

TOWN BOARD MEETING AGENDA
October 19, 2016

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

COMMUNITY EVENTS:

Care Links Volunteer Open House on Thursday October 20th from 4-6 pm at the Clifton Park-Halfmoon Library. Care Links matches volunteers with seniors who need non-medical assistance.

Informational Session regarding the development of the Pedestrian Safety Improvements on Pruyn Hill Road, extending from Prospect Street to the entrance to Mechanicville City School District will be held on October 26th at 7:00 pm at Halfmoon Town Hall. This session is an open forum.

COATS FOR CAPTAIN will be accepting clean new coats, boots and snow pants for all sizes infant to adult through October 28th at the CAPTAIN office.

5th Annual Revolutionary Run for Veterans to benefit the Veterans Trust Fund on Saturday, November 5th at Hardy Park in Schuylerville.

Thank you for your Service honoring our veterans with a Special Ceremony on November 9th at 4:30 pm at the Southern Saratoga YMCA, 1 Wall Street, Clifton Park.

CAPTAIN Youth and Family Services are currently accepting items for their Thanksgiving Basket Program. Please drop off at the CAPTAIN office at 5 Municipal Plaza, Suite 3, Clifton Park by Thursday, November 10th.

The Town of Halfmoon Recreation Department has a donation box in the foyer of Town Hall and is accepting Thanksgiving food items until November 18th for delivery of Thanksgiving Baskets on the 19th.

Clifton Park – Halfmoon Library is sponsoring a Volunteer Fair for Teens and Adults on Saturday, November 19th from 1 - 3pm.

Halfmoon Celebrations will hold Holiday Stop and Shop on November 26th "Small Business Saturday" from 10 am to 3 pm at the Halfmoon Town Hall. Various vendors will offer a wide assortment of exceptional items and raffle items.

TOWN MEETINGS:

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

Open Space & Trails Committee: October 17th & December 19th

Resident Relations Committee: TBD

Business & Economic Development Committee: TBD

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) Co-Chair of Committee on Resident Relations (4) Liaison to Planning Board

Daphne Jordan (Town Board Member): (1) Co-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 of Committee on Resident Relations

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

Water Department & Highway Department

CORRESPONDENCE

1. Received from the Town Planning Board Resolutions approved at the October 11, 2016 meeting: Home Occupation for Tailored Portraits/Michael Shapiro Photography, 15 Braxton Court; Site Plan application for Halfmoon Heights mailbox project, 50 Cemetery Road; Bold Minor Subdivision, 155 Brookwood Road.
2. Received from the Town Planning Board Resolution denying Site Pan application for the Lawrence Circle Commercial Development project, Route 146 & Old Route 146.
3. Received from the Town Planning Board notification of a Public Hearing for Brookwood Farms Phase I, Brookwood & Devitt Roads to be held on October 24th at 7 pm or as soon thereafter as the agenda allows in the A. James Bold Meeting Room at the Halfmoon Town Hall.
4. Received from the NYS Department of Environmental Conservation notification that a Second Legislative Public Comment Hearing for the Town of Colonie Landfill - Area 7 Development is scheduled for Tuesday October 25th at the Shaker High School auditorium, 445 Watervliet Shaker Road, Latham starting at 6:00 pm. Written Statements and comments on the application may be filed prior to, or at the hearing, but no later than the deadline for written comments, which is Tuesday, November 1, 2016.
5. Received from the Town of Halfmoon Zoning Board, notification of an open seat on the Zoning Board. All interested parties may submit a resume and Letter of Interest to the Town Clerk's Office by October 31st.
6. Received from the NYS Department of State notification of the filing of Local Law #5-2016 for amending of Single Family Dwelling Definition on October 4, 2016.
7. Received from the NYS Department of State notification of the filing of Local Law #6-2016 for the amendment to the Parcland PDD on October 4, 2016.
8. Received from the NYS Department of State notification of the filing of Local Law #7-2016 for Soil Disturbance Permits on October 4, 2016.

9. Received from Tom Swedick, a letter expressing his full support of the Halfmoon Beach Project.
10. Received fully executed Water Agreement from the City of Troy approved by the Town Board on August 3, 2016.
11. Received from Saratoga County Sewer District #1, the filed Emergency Access Easement.
12. Received from Halfmoon Fire District #1, Hillcrest Fire Company, their 2017 Budget Summary.
13. Received from the Director of Finance, the filing of the 2017 Town of Halfmoon's Preliminary Town Budget document and transmitted to the Town Board as required by law.

OLD BUSINESS

1. Resolution that the Town Board removes from the table Halfmoon Village PDD amendment to review the comments and concerns from the October 5, 2016 Town Board Meeting.

NEW BUSINESS

1. Resolution to approve and order paid all vouchers #2116 - 2232
2. Resolution to approve minutes of Town Board Meeting of October 5, 2016 as presented.
3. Resolution that the Town Board schedules a Public Hearing for the 2017 Preliminary Budget on November 2, 2016 at 7:00 pm or as soon as the agenda allows in the A. James Bold Meeting Room.
4. Resolution that the Town Board approves the Supervisor's Report for the month of October 2016 as presented.
5. Resolution that the Town Board appoints Gaither Espey as full time Cleaner, grade 1, step base, \$14.52/hour effective November 4, 2016.
6. Resolution that Town Board approves proposal from Clough, Harbour & Associates to provide professional engineering services for Water District No. 1 replacement including all pipe, valves, hydrants and ancillary water system appurtenances in the not to exceed amount of \$259,500 and authorize the Town Supervisor to sign said proposal.

7. Resolution that the Town Board approves the October 2016 Water Report for usage as submitted by the Director of Water.

8. Resolution to engage the law firm of Nolan & Heller, LLP to perform analysis and research and develop a letter to the New York State Department of Environmental Conservation with formal comments for the Town of Halfmoon regarding the application of the Town of Colonie to increase the size and term of the Colonie Landfill, said cost of legal services shall not exceed the amount of \$8,000.

9. Resolution that the Town Board appoints John Christopher as part-time Laborer at Grade 2 Base Pay \$14.03/hr., effective October 15, 2016.

10. Resolution that the Town Board accepts for Road Dedication, Wintergreen Way, Greenbriar Way, & a portion of Princeton Avenue in the Princeton Heights Residential Subdivision and Macoun Drive and a portion of Idared Lane in the Plant Road Estates Residential PDD/Subdivision (Orchard Pointe) Phase I, as all of the standards as set by the Town of Halfmoon Roadway Dedication Procedure have been satisfied, subject to the review and final approval of the Town Highway Superintendent for the road improvements and the Town Attorney for the Deed descriptions, closing papers, title insurance, letters of credit and all related or required documents, said documents to be executed by Town Attorney, and the satisfactory resolution of the outstanding punch item list. The Town shall not issue certificates of occupancy or maintain, plow or otherwise care for the roads until proof of recording of all necessary documents with the County Clerk's office are received.

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	\$883.36
	Subsidiary: 25-4-2189 Home &		
	Community Services	\$883.36	
Credit:	Appropriations	25-960	\$883.36
	Subsidiary: 25-5-1440.40 Engineering		
	Contractors Inspections	\$883.36	

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

NAME	AMOUNT
Sheldon Hills Phase 2	\$883.36
Total	\$883.36

Transfers between Appropriations

From Account	To Account	Amount	Reason
10-5-9010.80 Employee Benefits-Retirement	10-5-1480.40 Public Info & Services	\$2,721	To sponsor Southern Saratoga County Map
10-5-9010.80 Employee Benefits-Retirement	10-5-1410.40 Town Clerk-Contractual	\$500	To cover expenses thru year end
20-5-5142.40 Hwy Snow Removal-Contractual	20-5-5110.40 Hwy Repairs-Contractual	\$20,000	To cover expenses thru year end

A resolution is necessary to create additional appropriations within the Water Fund Budget. The purpose of this creation is to provide adequate budgetary appropriations for the engineering services related to the replacement of the Town of Halfmoon Water District No. 1 including all pipe, valves, hydrants, ancillary water system appurtenances and prepare application to extend the Consolidated Water District to incorporate Water District No. 1.

DEBIT:	Appropriated Fund Balance	30-599	\$259,500
CREDIT:	Appropriations	30-960	\$259,500
	Subsidiary: Administration		
	Contractual-Engineering – 30-5-8310.41		\$259,500

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN