

TOWN OF CLIFTON PARK TOWN BOARD

December 2, 2024

The 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

Present: Supervisor Barrett  
Councilman Morelli  
Councilwoman Reid  
Councilman Manir  
Town Clerk Brobston

Absent: Councilwoman Walowit

Also Present: Town Attorney Pelagalli  
Mark Heggen, Comptroller  
Dahn Bull, Highways Superintendent  
Norah Hoefer, Communications and Technology Coordinator

MINUTES

MOTION by Councilwoman Reid, seconded by Councilman Morelli, to approve the Town Board minutes of the November 18, 2024, as presented.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir,  
Supervisor Barrett

Noes: None

Absent: Councilwoman Walowit

MOTION CARRIED

ANNOUNCEMENTS & COMMUNICATIONS

Councilman Morelli thanked the Highway Department and the Buildings & Grounds Department for interrupting their Thanksgiving for the plowing of the streets and Town parking lots.

RESOLUTIONS

Resolution No. 265 of 2024, a resolution supporting the appointment of Aaron Cote as the Town of Clifton Park representative on the Saratoga County Fire Advisory Board.

Introduced by Councilwoman Reid, who moved its adoption, seconded by Councilman Morelli.

WHEREAS, a vacancy exists for a Clifton Park representative to the County Fire Advisory Board, and

WHEREAS, Town Supervisor, Philip Barrett, recommends that Aaron Cote, Rexford, NY, be appointed to the County Fire Advisory Board on behalf of the Town of Clifton Park; now, therefore, be it

RESOLVED, that Clifton Park Town Board supports Town Supervisor Philip Barrett's appointment of Aaron Cote as the Town of Clifton Park representative on the Saratoga County Fire Advisory Board, effective 01/01/2025, for a two-year term, term to expire 12/31/2026.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir, Supervisor Barrett

Noes: None

Absent: Councilwoman Walowit

DECLARED ADOPTED

Supervisor Barrett thanked JP Champagne for his volunteer service to the Town as representative on the Saratoga County Fire Advisory Board.

Supervisor Barrett explained that Mr. Cote serves as the Rexford Fire Department Chief.

Resolution No. 266 of 2024, a resolution appointing Stephanie Ranze as Town Clerk.

Introduced by Councilman Morelli, who moved it adoption, seconded by Councilwoman Reid.

WHEREAS, Teresa Brobston is retiring as the Town Clerk for the Town of Clifton Park effective December 31, 2024, and

WHEREAS, Teresa Brobston’s term of office expires on December 31, 2025, and

WHEREAS, pursuant to New York State Town Law Section 64 subdivision 5, the Clifton Park Town Board has the authority to appoint an individual to fill the vacancy in the office of the Town Clerk; now, therefore, be it

RESOLVED, that Stephanie Ranze, Ballston Lake, New York, is hereby appointed to the position of Town Clerk of the Town of Clifton Park, effective January 1, 2025, to fill the vacancy created by the retirement of Teresa Brobston, term to expire December 31, 2025, at a salary to be budgeted; and be it further

RESOLVED, that the Comptroller shall establish a budget line to coordinate with the Town Clerk.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir, Supervisor Barrett

Noes: None

Absent: Councilwoman Walowit

DECLARED ADOPTED

Resolution No. 267 of 2024, a resolution authorizing the Supervisor to sign a Lease Agreement with M&T Bank, through its wholly owned subsidiary 233 Genesee Street Corporation as Lessor, for leasing of General Fund and Highway Fund vehicles and equipment.

Introduced by Councilwoman Reid, who moved its adoption, seconded by Councilman Manir.

WHEREAS, numerous departments have requested that new vehicles and/or equipment be acquired for use by those departments, and

WHEREAS, the Town Board wishes to accomplish the acquisition of vehicles and equipment for use by various departments, as well as upcoming acquisitions by the Highway Department with cost effective municipal financing, and

WHEREAS, the Comptroller’s office received responses to a request for quotes to local banks for financing rates through a master lease for municipal vehicles and equipment, and

WHEREAS, M&T Bank submitted the lowest financing rate proposal, and

WHEREAS, the Town Board determines that financing recently approved acquisitions of vehicles and equipment for municipal use is best accomplished through a Master Lease Agreement with M&T Bank at competitive lease financing rates; now, therefore, be it

RESOLVED, that the Town Supervisor is authorized to enter into a lease agreement with M&T Bank, through its wholly owned subsidiary 233 Genesee Street Corporation as Lessor, for the lease/purchase of new vehicles and equipment throughout Town, for seven years, at a total cost not to exceed \$1,213,055, or \$195,789.89/year, to be paid starting in 2024; and be it further

RESOLVED, that the Town Comptroller is authorized to charge the following funds for the payment: from General Fund, A-07110-00145 (Buildings & Grounds – Lease Payment) \$33,562.15, A-08160-00145 (Transfer Station – Lease Payment), \$9,361.33, Highway Fund, DA-05130-00145 (Highway Equipment – Lease Payment), \$114,288.03 and the Sewer Fund, G7-08111-00145 (Clifton Park Sewer District #1 – Sewer Contractual – Lease Payment) \$38,578.38.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir, Supervisor Barrett

Noes: None

Absent: Councilwoman Walowit

DECLARED ADOPTED

Resolution No. 268 of 2024, a resolution authorizing improvements to the Coffee Station area at the Clifton Park Senior Community Center.

Introduced by Councilwoman Reid, who moved its adoption, seconded by Councilman Morelli.

WHEREAS, Susan Leonard, Director of the Clifton Park Senior Community Center, requested three (3) quotes for the Coffee Station improvements, which include the purchase of cabinets, a counter and a sink for the lobby area of the Senior Center, and

WHEREAS, Lowe’s of Halfmoon, NY, has submitted the lowest conforming quote for the Coffee Station area improvements, at a total cost not to exceed \$1,144, and

WHEREAS, Mrs. Leonard has recommended the equipment be installed by Town of Clifton Park employees utilizing the quote from Lowes of Halfmoon, NY; now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the Director of the Clifton Park Senior Community Center to obtain the equipment from Lowe’s of Halfmoon, NY for the supply of cabinets, a counter and a sink for the Senior Center Coffee Station area, for a total amount not to exceed \$1,144, to be paid from A-6773-200 (General Fund – Clifton Park Senior Center – Equipment); and be it further

RESOLVED, that the Gifts and Donations Account, A-02705 be increased by \$1,144 and that the expenditures to A-06773-00200, (General Fund – Clifton Park Senior Center – Equipment).

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir, Supervisor Barrett

Noes: None

Absent: Councilwoman Walowit

DECLARED ADOPTED

Supervisor Barrett explained the funds for this improvement was raised through fundraising activities by the Center.

Resolution No. 269 of 2024, a resolution authorizing the Chief, Bureau of Fire Prevention submit an application for a FEMA grant to purchase a new vehicle for the Fire Prevention Education program.

Introduced by Councilman Morelli, who moved its adoption, seconded by Councilwoman Reid.

WHEREAS, the current Fire Prevention Education bus is fifteen years old and nearing the end of its useful life due to rust and decay on the vehicle’s chassis, and

WHEREAS, John DeSimone, Chief, Bureau of Fire Prevention, wishes to submit an application seeking a FEMA grant to assist with the funding of a new vehicle to ensure that the Fire Prevention program continues; now, therefore, be it

RESOLVED, that the Town Board authorizes the Chief, Bureau of Fire Prevention, to apply for a FEMA grant to aid in funding of a replacement vehicle for the Fire Prevention Education program.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir, Supervisor Barrett

Noes: None

Absent: Councilwoman Walowit

DECLARED ADOPTED

Resolution No. 270 of 2024, a resolution authorizing the Superintendent of Highways to rehire Patrick Grogan as a Motor Equipment Operator in the Highway Department.

Introduced by Councilwoman Reid, who moved its adoption, seconded by Councilman Manir.

WHEREAS, Dahn Bull, Highways Superintendent, wishes to hire a Motor Equipment Operator (MEO) for the Highway Department to fill an opening in the Department, and

WHEREAS, Mr. Bull has recommended rehiring Patrick Grogan, who was hired in December 2023, and recently left the state to pursue other opportunities, and

WHEREAS, Mr. Grogan is returning to employment within weeks of his departure; now, therefore, be it

RESOLVED, that the Town Board authorizes the hiring of Patrick Grogan as a Motor Equipment Operator, at Grade 5, Step 1, at a Salary of \$56,571, at a rate of \$26.99/hr., as budgeted; and be it further

RESOLVED, that Mr. Grogan will retain his longevity and his unused benefits will be reinstated.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir, Supervisor Barrett

Noes: None

Absent: Councilwoman Walowit

DECLARED ADOPTED

No one wished to be heard.

PUBLIC PRIVILEGE 7:18 PM

Susan Moore, Belmont-Chairwoman for the Clifton Knolls/Mill Creek Park District, thanked the Town for the successful fall mum project that was done by Tranka & Son. She explained this is the beginning of a long-term project to be able to continue in the future with the same contractor. Ms. Moore thanked the Buildings & Grounds Department for their participation in a family event recently.

No one else wished to be heard. Public Privilege closed at 7:19 PM.

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

Motion carried at 7:20 PM

Teresa Brobston  
Town Clerk