

TOWN OF CLIFTON PARK TOWN BOARD  
ORGANIZATIONAL MEETING  
January 6, 2026

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  
Councilwoman Bellamy  
Councilman Fantini  
Councilman Manir  
Councilwoman Reid  
Town Clerk Fantini

Also Present: Town Attorney Dailey  
Deputy Town Attorney Luibrand  
Mark Heggen, Comptroller  
Daniel Clemens, Director of Parks, Buildings & Recreation  
Dahn Bull, Highways Superintendent  
Norah Hofer, Communications and Technology Coordinator  
Wade Schoenborn, Director of Building & Development  
Walter Smead, Town Assessor

ANNOUNCEMENTS & COMMUNICATIONS

RESOLUTIONS

Resolution No. 1 of 2026, a resolution in connection with the appointment of the Clifton Park Town Attorney and Deputy Town Attorneys.

Introduced by Councilwoman Bellamy, who moved its adoption, seconded by Councilman Fantini.

WHEREAS, the Clifton Park Town Board wants to appoint a Town Attorney and Deputy Town Attorneys, now be it

RESOLVED that Kevin M. Dailey shall serve a term ending on December 31, 2027 as Town Attorney, at a salary as budgeted, with duties to include all legal matters relating to the Town Board and shall include all contracts and agreements on behalf of the Town, supervision of all litigation matters, special districts, improvement districts, Labor and Employment Law, tax certiorari matters, the Department of Building and Development, the Ethics Board, and such special projects as may be delegated by the Town Board; and be it further

RESOLVED that Kevin Luibrand shall serve for a term ending on December 31, 2027 as Deputy Town Attorney at a salary as budgeted, with duties to include legal matters related to the Zoning Board of Appeals, representing the Town in all litigation matters and such special projects as may be delegated by the Town Board or Town Attorney; and be it further

RESOLVED that Stefanie DiLallo Bitter shall serve for a term ending on December 31, 2027 as Deputy Town Attorney at a salary as budgeted, with duties to include all legal matters related to the Town Planning Board and Planning Department, and representing the Town Attorney's Office at Justice Court and such other duties as may be delegated by the Town Board or Town Attorney.

ROLL CALL VOTE

Ayes: Councilwoman Bellamy, Councilman Fantini, Councilman Manir

Abstained: Councilwoman Reid

Noes: Supervisor Barrett

DECLARED ADOPTED

**Councilwoman Reid-** Expressed confusion about the transition process questioning if there is nothing dismissing the previous attorney how are we moving forward appointing a new one.

**Attorney Dailey-** Clarified that the previous attorney's term had expired on December 31st.

**Councilwoman Reid-** Further inquired why Attorney Dailey had participated in the previous meeting if he had not yet been officially appointed.

**Attorney Dailey-** Explained that the previous meeting was an agenda-setting meeting for the January session and noted that there were no objections to his presence at that meeting.

**Councilwoman Reid-** Questioned whether Attorney Dailey had been reaching out to or directing town employees prior to his official appointment.

**Attorney Dailey-** Confirmed that he had spoken with employees but had not given any instructions.

**Councilwoman Bellamy-** Expressed that they have all been having meetings with Town employees.

**Councilman Fantini-** Requested for the vote to be called.

**Supervisor Barrett-** Pointed out that discussion on the matter was still ongoing.

**Councilman Manir –** Clarified that, as Attorney Dailey stated, he did not give any directions; he also emphasized that all board members were present during the agenda meeting, no one objected to Attorney Dailey's presence, and any concerns should have been raised at that time.

**Councilwoman Reid-** Raised concerns about the ethics of Attorney Dailey acting as Town Attorney prior to being appointed.

**Councilman Manir-** Expressed that there may have been some miscommunication per his understanding Attorney Dailey did not make any decisions or tell anyone what to do, but having a meeting is not an Ethical violation.

**Councilwoman Reid-** Expressed that employees have been receiving instructions.

**Councilman Fantini-** Explained that Attorney Dailey as been acting as an Advisor to the new Board.

Resolution No. 2 of 2026, a resolution in connection with the reorganization of the Town of Clifton Park government for the calendar year 2026.

Introduced by Councilman Manir, who moved its adoption, seconded by Councilman Fantini.

WHEREAS, the Clifton Park Town Board wants to reorganize town government and make certain appointments, now be it

RESOLVED, that the 2026 legal holidays for town employees are set forth in Appendix A; and be it further

RESOLVED that the Wood Memorial Meeting Room in the Clifton Park Town Hall (Wood Room) be designated as the official meeting place for the Town Board; and be it further

RESOLVED that Town Board regular meetings shall be held in the Wood Room on the first and third Tuesdays of each month beginning at 7:00 PM; and be it further

RESOLVED that Town Board agenda sessions will be held in the Wood Room at 6:30 pm on the first and third Tuesdays of the month to consider the agenda for the next Town Board meeting; and be it further

RESOLVED that the roll call votes shall be voted in the following order: Councilwoman Bellamy, Councilman Fantini, Councilman Manir, Councilwoman Reid and Supervisor Barrett; and be it further

RESOLVED that the annual payment of all elected officials shall be bi-weekly; and be it further

RESOLVED that Agatha Reid be appointed as Deputy Supervisor with no salary; and be it further

RESOLVED that Account Number E1220 of the budget be changed to be zero dollars; and be it further

RESOLVED that Mark Heggen be reappointed as Town Comptroller at a salary as budgeted to serve for a term ending on June 30, 2026; and be it further

RESOLVED that Darlene Allen be reappointed as Assistant Comptroller at a salary as budgeted for a term ending on December 31, 2026; and be it further

RESOLVED that Lou Pasquarell be reappointed as Public Safety Director at a salary as budgeted for a term ending on June 30, 2026; and be it further

RESOLVED that Jean Spiegel be reappointed as Confidential Executive Secretary at a salary as budgeted for a term ending on December 31, 2026; and be it further

RESOLVED that Caitlin Fantini be appointed as Registrar of Vital Statistics and Records Management Officer for the Town, for a term ending on December 31, 2026; and be it further

RESOLVED that Caitlin Fantini be appointed as the FOIL Officer for the Town, for a term ending on December 31, 2026; and be it further

RESOLVED that Raina Munafo and Leighann Nastasia be reappointed Deputy Town Clerks at salaries as budgeted for a term ending on December 31, 2026; and be it further

RESOLVED that Amy Standaert shall serve as Confidential Administrative Assistant to the Town Board for a term ending on December 30, 2026; and be it further

RESOLVED that Caitlin Fantini shall be solely responsible for maintaining the calendar on the Town's website for the year 2026; and be it further

RESOLVED that the Confidential Administrative Assistant to the Town Board or the Town Clerk shall, after consulting with the Town Board, be solely responsible for posting any item on the Town's website and the Town's Facebook Page for the term ending on December 30, 2026; and be it further

RESOLVED that Cynthia Zlogar be reappointed as Confidential Secretary to the Town Attorney at a salary as budgeted for a term ending on June 30, 2026; and be it further

RESOLVED that the Town Attorney shall start the process to hire a receptionist for the Town Hall Front Desk; and be it further

RESOLVED that Teresa Cook be designated as the Official Town Official to act on behalf of the Assessor to process claims pursuant to Section 125, Article 7 of the Agriculture and Markets Law for the year 2026; and be it further

RESOLVED that Melinda Acker be reappointed as Administrative Assistant to the Zoning Administrator for the year 2026 at a stipend as budgeted; and be it further

RESOLVED that Leslie Bell be reappointed as part-time Senior Express Switchboard Dispatcher at a salary as budgeted for the year 2026; and be it further

RESOLVED that Sheila Alvaro be reappointed as part-time Senior Express Switchboard Dispatcher/Chauffeur at a salary as budgeted for the year 2026; and be it further

RESOLVED that Robert Brondi be reappointed as part-time Senior Express Switchboard Dispatcher/Chauffeur at a salary as budgeted for the year 2026; and be it further

RESOLVED that Justin Brooks and Rebecca Marra be reappointed as Senior Express Chauffeurs at a salary as budgeted for the year 2026; and be it further

RESOLVED that Joseph McCormick be reappointed as substitute Senior Express Chauffeur at a salary as budgeted for the year 2026; and be it further

RESOLVED that James Manuel be reappointed as a substitute Senior Express Chauffeur at a salary as budgeted for the year 2026; and be it further

RESOLVED that Shirley Roberts be reappointed as a part-time clerk at the Clifton Park Senior Community Center at a salary as budgeted for the year 2026; and be it further

RESOLVED that Johanne Shepard be reappointed as a part-time clerk at the Clifton Park Senior Community Center at a salary as budgeted for the year 2026; and be it further

RESOLVED that Dennis Ballard and Chad Kehn be reappointed provisionally as Part-Time Animal Control Officers and Chantel Smith be reappointed provisionally as a Full-time Animal Control Officer, at salaries as budgeted for the year 2026; and be it further

RESOLVED that Anthony Gotti be reappointed provisionally as a Part-time Security Officer at a salary as budgeted.

RESOLVED that Ellenmarie Martin be reappointed as Deputy Highway Superintendent at a salary as budgeted for the year 2026; and be it further

RESOLVED that James Ryan be reappointed as Highway Maintenance Supervisor at a salary as budgeted for the year 2026; and be it further

RESOLVED that Stanley Rusinovich be reappointed as Assistant Highway Maintenance Supervisor at a salary as budgeted for the year 2026; and be it further

RESOLVED that Michael Gressler be reappointed as a Motor Equipment Operator in the Highway Department, at Grade 5, Step 2, Year 1 at a rate of \$29.20 per hr., and that the budget be amended to reflect this for the year 2026; and be it further

RESOLVED that James Ryan receive a stipend of \$3,500 for performing additional duties and responsibilities associated with the administrative, oversight and inspection requirements associated with Article 176 of the Clifton Park Town Code and that the budget be amended to reflect this for the year 2026; and be it further

RESOLVED that the Dog Park fees be \$30 per year and may be prorated at 1/2 year price of \$15 between July 1, 2026, and December 31, 2026, and be it further

RESOLVED that Account A-1420-015 shall not be spent without the approval of the Town Board; and be it further

RESOLVED that Councilwoman Agatha Reid be appointed as co-liaison to the Historic Preservation Commission and the Historic Celebration Committee, the Clifton Park Senior Center for a term ending on December 31, 2026; and be it further

RESOLVED that Councilwoman Nancy Bellamy be appointed as liaison to the Public Safety Department, Emergency Services Advisory Board and the Parks and Recreation Department and co-liaison to the Clifton Park Senior Center, Historic Celebrations Committee and the Historic Preservation Commission for a term ending on December 31, 2026; and be it further

RESOLVED that Councilman Mario Fantini be appointed as liaison to the Clifton Park Water Authority and Park Districts, and co-liaison to the Open Space/Trails/Riverfront Committee for a term ending on December 31, 2026; and be it further

RESOLVED that Councilman Zabed Manir be appointed as liaison to the G.R.E.E.N. Committee and Tree Committee, Chairperson of the IT Committee and the Climate Smart Community Task Force and co-liaison to the Open Space/Trails/Riverfront Committee for a term ending on December 31, 2026; and be it further

RESOLVED that the Joanne M. Coons, Diana Leis Delker, Cathy Fruhauf, Gurinder Garcha, Haley Balcanoff, Thomas Piwinski, Diane Betzwieser and Jennifer Viggiani are appointed to the Climate Smart Community Task Force which was established by Resolution 69 of 2024; and be it further

RESOLVED that the Times Union is designated as the official newspaper of the Town; and be it further

RESOLVED that all commercial banks which have branches located within the boundaries of Clifton Park may be designated by the Town Comptroller, with the approval of the Town Attorney, as the official banks for the Town and for depositing Town funds, with said banks to be chosen based upon the best rates available; and be it further

RESOLVED that the Town Supervisor, with the approval of the Town Attorney, is hereby authorized to:

1. Enter into a contract with any accounting, engineering firm, professional services firm, or other professional consulting firm for the needs of the Town of Clifton Park;
2. Execute change orders resulting in a reduction in contract price;
3. Enter into an agreement with CAPTAIN for an amount as budgeted;
4. Enter into an agreement with the Southern Saratoga YMCA for an amount as budgeted;
5. Enter into an agreement with the City of Mechanicville and Town of Halfmoon for shared services for Animal Control;
6. Enter into an agreement with the County of Saratoga for annual support of programming for the year 2026;
7. Enter into an agreement on behalf of the Clifton Park Senior Community Center and Saratoga County Office for the Aging for a dining program and/or home delivery of meals for the senior citizens in the Town of Clifton Park for the year 2026, for an amount as budgeted;
8. Enter into an agreement with the County of Saratoga for single stream recycling at the recycling facility at the Transfer Station for the year 2026, and
9. Execute official documents and instruments as per law on behalf of the Town of Clifton Park; and be it further

RESOLVED that the Town may become members of the Capital Region Chamber of Commerce, the Saratoga Economic Development Corporation and the Saratoga County Chamber of Commerce and pay dues for joining these associations; and be it further

RESOLVED that the Town may join the NYS Association of Towns and pay dues associated therewith; and be it further

RESOLVED that Rose A. Savallo be reappointed as Receiver of Taxes and Assessments for the year 2026 at a salary as budgeted; and be it further

RESOLVED that Rose A. Savallo is hereby authorized to sign checks drawn on the accounts of Receiver of Taxes and Assessments, Town of Clifton Park; and be it further

RESOLVED that Patricia Howland be reappointed as a part-time Clerk for the Receiver of Taxes and other departments as required at a salary as budgeted for the year 2026; and be it further

RESOLVED that Christine Kot be reappointed as part-time Clerk at a salary as budgeted for the Receiver of Taxes and Assessments for the year 2026; and be it further

RESOLVED that John DeSimone be reappointed as Chief, Bureau of Fire Prevention at a salary as budgeted for the year 2026; and be it further

RESOLVED that Sheryl Reed be reappointed as a part-time Building Inspector at a salary as budgeted to be used as needed in the Building Department for a term ending on June 30, 2026; and be it further

RESOLVED that Michael Barber be reappointed provisionally as Golf Course Superintendent at a salary as budgeted for the year 2026; and be it further

RESOLVED that Jody A. Ensel be reappointed as a part-time Clerk for Town Hall at a salary as budgeted for a term ending on June 30, 2026; and be it further

RESOLVED Janet Gomes and Breanna Clancy be reappointed as Clerks to the Town Justice-Exempt with terms to expire December 31, 2026 at salaries as budgeted and that Darlene Sharron be reappointed as part-time Court Clerk at a salary as budgeted; and be it further

RESOLVED that John L. Scherer be reappointed to serve as Town Historian for the year 2026 at a salary as budgeted, and be it further

RESOLVED that Sue Thompson be appointed to serve as Deputy Town Historian for the year 2026; and be it further

RESOLVED THAT Gayle Buckley be reappointed as Health Officer for 2026 at a salary as budgeted; and be it further

RESOLVED that Daniel Clemens be appointed as ADA Coordinator for the Town for the year 2026; and be it further

RESOLVED that Rocco Ferraro be appointed to the Planning Board for a term ending on December 31, 2032; and be it further

RESOLVED that Rocco Ferraro be appointed as the Planning Board Chairman for a term ending on December 31, 2026 at a stipend as budgeted; and be it further

RESOLVED that Joanne M. Coons be appointed as an alternate member of the Planning Board for a term ending on December 31, 2026; and be it further

RESOLVED that the Planning Board and Zoning Board of Appeals shall consider comments filed by the Environmental Conservation Commission on an application before making a decision on the application and respond to such comments in its decision; and be it further

RESOLVED that Emad Andarawis be reappointed to serve as the Planning Board Liaison to the Historic Preservation Commission, for a term ending on December 31, 2026; and be it further

RESOLVED that Keith Martin be appointed to serve as the Planning Board Liaison to the Environmental Committee for a term ending on December 31, 2026; and be it further

RESOLVED that Maureen O'Connor be reappointed as Secretary to the Historic Preservation Commission at a salary as budgeted for a term ending on December 31, 2026; and be it further

RESOLVED that Paul Van Schaick be reappointed to serve as Chairman of the Emergency Services Advisory Board for a term ending on December 31, 2026; and be it further

RESOLVED that Karen Belden be appointed to serve as the representative for the Ballston Lake Fire Department on the Emergency Services Advisory Board for a term ending on December 31, 2027; and be it further

RESOLVED that the following individuals be appointed to serve on the Emergency Services Advisory Board as the representative or alternate representative of the listed Fire Departments for a term ending on December 31, 2027:

James Grant Keeler	Representative, Vischer Ferry Fire Department
Robert Jakubowski	Representative, Clifton Park Fire Department
Dennis Ayotte	Representative, West Crescent Fire Department
Andrew Casuscci	Alternate Representative, Vischer Ferry Fire Department
Terri Krul	Alternate Representative, Clifton Park Fire Department
John Meehan	Alternate Representative, West Crescent Fire Department
Leonard Casper	Alternate Representative, Jonesville Fire Department
Aaron Cote	Alternate Representative, Rexford Fire Department

; and be it further

RESOLVED that Michael Dudick be reappointed Chairman of the Zoning Board of Appeals for a term ending on December 31, 2026 at a stipend as budgeted; and be it further

RESOLVED that Gary Schuth be appointed as an alternate member of the Zoning Board of Appeals for a term ending on December 31, 2026; and be it further

RESOLVED that Cristi Shuhart be reappointed as Alternate Secretary to the Zoning Board of Appeals for a term ending on December 31, 2026 at a salary as budgeted; and be it further

RESOLVED that Amy Standaert be appointed as Clerk to the Clifton Park Sewer District No. 1 for the year 2026 at a salary as budgeted; and be it further

RESOLVED that Todd Hess and Kris Fitzgerald be reappointed as Members of the Board of Assessment Review for a five-year term to expire December 31, 2030; and be it further

RESOLVED that the Luibrand Law Firm PLLC be appointed to serve as Attorneys to the Industrial Development Agency for a term ending on December 31, 2026; and be it further

RESOLVED that Todd Hess be reappointed to serve as Chairman of the Industrial Development Agency for the year 2026; and be it further

RESOLVED that Sheila Barkevich be reappointed and R. William Casey be appointed to the Industrial Development Agency for terms ending on December 31, 2028; and be it further

RESOLVED that Sheila Barkevich be reappointed to serve as Secretary to the Industrial Development Agency for the year 2026; and be it further

RESOLVED that Thomas Werner, Anthony George, Leonard Casper, Philp Clark and Robert O'Connell be appointed to members of Clifton Park Highway Safety Committee with terms ending on December 31, 2027; and be it further

RESOLVED that Albert Karoly and David Woodin be appointed to serve as Co-Chairman of the Clifton Park Highway Safety Committee with terms ending on December 31, 2026; and be it further

RESOLVED that Eric Hamilton, John Scherer and Lawrence Syzdek be reappointed to serve as the Clifton Park Representatives to the Mohawk Towpath Byway Project for a term ending on December 31, 2026; and be it further

RESOLVED that David Miller, Frank Berlin, Raymond Seymour, Isabel Prescott, Jim Ruhl, Gurinder Garcha, David Urkevich and James Flaherty be reappointed to serve on the Open Space/Trail/Riverfront Committee for a term ending on December 31, 2027 and Thomas Hartman be appointed to serve on the Open Space/Trail/Riverfront Committee for a term ending on December 31, 2026; and be it further

RESOLVED that David Miller be reappointed to serve as Chairman of the Open Space/Trail/Riverfront Committee for a term ending on December 31, 2026; and be it further

RESOLVED that Daniel Mathias, Karl Siverling, Jean Cottrell and James Ruhl be reappointed and Samuel Gowen be appointed to the Environmental Conservation Commission for terms ending on December 31, 2027; and be it further

RESOLVED that Daniel Mathias be reappointed to serve as Chairman of the Environmental Conservation Commission for a term ending on December 31, 2026; and be it further

RESOLVED that Joesph Martin, Daniel Mathias and Aaron Cote be reappointed to the Fire Code Appeals Board for terms ending on December 31, 2028; and be it further

RESOLVED that Aaron Cote be reappointed to serve as Chairman of the Fire Code of Appeals Board for the year 2026; and be it further

RESOLVED that Linda Seymour, Brian McGlinchey, Maureen O'Connor, Art Bourdeau, Andrew Gorman, Jennifer Jeram, Nancy Kiyonaga, Deanna Rubinger, Paul Szczesny, Sue Thompson, Gail Winters, John Scherer, Chrysoula Highland, Jennifer Jeram and Toby Watkins be either reappointed or appointed to serve on the Historic Preservation Commission for a term ending on December 31, 2026; and be it further

RESOLVED that Linda Seymour be appointed to serve as Chairperson of the Historic Preservation Commission and Brian McGlinchey be appointed to serve as Vice-Chairperson of the Historic Preservation Commission for a term ending on December 31, 2026; and be it further

RESOLVED that Linda Seymour, John Scherer, Sue Thompson, Jennifer Viggiani, Megan Babendrier, Brian McGlinchey, Larry Syzdek, Eric Hamilton, David Miller, Isabel Prescott, George Donohue, Alicia Jacobs and Tanaya Bannon be either reappointed or appointed to serve on the Historic Celebration Committee for a term ending on December 31, 2026; and be it further

RESOLVED that Linda Seymour and John Scherer be appointed to serve as Co-Chairpersons of the Historic Celebration Committee for a term ending on December 31, 2026; and be it further

RESOLVED that Historic Celebration Committee and the Historic Preservation Commission may add a teacher or administrator of the Shenendehowa School District and a representative from the Friends of Heritage Square to serve on the Historic Celebration Committee and/or the Historic Preservation Commission; and be it further

RESOLVED that Nancy Tudor, Joanne Coons, Cathy Fruhauf, Gurinda Garcha, Mark Laymon, Gerald (Jerry) Danielski, Diana Leis Delker, Anne Orgren, Lily Heffernan, Amanda Ford, Diane Betzwieser, Tom Piwinski be appointed to the G.R.E.E.N. Committee for a term ending on December 31, 2026, and be it further

RESOLVED that Nancy Tudor be appointed as Chairwoman of the G.R.E.E.N. Committee for a term ending on December 31, 2026, and be it further

RESOLVED that Joanne Coons, Mark Laymon, Gerald (Jerry) Danielski, Diana Leis Delker, Anne Orgren, Lily Heffernan, Stu Feuerstein and Stephen Morse be appointed to the Tree Subcommittee of the G.R.E.E.N. Committee and that Duane Dickinson and Laurie Dittmer

shall serve as Technical Advisors to the Tree Subcommittee of the G.R.E.E.N. Committee for a term for a term ending on December 31, 2026, and be it further

RESOLVED that Diana Leis Delker be appointed as Chairwoman of the Tree Subcommittee of the G.R.E.E.N. Committee for a term ending on December 31, 2026, and be it further

RESOLVED that the following individuals are appointed as Members of the Deferred Compensation Committee for a term ending on December 31, 2026:

<u>Position</u>	<u>Representative</u>
Comptroller	Mark Heggen
General Unit Representative	Sam Chase
Highway Unit Representative	Mike Traider
Management Representative	Jean Spiegel
Management Representative	Darlene Allen
Town Board Representative	Amy Standaert
Town Attorney	Kevin Dailey

The Committee shall meet at least two times per year; and be it further

RESOLVED that Sharon Simmons and Ryan Ensel be reappointed as Alternate Members of the Deferred Compensation Committee for terms ending on December 31, 2026; and be it further

RESOLVED that Scott Reese, Stormwater Management Officer, with the approval of the Town Attorney, is authorized to sign Stormwater Management Practice Maintenance Agreements on behalf of the Town for the year 2026; and be it further

RESOLVED that pursuant to NYS Highway Law 142-b (4), the Highway Superintendent is authorized to assist local emergency services, fire departments, law enforcement, ambulance services, and school districts in the event of an emergency through the use of Highway Department equipment to be operated by Highway employees, and conditioned upon the Superintendent’s providing a written report to the Town Board of the cost of such assistance is more than \$500, within 14 business days of the deployment of any such assistance; and be it further

RESOLVED that Paula Cooper be reappointed as Secretary to the Fire Code Appeals Board, the Zoning Board of Appeals, the Planning Board, the Ethics Board and the Emergency Services Advisory Board for a term ending on December 31, 2026 at a salary as budgeted; and be it further

RESOLVED that, pursuant to Highway Law 143, the hourly rates for hired trucks and equipment for the Highway Department for the year 2026 are set forth in Appendix B; and be it further

RESOLVED that the Highway Superintendent is permitted to hire seasonal help, including wingmen and laborers, within the budget limits; and be it further

RESOLVED that a base rate of seventeen dollars (\$17) per hour be set for the Town Highway Department for all new seasonal employees and seventeen dollars (\$17) for returning seasonal employees or other extra help on a part-time basis in conjunction with summer help, to be paid from the Highway Department, with the approval by the Town Board pursuant to NYS Highway Law 140(4) for the year 2026; and be it further

RESOLVED that the Highway Superintendent, pursuant to Section 142, Subdivision 1(a) of the Highway Law, is authorized to purchase special tools and other implements required in the operation of the Highway Department, equipment not to exceed ten thousand (\$10,000) dollars and thirty-five thousand (\$35,000) dollars for each public works project according to NYS Law and Town of Clifton Park procurement guidelines for the year 2026; and be it further

RESOLVED that the Highway Superintendent is authorized to purchase tools and equipment for the Highway Department per General Municipal Law, Section 103, Subdivision 6, at authorized auctions conducted by governmental organizations within the State of New York for amounts not to exceed limitations set by the 2026 budget; and be it further

RESOLVED that the Highway Superintendent is authorized to assign Highway personnel to remove the remains of animals that have been struck by vehicles and then wandered onto private property at the request and mutual agreement of a homeowner; and be it further

RESOLVED that the Maintenance Division of the Highway Department may perform the repairs and maintenance of vehicles from the Buildings and Grounds Department, Building and Development Department, Clifton Park Sewer Department, Clifton Park Water Authority, Town Security Department, Town Hall vehicles, Senior Vans, Transfer Station and Parks and Recreation Department, at a flat labor rate of \$50/hr. per employee, and direct costs for replacement parts; and be it further

RESOLVED that the Sewer Department will perform sewer related services for Town Departments for the year 2026 at rates as set forth in Appendix C; and be it further

RESOLVED that the Department of Building and Grounds will perform maintenance and other labor for park districts for the year 2026 for the following flat labor rates: Laborer/MEO @ \$30 per hour, Supervisor @ \$40 per hour and Director @ \$50 per hour; and be it further

RESOLVED that Town employees, with the approval of the Department head and the Town Board, are authorized to attend training courses related to their employment and be reimbursed for all expenses associated therewith provided they submit appropriate documentation within 10 days after the course ends; and be it further

RESOLVED that the mileage rate of reimbursement for the use of town employees' cars shall be consistent with IRS established rates; and be it further

RESOLVED that the Procurement Policy and Procedures, which are attached as Appendix D, are hereby adopted for the year 2026; and be it further

RESOLVED that the payroll matrix for the non-union employees and part-time and half-time employees, a copy of which is attached as Appendix E, is approved for 2026; and be it further

RESOLVED that the employees identified in Appendix F, "Employees Authorized to Approve Purchases," as amended and effective January 6, 2026, to approve purchases on behalf of the Town in accordance with the Town's Procurement Policy, and adopted purchasing procedures.

ROLL CALL VOTE

Ayes: Councilwoman Bellamy, Councilman Fantini, Councilman Manir

Noes: Councilwoman Reid, Supervisor Barrett

DECLARED ADOPTED

**Supervisor Barrett-** Expressed appreciation to all volunteers who were not reappointed, acknowledging and thanking them for their time and contributions toward improving the town. He acknowledged his appointment of Councilwoman Reid as Deputy Supervisor. Supervisor Barrett questioned the role of a "confidential administrative assistant."

**Councilman Manir-** Stated his understanding that the confidential administrative assistant would work with the Town Attorney.

**Attorney Dailey-** Explained that the confidential administrative assistant is a newly created position intended to provide services to the Town Board members. He clarified that the position is not salaried.

**Councilman Fantini-** Stated that the purpose of the confidential administrative assistant position is to provide advice to Town Board members when requested.

**Supervisor Barrett-** Questioned how the term of the position was established, noting that the organizational document listed a term ending in December 2027.

**Councilman Manir-** Clarified that the appointment was intended to be for a one-year term and stated that the December 2027 date was likely a typographical error. He added that the term could potentially be extended.

**Supervisor Barrett-** Addressed concerns regarding online postings, stating that his authority as Supervisor would not be infringed. He noted there had been confusion regarding meeting dates, explaining that Mondays have traditionally been the regular meeting days. He stated that the prior Town Board had publicly noticed a meeting for January 5, 2026, while the new Board also issued public notice for a meeting on January 6, 2026. Supervisor Barrett expressed concern that this may raise an issue under the Public Meetings Law, which requires that public notice of the time and place of a meeting be given at least one week in advance when practicable and be conspicuously posted and transmitted to the news media. He noted that the timeline for notice in this instance may have been very tight.

**Councilman Fantini-** Relayed a question from Supervisor Barrett regarding whether the supervisor has authority to post on the town's Facebook page and website despite the adopted resolution. He clarified that the resolution specifies control of those platforms and that the supervisor does not have any special authority beyond what is stated in the resolution.

**Councilman Fantini-** Also discussed meeting scheduling, noting that Tuesday meetings are preferable to Monday meetings because many holidays fall on Mondays, such as Martin Luther King Jr. Day. He added that holding meetings on Tuesdays allows residents time after the weekend to prepare, which could help improve public participation.

**Attorney Dailey-**Reported that upon review of all public notices for the meeting, all required notices were properly posted and all statutory time frames were met. Attorney Daily confirmed that the meeting being held is legal and in compliance with public meeting requirements.

**Councilwoman Reid-** Noted that the law requires meetings to be scheduled one week in advance and stated that, since the new officials were sworn in on the first, the one-week advance requirement had been met.

**Councilman Manir-** Stated that the Transition team reached out several times through email to both Councilwoman Reid and Supervisor Barrett about the change in the meeting date and was met with no response.

**Councilwoman Reid-** Questioned who actually sent the email.

**Councilman Manir-** Reiterated that the email was from the Transition team and that he advised in previous meetings who was on this team.

**Councilwoman Reid-** Questioned the proposal to move town board meetings to Tuesdays, asking why Tuesday was chosen instead of another weekday such as Wednesday. She expressed concern that Tuesdays already have multiple scheduled meetings, including the Planning Board, Zoning Board, Environmental Conservation Commission, Tree Committee, and two homeowners' associations. She noted that overlapping meetings could require boards or residents to choose between meetings, potentially creating conflicts and reducing public participation.

**Councilman Fantini-** Stated that the Planning Board Meetings will not overlap and the Zoning Board will be moved.

**Councilwoman Reid-** Questioned the time change for the Agenda Session, starting at 6:00pm asking that we move back to 6:30pm.

**Councilman Manir-** Explained that he would like to move the Agenda Session to 6:30pm as well from there it was agreed that that the Agenda Session would start at 6:30pm.

**Councilwoman Reid-** Expressed appreciation for recognition of the Deputy Supervisor position however questioned the removal of the stipend, noting it had already been budgeted and approved, noting she will be assuming additional duties.

**Councilman Manir-** Stated that all officials are public servants working for minimal salaries and noted that the Deputy Supervisor may be performing additional duties. They commented that the stipend is a small amount, helps save taxpayer money, and represents a good value, which is why they voted in favor of it. Also referenced moving the stipend into the general fund.

**Councilwoman Reid-** Addressed error in Organizational Chantel Smith is Full time not part time. Dennis Ballard and Chad Kent are part time.

**Councilwoman Reid-** Questioned the decision to limit who may post on the Town website and the removal of that duty from an employee for whom it is part of the job description. She asked how the employee's role would change if they are no longer permitted to post on the website. Councilwoman Reid also noted that during the election campaign, concerns were raised during public privilege about expanding access to the Town website, and she questioned why access is now being restricted.

**Councilman Fantini-** Explained that limiting access to the Town website is necessary to maintain configuration control. He stated that, with a new board in place, configuration control should rest with Amy Standaert and Caitlin Fantini. He noted that this approach is consistent with the prior year, when a designated group controlled the website. Councilman Fantini emphasized the need for consistency and stated that website access cannot be open to anyone.

**Councilwoman Reid-** Addressed her liaison roles, noting her three years of service and significant contributions to community projects. She highlighted work with Parks and Recreation, the Senior Center, the Water Authority, and multiple commissions, citing accomplishments such as the Collins Park ropes course, Canal Fest, and support of major Town events. She stated her understanding that the proposed resolution would remove her as liaison to the Water Authority and Parks and Recreation, reassign those roles to other council members, and designate her as co-liaison only to the Historic Preservation Commission, Senior Center, and Historic Celebrations Committee.

**Councilman Fantini-** Stated that with new members on the Town Board, committee assignments needed to be redistributed and were therefore adjusted. He noted that committee responsibilities were divided evenly and emphasized that Councilwoman Reid has the same number of assignments as he does. He expressed that changes in assignments should not be a concern and suggested viewing them as an opportunity to gain new experiences and contribute to the Town in different ways.

**Councilman Manir-** Stated that he had reached out to Councilwoman Reid through the Transition Team but did not receive a response. He also noted that he personally asked her to provide a list of committees she wished to remain on. Councilman Manir further referenced Item 11 on the Agenda for the next meeting, which provides an opportunity to revise and amend the committee assignments discussed at this meeting. He stated that adjustments could be made at that time, including working toward reinstating Councilwoman Reid on some of her previous committee assignments.

**Councilwoman Reid-** Questioned as to why some appointments were only for a six month term.

**Councilman Manir-** Explained that the new administrative team conducted interviews with all departments to assess operations and expertise. He stated that no positions were eliminated as a result of this process. He clarified that the approach is to work collaboratively for an initial six-month period, which he characterized as an evaluation phase, after which extensions would be considered. He further noted that it is standard practice for new leadership to assess and make improvements as needed. Councilman Manir added that Councilwoman Bellamy and Councilman Fantini each held individual meetings with every department head to conduct assessments, and based on these evaluations, the team determined that working together for six months would allow them to gain further understanding before extending roles.

**Councilwoman Reid-** Raised concerns regarding several assignments. She stated that the Clerk to the Sewer District position, which includes a stipend, is being reassigned from a Town employee to a member of the Transition Team and expressed that she believes this is unethical. She noted discrepancies in committee rosters, including the Historic Preservation Commission listing Town Justice Jennifer Jeram twice and questioned whether a Town Justice is permitted to serve on that committee under its bylaws. She also expressed concern about a Parks and Recreation employee serving on the Historic Celebrations Committee, noting the committee was created to reduce that department’s workload, while clarifying she welcomed the employee’s input. Councilwoman Reid additionally noted that the Deferred Compensation Committee lists a Town Board representative who is not a member of the Town Board.

**Attorney Dailey-** Advised that the individual in question is a Town Board liaison.

**Councilwoman Reid-** Raised concerns about repeatedly appointing one individual to multiple positions, emphasizing that appointments should be based on qualifications and ability to serve the Town’s interests. She questioned the suitability of this individual for a public-facing role with access to confidential information, citing past conduct she described as unethical and discourteous toward Town officials, staff, and residents. She also noted a resolution to redact public records, which she believes could benefit this individual, and stressed the importance of professionalism, openness, and avoiding political retaliation in community service.

**Councilman Fantini-** Acknowledged Councilwoman Reid’s opinion but stated that he views Amy Standaert as a valuable community asset with significant experience from her prior service on the board. He expressed disappointment over the disparaging comments made, noting that Councilwoman Reid does not have firsthand experience working with her on the board and questioned the basis for her claims regarding issues with employees.

**Councilwoman Bellamy-** Made a motion she would like to amend that resolution to reflect Chantel Smith is full time and Dennis Ballard and Chad Kent as part time.

**Councilwoman Reid-** Second

ROLL CALL VOTE

Ayes: Councilwoman Bellamy, Councilman Fantini, Councilman Manir, Councilwoman Reid, Supervisor Barrett

Noes: none

DECLARED ADOPTED

**Councilman Manir-** Motioned to move the Agenda Session to 6:30pm.

**Supervisor Barrett-** Second

ROLL CALL VOTE

Ayes: Councilwoman Bellamy, Councilman Fantini, Councilman Manir, Councilwoman Reid, Supervisor Barrett

Noes: none

DECLARED ADOPTED

**Councilman Manir-** Motioned to have the term for Amy Standaert to serve as Confidential Administrative Assistant to the Town Board for a term ending on December 30, 2026 and not 2027.

**Councilwoman Bellamy-** Second

ROLL CALL VOTE

Ayes: Councilwoman Bellamy, Councilman Fantini, Councilman Manir, Councilwoman Reid, Supervisor Barrett

Noes: none

DECLARED ADOPTED

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

Motion carried at 8:49 PM

Caitlin Fantini  
Town Clerk



