

November 7, 2016

The regular meeting of the Town Board of the Town of Clifton Park was held in the Town Office Building at 7:00 p.m., Supervisor Barrett presiding.

PLEDGE OF ALLEGIANCE TO THE FLAG

Present: Councilman Whalen
Councilwoman Standaert
Councilman Romano
Councilwoman Walowit
Supervisor Barrett
Town Clerk O'Donnell

Also Present: Town Attorney McCarthy
Mark Heggen, Comptroller
Steven Myers, Director of Building and Zoning

MOTION BY Councilman Romano, seconded by Councilwoman Walowit, to approve the minutes of the October 11 and 17, 2016 meetings as presented.

ROLL CALL VOTE

Ayes: Councilman Whalen, Councilwoman Standaert, Councilman Romano
Councilwoman Walowit, Supervisor Barrett

Noes: None

MOTION CARRIED

ANNOUNCEMENTS AND COMMUNICATIONS

Supervisor Barrett, Veterans' Chairman of Saratoga County Board of Supervisors, thanked the team at the County for their support of the free Veterans Concert at SPAC and the Revolutionary Run at Schuylerville. He reported this is a fundraiser for the Saratoga County Trust Fund which money goes to local veterans and veteran's organizations. A donation of \$1000 from the trust fund was made to Clifton Park/Halfmoon EMS to help with the program offering free EMT training to any veteran choosing that career path. The ambulance squad is looking for more veterans to sign up.

PUBLIC PRIVILEGE ON RESOLUTIONS

No one wished to be heard.

Resolution No. 239 of 2016, a resolution scheduling a public hearing regarding renovations and improvements of Sherwood Forest Park, within the Sherwood Forest Park District

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilman Whalen.

WHEREAS, the Town Board of the Town of Clifton Park (the "Town") proposes to undertake renovations and improvements to the Sherwood Forest Park within the Sherwood Forest Park District, including the renovation and re-surfacing of two tennis courts, replacement of tennis court nets and poles, along with repairs to and replacement of existing fencing around the park, (the "Project"), as described in the report prepared by John M. McDonald Engineering, P.C., attached hereto as exhibit A, and which is on file in the Town Clerk's office; and

WHEREAS, the total estimated maximum cost of the Project is \$86,000 which will be funded through the proceeds of obligations issued by the Town, the debt service on which will be paid from assessments levied on properties within the Sherwood Forest Park District; and

WHEREAS, the Town Board now desires to call a public hearing regarding the Project, as required by Town Law Section 202-b; now, therefore, be it

RESOLVED that the Town Board will hold a public hearing to hear all persons interested in the Project, which public hearing shall be held at Town of Clifton Park Town Hall, One Town Hall Plaza, Clifton Park, New York on November 21, 2016, at 7:05 p.m.; and be it further

RESOLVED, and ordered that the Town Clerk give notice of such hearing by publishing in the official Town newspaper the Notice of Public Hearing in substantially the form attached hereto and by posting the Notice of Public Hearing on the Town's official sign-board not less than ten nor more than twenty days before such hearing.

ROLL CALL VOTE

Ayes: Councilman Whalen, Councilwoman Standaert, Councilman Romano, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 240 of 2016, a resolution scheduling a public hearing to consider a local law amending Chapter 171-6 of Town Code to eliminate a portion of the area restriction on window signs.

Introduced by Councilman Romano, who moved its adoption, seconded by Councilwoman Walowit.

WHEREAS, Chapter 171 of the Town Code regulates commercial signage within the town; and

WHEREAS, size of window signs allowed in retail establishments relative to the size of window space available is regulated under Chapter 171-6 of the Town Code; and

WHEREAS, advancements in vinyl graphics and print have allowed retail establishments and other commercial enterprises to communicate branding, product and lifestyle messages utilizing window displays and graphics to promote retail and services while blending with building styles and architecture to limit adverse visual impacts in the non-residential zones within the town; and

WHEREAS, the Town Board wishes to solicit public comment on a proposal to eliminate its regulation of the sizes and configuration of vinyl graphic and other window signs and displays to allow the retail industry more flexibility to communicate product and branding information; now, therefore, be it

RESOLVED, that a public hearing shall be held at Town of Clifton Park Town Hall, One Town Hall Plaza, Clifton Park, New York, on November 21, 2016, at 7:07 p.m. to consider a local law amending Chapter 171-6 to eliminate the regulation of the size of window signs, and the relative size of window signs as a percentage of window size, from Chapter 171-6 of the Town Code; and be it further

RESOLVED, and ordered that the Town Clerk give notice of such hearing by publishing in the official Town newspaper the Notice of Public Hearing in substantially the form attached hereto and by posting the Notice of Public Hearing on the Town's official sign-board.

Supervisor Barrett spoke in favor of this proposal.

ROLL CALL VOTE

Ayes: Councilman Whalen, Councilwoman Standaert, Councilman Romano,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 241 of 2016, a resolution appointing Jeffery Jones as a full voting member of the Town of Clifton Park Planning Board.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilman Whalen.

WHEREAS, the resignation of Eric Prescott has left a vacancy on the Town of Clifton Park Planning Board; and

WHEREAS, Jeffery Jones, 3 Lincoln Town Drive, Clifton Park, has been recommended to fill the position; and

WHEREAS, Jeffery Jones has served as the appointed alternate to the Planning Board since January 2016; now, therefore, be it

RESOLVED, that Jeffery Jones is hereby appointed to the Town of Clifton Park Planning Board to fill the unexpired term of Eric Prescott, term to expire December 31, 2021.

Supervisor Barrett thanked Eric Prescott on his service to the Planning Board.

ROLL CALL VOTE

Ayes: Councilman Whalen, Councilwoman Standaert, Councilman Romano,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 242 of 2016, a resolution authorizing the Director of Communications and Technology to purchase and accept the Dell server proposal under New York State Contract.

Introduced by Councilman Whalen, who moved its adoption, seconded by Councilwoman Walowit.

WHEREAS, the Town Justice Court has requested that they be able to upgrade their existing server and accompanying equipment; and

WHEREAS, Dahn Bull, Director of Communication and Technology, has recommended that the Town Justice Court improve the outdated server and related equipment; and

WHEREAS, certain budget lines will need to be transferred to A-1110-04 (Justice Dept.-Equipment-Computer) to fund the purchases; and

WHEREAS, the Director of Communications and Technology is authorized to make purchases and the Comptroller is authorized to make budget transfers; now, therefore, be it

RESOLVED, that Dahn Bull is authorized to purchase and accept a Dell Group 73600 Award #22802 PM 20820, Umbrella Contract per New York State contract from ABS Solutions for a total amount of \$6,994; and be it further

RESOLVED that the Comptroller is authorized to decrease certain budget lines per the attached schedule, and increase the Court's Computer Line A-111-04 in the amount of \$5,773.

ROLL CALL VOTE

Ayes: Councilman Whalen, Councilwoman Standaert, Councilman Romano,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 243 of 2016, a resolution authorizing the submittal of a \$5,500 Justice Court Assistance Program Grant by the Clifton Park Town Court.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilwoman Walowit.

WHEREAS, the State of New York provides grants to local courts through the Justice Court Assistance Program Grant; and

WHEREAS, Justices James F. Hughes and Robert A. Rybak wish to submit an application for a \$5,500 grant for an updated firewall and wi-fi; and

WHEREAS, the Clifton Park Town Board supports the efforts of Judge Hughes and Judge Rybak to apply for such a grant; now, therefore, be it

RESOLVED, that the Town Board approves the submission of the application for a \$5,500 grant for an updated firewall and wi-fi.

ROLL CALL VOTE

Ayes: Councilman Whalen, Councilwoman Standaert, Councilman Romano,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 244 of 2016, a resolution awarding the contract for Web Design Services per Request For Proposals.

Introduced by Councilman Whalen, who moved its adoption, seconded by Councilwoman Standaert.

WHEREAS, the town published a request for proposals on September 19, 2016; and

WHEREAS, the RFP was published in the NYS contract Reporter, Schenectady Gazette, and was posted on the town's website, with proposals due on October 7, 2016; and

WHEREAS, 38 proposals were reviewed for responsiveness to the RFP, price and a review of websites built by the entities submitting bids; and

WHEREAS, Supervisor Barrett appointed an evaluation committee to analyze responding bids and to interview top finalists; and

WHEREAS, the committee recommended that the proposal from Business Automated Services, (BAS) be accepted as most responsive to the needs expressed in the Request for Proposals and based on price, references and quality of work demonstrated; now, therefore, be it

RESOLVED, that the Town Board hereby accepts the recommendation of the evaluation committee; and be it further,

RESOLVED, that the Supervisor is authorized to execute the attached engagement letter from Business Automated Services, 661 Plank Road, Clifton Park, New York, and the Comptroller is authorized to pay the contract price, not to exceed \$19,000 with a transfer from A-1620-4, (General Town Hall-Computer).

Supervisor Barrett reported \$30,000 was budgeted in 2016 for a new website. He thanked Dahn Bull and Meg Springli for reviewing over 30 submissions received through the RFP process with prices ranging from \$15,000 to \$140,000. Proposals were narrowed down and the Interview Committee, consisting of Councilman Whalen, Mark Heggen, John Scavo, Tom McCarthy, Dahn Bull and Meg Springli, decided on Business Automated Services, a Clifton Park company that currently does business with the town. Supervisor Barrett noted BAS was just about the lowest proposal but based on a quality standpoint and on other municipal websites the company has built, it is shown to be user friendly and ease of navigating the website. Councilman Whalen said the town will benefit from the new website as it will automatically configure the website to a tablet or mobile device. He noted refreshing the website in three years and again six years is built into the agreement.

ROLL CALL VOTE

Ayes: Councilman Whalen, Councilwoman Standaert, Councilman Romano, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 245 of 2016, a resolution reclassifying the position of the half-time court clerk as a part-time court clerk.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilman Whalen.

WHEREAS, Judge James F. Hughes and Judge Robert A. Rybak recommend that the position of Carol O'Brien, 17 Tupelo Drive, Clifton Park, NY, as half-time court clerk be reclassified as a part-time court clerk; now, therefore, be it

RESOLVED that the position of Carol O'Brien, 17 Tupelo Drive, Clifton Park, NY, as half-time court clerk be reclassified as a part-time court clerk, effective immediately.

ROLL CALL VOTE

Ayes: Councilman Whalen, Councilwoman Standaert, Councilman Romano, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 246 of 2016, a resolution accepting the bids for equipment declared surplus by the Town Board and sold at public auction.

Introduced by Councilman Whalen, who moved its adoption, seconded by Councilwoman Walowit.

WHEREAS, the Clifton Park Town Board adopted Resolution No. 140 of 2016 authorizing the sale of equipment declared surplus by the Town Board and authorizing the

Highway Department to list the surplus equipment through Auctions International, an online public auction site, on behalf of the Highway Department and the Buildings & Grounds Department; and

WHEREAS, the public auction closed on Friday, November 4th, 2016, with proceeds from the auction totaling \$10,205; now, therefore, be it

RESOLVED, that the Clifton Park Town Board accepts the bids for the equipment declared surplus, per the attached printout of winning bids.

ROLL CALL VOTE

Ayes: Councilman Whalen, Councilwoman Standaert, Councilman Romano,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

PUBLIC PRIVILEGE

No one wished to be heard.

MOTION by Councilwoman Walowit, seconded by Councilman Whalen, to adjourn the meeting to the next regular meeting or any other meeting necessary for the conduct of Town business.

Motion carried at 7:35 p.m.

Patricia O'Donnell
Town Clerk