

TOWN OF CLIFTON PARK AGENDA SESSION  
April 7, 2025

The Agenda Session meeting of the Town Board of the Town of Clifton Park was held in Room C of the Town Office Building at 6:31 p.m., Supervisor Barrett presiding

Present: Supervisor Barrett, Councilman Morelli, Councilwoman Reid, Councilwoman Walowit, Councilman Manir, Town Clerk Ranze, Town Attorney Pelagalli

Also Present: Buildings, Parks & Recreation Director Daniel Clemens, Planning & Zoning Director John Scavo, Comptroller Mark Heggen, Superintendent of Highways Dahn Bull, Director of Parks & Recreation Michael Woerner, Director of Clifton Park Senior Community Center Susan Leonard, Director of Safety & Security Louis Pasquarell, Honorable Robert Rybak, Water Authority Administrator Chris Wheland

MINUTES APPROVAL

MOTION by Councilwoman Walowit, seconded by Councilwoman Reid, to approve the Agenda Session Minutes for March 17, 2025, as presented. All Ayes. MOTION CARRIED

RESOLUTIONS FOR CONSIDERATION

| <u>SOURCE</u>                      | <u>RESOLUTION</u>   | TOWN BOARD<br>MEETING<br>DATE<br><u>REQUESTED</u> |
|------------------------------------|---|---|
| 1. Senior Center                   | Authorize the issuance of an alcohol permit to the Pokingbrook Morris Dancers for a banquet at the Senior Community Center on June 14, 2025, from 5:00pm – 10:00pm  | 04/07/2025*                                       |
| 2. Senior Center                   | Authorize budget increase in revenues and expenditures for the Clifton Park Senior Community Center Other Program Fund<br><br>Susan Leonard – Third year this fund raiser has been done for the Seniors with a Fashion Show (Boscov's) at the VanPatten Vista | 04/07/2025*                                       |
| 3. Receiver of Taxes & Assessments | Authorize the Receiver of Taxes & Assessments to attend the New York State Association of Tax Receivers & Collectors Seminar June 8-11, 2025, in Lake George, NY  | 04/07/2025*                                       |

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| 4.  | Parks & Recreation  | Authorize the hiring of lifeguards and summer camp staff for the 2025 season  | 04/07/2025* |
| 5.  | Parks & Recreation  | <p>Authorize Courtney Thayer to serve alcohol at a gathering at Collins Park on Sunday, August 3, 2025, from 10:00am -3:00pm</p> <p>Michael Woerner – This will be a Graduation and Great Grandmas Birthday party</p>   | 04/21/2025  |
| 6.  | Highway             | Authorize the purchase of a 2025 Bandit Intimidator Model 18XP Wood Chipper   | 04/21/2025  |
| 7.  | Highway             | Authorize the hiring of summer help for the Highway Department  | 04/21/2025  |
| 8.  | Highway             | Authorize purchase of a funnel plow for a department vehicle  | 04/07/2025* |
| 9.  | Highway             | Authorize the Highway Superintendent to piggy back from Saratoga County Bid Process for paving services   | 04/21/2025  |
| 10. | Buildings & Grounds | <p>Authorize Patriot Onsite Generator Service LLC to supply and install a new radiator in the emergency backup generator at the Town Hall building</p> <p>Daniel Clemmens –There was an alarm going off for low coolant, and the reason, there was a hole in the radiator</p> | 04/07/2025* |
| 11. | Buildings & Grounds | <p>Declare an emergency under GML 103 for repairs to HVAC system at Town Hall</p> <p>Daniel Clemmens – Call on a Sunday morning, water pouring out and freezing, valve wasn't shutting anymore and had to replace the valve</p>   | 04/21/2025  |
| 12. | Buildings & Grounds | Authorize transfer of Andrew Jerome from the Highway Department to be an MEO in Buildings & Grounds   | 04/21/2025  |

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| 13. Justice Court     | Increase revenues and expenditures for the Justice Court Assistance Program Grant   | 04/07/2025* |
| 14. Town Board        | Proclaim Saturday, April 26, 2025, as Arbor Day in Clifton Park<br><br>Councilman Morelli – We do this every year. There will be a tree planting and other events. The proclamation is required as part of the Tree City USA application. We acknowledge receiving the proclamation for the 4 <sup>th</sup> year in a row | 04/21/2025  |
| 15. Planning          | Approve Outside User Agreement between CPWA and the Town of Halfmoon for properties adjacent to the Chelsea Place roadway   | 04/21/2025  |
| 16. Planning          | Authorize award of professional services agreement to MH Professional Engineering, PLLC for feasibility study of potential HVAC improvements at Town Hall   | 04/21/2025  |
| 17. Planning          | Authorize adoption of 2025 ADA Transition Plan  | 04/21/2025  |
| 18. Comptroller       | Adopt year-end budget changes in conjunction with filing the 2024 Annual Update Document with NYS Office of State Comptroller   | 04/21/2025  |
| 19. Safety & Security | Authorize purchase of twelve (12) AED's, and one (1) AED Cabinet, as part of an AED replacement program for aging units throughout Town   | 04/07/2025* |

\*Denotes a resolution that is on both the Agenda Session Schedule and the Town Board Meeting agenda for tonight (assuming a positive vote in the Agenda Session), due to timing issues for the proposed resolution.

MOTION by Councilwoman Reid, seconded by Councilwoman Walowit, to approve resolutions to be heard at the requested Town Board meeting date. All Ayes: MOTION CARRIED

MOTION by Councilman Morelli, seconded by Councilwoman Reid, to adjourn the Agenda Session. All Ayes: MOTION CARRIED at 6:56 p.m.

Stephanie Ranze  
Town Clerk