CLIFTON PARK WATER AUTHORITY

BOARD MEETING MINUTES

November 19, 2026

Those present were: Mr. Gerstenberger, Chairman; Mr. John Ryan, Vice Chairman; Mr. William Butler, Treasurer; Mr. Peter Taubkin, Board Secretary; Mr. Kenneth Bowman Board Member; Mr. Chris Wheland, Administrator; and Mr. James Trainor, Attorney.

Mr. Gerstenberger called the meeting to order at 7:00pm.

Pledge of Allegiance

Approve Minutes of October 20, 2026, Meeting

Mr. Butler made a **motion** to approve October 20, 2026, board meeting minutes; seconded by Mr. Ryan. The **motion** carried 5-0.

Privilege of the Floor

None

Old Business

Vertical Bridge

The Vertical Bridge discussion was moved to executive session to discuss contract amendments and items for negotiation.

New Business

Easement for Sunny Lane

There is a current easement for CPWA across 5 Sunny Lane. Due to length of run and location of final connection at 623-625 Englemore Road an easement across 7 Sunny Lane is more appropriate. The new route would save significant costs and reduce the distance of pipe installation from approximately 400 feet to 175 feet.

The Board approved an easement with Ronald Wayne Van Patten across 7 Sunny Lane for water service to 623-625 Englemore Road, while authorizing the abandonment of the old easement at 5 Sunny Lane.

The Board passed Resolution #25 to approve the Easement with Ronald Wayne Vanpatten.

Clifton Park Water Authority
Resolution # 25, 2026
Approving Utility Easement with Ronald Wayne VanPatten (7 Sunny Lane)

WHEREAS, 623 - 625 Englemore Road have existing duplex structures on Englemore Road, Clifton Park, NY, and,

WHEREAS, Water infrastructure is located on Sunny Lane behind 623 - 625 Englemore Road., and,

WHEREAS, CPWA needs an easement on 7 Sunny Lane to allow for water service to be extended to 623 - 625 Englemore Road.

NOW, THEREFORE BE IT

RESOLVED, that the Clifton Park Water Authority Board of Directors hereby approves an easement with Ronald Wayne VanPatten across 7 Sunny Lane for purposes of providing water service to 623 - 625 Englemore Road, and abandonment of 5 Sunny Lane, and for Mr. Trainor to act on behalf of CPWA to execute form TP584.

Motion to Accept: Mr. Ryan Seconded: Mr. Bowman

Roll Call Vote:

	Ayes	Noes
Mr. Gerstenberger	X	
Mr. Ryan	X	
Mr. Taubkin	X	
Mr. Butler	X	
Mr. Bowman	X	

Other Business

Everbridge

Mr. Wheland reported that 60% of contact information in the billing system is outdated and proposed implementing an Everbridge system with a widget for customers to update their own information. Customers would have the ability to log in, track and update contacts and notifications that they request. Board agreed that this is a good idea and put notifications in the hands of the customer to request. Promotional materials will be reviewed and sent via billing insert or by separate mailing.

Privilege of the Floor

None

Executive Session

The Board entered into executive session at 7:20pm at the motion of Mr. Gerstenberger and seconded by Mr. Ryan (motion carried 5-0) for purposes of discussing Vertical Bridge contract negotiations. A motion to exit executive session occurred at 7:47 pm motioned by Mr. Gerstenberger and seconded by Mr. Butler (motion carried 5-0).

Motion to Adjourn

Mr. Gerstenberger made a **motion** to adjourn at 7:50pm; seconded by Mr. Ryan. The **motion** carried 5-0.