

TOWN OF CLIFTON PARK AGENDA SESSION
September 15, 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, Town Clerk Ranze, Attorney Paul Pelagalli

Absent: Councilman Manir

Also Present: Comptroller Mark Heggen, Buildings, Parks & Recreation, Kieran Lynch, Judge Robert A. Rybak

MINUTES APPROVAL

MOTION by Councilwoman Reid, seconded by Councilwoman Walowit, to approve the Agenda Session Minutes for September 2, 2025, as presented. All Ayes. MOTION CARRIED

RESOLUTIONS FOR CONSIDERATION

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>TOWN BOARD MEETING DATE REQUESTED</u>
1. Comptroller	Authorize purchase of replacement credit card machines Mark Heggen – Credit to Darlene Allen for being on top of this. Our credit card machines are becoming obsolete, and if we don't replace them, we will be charged \$50 per unit each month. The costs are being covered within existing equipment lines, no fund balance impact. Simple update to avoid fees.	10/06/2025
2. Buildings & Grounds	Authorize the Supervisor to execute an agreement for engineering services related to Barney Road Pool Liner replacement project Supervisor Barrett – Locust Lane and Country Knolls pool liners have been replaced. Barney Road's liner, once in the best condition, is now nearing the end of its life. We will engage the same engineers for its replacement – a costly but necessary project. Councilman Morelli – What was the liner issue a few years ago? Were there concerns beneath the liner? Supervisor Barrett – Repair needs aren't clear until the liner is removed. Locust Lane required little work, Country Knolls some but not extensive. Barney Road will likely	10/06/2025

need some repairs too. A Diving-well leak was previously found and patched. Overall, some work is expected but hopefully minimal.

3. Justice Court

Authorize the Town Court to apply for a Justice Court Assistance Program Grant

09/15/2025*

Judge Robert A. Rybak – For 12-15 years we’ve applied for and received about \$80,000 in court administration grants. This year’s request targets jury room improvements and scanning older, fragile files from the White House to preserve them for the future.

Councilman Morelli – Asked if we typically get the amount we ask for?

Judge Robert A. Rybak – We usually get a good percentage, but not all. The jury room door would be priority, and we would adjust the scanning based on funding.

4. Town Board

Schedule a Public Hearing for October 06, 2025, at 7:08pm on proposed Town code amendments to Chapter 93, Animals, relating to regulation of kennels and animal boarding facilities

09/15/2025*

Supervisor Barrett – Ag & Markets inspects county and municipal shelters but not private kennels or boarding facilities. To ensure health and safety standards, we propose adding inspections by our code enforcement officers, who already conduct fire code checks. A public hearing on this will be set for October 6th.

Councilwoman Walowit – Asked if this inspection will be done by our own code officers.

Supervisor Barrett – Yes.

Councilwoman Reid – Asked if this will only be for commercial facilities, or would this include if a person is doing in-home pet-sitting scenarios?

Supervisor Barrett – This would not include in-home pet-sitting. It’s intended for commercial boarding or kennel operations.

Councilman Morelli – There are people that board at their home, not necessarily pet sitting. Is there a threshold as to how many dogs would qualify for a commercial operation?

Attorney Paul Peligalli – Any animals over four months old being boarded and getting paid for it, it could argumentatively qualify as a commercial operation if you're doing it regularly. Watching a friend's dog is different. Code enforcement, Animal Control and the Fire Marshall will be doing the inspections.

*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 Walowit seconded by Councilman Morelli, 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 Walowit, seconded by Councilwoman Reid, to adjourn the Agenda Session. All Ayes: MOTION CARRIED at 6:43 p.m.

Stephanie Ranze
Town Clerk