TOWN OF CLIFTON PARK AGENDA SESSION
October 20, 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, Councilman Manir, Councilwoman Walowit, Town Clerk Ranze, Counsel Neil Weiner

Also Present: Comptroller Mark Heggen, Director of Parks & Recreation, Daniel Clemens, Director of Clifton Park Senior Community Center, Susan Leonard, Town Assessor, Walter Smead

MINUTES APPROVAL

MOTION by Councilwoman Walowit, seconded by Councilman Manir, to approve the Agenda Session Minutes for October 6, 2025, as presented. All Ayes. MOTION CARRIED

RESOLUTIONS FOR CONSIDERATION

SOURCE	RESOLUTION	TOWN BOARD MEETING DATE REQUESTED
1. Assessor	Authorize the Assessor to re-levy unpaid charges for care and supervision of abandoned properties **Walter Smead** – This resolution authorizes the annual placement of maintenance charges on the January 2026 property tax bills for work completed by the Highway Department. This is a routine measure conducted each year to account for maintenance services provided within various town districts. **Supervisor Barrett** – The program was created during the national real estate crash to maintain and secure abandoned or foreclosed homes. Buildings and Grounds managed upkeep and safety issues, and costs were re-levied on property tax bills. It successfully reduced neighborhood blight and is now rarely needed.	11/03/2025
2. Assessor	Authorize the Assessor to re-levy unpaid Saratoga County Sewer District No. 1 charges to the Town and County Tax bills **Walter Smead** – The next four resolutions authorize adding unpaid sewer and water charges to the 2026 Town and County tax bills for the Saratoga County Sewer District, Town of Ballston Water District, and Clifton Park's Michael O'Brien, Rivercrest, and Old Nott Farm districts.	11/03/2025

		This ensures all outstanding balances are recovered annually. **Supervisor Barrett** – As Walter said resolutions two through five address special districts with public utilities where unpaid sewer and water charges are re-levied annually on the County tax bills. This routine process ensures collection of overdue payments, which may result from ownership changes, oversights, or other circumstances.	
3.	Assessor	Authorize the Assessor to re-levy unpaid Town of Ballston Water charges to the Town and County Tax bills	11/03/2025
4.	Assessor	Authorize the Assessor to re-levy unpaid Rivercrest Sewer District Ext. #1 charges to the Town and County Tax bills	11/03/2025
5.	Assessor	Authorize the Assessor to re-levy unpaid Olde Nott Farm Sewer charges to the Town and County Tax bills	11/03/2025
6.	Highway	Authorize the hiring of a Motor Equipment Operator (MEO) in the Highway Department	10/20/2025*
7.	Senior Center	Authorize the issuance of an alcohol permit to the Pokingbrook Morris Dancers for an event at the Senior Community Center on November 1, 2025, from 5:30pm – 9:00pm	10/20/2025*
8.	Community Action Fund	Authorize the grant awards for the 2025 Community Action Fund program **Supervisor Barrett** – The Town Board will be presenting awards to local organization through the Bottle and Can Recycling Grant Program, which uses proceeds from redeemable containers collected at the transfer station. This year, about $12,000 was distributed among several groups. The program, started years ago, continues to support community causes. Appreciation expressed to Councilwoman Walowit, Alicia Jacobs, Greg Szczesny, and Tim Kimball for serving on the committee.	10/20/2025*
9.	Town Board	Authorize Supervisor to execute a solar PILOT agreement with DG Cooley, LLC	11/03/2025

	Supervisor Barrett – Approval of a PILOT agreement with DG Cooley for a new solar project in Clifton Park, part of the state's broader renewable energy initiative supported by substantial public and utility funding.	
10. Buildings & Grounds	Authorize three (3) trucks to be declared as surplus for sale at online auction **Daniel Clemens** – Buildings & Grounds plans to dispose of three heavily used and rusted trucks that have reached the end of their service life. The vehicles will be sold through the town's online auction vendor, Collar City Auctions, to remove them before winter.	11/03/2025

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

MOTION by Councilwoman Walowit, seconded by Councilwoman Reid, to adjourn the Agenda Session. All Ayes: MOTION CARRIED at 6:46 p.m.

Stephanie Ranze
Town Clerk