXAKX3HK47320
Unit 62	2000	International	Plow/Dump	1HTGEAHR7YH250456
Unit 24	2003	Ford 350	Pickup Truck	3FTSF31603MB28516
Unit 73	2008	Chevrolet 3500	Pickup Truck	1GCHK24K78E10166
N/A	1997	4630RT	Tractor Mower	Unknown
N/A	1991	Howe	Trailer	1H9421F12V0194256
N/A	2003	Mobark	Chipper	1M6819
N/A			Various car parts for Vehicles/Equipment	

, and

WHEREAS, based upon the recommendation of Mr. Bull, the Town Board declares the items on the above list as surplus; now, therefore, be it

RESOLVED, that the Town Board authorizes the Highway Department to sell the surplus equipment, as is, through an upcoming online public auction.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Wednesday, December 10, 2025 1:20 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 #2436

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

Department: Highway Department

Your Name: Dahn Bull

Your Email: dbull@cliftonpark.org

Sponsor: D. Bull

Agenda Session Date: 12/15/2025 ✓

Board Meeting Date: 01/06/2026 ✓

Alternate Date: 01/20/2026

Budget Number: Not Applicable

Budget Description: Not Applicable

Amount: Not Applicable

Brief Description: Resolution No. _____ of 2026, a resolution authorizing the sale of equipment declared surplus by the Town Board and Highway Department to sell the surplus equipment at public auction.

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

WHEREAS, Dahn Bull, Highway Superintendent has identified vehicles/equipment per the below list, as surplus property,

Number Year Model Type Vin

Unit 9 2003 Freightliner Plow/Dump 1FVABXAKX3HK47320

Unit 62 2000 International Plow/Dump 1HTGEAHR7YH250456

Unit 24 2003 Ford 350 Pickup Truck 3FTSF31603MB28516

Unit 73 2008 Chevrolet 3500 Pickup Truck 1GCHK24K78E10166

N/A 1997 4630RT Tractor Mower Unknown

N/A 1991 Howe Trailer 1H9421F12V0194256

N/A 2003 Mobark SP111HP3 Chipper 1M6819

N/A Various Car Parts Various For Vehicles/equipment

and

WHEREAS, based upon the recommendation of Mr. Bull, the Town Board declares the items on the attached list as surplus: now, therefore, be it

RESOLVED, that the Town Board authorizes the Highway Department to sell the surplus equipment, as is, through an upcoming online public auction.

Add Supporting Docs:

Additional Comments/Details: None at this time.

Agree to Terms: Agree

[unsubscribe](#)



RESOLUTION

#12

PHILIP C. BARRETT
Supervisor

AGATHA REID
Councilwoman

ZABED MANIR
Councilman

NANCY R. BELLAMY
Councilwoman

MARIO L. FANITNI
Councilman

Resolution No. _____ of 2026, a resolution authorizing the repair and replacement of a guide rail damaged by a vehicular accident on Bruno Road.

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

WHEREAS, Dahn Bull, Highway Superintendent, proposes piggybacking off of contract 25-PWGR-24R2, entered into by the County of Saratoga, to order a replacement for a guide railing that was damaged in a hit-and-run vehicular accident that occurred on _____, at a cost not to exceed \$5,142; now, therefore, be it

RESOLVED, that the Highway Superintendent is authorized to enter into a piggyback agreement for a replacement guide railing with Town & Country Bridge & Rail, Albany, NY, per Saratoga County Contract 25-PWGR-24R2, at a cost not to exceed \$5,142, to be paid from A-3310-215 (General Fund - Traffic/Safety/Signs).

Cynthia, Zlogar

From: Town of Clifton Park Official Website <info@cliftonpark.org>
Sent: Wednesday, December 10, 2025 1:37 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 #2437

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

Department: Highway Department

Your Name: Dahn Bull

Your Email: dbull@cliftonpark.org

Sponsor: D. Bull

Agenda Session Date: 12/16/2025 ✓

Board Meeting Date: 01/06/2026 ✓

Alternate Date: 01/20/2026

Budget Number: A-3310-215

Budget Description: Traffic/Safety/Signs

Amount: \$5,141.52

Brief Description: Repairing and replacing Guide Rail damaged by a hit-and-run vehicular accident on Bruno Road.

Piggybacking off the County Contract bid for Guide Railing, specification 25-PWGR-24R2 which has been awarded as per the attached bid award recap from Saratoga County Department of Public Works.

Add Supporting Docs:

[5fc0ac49f3b4d97c_25-PWGR-24R_AWARD_RECAP_SPRING_2026.pdf](#)

[85a3833fc0194b22_Bruno_Rd_accident_repair.pdf](#)

Additional Comments/Details: None at this time.

Agree to Terms: Agree

[unsubscribe](#)



**DEPARTMENT OF
CENTRAL SERVICES**

JOHN WARMT, DIRECTOR

518.885.2210

SARATOGACOUNTY.NY.GOV

50 WEST HIGH ST, BALLSTON SPA, NY 12020

MEMORANDUM

via E-Mail

TO: Chad Cooke, Commr. Public Works

FROM: John Warmt, Purchasing

DATE: December 3, 2025

RE: Guide Railing – 25-PWGR-24R2

This is to inform you that the bid for Guide Railing, specification 25-PWGR-24R2 has been awarded as per the attached bid award recap.

The contract period is from December 1, 2025 through May 31, 2026 with an optional six (6) month extension upon a written agreement of both parties.

If you have any questions, please contact my office.

attachment

cc: County Auditor

☺ *Revolutionary By Nature* ☺

GUIDE RAILING AWARD RECAP - 25-PWGR-24R2
CONTRACT PERIOD: 12/01/2025 - 5/31/2026

Item NO.	DESCRIPTION	EST. QTY.	AWARDED TO	
1A	Corrugated Beam Rail, Section Length 13'6-1/2" one (1) piece is Corrugated Beam Guide Rail 13'6-1/2" with eight (8) -- 5/8" x 1-1/4" splice bolts and nuts	540 ft.	TOWN & COUNTY BRIDGE & RAIL	\$ 7.57
2A	Corrugated Beam Terminal Section, Section Length 13'6-1/2" one (1) piece is Terminal Section BG 1257 13'6-1/2" with 10 extra holes one end and eight (8) 5/8"x1-1/4" splice bolts & nuts	270 ft.	TOWN & COUNTY BRIDGE & RAIL	\$ 9.72
2B	Corrugated Beam Driveway Section, Section Length 13'6-1/2" one (1) piece is Corrugated Beam Driveway Section BG 1395 13'6-1/2" double twist with eight (8) 5/8" x 1-1/4" splice bolts and nuts	270 ft.	TOWN & COUNTY BRIDGE & RAIL	\$ 11.07
2C	Corrugated Beam Terminal Section Corrugated Beam Flared Terminal Section BG 203L and four (4) 5/8" x 1-1/4" splice bolts and nuts	20	CHEMUNG SUPPLY CORP	\$ 50.00
3A	Anchorage Units for Cable Guide Railing--complete with one (1) concrete anchor block, three (3) spring combinations, two (2) pair base angles and two (2) MK6 caps	10	TOWN & COUNTY BRIDGE & RAIL	\$ 2,082.00
3B	Anchorage Units for Cable Guide Railing--driveway--complete with one (1) concrete anchor, three (3) spring combinations, two (2) pair base angles and one (1) MK8 cap	4	TOWN & COUNTY BRIDGE & RAIL	\$ 2,185.00
3C	Anchorage Units for Corrugated Beam Railing--complete with one (1) piece regular section of corrugated beam rail x 12'6", one (1) piece BG 1257 anchor panel, one (1) piece BG 203L flared end, 12 pieces BG 208 splice bolts and nuts, one (1) concrete anchor block slant top, and one (1) pair base angles with bolts	20	TOWN & COUNTY BRIDGE & RAIL	\$ 807.00
3D	Anchorage Units for Corrugated Beam Railing--driveway--complete with one (1) BG 1395 driveway "S" panel, one (1) concrete anchor block flat top, one (1) pair base angles with bolts, one (1) BG 203L flared end section, and 12 BG208 splice bolts and nuts	6	TOWN & COUNTY BRIDGE & RAIL	\$ 766.00
3E	Anchorage Units Hardware 3" x 27" x 1/4" galvanized top plate w/eight (8) hook bolts, nuts and flat washers for corrugated beam concrete anchor	26	CHEMUNG SUPPLY CORP	\$ 125.00
3F	Anchor Panel straight piece of corrugated beam with extra holes at one end, and eight (8) 5/8" x 1-1/4" splice bolts and nuts for attachment to concrete anchor	20	TOWN & COUNTY BRIDGE & RAIL	\$ 121.50
3G	Driveway Anchor Panel double twist corrugated beam with extra holes at one end, and eight (8) 5/8" x 1-1/4" splice bolts and nuts for attachment to concrete anchor	6	CHEMUNG SUPPLY CORP	\$ 130.00
4A	Intermediate Posts S3 x 5.7 one (1) 3" intermediate post 5'3" long 5.7#/foot with soil plate and one (1) 5/16" x 1-3/4" post bolt with square washer and one (1) 1/2" x 1-1/2" support bolt w/two (2) nuts	500	CHEMUNG SUPPLY CORP	\$ 65.00
4B	Intermediate Posts S3 x 5.7 one (1) 3" intermediate post 7'-0" long 5.7#/ft. with soil plate and one (1) 5/16" x 1-3/4" post bolt with square washer and one (1) 1/2" x 1-1/2" support bolt w/two (2) nuts	50	TOWN & COUNTY BRIDGE & RAIL	\$ 81.86
4C	Heavy Posts W6 x 9 one (1) W6 x 9 heavy post 5'6" & one (1) 5/8" x 2" post bolt & nut	250	TOWN & COUNTY BRIDGE & RAIL	\$ 68.39
4D	Heavy Post W6 x 9 one (1) W6 x 9 heavy post 7'-0" long with soil plate	50	CHEMUNG SUPPLY CORP	\$ 105.00
4E	Block-out one (1) 6" x 8" tube x 6" long	50	TOWN & COUNTY BRIDGE & RAIL	\$ 24.34
5A	Box Beam Guide Rail Section Length--18'0" one (1) piece of 6 x 6 box beam guide rail 18' long with three (3) shelf angles with nuts and bolts and one (1) set of splice plates with bolts and nuts	648 ft.	TOWN & COUNTY BRIDGE & RAIL	\$ 27.76
5B	Box Beam Guide Rail Section Length--24'0" one (1) piece of 6 x 6 box beam guide rail 24' long with four (4) shelf angles with nuts and bolts and one (1) set of splice plates with bolts and nuts	480 ft.	TOWN & COUNTY BRIDGE & RAIL	\$ 26.23

GUIDE RAILING AWARD RECAP - 25-PWGR-24R2
CONTRACT PERIOD: 12/01/2025 - 5/31/2026

5C	Box Beam Guide Rail Section Length--36'0" one (1) piece of 6 x 6 box beam guide rail 36' long with six (6) shelf angles with nuts and bolts and one (1) set of splice plates with bolts and nuts	360 ft.	TOWN & COUNTY BRIDGE & RAIL	\$	24.19
6A	Type I Box Beam End Sections one (1) drop end section by 8' long with one (1) 3" short post, one (1) shelf angle with hardware, one (1) set of splice plates with hardware, one (1) standard 3" I post and one (1) shelf angle with hardware	50	CHEMUNG SUPPLY CORP	\$	52.00
6B	Type II Box Beam End Sections one (1) drop end section by 9' long with two (2) 3" I post x 2'11" long with soil plate, one (1) 3/8" x 10" long bolt with two (2) washers and nuts, one (1) set of splice plates with hardware	50	CHEMUNG SUPPLY CORP	\$	70.00
6C	Type III Box Beam End Section Attenuator Assembly 6" x 6" box beam rail with end plate and all assorted pieces to make a Type III End Section	2	TOWN & COUNTY BRIDGE & RAIL	\$	5,364.00
6D	Type IIA Box Beam End Section 18' @ 35°R, Type I Drop End, and all assorted pieces to make a complete IIA Assembly	2	TOWN & COUNTY BRIDGE & RAIL	\$	1,566.00
7A	Box Beam Rail - Shop Curved Radius = 25'--Length -18' 6" x 6" box beam rail shop curved radius 25' by 18' long with three (3) shelf angles with nuts and bolts and one (1) set of splice plates with nuts and bolts	90 ft.	TOWN & COUNTY BRIDGE & RAIL	\$	30.14
7B	Box Beam Rail - Shop Curved Radius = 50'--Length -18' 6" x 6" box beam rail shop curved radius 50' by 18' long with three (3) shelf angles with nuts and bolts and one (1) set of splice plates with nuts and bolts	90 ft.	TOWN & COUNTY BRIDGE & RAIL	\$	30.14
7C	Box Beam Rail - Shop Curved Radius = 100'--Length -18' 6" x 6" Box Beam Rail Shop curved radius 100' by 18' long with three (3) shelf angles with nuts and bolts and one (1) set of splice plates with nuts and bolts	180 ft.	TOWN & COUNTY BRIDGE & RAIL	\$	30.14
7D	Box Beam Rail - Shop Curved Radius = 200'--Length -18' 6" x 6" Box Beam Rail Shop curved radius 200' by 18' long with three (3) shelf angles with nuts and bolts and one (1) set of splice plates with nuts and bolts	540 ft.	TOWN & COUNTY BRIDGE & RAIL	\$	30.14
8A	Two-Rail Bridge Rail 5" x 3" x 1/4" Rail Tube consisting of 400' of 5" x 3" x 1/4" rail tube equaling 200' of two-rail finished bridge rail	400 ft.	TOWN & COUNTY BRIDGE & RAIL	\$	27.00
8B	Two-Rail Bridge Rail Tube Joint Assembly one (1) 1-1/2" x 4" bar splice 36" long with bolts	10	CHEMUNG SUPPLY CORP	\$	250.00
8C	Two-Rail Bridge Rail Posts curbless type including one (1) two-rail bridge post type 71, two (2) rail clamps with bolts, one (1) 8" x 13" x 1/2" anchor plate, five (5) 7/8" x 19" full thread anchor stud, 10 -- 7/8" hex nuts and flat washers	25	TOWN & COUNTY BRIDGE & RAIL	\$	1,445.00
8D	Four-Rail Bridge Rail Posts W6 x 25 four-rail 40" bridge post on a 1-9/16" fixed base plate drilled for five (5) 1" diameter x 18" A 449 anchor rods, 13-3/4" x 13-3/4" x 3/8" anchor plate, 20 nuts and washers, all galvanized parts, pursuant to NYS DOT detail sheet BDRSI-R1	25	TOWN & COUNTY BRIDGE & RAIL	\$	856.00
8E	Bridge Rail/Box Beam Rail Transition Tube	10	TOWN & COUNTY BRIDGE & RAIL	\$	581.00
8F	Box Beam Splice Tube 5" x 5" double end tube splice with bolts	10	TOWN & COUNTY BRIDGE & RAIL	\$	233.00
8G	Galvanized Box Beam - 8" x 6" x 1/4"--Length-18' including one (1) 6" x 8" x 1/4" tube x 18' long, one (1) pair 6" x 8" splice plates with bolts, three (3) paddles with bolts, and three (3) 3" I intermediate barrier posts with spade	540 ft.	TOWN & COUNTY BRIDGE & RAIL	\$	58.80
9A	Cable -- 3-strand, 3/4" galvanized & necessary J bolts	500 ft.	TOWN & COUNTY BRIDGE & RAIL	\$	3.92
9B	Spring Cable End Assembly	20	TOWN & COUNTY BRIDGE & RAIL	\$	294.00

GUIDE RAILING AWARD RECAP - 25-PWGR-24R2
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9C	Turnbuckle Cable End Assembly	20		TOWN & COUNTY BRIDGE & RAIL	\$	197.00
9D	Cable Splice Assembly (Complete with Wedges)	5		TOWN & COUNTY BRIDGE & RAIL	\$	96.00
10A	2" Splice Plates with Bolts	50 set		TOWN & COUNTY BRIDGE & RAIL	\$	109.86
10B	4" Splice Plates with Bolts	50 set		TOWN & COUNTY BRIDGE & RAIL	\$	109.86
11A	Used Universal Intermediate Posts S3 x 5.7					
	one (1) used universal 3" intermediate post 5'3" long 5.7#/foot with soil plate	500	ea	TOWN & COUNTY BRIDGE & RAIL	\$	17.94
	one (1) used universal 3" intermediate post 7'0" long 5.7#/foot with soil plate	500	ea	TOWN & COUNTY BRIDGE & RAIL	\$	27.86
11B	Used Heavy Posts W6 x 9					
	one (1) W6 x 9 heavy post 5'6"	250	ea	TOWN & COUNTY BRIDGE & RAIL	\$	18.27
12	Used Box Beam Guide Rail Section Length - 18'0"					
	one (1) piece of used 6 x 6 box beam guide rail 18' long with three (3) used shelf angles with nuts and bolts and one (1) set of used splice plates with bolts and nuts	720	ft	TOWN & COUNTY BRIDGE & RAIL	\$	26.94
13	Used Box Beam Guide Rail Section Length - 24'0"					
	one (1) piece of used 6 x 6 box beam guide rail 24' long with four (4) used shelf angles with nuts and bolts and one (1) set of used splice plates with bolts and nuts	240	ft	TOWN & COUNTY BRIDGE & RAIL	\$	26.34
14	Used Box Beam Guide Rail Section Length - 36'0"					
	one (1) piece of used 6 x 6 box beam guide rail 36' long with EIGHT (8) used shelf angles with nuts and bolts and one (1) set of used splice plates with bolts and nuts	280	ft	TOWN & COUNTY BRIDGE & RAIL	\$	25.74
15	Used Box Beam End Sections					
	one (1) used drop end section by 8' long with one (1) 3' short post, one (1) used shelf angle with nuts and bolts, one (1) set of splice plates with nuts and bolts, one (1) standard used 3" I post and one (1)	50	ea	TOWN & COUNTY BRIDGE & RAIL	\$	293.00
16	Used Box Beam Rail - Shop Curved Radius - 25'-200' - Length 18'					
	used 6" x 6" box beam rail shop curved radius 25'-200' by 18' long with three (3) used shelf angles with nuts and bolts and one (1) set of used splice plates with nuts and bolts	90	ft	TOWN & COUNTY BRIDGE & RAIL	\$	34.96
ALL OF THE FOLLOWING MUST BE GALVANIZED:						
17	Box Beam Splice Plates -	US	100	pr	TOWN & COUNTY BRIDGE & RAIL	\$ 80.00
		NEW	100	pr	TOWN & COUNTY BRIDGE & RAIL	\$ 80.74
18	Box Beam Shelf Angles - 5"x3-1/2"x3/8"x4-1/2" long	USE	300	ea	TOWN & COUNTY BRIDGE & RAIL	\$ 5.71
		NEW	300	ea	TOWN & COUNTY BRIDGE & RAIL	\$ 7.26
19	Box Beam Post for Drop End Sections - 47"	USE	50	ea	TOWN & COUNTY BRIDGE & RAIL	\$ 41.90
		NEW	50	ea	TOWN & COUNTY BRIDGE & RAIL	\$ 60.44
20	Box Beam Shelf Angles with 3/4" Bolt Holes for Drop End Sections 5"x3-1/2"x3/8"x4-1/2" long	USED	40	ea	TOWN & COUNTY BRIDGE & RAIL	\$ 9.21
		NEW	40	ea	TOWN & COUNTY BRIDGE & RAIL	\$ 11.96
21	Box Beam Post Bolt - 1/2" x 1-1/2"	NE	500	ea	TOWN & COUNTY BRIDGE & RAIL	\$ 0.67
22	Bolt, Nut, & Washer for Drop End Sections - 3/4"x8"	NEW	50	ea	TOWN & COUNTY BRIDGE & RAIL	\$ 6.86
23	Bolt, Nut, & Washer - 3/4"x1-1/2"	NE	500	ea	TOWN & COUNTY BRIDGE & RAIL	\$ 2.93
24	Bolt, Nut, & Washer - 3/4"x1-3/4"	NE	100	ea	TOWN & COUNTY BRIDGE & RAIL	\$ 1.73
25	Bolt, Nut, & Washer - 3/8"x7-1/2"	NE	1000	ea	TOWN & COUNTY BRIDGE & RAIL	\$ 1.63

GUIDE RAILING AWARD RECAP - 25-PWGR-24R2
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26	Bolt, Nut, & Washer - 5/16"x2"	NE	300	ea	TOWN & COUNTY BRIDGE & RAIL	\$	0.93
27	Bolt, Double Nut, & Washer	NE	500	ea	TOWN & COUNTY BRIDGE & RAIL	\$	0.83
28	Galv. Nuts - 3/4"	N	300	ea	TOWN & COUNTY BRIDGE & RAIL	\$	0.83
29	J-Bolt, Nut, & Washer for Cable Guide Rail - 5/16"	NEV	300	ea	TOWN & COUNTY BRIDGE & RAIL	\$	0.93
30	J-Bolt, Nut, & Washer for Cable Guide Rail Deadmen - 3/4"x18"	NEW	100	ea	TOWN & COUNTY BRIDGE & RAIL	\$	13.51
	Equipment Rental Rate Per Hour				TOWN & COUNTY BRIDGE & RAIL		\$447.00
	Guaranteed Delivery ARO				TOWN & COUNTY BRIDGE & RAIL		1 day
	Equipment Rental Rate Per Hour				CHEMUNG SUPPLY CORP		\$335.00
	Guaranteed Delivery ARO				CHEMUNG SUPPLY CORP		3-5 days

cc: C. Cooke, Commr. Public Works
 Auditing



To: Jim, Dahn

From: Connor Hart

Date: 11/12/25

Re: Bruno Rd Accident Repair

Per your request and after inspecting the above referenced site, specs and plans where and when applicable, we are pleased to submit as follows (prices from current Saratoga Co. Contract 24-PWGR-25R):

Project Scope- mobilize to site, set up WZTC, verify UFPO mark out, verify Deadman anchor block is accessible and reusable; remove/dispose driveway anchor panel and 50' additional damaged W-beam rail and post; reset 50' W-beam and posts; furnish/install 50' new W-beam guiderail on used 6" I posts, 1-12.5' driveway anchor panel all on new hardware.

Project Cost- 50' @ \$7.39/ft Item 1A	\$ 369.50
12.5' @ \$10.60/ft Item 2B	\$ 132.50
5 @ \$18.30/ea Item 11B	\$ 91.50
10 @ \$1.57/ea Item 24	\$ 15.70
64 @ \$0.88/ea Item 28	\$ 56.32
6 hrs @ \$373.00/hr Equipment Rental Rate Removal	\$ 2,238.00
6 hrs @ \$373.00/hr Equipment Rental Rate Install	\$ 2,238.00
Total Project Cost	\$ 5,141.52

Price includes material, delivery, labor, equipment and traffic control. If Deadman anchor not accessible/reusable, additional charge may apply. Please call 269-9497 with questions and or concerns.