

TOWN OF CLIFTON PARK TOWN BOARD

January 16, 2024

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.

Pledge of Allegiance

Present: Supervisor Barrett
Councilman Morelli
Councilwoman Reid
Councilwoman Walowit
Councilman Manir
Town Clerk Brobston

Also Present: Town Attorney McCarthy
Mark Heggen, Comptroller
Daniel Clemens, Director of Parks, Buildings & Recreation
Michael Woerner, Director of Parks & Recreation
Dahn Bull, Highways Superintendent
John Scavo, Director of Planning & Zoning
Norah Hofer, Communications and Technology Coordinator

ANNOUNCEMENTS & COMMUNICATIONS

Councilwoman Reid announced the upcoming WinterFest weekend events. Starting off with Friday, February 2 from 5:30PM with “Park at Dark” at the Town Center Park, Saturday, February 3 many different family friendly events throughout the Town and Town Parks, Clifton Park Center Mall, Riverview Orchards, Ace Hardware, Vischer Ferry General Store, Capital Arena, Clifton Common, Public Library and Barney Road Ponds.

Supervisor Barrett stated he attended a luncheon at the NYS Sheriffs Institute honoring Saratoga County Sheriff’s Deputies Jeffrey Simpson, Robert Whipple, and Nikklas Milligan for each being named the New York State Sheriff’s Institute’s Deputy of the Year for 2023.

RESOLUTIONS

Resolution No. 14 of 2024, a resolution authorizing the Town to enter into an agreement with ICC Community Development Solutions (ICC-CDS) to migrate and upgrade the Town’s Laserfiche Rio Electronic Document Management System (DMS) to the Laserfiche Cloud Enterprise Content Management System (ECM).

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

WHEREAS, the Town desires to migrate and upgrade its current on-premises Laserfiche Rio Electronic DMS to the latest Laserfiche Cloud ECM System, and

WHEREAS, Director of Planning and Zoning John Scavo, advises that Laserfiche has been a premiere developer of DMS and ECM solutions for many years and the Town has invested significant resources to integrate Laserfiche into its business processes, and is a sole vendor that can provide the necessary migration and upgrade services to the Town, and

WHEREAS, ICC-CDS submitted a proposed agreement to the Town to provide the necessary upgrade services, in an amount not to exceed \$32,656, and

WHEREAS, Mr. Scavo recommends that the Town Board authorize the execution of the proposed agreement with ICC-CDS, as sole vendor; now, therefore, be it

RESOLVED, that the Town Board authorizes the Supervisor to execute the attached agreement with ICC-CDS, for the migration and upgrade of the Town’s current on-premise

Laserfiche electronic DMS to the latest Laserfiche Cloud ECM System, at a cost not to exceed \$32,656, to be paid from A-1620-004 (General Fund-Town Hall Operations-Computer).

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Director of Planning & Zoning John Scavo stated the Town received a \$7,000 grant from Saratoga County under its Economic Development Program, and is receiving a \$1,194 credit for upgrading Laserfiche Rio to Cloud. Balance remaining for the Town would be \$11,156.

Resolution No. 15 of 2024, a resolution appointing Paul Pelagalli as Town Attorney.

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

WHEREAS, a vacancy will exist in the position of Town Attorney due to the retirement of Thomas McCarthy, effective January 29, 2024, and

WHEREAS, pursuant to New York State Town Law Sections §64(5) and §24, the Town Board has the authority to appoint an individual as Town Attorney to fill such position, and

WHEREAS, Paul Pelagalli, Ballston Lake, N.Y., has previously served as Town Attorney from 1992 to 2001, as Planning Board Attorney from 2001 to 2016, and as Saratoga County Family Court Judge from 2017 to 2023; now, therefore, be it

RESOLVED, that Paul Pelagalli has the background, education, training and experience which qualifies him to act as Town Attorney, and be it further

RESOLVED, that Paul Pelagalli is hereby appointed as Town Attorney effective February 1, 2024, pursuant to New York State Town Law 64 (5), at an annualized salary of \$140,000; and be it further

RESOLVED, that the Comptroller is authorized to transfer \$64,000 from A-01420-E0693 (General Fund-Legal Office-T.McCarthy) and an additional \$76,000 from Unassigned Fund Balance, (A-00914) to A-01420-E0034 (General Fund-Legal Office-P. Pelagalli).

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 16 of 2024, a resolution awarding the contract for Transfer Station Solid Waste Disposal.

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

WHEREAS, the Town published bid documents for the renewal of the Solid Waste Disposal Contract for the Transfer Station on December 14, 2023, and

WHEREAS, bids were opened on January 3, 2024, and

WHEREAS, Casella Waste Management previously d/b/a Twin Bridges Waste & Recycling, submitted the lowest responsive proposal, which includes a unit price of \$73.90 per ton; now, therefore, be it

RESOLVED, that the bid of Casella Waste Management for residential waste hauling at the Town of Clifton Park Transfer Station is accepted.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 17 of 2024, a resolution authorizing the Director of Buildings, Parks and Recreation to promote Raymond Zeller to the position of Working Supervisor within the Buildings and Grounds Department.

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

WHEREAS, a vacancy exists in the Buildings and Grounds Department for a Working Supervisor, and

WHEREAS, Director of Buildings, Parks and Recreation Daniel Clemens, wishes to promote Raymond Zeller, Ballston Spa, and

WHEREAS, Mr. Zeller has been with the Department for over 24 years, is well acclimated with the job duties and practices of the Department, and has experience in leading a team and project management; now, therefore, be it

RESOLVED, that the Town Board authorizes the promotion of Raymond Zeller to the title of Working Supervisor, and be it further

RESOLVED, that Mr. Zeller will be promoted to a Grade 7, Step 8, Year 1, effective immediately; and be it further

RESOLVED, that the funds necessary for these promotions be allocated, as per the attached Schedule A.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

SUPERVISOR BARRETT AMENDMENT

Supervisor Barrett explained this is the first time for this position in Buildings & Grounds. Mr. Zeller proved/created the need for this position based solely on his performance. Mr. Zeller has provided leadership over the years on many projects, such as the work performed at the new playground on the Common with the removal of the old structure and preparation of the site was extensive. This position was mentioned during the budget process.

Resolution No. 18 of 2024, a resolution authorizing the purchase of a 300-gallon skid mount blacktop sealer for use by the Buildings and Grounds Department in its maintenance of Town trails and parks.

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

WHEREAS, quotes for a 300-gallon skid mount blacktop sealer were solicited and opened on January 5, 2024, and

WHEREAS, Asphalt Kingdom, 575 S. Wickham Road, Melbourne, FL, submitted the lowest responsive quote, in an amount not to exceed \$14,389, and

WHEREAS, Daniel Clemens, Director of Buildings, Parks and Recreation, has recommended accepting the quote submitted by Asphalt Kingdom; now, therefore, be it

RESOLVED, that the Buildings and Grounds Department is authorized to purchase one Airboss 300 Air-Operated Hydraulic Sealcoat Spray System, per the attached, to be paid from A-7629-200 (General Fund-Trails- Equipment).

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 19 of 2024, a resolution authorizing the Supervisor to sign contracts with the 2024 Subcontract hires.

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

WHEREAS, Michael Woerner, Director of Parks & Recreation, has requested that the Town Board authorize contracts for certain Recreation Programs, and

WHEREAS, the Town Board supports continuation of the listed Recreation Programs with the Subcontractors listed on the attached Schedule A; now, therefore, be it

RESOLVED, that the Town Supervisor is hereby authorized to sign contracts with 2024 Recreation Subcontractors, per Schedule A.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 20 of 2024, a resolution adopting the 2024 General Facility Fee Schedule for memberships and short-term use of Town-owned facilities and programs.

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

WHEREAS, Michael Woerner, Director of Parks and Recreation, has recommended that the fee schedule be adjusted for Town pool memberships and for the full-day camp weekly rate for the Town recreation camp, as detailed on the attached Fee Schedule; now, therefore, be it

RESOLVED, that the Town Board adopts the attached 2024 General Facility Fee Schedule for permits and memberships issued by the Office of Parks & Recreation.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 21 of 2024, a resolution authorizing the Highways Superintendent to hire Gary Blake, Jr. as a Motor Equipment Operator (MEO) in the Highway Department.

Introduced by Councilman Morelli, who moved its adoption, seconded by Councilman Manir.

WHEREAS, after the resignation of Walter Davies, an opening exists in the Highway Department for an MEO, and

WHEREAS, Highways Superintendent Dahn Bull, has recommended the hiring of the following individual:

<u>Name</u>	<u>License Type</u>	<u>Address</u>
Gary Blake, Jr.	Class B	Schenectady, NY

and,

WHEREAS, Mr. Blake brings over three years of experience in Municipal Highway Maintenance, has experience with the operation of various pieces of equipment, a veteran of the United States Army and has a Class B Driver's License with endorsements; now, therefore, be it,

RESOLVED, that the Town Board authorizes the hiring of Gary Blake, Jr. as a Motor Equipment Operator, at Grade 5, Step 1, salary of \$56,571/year, at a rate of \$26.99/hr., effective at a start date no earlier than January 17, 2024; and be it further,

RESOLVED, that the Comptroller is authorized to transfer funds as detailed in the attached Schedule A.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir, Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

Resolution No. 22 of 2024, a resolution in connection with the Town of Clifton Park accepting lead agency status pursuant to the State Environmental Quality Review Act (SEQRA) Regulations 6NYCRR, Part 617.

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

WHEREAS, the Town Board wishes to explore the potential to form a water district to provide public water to residents on Eastside Drive, and

WHEREAS, the Town Board has retained Prime Engineering to initiate planning to install a water main to connect to the existing water system on NYS Route 146, and

WHEREAS, the Town will apply for funding opportunities from various agencies for this project, and

WHEREAS, the Town Board wishes to declare Lead Agency Status for the project, and to initiate environmental review in compliance under the State Environmental Quality Review Act (SEQRA); now, therefore, be it

RESOLVED, that the Town Board hereby accepts Lead Agency Status, pursuant to SEQRA Regulations 6NYCRR Part 617 and authorizes PRIME AE Group of New York to complete the coordinated review of this project, and other matters related to SEQRA.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

SUPERVISOR BARRETT AMENDMENT

Supervisor Barrett stated the Town will be applying for grant funding. The Town first must take steps for the grant application process including the SEQR process and a bond resolution. Application deadline in the next couple of months.

Supervisor Barrett stated the Town has applied for grant funding to offset the cost to the residents. The next step in this process is to pass a bond resolution, which is currently being worked on. The Town would bond the money, then residents are assessed annually for their portion of the cost of installing the project, usually paid over twenty to twenty-five years. The residents and the Town agree there would not be enough support unless the Town received grant funding.

Councilman Morelli stated there is a lot of interest and support for water in that area. The Town commits to doing everything we can to hopefully secure the grant for the residents.

No one else wished to be heard.

PRESENTATION

A Declaration/Resolution was read by Supervisor Barrett and presented to Thomas McCarthy honoring him for his employment with the Town upon his retirement.

Resolution No. 23 of 2024, a resolution honoring Town Attorney Thomas McCarthy.

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

WHEREAS, Town Attorney Thomas McCarthy has served the Town of Clifton Park selflessly for over 17 years; and

WHEREAS, Attorney McCarthy has zealously advocated for the Town, the Town Board, the employees, and the residents of Clifton Park. His expertise in all areas of municipal law has conferred an enormous benefit to this Town; and

WHEREAS, Attorney McCarthy has shared his expertise with fellow attorneys in the Town, Saratoga County and throughout the Capital District of NY. He is recognized by his peers as an expert in all areas of operations for the Town; and

WHEREAS, Attorney McCarthy has demonstrated exceptional skill and acumen in employee affairs, union negotiations and land use and zoning regulations; and

WHEREAS, his keen ability to navigate the especially complex area of municipal, commercial and residential real estate statutes directly impacted the Town's ability to acquire and preserve over 1700 acres of parkland and open space during his tenure; and

WHEREAS, Mr. McCarthy is a skilled litigator whose expertise, knowledge, and preparedness enabled him to successfully and favorably represent the Town in countless Supreme and Appellate Court proceedings including but not limited to Article 78 proceedings, employee fair hearings and injunctions; and

WHEREAS, Attorney McCarthy masterfully and delicately advised Town Board members, department heads, employees, law enforcement personnel and residents on all areas of Clifton Park Town Code and New York State Law; and

WHEREAS, Attorney McCarthy has been a highly valued member of the Clifton Park team, a respected leader and trusted advisor and his positive impact and legacy as Town Attorney will sustain long after his departure; now, therefore, be it

RESOLVED that the Clifton Park Town Board recognizes and congratulates Attorney Tom McCarthy on his well-deserved retirement.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman Manir,
Councilwoman Walowit, Supervisor Barrett

Noes: None

Attorney McCarthy thanked the Town and Town Board for the words of appreciation and gave a brief synopsis of his efforts, projects and memories during his time of employment.

PUBLIC PRIVILEGE

Darlene McGraw, Halfmoon, congratulated Town Attorney McCarthy on his retirement. Voiced concerns with additional traffic on Moe Road due to the proposed apartments across from the school entrance. Read an email regarding an ADA Transition Plan for snow removal.

No one else 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 7:13 PM

Teresa Brobston
Town Clerk