

TOWN OF CLIFTON PARK AGENDA SESSION
September 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 6:30 p.m., Supervisor Barrett presiding

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

Absent: Councilwoman Walowit

Also Present: Comptroller Mark Heggen, Director of Buildings, Parks & Recreation Daniel Clemens

MINUTES APPROVAL

MOTION by Councilwoman Reid, seconded by Councilman Manir, to approve the Agenda Session Minutes for August 18, 2025, as presented. All Ayes. MOTION CARRIED

RESOLUTIONS FOR CONSIDERATION

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>TOWN BOARD MEETING DATE REQUESTED</u>
1. Buildings & Grounds	<p>Reschedule a public hearing for September 15, 2025, at 7:05pm to consider the proposed improvements to the Martin Jewett Longkill Park Playground</p> <p>Supervisor Barrett – We have a solid plan to redevelop the Martin Jewett Longkill Park playground with all-new equipment, expanded and more structured parking, and long-overdue upgrades. These improvements will benefit not only Country Knolls but the entire town. More details will be shared at the public hearing on the 15th</p>	09/02/2025*
2. Buildings & Grounds	<p>Authorize the purchase of one Graco LL3400 parking lot line painter from Sherwin Williams under Sourcewell Contract</p> <p>Dan Clemens – The parking lot lines in the back of the Common are fading and need repainting. Last year, painting the Town Hall lot cost over \$800, and painting the Common would be similar if subbed out. Purchasing a versatile walk-behind line-painting machine, which uses five-gallon buckets, would allow staff to paint sections as needed without closing the whole park, saving costs, and adding flexibility for all town parking lots</p>	09/15/2025

Councilman Manir – Asked the cost of the machine.

Dan Clemens - \$5400

3. Buildings & Grounds

Authorize Supervisor to sign a one (1) year agreement with Samsara for GPS services for Town vehicles under NYS contract

09/15/2025

Supervisor Barrett – The town is evaluating a new GPS system that offers better features and more frequent tracking updates than the current Verizon service. Dan Clemens reviewed the program, and a follow-up demo showed it provides more up-to-date information through improved “pings” to the home base.

Dan Clemens – the new GPS system offers four to five times more frequent updates than Verizon, enabling near real-time vehicle tracking without the freezes and jumps seen in the current system.

Supervisor Barrett – The new Samsara GPS system offers more advanced, real-time tracking in “helicopter mode,” providing continuous vehicle visibility and additional useful features. BPS has become a standard tool and has proven valuable in the past. The cost is the same as Verizon, but the technology is better, and switching vehicles over requires minimal labor.

Dan Clemens – It is a simple plug-and-play device. It connects to the vehicles OBD port, and if you switch vehicles, you can just unplug it and move it to the new one. The device is reprogrammed by entering the new VIN, and all hardware is included with no extra cost.

Councilman Manir – Asked if there would be cameras with this new system.

Dan Clemens – Responded that was an option we did not get as the cost would have been significantly more. Will send the Board the proposal with pricing.

4. Town Board

Schedule a Public Hearing for September 15, 2025, at 7:02pm on proposed amendments to the Town Code to add Chapter 93- Animals

09/02/2025*

Attorney Paul Pelagalli – A new chapter in the town code is proposed to give animal control officers authority to address situations where animals are at risk, such as being left in vehicles under extreme temperatures or other unsafe

conditions. This change would improve animal protection, ensure consistent enforcement, and could also set the stage for future regulations on kennels and boarding facilities.

Supervisor Barrett – Additional information has been shared with Attorney Pelagalli, and other information is being gathered, and once it is ready, it will be shared with the board for further discussion.

5. Town Board

Schedule a public hearing for September 15, 2025, at 7:08pm on proposed amendments to Chapter 156 -Peddling and Soliciting

09/02/2025*

Supervisor Barrett – Our Town Clerk has raised concerns after receiving complaints about the behavior of individuals who lawfully hold permits to peddle and solicit door-to-door. Troubling incidents associated with these activities, prompting further review and discussion.

Town Clerk Stephanie Ranze – Residents have raised concerns about aggressive and misleading behavior from peddlers and solicitors, including harassment, ignoring “No Soliciting” signs, misleading elderly residents with hidden contract terms, and unpermitted individuals soliciting under others’ names. Despite annual reminders to company managers, issues persist. Proposed changes include raising the surety from \$1,000 to \$10,000 and enhancing enforcement.

Attorney Paul Pelagalli – New York State allows the Town Board the authority to revoke a permit after a public hearing, the process can take time, allowing violations to continue in the meantime. To address this the proposal recommends authorizing the Town Clerk to suspend licenses pending a hearing when necessary. This would give the Town Clerk and staff the ability to act quickly under proper circumstances to prevent further violations while due process proceeds.

6. Town Board

Schedule a Public Hearing for October 06, 2025, at 7:02pm on proposed Town Code amendments to Chapters 152 and 153, relating to Prohibited Acts- Metal Detectors

09/15/2025

Supervisor Barrett – This concern was raised by John Scherer and the Historic Preservation Commission regarding the matter.

Councilman Morelli – A proposal was introduced to prohibit the use of metal detectors on public lands due to the historical sensitivity of many town-owned. While it is not always a major issue, the intent is to protect artifacts and preserve local history. The proposed language mirrors existing New York State and DEC regulations, incorporating those protections directly into the town code.

Councilwoman Reid – Would exceptions be considered, such as allowing the Historic Preservation Commission (or authorized group) to conduct searches when appropriate and approved by the town.

Councilman Morelli – The proposal would codify and prohibit the use of metal detectors on town-owned, historically sensitive lands and ensure that any artifacts found are preserved. However, exceptions could be considered, such as allowing the Historic Preservation Commission (or authorized groups) to conduct searches when appropriate and approved by the town.

7. Town Board

Schedule a Public Hearing for October 06, 2025, at 7:05pm on proposed Town Code amendments to Chapter 73 and Chapter 208, relating to short-term rentals

09/15/2025

Attorney Paul Peligalli – Using the New York State Real Property Law definition to give the building and development department clear authority to regulate short-term rentals avoiding Saratoga Springs’ law which is more complex and has created all sorts of quandaries.

Supervisor Barrett – Waited for the state to finalize its legislation on short-term rentals before acting, knowing definitions, standards, and parameters would be needed in the town code. We have incorporated much of the language directly from the new state regulations to align with them. Saratoga Springs moved ahead earlier and passed its own legislation before the state acted, but what we have done has allowed us more consistency and prepares us for compliance with the state’s framework.

The county is preparing a new short-term rental registry and occupancy tax process, pending the governor’s approval.

The county will manage the registry and tax collection, while the town's code enforcement will conduct annual inspections.

8. Legal Authorize the Town Attorney to execute an agreement with LexisNexis, an online service that offers access to an extensive database of legal and business information 09/02/2025*

Supervisor Barrett & Attorney Paul Peligalli – The town uses this legal research platform daily and decided to switch from one-year to three-year contracts to secure a reduced rate. The platform now includes AI features at no extra cost initially, which are highly valued for accurate case and statute citations. The investment is worthwhile as it is used daily for the town's legal needs.

9. Highway Authorize budget transfers to reallocate department funds 09/15/2025

Mark Heggen – Highway Superintendent requested transferring about \$30,000 between operational budget lines to cover increased costs for hand tools and parts. The overall budget amount is not changing – just reallocating funds within existing operational accounts.

*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 Councilman Morelli seconded by Councilwoman Reid, to approve resolutions to be heard at the requested Town Board meeting date and adjourn the Agenda Session. All Ayes:
MOTION CARRIED

MOTION by Councilwoman Reid, seconded by Councilman Morelli, to adjourn the Agenda Session. All Ayes: MOTION CARRIED at 6:57 p.m.

Stephanie Ranze
Town Clerk