

The June 15, 2016 Regular meeting was called to order at 7:00 pm by Supervisor Tollisen in the A. James Bold Meeting Room at the New Town Hall with the following members present:

Kevin J. Tollisen, Supervisor  
Paul L. Hotaling, Councilman  
John P. Wasielewski, Councilman  
Jeremy W. Connors, Councilman  
Lyn A. Murphy, Town Attorney  
Cathy L. Drobny, Deputy Town Attorney  
Lynda A. Bryan, Town Clerk

Daphne V. Jordan, Councilwoman - Excused

### **PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE**

### **PROCLAMATION: HONORING AUSTIN WEAVER - EAGLE SCOUT**

**WHEREAS**, it has come to the attention of the Town Board of the Town of Halfmoon that Austin James Weaver is the recipient of the highest award a Boy Scout can receive, the Eagle Scout Award; and

**WHEREAS**, the Town Board recognizes the extraordinary dedication to the values and principles of scouting that is required to achieve this prestigious Award and want to show our gratitude for Austin's service to our community; and

**WHEREAS**, a Town benefits when someone decides to provide service to their community, whether through participation in voluntary programs, through unique personal achievement or by demonstrating a willingness to give of themselves for their community; and

**WHEREAS**, Austin has demonstrated such dedication by completing his Eagle Project which involved working with Town officials and the Historical Society to create a Time Capsule for the Town of Halfmoon; and

**WHEREAS**, such service, which is truly the lifeblood of the community and the Town, so often goes unrecognized and unrewarded; and

**WHEREAS**, Austin Weaver has had a long history of personal achievement as a Scout including being awarded the Veteran's Scout Award for Community Service; and

**WHEREAS**, Austin Weaver has also succeeded outside of Scouts. He is a recent graduate of Christian Brother's Academy (CBA) where he played varsity football and will continue working as a Camp Counselor for the Town of Halfmoon. This Fall he will be attending SUNY Oneonta where he will pursue a degree in Business.

### **NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That the Town Board of the Town of Halfmoon recognize and commends, Austin James Weaver as an outstanding citizen for his achievements and advances.
2. That a copy of this Resolution be presented to Austin James Weaver

## COMMUNITY EVENTS:

Relay for Life Carnival will be held at the Town Park from Tuesday June 14<sup>th</sup> through June 18<sup>th</sup>. Hours are Tuesday through Friday from 6-10, Saturday from 1-10, and Sunday from 1-6.

Saratoga County Deputy Sheriff's Benevolent Association is hosting their 9<sup>th</sup> Annual Red & White Golf benefit on Friday June 17<sup>th</sup> at the Fairways of Halfmoon. All proceeds to benefit VET HELP that provides housing & support.

Firebird Puppet Show – June 17<sup>th</sup> at 6:30 – 9:00 pm at Town Hall

Shredding Day – June 18<sup>th</sup> at the Town of Halfmoon Transfer Station from 9-11 am

Betsy and the ByeGons (Oldies Cover Band) with a Cruise-in – July 12<sup>th</sup> Town Park from 6:30 – 9:00pm

Movie Night at Dusk in the Town Park – July 29<sup>th</sup> Rain location in the Town Hall

## TOWN MEETINGS:

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

Zoning Board of Appeals: 1<sup>st</sup> Monday of month at 7:00 pm.

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

Board of Assessment Review: 4<sup>th</sup> Tuesday in May

Senior Center Business Meeting: 1<sup>st</sup> Wednesday of month at 1:00 pm

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

Open Space & Trails Committee: February 9<sup>th</sup>, April 20<sup>th</sup>, May 18<sup>th</sup>, June 20<sup>th</sup>, September 21, & November 16<sup>th</sup>.

Resident Relations Committee: March 30<sup>th</sup> at 7:00 pm

Business & Economic Development Committee: February 18<sup>th</sup> at 7:00 pm

## 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

I went to a ribbon cutting this afternoon and was pretty much left speechless by a gentleman who came up to me and said that his brother, who was 11 months older than him, name was on the Vietnam Moving wall that we just had here in town. He couldn't say thank you enough to everyone who made it happen. We have a great bunch of people working here and I just wanted to pass that on.

**John Wasielewski (Town Board Member):** (1) Chair of Ethics Committee, (2) Chair of Committee on Emergency Services and Public Safety (Emergency Coms, Fire

who respond to these tragic incidents. It is not only tough for those involved in the incidents but also for the responders who come to their aid. That is all that I have for tonight, thank you.

**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

Excused tis evening

**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

I just want to report that the Girls Softball League for the Town of Halfmoon is having a tournament this weekend. They are going to ramp up their travel league and this is the kickoff for that. So if you are around and looking for something to do, come out and support our girls and hopefully they can take home some trophy's this year.

Also to echo Deputy Supervisor's words, I would personally like to thank my colleagues on the Town Board, all of our Town employees who gave up their time to either volunteer to help out and make sure that the experience at the Vietnam Moving Wall was one of remembrance for the many individuals who either lost or knew the those that lost their lives for our freedoms. Thank you.

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

The Halfmoon Historical Society will NOT be meeting during the summer months of June, July and August and will resume their regular monthly schedule in September. The building will continue their regular hours of operation during the summer of 1<sup>st</sup> & 3<sup>rd</sup> Saturday from 1-4 and 3<sup>rd</sup> Wednesday from 1-4

Just a reminder; the Town Clerk's Office is still giving out Mosquito Dunks. This is to treat the mosquito larvae in standing water only. This is s free service to Halfmoon residents.

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

**Lyn Murphy, Esq., (Town Attorney)**

At this point I would like to ask the Board to consider passing a resolution pursuant to section 65-6 of the Town Code of the Town of Halfmoon. Steffen Buck, Director of Code Enforcement submitted a report dated May 31, 2016 detailing his concerns with regards to property located at 281 Grooms Road. Pursuant to 65-6, the resolution would authorize and order that the building located at this property is an

**RESOLVED**, Pursuant to 65-6 of the Town Code of the Town of Halfmoon, that the Town Board authorizes and orders that the building located at 281 Grooms Road is an unsafe structure and it needs to be either safely repaired or demolished and that it needs to be removed and further order that notice of said action can be served upon the person who owns the property.

Cathy Drobny, Esq. (Town Attorney)

**PUBLIC COMMENT** (for discussion of agenda topics) No one came forward

**DEPARTMENT REPORTS – month of May**

1. **Building**

Total # Permits – 159      Total Fees Submitted to the Supervisor - \$30,126.50

2. **Fire**

Total # Permits – 10      Total Fees Submitted to the Supervisor - \$750

3. **Safety Inspections**

Total # Permits – 52      Total Fees Submitted to the Supervisor - \$3,680

4. **Town Clerk**

Total Fees Submitted to the Supervisor - \$9,602.12

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

1. **Receiver of Taxes**

2. **Town Clerk**

3. **Planning Department**

4. **Water Department**

5. **Animal Control**

**Supervisor Tollsien:** This is something that the Town Board has talked about in the past having the Department Managers submit their monthly reports to be put on the agenda and for review in the Town Clerk's Office.

**CORRESPONDENCE**

1. **Received** from the Town Planning Board Resolutions approved at the May 23<sup>rd</sup> meeting: Sign Application for Modern Day Music, 1673 Route 9 (HealthPlex), Change of Use/Tenant Application for Allen Financial, 14 Corporate Drive, Change of Use/Tenant and Sign Applications for Keystone Novelties Distributors LLC, Temporary Fireworks Tent, 1707 Route 9 (Shoppes of Halfmoon), and for American Promotional Events, 1549 Route 9 (WalMart).

*Received & Filed*

2. **Received** from Iona Barber, a letter thanking the Senior Express for all that they do helping the seniors

*Received & Filed*

5. Received from the Halfmoon – Waterford Fire District #1, a copy of the Annual Financial Report and Auditor’s Report for the Fiscal year ending December 31, 2015.

*Received & Filed*

6. Received from the Brookfield Place Homeowners Association, a letter thanking the Town of Halfmoon for their cooperation in working together on their homeowner property. A special thanks to John Pingelski and his staff for their professionalism in performing the tasks at hand.

*Received & Filed*

7. Received from the Halfmoon Trails and Open Space Committee, their Grant Project Update

*Received & Filed*

8. Received from the United States Postal Service, a response to the letter Supervisor Tollisen sent them dated August 9, 2015, stating that after a thorough review of the case, they support the denial of the request for a zip code and state the changes would not be operationally feasible and would be cost prohibitive to the Postal Service.

*Received & Filed*

**NEW BUSINESS**

**RESOLUTION NO. 203**

Offered by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

RESOLVED, that the Town Board approves and orders paid Vouchers numbered 1106 - 1234

**===== FUND TOTALS =====**

10 GENERAL FUND	\$49,624.23
20 HIGHWAY FUND	\$30,525.26
25 SPECIAL REVENUE	\$19,115.78
30 CONSOLIDATED WATER	\$24,422.47
35 MISC. CAPITAL FUNDS	\$43,549.72
65 LIGHTING DIST	\$435.73
<b>ABSTRACT TOTAL:</b>	<b>\$167,673.19</b>

**RESOLUTION NO. 204**

Offered by Councilman Wasielewski, seconded by Councilman Hotaling: Approved

**RESOLVED**, that the Town Board authorizes the Town Supervisor to sign the School Bus Lease agreement with Shenendehowa Central School District for the transportation of students in the 2016 Summer Rec Program

**RESOLUTION NO. 206**

**Offered** by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

**RESOLVED**, that the Town Board authorizes the Town to renew membership with Saratoga County Chamber of Commerce for the 2016-2017 annual membership investment amount of \$395.00.

**RESOLUTION NO. 207**

**Offered** by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

**RESOLVED**, that the Town Board authorizes the Town to renew membership with the Chamber of Southern Saratoga County for the 2016-2017 annual membership investment amount of \$574.00.

**RESOLUTION NO. 208**

**Offered** by Councilman Wasielewski, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

**RESOLVED**, that the Town Board authorizes the Town Supervisor to apply for a grant from the Historic Hudson-Hoosic Rivers Partnership for the Connecting Trail of approximately \$5,000-\$7,000 with no local matching funds, upon approval of said request to enter into and execute a project agreement and all of the necessary documents with the appropriate agencies.

**Supervisor Tollisen:** Just so the Board is aware, since the resolution was out on the agenda, submission of this has been delayed for a couple of months. We are still going to be going ahead with the resolution so when it is available which we expect to be the end of summer, we can proceed forward with it.

**RESOLUTION NO. 209**

**Offered** by Councilman Hotaling, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

**RESOLVED**, that the Town Board authorizes the Town Supervisor to apply for a grant from Saratoga County Trails Grant Program for the Connecting Trail in the not to exceed amount of \$10,000 with a corresponding dollar for dollar local match and upon approval of said request to enter into and execute a project agreement and

**Offered** by Councilman Wasielewski, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

**RESOLVED**, that the Town Board hereby appoints the following Engineer Firms to conduct Traffic Studies for the Town of Halfmoon at the expense of the applying party through use of the escrow system: Creighton Manning, Barton & Loguidice, Greenman-Pederson, Inc., Chazen Companies, MJ Engineering, and WSP USA Corp.

**Supervisor Tollisen:** This is the culmination of what we have done in the past couple of years that traffic studies need to be certified to the town. We do think that this is a better process even though it will be paid for by the applicant who is doing the project. The award of these engineering firms to conduct the traffic studies was vetted by our Director of Planning and these are the recommendations that have been made by him.

#### **RESOLUTION NO. 211**

**Offered** by Councilman Connors, seconded by Councilman Hotaling: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

**RESOLVED**, that the Town Board authorizes the Supervisor to sign the Saratoga County Department of Employment and Training, Summer Youth Employment Program 2016 Worksite Agreement, per the review and approval of the Town Attorney.

#### **RESOLUTION NO. 212**

**Offered** by Councilman Hotaling, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

**RESOLVED**, that the Town Board authorizes the Supervisor to sign the US Dept. of Agriculture Animal & Health Inspection Service, Wildlife Services Work Initiation Document for Wildlife Damage Management, per the review and approval of the Town Attorney.

**Supervisor Tollisen:** This again is an annual contract that we do with the USDA Wildlife to do some mitigation/services that they do for the wildlife management in our town.

#### **RESOLUTION NO. 213**

**Offered** by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

**RESOLVED**, that the Town Board approves the Supervisor's Report for the month of May, 2016 as presented.

**RESOLUTION NO. 215**

Offered by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

**RESOLVED**, that the Town Board appoints Gaither Espey as part-time cleaner for the Building Maintenance Department for 15-19 hours per week at Grade 1 Base pay \$13.20 per hour effective immediately per completion of pre-employment testing.

**Supervisor Tollisen:** Congratulations Mr. Espey, welcome back!

**RESOLUTION NO. 216**

Offered by Councilman Connors, seconded by Councilman Wasielewski Jordan: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

**RESOLVED**, that the Town Board appoints Brooke Cooper as Student Intern effective June 27, 2016 at \$9.00 per hour.

**Supervisor Tollisen:** This staff person will be helping out during summer months within different departments doing some of the things that they can't get to now.

**RESOLUTION NO. 217**

Offered by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

**RESOLVED**, that the Town Board authorizes the Supervisor and the Deputy Supervisor to execute the Grantee Certification required to comply with the Dormitory Authority of the State of New York's requirements to receive funds through the State and Municipal Facilities Program for the proposed Town Spray Park.

**Supervisor Tollisen:** This is again is in reference to the grant through Senator Marchione's Office that we received. We were going through the paper work that we received this week requiring not just one signature of a town official but two, so we found it prudent that the Deputy Supervisor should also execute whatever documentation is necessary.

**RESOLUTION NO. 218**

Offered by Councilman Connors, seconded by Councilman Hotaling: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

**RESOLVED**, that the Town Board authorizes the Supervisor to make the attached Transfer between Appropriations and Creation of Appropriations

Credit: Appropriations 25-960 \$7,387.75  
 Subsidiary: 25-5-1440.40 Engineering  
 Contractors Inspections \$7,387.75

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

NAME	AMOUNT
Linden Village	\$7,387.75
<b>Total</b>	<b>\$7,387.75</b>

Transfers between Appropriations

From Account	To Account	Amount	Reason
10-5-1220.40 Supervisor- Contractual	10-5-6510.40 Veterans Services - Contractual	\$120	Transfer of appropriations needed to cover expenses thru year end

A creation of appropriations is necessary to increase the project budgetary accounts for the Champlain Canal Trail Ph III project. This increase will be funded by a grant from Saratoga County in the amount of \$12,500. The additional funds will be for the design and construction of a .37 mile trail connection along the Champlain Canal Trail.

Debit: Estimated Revenues 35-510 \$12,500  
 Subsidiary: 35-4-4889.00 - \$12,500  
 Cultural & Rec Grants

Credit: Appropriations 35-960 \$12,500  
 Subsidiary: 35-5-7150.28 - \$12,500  
 Culture & Recreational – Parks  
 Champlain Canal Trail Segment

**PUBLIC COMMENT (for discussion of non-agenda items) No one came forward**

**EXECUTIVE SESSION**

**RESOLUTION NO. 219**

Offered by Councilman Connors, seconded by Councilman Hotaling: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors

**RESOLVED**, that the Town Board approves going into Executive Session for purposes of litigation.

**Supervisor Tollisen:** No action was taken in executive session and a resolution is needed to come out of executive session at 8:17 and resume the Town Board meeting.

There being no further business to discuss or resolve, on a motion by Councilman Hotaling and seconded by Councilman Connors, the meeting was adjourned at 8:18 pm.

**Respectfully Submitted,**

**Lynda A. Bryan, Town Clerk**