

TOWN OF CLIFTON PARK TOWN BOARD

April 21, 2025

The meeting of the Town Board of the Town of Clifton Park was held in the Town Office Building at 7:05 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 Clemens, Director of Building, Parks & Recreation
Dahn Bull, Superintendent of Highways
Michael Woerner, Director of Parks & Recreation

MINUTES

MOTION by Councilwoman Walowit, seconded by Councilwoman Reid, to approve the Town Board minutes of April 7, 2025, as presented.

ROLL CALL VOTE

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

Noes: None

MOTION CARRIED

COMMUNICATIONS/ANNOUNCEMENTS

Supervisor Barrett – Thank you to everyone who made Saturday’s Eggstravaganza on the Common a success, especially our partners at Starpoint Church, Buildings and Grounds, and Parks and Rec. Families enjoyed decorated trunks, bounce houses, pony rides, games, and more. A little rain didn’t dampen the fun. It was a great day thanks to everyone’s hard work and support.

Councilman Manir – On April 26, we will celebrate Arbor Day – a special time to appreciate and protect nature.

Councilwoman Reid – We have several events coming up over the next couple of weekends: Trails Cleanup Day, Shredding Day, and our Arbor Day celebration, Clifton Park Restaurant Week starting tomorrow, Kite Flying Day at the Common, and Shen Science Night this week, for details on all these events, visit Cliftonpark.org or check out the Clifton Park Facebook page.

PRESENTATIONS

Lola Day – Sweeper for the ISU World Figure Skating Championships in Boston –7:08 PM

Supervisor Barrett – I just learned that Lola had an incredible opportunity. She’s an eight-year-old second grade student from Clifton Park, who was one of just 39 selected nationwide to participate as a sweeper at the World Figure Skating Championships.

Lola Day – As a sweeper we go out on the ice after the skater’s performance and pick up all the stuffed animals thrown by the crowd. We gather them into a bag and then hand them off to the sweepers team. I tried out in Boston to become a sweeper.

Supervisor Barrett – Can you do all those twirls I see on TV? And what is the most fun part of skating for you?

Lola – I can do all those twirls and jumps. The fun part of skating is getting to have lessons with my mom and feeling my blades on the ice. I skate six to seven days a week.

Supervisor Barrett – It takes a lot of dedication, time and practice to get really good. And you’re obviously willing to do that. If you stick with it, we’re going to see you on TV someday. Thank you so much for being here tonight and telling us about this awesome opportunity. On behalf of the Town Board, we have a certificate to commemorate you being here and being a sweeper at the World Championships.

PUBLIC HEARING

Proposed creation of a Park District in the Woodland Hills Neighborhood, 7:13 PM

Town Clerk Stephanie Ranze read the Public Hearing Notice as advertised in the Daily Gazette on April 10, 2025

Town Clerk Stephanie Ranze read the Public Hearing Notice as advertised in the Daily Gazette on March 21, 2025

Supervisor Barrett – The Park Districts encourage local involvement and vary based on neighborhood needs. For Woodland Hills, a proposed plan was shared outlining general maintenance and costs, with entrance sign upgrades removed since the Garden Club handled that. The focus now is on upkeep. After sharing the initial plan with the Woodland Hills neighborhood and holding two meetings to review and discuss it, there was strong support to move forward to this public hearing. The proposed park district, which requires Town Board approval, would focus on basic maintenance like mowing, planting, and debris removal, as there are no playgrounds or courts involved. The only change to the plan is the removal of sign upgrade costs, keeping the average annual cost to property owners at \$21.57.

PUBLIC COMMENT

Anthony LaFleche and Supervisor Barrett – Anthony asked what would happen to the property if the park district isn’t created. It was explained that historically, the neighborhood garden club handled maintenance with donations, but that group may have disbanded. Some residents have volunteered to maintain the area short term until the town makes a decision.

Anthony noted the property covers about 7.8 acres across three parcels near Miller Drive, including paths, old sewer plant land, cul-de-sacs, and signage areas. He emphasized that the trails have long been used by residents for walking and biking and wants them kept clear and accessible, regardless of whether a park district is formed.

It was clarified that the county or town sewer departments are responsible for maintaining access roads needed for sewer infrastructure, and they would ensure access as necessary. No development or disruption is planned for the wooded parcel surrounded by Sherwood Forest homes – it would remain in its natural state. Anthony confirmed his concerns were addressed and noted he may follow up with further questions later.

Susan Podschelne – Expressed general support for the idea of forming a park district but raised several concerns. She clarified that the Woodland Hills Garden Club has officially disbanded – all funds were spent on maintenance before closing out the account, and no future activity is planned unless new volunteers step up. She emphasized that past volunteer efforts were aging and dwindling, and she’s no longer in a position to continue leading such work.

She questioned whether the residents who initially volunteered to discuss the proposal would be willing to provide ongoing leadership for the park district. It was clarified that while some residents expressed short-term interest, there's no formal group required – the town can maintain the area if no volunteers organize meetings, as is the case in some other districts. She also raised safety and maintenance concerns, including uneven gravel on access paths, steep ravines unsuitable for recreation, possible contamination from sewer overflows, and neglected areas like cul-de-sacs that were once maintained by volunteers. She stressed that many neighbors may not fully understand the difference between creating a park district (focused on basic maintenance) and developing open space for recreation and urged clearer communication on this point.

Supervisor Barrett – Confirmed that the plan was previously mailed out and specifies that maintenance will be limited to mowing small strips and handling basic upkeep, not managing the woods.

Jeff Shants – Spoke in support of creating the park district. He noted that he was part of the small group that helped start the process and emphasized the importance of giving long-time volunteers a break from the maintenance work they've carried out for years. He and his family value the neighborhood and see the \$21 annual fee as a reasonable way to ensure upkeep like mowing and flowers get done without burdening residents. He expressed appreciation for the community coming together on this effort.

Supervisor Barrett – Reiterated that the estimated average annual cost for property owners is \$21.57, though it may end up being less once actual expenses are tracked in the first year. No decision would be made at this meeting; the earliest possible vote by the town board would be at their next meeting on May 5, 2025. Residents were encouraged to reach out with any additional questions, with contact information provided in prior letters and available on the town website. If approved, the park district would then move forward.

Supervisor Barrett closed the Public Hearing at 7:52 PM

RESOLUTIONS

Resolution No. 86 of 2025, a resolution proclaiming Saturday, April 26, 2025, as Arbor Day.

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

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day, April 26th, is now observed throughout the Nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our Town increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; now, therefore, be it

RESOLVED, that the Town Board urges all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and be it further

RESOLVED, the Town Board urges all residents to plant trees to gladden the heart and promote the well-being for future generations; and be it further

RESOLVED, the Town Board does hereby declare Saturday, April 26, 2025, as Arbor Day in the Town of Clifton Park, to support efforts to protect our trees and woodlands.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 87 of 2025, a resolution authorizing the Highway Superintendent to purchase a 2025 Bandit Intimidator Model 18XP Wood Chipper.

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

WHEREAS, Highway Superintendent Dahn Bull wishes to purchase a wood chipper, under Sourcewell Contract #010925-Ban, to replace the 2016 Wood Chipper damaged by fire in January 2025, and

WHEREAS, after reviewing options available under Sourcewell Contract #010925, Mr. Bull has recommended pricing from Ground Equipment, Inc., Watervliet, NY, in an amount not to exceed \$75,796, detailed in the attached, and

WHEREAS, this 2025 Wood Chipper purchase price of \$75,796 will be offset by \$14,534, which was the insurance settlement received by the Town for the loss of the 2016 wood chipper in the January 2025 fire; now, therefore, be it

RESOLVED, that the Clifton Park Town Board authorizes the Highway Superintendent to purchase a 2025 Bandit Intimidator Model 18XP Wood Chipper, under Sourcewell Contract #010925, from Ground Equipment, Inc., for \$75,796, to be paid from DA-5130-219 [Highway - Equipment], to be offset by the insurance settlement of \$14,534 received by the Town for the loss of the 2016 Wood Chipper fire incident in January 2025; and be it further

RESOLVED, that the Comptroller is authorized to increase revenues by \$14,534 in DA-02680 (Highway Fund – Insurance Recoveries) and the expenditures increase by the same amount of \$14,534 in DA-05130-00219 (Highway Fund – Highway Machinery – Highway Vehicle).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 88 of 2025, a resolution hiring a summer seasonal laborer for the 2025 Summer season at the Clifton Park Highway Department.

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

WHEREAS, Dahn Bull, Highways Superintendent, wishes to hire laborers for the 2025 Summer season, and

WHEREAS, Mr. Bull has conducted interviews and driving record reviews, and has recommended the hiring of the following individual at a rate of \$16.50/hr.:

<u>Status</u>	<u>Name</u>	<u>Address</u>	<u>Start Date</u>
New Hire	Mr. Jameson "JT" Wilders	Clifton Park	May 05, 2025

Now, therefore be it,

RESOLVED, that the above individual, Jameson "JT" Wilders, be hired as a summer seasonal laborer, to be paid a rate of \$16.50/hour from budget line DA-5110-E4000, (Highway Fund – Highway Construction – Part-time Employee).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. TABLED of 2025, a resolution contracting for paving services and paving related materials for the Town's Highway Department.

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

WHEREAS, pursuant to Section 103 (16) of the General Municipal Law, municipalities in New York may acquire services through contracts let by the State, or another political subdivision of the State, through a public bidding process which was held in compliance with the statute, and

WHEREAS, the Highway Department has requested authorization to enter into contracts with Evolution Construction Services, Mechanicville, NY, to establish services rates for equipment and labor associated with paving services based on bids awarded by the County of Saratoga after a competitive process, in compliance with GML 103, and

RESOLVED, that the Highway Superintendent is authorized to enter a pavement services contract with Evolution Construction Services, Mechanicville, NY, per Saratoga County Contract 24-PWPSR-46R, and to obtain paving related materials, in an amount up to \$1,650,000, with invoices to be paid from DA-5110-030 (Highway Fund – Highway Construction – Paving & Blacktop), \$1,000,000 and \$650,000 from DA-05112-00015 (Highway Fund – Permanent Improvements – Other Contractual).

Supervisor Barrett stated he requires additional time and information to review the proposed resolution.

MOTION TO TABLE the resolution by Supervisor Barrett, seconded by Councilman Morelli

AMENDED

Supervisor Barrett – Submitted a memo asking for calculations that explain how the low bidder among the paving companies was determined (using the county bid process). However, the returned document from the Highway Department was difficult to read – partly because the highlighting turned into dark marks when printed and because the print was smaller than standard documents. The response didn't include the clear calculations that were requested.

There is a long list of roads under consideration for paving this year and some flagged with concerns.

- **Barkwood and Gloucester need stormwater infrastructure work before paving.**

- Rustic Bridge Road can't be paved yet because another project there won't be finished on time.
- Riverview Road (Sugar Hill to Brian Dr.) may be delayed because there's a possible public water extension project in the works.
- Ashdown Rd. has a railroad crossing that's in poor condition and needs to be coordinated for repairs before paving.

Suggesting allocating an extra \$1 million for paving and infrastructure (to ensure roads are properly upgraded beneath the surface before being paved).

Beyond the main list, other roads like Briarfield, Burning Bush, Huntwood, Aspen, etc., are also in bad shape and need attention. Some have known structural issues (e.g., Briarfield has a sinkhole problem that keeps washing out).

The board is open to suggestions as to any other roads that may need attention. If all the listed roads, plus any new additions, could be completed, it would significantly advance the town's road improvement efforts this year.

Councilman Manir – Questioned if there would be enough funding to cover all the projects.

Supervisor Barrett – While more funds will need to be allocated, there are plans to set aside an additional \$1 million for paving and infrastructure improvements. No action will be taken on this resolution this evening. This resolution will be tabled until legible and clear information is provided to support a decision.

Councilman Manir – Confirmed with Highway Superintendent Dahn Bull that additional readable copies of the necessary documents will be distributed to all board members to ensure everyone can review and understand the materials before proceeding.

Supervisor Barrett – Stated that he sent a letter to Assemblywoman Walsh and Senator Tedisco, urging them to pursue improvements to New York State Highway Law following concerns over the disregard of the 284 Agreement process. Noting, a 1991 opinion from the State Comptroller states that a Superintendent could be personally liable for such actions, existing law lacks enforcement mechanisms. Hopes the state will consider ways to strengthen compliance requirements.

Resolution No. 89 of 2025, a resolution declaring a public emergency pursuant to General Municipal Law Section 103(4), retroactive to March 8, 2025, for a repair to the Town Hall HVAC system and to increase the budget.

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

WHEREAS, on Saturday, March 8, 2025, Daniel Clemens, Director of Buildings, Parks & Recreation, received a call from Security that a broken water valve at Town Hall was spilling water out of the building and onto the sidewalk, which was creating ice, and

WHEREAS, Section 103(4) of the NYS General Municipal Law provides that in cases of an emergency situation arising from unforeseen circumstances affecting public property or the health or safety of the public, the Town Board may authorize the purchase of service, material and equipment without competitive bids, and

WHEREAS, Daniel Clemens, Director of Buildings, Parks & Recreation, contacted Postler and Jaeckle for the repair and replacement of the water valve and outside piping, pursuant to an invoice for \$10,037 dated 03/08/2025, attached; now, therefore, be it

RESOLVED, that the Town Board determines that the resulting damage to the Town Hall HVAC system, as determined on March 8, 2025, constitutes an emergency for procurement purposes under Section 103(4) of General Municipal Law; and be it further

RESOLVED that Mr. Clemens is authorized to purchase the replacement water valve and outside piping from Postler & Jaeckle, Rochester, NY; and be it further

RESOLVED, that the Comptroller is authorized to pay the amount of \$10,037 to Postler & Jaeckle, from A-01620-00024 (General Fund – Town Hall Operations – General Maintenance).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 90 of 2025, a resolution authorizing the transfer of Andrew Jerome to the Buildings & Grounds Department as a Motor Equipment Operator (MEO).

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

WHEREAS, Daniel Clemens, Director of Buildings, Parks & Recreation, wishes to hire a new MEO to fill an opening in the department, and

WHEREAS, Andrew Jerome has been employed in the Highway Department for nine years most recently as a Motor Equipment Operator for the department, and

WHEREAS, Mr. Clemens recommends that Andrew Jerome be transferred from the Highway Department to fill the position of MEO in the Buildings & Grounds Department; now, therefore, be it

RESOLVED, that Town Board hereby authorizes the transfer of Andrew Jerome from the Highway Department to the Buildings & Grounds Department to fill the position of MEO at Grade 5, Step 7, year 3, a salary of \$68,946 and \$33.02/hr., effective April 22, 2025, to be paid from a transfer as detailed in the attached Schedule A.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Supervisor Barrett – Congratulated Mr. Jerome on his selection to fill an opening in the Buildings and Grounds Department. Mr. Jerome brings valuable versatility to the team, his skills will support operations at both Buildings and Grounds and the Transfer Station.

Resolution No. 91 of 2025, a resolution authorizing the hiring of a Pool Operations Manager for the 2025 Season.

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

WHEREAS, the Town Board wishes to hire a manager to operate the three Town-owned pools for the 2025 Season, and

WHEREAS, the Town Board wishes to rehire returning Pool Operations Manager Duane Nichols; now, therefore, be it

RESOLVED, that Duane Nichols is hereby hired as Pool Operations Manager for the three Town-owned pools for the 2025 Season, to be paid \$36/hr., pay to be charged one-third

(1/3) to each pool: A-7150-E4600 (General Fund – Barney Road Pool – Pool Operations Manager), A-7151-E4600 (General Fund – Country Knolls Pool – Pool Operations Manager), A-7152-E4600 (General Fund – Locust Lane Pool – Pool Operations Manager).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 92 of 2025, a resolution authorizing Courtney Thayer to serve alcoholic beverages at a gathering to be held at Collins Park on August 3, 2025.

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

WHEREAS, Courtney Thayer is hosting a gathering at Collins Park and has requested permission to serve alcohol in the form of beer and wine at the event, and

WHEREAS, Courtney Thayer submitted a permit application for use of Town facilities at Collins Park on August 3, 2025, from 10:00am-3:00pm; now, therefore, be it

RESOLVED, that Courtney Thayer, Clifton Park, is hereby authorized to serve beer and wine at a gathering to be held at Collins Park on August 3, 2025, from 10:00am-3:00pm.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 93 of 2025, a resolution awarding the contract for Fireworks, for the Town of Clifton Park’s 4th of July celebration to Santore’s World Famous Fireworks and authorizing the Supervisor to sign the agreement for same.

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

WHEREAS, bids were solicited for the annual Fourth of July fireworks display and opened on April 4, 2025, and

WHEREAS, Santore’s World Famous Fireworks, P.O. Box 687, Stillwater, New York, has submitted the sole quote, in the amount of \$21,500, for a twenty-minute musically choreographed pyrotechnic display, and

WHEREAS, Santore’s Fireworks has successfully staged the fireworks display for the Town’s 4th of July celebration for several years, and the price quote for the show is in line with prior years, and

WHEREAS, Mike Woerner, Director of Parks and Recreation, has recommended that the quote for Santore’s World Famous Fireworks in the amount of \$21,500 be accepted; now, therefore, be it

RESOLVED, that the bid for the 4th of July fireworks display be awarded to Santore’s World Famous Fireworks, Schaghticoke, New York, at a cost not to exceed \$21,500, as budgeted from (A-7550-00052) (General Fund- Festivals-July 4th Fest); and be it further

RESOLVED, that the Supervisor is hereby authorized to sign an agreement reflecting the above terms, subject to review and approval of the agreement by the Town Attorney.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 94 of 2025, a resolution approving the Clifton Park Water Authority's Outside Users Agreement with the Town of Halfmoon to supply water to properties adjacent to Chelsea Place roadway.

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

WHEREAS, the Clifton Park Water Authority (CPWA) currently services Chelsea Medical Park, with the water line terminating at the Clifton Park and Halfmoon Town line, and

WHEREAS, the owners of several buildings, including the Shenendehowa School District office, have developed a plan to extend water services along Chelsea Place, which traverses both the Town of Clifton Park and the Town of Halfmoon, and

WHEREAS, the Town of Halfmoon does not have water services in the area adjacent to Chelsea Place and is unable to extend its water services to this location, and

WHEREAS, a request has been made to the CPWA to extend its water services into the Town of Halfmoon to service properties adjacent to Chelsea Place, and

WHEREAS, an agreement has been developed and approved by the CPWA Board to extend water services into the Town of Halfmoon, and the Town of Halfmoon is currently reviewing the agreement for approval, and

WHEREAS, there is sufficient capacity within the CPWA system to accommodate this extension, and

WHEREAS, upon completion of the extension and all necessary approvals, all structures on Chelsea Place will become customers of the CPWA and will be billed accordingly; now, therefore, be it

RESOLVED, that the Clifton Park Town Board hereby approves the Clifton Park Water Authority's outside user's agreement with the Town of Halfmoon to supply water to properties adjacent to the Chelsea Place roadway; and be it further

RESOLVED, that the Supervisor of the Town of Clifton Park is hereby authorized to execute any and all documents necessary to effectuate this agreement.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 95 of 2025, a resolution to adopt the Town of Clifton Park's Transition Plan developed in 2025 and to supersede and replace the prior ADA Transition Plan on file within the Town Clerk's office.

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

WHEREAS, the Americans with Disabilities Act (ADA) provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, and access to public accommodations, transportation, and telecommunications, and

WHEREAS, Title II of the ADA specifically applies to public entities, including state and local governments, and the programs, services, and activities they deliver, and

WHEREAS, public entities are required to develop a Self-Analysis of existing facilities and a Transition Plan, if necessary, improvements will take longer than one year to implement, and

WHEREAS, the Town of Clifton Park has conducted a thorough Self-Analysis and developed an ADA Transition Plan in 2025 to address physical barriers and improve accessibility in accordance with the ADA, and

WHEREAS, the ADA Transition Plan includes a list of physical barriers and their locations, a detailed outline of methods to remove these barriers, a schedule for achieving compliance, a public complaint/grievance procedure, and the name/position of the ADA coordinator responsible for the plan's implementation, and

WHEREAS, the Town of Clifton Park has prioritized repairs and improvements based on a framework that includes government, community service, health facilities, town center and major commercial facilities, schools, senior centers, residential areas, and other areas, and

WHEREAS, the Town of Clifton Park has estimated the costs for compliance and developed a proposed schedule for implementing the necessary improvements over a five-year period, and

WHEREAS, the Town of Clifton Park has provided an opportunity for public input and incorporated feedback into the final draft of the ADA Transition Plan; now, therefore, be it

RESOLVED that the Town Board of the Town of Clifton Park hereby adopts the ADA Transition Plan developed in 2025 and supersedes and replaces the prior ADA Transition Plan on file within the Town Clerk's Office; and be it further

RESOLVED that the Town Board directs the ADA Coordinator to implement the plan and ensure compliance with the ADA, and to provide regular updates to the Town Board on the progress of the implementation of the plan.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Supervisor Barrett – Thanked John Scavo and Dan Clemens for their efforts in securing grant funding and advancing the town's new ADA Transition Plan. The grant was awarded on the second try allowing the town to begin the study and update the plan.

Resolution No. 96 of 2025, a resolution awarding a Professional Services Agreement to MH Professional Engineering, PLLC for Mechanical, Electrical, and Plumbing (MEP) Engineering Design Services for a Feasibility Study of potential HVAC Improvements at the Town of Clifton Park Town Hall.

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

WHEREAS, the Town of Clifton Park requires a feasibility study for potential HVAC improvements at the Town Hall located at 1 Town Hall Plaza, and

WHEREAS, MH Professional Engineering, PLLC has submitted a proposal to provide Mechanical, Electrical, and Plumbing (MEP) engineering design services for the feasibility study, and

WHEREAS, MH Professional Engineering, PLLC proposes to perform the engineering services described herein for a fixed total fee of \$10,515, and

WHEREAS, KB Engineering & Architecture, PC also submitted a proposal for the same services at a higher fee of \$39,975, and

WHEREAS, the Town Board has reviewed both proposals and determined that MH Professional Engineering, PLLC offers the most cost-effective and comprehensive solution for the feasibility study; now, therefore, be it

RESOLVED, that the Clifton Park Town Board hereby awards the professional services agreement to MH Professional Engineering, PLLC for Mechanical, Electrical, and Plumbing (MEP) engineering design services for a feasibility study of potential HVAC improvements at the Town Hall; and be it further

RESOLVED, that the \$10,515 is authorized to be paid out of A-01440-00135 (General Fund – Engineering – Engineering); and be it further

RESOLVED, that the Supervisor is hereby authorized to execute any and all documents necessary to effectuate this agreement.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 97 of 2025, a resolution authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds.

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

WHEREAS, a Project for the Sitterly Road Intersection Enhancements and Sidewalk Connectivity, I/O Clifton Park, Saratoga County, P.I.N. 176321 (the Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80 % Federal funds and 20 % non-federal funds, and

WHEREAS, the Town of Clifton Park desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Preliminary Design, Detailed Design (AC) and ROW Incidentals; now, therefore, be it

RESOLVED, that the Town Board hereby approves the above-subject project; and be it further

RESOLVED, that the Town Board hereby authorizes the Town of Clifton Park to pay in the first instance 100% of the federal and non-federal share of the cost of Preliminary Design,

Detailed Design (ACI and ROW Incidentals work for the Project or portions thereof; and be it further

RESOLVED, that the sum of \$817,663 (Eight Hundred Seventeen Thousand Six Hundred Sixty-Three Dollars Zero Cents) is hereby appropriated from H70-07629-00200 (Capital Project Fund Sitterly & CP Center Road – Trail Construction – Equipment) and made available to cover the cost of participation in the above phase of the Project; and be it further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceed the amount appropriated above, the Town Board of the Town of Clifton Park shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Director of Planning and Zoning, thereof; and be it further

RESOLVED, that the Town Board of the Town of Clifton Park be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible; and be it further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and be it further

RESOLVED, that a Capital Projects Fund, H70, Sitterly & CP Center Road is hereby created; and be it further

RESOLVED, this resolution shall take effect immediately.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 98 of 2025, a resolution awarding the fuel station replacement project to Metro Environmental Services, LLC.

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

WHEREAS, the Town of Clifton Park has identified the need to replace the existing fuel station at the Town's Highway Facility to ensure compliance with New York State Department of Environmental Conservation (NYS DEC) and Environmental Protection Agency (EPA) requirements, and

WHEREAS, the Town of Clifton Park Planning Department issued an Invitation to Bidders for the Fuel Station Replacement Project, with bids due by 3:00 p.m. on Wednesday, April 9, 2025, and

WHEREAS, Metro Environmental Services, LLC submitted the lowest qualified bid in the amount of \$825,000 for the Fuel Station Replacement Project, and

WHEREAS, the design engineer Greenman Pedersen, Inc. (GPI), on behalf of the Town, has reviewed the bid submitted by Metro Environmental Services, LLC and has confirmed its recommendation for the Town to award the bid to Metro Environmental Services, LLC, and

WHEREAS, the Town Board has determined that it is in the best interest of the Town to proceed with the Fuel Station Replacement Project to ensure the safety and compliance of the Town's fueling facilities, and

WHEREAS, GPI has requested an additional \$750 to cover Ambient Environmental, Inc.'s increased laboratory fees for sample analysis due to rate increases since the original proposal was prepared in 2023, and

WHEREAS, the Town Board has previously obligated funds from the American Recovery Plan Act (ARPA) by Resolution 280 of 2024 in the amount of \$297,533, and

WHEREAS, the additional balance of \$528,217 is to come from Unassigned Fund Balance; now, therefore, be it

RESOLVED, that the Town Board of the Town of Clifton Park hereby awards the Fuel Station Replacement Project to Metro Environmental Services, LLC as the lowest qualified bidder in an amount not to exceed \$825,000; and be it further

RESOLVED, that the Supervisor is authorized to execute the agreement #2 with GPI for additional costs with demolition and tank removal; and be it further

RESOLVED, that the Town Supervisor is authorized to execute any and all agreements and documents necessary to proceed with the Fuel Station Replacement Project with Metro Environmental Services, LLC; and be it further

RESOLVED, that the Comptroller is authorized to transfer from A-00914, (General Fund – Unassigned Fund Balance) \$528,217 to A-05132-00200 (General Fund – Highway Garage – Equipment).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 99 of 2025, a resolution authorizing budget transfers for calendar year 2024 as specified in Schedule A, attached.

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

WHEREAS, the Comptroller has recommended that certain year-end budget adjustments contained in the attached Schedule A be made to provide for the completion of financial statements for Fiscal Year 2024, and to file the Annual Update Document with the NYS Comptroller; now, therefore, be it

RESOLVED, that the budget transfers specified in Schedule A be adopted per the Comptroller's recommendations.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

OTHER BUSINESS

Councilman Morelli – Clifton Park has officially been designated as a Climate Smart Community, achieving bronze status – one of only eight municipalities in New York State to do so in 2025. This program focused on reducing pollution, improving resilience, and supporting greener infrastructure. Contributions were made from Dan Clemens (composting program), John Scavo (EV chargers), and Norah Hofer (promotion of farmers markets). The town plans to install signs and hold a formal press event with members of the Green and Tree Committees to celebrate the achievement.

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 8:52 PM

Stephanie Ranze
Town Clerk

DRAFT