

TOWN OF CLIFTON PARK TOWN BOARD

April 17, 2023

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
Councilman Morelli
Councilwoman Walowit
Councilman O’Hara
Councilwoman Reid
Town Clerk Brobston

Also Present: Town Attorney McCarthy
Mark Heggen, Comptroller
Daniel Clemens, Director of Parks, Buildings & Recreation
Dahn Bull, Superintendent of Highways
Norah Hoefner, Communications and Technology Coordinator

MINUTES

MOTION by Councilwoman Walowit, seconded by Councilman O’Hara to approve the Town Board minutes of April 3, 2023, as presented.

ROLL CALL VOTE

Ayes: Councilman Morelli Councilwoman Reid, Councilman O’Hara,
Councilwoman Walowit, Supervisor Barrett

Noes: None

MOTION CARRIED

ANNOUNCEMENTS & COMMUNICATIONS

Supervisor Barrett announced the Barney Road Golf Course will not be opening until Noon on Wednesday, April 19 due to a paving project.

Supervisor Barrett reminded residents of the Town’s first “Restaurant Week”, in partnership with the Capital Region Chamber, April 24 -30, additional information available on the Town’s website, cliftonpark.org.

Councilwoman Reid announced upcoming events: Shen Science & Health Discovery Night, Friday, April 21, 6-8:30 PM at Shenendehowa High School East. Over 90 exhibits including robots, chemistry experiments and flight simulators. The Clifton Park GREEN Committee will be a part of this event, spreading awareness about environmental stewardship and giving away red-pine saplings. Kite Flying Day at the Clifton Common, Sunday, April 23, 1-4 PM. The Clifton Park Arbor Day Celebration, Sunday, April 30 at Town Hall, 2-4 PM with activities for kids of all ages, including an opportunity for Scouts to work toward badges, 3:30 PM a tree planting along with a sapling give-away by the Clifton Park Tree Committee. Paper Shredding Day will be held Sunday, April 30 at the Clifton Park Center Mall, 1-3PM. All events are free. Additional information on the events can be found on the Town’s website, cliftonpark.org.

Supervisor Barrett reminded residents of the Town-wide Clean-up Day, Saturday, April 22. He encouraged residents to volunteer to clean up trash in the parks, trails and roadways. Sign-up required by calling the Town Hall or website.

RESOLUTIONS

Resolution No. 94 of 2023, a resolution authorizing the hiring of part-time seasonal help for the Transfer Station and for the Barney Road golf course.

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

WHEREAS, openings exist for part-time seasonal help at both locations noted above, and

WHEREAS, Daniel Clemens, Director of Buildings, Parks & Recreation, has recommended that Carter Zink of Clifton Park, be hired for the part-time seasonal position at the Transfer Station and Andrew Swayne of Clifton Park, be hired for the part-time seasonal position at the Barney Road Golf course; now, therefore, be it

RESOLVED, that for the summer of 2023, Carter Zink be hired as a part-time seasonal laborer for the Transfer Station, at \$16.50 per hour, to be budgeted from A-8160-E4000 (Transfer Station-Part-time Employee), and Andrew Swayne be hired as part-time seasonal help at the Barney Road golf course, at \$17.00 per hour, to be budgeted from A-7190-E4000 (General Fund- Golf Course-Part-Time Employee), effective immediately.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman O’Hara,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 95 of 2023, a resolution to authorize paving of a new blacktop ramp and around the foundation of the Construction and Demolition Materials Building at the Transfer Station pursuant to competitive quote.

Introduced by Councilwoman Walowit, who moved its adoption, seconded by Councilman O’Hara.

WHEREAS, Daniel Clemens, Director of Buildings, Parks, and Recreation, sought quotes from qualified entities for a project consisting of grading, compacting and asphalt overlay of 1,400 square feet of new pavement at the Transfer Station’s Construction and Demolition Materials Building, and

WHEREAS, after quotes were received on April 11, 2023, Mr. Clemens recommended that the construction work be awarded to Next Generation Paving, as low quote, at a total cost not to exceed \$5,525; now, therefore, be it

RESOLVED, that the Town Board accepts the recommendation of the Director of Buildings, Parks, and Recreation, and authorizes Mr. Clemens to retain Next Generation Paving for the Transfer Station Construction and Demolition Materials Building paving project, at a cost not to exceed \$5,525, to be paid from A-8160-200 (General Fund-Transfer Station-Equipment).

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman O’Hara,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 96 of 2023, a resolution awarding the contract to Next Generation Roofing for roofing repairs at the Clifton Common Ice Arena.

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

WHEREAS, quotes were received for the repair work necessary for the Ice Arena roof, and

WHEREAS, Next Generation Roofing submitted the lowest conforming quote for the work on a time and materials basis, with labor charges to be billed at \$75 per hour, and

WHEREAS, Daniel Clemens, Director of Buildings, Parks and Recreation, recommends the retention of Next Generation Roofing on the basis of their lowest conforming quote; now, therefore, be it

RESOLVED, that Mr. Clemens is authorized to retain Next Generation Roofing for repair work at the Clifton Common Ice Arena, at a cost up to \$15,000, to be paid from A-7112-200 (General Fund- Clifton Common-Equipment).

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman O’Hara,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 97 of 2023, a resolution authorizing the Town Clerk to begin accepting applications for One- Day Marriage Officiant Licenses and to charge a \$25 fee for each license issued.

Introduced by Councilwoman Reid, who moved its adoption, seconded by Councilman O’Hara.

WHEREAS, on March 3, 2023, the State of New York enacted legislation adding Section 11-D to the Domestic Relations law, and

WHEREAS, the amendment authorizes Town Clerks to issue One-Day Marriage Officiant Licenses to individuals who shall then be authorized to solemnize marriages where the marriage ceremony is to be held, and sets the fee for such licenses at \$25, and

WHEREAS, the Town Clerk has advised the Town Board of the amendments to the Domestic Relations Law and seeks Board approval to implement an application process for a One-Day Marriage Officiant License at the fee authorized by the amendments; now, therefore, be it

RESOLVED, that the Town Board authorizes the Town Clerk to begin issuing One-Day Marriage Officiant Licenses and to collect the \$25 fee for each, effective immediately.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman O’Hara,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 98 of 2023, a resolution authorizing budget transfers for calendar year 2022 as specified in Schedule A, attached.

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

WHEREAS, the Comptroller has recommended that certain year-end budget adjustments, contained in Schedule A, be made to provide for the completion of financial statements for Fiscal Year 2022; now, therefore, be it

RESOLVED, that the budget transfers specified in Schedule A, be adopted per the Comptroller's recommendations.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman O'Hara,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 99 of 2023, a resolution authorizing the Supervisor to execute two (2) agreements with GTM Payroll Services, Inc. (GTM) to purchase new timeclocks for eight (8) Town locations.

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

WHEREAS, GTM has provided payroll processing services to the Town since 2011, and has updated and streamlined operations from time to time, and

WHEREAS, the Comptroller recommends the procurement of new NXG LE timeclocks from GTM, to integrate the time control systems with existing payroll systems, and to replace older time clock systems, at a cost not to exceed \$8,384, at eight (8) Town offices, as a sole source pursuant to the Town's Procurement Policy; now, therefore, be it

RESOLVED, that the Supervisor is authorized to execute the attached agreements with GTM Payroll Services, Inc., to purchase eight (8) new NXG LE timeclocks at a cost not to exceed \$8,384, to be paid with a transfer from Contingency to A-01315-00200 (General Fund- Comptroller- Equipment).

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman O'Hara,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 100 of 2023, a resolution contracting for paving services for the Town's Highway Department.

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

WHEREAS, pursuant to Section 103 (16) of the General Municipal Law, municipalities in New York may acquire services through contracts let by the State, or another political subdivision of the State, through a public bidding process which was held in compliance with the statute, and

WHEREAS, the Highway Department has requested authorization to enter into contracts with Evolution Construction Services, Mechanicville, NY, and Jointa Lime Company, Wilton NY, to establish services rates for equipment and labor associated with paving services based on bids awarded by the County of Saratoga after a competitive process, in compliance with GML 103; now, therefore, be it

RESOLVED, that the Highways Superintendent is authorized to enter a pavement services contract with Evolution Construction Services, Mechanicville, NY, and as a secondary company, Jointa Lime Company, Wilton, NY, per Saratoga County Contract 23-PWPSR-46R, in an amount up to \$1,089,117, with invoices to be paid from DA-5110-030 (Highway – Paving – Blacktop) and DA-5112-015 (Highway – Other Contractual).

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman O’Hara,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Supervisor Barrett requested a paving list from the Highway Department.

Highways Superintendent Bull stated he is awaiting information pertaining to a possible water construction project on Eastside Drive to complete the paving list.

Highways Superintendent Bull stated he can have an unfinished paving list submitted the next day.

No one wished to be heard.

OTHER BUSINESS

Councilman Morelli explained, in a recent Town Board meeting he brought up traffic/speeding/accident concerns on Moe Road, with the entrance to the Shenendehowa School Campus. Since that meeting, as requested by the Town, the County Sherriff and State Police have been monitoring the area during peak times. The Town’s Public Safety Department put out message boards bringing awareness to the speed limit in that area. The next step is for the Town to investigate the area for possible speed decrease and or a traffic light. Mr. Morelli stated as a municipality, we are not empowered to make those decisions on our own due to the proximity to State Route 146, without going through a formal traffic study. A quote was received, late this afternoon, from Creighton Manning, Traffic Engineers, to perform a traffic study. Creighton Manning would be able to provide the services such as traffic and turning movement counts, field visit evaluating road width, parking, driving density, reviewing crash records, reviewing data collected against speed limit guidance and summarizing of recommendations. He stated the proposal is for a lump sum of \$6,700. Mr. Morelli explained the next Town Board meeting is not until May 1, and he would like to get the work started as soon as possible. Councilman Morelli would like a motion to allow the Supervisor to sign the proposal from Creighton Manning, upon Town Attorney review.

Supervisor Barrett stated one of the changes that came out of the pandemic was more parents dropping off and picking up students and additional students driving to school. This has placed pressure on many schools and parents for traffic, parking, and possible expansion of where drop-offs and pick-ups occur. The study would provide information on improvements in the area to communicate with NYSDOT.

Councilman O'Hara MOVED the motion, seconded by Councilwoman Reid to allow the Supervisor to sign the proposal from Creighton Manning, upon Town Attorney review, with the cost of the proposal to be paid from budget line A-1440-45 (General Fund-Engineering).

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman O'Hara,
Councilwoman Walowit, Supervisor Barrett

Noes: None

MOTION CARRIED

PUBLIC PRIVILEGE

No one wished to be heard.

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 7:48 PM

Teresa Brobston
Town Clerk