TOWN OF CLIFTON PARK AGENDA SESSION
November 4, 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 6:31 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, Acting Planning & Zoning Director Melinda Acker, Receiver of Taxes Rose Savallo, Parks & Recreation Director Megan Babendreier

MINUTES APPROVAL

MOTION by Councilman Manir seconded by Councilwoman Reid to approve the Agenda Session Minutes for October 20, 2026, as presented. All Ayes. MOTION CARRIED

RESOLUTIONS FOR CONSIDERATION

	SOURCE	RESOLUTION	TOWN BOARD MEETING DATE REQUESTED
1.	Planning	Authorize Planning Department to process a Lot Line Adjustment for Town Property at 53 Michelle Drive (SBL #271. 17-4-4), Property Owner John Cope	11/04/2026*
2.	Planning	Authorize acceptance of a conveyance of a 1.77-acre Blue Jay Way stormwater parcel from CPWA	11/04/2026*
3.	Receiver of Taxes & Assessments	Authorize hiring of Barbara Hatalla and Theresa Swett as Part-time clerks in the office of the Receiver of Taxes	11/04/2026*
4.	Buildings & Grounds	Declare an emergency under GML 103 for replacement of a heat exchanger on one of the roof top units over the NYS Trooper barracks in the Public Safety Building Daniel Clemens reported that a complaint was received regarding the heating system not working. Upon inspection, staff discovered a cracked heat exchanger that required immediate replacement due to the risk of exhaust gases	11/04/2026*

		entering the building through the heating system. The necessary parts were in stock, and the repair has been completed. Payment for the repair is now due. Supervisor Barrett confirmed that the repair was performed at the Public Safety Building and noted that it was an urgent matter that could not be delayed due to the potential safety risk.	
5.	Buildings & Grounds	Authorize acceptance of the bid from AC-DC Line Construction to supply and install four new post lights at the entrance to Wyncrest neighborhood Supervisor Barrett asked whether the Neighborhood and Park District had been saving funds for this expense. Daniel Clemens confirmed that the Neighborhood and Park District had been saving funds for the project for several years and had been discussing and planning the work. He stated that meetings had taken place with Ken Constable, followed by an on-site review and layout of the proposed work. The project was then put out to bid, and four companies submitted pricing. Clemens noted that AC/DC, the Town's street lighting contractor, was among the bidders and stated that he was familiar with their work and believed they were capable of installing the decorative post lights.	11/17/2026
6.	Parks & Recreation	Authorize a grant of license to Harvest Circle for operation of a Farmers Market at Clifton Common on Sundays from April 2027 to October 2027 Megan Babendreier reported that Harvest Circle Markets submitted a proposal over the summer expressing interest in establishing a farmers' market in Clifton Park, identifying the area as an untapped market. Harvest Circle Markets currently operates a winter market at Clifton Park Center Mall, which recently held its grand opening, and is seeking a location for a spring, summer, and fall market. Herself along with Deputy Supervisor Reid, and several department heads met with the organization to review the	11/04/2026*

proposal and discuss potential arrangements. The Town is considering moving forward with having the Town Attorney draft a license agreement. The proposal also aligns with the Farm and Egg Protection Plan, which has received support. The matter is being brought before the Town Board for approval before proceeding with final details and contract execution.

Supervisor Barrett noted that scheduling the proposed farmers market would need to take into consideration occasional special events and tournaments held by the Town. He stated that Sundays are generally less busy than Saturdays but emphasized the need to coordinate the market schedule around other scheduled activities.

Megan Babendreier stated that parking at the proposed farmers' market location is a concern, as the area experiences limited parking even under normal conditions. She reported that discussions have taken place with Public Safety, Town staff, and Harvest Circle Markets regarding parking arrangements. Additional parking has been proposed at Town Hall and the Highway Department, with Buildings and Grounds offering the use of its parking area. The proposed arrangement would help reduce parking demand at the Commons, with market visitors expected to walk from the additional parking areas.

Supervisor Barrett noted that the farmers market may need to be suspended or rescheduled on days when tournaments or other special events are taking place to avoid conflicts with parking and facility use.

Megan Babendreier stated that additional coordination would be necessary to finalize the farmers' market schedule. She indicated that the Town would need to confirm dates with Clifton Park Baseball, Softball, and the Ice Arena to avoid conflicts with tournaments and other events. The only date currently identified as unavailable is July 4th. She clarified that the proposal is still at the preliminary planning stage, with scheduling and operational details to be determined.

7. Comptroller Adopt the 2027 Budget 11/17/2026

*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 Councilwoman Reid 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 Manir, to adjourn the Agenda Session. All Ayes: MOTION CARRIED at 6:38 p.m.

Caitlin Fantini
Town Clerk