

TOWN OF CLIFTON PARK AGENDA SESSION
June 16, 2026

The Agenda Session meeting of the Town Board of the Town of Clifton Park was held in the Wood Memorial Room of the Town Office Building at 6:31 p.m., Supervisor Barrett presiding.

Present: Councilwoman Bellamy, Councilman Fantini, Councilman Manir, Councilwoman Reid, Supervisor Barrett, Town Clerk Fantini, Town Attorney Dailey.

Also Present: Comptroller Mark Heggen, Buildings, Parks & Recreation Director Daniel Clemens, Parks & Recreation Director Megan Babendreier, Judge Robert Rybak, Superintendent of Highways Dahn Bull, Collection System Manager Michael O'Brien, Director of Clifton Park Senior Community Center Susan Leonard

MINUTES APPROVAL

MOTION by Councilman Fantini seconded by Councilwoman Reid to approve the Agenda Session Minutes for June 2, 2026, as presented. All Ayes. MOTION CARRIED

RESOLUTIONS FOR CONSIDERATION

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>TOWN BOARD MEETING DATE REQUESTED</u>
1. Safety and Security	Authorize time-and-a-half pay for part-time security officers who work on the day of the Town's July 4th Celebration	06/16/2026*
2. Building & Grounds	Authorize acceptance of a donation from Robinwood neighborhood resident Anita Daly to install a new yard hydrant at the Robinwood Entrance sign	06/16/2026*
3. Buildings & Grounds	Authorize acceptance of a donation from the Vistas HOA to install a new yard hydrant on Vista Court	06/16/2026*
4. Buildings & Grounds	Authorize AC/DC Line Construction to supply and install a new aluminum light pole that was damaged from a 2025 car accident on Clifton Country Road	07/07/2026

Daniel Clemens reported that a double-arm light pole had been taken down and requires full replacement. The project

will include replacing the pole, both arms, both light fixtures, and associated components. He noted that AC/DC Line Construction, the current contractor under the bid, will complete the work and has been responsive and easy to work with throughout the project.

Supervisor Barrett asked whether there is currently no light at the location, seeking clarification on the status of the damaged light pole.

Daniel Clemens confirmed that there is currently no light at the location.

5. Buildings & Grounds

Authorize AFSCO Fence to install a new entry control system at the Town Transfer Station

07/07/2026

Daniel Clemens reported that the control board inside the electronic gate system has not been functioning properly for several months, requiring repeated maintenance. He explained that replacement parts or upgrades for the existing board are no longer available, making a complete system upgrade necessary. The malfunctioning system has caused the gates to remain open, open on their own, or fail to close. The project will retain the existing gates while installing a new control board and reprogramming the system to restore reliable operation.

Supervisor Barrett asked whether there is any way to resolve the issue with the current gate system rather than replacing it, seeking clarification on whether the existing equipment could be repaired or unlocked.

Daniel Clemens confirmed that was correct.

6. Town Board

Authorize conveyance of any interest the Town may have in a sewer line owned by Windsor Development to be conveyed to the Saratoga County Sewer District

06/16/2026*

7. Town Board

Authorize acceptance of a proposal from KB Engineering, P.C. for professional services related to the preparation and submission of a NYSEFC WIIA Grant and Loan applications for the Eastside Drive Water District project

06/16/2026*

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| 8. Highway | Authorize acceptance of a cost increase for the five (5) single axle development plow truck chassis, originally approved in Resolution No. 66 of 2022 | 06/16/2026* |
| 9. Highway | Accept a quote from Precision Trenchless of Schenectady, under Onondaga County contract, for sliplining of storm water pipes under portions of streets in seven (7) Town locations | 06/16/2026* |
| 10. Parks and Recreation | Authorize the correction of the pay rates for Head Lifeguards and the hiring of new Lifeguards and Water Safety Instructors for the 2026 season | 06/16/2026* |
| 11. Comptroller | Adopt resolution for elected and appointed officials for NYS Retirement | 06/16/2026* |
| | <p>Mark Heggen explained that elected officials who participate in the New York State Retirement System but do not use the timekeeping system complete a three-month work calendar. The reported time is then calculated based on the established standard workday, and those calculations are used to determine and report the officials' monthly days worked to the retirement system.</p> <p>Supervisor Barrett noted that the system was implemented years ago in response to prior issues within New York State regarding how certain individuals' retirement service time was reported and calculated.</p> | |
| 12. Town Clerk | Authorize appointment of Nicole Richard as Deputy Town Clerk effective 6/22/2026 | 06/16/2026* |
| 13. Planning | Authorize acceptance of Clifton Park Rotary's Peace Pole Project at Town Center Park | 06/16/2026* |
| 14. Planning | Authorize payment to National Grid for make ready work associated with installation of new streetlights at various locations in Town | 07/07/2026 |
| 15. Planning/Zoning | Authorize the purchase of mosquito dunks for use by Town residents | 06/16/2026* |

16. Planning/Zoning Authorize Town Supervisor to execute a Rights-of-Way agreement with Capital District YMCA-Southern Saratoga Branch for placement of freestanding sign 06/16/2026*
17. Sewer Authorize awarding of Dutch Meadows Pump Station upgrades bid to W20 Pump and System Services 07/07/2026
- Supervisor Barrett asked whether this matter was being reviewed for a second time.
- Michael O'Brien reported that the project was initially bid once and received only one proposal of approximately \$250,000, which he deemed unsatisfactory based on expected costs. The project was subsequently rebid after additional outreach to encourage competition, resulting in three bids, with the lowest bid at \$159,250, which he stated was closer to the anticipated cost. He added that, in coordination with Mark, the Dutch Meadow Sewer District has sufficient reserve funds to complete the project while maintaining funds for future needs, with no expected increase in costs or incurrence of debt. He recommended moving forward with the project, noting it has been a long time coming.
- Supervisor Barrett acknowledged the delay in the process and noted that receiving only one bid was unusual and not ideal for a project of this nature. He commented that while single bids can sometimes still be acceptable in other contexts, such as fireworks contracts, in this case it did not make sense and raised concerns that the opportunity may not have been widely seen or adequately responded to. He stated that this justified re-bidding the project, and noted that the second bidding process was beneficial and resulted in more competitive pricing.
18. Senior Center Authorize purchase of a new Toshiba e-STUDIO3025AC copier/printer under NYS Contract #PM68135 07/07/2026

*Denotes a resolution that is on both the Agenda Session Schedule and the Town Board Meeting agenda for tonight (assuming a positive vote in the Agenda Session), due to timing issues for the proposed resolution.

MOTION by Councilman Fantini seconded by Councilman Manir to approve resolutions be heard at the requested Town Board meeting date. All Ayes: MOTION CARRIED

MOTION by Councilman Fantini, seconded by Councilwoman Reid, to adjourn the Agenda Session. All Ayes: MOTION CARRIED at 6:46 p.m.

Caitlin Fantini
Town Clerk

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