

TOWN OF CLIFTON PARK TOWN BOARD

June 16, 2025

The meeting of the Town Board of the Town of Clifton Park was held in the Town Office Building at 7:03 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, Paul Pelagalli
Mark Heggen, Comptroller
Michael Woerner, Director of Parks & Recreation
John Scavo, Director of Planning & Zoning
Daniel Clemens, Director of Buildings, Parks & Recreation
Susan Leonard, Director of Clifton Park Senior Community Center
Louis Pasquarell, Director of Safety & Security
Scott Reese, Zoning Administrator and Stormwater Program Coordinator

MINUTES

MOTION by Councilwoman Walowit, seconded by Councilman Morelli, to approve the Town Board minutes of June 2, 2025, as presented.

ROLL CALL VOTE

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

Noes: None

MOTION CARRIED

COMMUNICATIONS/ANNOUNCEMENTS

Norah Hoefler – Made the Board aware of technical issues with the livestream prior to the start of the Board meeting.

Supervisor Barrett – Summer camp is starting soon, and town pools have been open since Memorial Day despite poor weather. July 4th celebration is approaching, with a parade, festivities, music, and fireworks planned. Details will be posted online and on Facebook.

At the transfer station, a joint town-county project is underway in the recycling area. Two of the four recycling buildings have been removed for foundation repairs. The right-side access road is closed, but alternate recycling areas have been set up. A map showing the new layout is available online and at the station. Most work is expected to be completed by the end of July, weather permitting, followed by reconstruction of the two buildings.

PUBLIC HEARING

To Consider Adoption of a Local Law Establishing the Planned Development District for Bass Pro Shop Signage – 7:09pm

Supervisor Barrett – The new Bass Pro Shops/Cabela’s at 400 Clifton Park Center Road, a former auto dealership visible from the Northway, is nearing completion. Inspections indicate it

will be a high-quality facility. While the opening is expected this summer, the official date will be announced by the company.

Scott Reese – Due to the size and visibility of the Bass Pro Shops project, standard sign regulations don't apply. Instead of seeking variances, the site is being considered for designation as a unique sign district to accommodate its larger signage needs.

Supervisor Barrett – The Bass Pro Shops store will attract regional visitors and is unlike anything currently in town. Due to its high-visibility location at Exit 9, the larger sign package is seen as reasonable. Representatives are in attendance to present and discuss the signage plans.

Andy Brook – Representing the applicant, presented a request for a Planned Development District (PDD) to allow a custom sign package for Bass Pro Shops. The Town's current sign code, while comprehensive, dates back to 1989 and doesn't account for large destination retail experiences like this. Pat Boni and Jesse Boni of Saxton Sign are in attendance as Saxton Sign will be handling the installation. The requested PDD will align with the zoning code's intent to support innovative design. The proposed sign package improves visibility and site navigation but doesn't meet current code limits. County Planning has approved it. Working with John and Scott has been great, they are awesome. They are a strong part of this application, and they made this what it is, and they're the best in the business, just wanting to call your attention to that.

Councilman Morelli – Any considerations regarding the signage's interface with the Northway, specifically focusing on visibility and potential distractions for drivers.

John Scavo – No issues at all with DOT.

No Public Comment

Supervisor Barrett – Thanks everyone.

Councilwoman Reid – Would like to know if the signs will be illuminated. Are they lights themselves or are there lights shining on them?

Pat Boni – Explains using the rendering that some will be illuminated and contain LEDs and others may have down lighting or no lighting.

RESOLUTIONS

Resolution No. 134 of 2025, a resolution adopting Local Law No. 4 of 2025 establishing Planned Development District No. 50, the Bass Pro Shops Sign Allowance Planned Development District (PDD), to amend Chapters 171 and 208 of the Town Code relating to signs.

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

WHEREAS, an application has been presented to the Town Board to change the Town Code of the Town of Clifton Park to allow for the signage package proposed by the Bass Pro Shops at its Clifton Park facility, as more fully described in the attached legislation, and

WHEREAS, on May 15, 2025, the Saratoga County Planning Board issued a determination under Section 239-m of the N.Y.S. General Municipal Law, finding that the proposed project represented no county-wide or inter-community impacts, and

WHEREAS, the Town Board conducted a public hearing on the proposed legislation on June 16, 2025, to receive comments for and against the proposal, and

WHEREAS, the Town Board has conducted a thorough review of the project in accordance with the State Environmental Quality Review Act (SEQRA) and has determined that the project qualifies as an Unlisted Action under SEQRA; now, therefore, be it

RESOLVED, that the Town Board determines that the proposal is consistent with the goals of the Town's Comprehensive Plan and with the objectives of Section 208-71 A of the Town Code; and be it further

RESOLVED, that the Town Board hereby issues a Negative Declaration pursuant to SEQRA for the proposed project; and be it further

RESOLVED, that Local Law No. 4 of 2025, a Local Law amending Chapters 171 and 208 of the Town Code, providing for the creation of the Bass Pro Shops Sign Allowance Planned Development District, attached, is hereby adopted; and be it further

RESOLVED, that the Town Clerk file said notice with the New York State Department of State as required by law.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Supervisor Barrett – After hearing from Bass Pro representatives and town staff, the board found the proposed sign package reasonable given the location and scope of the project and opened the floor for further discussion.

Councilman Morelli – Supports the approval of the sign package, noting that the flexibility provided by the Planned Development Districts is intended for situations like this.

Resolution No. 135 of 2025, a resolution appointing Leighann Nastasia as Deputy Town Clerk/ Deputy Town Registrar, and to authorize a transfer from Contingency of \$4,500.

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

WHEREAS, a vacancy will exist in the position of Deputy Town Clerk/Deputy Town Registrar, due to the retirement of Claudia Fitzgerald, effective July 31, 2025, and

WHEREAS, Stephanie Ranze, Town Clerk, has interviewed Ms. Nastasia and recommends hiring Ms. Nastasia, of Clifton Park, NY, for the position; now, therefore, be it

RESOLVED, that Leighann Nastasia, is hereby appointed to fill the position of Deputy Town Clerk/Deputy Town Registrar, effective July 21, 2025, pursuant to New York State Town Law 64 (5), to be paid at Grade 6, Step 5, \$35.72/hr.; and be it further

RESOLVED, that the Comptroller is authorized to transfer \$29,500 for the remainder of the year, based on the attached Schedule A.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Town Clerk Ranze – Welcomed Leighann to the Town Clerk’s Office emphasizing she will enhance office efficiency and service. Excited to have Leighann on board.

Supervisor Barrett – Congratulated Claudia Fitzgerald on her retirement and extended best wishes for her future endeavors.

Councilman Morelli – Echoed the welcome for Leighann’s appointment, praised her qualifications, and thanked her family for attending. Also acknowledging the contributions of

Raina and Claudia, thanked them both for attending this evening, and noting Claudia would be missed.

Supervisor Barrett – Praised Leighann’s experience and skills as valuable assets that will strengthen the department and support continued improvement within the department. Her willingness to serve was appreciated. Welcome Leighann.

Councilman Manir – Welcomed Leighann aboard and wished Claudia the best in her retirement.

Resolution No. 136 of 2025, a resolution accepting an offer of dedication of Bismarck Lane, Tisdale Lane, parcels of land, and related utility/stormwater and sewer easements, within the Riggi Miller Road subdivision.

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

WHEREAS, pursuant to New York State Highway Law 171, and Section 179-23 of the Town Code, the Town Board has the discretion to accept the dedication of roads and real property for public use, and

WHEREAS, pursuant to the approved plans for the Riggi Miller Road Subdivision, Clifton Park Meadows, LLC has offered to dedicate parcels of land described as Bismarck Lane and Tisdale Lane, as shown on attached Schedules B & D, respectively, for highway purposes, a 4,271 square foot parcel, a 1.63 acre parcel, and a 4.84 acre parcel of land, as shown on attached Schedules F, H & J, respectively, and

WHEREAS, the description includes various easements for utility and drainage purposes, and

WHEREAS, pursuant to the approved plans for the Riggi Miller Road Subdivision, Clifton Park Meadows, LLC has offered sewer easements, as shown on Schedule L, and

WHEREAS, Prime AE has completed inspections and reports that all punch items have been completed or are scheduled to be completed; now, therefore, be it

RESOLVED, that the Town Board accepts the offer of dedication of Bismarck Lane, Tisdale Lane, related parcels of land, and sewer easements as depicted on the approved Riggi Miller Road Subdivision Map, and as more particularly described in the relevant deeds, as listed in the attached deeds and descriptions, subject to the final approval of the Town Attorney of all real estate transfer documents, review of title and confirmation of the payment of appropriate taxes.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 137 of 2025, a resolution certifying retirement days for elected and appointed officials.

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

WHEREAS, it is necessary to establish standard workdays for elected and appointed officials to be reported to the New York State and Local Employees’ Retirement System based on the record of activities maintained; now, therefore, be it

RESOLVED, that the Town Board hereby established standard workdays for elected and appointed officials, per Schedule A, attached.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Supervisor Barrett – The state requires elected officials to track and submit their time. Some elected and appointed personnel are included in this approval, and their submitted paperwork is valid for eight years.

Resolution No. 138 of 2025, a resolution increasing General Fund Trips & Tours – Senior Center revenues and expenditures by \$34,055 for a multi-day trip to New York City (Radio City Music Hall), December 9-11, 2025.

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

WHEREAS, the Clifton Park Senior Community Center has offered a multi-day trip/tour to New York City, December 9-11, 2025, and,

WHEREAS, the Senior Community Center will collect fees from participants for the 3-day/2-night trip; now, therefore, be it,

RESOLVED, that 2025 (General Fund - Trips & Tours), revenues account A-2031 is hereby increased by \$34,055 and expenditures account A-6773-77, (General Fund-Clifton Park Senior Center-Trips & Tours) is increased by \$34,055.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Supervisor Barrett – The Senior Community Center offers many trips, including an upcoming on to NYC before Christmas for the Rockette’s 100th anniversary. The center offers a large number of trips that usually fill up quickly, which is great for the community.

Susan Leonard – It’s a three-day NYC trip for the Rockettes’ 100th anniversary and its exciting for long-time participants and is expected to be a fun experience the may boost interest in future trips.

Councilman Morelli – Able to stop by the Senior Center as they hosted a “Dads and Dogs” event with food, games, and great weather to celebrate fathers. Thanks to Sue and the team at the center for organizing a great event.

Resolution No. 139 of 2025, a resolution authorizing the correction of the pay rate for Camp Staff and the hiring of Counselors and Water Safety Instructors for the 2025 season.

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

WHEREAS, by Resolution No. 80 of 2025 and Resolution No.112 of 2025, Michael Woerner, Director of Parks & Recreation, was authorized to hire Camp Staff for the 2025 season, and

WHEREAS, Mr. Woerner wishes to make a pay rate adjustment for three (3) of the counselors hired in Resolution No. 80 and one (1) counselor hired in Resolution No. 112, as detailed on the attached Schedule A, and

WHEREAS, Mr. Woerner recommends hiring Counselors and Water Safety Instructors for the 2025 season, detailed on the attached Schedule A and Schedule B, respectively; now, therefore, be it

RESOLVED, that the Town Board authorizes the correction of the pay rate for Camp Staff and the hiring of Camp Counselors and Water Safety Instructors, as noted in the attached Schedule A and B, effective immediately.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Michael Woerner – Confirmed this is the final hire of the year, with the next class starting in two weeks. They are hiring water safety instructors.

Supervisor Barrett – Clifton Park hires certified water safety instructors each year to lead its Learn to Swim program. To support recruitment and retention, the town offers incentives, higher pay, and subsidized certification. These efforts have strengthened the program following post-COVID staffing challenges.

Resolution No. 140 of 2025, a resolution authorizing the hiring of a Part-time Armed Court Officer and Part-time Security Officer, and the addition of Part-time Armed Court Officer and Annual Security Trainer to the job title of a current Part-time Security Officer.

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

WHEREAS, an opening exists for a part-time armed Court Officer and part-time Security Officer, as needed, and

WHEREAS, Lou Pasquarell, Director of Safety and Security, has recommended that Anthony Gotti be hired to fill this position, and

WHEREAS, by Resolution No. 188 of 2024, the Town Board authorized the hiring of Gregory Amyot as a Part-time Security Officer, and

WHEREAS, Mr. Pasquarell wishes to add Part-time Armed Court Officer and Annual Security Trainer to the job title of Mr. Amyot; now, therefore, be it

RESOLVED, that authorization is hereby given to hire Anthony Gotti as a part-time Armed Court Officer at Grade 6, Step 1, \$30.24/hr., and Part-time Security Officer at Grade 5, Step 1 \$27.62 as needed, effective immediately, to be paid from A-3120-E4030 (General Fund – Security – Part Time Court Officer) and A-03120-E4010, (General Fund – Security – Part Time Security Officers), and to add the job title of Part-time Armed Court Officer and Annual Security Trainer to the job title of current Part-time Security Officer Gregory Amyot at Grade 6, Step 1 \$30.24/hr.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Supervisor Barrett – Anthony Gotti is joining as a part-time armed court officer, filling gaps left by retirements and an injury. Along with Greg Amyot, his addition provides needed flexibility and strengthens the town’s security staffing. Welcome aboard.

Resolution No. 141 of 2025, a resolution declaring a public emergency pursuant to General Municipal Law Section 103(4) for repairs to a Safety & Security department vehicle.

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

WHEREAS, a Security Vehicle was involved in a motor vehicle accident on Sunday, May 18, 2025, and

WHEREAS, the damaged vehicle is in an approved Selective Insurance repair facility, 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, the Town of Clifton Park anticipates receiving proceeds of \$12,580 from Selective Insurance Company of America to repair the vehicle and the striping on the vehicle, and

WHEREAS, the Town needs to increase the Budget to utilize funds received to complete the repairs to the damaged vehicle; now, therefore, be it

RESOLVED, that the Town Board determines that the damage to the Safety & Security department vehicle from a motor vehicle accident that occurred on May 18, 2025, constitutes an emergency for procurement purposes under Section 103(4) of General Municipal Law, and be it further

RESOLVED, that the comptroller is authorized to increase the 2025 Budget revenues, A-3120-22 (General Fund – Law Enforcement – Vehicle Ex)) and increase expenditures to A-2680 (General Fund – Insurance Proceeds) by \$12,580.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 142 of 2025, a resolution authorizing the expansion of an agreement with MJ Engineering and Land Surveying for engineering services associated with a project to upgrade playground equipment at Locust Lane playground in the Clifton Knolls Park District.

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

WHEREAS, by Resolution No. 152 of 2024, the Town Board authorized the Supervisor to execute an agreement with MJ Engineering and Land Surveying, P.C. for consulting services for the playground upgrade project, and

WHEREAS, Daniel Clemens, Director of Buildings, Parks & Recreation, has received correspondence and a proposed supplemental agreement from MJ Engineering and Land Surveying, which states that additional equipment is to be added to the project, as outlined in the attached, and

WHEREAS, Mr. Clemens recommends that the proposed supplemental agreement from MJ Engineering and Land Surveying be accepted and executed, and

WHEREAS, the Supervisor is authorized to procure the services of professional engineering and consulting firms by the town's procurement policy and by Resolution No. 1 of 2025; now, therefore, be it

RESOLVED, that Mr. Clemens is authorized to notify MJ Engineering to proceed on the project as quoted in their June 6, 2025, correspondence, attached, and be it further

RESOLVED, that the Supervisor is authorized to sign a contract with MJ Engineering and Land Surveying P.C., consistent with their quote as attached, to be paid with a transfer of \$5,500 from SP3-915 (Clifton Knolls Park District – Assigned Fund Balance) to SP3-7131-135 (Clifton Knolls Park District – Clifton Knolls - Engineering).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Supervisor Barrett – Locust Lane playground was recently updated, and there are plans to add a few more features based on community interest. Options for MJ Engineering will be shared with the board and residents for input. The additions will benefit the frequently used Half-Day Camp program.

Councilman Morelli – Supports enhancing the Locust Lane playground, noting its popularity with young children and families, especially for playdates and pool visits.

PUBLIC PRIVILEGE

Kristen Cressman – A longtime Clifton Gardens resident, urged the town to adopt a cat leash or domestic animals' at large law to protect wildlife. She shared personal experiences, cited national studies on cat-related wildlife deaths and disease spread, and noted similar laws have worked well in other communities.

Supervisor Barrett – Making final comment noting that outdoor cats often become prey themselves, especially in wooded areas with natural predators.

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 7:54 PM

Stephanie Ranze
Town Clerk