

January 2, 2019

The 2019 Organizational 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.

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

Also Present: Town Attorney McCarthy  
Dahn S. Bull, Superintendent of Highways  
Mark Heggen, Comptroller  
Michael O'Brien, Collection System Manager  
John Scavo, Director of Planning  
Walter Smead, Assessor

Resolution No. 1 of 2019 a resolution in connection with the reorganization of the Town of Clifton Park government for calendar year 2019.

Introduced by Councilman Whalen, 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 excepting that

the summer schedule for Town Board meetings are established as the first and third Monday of July and August at 7:00 PM, and that

Roll call votes shall be voted in the following order:

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

Philip C. Barrett, Supervisor	bi-weekly
James Whalen, Councilman	bi-weekly
James Romano, Councilman	bi-weekly
Amy Standaert Councilwoman	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
Dahn S. Bull, Highway Superintendent	bi-weekly

and that

Lynda Walowit be reappointed as Deputy Supervisor for the Town of Clifton Park and that Claudia Fitzgerald be reappointed as Confidential/Executive Secretary and that Mark Heggen be reappointed as Town Comptroller, and that Stephanie Drenchko be reappointed as Assistant Comptroller, at salaries as budgeted and be it further

RESOLVED, that Philip Barrett is hereby reappointed as a marriage officer for the Town of Clifton Park pursuant to New York State Domestic Relations Law Section 11-c for a term to expire December 31, 2019, at no salary, and be it further

RESOLVED, that Christine Pagnello, 14 Coventry Drive, Clifton Park, and Teresa Brobston, 20 Southbury Road, Clifton Park, are hereby reappointed Deputy Town Clerks, at a salary as budgeted, and be it further

RESOLVED, that the dog park fees be \$30/year and may be prorated at half year price of \$15 between July 1, 2019 and December 31, 2019, 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, Labor and Employment Law, tax certiorari matters, the Department of Building and Development, the Ethics Board, and such special projects delegated by the Supervisor, for a two-year term; term to expire December 31, 2020, at a salary as budgeted each year, and that

The duties of Deputy Town Attorney Anthony Morelli 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, for a two-year term; term to expire December 31, 2020, at a salary as budgeted each year, and that

The duties of Deputy Town Attorney Neil Weiner shall include legal matters related to the Zoning Board of Appeals, and such special projects as may be delegated by the Town Supervisor from time to time, for a two-year term; term to expire December 31, 2020, at a salary as budgeted each year, and that

The duties of Deputy Town Attorney Robert Wilcox shall include representing the Town Attorney's Office at Justice Court and such other duties as may be delegated by the Town Supervisor from time to time, for a two-year term; term to expire December 31, 2020, at a salary as budgeted each year, and that

Councilwoman Amy Standaert, be reappointed as Liaison to the Youth Court, and that

Richard DiCaprio 569 Clifton Park Center Road, Clifton Park, and Town Justices James Hughes and Robert Rybak, and Sue Malinowski, CAPTAIN Executive Director, and Thomas McCarthy, Town Attorney, and Karen Heggen, Saratoga County District Attorney, and Michael Zurlo, Saratoga County Sheriff, and Michael Student, NYS Police Sr. Investigator (ret), and Philip Barrett, Town Supervisor, and Melinda Acker, Youth Court Director, and Cynthia Scavo, Youth Court Program Director, be reappointed as Members of the Youth Court Community Board, each to serve terms that expire December 31, 2019, and that

Teresa Cook, 139 Raylinsky Road, Ballston 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 2019, and that

Ellenmarie Martin, 5 North Pointe, Apt. 2 South, Clifton Park, be reappointed as Deputy Highway Superintendent, at a salary as budgeted, and that

Elaine Sausville, 33 Summerlin Drive, Clifton Park, be reappointed as a half-time Clerk in the Highway Department at a salary as budgeted, and that

Sanford I. Roth, 52 Sweet Brier Drive, Ballston Lake, be reappointed as part-time Assistant and Liaison to the Town Supervisor and act as Liaison to Environmental Conservation Commission, ambulance squads and shall be compensated with a waiver of insurance premiums pursuant to Section 807 of the Employee Manual, and that

Rose A. Savallo be reappointed Receiver of Taxes and Assessments for the year 2019 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

Rosemary Maguire, 7 Woodside Drive, Clifton Park, be reappointed as part-time Clerk at Grade 4, Step 7, Year 2, for the Receiver of Taxes and Assessments for the year 2019, and that

Jody D. Ensel, 6 Rolling Brook Court, Clifton Park, be reappointed as a part-time Clerk for Town Hall at Grade 4, Step 7, Year 2, and that Rosemarie DiMarco, 18 Oak Brook Commons, Clifton Park, be reappointed as a part-time Clerk at Grade 4, Step 8, Year 3, to be assigned in departments as needed, and that

Kathleen O'Donnell, 9A Greensboro Boulevard and Darlene Sharron, 327 Riverview Road, Rexford, be reappointed as Clerks to the Town Justice-Exempt with terms to expire December 31, 2019, at salaries as budgeted, and that Carol O'Brien, 17 Tupelo Drive, Clifton Park, be reappointed as half-time Court Clerk at Grade 5, Step 7, Year 1, and that

Gayle Buckley, 318 Ruhle Road, Ballston Lake, be reappointed to Health Officer for the year 2019 at a salary as budgeted, and that

John L. Scherer, 113 Vischer Ferry Road, Rexford, be reappointed to serve as Town Historian for the year 2019 at a salary as budgeted, and that

Sheila Alvaro, 8 Esopus Drive, Clifton Park, be reappointed as part-time Receptionist at Town Hall as needed at Grade 4, Step 2, Year 1, 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 town 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 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

Brian Glick, 96 Hubbs Road, Ballston Lake be reappointed to serve as Chairman of the Environmental Conservation Commission, term to expire December 31, 2019, and that

Raoul A. Desy, 10 Kashmiri Terrace, Clifton Park, and Mary Anne Mariotti, 4 Hilltop Court, Rexford, to be reappointed to serve as Members of the Environmental Conservation Commission, each to serve for a two-year term; terms to expire December 31, 2020, and that

Duane Lindsey, 269 Sugar Hill Road, Rexford, and John Hahn, 9 Nottingham Way North, Clifton Park, be reappointed to serve as Members of the Fire Code Appeals Board each for a three-year term; terms to expire December 31, 2021, 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

Rocco Ferraro, 15 Friar Tuck Court, Clifton Park, be reappointed Planning Board Chairman for the year 2019 at a stipend as budgeted, and that

Andrew Neubauer, 14 Lussier Drive, Clifton Park, be reappointed to serve as a Member of the Planning Board for a seven-year term; term to expire December 31, 2025, and that

Teresa A. La Salle, One Robinwood Drive, Clifton Park, be reappointed to serve as an Alternate Member of the Planning Board for a one-year term; term to expire December 31, 2019, and that

Betsey Snyder be appointed Secretary to the Planning Board at a salary as budgeted, to be paid in equal monthly installments, and that

Nancy Kiyonaga, 14 Garnsey Road, Rexford, be reappointed to serve as Chairman of the Historic Preservation Commission, for a one-year term; term to expire December 31, 2019, and that

Emad Andarawis, 67 Hubbs Road, Ballston Lake, be reappointed to serve as Liaison to the Historic Preservation Commission, term to expire December 31, 2019, and that

Pauline Boehm, 861 Riverview Road, Rexford, be reappointed as Secretary to the Historic Preservation Commission at a salary as budgeted, and that

Councilman James Whalen be reappointed as Liaison to the Historic Preservation Commission, and that

Allan Atwell, 9 Greenlea Drive, Clifton Park, be reappointed to serve as Chairman of the Emergency Services Advisory Board for the year 2019, and that

Nancy Bellamy, 147 Eastside Drive, Ballston Lake, be reappointed to serve as Representative of Ballston Lake Fire District to the Emergency Services Advisory Board for a three-year term; term to expire December 31, 2021, and that

Allan Atwell, 9 Greenlea Drive, Clifton Park, and Franz LaVigne, 6 Lace Lane, Clifton Park, be appointed to serve as Representatives of the Jonesville Fire District to the Emergency Services Advisory Board for a three-year term; terms to expire December 31, 2021, and that

Robert Jakubowski, 97 Martindale Court, Halfmoon, be appointed to serve as Representative and Greg Stevens, 147 Oakbrook Commons, Halfmoon, be appointed to serve as Alternate Representative of the Clifton Park-Halfmoon Fire District #1 to the Emergency Services Advisory Board for a three-year term; terms to expire December 31, 2021, and that

Millicent Miller be reappointed as Secretary to the Emergency Services Advisory Board, for the year 2019 at a salary budgeted, and that

Councilwoman Lynda Walowit be reappointed as Liaison to the Emergency Services Advisory Board, and that

Michael Dudick, 377 Route 146, Clifton Park, be reappointed Chairman of the Zoning Board of Appeals for the year 2019 at a stipend as budgeted, and that

David Donahue, 2 Crown Point, Ballston Lake, be reappointed to serve as a Member of the Zoning Board of Appeals for a five-year term; term to expire December 31, 2023, and that

Margaret Springli, 11 Eastwood Drive, Ballston Lake, and Cristi Shuhart, 126 Citation Way, Ballston Spa, be reappointed as Secretary and Alternate Secretary, respectively, to the Zoning Board of Appeals for the year 2019 at salaries as budgeted, and that

Joshua Matthews 2745 West Old State Road, Schenectady, be reappointed as part-time Laborer for the Clifton Park Sewer District No. 1, and that

Margaret Kasky, 403 Solomon Avenue, Clifton Park, be reappointed as Secretary to the Clifton Park Sewer District No. 1 for the year 2019 at a salary as budgeted, and that

Jonathan Schopf, 611 Bruno Road, Clifton Park, be reappointed to serve as Chairman of the Industrial Development Agency for the year 2019, and that

Todd Hess, 31 Ashley Drive, Ballston Lake, be reappointed to serve as a Member of the Industrial Development Agency for a three-year term; term to expire December 31, 2021, and that

Jean Mahserjian, 752 Waite Road, Clifton Park, be reappointed as Attorney for the Industrial Development Agency for the year 2019, and that

Brian Glick, 96 Hubbs Road, Ballston Lake, be reappointed to serve as Chairman of the Ethics Board, for the year 2019, and that

Ronald Ochrym, 986 Hatlee Road, Ballston Lake, Linda DiCaprio, 7 Blueberry Lane, Clifton Park, and James Mahon, One Woodstock Drive, Clifton Park, be reappointed to serve as Members of the Ethics Board each for a three-year term; terms to expire December 31, 2021, and that

Margaret Springli, 11 Eastwood Drive, Ballston Lake, be reappointed as Secretary to the Ethics Board for the year 2019 at a salary as budgeted, and that

Councilman James Romano be reappointed as Liaison to the Ethics Board for the year 2019, and that

William Sekellick, 26 Twilight Dr., Clifton Park, be reappointed to serve as Chairman of the Board of Assessment Review for the year 2019, and that

Eric Ophardt, 8 Daniel Lill Court, Clifton Park, be reappointed to serve as a member of the Board of Assessment Review for a five-year term; term to expire September 30, 2023, and that

Helmut Gerstenberger, 591 Riverview Road, Rexford, be reappointed to serve as Chairman of the Clifton Park Water Authority for the year 2019, and that

John Ryan, One Eagle Trace, Ballston Lake, be reappointed to serve as a member of the Clifton Park Water Authority for a five-year term; term to expire December 31, 2023, and that

Councilman James Romano be reappointed as Liaison to the Clifton Park Water Authority for the year 2019, and that

Albert Karoly, 10 Prospect Point Lane, Clifton Park, be reappointed to serve as Chairman of the Town of Clifton Park Highway Safety Committee; term to expire December 31, 2019, and that

Arnold Hausler, 6 Holly Court, Ballston Lake, Albert Karoly, 10 Prospect Point Lane, Clifton Park, Jeffrey LaBarge, 2 Progress Drive, Clifton Park, and Eric Ophardt, 8 Daniel Lill Court, Clifton Park, be reappointed to serve as members of the Town of Clifton Park Highway Safety Committee each for a two-year term; terms to expire December 31, 2020 and that

Councilwoman Amy Standaert and Councilman James Whalen be reappointed as Liaisons to the Department of Parks and Recreation, and that

Councilwoman Standaert be reappointed as Chairman of the Town of Clifton Park G.R.E.E.N. Committee, 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 Green Committee, and hereby reappoints all said members to serve at the pleasure of the Town Board, and that

Eric Hamilton, 67 Pico Road, Clifton Park, and John Scherer, 113 Vischer Ferry Road, Rexford, and Lawrence Syzdek, 43 Riverview Road, Clifton Park be reappointed to serve as the Clifton Park Representatives to the Mohawk Towpath Byway Project for the year 2019, and that

David Miller, 12 Hidden Valley Lane, Ballston Lake, be reappointed to serve as Chairman of the Open Space/Trail/Riverfront Committee; term to expire December 31, 2019, and that

William Connor Jr., 17 Vista Court, Clifton Park, Alicia Jacobs, 104 Stoney Creek Drive, Clifton Park, Michael Hartnett, 46 Sweet Brier Drive, Ballston Lake, be reappointed to serve as Members to the Open Space/Trails/Riverfront Committee, each for a two-year term; terms to expire December 31, 2020, and that

Councilman James Romano be reappointed as Liaison to the Open Space/Trails/Riverfront Committee to serve for the year 2019, and that

Cynthia Zlogar, 39 Canterbury Road, Clifton Park, be reappointed as part-time Senior Express Switchboard Dispatcher at Grade 2, Step 6, Year 1, and that

Linda Enders, 24 Boyack Road, Clifton Park, be reappointed as part-time Senior Express Switchboard Dispatcher at Grade 2, Step 2, Year 1, and that

Sheila Alvaro, 8 Esopus Drive, Clifton Park, be reappointed as part-time Senior Express Switchboard Dispatcher/Chauffeur at Grade 2, Step 5, Year 2, and that

Robert Brondi, 12 Ashley Drive, Ballston Lake, be reappointed as part-time Senior Express Switchboard Dispatcher/Chauffeur at Grade 2, Step 4, Year 3, and that

Betty Bollten, 14 Brookwood Drive, Scotia, and Rebecca Marra, 8A Lee Avenue, Rexford, be reappointed as Senior Express Chauffeurs at salaries as budgeted, and that

Joseph McCormick, 4 Shadow Wood Way, Ballston Lake, and William Tierney, 8 Cordoba Court, Clifton Park, be reappointed as substitute Senior Express Chauffeurs at Grade 1, Step 3, and that

Shirley Roberts, 40 Damask Drive, Clifton Park, Rosemarie DiMarco, 18 Oak Brook Commons, Clifton Park, and Raina Munafo, 5 Greenlea Drive., Clifton Park, be reappointed as part-time Clerks at the Clifton Park Senior Community Center, at salaries as budgeted, and that

Donald N. Coons, 17 Evergreen Blvd., Scotia, be hired as a part-time Water & Sewage Plant Operator for the Riverview Landing Sewer District at an annual salary of \$6,500, and that

The following Organizational Representatives be reaffirmed to the Clifton Park Citizen Corps Council – Disaster & Emergency Preparedness for a two-year term; terms to expire December 31, 2020:

<u>Organization</u>	<u>Representative</u>
CAPTAIN – Youth & Family Services	Susan Malinowski
Jonesville Fire Department	Patrick J. Champagne
Vischer Ferry Fire Department	Chief Phil Brousseau
Clifton Park Halfmoon Fire Department	Chief Art Hunsinger
Ballston Lake Ambulance Squad	Van Judd
Clifton Park Halfmoon Ambulance	
Southern Saratoga Chamber of Commerce	Peter Bardunias
Shenendehowa Central Schools	Rebecca Carman
Clifton Park Senior Community Center	Vernon Symes
Clifton Park Water Authority	Donald Austin
St. Edward's Church (Faith Community)	Mary Ann Sekellick

and that

The Town Center Form Based Code Expansion Advisory Committee (established by Resolution 287 of 2017) be reappointed; terms to expire December 31, 2019, and that

The following individuals are reappointed as Members of the Deferred Compensation Committee for the Town of Clifton Park, effective immediately, all to serve for a one-year term, to meet semi-annually:

<u>Position</u>	<u>Current</u>
Comptroller	Mark Heggen
One General Unit	Patrick Jarosz
One Highway Unit	Stanley Rusinovich
Management Rep/Retiree Rep	Barbara Smith
Management Rep	Stephanie Drenchko

and that

Margaret Kasky and Richard Countertermine be reappointed as Alternate Members of the Deferred Compensation Committee, and that

The Town of Clifton Park Investment Policy and Capitalization Policy is 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 Supervisor be authorized to enter into an agreement on behalf of the Clifton Park Senior Community Center between Northeast Dining and Lodging and Saratoga County Office for the Aging for a dining program and/or home delivery of meals for the senior citizens in the Town or Clifton Park for the year 2019, for an amount as budgeted, 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 the 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 2019 shall be approved by the Town Board of the Town of Clifton Park as follows:

MOTION BY Supervisor Barrett, seconded by Councilwoman Walowit, to omit reading of trucks rates. Motion unanimously carried.

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 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-axel 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
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 thirteen dollars (\$13.00) 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 2019, 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 2019, 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 2019 budget, and that

Employees of the Department of Building and Development are authorized to have memberships for the calendar year 2019 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

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

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

MOTION BY Supervisor Barrett, seconded by Councilwoman Walowit, to adjourn the meeting to the next regular meeting or any other meeting necessary for the conduct of town business.

Motion carried at 7:26 p.m.

Patricia O'Donnell  
Town Clerk