

TOWN OF CLIFTON PARK AGENDA SESSION
 April 7, 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 6:34 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, Town Assessor Walter Smead, Collection System Manager Michael O'Brien

MINUTES APPROVAL

MOTION by Councilwoman Reid, seconded by Councilman Manir, to approve the Agenda Session Minutes for March 17, 2026, as presented. All Ayes. MOTION CARRIED

RESOLUTIONS FOR CONSIDERATION

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>TOWN BOARD MEETING DATE REQUESTED</u>
1. Sewer	Authorize four (4) department employees to attend Part 2 of a BOCES CDL Class B Driver Training program	04/21/2026
2. Sewer	Authorize an Outside User Agreement for Clifton Park Sewer District #1, Ext. #2 for 758 Plank Road	04/21/2026
3. Assessor	Authorize the renewal of existing term easements for properties noted in the attached list	04/21/2026
4. Assessor	Authorize re-appointment of Todd Hess as a member to the Assessment Board of Review	04/21/2026

Supervisor Barrett noted that Todd has been a longtime Town volunteer, serving in various capacities, and expressed confidence that he has performed well in this role.

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| 5. Safety & Security | <p>Authorize the purchase of eight (9) AEDs to replace outdated units</p> <p>Supervisor Barrett clarified that the heading should read nine instead of eight and reported that AEDs at various public locations are being replaced as needed due to their limited shelf life.</p> | 04/07/2026* |
| 6. Buildings & Grounds | <p>Authorize purchase and installation of new flooring in areas of the Locust Lane Clubhouse</p> | 04/21/2026 |
| 7. Buildings & Grounds | <p>Authorize acceptance of bid from Live Sound Inc. to supply and install a new sound system in the Wood Room</p> <p>Councilman Manir asked what the lowest amount was.</p> <p>Dan Clemens identified the lowest bidder, Live Sound Inc., at 28,665.</p> | 04/21/2026 |
| 8. Buildings & Grounds | <p>Authorize purchase of water line, fittings, booster pump and water meter to run CPWA water from The Elks to the restrooms at Veterans Park</p> <p>Supervisor Barrett reported that water has moved closer to the park area, including the pickleball courts, softball fields, and surrounding acreage.</p> <p>Dan Clemens reported that water access is now at the Elks Club. He explained that the project involves purchasing necessary materials, including water lines and a booster pump, with installation to be completed in-house. He added that meetings will be held at the Elks Club on Fridays at 2:00 p.m. to coordinate connection points and finalize plans with the board of trustees before proceeding.</p> | 04/21/2026 |
| 9. Buildings & Grounds | <p>Authorize termination of the contract with WJS Ultimate Industrial Cleaning and Floors, LLC, effective April 30, 2026</p> | 04/07/2026* |

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| 10. Buildings & Grounds | <p>Authorize acceptance of proposal from AC-DC Line Construction and DLC Electric LLC for repair and maintenance of Town-owned streetlights</p> <p>Supervisor Barrett stated that the Town previously purchased and upgraded all street lights to LED technology, and that any new installations use the latest technology. He noted that bids are periodically issued for contractors to handle repairs and new installations beyond internal capabilities, and that the new lowest bid was submitted by AC/DC with DLC.</p> <p>Dan Clemens confirmed that AC/DC with DLC is the lowest bidder.</p> | 04/07/2026* |
| 11. Buildings & Grounds | <p>Authorize hiring of Stacie Agostino as a Senior Account Clerk to fill the vacancy resulting from Regan Tromblee's promotion to the Parks & Recreation department</p> | 04/07/2026* |
| 12. Buildings & Grounds | <p>Authorize declaration of equipment as surplus to be sold using online auction</p> | 04/07/2026* |
| 13. Comptroller | <p>Adopt year-end budget changes in conjunction with filing the 2025 Annual Update Document with NYS Office of State Comptroller</p> | 04/21/2026 |
| 14. Town Board | <p>Schedule a Public Hearing for May 5, 2026, at 7:08pm on proposed Town Code amendments to Chapter 73 and Chapter 208, relating to short-term rentals</p> <p>Supervisor Barrett stated that all municipalities are reviewing the issue following new state regulations, noting that counties and local governments will have differing roles. He added that updates to the Town code regarding short-term rentals are needed, and a public hearing is scheduled for May 5.</p> | 04/21/2026 |
| 15. Town Board | <p>Proclaim Saturday, April 24, 2026 as Arbor Day in Clifton Park</p> | 04/21/2026 |

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| 16. Town Board | <p>Authorize an amendment to Town Code 35-3 B (3) to update the name of “The Friends of Grooms Tavern” to “The Friends of Heritage Square at Grooms Corner”</p> <p>Supervisor Barrett explained that the renaming of the area to “Heritage Square” was prompted by the town’s ownership of three contiguous parcels, including the recent purchase of a parcel between the Grange and Groom’s Tavern. He noted that the Friends group, now independent from the Town, initiated the change and has long operated separately after originally starting as a town committee. He added that the Town is looking forward to continued efforts to preserve local history.</p> | 04/21/2026 |
| 17. Town Board | <p>Authorize the Town to join the Mayor’s Monarch Pledge, related to the preservation of the declining Monarch Butterfly</p> <p>Councilwoman Reid explained that the Mayor’s Monarch Pledge is a nationwide initiative to encourage communities to take action to support monarch butterfly conservation. She noted that the town already engages in several related practices, such as pollinator-friendly planting and seed giveaways, making participation a natural fit. She added that municipalities participating in the pledge also receive recognition from the National Wildlife Federation.</p> | 04/21/2026 |
| 18. Town Board | <p>Authorize Supervisor to execute a lease renewal agreement for properties at 1 Barney Road</p> | 04/07/2026* |
| 19. Town Board | <p>Schedule a Public Hearing on April 21, 2026 at 7:05pm on a proposed moratorium on Batch Concrete Mixing Plant facilities</p> | 04/07/2026* |
| 20. Town Board | <p>Authorize the Town Board to retain Bond Schoeneck & King to represent the Town in anticipated litigation</p> | 04/07/2026* |
| 21. Town Board | <p>Reappointing Deputy Town Supervisor Agatha Reid to a liaison position on the Environmental Conservation Commission (ECC)</p> | 04/07/2026* |

22. Safety & Security Authorize provisional hire of Ivan Francis as a Part-time Security Officer 04/07/2026*

Supervisor Barrett noted that interviews were recently conducted for an open position, and that Ivan was the recommended candidate for the board’s consideration. He then asked whether any of the interview participants wanted to comment.

Councilwoman Bellamy stated that she, Lou Pasquarell, and herself interviewed Ivan and were impressed with him. She added that following the interview, Lou contacted Ivan to request his uniform sizes and submitted a resolution, which she then moved to adopt.

23. Senior Center Authorize the issuance of an alcohol permit to Anuj Musale for a gathering at the Clifton Park Senior Community Center on May 2, 2026, from 5:00pm-10:00pm 04/07/2026*

24. Sewer Authorize four (4) department employees to attend Part 2 of a BOCES CDL Class B Driver Training program 04/21/2026

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

Councilman Fantini asked whether the vacant senior center position could be posted as soon as possible, noting that staffing there is also not at full capacity.

Supervisor Barrett explained that positions are not posted until an official action creates a vacancy, such as an employee moving into a new role. He added that the town posts open positions promptly and will continue to do so in an expeditious manner.

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

Caitlin Fantini
Town Clerk