

January 3, 2012

The Organization 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 TO THE FLAG

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

Also Present: Town Attorney McCarthy  
Mark Heggen, Comptroller  
Myla Kramer, Director of Parks, Recreation and Community Affairs  
Richard Kukuk, Superintendent of Highways  
Barbara McHugh, Director of Community Development  
John Scavo, Director of Planning  
Walter Smead, Assessor

Resolution No. 1 of 2012, a resolution in connection with the reorganization of the Town of Clifton Park Government for calendar year 2012.

Introduced by Supervisor Barrett, who moved its adoption, seconded by Councilman Romano.

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 Whalen, 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
James Whalen, 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 Mark Heggen be reappointed as Town Comptroller, and that Janice Semanek be reappointed as Assistant Comptroller, and be it further

RESOLVED, that Town Clerk Patricia O'Donnell is reappointed as Registrar of Vital Statistics and Records Management Officer with term to expire December 31, 2013, 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, improvement districts and labor and employment law, 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 in addition, the duties of Thomas R. McCarthy shall include handling tax certiorari litigation matters, as budgeted, 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, special projects, 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 Handerman 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

Louis Pasquarell be reappointed as Safety Officer, and that

Michael Montague be reappointed as Environmental Specialist, and that

William Wink, 20 Northcrest Drive, Clifton Park and Teresa Cook, 139 Raylinsky Road, Ballston Lake, be reappointed as Part Time Animal Control Officers, and that

William Lehman, 14 Herlighy Road, Round Lake, 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 2012, and that

Elaine Sausville, 33 Summerlin Drive, Clifton Park, be reappointed as Deputy Highway Superintendent for the year 2012, 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 2012 at a salary as budgeted, and 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 2 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 5, Year 1, to be assigned in departments as needed, and that

Jamie Hanley, 67 Rolling Brook Drive, Clifton Park, be reappointed as a part time Clerk to the Highway Department at Grade 4, Step 2, Year 2, and that

Jodie Ensel, 6 Rolling Brook Court, Clifton Park and Teresa Brobston, 23 Noord Lane, Ballston Lake, are hereby reappointed Deputy Town Clerks, at salaries as budgeted, and that

Susan Nielsen, 7 Sandalwood Drive, Clifton Park and Darlene Sharron, 327 Riverview Road, Rexford, are reappointed as Clerks to the Town Justice-Exempt with terms to expire December 31, 2012, at salaries as budgeted, and that Carol O'Brien, 17 Tupelo Drive, Clifton Park, be reappointed as part time Court Clerk at Grade 5, Step 4, Year 3, and that

Gayle Buckley, 318 Ruhle Road, Ballston Lake, be reappointed Health Officer for the year 2012 at a salary as budgeted, and that

John L. Scherer, 113 Vischer Ferry Road, Rexford, be reappointed Town Historian for the year 2012 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

Robert Rybak, Town Justice, be appointed delegate to the Association of Towns meeting to be held in February of 2012, with additional Councilmen as may be deemed appropriate, and that

Lester Denison, 4 Torrero Drive, Clifton Park, Zachary Zambri, 13 Winding Ridge, Clifton Park and Karl Siverling, 35 Addison Way, Rexford, be reappointed as members of the Fire Code Appeals Board for three year terms, terms to expire December 31, 2014, 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

Thomas Werner, 7 Eagle Trace, Ballston Lake, be reappointed as a member of the Planning Board for a seven year term, term to expire December 31, 2018, 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, 2012, and that

Rocco Ferraro, 15 Friar Tuck Court, Clifton Park, be reappointed Planning Board Chairperson for the year 2012 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, 2012, and that

Gail Winters, 966 Main Street, Clifton Park, be reappointed as Secretary to the Historic Preservation Commission at a salary as budgeted, and that

Allan Atwell, 9 Greenlea Drive, Clifton Park, be reappointed as Chairman of the Emergency Services Advisory Board, for the year 2012, and that

Ronald Cronin, Jr., 7 Doral Court, Clifton Park, be reappointed as the representative from the Clifton Park Halfmoon Fire District, to the Emergency Services Advisory Board, for a three year term, term to expire December 31, 2014, and that

William Pomeroy, 12 Eastwood Dr., Ballston Lake, be reappointed as the representative from the Ballston Lake Ambulance to the Emergency Services Advisory Board, for a three year term, term to expire December 31, 2014, and that

Michael Pickel, 96 Old Coach Road, Clifton Park, be appointed as the representative from the West Crescent Fire District, to the Emergency Services Advisory Board, for a three year term, term to expire December 31, 2014, and that

Richard Shakerly Sr., 4 Easton Drive, Clifton Park, be appointed as the alternate representative for Michael Pickel from the West Crescent Fire District, to the Emergency Services Advisory Board, for a three year term, term to expire December 31, 2014, and that

Paul Van Schaick, 47 Rustic Bridge Road, Rexford, be reappointed as the representative from Rexford Fire District to the Emergency Services Advisory Board, for a three year term, term to expire December 31, 2014, and that

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

Douglas Strother, 18 Thunderbird Drive, Ballston Lake, be reappointed as a member of the Zoning Board of Appeals for a five year term, term to expire December 31, 2016, and that

Amy JH Standaert, 30 Orchard Park Drive, Clifton Park, be appointed as an alternate member of the Zoning Board of Appeals for a one year term, term to expire December 31, 2012, and that

Michael Dudick, Addison Way, Clifton Park, be reappointed Chairperson of the Zoning Board of Appeals for the year 2012 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 2012 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 Town of Clifton Park Industrial Development Agency for the year 2012, and that

Anthony Morelli, 29 Gloucester Street, Clifton Park, be reappointed as a member of the Town of Clifton Park Industrial Development Agency for a term of three years, term to expire December 31, 2014, and that

Dennis Ryan, 717 Plank Road, Clifton Park, be appointed as a member of the Town of Clifton Park Industrial Development Agency for a term of three years, term to expire December 31, 2014, and that

Peter Fort, 551 Riverview Road, Rexford, be reappointed as Chairman of the Clifton Park Industrial Development Agency for the year 2012, and that

Brian Glick, 96 Hubbs Road, Ballston Lake and Linda Campion, 4 Englemore Court, Clifton Park, are reappointed as members of the Ethics Board, terms to expire December 31, 2014, and that

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

James Baisley, 22 Barkwood Lane, Clifton Park, be reappointed as a member of the Board of Assessment Review for a five year term, term to expire September 30, 2016, 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, 2012, and that

Helmut Gerstenberger, 591 Riverview Road, Rexford, be reappointed Chairman of the Clifton Park Water Authority for the year 2012, and that

Thomas Werner, 7 Eagle Trace, Ballston Lake, Craig Masterson, 76 St. Andrews Drive, Clifton Park, Philip Clark, 5 Stony Brook Drive, Rexford and Warren Shaw, 2 Longview Drive, Clifton Park, be reappointed as members of the Town of Clifton Park Highway Safety Committee each for a two year terms, terms to expire December 31, 2013, and that

Thomas Werner, 7 Eagle Trace, Ballston Lake and Albert E. Karoly, 87 Rolling Brook Drive, Clifton Park, be reappointed as Co-Chairs of the Highway Safety Committee, terms to expire December 31, 2013, and that

Alexandra Gutelius, 11 Thoroughbred Way, Clifton Park, be reappointed Chairman of the Community Arts and Culture Commission for the year 2012, and that

Sanford Roth, 52 Sweetbrier Dr., Ballston Lake, be reappointed as a member of the Community Arts and Culture Commission for a three year term, term to expire December 31, 2014, and that

Heather Giebel, 7 Fox Glen Court, Clifton Park, be reappointed as Secretary to the Community Arts and Culture Commission for a one year term, 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

Brian Glick, 96 Hubbs Road, Ballston Lake, Daniel Mathias, 7 Birch Hill Road, Ballston Lake and Karl Siverling, 35 Addison Way, Rexford, be reappointed as members of the Environmental Conservation Commission for two year terms, terms to expire December 31, 2013, and that

Clarence Bassett, 6 Sevilla Drive, Clifton Park, be reappointed as an associate member of the Environmental Conservation Commission for a two year term, term to expire December 31, 2013, and that

Brian Glick, 96 Hubbs Road, Ballston Lake, be reappointed as Chairman of the Environmental Conservation Commission for the year 2012, at a stipend 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 2012, and that

Gerald Burr, 36 Oakwood Boulevard, Clifton Park, Frank Berlin, 980 Main Street, Clifton Park, Raymond Seymour, 7 Nadler Road, Clifton Park, Isabel Prescott, 667 Riverview Road, Rexford and Gregory Wing, 9 Rolling Brook Drive, Clifton Park, be reappointed to the Open Space/Trails/Riverfront Committee, each for two year terms, terms to expire December 31, 2013, and that

William Connor Jr., 17 Canterbury Road, Clifton Park, be appointed to fill the unexpired term of William Mackesey as a member of the Open Space/Trails/Riverfront Committee, term to expire December 31, 2012 and that Anthony Wilkinson, 2 Rhode Island Court, Rexford, be appointed to fill the unexpired term of Susan White as a member of the Open Space/Trails/Riverfront Committee, term to expire December 31, 2012, and that

Bryon Backenson, 8 Eldorado Court, Clifton Park, be appointed as Chairman of the Open Space/Trail Riverfront Committee, term 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 2012, and that

Cynthia Zlogar, 39 Canterbury Road, Clifton Park and Sheila Alvaro, 8 Esopus Drive, Clifton Park, be reappointed as part-time Senior Express Switchboard Dispatchers for the calendar year 2012, and that

Betsy Krawiecki, 931 Grooms Road, Rexford, Rebecca Marra, 8A Lee Avenue, Rexford, Joseph Cummings, 18 Haystack Road, Clifton Park, William Wink, 20 Northcrest Drive, Clifton Park and Sheila Alvaro, 8 Esopus 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, Ronald Volungus, 4 Applewood Dr., Rexford and Howard Vipler, 6 Birch Hill Court, Ballston Lake, each for a one year term, terms to expire December 31, 2012, and that

Joseph Santiago, be appointed as a permanent member of the Clifton Park Citizen Corps Council representing Clifton Park Halfmoon Ambulance and Peter Bardunias be appointed as a designated organizational representative from the Southern Saratoga Chamber of Commerce to the Clifton Park Citizen Corps Council to fill the unexpired term of Denise Romeo, terms to expire December 31, 2012, 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	Janice Semanek

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 2012 contribution to the Shenendehowa Adult Community Center's operations, as per the 2012 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 2012 shall be approved by the Town Board as follows:

MOTION BY Councilman Walowit, seconded by Councilman Hughes, to waive the reading of the rates. Unanimously approved.

Trucks for snow removal with plow & driver	\$ 70.00/hr.
Trucks for snow removal with plow, wing, driver & wingman	\$ 85.00/hr.
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	\$ 75.00/hr.

and maintain sidewalks

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 JD 120 Series	\$ 150.00/hr.
Excavator with operator JD 200 Series	\$ 175.00/hr.
Bulldozer with operator	\$ 100.00/hr.
Mobilization	
In	\$ 125.00
Out	\$ 125.00
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 2012, 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 2012, 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 2012 budget, and that

employees of the Department of Building and Development are authorized to have memberships for the calendar year 2012 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 reviewed appointments and welcomed Councilman Whalen to the Town Board.



ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Supervisor Barrett reviewed the 2012 holidays, explaining Veterans' Day and half day New Years Eve will be time off for union employees, however, non-union personnel will be expected to work.

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