

March 11, 2019

The regular 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  
Councilwoman Walowit  
Town Clerk O'Donnell

Absent: Councilman Romano

Also Present: Town Attorney McCarthy  
Mark Heggen, Comptroller  
Daniel Clemens, Supervisor of Buildings & Grounds  
Myla Kramer, Director of Parks, Recreation and Community Affairs  
Louis Pasquarell, Safety and Security Director  
John Scavo, Director of Planning  
Robert Rybak, Town Justice

#### ANNOUNCEMENTS AND COMMUNICATIONS

Councilwoman Standaert announced Spring Clean Up Day for parks and trails is scheduled for April 27<sup>th</sup>. Sign ups through town hall.

Supervisor Barrett reminded residents that Shredding Day is scheduled for April 28<sup>th</sup> from 1 – 3 at the mall parking lot. Residents are asked to bring a can of food for the Jonesville Food Pantry for each bag of shredding.

Not So Common Player's production of "Calvin Berger" is scheduled for seven performances beginning April 5<sup>th</sup> at the Clifton Park/Halfmoon Library.

Clifton Park Community Chorus spring concert is scheduled for April 28<sup>th</sup> at 3:00 p.m. at the Shenendehowa Methodist Church.

#### PRESENTATION TO SOUTHERN SARATOGA COUNTY YMCA

Supervisor Barrett presented the following resolution to the YMCA officials in recognition of the opening of the YMCA building 25 years ago.

\ Resolution No. 66 of 2019, a resolution recognizing the 25<sup>th</sup> Anniversary of the Southern Saratoga YMCA.

Introduced by Supervisor Barrett, who moved its adoption, seconded by the entire Town Board.

WHEREAS, the mission of the YMCA is "To put Christian principles into practice through programs that build healthy spirit, mind and body for all" and

WHEREAS, for over twenty-five years the Southern Saratoga YMCA has lived this mission every day through the programs and classes they provide for the entire Clifton Park community and beyond, and

WHEREAS, over the past twenty-five years the Southern Saratoga YMCA has grown into more than one building and expanded to include state of the art athletic and recreational facilities, and

WHEREAS, the Southern Saratoga YMCA is known for its unique and ambitious events for all ages including the ever popular Any One Can Tri Triathlon once again held in memory of Clifton Park resident Chris Gleason, and the Kids Can Tri Too, and

WHEREAS, the Southern Saratoga YMCA gives back directly to the community by hosting everything from blood drives, to the Lunar New Year celebrations, to Girl and Boy Scout Troops, while also organizing food drives for area food cupboards, and

WHEREAS, through programs as varied as Adventure Princess up through Youth and Government, the Southern Saratoga YMCA has helped to prepare today's youth to be tomorrow's future, and

WHEREAS, by modeling the belief that living healthy is about spirit, mind and body at every age and stage the Southern Saratoga YMCA has offered lifechanging classes and programs including LIVESTRONG and Circles of Champs dedicated to improving the quality of life for children who've been touched by a life-threatening illness, and

WHEREAS, for over twenty-five years the Southern Saratoga YMCA has been more than a gym, but rather a cause, and that cause being the strengthening of the community; now, therefore be it

RESOLVED, that the Town Board thanks and recognizes the Southern Saratoga YMCA on the occasion of their twenty-fifth anniversary for their contributions towards the health and well-being of Clifton Park residents and we are proud to have you as part of our community.

Sarah Heslin, SSYMCA Executive Director, introduced Aaron Ditch, Membership Director, and Chuck McGaffin, Advisory Council Chair. Ms. Heslin thanked the board for the recognition and reviewed the Y's mission and programs and noted there are between 12,000 and 13,000 members

ROLL CALL VOTE

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

Noes: None

Absent: Councilman Romano

DECLARED ADOPTED

PUBLIC HEARING, 7:05 (7:10) PM  
TO CONSIDER A LOCAL LAW AMENDING  
VERBECK FRANK PDD

The Town Clerk read the Notice of Public Hearing as published in The Daily Gazette on February 16, 2019.

Director of Planning Scavo reviewed the PDD amendment process and explained the applicant is looking to expand the building to just over 7000 square feet towards Route 146, as well as adding twelve new parking spaces in the back of the building. He reported the Planning Board made a positive recommendation to the Town Board and 500 foot notices were sent out. This amendment would increase the current PDD by 10,000 square feet, as well as change the PDD name from Verbeck Frank o The Emma Lane PDD.

Joe Dannible, EDP, said this is a memory care facility and the applicant wants to keep a comfortable setting for the residents. The trail system will be extended with some lighting. Sixteen beds will be added to the facility and two additional nurses. Mr. Dannible noted with the aging population, there is a great need for facilities of this type. He displayed the proposed plans with set backs, buffered area and parking area.

Mr. Scavo said this is not a new location and the Planning Board is familiar with the proposed amendment and doesn't believe anything further needs to be addressed. He said the applicant will appear before the Planning Board and anticipates approval.

The public hearing was opened for comments from the audience at 7:25 p.m.

Judy Jalonka, Robinwood Drive, asked how much more lighting will be added and what is the effect it will have to surrounding residents.

Mr. Dannible said no new lighting is proposed other than maybe some accent light along the new addition to the building. He noted there are ornamental street lights along the trail and may add one new one.

Laurie Schillinger, 15 Robinwood Drive, President of Homeowners' Association, said the original PDD has a vegetation provision and she has been told that some cutting has been going on behind parcel A. She asked if that can be reassessed and if necessary, add vegetation to buffer homes on Robinwood Drive. She said it is important to maintain the original vegetation.

Mr. Dannible responded Peregrine has said they have done no cutting and any cutting would have been done prior to them coming on the site. The lighting is for the safety of the residents and staff. Mr. Scavo said he will take a look at it at the vegetation.

Ms. Schillinger asked about extending the sidewalk. She asked if there is an application to get a right hand turning lane into Emma Lane Mr. Scavo said no, but the town would like to see DOT consider upgrading to intelligent signal networks to allow a better traffic flow on Route 146.

Supervisor Barrett said there will be a sidewalk on the north side from Northcrest to Maxwell but not as far as the facility. He said the Town Board will review this proposed legislation and advised residents to check agendas for when it will be on.

Mr. Dannible remarked his office is in that area and believes the heavy traffic is limited to about a half hour due to school release.

Everyone was given an opportunity to speak in favor of or against the proposed local law and no one else wished to be heard. Supervisor Barrett declared the public hearing closed at 7:38 pm.

PUBLIC HEARING, 7:10 (7:40) PM  
TO CONSIDER A LOCAL LAW AMENDING

The Town Clerk read the Notice of Public Hearing as published in The Daily Gazette on March 7, 2019 .

Town Attorney McCarthy summarized the proposed local law explaining the primary change is to establish an Administrative Authority under Article 4B of General Municipal Law that enables a municipality to adjudicate and resolve parking tickets administratively without the necessity of every ticket going to court. Currently security staff writes paper tickets to enforce fires lanes, handicap parking and parks as well as most of the shopping centers and larger retail facilities where tickets require an appearance in Town Court. He reviewed the process of addressing tickets on line, through Passport Labs Inc., noting pleading not guilty will require a court appearance. Mr. McCarthy noticed that Town Attorney's staff has been working closely with Judge Rybak and court staff looking at entire Chapter 194, reducing fines, clarifications, and taking out some references as to how tickets are enforced, He said this will update outdated sections of the chapter and establishes administrative authority. Mr. McCarthy anticipates a better compliance rate from this proposed legislation.

Town Justice Rybak, speaking for himself and Judge Hughes, said the current system is archaic and the court is limited in what it can do. He distributed, reviewed and noted the changes proposed in the most current draft, attached. He said this proposed legislation will make it easier for the public to handle parking tickets. He further commented this is not to raise revenue but to make sure parking lanes are free.

Mr. McCarthy said it is planned to repeal current Chapter 194 and pass proposed Chapter 194, making it easier to track the changes. Judge Rybak spoke in agreement to this plan. He said if someone wants to dispute a ticket, it would be brought to the court.

Supervisor Barrett said Town Security does use discretion in writing tickets, and he believes the proposed changes in the code and partnership with Passport Lab, Inc. will streamline the process of adjudicating tickets and improve efficiency, response time and compliance rate. It appears it will definitely be revenue neutral.

The public hearing was opened for comments from the audience at 7:55 p.m.

Everyone was given an opportunity to speak in favor of or against the proposed local law and no one wished to be heard. Supervisor Barrett declared the public hearing closed at 7:56 pm.

PUBLIC PRIVILEGE ON RESOLUTIONS

No one wished to be heard.

Resolution No. 67 of 2019, a resolution appointing David Alexander as a member of the Environmental Conservation Commission.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilman Whalen.

WHEREAS, a vacancy exists on the Environmental Conservation Commission, and

WHEREAS, David Alexander, 14 Berkshire Drive West, Clifton Park, has been recommended to fill the position, and

WHEREAS, Mr. Alexander's presence on the Environmental Conservation Commission will confer a benefit to the Town of Clifton Park; now, therefore, be it

RESOLVED, that David Alexander is hereby appointed to the Environmental Conservation Commission for the remainder of a two-year term, term to expire December 31, 2020.

ROLL CALL VOTE

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

Noes: None

Absent: Councilman Romano

DECLARED ADOPTED

Resolution No. 68 of 2019, a resolution appointing Paula Cooper to the position of Planning Board Secretary for the Town of Clifton Park.

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

WHEREAS, as of March 1, 2019 a vacancy exists for the position of Planning Board Secretary with the resignation of Betsey Snyder from the position, and

WHEREAS, Paula Cooper, 45 Old Route 146, Clifton Park, is recommended by the Director of Planning to fill the vacant position; now, therefore, be it

RESOLVED, that Paula Cooper is hereby appointed Planning Board Secretary for the remainder of the 2019 Calendar Year; and be it further

RESOLVED, that the position be compensated at an annual budgeted rate of \$6,500 per year, to be paid \$250 per pay period; and be it further

RESOLVED, that this appointment shall take effect immediately.

ROLL CALL VOTE

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

Noes: None

Absent: Councilman Romano

DECLARED ADOPTED

Resolution No. 69 of 2019, a resolution authorizing the hiring of 2019 summer help for the Department of Buildings & Grounds.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilman Whalen.

WHEREAS, openings exist for seasonal work in the Buildings & Grounds Department, and

WHEREAS, Daniel Clemens, Buildings & Grounds Supervisor, has recommended that the individuals listed on Schedule A be hired to fill the positions as noted; now, therefore, be it

RESOLVED, that individuals listed on Schedule A are hired for seasonal work as assigned, for Buildings and Grounds for the summer of 2019, effective immediately, to be paid as noted.

ROLL CALL VOTE

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

Noes: None

Absent: Councilman Romano

DECLARED ADOPTED

Resolution No. 70 of 2019, a resolution awarding the bid for the preventive maintenance for town-owned buildings and facilities pursuant to General Municipal Law Section 103.

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

WHEREAS, the Department of Building and Grounds advertised bids for a preventive maintenance service agreement for all town-owned buildings, across all systems and for all makes and models of HVAC systems in use by the town, and

WHEREAS, bids were opened on March 4, 2019, and

WHEREAS, P & J Mechanical Corp., 91 Krey Blvd. Rensselaer, NY submitted the low bid of \$13,448 annually for a three-year term, in response to the bid documents, and

WHEREAS, Daniel Clemens, Buildings & Grounds Supervisor, recommends that the contract be awarded to P & J Mechanical as low bidder; now, therefore, be it

RESOLVED, that the bid for the HVAC contract for the preventive maintenance of the HVAC systems in all town-owned buildings and facilities be awarded to P & J Mechanical, 91 Krey Blvd. Rensselaer, on the basis of their bid, in an amount not to exceed \$40,344 for the term of the contract; and be it further

RESOLVED, that the Supervisor is authorized to execute a contract with P&J Mechanical consistent with the bid documents, for a term of up to three years; and be it further

RESOLVED, that the accounts on Schedule A be charged based on the allocation; and be it further

RESOLVED, that the succeeding years, if continued, shall have the appropriate funds included in each subsequent years' budget.

Mr. Clemens explained there are 17 buildings and over 75 heating and air-conditioning units. With this resolution the cost should go down more than \$10,000.

ROLL CALL VOTE

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

Noes: None

Absent: Councilman Romano

DECLARED ADOPTED

Resolution No. 71 of 2019, a resolution authorizing the Supervisor to sign a sixty-three (63) month lease with Ed & Ed Business Technology, for an IN600AF Neopost Mailing System for use by the Town Hall.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilman Whalen.

WHEREAS, Town Clerk Patricia O'Donnell has obtained quotes for digital mailing systems, and

WHEREAS, the proposed cost for leasing the postal mailing system has been budgeted, and

WHEREAS, the Town Clerk has recommended that the Town Board accept the quote from Ed & Ed Business Technology of \$134.93 per month, which includes the cost of the postal machine rental as well as maintenance, delivery, setup and training; now, therefore, be it

RESOLVED, that the Town Supervisor is authorized to enter into a sixty-three (63) month lease agreement with Ed & Ed Business Technology for an IN600AF Neopost Mailing System for use by the Town Hall, at a cost not to exceed \$134.93 per month, to be paid from A1410-009 (Town Clerk – Lease & Rentals).

ROLL CALL VOTE

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

Noes: None

Absent: Councilman Romano

DECLARED ADOPTED

Resolution No. 72 of 2019, a resolution authorizing the Clifton Park Baseball League to use town roadways for their CPBL “4” Cooperstown 5k road race.

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

WHEREAS, the Clifton Park Baseball League has requested the use of a portion of Clifton Common and Town of Clifton Park roadways as specified in the attachment hereto, for the purpose of holding their CPBL “4” Cooperstown 5k road race on Saturday, April 13, 2019 from 7:00 AM until 10:00 AM, and

WHEREAS, the event has the approval of the Town’s Highway Superintendent, the Director of Parks & Recreation, the Buildings and Grounds Supervisor, and the Public Safety Director; now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the CPBL to use a portion of Clifton Common and town roadways as specified in the attachment hereto, April 13, 2019, at 7:00 AM, for the purpose of holding the CPBL “4” Cooperstown 5k; and be it further

RESOLVED, that this approval is expressly conditioned upon receipt prior to April 12, 2019, in the Office of the Highway Superintendent and the Office of Parks, Recreation and Community Affairs, of an insurance certificate in the amount of \$1,000,000 naming the Town of Clifton Park as an additional insured; and be it further

RESOLVED, that this approval is expressly conditioned upon the roads not being closed but members of the CPBL are permitted to temporarily stop traffic at each end of the course in the event both a vehicle and race participant arrive at the same time.

ROLL CALL VOTE

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

Noes: None

Absent: Councilman Romano

DECLARED ADOPTED

Resolution No. 73 of 2019, a resolution authorizing the hiring of Adventure Challenge Facilitators and Assistants, per Schedule A.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilman Whalen.

WHEREAS, the Town Board wishes to hire Adventure Challenge Staff to conduct the 2019 Project Adventure Program within the Department of Parks, Recreation and Community Affairs; now, therefore, be it

RESOLVED, that the individuals on the attached Schedule A are appointed to said positions, effective April 1, 2019 through October 31, 2019, at the salary amounts listed on Schedule A, to be paid from A-7621-E2360 (Project Adventure-Staff).

ROLL CALL VOTE

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

Noes: None

Absent: Councilman Romano

DECLARED ADOPTED

Resolution No. 74 of 2019, a resolution approving the 2019 salary matrix for Barney Road Golf Course employees.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilman Whalen.

WHEREAS, the Director of Parks, Recreation and Community Affairs has requested that rates of pay be increased for 2019 Clifton Park Golf Course Staff Matrix, per Schedule A, and

WHEREAS, the Supervisor wishes to maintain pay rate increases similar to other seasonal 2019 Parks & Recreation Staff matrices; now, therefore, be it

RESOLVED, that the Town Board hereby adopts the 2019 Salary Matrix for Golf Course staff per Schedule A.

Supervisor Barrett noted the pay rates reflect increases. He noted the total increases in the summer payroll are in the neighborhood of \$60,000.

ROLL CALL VOTE

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

Noes: None

Absent: Councilman Romano

DECLARED ADOPTED

Resolution No. 75 of 2019, a resolution hiring returning Golf Course Supervisor and Attendants for the Barney Road Golf Course for the 2019 Season.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilman Whalen.

WHEREAS, the Town Board wishes to hire seasonal staff for the upcoming season at the Barney Road Golf Course, and

WHEREAS, Myla Kramer, Director of the Office of Parks, Recreation and Community Affairs has recommended that the individuals listed on the attached Schedule "A" be hired to fill the positions; now, therefore, be it

RESOLVED, that authorization is hereby given to hire the individuals listed on the attached Schedule "A" as staff for the Barney Road Golf Course, effective April 1, 2019 through November 17, 2019, at a salary as indicated on Schedule "A".



Mrs. Kramer said there is one position still open.

ROLL CALL VOTE

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

Noes: None

Absent: Councilman Romano

DECLARED ADOPTED

PUBLIC PRIVILEGE

No one wished to be heard.

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

Motion carried at 8:20 p.m.

Patricia O'Donnell  
Town Clerk