

TOWN OF CLIFTON PARK TOWN BOARD

March 3, 2025

The meeting of the Town Board of the Town of Clifton Park was held in the Town Office Building at 6:59 p.m. Supervisor Barrett presiding.

Pledge of Allegiance

Present: Supervisor Barrett
Councilman Morelli
Councilwoman Reid
Councilwoman Walowit
Councilman Manir
Town Clerk Ranze

Also Present: Town Attorney Pelagalli
Mark Heggen, Comptroller
John Scavo, Director of Planning & Zoning
Dan Clemmens, Director of Building, Parks & Recreation
Norah Hoefler, Communications and Technology Coordinator

MINUTES

MOTION by Councilwoman Walowit, seconded by Councilwoman Reid, to approve the Town Board minutes of February 24, 2025, as presented.

ROLL CALL VOTE

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

Noes: None

MOTION CARRIED

PRESENTATIONS

Chris Spath, Junior at Shenendehowa High School – LLS Student Visionary – 7:00 PM

Supervisor Barrett – Tonight we have a special guest, Christopher Spath. He is a Student Visionary and has been working very hard to raise funds for LLS. This is an initiative near and dear to his heart. It also brings awareness for early detection. For a donation you could drop off your children and have some time to yourself. Christopher tell us about your campaign. I know its ending soon but there is still time to donate

Christopher Spath - Thank you to Supervisor Barrett and the Town Board for having me. We are down to 3 days left for donations and I am focused right to the end. For seven weeks I have taken part in the Student Visionaries of the Year campaign, an initiative by the Leukemia & Lymphoma Society. Through this program students raise funds and spread awareness to support LLS and the fight against blood cancer. I was nominated for Student Visionaries of the Year by his aunt, Ashley Closson, a two-time cancer survivor. Cancer has touched my family too many times, so this fight is personal. My Dad was diagnosed at 26 years old, then in 2022 my grandfather passed after his fourth battle with cancer. Five members of my father’s immediate family have faced cancer battling eight different kinds. My fight is for my family – young cousins, myself, and generations to come. This is more than a campaign; it’s a mission of hope, courage and love. There are still a few more days for contributions. Thank you again to Supervisor Barrett for his support, thank you to the Board for allowing me to share my mission and a huge thank you to the Town of Clifton Park community for their support, generosity, and positive comments. The people are what makes this place such a great place to be a part of.

Supervisor Barrett – Christopher you are a very hard working and well-spoken young man, and this process has taught you a lot of blessings. I give you a lot of credit for what you are doing, and I appreciate you being here tonight. We are going to post your information so if people want to donate in the next few days, they will have the opportunity. Thank you for what you are doing, and I want to point out I have had the pleasure of interviewing Christopher recently and out of all the important things he has learned and done he has committed himself to mentor someone to take his place as a Student Visionary.

Councilman Morelli – How much have your raised so far?

Christopher Spath – We are not supposed to say exactly how much, but my goal is \$25,000 and we are working towards that until the very end. And thank you again for allowing me to be here and talk about this, it is very important.

Supervisor Barrett closed the Presentation at 7:07 PM

RESOLUTIONS

Resolution No. 48 of 2025, a resolution setting a public hearing to consider adoption of a local law establishing the Milton CAT Planned Development District.

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

WHEREAS, an application for the establishment of a Planned Development District (PDD) for future expansion opportunities consistent with uses allowed within the LI-2 Zoning District, and

WHEREAS, the Saratoga Co. Planning Board issued a recommendation per General Municipal Law Section 239(m) to approve the PDD application requested by the applicant, and

WHEREAS, the Town Board wishes to invite Public Comment on the proposed project from residents and members of the public, now, therefore, be it

RESOLVED, that a public hearing to consider a local law establishing the Milton CAT PDD is hereby scheduled for April 7, 2025 at 7:02 p.m. in the Wood Memorial Meeting Room, One Town Hall Plaza, Clifton Park, New York; and be it further

RESOLVED, that the Town Clerk shall publish appropriate notice of same.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

John Scavo – Milton CAT representation will be present at the April 7th hearing and offer a presentation on future expansion and goals.

Resolution No. 49 of 2025, a resolution appointing Matthew Luke as Alternate Member to the Planning Board for the remainder of a one-year term.

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

WHEREAS, a vacancy exists for an Alternate Member of the Town of Clifton Park Planning Board, and

WHEREAS, Councilwoman Reid recommends that Matthew Luke, Clifton Park, fill the position, and

WHEREAS, Matthew Luke has the background, education, training and experience necessary to be an effective member of the Town of Clifton Park Planning Board; now, therefore be it

RESOLVED that Matthew Luke is hereby appointed Alternate Planning Board Member, for the remainder of a 1-year term, term to expire December 31, 2025.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Councilwoman Reid – Matthew Luke has long ties to the community; family has been here for generations. He is also a farmer and has vast knowledge of our town land and I believe he will be a great asset.

Resolution No. 50 of 2025, a resolution appointing Andrew Neil to the Open Space, Trails & Riverfront Committee.

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

WHEREAS, a vacancy for a member exists on the Open Space Trails & Riverfront Committee.

WHEREAS, Andrew Neil, Rexford, NY, has been recommended to fill the position, and

WHEREAS, Mr. Neil has the background experience, education and training to act effectively as a committee member; now, therefore, be it

RESOLVED, that Andrew Neil is hereby appointed as a Member of the committee for the remainder of a two-year term, term to expire December 31, 2026.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Supervisor Barrett – Another lifelong resident of the community.

Councilwoman Reid – Yes, Mr. Neil has been a lifelong resident, an outdoor enthusiast, and an avid hiker. He has knowledge of every trail in this community and beyond. How many mountains in the Adirondacks have you hiked at this point?

Andrew Neil – Thank you to the Board for considering me for the council. There is not a trail I haven't hiked. I grew up on Garnsey Road, so Garnsey Park is very special to me and where I learned to appreciate my love of the outdoors. Beyond my professional life I stay true to nature.

I've done 37 of the 46 of the Adirondack High Peaks. I would like to make sure that Clifton Parks trails and riverfront remains successful and thrive for generations to come.

Resolution No. 51 of 2025, a resolution to authorize the Supervisor to execute an agreement accepting a grant from the New York State Canal System Tourism Infrastructure & Event Grant 2025 program for the Clifton Park Canal Fest 2025 Bicentennial Celebration Planning Committee's (the "Committee") 2025 Canal Fest Event.

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

WHEREAS, the Town of Clifton Park with the Committee intends to host a celebration in honor of the Erie Canal Bicentennial the weekend of October 11-12, 2025, with various events for the public throughout the weekend to be held at three local community venues: the Vischer Ferry Fire Department, Amity Church and the Vischer Ferry General Store, and

WHEREAS, on behalf of the Town, Jennifer Viggiani, Open Space Coordinator, applied for a \$3,000 grant to the 2024 Tourism Infrastructure & Event Grant Program, which is supported by the NYS Canal Corporation and Erie Canalway National Heritage Corridor, and

WHEREAS, on January 21, 2025, the Town was notified that the Town was selected as a recipient of a \$2,000 grant for the Town's planned 2025 Canal Fest Weekend event, an amount that is \$1,000 less than the \$3,000 in grant funds requested, and

WHEREAS, the Committee has proposed a \$6,000 preliminary budget for the 2025 Canal Fest Weekend and respectfully requests that the Town maintains their local match of \$3,000 that had been proposed for the grant application, to provide a working grant project total budget of now a lesser \$5,000 for this special 2025 Canal Fest Weekend celebration; now, therefore, be it

RESOLVED, that the Town Board authorizes the Supervisor to execute the New York State Canal System Event Grants Contract, attached, to accept the grant funding for the Town's 2025 Canal Fest Weekend Event, and the Town Board authorizes the allocation of \$3,000 towards the local match of the grant with expenses to be charged to A-07550-00055 (General Fund – Celebrations – Canal Days); and be it further

RESOLVED, that the comptroller is authorized to increase revenues by \$2,000 in A-03089 (General Fund – NYS Revenues) and increase expenditures by \$2,000 in A-07550-00055 (General Fund – Celebrations – Canal Days).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

George Donahue of Vischer Ferry Rd. – Canal Days is coming up and will be held in October 11-12, 2025. This commemorates 200 years since the opening of the Erie Canal. To give an update as to what we will be doing, Canal Days will feature multiple events in various locations. There will be a parade through the heart of Vischer Ferry ending in front of the Vischer Ferry store, a Revolutionary War reenactment, Fife and Drum band, Canal Era craftsmen demonstrating their crafts, historical canal exhibits, old fashioned games, and horse drawn carriage rides. All will be free to the public; that's the plan right now. We would like the Town Board to be present and to sit in the viewing stand for the parade. We have also invited Brian Stratton to come and say a few words. It's going to be a wonderful event, and we are looking forward to it. We are looking for help with a few things including traffic control for the parade, road closures, and to get the riverfront area cleaned up of all the brush. We may also have a

conflict on that Saturday with the carriage ride down the towpath and duck hunting. We are hoping to have hunting suspended for that day. We are also working on posters and art displays for that day. Would like to thank Councilwoman Reid, Jenn Viggiani for all their help and the committee for all they are doing.

Supervisor Barrett – I am looking forward to it, I think it’s going to be a lot of fun and it’s different. It’s not something we’ve done in many years.

Geroge Donahue – The last time it was done was in 1988 and before that there was a few years run in the late 1970’s and that was the last time.

Supervisor Barrett – Thanks George and thanks for serving on the Celebrations committee, along with Councilwoman Reid and John and the entire group to nail down the details for the Canal Fest.

Councilwoman Reid – Thanks everyone for their efforts and the focus on Vischer Ferry. Looking forward to this being an annual event.

Resolution No. 52 of 2025, a resolution authorizing payment of an annual stipend to Melinda Acker in the Planning Department and Zoning Department.

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

WHEREAS, Melinda Acker, administrative assistant in the Planning Department, has accepted additional job duties as the administrative assistant to the Zoning Administrator, and

WHEREAS, Scott Reese, Stormwater Management Officer and Zoning Administrator, recommends an annual stipend to be paid to Ms. Acker to compensate her for the additional job responsibilities, in an amount not to exceed \$7,839; now, therefore, be it

RESOLVED, that the Comptroller is authorized to pay Ms. Acker on a bi-weekly basis, retroactive to the beginning of the year, charged to A-08010-E2670 (General Fund – Zoning Board – Zoning Administrative Assistant).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Supervisor Barrett – It has come to the point where administrative help has become necessary, and this is the most cost-effective way for someone to be compensated for that additional work without having to hire a new administrative person to assist John and Scott.

Councilman Morelli – The workload in your department increases immensely and you all do a great job in that department, and Melinda is the glue for that department. The additional responsibilities are noted, and this is an appropriate and cost-effective way for the Town to address those needs.

Resolution No. 53 of 2025, a resolution authorizing the Town Clerk to attend a New York State Town Clerks Association (NYSTCA) Conference.

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

WHEREAS, Stephanie Ranze, Town Clerk, has requested permission to attend the NYSTCA Conference to be held at the Marriott Syracuse Downtown, Syracuse, New York, April 27-30, 2025, at a cost not to exceed \$984.00, and

WHEREAS, there is currently \$500 in A-01410-00001, (General Fund – Town Clerk – Travel & Conferences), and

WHEREAS, there are sufficient funds in A-01410-00015, (General Fund – Town Clerk – Other Contractual) to transfer the remaining \$484, and

WHEREAS, attendance at the Conference would confer a benefit to the Town’s citizens; now, therefore, be it

RESOLVED, that Stephanie Ranze is hereby authorized to attend the NYSTCA Conference in Syracuse, New York from April 27-30, 2025, at a cost not to exceed \$984.00, which includes registration fee, lodging and meals, to be vouchered appropriately, and to be paid from budget line item A-01410-00001 (General Fund – Town Clerk – Travel & Conferences), along with a transfer from A- 01410-00015 (General Fund – Town Clerk – Other Contractual) of \$484.00.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 54 of 2025, a resolution awarding a contract for landscape work for the Sherwood Forest Park District.

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

WHEREAS, quotes were received by Daniel Clemens, Director of Buildings, Parks and Recreation, to perform landscape work for the District through the 2028 season, and

WHEREAS, the lowest conforming quote for the work to be done which includes mowing, trimming, weeding, mulching and plantings, as outlined in the RFP, was submitted by A to Z Property Management, in an annual amount not to exceed \$14,100 plus \$500 for any additional cuts as requested by the park district; now, therefore, be it

RESOLVED, that the Town Board as Commissioners of the Sherwood Forest Park District, hereby accepts the price quote from A to Z Property Management, for the landscape work at the Sherwood Forest Park District, at an annual cost of \$14,100 for 19 cuts and \$500.00 for additional requested cuts for each season, through 2028, to be budgeted from SP8-7125-024 (Sherwood Forest Park District-Sherwood Forest - Maintenance), and authorizes the Buildings & Grounds Department to issue a purchase order to A to Z Property Management in those amounts.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

PUBLIC PRIVILEGE 7:44 PM

No one wished to be heard.

Public Privilege closed at 7:44 PM.

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

Motion carried at 7:44 PM

Stephanie Ranze
Town Clerk