

TOWN OF CLIFTON PARK TOWN BOARD

December 1, 2025

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
Councilwoman Walowit
Town Clerk Ranze

Also Present: Paul Pelagalli, Town Attorney
Mark Heggen, Comptroller
Daniel Clemens, Director of Building Parks & Recreation
John Scavo, Director of Planning & Zoning
Louis Pasquarell, Director of Safety & Security

MINUTES

MOTION by Councilman Morelli, seconded by Councilwoman Walowit, to approve the Town Board minutes of November 17, 2025, as presented.

ROLL CALL VOTE

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

Noes: None

MOTION CARRIED

COMMUNICATIONS/ANNOUNCEMENTS

PRESENTATION

Boy Scouts volunteer work at the Barney Road Park and Pond Area
Caedan Grizzaffi, Josh Anderson, Liam Shaw

Supervisor Barrett – Asked the boys to describe the work they completed and how the idea for the project came about.

Caeden Grizzaffi – Explained that they were required to complete volunteer service hours, and the first thought that came to mind was helping at the local park they all live near. Knowing that the park is close by and not always fully maintained, he reached out to the Town for guidance. After receiving a response, the Scouts walked the paths together, took notes, and planned the project. In September, they dedicated a Sunday afternoon, three hours, to carrying out the work. Their efforts included removing numerous grapevines from trees, cutting back weeds around the dock area, and clearing the walking paths. He expressed appreciation to the Buildings & Grounds crew, noting that the Scouts left the brush near the “Troll Crossing” sign and the crew promptly cleaned it up.

Supervisor Barrett – Thanked the Scouts for their initiative and good stewardship, recognizing the value of their contribution and encouraging them to continue their progress toward Eagle Scout. Invited the group to reach out again if they are interested in future projects.

Caeden Grizzaffi – Introduced his fellow volunteers, Josh Anderson and Liam Shaw.

RESOLUTIONS

Resolution No. 258 of 2025, a resolution adopting the Saratoga County Hazard Mitigation Action Plan Update of 2025.

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

WHEREAS the Town of Clifton Park recognizes the threat that natural hazards pose to people and property within the Town of Clinton Park, and

WHEREAS the County of Saratoga has prepared a multi-hazard mitigation plan, hereby known as Saratoga County Hazard Mitigation Action Plan Update 2025, in accordance with the Disaster Mitigation Act of 2000, and

WHEREAS Saratoga County Hazard Mitigation Action Plan Update 2025, identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the Town of Clinton Park from the impacts of future hazards and disasters, and

WHEREAS adoption by the Town Board demonstrates their commitment to hazard mitigation and achieving the goals outlined in the Saratoga County Hazard Mitigation Action Plan 2025; now, therefore, be it

RESOLVED, that the Town Board adopts the Saratoga County Hazard Mitigation Action Plan Update 2025; and be it further

RESOLVED, that this plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations, and this only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

John Scavo – The update to the Saratoga County All-Hazards Mitigation Plan includes a Clifton Park annex that fulfills the Town’s requirement to participate in a hazard mitigation plan. This participation makes the Town eligible for hazard mitigation funding for projects such as flood control and infrastructure resiliency upgrades. It also supports efforts to reduce disaster losses, may help improve the Town’s Community Rating System score to lower flood-zone insurance costs for residents, and provides public education on opportunities for residents, and provides public education on opportunities for homeowners to make resiliency improvements for infrequent but impactful events.

Resolution No. 259 of 2025, a resolution authorizing the installation of a MUTCD R1-1 STOP sign on Greenlea Drive at the intersection of Broadleaf Drive.

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

WHEREAS, the Town of Clifton Park’s Highway Safety Committee has observed and evaluated the need for a stop sign at the intersection of Greenlea Drive and Broadleaf Drive, and

WHEREAS, the Highway Safety Committee has recommended the installation of a MUTCD R1-1 STOP sign on Greenlea Drive at said intersection, and

WHEREAS, the Town Board deems it in the interest of public safety to install such signs; now, therefore, be it

RESOLVED, that the Highway Superintendent is hereby authorized to install a MUTCD R1-1 STOP sign on Greenlea Drive at the intersection with Broadleaf Drive.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

John Scavo – The Highway Safety Committee reviewed and approved the request to evaluate the intersection at Greenlea Drive. The committee determined that the roadway includes a non-standard horizontal curve, creating limited sight distance. Given that drivers may travel at speeds above the posted 30 mph limit, potentially at the 85th percentile speed, it was recommended that vehicles be required to come to a complete stop at Greenlea Drive. This measure provides an added level of safety for the intersection.

Resolution No. 260 of 2025, a resolution to retain John G. Waite Associates, for professional architectural services related to the restoration of the Blacksmith Shop at Grooms Tavern, Rexford, NY.

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

WHEREAS, the Town Board, as commissioners of the Grooms Tavern Blacksmith Shop building, wishes to retain the professional services of John G. Waite Associates, Albany, NY to obtain a Historic Structure Report (HSR) of the building, and

WHEREAS, the scope of the project is to determine the building's current condition, necessary repairs, and restoration recommendations, and is suggested as an essential first step in beginning the preservation and restoration of the building, and

WHEREAS, the John G. Waite Associates proposed HSR includes architectural services for the project at a cost not to exceed \$30,250, and

WHEREAS, the Town applied for and did not receive a 2025 Preserve New York Grant for the project, and continues to seek grant funding for the project, and

WHEREAS, the Friends of Historic Grooms Tavern has offered \$10,000 towards the projected total HSR project cost of \$30,250; now, therefore, be it

RESOLVED, that the Town Board hereby commits to funding the project in the first instance and appropriate funds necessary to satisfy the project totally in partnership with the Friends of Historic Grooms Tavern; and be it further

RESOLVED, that the Town Board recommends that the quote of \$30,250 from John G. Waite Associates for professional architectural services related to the preparation of an Historic Structure Report for the evaluation of repairs and restoration deemed necessary for the Blacksmith Shop at Grooms Tavern, Rexford NY, be accepted; and be it further

RESOLVED, the project cost of \$30,250 is to be paid with funds from the 2026 budget, A-01627-00135 (General Fund – Grooms Tavern – Engineering).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Councilman Morelli – The Town is pursuing a structural report for the historic blacksmith shop at Grooms Tavern after repeated unsuccessful attempts to secure grant funding for roof repairs. The report co-sponsored with the Friends of Grooms Tavern and supported by the Historic Preservation Commission will strengthen future grant applications. This is a major step toward restoring the blacksmith shop, one of four historic buildings on the Grooms Tavern parcel.

Supervisor Barrett – The Town is evaluating all three historic properties, Grooms Tavern, the Grange, and the newly acquired parcel, as part of a unified, Heritage Square, creating more opportunities for future events and historic preservation. Although past grant applications for the blacksmith shop were unsuccessful, completing a structural study is a key step that may strengthen future funding requests and help move the restoration project forward.

Resolution No. 261 of 2025, a resolution scheduling a Public Hearing to consider removal of parcels from Clifton Park Sewer District- Plank and Maxwell Subdivision.

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

WHEREAS, the Town Board of the Town of Clifton Park is considering an amendment to the Clifton Park Sewer District to remove certain parcels, and

WHEREAS, pursuant to N.Y. Town Law Section 196 titled, “Modification of Plans for sewer, wastewater disposal, drainage, water or water quality treatment districts”, the Town Board is required to hold a public hearing to allow all interested persons the opportunity to be heard; now, therefore, be it

RESOLVED, that the Town Board hereby schedules a public hearing to be held on December 15, 2025 at 7:05pm in the Wood Memorial Room, at Clifton Park Town Hall, One Town Hall Plaza, Clifton Park, NY to hear all persons interested in the matter; and be it further

RESOLVED, that the Town Clerk is hereby directed to publish notice of said hearing in the official newspaper of the Town at least once, not less than ten (10) days nor more than twenty (20) days prior to the hearing date; and be it further

RESOLVED, that the notice shall state the time and place of the hearing, the purpose thereof, and that copies of the draft resolution for removal of five parcels identified as:

- 271.8-5-25
- 271.8-5-26
- 271.8-5-27
- 271.8-5-28
- 271.8-5-29

are to be removed from the Clifton Park Sewer District since each will be serviced and connected to Saratoga County Sewer District #1.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Supervisor Barrett -

Resolution No. 262 of 2025 a resolution authorizing the hiring of a Laborer for the Buildings and Grounds Department.

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

WHEREAS, an opening exists for a Laborer in the Buildings and Grounds Department, and

WHEREAS, Daniel Clemens, Director of Buildings, Parks and Recreation, has advised that Branden Miller, Waterford, NY, is qualified and recommended that he be hired to fill the full-time position as advertised; now, therefore, be it

RESOLVED, that authorization is hereby given to hire Branden Miller as a Laborer for Buildings and Grounds, to be paid at Grade 3, Step 1, \$22.64/hour, effective 12/02/2025; and be it further

RESOLVED that the Comptroller is authorized to transfer funds 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

Daniel Clemens – Reported that several candidates were interviewed for an entry-level laborer position. Brandon, who was present, stood out during an interview that lasted more than twice the scheduled time due to a strong conversation and his basic experience with building and grounds maintenance. After a second interview, Brandon was recommended for the position.

Resolution No. 263 of 2025, a resolution declaring a public emergency pursuant to General Municipal Law Section 103(4) for the repair of the brine loop at the Clifton Common Ice Arena.

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

WHEREAS, on September 3 and 4, 2025, the Buildings & Grounds staff determined that the Ice Arena chiller was down and needed to be repaired to avoid the melting of the ice in the arena, 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 & Jaeckle (P&J), to repair the leak in the Ice Arena brine loop and to replace the related piping, pursuant to an invoice for \$7,311 dated 11/11/2025, attached; now, therefore, be it

RESOLVED, that the Town Board determines that the Clifton Common Ice Arena brine loop repair and pipe replacement, as determined on September 3 and 4, 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 hire P&J to repair the brine loop and replace its piping; and be it further

RESOLVED, that the Comptroller is authorized to pay the amount of \$7,311 to P&J from A-7112-24 (General Fund – Clifton Common – Maintenance).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Daniel Clemens – Shortly after the ice was freshly painted and prepared for the season, a major issue occurred with one of the rink’s lines. Staff performed a significant repair, replacing several heavy-duty pipes and flanges. The work was completed quickly enough to prevent the ice from melting, resulting in only a one-day postponement of games. The rink has been running smoothly since.

Resolution No. 264 of 2025, a resolution accepting a quote for the removal and replacement of the roof shingles on the Barney Road Pool building.

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

WHEREAS, quotes were received by the Buildings and Grounds Department for removal and replacement of the roof shingles at the Barney Road Pool building, detailed in the attached, and

WHEREAS, the lowest conforming quote for the reroofing services was submitted by 518 Roofing Co., LLC, 3 Whip Circle, Albany, in an amount not to exceed \$21,500 and

WHEREAS, Daniel Clemens, Director of Buildings, Parks, and Recreation, has recommended that 518 Roofing be authorized to proceed with the repairs; now, therefore, be it

RESOLVED, that the Town Board accepts the quote of 518 Roofing Co., LLC for removal and replacement of roof shingles at the Barney Road Pool building, at a total cost not to exceed \$21,500, as lowest responsive quote, to be charged from A-7150-200 (General Fund – Barney Road Pool – Equipment); and be it further

RESOLVED, that the Comptroller is authorized to transfer \$2,000 from A-07151-00200, (General Fund – Country Knolls Pool – Equipment) to A-07150-00200 (General Fund – Barney Road Pool – Equipment).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Daniel Clemens – The roof that is now more than 20 years old, needs replacement. The quoted price of 518 Roofing is considered low, and the vendor has a good record with the Town. Staff will move forward as scheduling and weather allow, noting that outdoor conditions may affect the timing of the work.

Resolution No. 265 of 2025, a resolution scheduling a public hearing to consider amendments to the Town Code regarding regulation of boarding and breeding of livestock.

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

WHEREAS, the Town Board has recently adopted legislation to regulate the boarding, breeding, and kenneling of animals, except for livestock, and

WHEREAS, the Town Board wishes to provide regulations for the boarding and breeding of livestock, and

WHEREAS, the Town Board wishes to obtain input from the public regarding the regulation of animal kennels and boarding facilities in the Town of Clifton Park; now, therefore, be it

RESOLVED, that a public hearing to consider amendments to Chapter 93 of the Town Code to add §93-10, §93-11, §93-12, §93-13, and §93-14, all related to regulation of boarding and breeding of livestock, will be held on December 15, 2025 at 7:02 p.m., in the Wood Memorial Room, One Town Hall Plaza, Clifton Park, New York; and be it further

RESOLVED, that the Town Clerk is directed to publish appropriate notice of same.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 266 of 2025, a resolution accepting an offer of dedication of Wellington Court, access and maintenance easements, and a parcel of land within the Wellington Court subdivision.

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

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

WHEREAS, pursuant to the approved plans for the Wellington Court Subdivision, Abele Builders, Inc. has offered to dedicate parcels of land described as Wellington Court, a separate parcel consisting of 5,174+/- square feet of land, and access and maintenance easements, as shown on the attached Schedule, and

WHEREAS, Prime AE has completed inspections and reports that all punch list 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 Wellington Court, a related parcel of land, and access and maintenance easements 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 documents, review of title and confirmation of appropriate taxes.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

John Scavo – The item relates to Chapter 179 of the Town Code on subdivisions. In addition to subdivision review, the Town Engineer and Attorney recommended a one year, 10% performance bond. The developer is expected to offer, by the first meeting in December, the rededication of a private roadway shown on the subdivision plan as a future public roadway. The Town Board has the authority to accept this road, allowing it to be formally filed and maintained by the Town. The road must withstand one winter season. After inspection, the bond may be released, if deficiencies are found, the developer must make repairs and provide an additional one-year performance bond.

Resolution No. 267 of 2025, a resolution authorizing the re-hiring of Kenneth Hassett as a Part-time Security Officer.

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

WHEREAS, by Resolution No. 145 of 2002, Kenneth Hassett was hired as a Part-time Security officer, and

WHEREAS, Mr. Hassett will retire from his full-time position with the Town of Niskayuna effective 11/24/2025, and wishes to continue as a Part-time Security Officer with the Town of Clifton Park, and

WHEREAS, NYS Retirement System guidelines dictate that Mr. Hassett must retire from the Town of Clifton Park employment for a minimum of twenty-four (24) hours, and

WHEREAS, Mr. Hassett submitted a letter of resignation to the Town and wishes to be re-hired as a Part-time Security Officer, and

WHEREAS, Louis Pasquarell, Director of Safety & Security, has recommended that Kenneth Hassett be re-hired to fill the position of the Part-time Security Officer; now, therefore, be it

RESOLVED, that Kenneth Hassett, Clifton Park, NY be re-hired as a Part-time Security Officer at Grade 5, Step 7, Year 3, to be paid \$32.66 per hour, from A-3120-E4010 (General Fund Security-Part Time Security Officer), retroactively to November 28, 2025.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Supervisor Barrett – Ken, a longtime employee with over 20 years of service, is being rehired into the same position he previously held. His brief separation from payroll was required due to his retirement from another government entity, which mandated a 24-hour break in service. He has now been reinstated.

PUBLIC PRIVILEGE

Ann Connolly – Spoke strongly in support of longtime Town employees and criticized the November 17 press release about possible staffing changes. Expressing concern that the new Town Board lacks experience, warned that dismissing employees could harm town operations, and argued that the actions appear politically motivated and intimidating. The speaker urged Councilman Manir not to be influenced by others, but to protect employees who have served the Town well, and to continue the cooperative approach seen over the past year. Provided documentation to the Board.

Supervisor Barrett – One of the documents provided was an executive summary of a February 2023 report by Tom McCarthy detailing events that led to his resignation and the resignation of two Town Board members in November 2022. The report outlines efforts during the pandemic to discredit Town Hall officials and pressure employees to join what the Daily Gazette described as a “coup” attempt to take over Town Hall. The attempt ultimately failed, though efforts to recruit employees did occur. Noting that the actions leading to the past resignations cost the Town *hundreds of thousands* of dollars and caused major disruption, especially during COVID when staff worked hard to keep Town Hall open and serving residents despite strict state mandates. Describing coercive and inappropriate behavior at the time, including threats toward employees. An internal investigation conducted by an outside law firm chosen by those requesting it ultimately found no wrongdoing by Town officials; the only substantiated issue involved inappropriate conduct by the highway superintendent. The documents distributed are the same reports posted on the Town website explaining the unusual same-day resignations of two Town Board members, which occurred for valid reasons. Warning that recent post-election announcements suggest similar problematic behavior may be returning during the transition,

involving some of the same individuals from the past. The speaker stated that Town leadership will closely watch for this, call it out if it occurs, and defend Town Hall staff, expressing confidence that the community will not tolerate a repeat of those issues.

Caryl Hugg – Following up from the previous Town Board meeting and asked whether any current Town officials, including Supervisor Barrett, had been added to the Transition Team and was told they had not. Also, questioned why Transition Team members and newly elected board members were not attending Town Board meetings, stating that their absence is disappointing and urging them to participate again and include current leadership in the transition process.

Councilman Manir – Agreed that the Transition Team members and newly elected board members should have and should be attending the meetings.

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 7:43 PM

Stephanie Ranze
Town Clerk