

TOWN OF CLIFTON PARK AGENDA SESSION
 March 17, 2026

The Agenda Session meeting of the Town Board of the Town of Clifton Park was held in the Wood Memorial Room of the Town Office Building at 6:32 p.m., Supervisor Barrett presiding.

Present: Councilwoman Bellamy, Councilman Fantini, Councilman Manir, Councilwoman Reid, Supervisor Barrett, Town Clerk Fantini, Town Attorney Dailey.

Also Present: Comptroller Mark Heggen, Buildings, Parks & Recreation Director Daniel Clemens, Judge Robert Rybak, Superintendent of Highways Dahn Bull, Planning & Zoning Director John Scavo, Parks & Recreation Director Megan Babendreier

MINUTES APPROVAL

MOTION by Councilwoman Reid, seconded by Councilman Manir, to approve the Agenda Session Minutes for March 3, 2026, as presented. All Ayes. MOTION CARRIED

RESOLUTIONS FOR CONSIDERATION

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>TOWN BOARD MEETING DATE REQUESTED</u>
1. Planning	Authorize execution of a Supplemental Agreement with Greenman-Pedersen Inc Engineering (GPI) for the Town Center Walkability Project	04/07/2026
2. Planning	Authorize acceptance of grant award and an execution of a consultant grant contract related to a Trails Feasibility Study	04/07/2026
3. Planning	Authorize installation of R1-1 STOP signs at Lincoln Avenue Neighborhood Intersections	04/07/2026
4. Planning	Authorize offers of Just Compensation for Right-of-Way acquisitions for the Rt 146, Rt 146A and Vischer Ferry Road Bicycle and Pedestrian Access Improvements Project	04/07/2026

5. Planning

Authorize installation of No Parking sign (s) along Green Meadow Drive, 150 feet from intersection with NY Rt 146

04/07/2026

Supervisor Barrett explained that trail projects typically involve some limited private property acquisitions, which are generally minimal and handled through a structured process designed to ensure fairness for all parties, especially property owners. The goal is to reach agreements as quickly as possible so that projects can continue moving forward without delay, and he noted that the referenced projects are progressing well. He also discussed the approval of a traffic safety measure authorizing the installation of a “No Parking” sign on Green Meadow Drive, located 150 feet from its intersection with New York State Route 146. This action was taken in response to a concern raised by local residents and was reviewed by the Highway Safety department prior to approval, reflecting the Town’s ongoing effort to address community concerns while maintaining safety and efficiency.

John Scavo reported that the issue has been under review since December, and efforts were made to contact a nearby property owner in hopes of resolving the situation, but the problem persists. As a result, Highway Safety recommends the installation of signage in accordance with vehicle and traffic law. Although parking is already prohibited within 30 feet of an intersection, photos submitted by residents of Green Meadow Drive show that vehicles parking in the area are creating access challenges. These obstructions particularly impact the ability of school buses and larger delivery vehicles, such as UPS and FedEx vans, to safely maneuver around the intersection.

Supervisor Barrett explained that the situation reflects a conflict between New York State Route 146, which serves nearby businesses, and the adjacent residential neighborhood that relies on access from Green Meadow Drive. In a particular area, frequent roadside parking has created ongoing issues, as vehicles parked along the sides of the road restrict and constrain access for those entering or exiting Green Meadow Drive onto Route 146.

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| 6. Planning | <p>Authorize adoption of a SEQR Negative Declaration for the Town of Clifton Park Agriculture & Farmland Protection Plan, a Type I Action</p> <p>Supervisor Barrett stated that the Town has completed several steps as part of an ongoing planning initiative, highlighting a well-attended public forum held last year that provided valuable community input. He noted that the committee has continued to meet regularly and expressed appreciation for the volunteers involved for their contributions. He emphasized that these efforts are an important part of the overall process that still needs to be completed.</p> <p>John Scavo explained that the goal is to incorporate the Agriculture and Farmland Protection Plan into the Town's Comprehensive Plan upon adoption. Due to the size and scope of the study area, the project is classified as a Type I action, requiring the designation of a lead agency and completion of the State Environmental Quality Review (SEQR) process, including a full environmental assessment form to evaluate potential impacts. He noted that the plan is intended to minimize adverse effects and protect the community's agricultural and farmland resources. As part of the required process, the town must adopt a SEQR resolution and complete the review before proceeding to a mandatory public hearing for final adoption.</p> | 03/17/2026* |
| 7. Planning | <p>Authorize acceptance of draft Agricultural & Farmland Protection Plan and schedule a public hearing for April 21, 2026, at 7:02pm</p> | 03/17/2026* |
| 8. Planning | <p>Schedule a Public Hearing on April 21, 2026 to consider a proposed moratorium on Tier 2 and Tier 3 solar energy system applications</p> | 04/07/2026 |
| 9. Highway | <p>Authorize payment for emergency repairs completed on 12/29/2025 to a stormwater pipe at 23-25 Brookline Drive</p> | 04/07/2026 |
| 10. Highway | <p>Authorize hiring Nelson Bonesteel as a Motor Equipment Operator and Alexander LaVigne as a Laborer</p> | 03/17/2026* |

		3/17/2026
11. Highway	Authorize purchase of a skid steer loader and bucket attachment and declare surplus equipment as trade-in	04/07/2026
12. Receiver of Taxes & Assessments	Authorize the Receiver of Taxes & Assessments to attend the New York State Association of Tax Receivers & Collectors Seminar June 7-10, 2026, in Niagara Falls, NY	03/17/2026*
13. Buildings & Grounds	Authorize acceptance of the quote from Surpass Chemical Co., Inc to supply pool chemicals for the three (3) Town pools for the 2026 season	04/07/2026
14. Buildings & Grounds	Authorize the rental of thirty-nine (39) golf carts, thirty-one (31) light towers and eight (8) message boards for the Town's July 4 th celebration at the Clifton Common	04/07/2026
15. Buildings & Grounds	Authorize the purchase and installation of a new entrance sign for Woodcrest Pointe in Stoney Creek I Park District	04/07/2026
16. Buildings & Grounds	Authorize hiring of Fossett's Asphalt to pave four (4) Town locations	04/07/2026
17. Parks & Recreation	Authorize hiring of starters for the Barney Road Golf Course	03/17/2026*
18. Parks & Recreation	Authorize hiring Regan Tromblee as Assistant Director of Parks, Recreation and Human Services	03/17/2026*
19. Parks & Recreation	Authorize approval of a Special Event Park Permit Request for the Sara Marie School Family Fest on 5/1/2026, with a rain date of 5/2/2026	03/17/2026*
20. Parks & Recreation	Authorize the Supervisor to execute a contract with Project Adventure to train staff on the Collins Park Adventure Challenge course and equipment	03/17/2026*
21. Town Board	Recognize The Honorable James F. Hughes by lowering flags to half-staff at all Town municipal buildings on March 20, 2026	03/17/2026*

Supervisor Barrett stated that he had communicated with Dan Clemens following the passing of Judge Hughes and confirmed that appropriate arrangements are already on the schedule. He expressed gratitude for Judge Hughes's many years of dedicated service to both the Country and the Town of Clifton Park, noting that his passing is a significant loss. Supervisor Barrett extended condolences to Judge Hughes's family and friends, acknowledging his deep connections within the community and his decades of service as a Town Judge, and concluded by offering his sympathies and honoring his memory.

22. Town Board Authorize the Supervisor to execute a 20-month lease agreement with Robert Phillips of Atrium Properties for a maintenance shed rental at 1 Barney Road 03/17/2026*

Supervisor Barrett explained that the Town has been renting the garages at the course for many years, dating back to when the property was first acquired. Following an inspection conducted in 2025, several structural and electrical deficiencies were identified. Due to uncertainty about whether the landlord would address these issues, the Town removed its equipment earlier in the year. However, the landlord has since taken prompt action to correct all deficiencies, and code enforcement has confirmed that the issues have been resolved. Looking ahead, Supervisor Barrett recommended that the Town begin planning for the construction of a small, on-site garage. He noted that the existing garages are quite old and that it may not be realistic to expect significant long-term investment from the landlord. Given the Town's intention to continue operating the course for recreational use and to preserve the property, he emphasized the importance of developing a long-term solution. Plans are underway to engage an engineer, with initial site work already explored, and additional information will be presented to the Board for future consideration. He concluded that building a modest, practical garage would be a prudent step to ensure the Town is well-prepared for the future.

23. Town Board Authorize an edit to Resolution No. 9 of 2026 related to the Information Technology Advisory Committee 03/17/2026*

24. Town Board Authorize appointments of Daniel J. Kuhn and Marvin R. LeRoy, Jr. as members of the Ethics Board 03/17/2026*

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

MOTION by Councilwoman Reid, seconded by Councilman Manir, to adjourn the Agenda Session. All Ayes: MOTION CARRIED at 6:58 p.m.

Caitlin Fantini
Town Clerk