

TOWN OF CLIFTON PARK AGENDA SESSION
June 2, 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: Comptroller Mark Heggen, Director of Planning & Zoning John Scavo, Director of Parks and Recreation, Michael Woerner,

MINUTES APPROVAL

MOTION by Councilwoman Walowit, seconded by Councilwoman Reid, to approve the Agenda Session Minutes for May 19, 2025, as presented. All Ayes. MOTION CARRIED

RESOLUTIONS FOR CONSIDERATION

<u>SOURCE</u>	<u>RESOLUTION</u>	TOWN BOARD MEETING DATE <u>REQUESTED</u>
1. Planning	<p>Award a bid to Carver Construction, Inc. for construction of the Hubbs Road Multi-use Path</p> <p>Supervisor Barrett – This project has been long requested by residents. It will enhance pedestrian access from Long Hill Road to Dutch Meadows. After a formal bid process Carver Construction was selected to complete the work.</p> <p>John Scavo – Four bids were received for the Hubbs Road Multi-Use Path project. Carver Construction submitted the lowest bid at \$939,545, covering the full scope including two alternates. The alternates were included to assess phased construction costs, but completing the project all at once is more cost-effective. The project began with resident requests in 2015 and was funded through a Climate Smart Communities grant awarded in 2019, with the state contract finalized in 2021.</p> <p>Supervisor Barrett – Is there an opportunity for us to go back for more money on the grant?</p> <p>John Scavo – The \$278,000 Climate Smart grant is fixed, with no option for additional funding. Project costs have increased by 66% since 2019 which is reflected in the final bid amount.</p>	06/02/2025*

The project was structured with bid alternates to allow for a phased approach, dividing the trail into three sections. This method, used previously on Moe Road, offers flexibility to complete the project over time, with future phases. This approach helps manage costs on what is expected to be an expensive project. Bids and alternates were submitted accordingly.

Supervisor Barrett – Asked if everyone had a chance to review the bids, alternates and pricing? Concerns were raised about the significantly higher costs than originally anticipated. The delay in grant processing contributed to cost escalation, a common issue with long timelines on grant-funded work. Originally a 50/50 grant in 2019, the funding ratio has effectively shifted to 75% local and 25% grant due to rising expenses. The Board was encouraged to take extra time and fully consider the financial impact before proceeding.

John Scavo – The trail section is 0.6 miles long. A decision is not required immediately, as the grant has been extended through the end of the year.

2. Town Board

Authorize appointment of Leighann Nastasia as Deputy Town Clerk/Deputy Town Registrar

06/16/2025

Town Clerk Ranze – After several interviews and a few strong candidates, Leanne was selected to join the Town Clerk’s Office as Deputy Town Clerk. She has a well-seasoned background with strong technical and administrative skills, making her well-suited for the role. The team is pleased to welcome her aboard.

Supervisor Barrett – Leanne brings a wide range of skills and talents that will benefit the Town Clerk’s Office, particularly in the areas of technology, professionalism, and administrative experience. Her strong background and capabilities are expected to contribute significantly to the department’s effectiveness.

Councilman Morelli – Has known Leanne for several years and believe she brings a complementary skill set to the Town Clerk’s Office. She will be a strong addition to the team.

- | | | |
|-----------------------|---|-------------|
| 3. Parks & Recreation | Authorize hirings, promotions and three (3) step correction adjustments of seasonal workers for the 2025 Summer season | 06/02/2025* |
| 4. Parks & Recreation | Authorize Anna Giarraputo to serve alcohol at a gathering at Collins Park on Sunday, August 17, 2025, from 11:00am-5:00pm | 06/02/2025* |
| 5. Comptroller | Adopt resolution for elected and appointed personnel for NYS Retirement | 06/16/2025 |

Mark Heggen – Elected and appointed officials who don't use the timekeeping system must maintain a calendar for reporting purposes. The calendar is typically valid for eight years, though officials must reaffirm its accuracy every two years.

Councilman Manir – Spoke with Dahn, he said he'd submit a comprehensive list. I haven't seen it yet, but in terms of two requests that came from you and he said he's added. Confused as originally we had \$2 million, and he said it takes \$2.3 million to finish everything.

Supervisor Barrett – The Board is expected to support allocating additional funds for road work, but timing is critical for Rustic Bridge and Riverview Road. Rustic Bridge – Paving must wait until a current working project is completed and that is expected to finish by November. Riverview Road – Paving is on hold due to possible public water extension. Decision is still pending. Both roads should be paved as soon as feasible, but only after related work is complete to avoid redoing new pavement. Project completion may be moved up from November to September, with ongoing truck traffic expected. A meeting will be held to coordinate paving. Similar to Ashdown Road, paving is being delayed there until the railroad crossing is repaired by the US Department of Transportation. Timing remains key and updates will be provided.

Councilman Morelli – Do we know when we might expect the list?

Councilman Manir – It was mentioned that the paperwork was submitted today, but it hasn't been seen or confirmed yet. There is hesitation to rely on the individual's word without reviewing the documentation. Asked the Town Clerk if she has received any paperwork.

Town Clerk Ranze – Has not seen anything from the Highways Superintendent and reminded the Board of his absence due to participation in a Highway class.

*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 Councilman Manir, to approve resolutions to be heard at the requested Town Board meeting date and adjourn the Agenda Session. All Ayes:
MOTION CARRIED at 6:58 p.m.

Stephanie Ranze
Town Clerk