

TOWN BOARD MEETING AGENDA
August 17, 2016

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

PUBLIC HEARING: THE KENSINGTON AT HALFMOON PHASE II

COMMUNITY EVENTS:

The 2nd Annual Water Fun Day at St. Luke's on the Hill, 40 McBride Road, Mech., on August 27th from 10:00 - 3:00 pm

American Red Cross Blood Drive, August 30th in the Town of Halfmoon A. James Bold Meeting Room from 1-6, located at 2 Halfmoon Town Plaza

Labor Day Concert – Navy Band Northeast Ceremonial Band playing at SPAC on Monday, September 5th at 2:00. This concert is Free to the public and tickets are available at all Saratoga County Stewart's locations and Halfmoon Town Hall.

Kayaking 4 Meso, September 10th . 8 mile paddle, launching at 9:30 at Stillwater to Halfmoon Lighthouse Park. For more information go to www.kayaking4Meso.org

Town of Halfmoon Fall Festival – September 17th at the Town Park on Route 236 from 1-5. Family fun filled day!

TOWN MEETINGS:

Town Board Meetings: 1st & 3rd Wednesday of month at 7:00 pm except May 7th at 2:00pm

Zoning Board of Appeals: 1st Monday of month at 7:00 pm.

Planning Board Meeting: 2nd & 4th Monday of month at 7:00 pm.

Board of Assessment Review: 4th Tuesday in May

Senior Center Business Meeting: 1st Wednesday of month at 1:00 pm

Halfmoon Historical Society: Last Tuesday of month at 7:00 pm

Open Space & Trails Committee: September 21, & November 16th.

Resident Relations Committee: March 30 at 7:00 pm at Town Hall

Business & Economic Development Committee:

REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor)

Paul Hotaling (Deputy Supervisor): (1) Chair of Parks & Recreation, (2) Chair of Town Infrastructure (Water, Highway, Building & Maintenance), (3) Chair of Character Counts, (4) Chair of Personnel Committee, (5) Chair of Safety Committee

John Wasielewski (Town Board Member): (1) Chair of Ethics Committee, (2) Chair of Committee on Emergency Services and Public Safety (Emergency Corps, Fire Department, Police); (3) Chair of Committee on Resident Relations, (4) Liaison to Planning Board

Daphne Jordan (Town Board Member): (1) Chair of Business and Economic Development (2) Chair of Insurance (Liability and Medical) (3) Liaison to Open Space and Trails Committee, (4) Zoning Board Liaison

Jeremy Connors (Town Board Member): (1) Liaison to Planning Board; (2) Chair of Animal Control Committee (3) Chair of Committee on Not for Profit Organizations; (4) Co-Chair of Business & Economic Development Committee (5) Chair of Committee for Baseball/Athletic Organizations

Lynda Bryan (Town Clerk): (1) Chair of Senior Programs, (2) Chair of Committee on Historical Archives (3) Co-Chair on Residence Relations Committee

Amanda Smith (Recreation Director): (1) Liaison to Halfmoon Celebrations Committee

Lyn Murphy, Esq., (Town Attorney)

Cathy Drobny, Esq. (Town Attorney)

PUBLIC COMMENT (for discussion of agenda topics)

DEPARTMENT REPORTS – month of July

1. Town Clerk Total Fees Submitted to the Supervisor \$10,673.08

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) month of July

CORRESPONDENCE

1. Received from the Town Planning Board Resolutions approved at the August 8, 2016 meeting: Sign Applications for Key Bank, 1532 Route 9, and for HealthPlex Fitness, 1673 Route 9, Change of Use/Tenant Applications for James E. Blowers CPA, 2 Executive Drive, for Friends of Kathy Marchione, 1 Vosburgh Road and for a Staples Sales Center, 14 Corporate Drive, and for Site Plan Approval of the Route 9 Car Wash, 325 Route 146.

2. Received from Andrew M. Jerome, his letter of resignation as MEO at the Highway Department effective August 19, 2106.
3. Received from New York Municipal Reciprocal (NYMIR), their 2015 Annual Report as presented.
4. Received from Breah Max & Philip Catchpole from Lifesong, Inc. a thank you card to Kevin Tollisen, Lisa Perry & the Halfmoon Team for their assistance and participation in the 2016 Daffodil Dash.
5. Received from Beacon Development, LLC an application for Mott Orchard Planned Development District located on 165 Farm to Market Road.
6. Received from Paul & Madeline Sicko, a letter stating their objections about the Kensington at Halfmoon PDD Phase II.

OLD BUSINESS

1. Resolution that the Town Board awards the bid to Alpine Construction, LLC for the construction of the project entitled Preservation of the Champlain Canal Structures, per the review and approval of the Town Attorney that was TABLED from the August 3, 2016 Town Board meeting.
2. Resolution that the Town Board awards the bid opened on August 16, 2016 at 2:00 pm for a 2016 Braun Entervan rear loading wheelchair accessible van, for the Senior Center to Matthews Buses Inc. in the low bid amount of \$34,725.

NEW BUSINESS

1. Resolution to approve and order paid all vouchers #1645 - 1795
2. Resolution to approve minutes of Town Board Meeting of August 3, 2016 as presented.
3. Resolution that the Town Board approves the Supervisors Report for the month of July 2016, as presented.
4. Resolution that the Town Board of the Town of Halfmoon establish the following as standard work days for Receiver of Taxes Karen Pingelski and will report the official to the New York State and Local Employee's Retirement System based on the time keeping system records or the record activities maintained and submitted by this official to the clerk of this body.

5. **Resolution** to appoint Alexander Buonanno to the Board of Assessment Review, effective September 30, 2016

6. Resolution that the Town Board hires Weston & Sampson to complete survey work for a Dog Park on the Town of Halfmoon property in an amount not to exceed \$3,400.

7. **Resolution** authorizing the Supervisor to continue to do banking with First Niagara Bank acknowledging that the bank is merging with Key Bank and will now be known as Key Bank. The safe deposit box for the Town of Halfmoon will now be at Key Bank and continues to have the Supervisor, Director of Finance & Payroll Clerk, as authorized users and funds under authorization of Town Supervisor, Town Justice Wormuth, Town Justice Suchocki, Town Clerk, Receiver of Taxes and Recreation department will be deposited in Key Bank, and JP Morgan Chase Bank, and authorizing the Supervisor to execute any documents required to effectuate the change.

8. **Resolution** that the Town Board authorizes the Highway Superintendent to sell the 2005 Ford F-350 truck on Auctions International as it is no longer needed.

9. **Resolution** that the Town Board request DOT to do a study of the intersection and traffic light system at of Sitterly and Woodin Roads.

10. **Resolution** that the Town Board authorizes the expenditure of two (2) appraisals by Doug Alvey in the not to exceed amount of \$2,500 each for Halfmoon Sunoco LLC and Sysco Albany LLC for the Assessor's Office, per the review and approval of the Town Attorney.

11. **Resolution** to authorize the Supervisor to make the attached Transfer between Appropriations and Creation of Appropriations.

A resolution is needed to create the following budget amendment of appropriations and revenues in the Special Revenue Fund for engineering fees for on-site quality inspections. These funds are developer's monies held in escrow by the Town in a regular checking account and used for the payment of costs for that particular project. This resolution is necessary to comply with proper accounting procedures as set forth by NYS Department of Audit and Control.

Debit:	Estimated Revenues	25-510	\$16,778.03
	Subsidiary: 25-4-2189 Home & Community Services		\$16,778.03
Credit:	Appropriations	25-960	\$16,778.03
	Subsidiary: 25-5-1440.40 Engineering Contractors Inspections		\$16,778.03

Information Only: The above was derived from the following breakdown of charges to be paid on the August Abstract for engineering and related fees

NAME	AMOUNT
Farm to Market Road Waterline	\$440.00
Fairway Meadows Ph III	\$680.00
Paar Estates	\$10219.75
Regency Park	\$2657.50
Linden Woods Part A&B	\$2780.78
Total	\$16,778.03

Transfers between Appropriations

From Account	To Account	Amount	Reason
10-5-1355.41 Assessor- Court Appraisals	10-5-1355.20 Assessor- Equipment	\$3,030	To cover cost for shelving, hangers and folders.

The following creation of appropriations is needed in the General Fund based on money received for newsletter advertising to date. This creation is for the quarterly distribution of the Halfmoon Navigator.

DEBIT: Estimated Revenues 10-510 \$3,075
Subsidiary: Other, Misc-Newsletter
10-4-2770.10 - \$3,075

CREDIT: Appropriations 10-960 \$3,075
Subsidiary: Public Information & Serv
10-5-1480.40 - \$3,075

A resolution is necessary to create appropriations within the Special Revenue fund from recreation fees per resolution #267 in the amount of \$4,800 for the project/feasibility concept design for a dog park for the Town.

Debit: Appropriated Fund Balance 25-599 \$4,800

Credit: Appropriations 25-960 \$4,800
Subsidiary: 25-5-9901.90 - \$4,800
Interfund Transfer

A resolution is necessary to create the budgetary accounts in general fund for the project/feasibility concept design for a dog park for the Town.

Debit: Estimated Revenues 10-510 \$4,800
Subsidiary: 10-4-5031 - \$4,800
Interfund Transfers

Credit: Appropriations 10-960 \$4,800
Subsidiary: 10-5-3510.40 - \$4,800
Control of Animals-Cont

A resolution is necessary to create appropriations within the Special Revenue fund from recreation fees per resolution #271 in the amount of \$12,600 for design services for the creation of a Veterans Memorial.

Debit: Appropriated Fund Balance 25-599 \$12,600

Credit: Appropriations 25-960 \$12,600
Subsidiary: 25-5-9901.90 - \$12,600
Interfund Transfer

