

**TOWN BOARD MEETING AGENDA**  
August 5, 2020

**TOWN BOARD WORKSHOP – Board Room – 6:30 pm**

**PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE**

**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](http://www.townofhalfmoon-ny.gov).

**HALFMOON FARMERS MARKET** at the Abele Park on Harris Road from 3:00 – 7:00. Fresh produce, Crafts & more. Rain or Shine every Wednesday through September 30<sup>th</sup>. Sign up for emails of weekly specials!

**PUBLIC HEARING** - Clifton Park-Halfmoon Fire District No.1 Board of Fire Commissioners will conduct a Public Hearing on Wednesday August 19, 2020 at 6:00 PM at the Fire Station located at 38 Old Route 146 Clifton Park, NY 12065 to hear all persons interested concerning the Board’s requested approval of the proposed Restated Certificate of Incorporation of The Clifton Park Volunteer Fire Department Inc. pursuant to NPCL §404.

**FALL CLEANUP** – September 15, 18, 19, 22, 25, & 26. Tuesday 8-Noon, Friday Noon-5, Saturday 8-3 at the Transfer Station. \$5 per carload, \$10 per truck or vanload, \$10 per trailer load. Transfer Station Permit is required and can be obtained FREE of charge at the Town Clerk’s Office.

**PAPER SHREDDING DAY** – November 7<sup>th</sup> from 9am-11am at the Highway Garage. This is a FREE service but we do ask for donations of non-perishable items for the Food Pantry.

**TOWN MEETINGS:**

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

**Zoning Board of Appeals:** 1<sup>st</sup> Monday of month at 7:00 pm. Pre-meeting at 6:45 pm

**Planning Board Meeting:** 2<sup>nd</sup> & 4<sup>th</sup> Monday of the month at 7:00pm. Pre-meeting at 6:15pm. (If the Holiday falls on a Monday, the meeting will be held on the next day, Tuesday).

## REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

**Kevin J. Tollisen (Town Supervisor)**

**Paul Hotaling (Deputy Town Supervisor):** (1) Chair of Town Infrastructure & Safety (Water, Highway, Building & Maintenance), (2) Chair of Recreation and Character Counts, (3) Chair of Personnel 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-Liaison to Planning Board

**Jeremy Connors (Town Board Member):** (1) Co- Liaison to Planning Board; (2) Chair of Business and Economic Development Committee (4) Chair of Parks and Athletic Organizations

**Eric Catricala (Town Board Member):** (1) Animal Control, (2) Liaison to Trails and Open Space Committee, (3) Zoning Board Liaison, (4) Chair for Not For Profit Organizations

**Lynda Bryan (Town Clerk):** (1) Chair of Senior Programs, (2) Chair of Committee on Historical Archives

**Karen Pingelski (Receiver of Taxes):** 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 Clerk            Total Fees Submitted to the Supervisor - \$8,619.92
2. Senior Express      Total # Rides – 353            Total # Meals – 571
3. Building Permits  
Total # Permits – 68      Total Fees Submitted to the Supervisor - \$17,555
4. Fire Inspections  
Total # Inspections – 28    Total Fees Submitted to the Supervisor - \$2,380

**DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk’s Office) Highway Department, Animal Control, Parks Department, Receiver of Taxes, Park’s Department**

**CORRESPONDENCE**

1. **Received** from the Town Planning Board Resolutions approved at the July 13, 2020 meeting: Change of Use/Tenant Applications for Thermally Yours, 40 Farm to Market Road, for Neetny Transmission & Control Center, 13 Executive Park Drive, for Platinum Home Mortgage, 1471 Route 9 (Crescent Commons) Jennifer Khan Auto Detailing, 457 Route 146, with conditions, and a Denial for a Home Occupation for Holistic Veterinary Center, 26 Ponderosa Drive.
2. **Received** from the Town Planning Board Resolutions approved at the July 27, 2020 meeting: Sign Application for Mitsubishi Motors, 1658 Route 9 and Site Plan Approval for The Halfmoon Crossings Specialty Grocer, 3 Halfmoon Crossings Blvd.
3. **Received** from the Town Zoning Board of Appeals approved at the August 3, 2020 meeting: Area Variance for Pogoda Duplex, 315 Grooms Road.
4. **Received** from Halfmoon Celebrations Association Inc. a check for \$10,000 reimbursing the Town of Halfmoon for the 2020 Sponsorship funds as the standard lists of events are not being held because of the current COVID-19 restrictions.

**NEW BUSINESS**

211. **Resolution** to approve minutes of Town Board Meeting of July 15, 2020 as presented.

**Resolution introduced by Clerk Bryan**

212. **Resolution** to approve the sale of the Town owned property at 293 Middletown Road, Tax Map Parcel #285.-4-11.2 that the Town of Halfmoon has no further use or need of the parcel to Thomas Manny in the amount of \$201,100.00, representing a fair market value, good and valuable consideration to be received for same, subject to permissive referendum, and further authorizes the Supervisor to execute all documents necessary to facilitate the above referenced sale of real property, subject to review and approval of the Town Attorney.

**Resolution introduced by Director of Water Tironi**

213. **Resolution** that the Town Board authorizes the Supervisor to execute the Professional Service Contract for General Control Systems Integration Service (GCS) for the labor and supervision to maintain the Water Treatment Plant Control System, per the review and approval of the Town Attorney.

**Resolution introduced by Director of Water Tironi**

**214. Resolution** that the Town Board of the Town of Halfmoon hereby adopts the “Retention and Disposition Schedule for New York Local Government Records” issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, that details the legal minimum retention periods for local government records. Records will only be disposed of by the Town of Halfmoon after they have met the minimum retention periods and only after a determination that those records that do not have sufficient administrative, fiscal, legal, or historical value.

**Resolution introduced by Clerk Bryan**

**215. Resolution** that the Town Board authorizes the renewal of the Mobile Home Park License for the 2020-2021 licensing year, per the inspection and approval of the Fire/Code Enforcement Officers for Arrowhead MHP.

**Resolution introduced by Code Enforcement Officer Cooper**

**216. Resolution** that the Town Board authorizes the Supervisor to enter into an agreement with Albany Lift Company to install an aluminum modular ramp system at the Justice Building at a cost of \$7,600.00 and to further authorize the Supervisor to execute any documents necessary to effectuate the agreement, subject to the review and approval of the Town Attorney.

**Resolution introduced by Building Maintenance Supervisor Tironi**

**217. Resolution** that the Town Board authorizes the Director of Water and Building Maintenance to dispose of a 2016 Ford F250 pick-up truck, two gas powered pumps, and two water pumps by placing the equipment on Auctions International as the Town no longer has use for these items. The Town Clerk is hereby authorized to remove the equipment from the Town’s Asset Inventory list and insurance coverage;

**Resolution introduced by Director of Water Tironi**

**218. Resolution** that the Town Board authorizes the Superintendent of Highways to dispose of a 36” Bucket from a 2015 Bobcat E-85 excavator by placing it on Auctions International as the Town no longer has use for these items. The Town Clerk is hereby authorized to remove the equipment from the Town’s Asset Inventory list and insurance coverage;

**Resolution introduced by Superintendent of Highways Pingelski**

**219. Resolution** that the Town Board of the Town of Halfmoon hereby authorizes CHA to proceed with final design and preparation of bid documents for the new section of the Champlain Canalway Trail, consistent with the Empire State Cooperative Agreement, comprising approximately 1.4 miles from Upper Newtown Road to State Route 4 & 32, in the not to exceed amount of \$78,500.00 which will be reimbursed by the State of New York, and authorizes the Supervisor to execute any documents necessary to proceed, subject to the review and approval of the Town Attorney.

**Resolution introduced by Supervisor Tollisen**

**220. Resolution** that the Town Board hereby authorizes the Supervisor to send a letter in support of the Saratoga County Planning Department’s application for funding from the Capital District Transportation Committee (CDTC) Trails Plan Implementation Program to study the feasibility of extending the Zim Smith trail from Oak Street in the Town of Ballston to the Saratoga Spa State Park.

**Resolution introduced by Supervisor Tollisen**

**221. Resolution** that the Town Board authorizes the Supervisor to execute any documents associated with the request for monies from Saratoga County, said funds to be utilized improve the open space/recreation opportunities in the Town of Halfmoon, and authorize the Town Supervisor to sign any necessary documentation, subject to the review and approval of the Town Attorney.

**222. Resolution** for the Town Board to approve entering into a stipulation of settlement between the Town of Halfmoon and MPM Silicones LLC for the reduction of property values for the 2016, 2017, 2018, 2019 and 2020 assessments for parcel numbers #285.-4-38, 286.-1-36, 286.-1-39.1, 286.-1-40, 286.-1-41.31, 286.-1-41.32, 286.-1-46.1, 286.-1-46.2, and 286.-1-50 as detailed in the Settlement Chart attached hereto and to authorize the Town Attorney to execute any documents necessary to effectuate the settlement subject to the review and approval of the Town Attorney.

**Resolution introduced by Deputy Attorney Drobny**

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

**Resolution introduced by Comptroller Hatter**

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	\$6,874.83
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$6,874.83
CREDIT:	Appropriations	25-960	\$6,874.83
	Subsidiary: Engineering Contractors Inspections		
		25-5-1440.40	\$6,874.83

Information Only: The above was derived from the following breakdown of charges to be paid on August 13, 2020 Abstract for engineering and related fees.

NAME	AMOUNT
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Impact Athletic Center - Chazen	\$15.33
Cole's Collision Addition	\$720.00
Halfmoon Waterford Fire Dist	\$1,632.00
Paar Estates	\$1,092.00
Pinebrook Hills Cont, Inspection	\$360.00
Pinebrook Hills PDD	\$360.00
Swatling Falls PDD	\$85.50
3 Halfmoon Crossing Blvd	\$1,710.00
1620 Route 9 Flex Space	\$900.00
Total	\$6,874.83

**PUBLIC COMMENT (for discussion of non-agenda items)**

**ADJOURN**

