

TOWN BOARD MEETING AGENDA
August 1, 2018

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

PROCLAMATION: INTERNATIONAL CLOWN WEEK

PRESENTATION: HALFMOON COMMERCIAL LLC, PDD

COMMUNITY EVENTS:

The “BUY A BRICK” program for the Halfmoon Veterans Walk of Honor at the Halfmoon Veterans Memorial in the Town Park is now accepting orders. Create a lasting tribute for your veteran. For more information please call 371-7410 ext. 2200 or visit our website www.townofhalfmoon-ny.gov.

Town of Halfmoon Farmer’s Market every Wednesday until mid-September from 3:00-6:00 PM by the Gazebo

Purple Heart Ceremony – August 7th at 9:00 am at the Halfmoon Veteran’s Memorial Park in the Town Park

Lobster Bake for the Sons of the American Legion Squadron #1450, 275 Grooms Road on August 11th from 12 – 6. Pre-Sale tickets only, call (518) 371-4463

Water Fun Day at St. Luke’s on the Hill, 40 McBride Road from 10am -2pm. Water games, hamburgers, hot dogs etc. and it’s all FREE!

End of Summer Bash in Town Park with Music & Fireworks – August 24th

Mechanicville-Stillwater Breast Cancer Walk, Sunday, October 7th at Talmadge Park, Mech. 8:30 -11:30 Registration or contact Tina Pugliese (518) 428-1272.

TOWN MEETINGS:

Town Board Meetings: 1st & 3rd Wednesday of month at 7:00 pm. Pre-meeting at 6:30 pm

Zoning Board of Appeals: 1st Monday of month at 7:15 pm. Pre-meeting at 7:00 pm

Planning Board Meeting: 2nd & 4th Monday of month at 7:00 pm. Pre-meeting at 6:00 pm

Board of Assessment Review: 4th Tuesday in May

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

Halfmoon Historical Society: September 25th

Open Space & Trails Committee: April 16, June 18, Aug 20, Oct 15, and Dec. 17, the 3rd Monday except Feb due to holiday.

Resident Relations Committee: TBD

Business & Economic Development Committee: TBD

REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor)

Paul Hotaling (Deputy Town Supervisor): (1) Chair of Town Infrastructure (Water, Highway, Building & Maintenance), (2) Chair of Recreation and Character Counts, (3) Chair of Personnel Committee, (4) 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) Co-Chair of Committee on Resident Relations, (4) Co-Liaison to Planning Board

Daphne Jordan (Town Board Member): (1) Co-Chair of Business and Economic Development (2) Animal Control (3) Liaison to Open Space and Trails Committee, (4) Zoning Board Liaison

Jeremy Connors (Town Board Member): (1) Co- Liaison to Planning Board; (2) Chair of Committee on Not for Profit Organizations; (3) Co-Chair of Business and Economic Development Committee (4) Chair of Parks and Athletic Organizations

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

Lyn Murphy, Esq., (Town Attorney)

Cathy Drobny, Esq. (Town Attorney)

PUBLIC COMMENT (for discussion of agenda topics)

DEPARTMENT REPORTS –

1. **Town Justice Fodera**
Total # Cases – 183 **Total Fees Submitted to the Supervisor - \$23,371**
2. **Town Justice Suchocki**
Total # Cases – 200 **Total Fees Submitted to the Supervisor - \$28,959**
3. **Senior Express**
Total # Riders – 419 **Total # Meals – 741**

4. **Town Clerk** **Total Fees Submitted to the Supervisor - \$8,431.88**

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Grant Department, Highway Department, Planning Department, Assessor, Town Clerk, Receiver of Taxes, Park's Department

CORRESPONDENCE

1. **Received** from the Town Planning Board Resolutions approved at the July 23, 2018 meeting: Approval of a Sign Application for Mother Theresa Academy, 1 Halfmoon Executive Park Drive and for Grace Fellowship Church, 1 Enterprise Ave, for a Change of Use/Tenant & Sign Application for Fast Lane Automotive, 1627 Route 9, for an In-Home Occupation for Integrative Health Solutions, LLC, 13 Flintlock Lane and for Salvatore S. Iavarone, 6 Willowbrook Terrace, Issuing a Positive Recommendation for the Halfmoon Commercial LLC Planned Development District, Route 146, Approval of a Minor Subdivision of 289A Grooms Road (Lands of Hayes and Tenace/Brady Trust), 298A Grooms Road, for an Amendment to Site Plan Application for the 421 Halfmoon Flex Park in the Parkford Planned Development District (PDD), 421 Route 146, for Site Plan Approval for Valuspace Personal Storage, 1607 Route 9, and for Grace Fellowship Church, 1 Enterprise Avenue, and Denial of a Site Plan for Involotska Bakery, 10 Route 236
2. **Received** from the NYS Department of Taxation & Finance, Office of real Property Tax Services, the Certificate of Final Telecommunications Ceiling Equalization Rate of 58%.
3. **Received** from New York Municipal Insurance Reciprocal (NYMIR), Halfmoon's property & casualty insurance carriers, the second of four annual checks in the amount of \$1,103.11 upon renewal.
4. **Received** from US Army Corps of Engineers, a copy of the letter sent to Robert Choate and Patricia Kennedy. Based on the information provided, the seasonal floating pier and ramp at 405B Hudson River Road is authorized.

OLD BUSINESS

1. **Resolution** that the Town Board addresses the Mott Orchard PDD that was TABLED from the June 6, 2018 Town Board meeting.

NEW BUSINESS

1. **Resolution** to approve minutes of Town Board Meeting of July 18, 2018 as presented.

2. **Resolution** that the Town Board approves the Water Report for the June 2018 billing as submitted by the Director of Water.
3. **Resolution** that the Town Board intends to adopt Lead Agency for the Halfmoon Commercial LLC PDD to remain in compliance with the State Environmental Quality Review Act (SEQRA).
4. **Resolution** that the Town Board authorizes the Supervisor to sign Change Order #2 as prepared and recommended by CHA, for Water District No. 1 Replacement Project to Peter Luizzi & Bros Contracting, Inc. The recommended Change Order does not result in any increase in the total cost of the project of \$1,514,675.00, subject to the review and approval of the Town Attorney.
5. **Resolution** that the Town Board hereby authorizes the Supervisor to enter into an agreement with Business Automation Services, Inc. to provide software services to configure a tablet for Code Enforcement and authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.
6. **Resolution** that the Town Board authorizes the Supervisor to enter into an Agreement with American Fireworks Display, LLC, to provide an aerial fireworks display, including all fireworks, equipment, labor, transportation and insurance coverage on August 24, 2018, or any rescheduled date, in the not to exceed amount of three thousand five hundred dollars (\$3,500.00) and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.
7. **Resolution** that the Town Board hereby approves the expenditure in the not to exceed amount of \$15,000.00 for the Spray Pad Project, said monies to come from the Recreation Fees located in the Special Revenue Fund, and to authorize the Supervisor to sign and all documentation needed to proceed with this project, subject to the review and approval of the Town Attorney.
8. **Resolution** that the Town Board authorizes letting bids for the rehabilitation of the Angle Lane Water Storage Tank. Sealed bids will be received at the Town Clerk's Office until 1:00 pm on August 29, 2018, at which time they will be publically opened, subject to the review and approval of the Town Attorney.
9. **Resolution** that the Town Board authorizes the renewal of the Mobile Home Park License for the 2018-2019 licensing year, per the inspection and approval of the Coordinator of Building, Planning and Development as: Crescent City MHP.
10. **Resolution** that the Town Board approves Change Order #1 which reflects the increase of the total cost of the Spray Pad Project \$10,800 due to an increase in costs from the time the project was originally approved until the time the project

was completed, per recommendation of the Recreation Director and authorizing the Supervisor to sign Change Order #1, subject to the review and approval of the Town Attorney.

11. Resolution that the Town Board hereby authorizes the Supervisor to execute the General Release and Application for Service for Niagara Mohawk Power Corporation d/b/a National Grid for the street lighting inventory for billing purposes for the Town of Halfmoon, subject to the review and approval of the Town Attorney.

12. Resolution that the Town Board authorizes the Comptroller to make the attached Creation of Appropriations.

A resolution is necessary 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	\$5,838.68
	Subsidiary: 25-4-2189		
	Home & Community Services		\$5,838.68
Credit:	Appropriations	25-960	\$5,838.68
	Subsidiary: 25-5-1440.40		
	Engineering Contractors Inspections		\$5,838.68

Information Only: The above was derived from the following breakdown of charges to be paid on August 2, 2018 Abstract for engineering and related fees.

NAME	AMOUNT
Betts Farm	\$340.00
Halfmoon Self Storage	\$170.00
Howland PDD	\$4,903.68
Inovolotska Bakery	\$255.00
Plnebrook Hill PDD	\$170.00
Total	\$5,838.68

A resolution is necessary to create appropriations within the Special Revenue Fund from Recreation Fees in the not to exceed amount of \$15,000 to complete the purchase and installation of the spray park located within the Town Park, per resolution approved at the August 1, 2018 Town Board meeting.

DEBIT:	Appropriated Fund Balance	25-599	\$15,000
--------	---------------------------	--------	----------

CREDIT:	Appropriations	25-960	\$15,000
	Subsidiary: 25-5-9950.90		\$15,000
	Transfer to Capital Projects		

A resolution is necessary to increase appropriations in the Miscellaneous Capital Projects Fund for the completion of the spray park located within the Town Park. The additional funds for this project will come from Recreation Fees within the Special Revenue Fund in the not to exceed amount of \$15,000, per resolution approved at the August 1, 2018 Town Board meeting. The final not to exceed project budget is \$123,000, funded by a State and Municipal Facilities Program (SAM) grant from New York State in the amount of \$58,000 and the balance from Rec Fees in the amount not to exceed \$65,000.

DEBIT:	Estimated Revenues	35-510	\$15,000
	Subsidiary: 35-4-5031		\$15,000
	Interfund Transfers		

CREDIT:	Appropriations	35-960	\$15,000
	Subsidiary: 35-5-7110.20		\$15,000
	Parks & Rec, Spray Park		

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN