

TOWN OF CLIFTON PARK TOWN BOARD

June 21, 2022

The meeting of the Town Board of the Town of Clifton Park was held in the **Clifton Park Senior Community Center 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  
John Scavo, Planning Director  
Susan Leonard, Director of the Clifton Park Senior Community Center

MINUTES APPROVAL

MOTION by Councilwoman Walowit, seconded by Councilman Morelli, to approve the minutes of the June 6, 2022, meeting as presented.

ROLL CALL VOTE

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

Noes: None

MOTION APPROVED

ANNOUNCEMENTS AND COMMUNICATION

Supervisor Barrett announced, Resolution No. 6 on tonight's agenda, will be pulled from consideration for further review.

Supervisor Barrett reminded residents of the 4<sup>th</sup> of July parade and celebration activities on the Clifton Common.

Supervisor Barrett announced the schedule for the Performing Arts at the Clifton Common. Schedule available on Town website or hard copy in Town Hall.

Supervisor Barrett announced, as Chairman of the Public Health Task Force for Saratoga County, the County has been tasked to build out an Environmental Health Department. The County Public Health Services has been renamed to the Saratoga County Department of Health. Brian Minor has been hired as Environmental Health Director. The State had taken on the responsibilities, on behalf of Saratoga County, but now that a certain population level has been hit, the County has now been accepting those responsibilities. He stated additional hiring, with experience in public health, will be needed to build-out the new department.

Supervisor Barrett stated, the County Public Works appropriated an additional \$3,000,000 for additional paving throughout the County. He explained, one of those projects will be to finish Grooms Road paving. The Town also added an additional \$1,300,000 funding for Town paving.

Supervisor Barrett announced, the County Health Committee increased the rates for related services for children with special needs. Various contracted agencies provide these services.

Councilwoman Flood announced, NYS is offering a 25% tax credit to help off-set barn restorations. More information available NYS Division of Historic Preservation website.

PRESENTATION-2022 COMMUNITY  
PREPAREDNESS AND RESILIENCY FUND GRANTS

Supervisor Barrett announced and presented forty-one grant checks to smaller Community Non-Profits who were affected by the pandemic. He stated the Town set aside \$200,000 from ARPA funding for assisting. The County has also set aside \$2,000,000 for non-profits throughout the County for this purpose.

RESOLUTIONS

No one wished to be heard.

Resolution No. 175 of 2022, a resolution authorizing the Supervisor to sign a lease agreement with Electronic Business Products, for a digital copying system for use by the Parks & Recreation Office.

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

WHEREAS, Director of Parks, Recreation and Community Affairs Myla Kramer, has requested that a new digital copier/printer be leased for use by the department, and

WHEREAS, the proposed cost for leasing the copier has been budgeted, per the attached schedule, and

WHEREAS, quotes were received with Electronic Business Products submitting the lowest quote for a lease plus service charge, totaling \$301.42 per month, plus \$.0064 for black and white copies, and \$.0433 for color copies; now, therefore, be it

RESOLVED, that the Town Supervisor is authorized to enter into a lease agreement with Electronic Business Products, for a Lanier IMC 6000 copier/printer system, for thirty-six (36) months, for a lease, plus service charge, totaling \$301.42 per month, plus copy charges as listed above, to be paid from A-7021-003 (Parks & Recreation – Copier).

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 176 of 2022, a resolution to transfer funds from Contingency for the repairs at the Adventure Challenge Course.

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

WHEREAS, the Town Board authorized repairs to the Adventure Challenge Course at Collins Park, by Resolution No. 87 of 2022, and

WHEREAS, Director of Parks, Recreation and Community Affairs Myla Kramer, has been advised that the final cost to repair the course, following inspection exceeded the original quote of \$12,036, resulting in an invoice totaling \$13,153.82, and

WHEREAS, additional funds are needed to cover the higher costs; now, therefore, be it

RESOLVED, that the Comptroller is authorized to transfer \$1,117.82 from Contingency to A-7621-200 (Adventure Challenge - Equipment).

ROLL CALL VOTE

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

Noes: None

**DECLARED ADOPTED**

Resolution No. 177 of 2022, a resolution hiring seasonal staff for the 2022 Parks & Recreation Programs.

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

WHEREAS, the Town Board wishes to hire additional staff for the Summer 2022 season, and

WHEREAS, Myla Kramer, Director of Parks, Recreation and Community Affairs, has recommended that the individuals listed in the attached Schedule A be hired, and individuals in the attached Schedule B be retained as Head Lifeguards, with pay as indicated; now, therefore, be it

RESOLVED, that the individuals listed in the attached Schedule A, be retained as staff for the Town’s pools, to be paid as indicated on the schedule through the end of the respective season; and be it further

RESOLVED, that the individuals in the attached Schedule B, be retained in the new positions and rates, as listed, retroactive through the end of the respective season.

**MOTION** by Councilwoman Standaert, seconded by Councilman Morelli, to amend the resolution making the hiring of the Headguards retroactive to May 29, 2022, and the hiring of the guards at Barney Road be June 5, 2022.

ROLL CALL VOTE

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

Noes: None

**MOTION APPROVED**

**MOTION** by Councilwoman Standaert, seconded by Councilman Morelli to approve the amended resolution.

ROLL CALL VOTE

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

Noes: None

**DECLARED ADOPTED**

Resolution No. 178 of 2022, a resolution authorizing a Pool Access Pass for pool members with physical or mental disabilities.

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

WHEREAS, Supervisor Barrett recommends that the Town Board enact a program to waive membership fees to the Town pools for respite workers and community rehabilitation providers who are retained or assigned to provide assistance to individual pool members with special needs, and

WHEREAS, the program would allow for pool members with special needs to apply for and receive pool access passes for employed workers assigned to provide individual assistance to those members of the special needs community; through recognized organizations; now, therefore, be it

RESOLVED, that the Parks & Recreation Department is authorized to issue seasonal access passes to enable pool members to be accompanied by their assigned respite or community habilitation workers, and to waive the membership fee for the assigned worker, upon verification of need and status of the accompanying individuals, as outlined in the attached application form.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 179 of 2022, a resolution accepting an anonymous donation of two 10 x 12 gazebos for the Bocci Courts at the Clifton Park Senior Community Center

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

WHEREAS, an anonymous donor has offered a donation of two 10 x 12 cedar gazebos, in the same style and brand as another shade pavilion at the Senior Community Center, and

WHEREAS, the Town Board wishes to accept the donation from the donor to acquire two gazebos, to be installed at either end of the Bocci Court; now, therefore, be it

RESOLVED, that the Director of the Senior Community Center is authorized to accept two 10x12 cedar gazebos for use at the center; and be it further

RESOLVED, that the entire Town Board thanks our anonymous donor for their generous and thoughtful contribution.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 180 of 2022, a resolution to authorize Environmental Design Partnership to perform construction administration and construction inspection services for the Town Center Park Phase I.

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

WHEREAS, by Resolution No. 25 of 2020, the Town Board adopted a master plan for the Town Center Park on land acquired from the Shenendehowa Central School District, and

WHEREAS, by Resolution No. 101 of 2021, the Town Board authorized Environmental Design Partnership (EDP) to perform design, planning and bid document preparation for Phase I of the Town Center Park Project, and

WHEREAS, the Town Board now wishes to engage an engineering and design consultant to conduct construction administration and construction inspections of the project, and

WHEREAS, EDP has submitted a proposal for the construction administration and inspection services of Phase I, and

WHEREAS, Supervisor Barrett recommends accepting the EDP proposal based upon their qualifications for the services to be rendered, and upon recent successful experience with the Town Park project; now, therefore, be it

RESOLVED, that the Supervisor is authorized to retain EDP, per the attached scope of work, for construction administration and construction inspections of the Town Center Park Phase I improvements, per the February 2020 Park Master Plan, in an amount not to exceed \$25,000, and be it further

RESOLVED, that the Comptroller is authorized to transfer \$25,000 from A-00914 (undesignated fund balance) to offset costs associated with the proposal; and be it further

RESOLVED, that the funds be transferred to the Capital Projects fund, H60-1440-135 (Town Center Phase I Construction – Engineering) and that all subsequent expenditures for engineering be accounted for in the Capital Projects Fund.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 181 of 2022, a resolution accepting a temporary construction easement, for a water quality improvement project, in the Clifton Park Center Road area.

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

WHEREAS, the project will require that the Town and its proposed contractor, obtain access to lands of Park Plaza of Clifton Park, LLC, to complete the project, and

WHEREAS, Park Plaza of Clifton Park, LLC, is willing to grant such access under certain terms and conditions, including the obligation of the Town and its Contractors to restore the property to the condition that existed prior to construction; now, therefore, be it

RESOLVED, that the Supervisor is authorized to sign the attached temporary construction easement to facilitate the project.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

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 7:52 PM

Teresa Brobston  
Town Clerk