

TOWN OF CLIFTON PARK AGENDA SESSION
December 1, 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, Attorney Paul Pelagalli

Also Present: Comptroller, Mark Heggen, Director of Building Parks & Recreation, Daniel Clemens, Director of Planning & Zoning, John Scavo, Director of Safety & Security, Louis Pasquarell

MINUTES APPROVAL

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

RESOLUTIONS FOR CONSIDERATION

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>TOWN BOARD MEETING DATE REQUESTED</u>
1. Town Board	Schedule a Public Hearing on December 15, 2025, at 7:02pm regarding proposed town code amendments to Chapter 93- Boarding and Breeding of Livestock	12/01/2025*
2. Town Board	Authorize year-end Budget transfers	12/15/2025
	Mark Heggen – Explained that this is his initial review as the Town begins balancing the budget and closing the books. Reviewing all funds, but currently focused on the general fund, highway fund, and Clifton Park Sewer District No. 1 to ensure they have sufficient resources.	
3. Town Board	Authorize Center for Security to install security upgrades at multiple Town locations	12/15/2025
4. Town Board	Authorize the acceptance of a road, related land parcel, and related access and maintenance easements in the Wellington Court subdivision	12/01/2025*

John Scavo – The Town is accepting a road in the subdivision behind the Crescent Road CVS, built by Abele Builders. The road has passed engineering inspection, a one-year performance bond will be held, and the base has been stable for five years. Approval is needed now so the Highway Superintendent can accept it for winter plowing.

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| 5. Buildings & Grounds | <p>Authorize emergency repairs made to the Ice Arena brine loop</p> <p>Daniel Clemens – A broken pipe in the arena’s ice-making system required immediate repairs. Replacement pipes, luckily already on-site, were installed along with a few additional parts, allowing the system to be restored before the ice melted or schedules were disrupted. This request covers the repair costs.</p> | 12/01/2025* |
| 6. Buildings & Grounds | <p>Authorize a four (4) year agreement for the rental of thirty (30) portable toilets for use throughout Town</p> <p>Daniel Clemens – Town is entering a four-year agreement with Stone to provide and service portable units throughout the season. They will handle multiple locations across town and supply additional units for the 4th of July and other special events.</p> | 12/15/2025 |
| 7. Buildings & Grounds | <p>Authorize the roof replacement of the Barney Road Pool Building</p> <p>Daniel Clemens – The shingles on the building are original and roughly 20 years old, making replacement necessary. The low bidder, 518 Roofing will handle the project. This will ensure the building remains in good condition.</p> | 12/01/2025* |
| 8. Security | <p>Authorize the re-hiring of Ken Hassett as a Part-time Public Safety Security Officer</p> | 12/01/2025* |
| 9. Planning | <p>Schedule a Public Hearing on December 15, 2025, at 7:05pm regarding removal of five (5) parcels from Clifton Park Sewer District – Plank & Maxwell Subdivision</p> | 12/01/2025* |
| 10. Sewer | <p>Authorize the purchase of two (2) metal carports for the department</p> | 12/15/2025 |

*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 Councilman Manir, 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 6:42 p.m.

Stephanie Ranze
Town Clerk