

TOWN OF CLIFTON PARK AGENDA SESSION
July 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 6:30 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, Collection System Manager Michael O'Brien, Planning & Zoning Director John Scavo,

MINUTES APPROVAL

MOTION by Councilwoman Reid seconded by Councilman Manir to approve the Agenda Session Minutes for June 16, 2026, as presented. All Ayes. MOTION CARRIED

RESOLUTIONS FOR CONSIDERATION

<u>SOURCE</u>	<u>RESOLUTION</u>	TOWN BOARD MEETING DATE <u>REQUESTED</u>
1. Building & Development	Authorize addition of Fire Code Enforcement Officer to the list of Town positions and authorize posting of position Supervisor Barrett explained that the item was brought forward by the Building Department to strengthen fire protection for the department's assets. He noted that Councilwoman Bellamy had been involved in the matter. Councilwoman Bellamy stated that she believed the position was needed. She noted that while a staff member had recently retired, the new Fire Code Enforcement Officer position is a different title and represents a new role.	07/07/2026*
2. Town Board	Authorize settlement of litigation between the Town and Civil Service Employees Association (CSEA)	07/07/2026*
3. Town Board	Authorize engagement of a civil engineering firm to prepare a plan to increase the number of parking spaces at the Clifton Park Senior Community Center	07/07/2026*

Councilman Manir stated that he would present his findings regarding parking during the open session and share them with the Board.

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| 4. Town Board | Authorize appointment of Stacy Simmons to the Clifton Park Tree Committee | 07/07/2026* |
| 5. Town Board | <p>Authorize establishment of a code of conduct for public privilege during all Town meetings</p> <p>Councilwoman Bellamy stated that the idea for holding a public privilege period before and after meetings originated with her. She explained that she reviewed the County's procedures, including its code of conduct for County legislature meetings, and introduced a letter and proposed guidelines for the board's consideration.</p> | 07/07/2026* |
| 6. Town Board | Schedule a Public Hearing for Tuesday, July 21, 2026, at 7:02pm related to extending the cannabis cultivation moratorium | 07/07/2026* |
| 7. Town Board | <p>Authorize preparation of a Town Climate Action Plan with no-cost assistance from the Capital District Regional Planning Commission (CDRPC)</p> <p>Councilman Manir explained that the initiative is a joint project involving collaboration with another entity, with no cost to the Town. He noted that he had prepared a resolution for the board's consideration.</p> | 07/07/2026* |
| 8. Town Board | <p>Schedule a Public Hearing regarding proposed Eastside Drive Water District on July 21, 2026 at 7:05pm</p> <p>John Scavo explained that, as part of the project requirements, the Town must demonstrate that financing is in place. He stated that a new bond resolution is being prepared to reflect the difference between the \$3.3 million authorized in 2024 and the current estimated project cost of \$3.7 million. He noted that the previously authorized bond has not yet been issued and that the updated resolution will</p> | 07/07/2026* |

demonstrate the Town's ability to cover the increased costs based on current construction estimates.

Councilwoman Bellamy noted that Gilbert Van Gilder had been surveying the street over the past several days and asked whether the work was related to the proposal under discussion.

John Scavo confirmed that the surveying work was related to the proposal and explained that the surveyor is a subcontractor to the Prime Engineering firm, assisting with the project.

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| 9. Town Board | Authorize establishment of a Town steering committee for solar energy systems | 07/21/2026 |
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Councilwoman Reid reviewed the recently adopted six-month moratorium on solar energy systems, explaining that it provides time to evaluate the Town's policies, zoning, development saturation, and related issues. She recommended forming a steering committee to oversee a comprehensive review process, including opportunities for public input, similar to the Agriculture and Farmland Protection Plan steering committee. She also suggested that the Board consider hiring a professional consultant and establishing a budget if needed. Councilwoman Reid noted that the review must be completed within the moratorium's timeframe and asked if any Board Members would be willing to serve as co-liaisons on the steering committee with her.

Councilwoman Bellamy volunteered to serve as co-liaison with Councilwoman Reid on the proposed solar energy systems steering committee.

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| 10. Building & Grounds | Authorize emergency tree removal of triple pine tree behind 731 Grooms Road by Buddy's Tree Service | 07/07/2026* |
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Supervisor Barrett explained that there are instances each year when a tree must be removed immediately due to

public safety concerns. He referenced Daniel Clemens in relation to the matter.

Daniel Clemens reported that the recent storm caused significant tree damage throughout the area, requiring the Town to address tree-related issues for more than a week. He explained that, while many repairs were handled in-house, one particular tree required outside assistance due to its size and the immediate safety risk. A portion of the tree had already fallen onto private property, with additional sections damaged and at risk of falling. He noted that the contractor responded within an hour and completed the removal and cleanup.

11. Buildings &
Grounds

Authorize award of bid to G.B. Hastie Fence Co. for the Mary Jane Row Memorial Dog Park fence replacement

07/21/2026

Supervisor Barrett stated that funds were included in the 2025 budget for improvements to the Mary Jane Row Memorial Dog Park. He noted that several items related to the upgrades had been put out to bid and invited Daniel Clemens to provide additional information.

Daniel Clemens explained that the Mary Jane Row Memorial Dog Park project will include replacing all three existing pen fences and gates. He stated that the current fencing is original, deteriorated, and in need of replacement. He noted that the Town received seven bids for the project and that the improvements will provide a significant upgrade, improving conditions for both dogs and park users.

12. Town Clerk

Authorize issuance of a Mass Gathering Permit to Cirque Entertainment III, LLC for shows at Clifton Park Center July 10-13, 2026

07/07/2026*

13. Sewer

Authorize an Outside User Agreement for the Clifton Park Sewer District No. 2 for 16 Bonneau Road

07/21/2026

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

MOTION by Councilwoman Reid, seconded by Councilman Fantini, to adjourn the Agenda Session. All Ayes: MOTION CARRIED at 6:41 p.m.

Caitlin Fantini
Town Clerk