

TOWN OF CLIFTON PARK TOWN BOARD MEETING

Tuesday, February 19, 2019

I. Call to Order/7:00 P. M.

II. Pledge to Flag

III. Roll Call

IV. Approval of Town Board Minutes

V. Communications/Announcements

VI. Business

- **Recognition of VFW Post 1498 for outstanding efforts to collect and donate clothes for Veterans**
- **Presentation by Mizana Munir, MA CASAC, Clinical Outreach Coordinator - Albany, American Addiction Centers**
- **Resolutions for Consideration**
- **Other Business**

VII. Open Public Privilege

NOTE:

Each speaker shall state name and address prior to addressing the Board and shall be granted the floor for a single time frame of up to five minutes. The Board asks that members of the public respect the opportunity of the speaker at the podium to be heard, and asks that the public refrain from conducting side meetings within the meeting room. In an effort to ensure that the widest number of community viewpoints are heard, the Board asks members of groups or the public to withhold comment, if their viewpoints have already been presented.

The Board thanks everyone in attendance for their understanding and also for their desire to actively participate in the Town decision making process.

VIII. Adjournment

Resolutions for Consideration
Clifton Park Town Board Meeting
February 19, 2019

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Supervisor	Recognition of VFW Post 1498 for its work collecting and donating clothing for Veterans	P. Barrett
2. Supervisor	Award one-year Print Alliance 1.0 Agreement to National Business Technologies to consolidate purchasing for printer toner cartridges and services across all departments, for all brands and manufacturers currently in use	P. Barrett
3. Planning	Authorize the Supervisor to sign an Agreement with Behan Planning for design services relative to the Town Center Park Plan	P. Barrett
4. Buildings & Grounds	Authorize the hiring of seasonal employees Alexander Guilmette and Richard Stern Jr.	P. Barrett
5. Parks & Recreation	Authorize the hiring of Jaime Ennis as summer office staff in the Parks & Recreation Office	P. Barrett
6. Supervisor	Express Town Board support of eminent domain proceedings near Sitterly and Woodin Road in the Town of Halfmoon	P. Barrett
7. Supervisor	Increase General Fund Trips & Tours– Clifton Park Senior Center revenues and expenditures by \$28,000 for a multi-day trip to Thousand Islands May 31-June 3, 2019	P. Barrett
8. Highway	Authorize the hire of Zachary Tocco as a Motor Equipment Operator	P. Barrett
9. Supervisor	Appointment of Brian McGlinchey and Art Bourdeau as members to Historic Preservation Commission	P. Barrett

Resolution No. _____ of 2019, a resolution recognizing VFW Post 1498 for its work collecting and donating clothing for Veterans.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, the mission of the Veterans of Foreign Wars is “To foster camaraderie among United States veterans of overseas conflicts, to serve our veterans, the military and our communities, and to advocate on behalf of all veterans.”, and

WHEREAS, Veterans of Foreign Wars Clifton Park Memorial Post 1498 lives this mission every day, and

WHEREAS, the members of Veterans of Foreign Wars Post 1498 wished to make an impact by assisting local homeless veterans in the Capital Region through the Stratton VA Medical Center, and

WHEREAS, Veterans of Foreign Wars Post 1498 partnered with national clothing retailer Haband Company to provide free clothing of all types to veterans, and

WHEREAS, Veterans of Foreign Wars Post 1498 began raising money to purchase clothing from Haband and in turn Haband donated pallets of clothing worth thousands of dollars, and

WHEREAS, in October of 2018, Veterans of Foreign Wars Post 1498 and Haband made their fourth delivery to the Stratton VA Medical Center of 648 clothing items, from coats to parkas to sweaters and flannel shirts, totaling in value more than \$25,000, and

WHEREAS, as a result of the efforts of Veterans of Foreign Wars Post 1498 every veteran in need at Stratton VA Medical Center received a brand-new winter coat, and

WHEREAS, during the past five years, Veterans of Foreign Wars Post 1498 has donated \$71,000 in monetary donations to the Stratton VA Medical Center, and

WHEREAS, Veterans of Foreign Wars Post 1498 has been recognized by the national Veterans of Foreign Wars organization for their selflessness in living the mission of the Veterans of Foreign Wars; now, therefore be it

RESOLVED, that the Town Board thanks and honors all members of Veterans of Foreign Wars Clifton Park Memorial Post 1498 for their advocacy and service on behalf of our veterans. We are proud to have you as members of our community.

Resolution No. _____ of 2019, a resolution awarding a Print Alliance 1.0 Agreement for fulfillment of printer toner cartridges by National Business Technologies.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, the Town Board wishes to consolidate purchasing for printer toner cartridges and services across all departments, for all brands and manufacturers currently in use, and

WHEREAS, quotes were received from printer supply fulfillment vendors for comprehensive purchasing of the Town's printer toner cartridges at the lowest cost and including additional services of repair and maintenance to applicable printers indicated on Schedule A; and

WHEREAS, the lowest conforming quote for the comprehensive purchasing of the Town's printer toner cartridges and receiving an additional services of repair and maintenance to applicable printers, estimating an annual proposed expenditure of \$4,251.91 with an expense reduction of \$4,500 from the previous fiscal year was awarded to National Business Technologies, 505 Bradford Street, Albany, NY 12206; now therefore be it

RESOLVED, that the Town Board hereby awards the contract to National Business Technologies, at an estimated annual cost of \$4,251.91 for a one-year commitment, to be charged to A-1620-006 Town Hall Office Supplies; and be it further

RESOLVED, that the agreement may be extended upon mutual consent in writing.

Resolution No. _____ of 2019, a resolution authorizing the Town Supervisor to negotiate and enter into a two-year agreement, with the Design Team of Behan Planning and Elan Planning, Design & Architecture., to assist the Town with the development of a Town Center Park Plan & Schematic Design Layout, and to transfer fund from unassigned fund balance.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, on August 20, 2018, The Planning Department solicited Statements of Qualifications through a Request for Qualifications (RFQ) from firms with urban design, planning, landscape architecture, engineering and design service capability for the development of a Town Center Park Plan and Schematic Design Layout; and

WHEREAS, The Town received submittals from eight qualified firms in response to the RFQ, which were reviewed by a Selection Committee comprised of representatives from the Town Center Park Planning Committee and Town Center Park Stakeholder Group, and

WHEREAS, the review committee members have recommended that the Town retain the design team of Behan Planning and Design, a firm that has provided professional services to the town for several successful projects of the course of the past 20-plus years submitted a statement of qualifications conforming to the town's RFQ, and

WHEREAS, Planning Director, John Scavo with the Town Open Space Coordinator has developed a scope of services, schedule, work program in collaboration with the consultant, and

WHEREAS, the Planning Director has reviewed the scope, schedule and fee estimate and finds these to be necessary and appropriate for the project, and

WHEREAS, the Town has collected and will be collecting fee payments in lieu of parkland that can be used to help offset the costs of this work as an eligible park development expense, and

WHEREAS, there are currently sufficient reserves from previous years, and the expenditure was not included in the 2019 budget, and

WHEREAS, the project will be conducted over a 12-month schedule with a not-to-exceed fee of \$145,000; comprised of \$135,000 for basic services, with \$10,000 reserved for reimbursable expenses and town-authorized supplemental services; now, therefore, be it

RESOLVED, that the Supervisor is hereby authorized to sign an agreement with Behan Planning and Design reflecting the above terms, subject to review and approval by the Town Attorney of the agreement, and be it further

RESOLVED, that the Town Comptroller is authorized to transfer \$145,000 from unassigned fund balance A-914 to A-1440-15.

Resolution No. _____ of 2019 a resolution authorizing the hiring of 2019 summer help for the Town Park Districts and Barney Road Golf Course.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, openings exist for seasonal work in the Dwaaskill Park District and Barney Road Golf Course; and

WHEREAS, Daniel Clemens, Buildings and Grounds Superintendent, has recommended that the individuals listed on Schedule A be hired to fill the positions as noted; now therefore, be it

RESOLVED, that individuals listed on Schedule A are hired, for seasonal work in the Park Districts for Buildings and Grounds for the summer of 2019, effective immediately, to be paid as noted.

Resolution No. _____ of 2019, a resolution authorizing the hiring of summer staff for the Parks, Recreation and Community Affairs Office.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, an additional staff member is required to staff the Office of Parks, Recreation and Community Affairs during the summer months; and

WHEREAS, Myla Kramer, Director of Parks, Recreation and Community Affairs has recommended that Jaime Ennis, 3 Lennox Street, Apt. B, Clifton Park, be hired as a summer office staff member; now therefore be it

RESOLVED, that the Director of Parks, Recreation and Community Affairs is hereby authorized to hire Jaime Ennis as a member of the summer office staff, effective March 25, 2019 through August 2, 2019, at Grade 1, Step 4, \$16.15 per hour, to be paid from A7021-E4000 (Parks and Recreation-Administration).

Resolution No. _____ of 2019, a resolution supporting eminent domain proceedings in the Town of Halfmoon for roadway improvements at Sitterly and Woodin Roads.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, the Towns of Clifton Park and Halfmoon have committed to a joint project for road improvements at the intersection of Sitterly and Woodin Roads, and

WHEREAS, the Town Board of the Town of Halfmoon has stated its intention to proceed with condemnation proceedings for a portion of the property known as Twin Lakes relative to the project, and

WHEREAS, the Town of Clifton Park finds that the takings are necessary for the joint road improvement project; now, therefore be it

RESOLVED, that the Town of Clifton Park fully supports the Town of Halfmoon in its endeavors.

Resolution No. _____ of 2019, a resolution increasing General Fund Trips & Tours – Senior Center revenues and expenditures by \$28,000 for a multi-day trip to Thousand Islands, Alexandria Bay, NY May 31-June 3, 2019.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, the Clifton Park Senior Community Center has offered a multi-day trip/tour to Thousand Islands, Alexandria Bay, NY May 31-June 3, 2019, and,

WHEREAS, the Senior Community Center will collect fees from participants for the 4 day/3 night trip, now, therefore be it,

RESOLVED, that 2019 General Fund Trips & Tours – Senior Center Revenues (A-2031-1624) is hereby increased by \$28,000 and also increase Expenditures (A-6773-77) by \$28,000.

Resolution No. _____ of 2019, a resolution authorizing the Superintendent of Highways to hire Zachary Tocco as a Motor Equipment Operator in the Highway Department.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, after the retirement of Nelson Bruno, an opening exists in the Highway Department for Motor Equipment Operator, and,

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

<u>Name</u>	<u>License Type</u>	<u>Address</u>
Zachary Tocco	Class A	13 Barley Court, Waterford, 12188

And,

WHEREAS, Mr. Tocco brings over 5 years of experience in the field of construction, heavy equipment operation and operation of large commercial trucks, has a Class A Driver's License, while graduating with an Associate's Degree in Heavy Equipment Operation from Alfred State College, now, therefore be it,

RESOLVED, that the Town Board authorize the hiring of Zachary Tocco as Motor Equipment Operator, at Grade 5, Step 1, at a Salary of \$46,500.00, at a rate of \$22.27/hr., effective at a start date no earlier than Wednesday, February 20, 2019; and be it further,

RESOLVED, that Mr. Tocco be paid at the above-mentioned rate from Line DA-5110-E1500, Item 1 (Spring, Summer, Fall), MEOs, from Line DA-5142-E1500, Item 4 (Winter), MEOs for the remainder of the calendar year, and be it further,

RESOLVED, that the Comptroller is authorized to transfer funds from DA-05110-E0023 \$40,086, with a transfer of \$28,506 to DA-5110-Exxxx and \$11,580 to DA-05142-Exxxx, and be it further,

RESOLVED, that the Town Board allot 4 Personal Days and 8 Vacation days for the 2019 calendar year.

Resolution of 2019 a resolution appointing Brian McGlinchey and Art Bourdeau to the Historic Preservation Commission.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, pursuant to Section 208-78 (C) (2) of the Town Code, members of the Historic Preservation are appointed by and serve at the discretion of the Town Board, and

WHEREAS, James Whalen, liaison to the Historic Preservation Commission, recommends that Brian McGlinchey and Art Bourdeau be appointed to serve on the Commission, now therefore, be it,

RESOLVED, that Brian McGlinchey, 4 Delaware Court, Rexford, and Art Bourdeau, 683 Bruno Road, Clifton Park, are hereby appointed to the Historic Preservation Commission, as members.