

TOWN OF CLIFTON PARK TOWN BOARD

February 28, 2022

The meeting of the Town Board of the Town of Clifton Park was held in the Town Office Building at 7:00 p.m. Supervisor Barrett presiding.

Present: Supervisor Barrett
Councilwoman Flood
Councilwoman Standaert
Councilman Morelli
Councilwoman Walowit
Town Clerk Brobston

Also Present: Town Attorney McCarthy
Mark Heggen, Comptroller
Matt Andrus, Information Specialist
Daniel Clemens, Director of Buildings, Parks & Recreation
Myla Kramer, Director Parks, Recreation & Community Affairs
Louis Pasquarell, Director of Safety & Security
Dahn Bull, Highways Superintendent
Walter Smead, Assessor
John Scavo, Director of Planning

MINUTES APPROVAL

MOTION by Councilwoman Walowit, seconded by Councilman Morelli, to approve the minutes of the February 7 and 14, 2022 meetings as presented.

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli,
Councilwoman Walowit, Supervisor Barrett

Noes: None

MOTION CARRIED

ANNOUNCEMENTS AND COMMUNICATION

Supervisor Barrett announced there are still plenty of COVID kits and masks available for residents to pick-up in the Supervisor's office.

Supervisor Barrett reminded non-profit groups of the March 1, 2022 deadline for ARPA funds grants.

Councilwoman Flood reminded residents of the First Friday Event at the Grooms Tavern, March 4 at 7PM. Kathleen Lowes Sandvidge from the Townley and Wheeler Funeral Home, will be speaking on taking advantages of funeral arrangements.

Councilwoman Flood encouraged residents for thoughts and prayers for the Ukrainian people being slaughtered needlessly.

PUBLIC HEARING-HISTORIC CONSERVATION EASEMENT APPLICATIONS 7:05PM

Town Clerk Teresa Brobston read the public hearing notice advertised in the Gazette on 2/9/2022.

Linda Seymour, Historic Preservation Commission Co-chair, presented the proposed Historic Conservation Easement applications. Raymond W. Marcucci, 589 Grooms Road, The Chauncey & Ruth Brockway House, was recently put on the Historic Register. The home was built in 1837. Also applicants Michael and Tricia Bibighaus, 178 Vischer Ferry Road, The Abner Irish House, built in 1795.

Mrs. Seymour explained the application process to receive Historic Conservation Easements. She stated it is important for owners to understand there are obligations that go along with the granting of the easement.

Supervisor Barrett stated the Town Board understands it take additional money to maintain historic structures and hope that this incentive can help with those costs.

No one requested to be heard.

Public Hearing closed at 7:15PM.

PRESENTATION-TOWN CENTER PARK UPDATE

Joe Dannible, Environmental Design Partnership, presented the Town Center Park Master Phase I Plans. The plan is consistent with the October 2021 presentation. The plan includes parking areas off Maxwell/Southside Drives and Moe Road. Construction of the spine trail and the glade reviewed. Propose to bring water service into the property. No sewer at this time, due to how future phases will bring flows from proposed buildings. Electrical proposed, with an extensive lighting of the entire trail and glade. He stated they are proposing to present the bid to contractors next week. A timeline of the bidding process will be bid opening late March or early April. Goal for the park to be opened in August-October 2022.

Supervisor Barrett questioned the electrical supply chain issue.

Mr. Dannible answered lighting could be a long lead time, as well as cost of asphalt increased.

Mr. Dannible explained the stormwater area will be constructed along Maxwell and Southside Drive, with a smaller renovation of the stormwater system. As many trees as possible will be preserved. One ad alternate is proposing power within the grove area on the various poles for outlets. The main transformer will come in off Moe Road and located north of the grove, in the same area for future restrooms.

RESOLUTIONS

Resolution No. 48 of 2022, a resolution accepting applications for inclusion in the Conservation Easement Historic Preservation program for lands located at 178 Vischer Ferry Road and 589 Grooms Road.

Introduced by Councilwoman Flood, who moved its adoption, seconded by Councilwoman Standaert

WHEREAS, a public hearing was held on February 28, 2022, to allow the Town Board to receive public comment regarding two Conservation Easement (Historic Preservation) Applications for lands located at 178 Vischer Ferry Road and 589 Grooms Road in accordance with Chapter 125 of the Town Code, as amended, and

WHEREAS, the Town Board has considered the applications and the comments received; now, therefore, be it

RESOLVED, that the action constitutes a Type II Action pursuant to the State Environmental Quality Review Act, no further environmental review is required, and be it further

RESOLVED, that the application for the home located at 178 Vischer Ferry Road, Clifton Park, owned by Michael and Tricia Bibighaus (SBL:282.-2-50) and known as the Abner Irish House, is hereby accepted, and is granted a 25-year Conservation Easement (Historic Preservation) in accordance with the attached application, pursuant to Chapter 125 of the Town Code; and be it further

RESOLVED, that the application for the home located at 589 Grooms Road, Clifton Park, owned by Raymond Marcucci (SBL:277.-3-17) and known as the Chauncey and Ruth Brockway House, is hereby accepted, and is granted a 25-year Conservation Easement (Historic Preservation) in accordance with the attached application, pursuant to Chapter 125 of the Town Code.

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 49 of 2022, a resolution authorizing the Supervisor to sign contracts with 2022 Subcontract hires.

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

WHEREAS, Myla Kramer, Director of Parks, Recreation and Community Affairs, has requested that the Town Board authorize a contract with Gina Family for pickleball activities for both youth and adults as part of its 2022 Recreation Programs, and

WHEREAS, the Town Board supports such additions to its recreation programs; now, therefore, be it

RESOLVED, that the Town Supervisor is hereby authorized to sign the attached contract with Gina Family as a 2022 Recreation Subcontractor, to be paid from A-7310-072 (General Fund – Recreation – Contractors).

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 50 of 2022, a resolution authorizing Gary and Nancy Schwartz to serve alcoholic beverages at a gathering to be held at Grooms Tavern on April 9, 2022.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilwoman Walowit.

WHEREAS, Gary and Nancy Schwartz, 38 Esopus Drive, Clifton Park, are hosting a gathering on April 9, 2022 from 5:00 P.M to 8:00 P.M., and

WHEREAS, Gary and Nancy Schwartz have requested permission to serve alcohol in the form of beer and wine at the event; now, therefore, be it

RESOLVED, that Gary and Nancy Schwartz are hereby authorized to serve beer and wine at a gathering at Grooms Tavern on April 9, 2022 from 5:00 P.M. to 8:00 P.M.

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 51 of 2022, a resolution authorizing the Supervisor to sign an Outside User Agreement for the Corporate Commerce Sewer District for property located at 29A/29B Vista Court, currently known as the Lands of Griner Brothers Builders, LLC, a 2-family residential structure.

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

WHEREAS, the Town Board, as Commissioners of the Corporate Commerce Sewer District No. 1, has received a request to extend service to land owned by Griner Brothers Builders, LLC, to be developed as a 2-family duplex residential structure, particularly identified as SBL: 270.8-5-4.2, and

WHEREAS, the real property is located outside the current service area of the Corporate Commerce Sewer District, and

WHEREAS, the Sewer Department has determined that sufficient capacity exists within the Corporate Commerce Sewer District to provide service to the property, and

WHEREAS, the Town Board recognizes the environmental, planning and policy objectives met by approving sewer service over alternative plans, and

WHEREAS, the Corporate Commerce Sewer District was established pursuant to a map, plan and report prepared by McDonald Engineering, as revised in February 2003; now, therefore, be it

RESOLVED, that the Town Board, as Commissioners of Corporate Commerce Sewer District No. 1, hereby approves an outside user connection to the District's facilities for property located at 29A/29B Vista Ct., Clifton Park, NY, with rates for operating, maintaining, and debt service changes established per the Map, Plan and Report, as revised, and be it further

RESOLVED, that the Outside User Agreement shall be assigned to all the residences to be built at 29A/29B Vista Ct., SBL: 270.8-5-4.2, and connected to the Corporate Commerce Sewer District facilities, and be it further

RESOLVED, that the Planning Department shall note the Outside User Agreements for each property on the Final Subdivision; and be it further

RESOLVED, that the applicant shall be required to pay hookup fees of \$1,000 per unit, at the time of issuance of the building permit.

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 52 of 2022, a resolution increasing Justice Court revenues and expenditures by \$6,442 for office equipment purchased with funds received from a Justice Court Assistance Program Grant.

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

WHEREAS, the Town Board passed Resolution No. 212 of 2021, authorizing the Honorable James F. Hughes and Honorable Robert A. Rybak to apply for a Justice Court Assistance Program Grant towards the purchase and installation of office equipment, and

WHEREAS, the Clifton Park Justice Court was awarded \$6,040 from the Justice Court Assistance Program Grant; now, therefore, be it

RESOLVED, that the Comptroller is hereby authorized to increase Justice Court Revenues A-3089 (NYS Government Aide) by \$6,442, and also to increase Expenditures A-1110-006 (Municipal Court – Office Supplies) by \$6,040 and Expenditures A-1110-004 (Municipal Court – Computer) by \$402.

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 53 of 2022, a resolution authorizing conversion work on two (2) new vehicles acquired for the Public Safety Department, including warning lights, lettering/stripping, and radios per the quotation from Auto Solutions of NY.

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

WHEREAS, by Resolution No. 8 of 2022, the Town Board authorized the Director of Safety & Security to purchase two 2022 Dodge Durango AWD vehicles for use by the Public Safety Department, and

WHEREAS, on February 18, 2022, bids were opened on a solicitation for safety and security vehicle conversion work, to fit the vehicles out with accessories and equipment for security use, pursuant to Section 103 of the General Municipal Law, and

WHEREAS, Auto Solutions of NY, Scotia, NY, submitted the lowest responsible bid, at \$8,870.96 each for the conversion of two vehicles, and

WHEREAS, Louis Pasquarell, Director of Public Safety, has reviewed the bids and recommends that the bid for the conversion work be awarded to Auto Solutions of NY, as low bidder; now, therefore, be it

RESOLVED, that Louis Pasquarell is authorized to engage Auto Solutions of NY to complete the conversion, in an amount not to exceed \$17,741.92 for two vehicles as outlined, to be paid through municipal lease financing consistent with the purchase of the vehicle.

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No 54 of 2022, a resolution to authorize the purchase of Microsoft Surface Go 3 Tablets and accessories for use with the new parcel and permitting software.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilwoman Flood.

WHEREAS, Resolution No. 276 of 2021, pursuant to a recommendation by the Information Technology Advisory Committee, the Town Board accepted the proposal of Online Solutions, LLC for Citizenserve, its parcel management software, to be used by various departments for building permits, planning and zoning board reviews and inspections, and

WHEREAS, Citizenserve can be used in the field with the use of handheld devices, and

WHEREAS, Director of Building and Development Steve Myers, and Director of Planning John Scavo, wish to provide tablets to their departments for the purposes of conducting reviews and inspections in the field, and

WHEREAS, the Town's IT Consultant has recommended to staff that Microsoft Surface Go 3 Tablets would be able to be configured with network safety and security, and would be best able to provide internet access to Citizenserve and could be equipped with a rugged case, and

WHEREAS, vendors were contacted for pricing and availability of the Microsoft Surface Go 3 Tablets, with Staples showing availability for the Go 3 8GB tablets, as well as Urban Armor Gear Rugged Cases and Smart Pens, available in the quantity and configuration desired at a cost not to exceed \$11,749, and

WHEREAS, review of comparable vendors showed inadequate supplies or limitations upon quantity purchased at the lowest available prices; now, therefore, be it

RESOLVED, that the Town is authorized to purchase 15 Microsoft Surface Go 3 Tablets with accessories, as listed in the attached Schedule A, from Staples, as the best value per Resolution No. 48 of 2021; and be it further

RESOLVED, that the Comptroller is authorized to transfer from contingency \$11,749 to A-1620-200 (General Fund – Town Hall Operations – Equipment).

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli,
Councilwoman Walowit, Supervisor Barrett
Noes: None

DECLARED ADOPTED

Resolution No. 55 of 2022, a resolution authorizing ABS Solutions to assist with the deployment and implementation of the parcel permitting software as the Town migrates from its prior platform Muncicity to Citizenserve.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilwoman Flood.

WHEREAS, by Resolution No. 276 of 2021, the Town Board accepted the Online Solutions, LLC's proposal for implementation of its cloud based permitting, planning and zoning software solution known as Citizenserve, and

WHEREAS, ABS Solutions has been the Town's IT Consultant since 2015, and the Town wishes to engage ABS Solutions as IT Consultants to complete the conversion from Muncicity to Citizenserve, at a cost not to exceed \$14,000 for information technology services related to its migration, conversion and implementation; now, therefore, be it

RESOLVED, that the Comptroller is authorized to transfer \$14,000 from contingency to A-1620-200 (General Fund – Town Hall Operations – Equipment) for information technology services to include hours billed, and necessary network upgrades for the project.

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 56 of 2022, a resolution authorizing the hiring of 2022 summer help for the Buildings and Grounds Department.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilwoman Flood.

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

WHEREAS, Daniel Clemens, Director of Buildings, Parks, and Recreation, has recommended that the individuals listed in Schedule A, be hired to fill the seasonal positions; now, therefore, be it

RESOLVED, that those individuals listed in Schedule A, be employed as seasonal help for the Buildings and Grounds Department for 2022, to be paid as listed, effective immediately.

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 57 of 2022, a resolution accepting proposals from T&J Electrical Associates, Inc., Clifton Park, and Executive Electric, LLC, Amsterdam, for the electrical repair and maintenance of Town-owned streetlights.

Introduced by Councilman Morelli, who moved its adoption, seconded by Councilwoman Flood.

WHEREAS, in December of 2020, the Town Board completed acquisition of streetlights within the Town from both National Grid and NYSEG, and

WHEREAS, the Town's removal and replacement of all such lights is complete, with the successful installation of LED lights by Executive Electric, under subcontract to Siemens, Inc., and

WHEREAS, to provide the capability to identify, service and repair components of the newly acquired streetlights, including underground wiring, as necessary, Daniel Clemens, Director of Buildings, Parks, and Recreation, circulated a request for proposals to qualified electrical contracting firms, with the goal of awarding first responder electrical work to one or more qualified electrical contractors at established hourly rates, on both an emergent and non-emergent basis, and

WHEREAS, T&J Electrical Associates, Clifton Park, submitted the lowest conforming quote in categories as listed on the attached quote cover sheet, and

WHEREAS, Executive Electric, LLC, Amsterdam, New York, submitted the second lowest conforming quote in the same categories, as listed on the attached quote cover sheet; now, therefore, be it

RESOLVED, that the Town Board authorizes Daniel Clemens, Director of Buildings, Parks, and Recreation, to retain T&J Electrical Associates and Executive Electric at hourly rates quoted, to perform first responder electrical services to locate, diagnose and perform repair and maintenance services, as needed for the Town’s recently installed LED streetlight system, and attachments; and be it further

RESOLVED, that the Comptroller is authorized to compensate services rendered, pursuant to purchase orders issued by Mr. Clemens from account SL-5182-24 (Lighting District – Lighting District – General Maintenance) to be transferred from SL-5182-5 (Lighting District – Lighting District – Utilities).

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 58 of 2022, a resolution awarding the bid for a new leaf vacuum for the Clifton Knolls Leaf District.

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

WHEREAS, on January 19, 2022, bids were publicly opened for the above referenced contract, and

WHEREAS, the sole bidder for this contract was Stephenson Equipment, Inc., 3 Industry Drive, Waterford, NY, in the amount of \$75,343, and

WHEREAS, the Highways Superintendent Dahn Bull, has reviewed the bid and has recommended the bid of Stephenson Equipment, Inc. be accepted for an amount of \$75,343; now, therefore, be it

RESOLVED, that the Town Board hereby accepts and awards the above referenced bid to Stephenson Equipment, Inc., in an amount not to exceed \$75,343, to be paid from SR-2376-200 (Clifton Knolls Leaf District – Leaf District-Equipment), with a budget transfer of \$54,343 from SR-915 (Assigned Fund Balance) to SR-2376-200 (Clifton Knolls Leaf District – Leaf District Equipment).

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Highways Superintendent Dahn Bull explained the proposed bid was advertised 3 different times. There is only one company in the area that offer the leaf vacuum proposing. This will be replacing the vacuum in the current fleet and the oldest machine would go to auction.

Resolution No. 59 of 2022, a resolution authorizing short-term use of street sweeping services from Evolution Construction Services for use by the Highway Department.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilwoman Flood.

WHEREAS, Highways Superintendent Dahn Bull, has requested authorization to use Evolution Construction Services for assistance with the spring street sweeping services program, since the Town’s main sweeper was destroyed in the White Building fire, and

WHEREAS, Saratoga County conducted a request for bids for such services in January of 2020, and Mr. Bull requests authorization to retain Evolution Construction Services for street sweeping services by piggybacking off the Saratoga County Pavement Service Rates, listed in Specification 20-PWPSR-46R, and

WHEREAS, available documentation from Saratoga County Purchasing Department, demonstrating that pricing from the 2020 bids, are extended through January, 2023, Contract pricing valid through January 31, 2023; now, therefore, be it

RESOLVED, that the Highway Department is authorized to retain Evolution Construction Services for a period of two weeks, for spring street sweeping services at a time to be determined, dependent on weather conditions, and issue of a purchase order, in an amount not to exceed \$19,620 to be paid from DA-5110-009 (Highway Fund – General Construction – Equipment Rental), and be it further

RESOLVED, that the cost of the two-week rental be included in the existing claims for damages and losses caused by the White Building fire of August 17, 2021.

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 60 of 2022, a resolution to extend a professional services contract with Barton & Loguidice for engineering and consulting services for drainage remediation on Bruno Road.

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

WHEREAS, by Resolution No. 47 of 2019, the Town Board approved a professional engineering services agreement with Barton & Loguidice to assist with permit application and design services for flood remediation solutions at Plank, Nadler, and Bruno Roads, and

WHEREAS, by Resolution No. 39 of 2021, the Town Board determined that the Bruno Road portion of the project would be a Type II project under SEQRA, a negative declaration was issued, and a permit subsequently issued from the Army Corp of Engineers, and

WHEREAS, the Highways Superintendent Dahn Bull, has asked for authorization to extend the existing professional services contract with Barton & Loguidice for consulting services associated with the Army Corp Permit, as well as design and bid documents for the project; now, therefore, be it

RESOLVED, that Highways Superintendent Bull is authorized to execute Amendment #1 to the professional services contract with Barton & Loguidice, in an amount not to exceed \$15,035 to be paid from A-8540-135 (General Fund – Drainage Repairs - Engineering).

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

No one wished to be heard.

PUBLIC PRIVILEGE

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

Motion carried at 8PM

Teresa Brobston
Town Clerk