

November 2, 2020

The regular meeting of the Town Board of the Town of Clifton Park was held in the Clifton Park Senior Community Center at 7:05 p.m. Supervisor Barrett presiding.

Clerks note: This meeting was moved to the Senior Community Center due to the potential public participation at public hearings and presentations at this meeting and more space required per social distancing guidelines due to state requirements.

Present: Supervisor Barrett  
Councilman Whalen  
Councilwoman Standaert  
Councilman Morelli  
Councilwoman Walowit  
Town Clerk Brobston

Also Present: Town Attorney McCarthy  
Dahn Bull, Superintendent of Highways  
Mark Heggen, Comptroller  
Daniel Clemens, Supervisor of Buildings and Grounds  
Michael O'Brien, Collection System Manager  
Walter Smead, Assessor

#### ANNOUNCEMENTS AND COMMUNICATION

Supervisor Barrett thanked all who participated and helped with the recent Trunk or Treat held on the Clifton Common. He thanked Starpoint Church for their participation in the event for the past 15 years. This year marked the largest in attendance of over 1000.

Supervisor Barrett thanked those involved with the memorial vigil for William Oates. A young man that was killed by a tree on Pierce Road while in his car during the recent storm. The family held a ceremony at the site to remember their loved one. Thanks to Northway Church for the use of their parking lot and Pastors Buddy and Debbie Cremeans for participating in the service. Supervisor thanked the Buildings & Grounds Department for clearing the site, where the family placed a cross and bench. Thanks to Sheriff Zurlo and Deputies and the Jonesville Fire Department for providing the safety for those attending the service.

Supervisor Barrett announced the town, along with the Saratoga County Department of Health, will hold the next public mask and sanitizer distribution on Thursday, November 5, 2020 from 2-4 pm at the Senior Center.

Supervisor Barrett stated the streetlight purchase project that the town has been working on for the past year are in the finishing stages and look forward to the completion of that initiative.

#### HISTORIC CONSERVATION EASEMENTS PUBLIC HEARING, 7:15PM

Town Clerk Brobston read the Public Hearing notice that was advertised in the October 15, 2020 edition of the Daily Gazette.

Assessor Walter Smead presented the applications for consideration for Historic Conservation Easements. Greg Carioto, 989 Main Street and Melanie Stackewicz, 393 Vischer Ferry Road. Mr. Smead explained the tax break is on the building itself and not on the land.

Councilman Whalen stated the Historic Preservation Commission unanimously approved the applications for the easements.

No one wished to be heard.

Public Hearing closed at 7:17PM

CLIFTON PARK SEWER DISTRICT NO. 2, EXTENSION NO. 1  
PUBLIC HEARING, 7:19PM

Town Clerk Brobston read the legal notice that was advertised in the October 22, 2020 edition of the Daily Gazette.

Supervisor Barrett explained the town just recently assumed ownership of the abandoned of Crescent Waste Sewer. A new sewer district was created and is now the Clifton Park Sewer District No. 2. Treemont Estates is connected to the new sewer district. It was discovered that over the years the Treemont Estates infrastructure and right-of-way areas were not deeded over to the town. It probably was to be abandoned to the town but cannot locate when and where that happened. The Supervisor's office sent letters to all residents who would be affected by this action.

Walter Lippmann, MJ Engineering, explained Treemont Estates is west of the old Crescent Waste Sewer Corp. which is now Clifton Park Sewer District No. 2. Treemont Estates is comprised of 48 parcels that are on Durham Way, Princess Pine, Bittersweet Lane and 3 properties on Crescent Road west of Bonneau Lane. The roads were dedicated in the early 1980's but apparently the infrastructure and right-of-ways were not turned over to the town. The proposed extension would give the town the ownership needed to operate and maintain the right-of-ways. The annual cost of the proposed extension to the typical property in the sewer district will consist of a \$175 annual sewer use charge to CP Sewer District No. 2 and a \$255.50 sewer charge payable to the Saratoga County Sewer District pursuant to published rates for a total estimated annual cost to the typical property of \$430.50.

Supervisor Barrett stated it would be beneficial for the proposed residents for the sharing of expenses for repairs etc. to be shared by everyone in the Clifton Park Sewer District No. 2.

No one wished to be heard.

Public Hearing closed at 7:33PM.

COMMUNITY ACTION FUND AWARDS PRESENTED

Supervisor Barrett stated the Community Action Fund, in its 2<sup>nd</sup> year, has raised \$16,000. This fund is completely funded by donations of redeemable bottles & cans by the residents. The bottles & cans are collected at the Transfer Station. Supervisor thanked the Community Action Fund Committee for their service.

PUBLIC PRIVILEGE ON RESOLUTIONS

Highways Superintendent Dahn Bull requested the resolution appointing Raina Munafo be amended to be effective November 9, 2020. He explained the snow season is upon us and he would like to get her into the office and trained before the department gets too crazy. Mr. Bull stated she would work her current job as well as this proposed appointment to assure the transition goes smoothly. The change in the estimated cost would be \$4,775 to cover the additional hours.

Resolution No. 206 of 2020, a resolution authorizing the sale of equipment declared surplus by the Town Board and authorizing departments to sell the surplus equipment at public auction.

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

WHEREAS, Daniel Clemens, Supervisor of Buildings and Grounds, has identified vehicles/equipment per the attached, as surplus property, and

WHEREAS, based upon the recommendation of Mr. Clemens, the Town Board declares the items on the attached list as surplus; now, therefore, be it

RESOLVED, that the Town Board authorizes the Buildings & Grounds Department to sell the surplus equipment, as is, through an upcoming online public auction.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 207 2020, a resolution appointing Raina Munafo as a Part-time Clerk in the Highway Department, **as amended**.

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

WHEREAS, Dahn Bull, Superintendent of Highways, has requested permission to retain Raina Munafo on a part-time/seasonal, as needed basis, due to the seasonality in the volume of work in the department, and

WHEREAS, Ms. Munafo has worked for the town as a part-time clerk in both the Supervisor's office and the Senior Community Center since 2016; now, therefore, be it

RESOLVED, that Raina Munafo be appointed as a Part-time Clerk to be used approximately 20-25 hours per week, as needed, to be paid at Grade 4, Step 4, Year 2, \$22.59 per hour, with an estimated cost to the end of the year of \$4,405, effective November 16, 2020, to be paid with a transfer from A-5010-E108 (Highway-Elaine Sausville) to A-5010-E4000 (Highway-Part-time Employee). **Amendment:** Ms. Munafo will be working at the Highway Department and the Clifton Park Senior Community Center, as needed, beginning November 9, 2020 with an effective date of November 16, 2020, where she will be fully transitioned to the Highway Department with an estimated cost to the end of the year of \$4,775.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Supervisor Barrett stated the job that Ms. Munafo has done at the Senior Center has been tremendous and thanked her for all her help.

Supervisor Barrett explained he did have a conversation with Ms. Munafo and she stated she does have a lot of items she is working on on a part-time basis and does not want to leave the senior center in a bad position. It may be difficult for her to work in both departments, but she is willing to do that if necessary.

Supervisor Barrett stated he sent the Town Board a suggested new position at the senior center that would be titled Senior Center Program Coordinator. Supervisor asked Ms. Munafo to write out all her job responsibilities and initiatives that she is responsible for on a regular basis at the center. Attorney McCarthy has worked with the county civil service for the mechanics of the position. Sue Leonard, Director of the CP Senior Community Center, would like to see this proposed position be full-time. Supervisor asked the Town Board for comments.

Councilman Whalen stated he would like to talk with Sue Leonard, Director of the Senior Center, about the position.

Councilman Morelli stated he reviewed the proposal and is in support of the position.

Supervisor Barrett questioned if there was interest in creating this position.

Councilman Whalen stated tentatively yes but would like time to talk with the Director of the Senior Center. He would not be in favor of creating this position at the current meeting.

Councilwoman Walowit stated she would like to talk with Sue Leonard about the position.

Supervisor Barrett stated the position would be considered at another time.

Discussion was held on amending the resolution for the start date to November 9, 2020.

Councilwoman Standaert stated Ms. Munafo submitted a resignation letter on October 26, 2020 to Sue Leonard regarding her 2-weeks' notice starting October 22 with her leave date being November 6.

Supervisor Barrett stated this is an internal transfer and he is trying to find a pathway where the senior center is not left shorthanded.

**Supervisor Barrett moved to amend the resolution, Seconded by Councilman Whalen** to read Ms. Munafo will be working at the Highway Department and the Clifton Park Community Center as needed beginning November 9, 2020 with an effective date of November 16, 2020, where she will be fully transitioned to the Highway Department with an estimated cost to the end of the year of \$4,775.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 208 of 2020, a resolution authorizing the Assessor to re-levy delinquent sewer charges on the 2021 property tax bills.

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

WHEREAS, Michael O'Brien, Collection System Manager of the Olde Nott Farm Sewer District No.1, has reported unpaid sewer bills, per the attached schedule, for users of the Olde Nott Farm Sewer District, and

WHEREAS, the sewer district requests that the Assessor re-levy the 2019 unpaid Olde Nott Farm Sewer user charges to ensure payment of the same; now, therefore, be it

RESOLVED, that the Town Board accepts the reported delinquent sewer charges for the Olde Nott Farm Sewer District, per the attached schedule, and authorizes the Assessor to re-levy that amount on the property owners' 2021 town and county tax bills; and be it further

RESOLVED, that all proceeds be returned in February 2021 to the Olde Nott Farm Sewer District.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 209 of 2020, a resolution authorizing the Assessor to re-levy delinquent sewer charges on the 2021 property tax bills.

Introduced by Councilwoman Standaert, who moved its adoption, seconded by Councilman Whalen.

WHEREAS, Michael O'Brien, Collection System Manager of the Rivercrest Sewer District No.1, has reported unpaid sewer bills, per the attached schedule, for users of the Rivercrest Sewer District Extension No. 1, and

WHEREAS, the sewer district requests that the Assessor re-levy the unpaid 2019 Rivercrest Sewer District Extension No. 1 user charges to ensure payment of the same; now, therefore, be it

RESOLVED, that the Town Board accepts the reported delinquent sewer charges for the Rivercrest Sewer District Extension No. 1, per the attached schedule, and authorizes the Assessor to re-levy that amount on the property owners' 2021 town and county tax bills; and be it further

RESOLVED, that all proceeds be returned in February 2021 to the Rivercrest Sewer District Extension No. 1.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 210 of 2020, a resolution authorizing the Assessor to re-levy delinquent sewer charges on the 2021 property tax bills.

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

WHEREAS, the Saratoga County Sewer District No. 1 has reported unpaid sewer bills, per the attached schedule, for the Saratoga County Sewer District No. 1, and

WHEREAS, the sewer district requests that the Assessor re-levy the unpaid Saratoga County Sewer District No. 1 charges to ensure payment of the same; now, therefore, be it

RESOLVED, that the Town Board accepts the reported delinquent sewer charges for the Saratoga County Sewer District No. 1, per the attached schedule, and authorizes the Assessor to re-levy that amount on the property owners' 2021 town and county tax bills; and be it further

RESOLVED, that all proceeds be returned in February 2021 to the Saratoga County Sewer District No. 1.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 211 of 2020, a resolution authorizing the Assessor to re-levy delinquent water charges on the 2021 property tax bills.

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

WHEREAS, the Clifton Park Water Authority has reported unpaid Clifton Park Water Authority water bills for Town of Clifton Park users, per the attached, and

WHEREAS, the Water Authority requests that the Assessor re-levy the unpaid CPWA bills to ensure payment of the same; now, therefore, be it

RESOLVED, that the Town Board accepts the reported delinquent water charges for the Clifton Park Water Authority, per the attached, and authorizes the Assessor to re-levy that amount on the property owners' 2021 town and county tax bills; and be it further

RESOLVED, that all proceeds be returned in February 2021 to the Clifton Park Water Authority.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 212 of 2020, a resolution authorizing the Assessor to re-levy delinquent water charges on the 2021 property tax bills.

Introduced by Councilman Whalen, who moved its adoption, seconded by Councilwoman Standaert.

WHEREAS, the Town of Ballston Water Department has reported unpaid Town of Ballston water bills for Town of Clifton Park users, per the attached, and

WHEREAS, the Town of Ballston Water Department asks that the Assessor re-levy the unpaid Town of Ballston water bills to ensure payment of the same; now, therefore, be it

RESOLVED, that the Town Board accepts the reported delinquent water charges for the Town of Ballston Water Department, per the attached, and authorizes the Assessor to re-levy that amount on the property owners' 2021 town and county tax bills; and be it further

RESOLVED, that all proceeds be returned in February 2021 to the Town of Ballston.

ROLL CALL VOTE

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

Noes: None

DECLARED ADOPTED

Resolution No. 213 of 2020, a resolution accepting a donation of land from Beverwyck Development Corporation.

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

WHEREAS, Beverwyck Development Corporation has offered to dedicate approximately 90 acres of land in parcels identified as 276.-1-84.11 and 276.-1-9 as a donation property, as well as an access easement; now, therefore, be it

RESOLVED, that the Town Board authorizes the acceptance of the dedication of land from Beverwyck Development Corporation as a donation for open space and park purposes, and be it further

RESOLVED, that the Town Attorney is authorized to file the attached deed of conveyance in the Saratoga County Clerk's offices upon final execution, and be it further

RESOLVED, that the filed deed, with associated title report, shall be appended to the within resolution; and be it further

RESOLVED, that the Comptroller is authorized to pay \$2,629.94 in real property taxes from A-1950-131 (General Fund-Assessment of Town Property).

ROLL CALL VOTE

Ayes: Councilman Whalen, 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 Whalen, to adjourn the meeting to the next regular meeting or any other meeting necessary for the conduct of town business.

Motion carried at 8:55 PM.

Teresa Brobston  
Town Clerk