

January 3, 2011

The Organizational Meeting for the year 2011 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 TO THE FLAG

Present: Councilman Paolucci  
Councilman Hughes  
Councilman Romano  
Councilwoman Walowit  
Supervisor Barrett  
Town Clerk O'Donnell

Also Present: Town Attorney McCarthy  
Michael Shahan, Town Administrator  
Richard Kukuk, Superintendent of Highways  
Mark Heggen, Comptroller  
Steven Myers, Director of Building and Development  
John Scavo, Director of Planning  
Jeffrey Vedder, Transfer Station Supervisor

Supervisor Barrett reviewed the legal holidays to be observed for 2011:

NEW YEAR'S DAY 2011	FRIDAY 12/31/10
MARTIN LUTHER KING DAY	MONDAY 01/17/11
PRESIDENT'S DAY	MONDAY 02/21/11
MEMORIAL DAY	MONDAY 05/30/11
INDEPENDENCE DAY	MONDAY 07/04/11
LABOR DAY	MONDAY 09/05/11
COLUMBUS DAY	MONDAY 10/10/11
ELECTION DAY	TUESDAY 11/08/11
VETERAN'S DAY	FRIDAY 11/11/11
THANKSGIVING DAY	THURSDAY 11/24/11
DAY AFTER THANKSGIVING	FRIDAY 11/25/11
1/2 DAY CHRISTMAS EVE	FRIDAY 12/23/11
CHRISTMAS DAY OBSERVED	MONDAY 12/26/11
1/2 DAY NEW YEAR'S EVE	FRIDAY 12/30/11
NEW YEAR'S DAY OBSERVED	MONDAY 01/02/12

Resolution No. 1 of 2011, a resolution in connection with the reorganization of the Town of Clifton Park Government for calendar year 2011.

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

RESOLVED, that the Town Office Building (Vernon Wood Memorial Town Meeting Room) be designated as the official regular meeting place for the Town Board, and that

the official regular meetings are established as the first, second and third Monday of each month at 7:00 PM, except when Monday is designated as an official holiday, the Town Board meeting will be held on Tuesday at 7:00 PM, and that

Roll call votes shall be voted in the following order:

Councilman Paolucci, Councilman Hughes, Councilman Romano, Councilwoman Walowit and Supervisor Barrett, and that the payment of annual elected officials shall be as follows:

Philip C. Barrett, Supervisor	bi-weekly
Thomas Paolucci, Councilman	bi-weekly
James Romano, Councilman	bi-weekly
Scott Hughes, Councilman	bi-weekly
Lynda Walowit, Councilwoman	bi-weekly
Robert A. Rybak, Town Justice	bi-weekly
James F. Hughes, Town Justice	bi-weekly
Patricia O'Donnell, Town Clerk	bi-weekly
Richard Kukuk, Highway Superintendent	bi-weekly

and that

Lynda Walowit be reappointed as Deputy Supervisor for the Town of Clifton Park and that Barbara Smith be reappointed as Confidential/Executive Secretary to the Supervisor's office at a salary as budgeted and that Michael A. Shahan be reappointed as Town Administrator through March 31, 2011 and that Mark Heggen be reappointed as Town Comptroller, and that Janice Semanek be reappointed as Assistant Comptroller, and be it further

RESOLVED, that the duties of Town Attorney Thomas McCarthy shall 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 and improvement districts, and such special projects delegated by the Supervisor, and that

the duties of Deputy Town Attorney Paul Pelagalli shall include all legal matters related to the Town Planning Board and Planning Department, and such other duties as may be delegated by the Town Supervisor from time to time, and that

the duties of Deputy Town Attorney Joel Peller shall include all legal matters related to the Zoning Board of Appeals, the Department of Building and Development, matters relating to special districts and improvement districts, real estate matters including road dedication requests and such other duties as may be delegated by the Town Supervisor from time to time, and that in addition, the duties of Thomas R. McCarthy shall include handling Tax Certiorari Litigation matters, with a stipend of \$5000 due and payable in twenty-six equal installments with a transfer of \$5000 from A1355-045 (Assessor-Consultations) to A1420-E0693 (Legal-Thomas McCarthy), and that

the duties of Deputy Town Attorney Louis Renzi shall include legal matters related to the Building Department and Zoning Code Enforcement Office, certain litigation matters and special projects and contractual matters, representing the Town Attorney's Office at Justice Court and miscellaneous projects not delegated to Deputy Town Attorneys Pelagalli or Peller, and such other duties as may be delegated by the Town Supervisor from time to time, and that

Rosemarie DiMarco, 18 Oak Brook Commons, Clifton Park, shall be reappointed as Confidential Legal Secretary to the Town Attorney's staff at a salary as budgeted, and that

Michael Handerhan be reappointed Supervisor of Buildings & Grounds, and that

Steven Myers be reappointed Director of Building and Zoning, and that

John Scavo be reappointed Director of Planning, and that

Myla Kramer be reappointed as Director of Parks, Recreation, and Community Affairs, and that

Barbara McHugh be reappointed as Director of Community Development, and that

Jeffrey Vedder be reappointed as Supervisor of the Transfer Station, and that

Michael Shahan be reappointed as Public Safety Coordinator, and that

Louis Pasquarell be reappointed as Safety Officer, and that

Jason J. Hazard be reappointed as Town Information Specialist, and that

Michael Montague be reappointed as Environmental Specialist, and that

William Lehman, 14 Herlighy Road, Round Lake, New York, be designated as the Official Town Officer 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 2011, and that

Michael Wilcox, 13 Nolan Road, Ballston Lake, William Wink, 20 Northcrest Drive, Clifton Park and Kimberly Robetor-Parsons, 21 Windmill Court, Ballston Lake, be reappointed as Part Time Animal Control Officers, and that

Elaine Sausville, 33 Summerlin Drive, Clifton Park, be reappointed as Deputy Highway Superintendent for the year 2011, and that

Sanford I. Roth, 52 Sweet Brier Drive, Ballston Lake, be appointed as part time assistant and liaison to the Highway Department for emergencies and special situations, and shall be compensated with a waiver of insurance premiums pursuant to Section III of the Employee Manual, and that

Lorraine Varley, 345 Ballou Road, Porters Corners, be reappointed Receiver of Taxes and Assessments for the year 2011 at a salary as budgeted, and that she is hereby authorized to sign checks drawn on the accounts of "Receiver of Taxes and Assessments, Town of Clifton Park", and that

Irene Botch, 39 Tekakwitha Ct., Clifton Park, be reappointed as a part time clerk for town hall at Grade 4, Step 5, Year 1 and that Rosemary Maguire, 7 Woodside Drive, Clifton Park and Priscilla Leonard, 14 Noord Lane, Ballston Lake, be reappointed as part time clerks at Grade 4, Step 4, Year 3, and Jamie Hanley, 67 Rolling Brook Drive, Clifton Park, be reappointed as a part time clerk for town hall at Grade 4, Step 2, Year 1, to be assigned in departments as needed, and that

Jodie Ensel, 6 Rolling Brook Court, Clifton Park and Teresa Brobston, 23 Noord Lane, Ballston Lake, are hereby reappointed Deputy Town Clerks for the year 2011, at a salary as budgeted, and that

Susan Nielsen, 7 Sandalwood Drive, Clifton Park and Darlene Sharron, 327 Riverview Road, Rexford and Maureen Lanahan, 340 Riverview Road, Rexford, be reappointed as clerks to the Town Justice-Exempt with term to expire December 31, 2011, at a salary as budgeted, and that

Gayle Buckley, 318 Ruhle Road, Ballston Lake, be reappointed Health Officer for the year 2011 at a salary as budgeted, and that

John L. Scherer, 113 Vischer Ferry Road, Rexford, be reappointed Town Historian for the year 2011 at a salary as budgeted, and that

the Daily Gazette, Schenectady, be designated as the official newspaper of the Town, and that

all commercial banks within the boundaries of the Capital District be designated as the official banks for the Supervisor and for depositing Town funds, with said banks to be chosen based upon the best rates available, and that

the Supervisor is hereby authorized to 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, subject to legal review by the Town Attorney's office, and as the Town Board may deem appropriate, and that

the Town Board of the Town of Clifton Park authorizes the payment of the Town dues to the NYS Association of Towns, and that

Thomas Paolucci be appointed delegate to the Association of Towns Meeting to be held in February of 2011, with additional Councilmen as may be deemed appropriate, and that

David Bowman, 145 Sugar Hill Road, Rexford and Joseph Martin, 16 Greenridge Drive, Clifton Park, be reappointed as members of the Fire Code Appeals Board, terms to expire December 31, 2013; and that

Millicent Miller, 15 Burning Bush Boulevard, Ballston Lake, be reappointed as secretary to the Fire Code Appeals Board at a salary as budgeted, and that

Sandra Pace, 57 Dorsman Drive, Clifton Park, be reappointed as a member of the Planning Board for a seven year term, term to expire December 31, 2017, and that

Rocco Ferraro, 15 Friar Tuck Court, Clifton Park, be appointed as a member of the Planning Board to fill the unexpired term of Steven Bulger, term to expire December 31, 2012, and that

Emad Andarawis, 67 Hubbs Road, Ballston Lake, be reappointed as an alternate member of the Planning Board for a one year term, term to expire December 31, 2011; and that

Rocco Ferraro, 15 Friar Tuck Court, Clifton Park, be appointed Planning Board Chairperson for the year 2011 at a stipend as budgeted, and that

Janis Dean be reappointed secretary to the Planning Board at a salary as budgeted, to be paid in equal monthly installments, and that

Margaret Springli be appointed as an alternate secretary to the Planning Board at a salary as budgeted, and that

Mark Kazmierczak, 444 Vischer Ferry Road, Clifton Park, be reappointed as Chairman of the Historic Preservation Commission for a one year term, term to expire December 31, 2011, and that

Kevin Bowman, 157 Sugarhill Road, Rexford, be reappointed as the department representative from the Vischer Ferry Fire Department, to the Emergency Services Advisory Board, term to expire December 31, 2013, and that

Duane Lindsay, 753A, Grooms Road, Clifton Park, be appointed as the alternate representative for Kevin Bowman, from the Vischer Ferry Fire Department, to the Emergency Services Advisory Board, term to expire December 31, 2013, and that

David Bowen, 8 Earl Court, Clifton Park, be reappointed as Chairman of the Emergency Services Advisory Board, for the year 2011, and that

Kenneth Graves, 1 Carpenter Way, Clifton Park, be appointed as the alternate representative for Allan Atwell, from the Jonesville Fire District, to the Emergency Services Advisory Board for a term to expire December 31, 2013; and that

James Ryan, 56A Sitterly Road, Clifton Park, be appointed as the alternate representative for Ronald Cronin, from the Clifton Park Fire District, to the Emergency Services Advisory Board for a term to expire December 31, 2013; and that

Millicent Miller be reappointed as secretary to the Emergency Services Advisory Board, at a salary as budgeted, and that

James Whalen, 34 Aster Drive, Rexford and Robert Ritter, 6 Mountain View Terrace, Ballston Lake, be reappointed as members of the Zoning Board of Appeals for five year terms, terms to expire December 31, 2015, and that

Randall Gifford, 41 Sweet Brier Drive, Ballston Lake, be appointed as a member of the Zoning Board of Appeals to fill the unexpired term of Brian Telesh, term to expire December 31, 2014, and that

Eric Prescott, 218 Woodin Road, Clifton Park, be appointed as a member of the Zoning Board of Appeals for a five year term, term to expire December 31, 2015, and that

Deborah A. Ferro, 11 Pinehurst Dr., Clifton Park, be reappointed as an alternate member of the Zoning Board of Appeals for a one year term, term to expire December 31, 2011, and that

Michael Dudick, Addison Way, Clifton Park, be reappointed Chairperson of the Zoning Board of Appeals for the year 2011 at a stipend as budgeted, and that

Susan White, 24 Hearthside Drive, Ballston Lake, be reappointed secretary to the Zoning Board of Appeals for the year 2011 at a salary as budgeted, to be paid in equal monthly installments, and that

Michael O'Brien, be reappointed as Collection System Manager for the Clifton Park Sewer District No. 1 and Rivercrest Water and Sewer Districts, and that

Thomas Ziobrowski, 23 Main Street, Rexford and Robert Van Buskirk, 18 Guilder Place, Ballston Lake, be reappointed as laborers for the Clifton Park Sewer District No. 1, at salaries as budgeted, and that

Margaret Kasky, 601 London Square Drive, Clifton Park, be reappointed as secretary to the Clifton Park Sewer District No. 1 at a salary as budgeted, and that

Jean Mahserjian, 752 Waite Road, Clifton Park, be reappointed as attorney for the Industrial Development Agency for the year 2011, and that

Jeffrey Lane, 47 Redfield Park, Matthew Mazzone, 6 McGregor Court and Rebecca D'Agati, 8 West Sky Lane, Clifton Park, be reappointed as members of the Town of Clifton Park Industrial Development Agency for a term of three years, terms to expire December 31, 2013, and that

Peter Fort, 551 Riverview Road, Rexford, be reappointed as Chairman of the Clifton Park Industrial Development Agency for the year 2011, and that

Margaret Kasky, 601 London Square Drive, Clifton Park, be reappointed as secretary to the Ethics Board, and that

Mario Fantini, 20 Heartwood Court, Clifton Park, be appointed as a member of the Board of Assessment Review for a five year term, term to expire September 30, 2015, and that

William Sekellick, 26 Twilight Dr., Clifton Park, be reappointed Chairman of the Board of Assessment Review, effective immediately, term to expire September 30, 2011, and that

Helmut Gerstenberger, 591 Riverview Road, Rexford, be reappointed Chairman of the Clifton Park Water Authority for the year 2011, and that

David Scriptor, 19 Canterbury Road, Clifton Park, be reappointed to the Clifton Park Water Authority for a five year term, term to expire December 31, 2015; and that

George Peterson, 963 Riverview Road, Rexford, be appointed as a member of the Clifton Park Water Authority for a five year term, term to expire December 31, 2015; and that

Ric Mitchell, 36 Berkshire Drive West and Theresa Flanagan, 46 Liberty Way, Clifton Park, be appointed to the Community Arts and Culture Commission, for a three year term, terms to expire December 31, 2013 and that

Cynthia Nagle, 2 Winkel Way, Ballston Lake, be reappointed as a member of the Community Arts and Culture Commission, for a three year term, term to expire December 31, 2013, and that

Sally Burke, 9 Evergreen Terrace, Ballston Lake, be reappointed as secretary to the Community Arts and Culture Commission for a one year term, and that

James Fitzgerald, 31 Secada Drive, Albert Karoly, 87 Rolling Brook Drive, Ray Melleady, 38 Spruce Street, and Eric Ophardt, 6 Daniel Lill Court, all of Clifton Park, are reappointed as members of the Town of Clifton Park Highway Safety Committee each for a two year term, terms to expire December 31, 2012, and that

Thomas Werner, 7 Eagle Trace, Ballston Lake and James Fitzgerald, 31 Secada Drive, Clifton Park, be reappointed as Co-Chairs of the Highway Safety Committee, terms to expire December 31, 2011, and that

the Town Board for the Town of Clifton Park hereby reaffirms its commitment to the Citizen Advisory Committees, Historic Preservation Commission, the current members of the Public Safety, Social & Community Issues Committees, and hereby reappoints all said members to serve at the pleasure of the Town Board, and that

Raoul Desy, 10 Kashmiri Terrace, Clifton Park, Richard Zahnleuter, 52 Redfield Park, Clifton Park and Howard Vipler, 6 Birch Hill Court, Ballston Lake, be reappointed as members of the Environmental Conservation Commission for a two year term, terms to expire December 31, 2012, and that

Victoria Lane, 47 Redfield Park, Clifton Park, be appointed as a member of the Environmental Conservation Commission for a two year term, term to expire December 31, 2012, and that

Brian Glick, 96 Hubbs Road, Ballston Lake, be appointed as Chairman of the Environmental Conservation Commission for the year 2011 at a stipend as budgeted, and that

Millicent Miller, 15 Burning Bush Boulevard, Ballston Lake, be reappointed secretary to the Environmental Conservation Commission at a salary as budgeted, and that

Eric Hamilton, 67 Pico Road, Clifton Park, be reappointed as the Clifton Park Representative to the Mohawk Towpath Byway Project for the year 2011, and that

William Mackesy, 12 South Hollow Drive, Ballston Lake, James Ruhl, 168 Wood Dale Drive, Ballston Lake, Justin Ochrym, 986 Hatlee Road, Ballston Lake, Susan White, and J. David White, 24 Hearthsides Drive, Ballston Lake and Daniel Hartnett, 32 Southbury Road, Clifton Park, be reappointed to the Open Space/Trails/Riverfront Committee each for a two year term, terms to expire December 31, 2012, and that

Bryon Backenson, 8 Eldorado Dr., Clifton Park and Andrew Zawacki, 14 Hillcrest, Ballston Lake, be appointed as members of the Open Space/Trails/Riverfront Committee each for a two year term, terms to expire December 31, 2012, and that

James Romano, 14 Wishing Well Lane, Rexford and Scott Hughes, 20 Birch Hill Road, Ballston Lake, be appointed as liaisons to the Open Space/Trails/Riverfront Committee for the year 2011, and that

Cynthia Zlogar, 39 Canterbury Road, Clifton Park, Florence Fitzgerald, 4 Castillion Court, Clifton Park and Anita Sisum, 302 Solomon Avenue, Clifton Park, be reappointed as part-time Senior Express Switchboard Dispatchers for the calendar year 2011, and that

Betsy Krawiecki, 931 Grooms Road, Rexford, Rebecca Marra, 8A Lee Avenue, Rexford, Joseph Cummings, 18 Haystack Road, Clifton Park, and William Wink, 20 Northcrest Drive, Clifton Park, be reappointed as Senior Express Drivers at salaries as budgeted, and that

the following citizens at large be reappointed to the Clifton Park Citizen Corps Council: Steve Gurzler, 24 Shadow Wood Way, Ballston Lake, Robert Sternfeld, 2 Pinehurst Drive, Clifton Park and Ronald Volungus, 4 Applewood Dr., Rexford, each for a one year term, terms to expire December 31, 2011, and that

the following individuals are appointed as members of the Deferred Compensation Committee for the Town of Clifton Park, effective immediately, all for one year terms, to meet semi-annually:

<u>Position</u>	<u>Current</u>
Comptroller	Mark Heggen
One General Unit	Patrick Jarosz
One Highway Unit	Gary Rogers
Management Rep	Barbara Smith
Management Rep	Michael Shahen

and that

Margaret Kasky and Lori Miller be reappointed as alternate members of the Deferred Compensation Committee, and that

the Town of Clifton Park Investment Policy and Capitalization Policy are hereby reaffirmed, and that

the attached Procurement Policy and Procedures, as amended, are hereby adopted, and that

the Supervisor be authorized to enter into an agreement with CAPTAIN for an amount as budgeted and that such agency shall provide the Town of Clifton Park with an audit of its financial affairs for the previous year, and that

the Supervisor be authorized to enter into an agreement with the Southern Saratoga YMCA for an amount as budgeted and that such agency shall provide the Town of Clifton Park with an audit of its financial affairs for the previous year, and that

the existing agreement with the Shenendehowa Adult Community Center be updated by amending Attachment B to reflect the Town's 2011 contribution to Senior Center's operations as per the 2011 budgeted amount and that such Shenendehowa Adult Community Center shall provide the Town of Clifton Park with an audit of its financial affairs for the previous year, and that

Supervisor Barrett is authorized to execute official documents and instruments as per law on behalf of the Town of Clifton Park, and that

department heads and their staff are authorized to attend schools, conferences and meetings consistent with Procurement Policies and Procedures, and as approved by the Town Board, and that

pursuant to Highway Law 143, the following rates for hired trucks and equipment for the Highway Department for the year 2011 shall be approved by the Town Board of the Town of Clifton Park as follows:

MOTION BY Councilman Paolucci, seconded by Councilwoman Walowit, to waive the reading of the following rates. Motion unanimously carried.

Trucks for snow removal with plow & driver	\$ 70.00/hr.
Trucks for snow removal with plow, wing,	\$ 85.00/hr.

driver & wingman	
Trucks for snow removal with plow, wing sander, driver, & wingman	\$ 90.00/hr.
Trucks for snow removal with plow & driver less than 2 ton	\$ 55.00/hr.
Front end loaders with bucket, or plow & graders with driver	\$ 80.00/hr.
Trucks for sanding, with driver	\$ 65.00/hr.
Front end loaders with bucket or plow & graders, without driver	\$ 55.00/hr.
Front end loader equipped with 18' plow with driver	\$ 95.00/hr.
Snowblower or plow or sander riding to clear and maintain sidewalks	\$ 75.00/hr.
Trucks for hauling, single axle, dual wheel with driver	\$ 65.00/hr.
Tandem trucks for hauling, with driver	\$ 80.00/hr.
Tri-axle trucks for hauling, with driver	\$ 85.00/hr.
Trailer for hauling with driver	\$ 85.00/hr.
Excavator with operator	\$ 150.00/hr.
Bulldozer with operator	\$ 100.00/hr.
Mobilization	
In	\$ 125.00/hr.
Out	\$ 125.00/hr.
Backhoe w/operator	\$ 90.00/hr.

and that

a base rate of twelve dollars (\$12.00) per hour be set for the Town Highway Department for all wingmen or other extra help in conjunction with snow removal, to be paid from the Highway Department, and that

the Highway Superintendent under Section 142, Subdivision 1(a) of the Highway Law, be 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 for the year 2011, and thirty five thousand (\$35,000.00) dollars for each public works project according to NYS Law and Town of Clifton Park procurement guidelines for the year 2011, and that

the Highway Superintendent is hereby authorized to attend Highway Superintendent schools, conferences, and meetings and that a voucher shall be submitted in proper form and substance no later than ten (10) days after termination of said schools, conferences and meetings for reimbursement, and 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; the amount not to exceed limitations set by the 2011 budget, and that

employees of the Department of Building and Development are authorized to have memberships for the calendar year 2011 in the Capital District Chapter and the New York State Building Officials Conference to include attendance at regular bi-monthly luncheon meetings of said conference, as budgeted per person per year, said amounts to be charged to the Memberships/Training Account, and that

a Petty Cash Fund, not to exceed \$250 be established for use by the Town Supervisor, and that a Petty Cash Fund not to exceed \$250 be established for use by the Receiver of Taxes, and that

the mileage rate of reimbursement for the use of Town employees' cars shall be consistent with IRS established rates.

Supervisor Barrett expressed appreciation to all those who serve on the various committees.

ROLL CALL VOTE

Ayes: Councilman Paolucci, Councilman Hughes, Councilman Romano,  
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

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

Motion carried at 7:30 p.m.

Patricia O'Donnell  
Town Clerk