

**The May 21, 2014 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  
Walter F. Polak, Councilman  
Paul L. Hotaling, Councilman  
Daphne V. Jordan, Councilwoman  
John P. Wasielewski, Councilman  
Lyn A. Murphy, Town Attorney  
Lynda A. Bryan, Town Clerk

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

## **PROCLAMATION TO HONOR HALFMOON RESIDENT JAMES MINCHER**

**Supervisor Tollisen:** Tonight is a very special night where we honor an individual who has given of himself, to his country, sacrificed himself for his country and his community. A dedicated man, who loved his family, loved his community and loved his country above all. Yesterday, I had the opportunity to be with the Mincher family at the Saratoga County Veterans Ceremony. Yesterday was dedicated in honor of James B. Mincher. It was an awesome ceremony in his honor. The Town Board this evening, would like to honor Mr. Mincher, his service, his sacrifice, his love for our community, his dedication and willingness to do so many things in our community for decades. I do want to acknowledge the members of the Waterford – Halfmoon Fire Department here standing in the back in honor of your Dad. Thank you to all of you firefighters who sacrifice yourselves and your service to our community, thank you for being here this evening to honor Mr. Mincher. Also, we have members of our Historical Society here and would like to thank them for being here and honoring Mr. Mincher, and also the members of the American Legion Post 1450. What a great honor for fellow members of the service to be here in his honor.

I would like to say Thank you from the Town of Halfmoon to all of you who serve in the military for your service and sacrifice as we celebrate Memorial Day this weekend. There is nothing greater than what you have done for your country so we can celebrate freedom and we thank you for it, thank you for being here this evening.

We have a resolution that we would like to present to Greg, Gary and Diane:

WHEREAS, James B. Mincher was born in Binghamton, New York on February 19, 1926, and became a member of our Halfmoon community; and

WHEREAS, James Mincher joined the United States Army Air Corps on July 13, 1944, serving a Corporal during World War II; and

WHEREAS, James Mincher served as a Medical Aidman and served overseas in the Philippines; and

WHEREAS, James Mincher was honored with the World War II Victory medal, the Army of Occupation Medal, the Asiatic-Pacific Campaign Medal, and the Good Conduct Medal for his service for our Country; and

WHEREAS, James Mincher also served our community by being a member of the Halfmoon-Waterford Fire Department for seventy one (71) years, serving as Treasurer from 1953-2013, and holding the ranks of Lieutenant and attaining the rank of Captain proving himself to be an integral part of the Department through all of his service on committees and organizing community events including banquets and Field Days; and

WHEREAS, James Mincher was a member and past Commander of the Halfmoon American Legion Post #1450, and was an avid hunter and fisherman devoted to his family, not to mention his ability to play baseball including playing for the minor league St. Louis Cardinal organization from 1949-1950; and

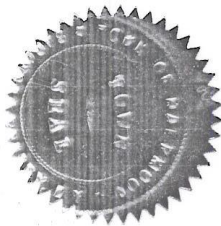
WHEREAS, James Mincher retired from his position with the Boston Maine Rail road in 1988 after providing thirty five (35) years of dedicated service; and


WHEREAS, James Mincher died on February 4, 2013; and

WHEREAS, James Mincher is survived by his sons Gary, Gregory, and David Mincher and his daughter Dianne Mincher his grandchildren Kristine Pregont, Brian Mincher, Erica Foli, Melissa and Megan Mincher and his great-granddaughter, Hannah Pregont.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Town Board of the Town of Halfmoon records and expresses deep appreciation for James Mincher's contribution to the Town of Halfmoon and the United States of America, especially his service to our country.
2. That a certified copy of this Resolution will be entered into the Town records proclaiming the Town of Halfmoon's recognition of James Mincher.
3. That a framed copy of this Resolution be presented to his surviving family.



  
Kevin J. Tollisen, Supervisor  
Town of Halfmoon

**Councilman Polak:** I would just like to say one word. I knew Jim my entire life and that is a lot of years and these board members weren't even born. Jim was very instrumental in this community, not only in the fire department, but also for the man that he was. He impacted a lot of lives here and did so much good, I could go on for days with things that he did to help the people in this community. Two things that he instilled in my mind that I will never forget, he was always a great father and a great friend.

**Supervisor Tollisen:** If anyone would like to say something, they can. I know that one of our residents Jack Ceremuga would like to say something, Jack.

**Jack Ceremuga:** Hi. Much like Walt, I have known Jim just a couple of years less than Walt, but I have known him and his family my whole life. His wife Shirley, your Mom, and my parents were very, very close friends and we did a lot of stuff together. I can remember when Diane and David were born. Jim did an awful lot for the community, just like Walt said. I did not know that this was going on at the County, or I would have probably gone up there for it. In any event, I just wanted to tell you a few things that I can remember about him. His baseball ability is #1. I can remember him coming down into my yard in front of the garage and actually

teaching me how to throw the curve ball and bring those fingers over the top of the seams. What better teacher could you get than a guy that pitched in the minor leagues? Also with the American Legion, we were involved for many, many years. He was the treasurer of the Bowling League there. I bowled with him for a number of years and at the end he couldn't get up and down the lanes and complained about the aches and pains that I am starting to experience myself. He was involved with the fire department for years. I can remember when they used to have the field days there and your Dad was always the money man, always the guy who took care of the money. I would run dollar bills from each station back to him and say well this came from the birdcage and this came from whatever. It was a working relationship that we had as a family. It was just so nice. Even with Kathy when he remarried, my parents just thought the world of both of them.

I can remember you guys when you were just growing up. They were just a great family. It seemed like he was around forever and he did so much for everyone. OK, that is all I got. Thank you.

Pictures were taken for the historical record.

**Supervisor Tollisen:** Thank you to the Mincher family for coming this evening. If anybody would like a copy of the program from yesterday that was awesome, I can make you a copy afterwards. Thank you to the fire department for coming this evening, thank you to the American Legion Post 1450 very much. Thank you to the Historical Society and mostly, thank you to the Mincher family.

#### **RESOLUTION NO. 170**

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

**RESOLVED**, that the Town of Halfmoon honors James B. Mincher for his years of service to community and his country.

We have a second Proclamation this evening that we would like to present. This is a proclamation proclaiming the Town of Halfmoon as a Purple Heart Town and it says:

#### **PROCLAMATION THAT THE TOWN OF HALFMOON IS A PURPLE HEART TOWN**

**Proclamation  
Town of Halfmoon,  
Halfmoon, New York  
A Purple Heart Town**

**WHEREAS**, the People of the Town of Halfmoon have great admiration and the utmost gratitude for all the men and women who have selflessly served their country and this community in the Armed Forces; and

**WHEREAS**, Veterans have paid the high price of freedom by leaving their families and communities and placing themselves in harm's way for the good of all; and

**WHEREAS**, the Military Order of the Purple Heart is building a network of Purple Heart Highways, Counties, Cities, Towns and Institutions in a web connecting all entities with the goal of forever honoring those men and women who made the sacrifice and some the ultimate sacrifice for our freedoms and received the Purple Heart; and

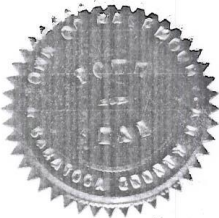
**WHEREAS**, the contributions and sacrifices of the Men and Women from Town of Halfmoon who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

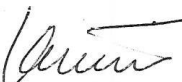
**WHEREAS**, many Men and Women in Uniform have given their lives while serving in the Armed Forces; and

**WHEREAS**, many citizens of our community have earned the Purple Heart Medal as a result of being wounded or killed while engaged in combat with an enemy force, construed as a singularly meritorious act of essential service; and

**WHEREAS**, August 7th has officially been designated as the day in the Town of Halfmoon to remember and recognize veterans who are recipients of the Purple Heart Medal.

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Halfmoon hereby proclaims Town of Halfmoon as a Purple Heart Town, honoring the service and sacrifice of our Nation's men and women in uniform wounded or killed by the enemy while serving to protect the freedoms enjoyed by all Americans.



  
Kevin J. Tollisen,  
Supervisor, Town of Halfmoon

**RESOLUTION NO. 171**

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

**RESOLVED**, that the Town Board of the Town of Halfmoon hereby proclaims the Town of Halfmoon as a Purple Heart Town, honoring the service and sacrifice of our Nation's men and women in uniform wounded or killed by the enemy while serving to protect the freedoms enjoyed by all Americans.

**Supervisor Tollisen:** I will give the Proclamation to Ms. Bryan, the Town Clerk

**COMMUNITY EVENTS:**

**Halfmoon Water Department Bi-Annual Watermain Flushing will begin on April 21st and run through May 23rd.**

Honoring Jim Mincher at the Saratoga County Honor Deceased Veteran Ceremony on May 20th.

Relay for Life Carnival May 21 – 26 on the Town Complex

American Legion Memorial Day Observance May 26<sup>th</sup> at 11:00 am on Grooms Road

Clifton Park & Halfmoon EMS OPEN HOUSE on May 31st from 12 – 4 pm.

Trim Up 4 the Troops: Sunday June 1, 2014 at Billie's Barber Shop from 9-5. Fundraiser for Wounded Warriors

The 3rd Annual Dove Memorial Scholarship Benefit to be held on June 1<sup>st</sup> at Krause's Grove

Waste Connections will be holding a Public Meeting on June 2 at the Halfmoon Senior Center from 6:00 – 7:30 announcing the improvements made at the Colonie Landfill

Concert in the Park on June 12<sup>th</sup> at 6:30 -9:00 pm featuring "Crossroads" Acoustic Duo Country Music

Relay for Life Opening Ceremony on June 13<sup>th</sup> at 7:00 pm at the Shen Track, supporting the Cure for Cancer

#### TOWN MEETINGS:

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

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

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

Board of Assessment Review: 4th 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

Zoning Review Committee: 3<sup>rd</sup> Thursday of month

Open Space & Trails Committee:

Resident Relations Committee:

Business & Economic Development Committee:

#### REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

**Walter Polak;** 1) Liaison to Planning Board, 2) Liaison to Zoning Board, 3) Chair of Zoning Review Committee, 4) Chair of Personnel

We will be having our next **Zoning Review Committee** meeting on June 19<sup>th</sup> at 7:00pm in this room.

**Paul Hotaling;** 1) Chair of Parks & Recreation, Infrastructure (Water, Highway, Building & Maintenance), 2) Chair of Committee on Not for Profit Organizations and Character Counts, 3) Chair on Committee on Baseball/Athletic Organizations

As we can see there are a lot of events going on. The Carnival is next door that is a fundraiser for the Saratoga Relay for Life. I would like to invite everybody to Monday's event at the American Legion. I have been there the last seven years and it is a wonderful event. They do not forget about our people here in town. Thank you.

**John Wasielewski;** 1) Chair of Ethics Committee, 2) Chair of Committee on Emergency Services and Public Safety (Emergency Corps, Fire Department, Police, Animal Control), 3) Chair of Committee on Resident Relations

I have a few items. This is EMS Week in New York State. Thank your local EMT when you see them riding around town. Just as a matter of note; Clifton Park – Halfmoon Ambulance Corps is now averaging over 500 calls a month. They are very busy and providing a very lifesaving service to the residents of Halfmoon.

**Ethics Committee:** Candidates who have applied will be interviewed by myself and the Supervisor. This committee will be in place by the next Town Board meeting on June the 4<sup>th</sup>.

**Resident Relations:** we are still waiting for completion of some printed materials, website coordination, a couple of things before we meet. We have a pretty active list of new residents in town that we would like to meet with. I anticipate us meeting before the next Town Board Meeting and members of that committee will be notified of the time and date. That is all that I have right now, thanks.

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

The Open Space and Trails Committee met just this past Monday and we do not meet again until July. We are working on trail connections and identifying possible open spaces. The committee had also made a recommendation to the Town Board concerning the use of snowmobiles on the Champlain Canal Trail and I will talk more to that when we have the resolution later on. Tomorrow the Business and Economic Development Committee meets at 7:00pm at the Senior Center.

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

The Halfmoon Senior Citizens had a large showing of members that attended this year's County Luncheon. It is held every year at the Saratoga City Center and put on by the Office of the Aging. They always have a wonderful program for the seniors and there had to be 450 people in attendance. Halfmoon had a large showing so that was very nice to see.

The Halfmoon Historical Society will be doing a display over at the Clifton Park – Halfmoon Library for the month of June and it will be about summertime in the 50's. So if you get a chance, stop by and see the display! Thank you.

**Attorney Murphy:** At this time, I would like to announce with permission of the Board, that the town is seeking resumes for Attorney's looking to apply for Deputy Town Attorney for the Town of Halfmoon. There will be preference to Halfmoon residents. If you are interested, you should submit your resume by June 4<sup>th</sup>, 2014 together with whatever other information that you would ask the board to review to the Town Clerk's Office. Miss Perry, I would ask that you post that on the website.

**Supervisor Tollisen:** This is an announcement from the County. It is called "Sundae on the Farm" on Sunday June 15<sup>th</sup>, 2014. We have fliers about celebrating Saratoga agriculture. If you are interested they are up here. This came from the County Board meeting yesterday.

Secondly, with respect to an item on the agenda, the Press Release regarding traffic engineering services. Currently, we are doing request for expressions of interest. The town has decided to change the way we are doing traffic studies. Traffic studies will be no longer ordered by the applicant who comes in with the project. The traffic studies will be ordered up by the town. They will be paid for by the applicant through an escrow account that is set up, but the engineering traffic study will now be certified to the Town of Halfmoon. We are looking for anyone interested in that. Those have gone out and the goal of this is every engineering firm who is eligible, which means they meet the criteria for traffic studies, will be put in a lottery and be chosen one right after the other. There will be no discrimination; it will be done in order. The purpose of this is obviously to provide better insight for our Town

Planning Board and our Town Board with respect to traffic studies. So that is underway.

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

**DEPARTMENT REPORTS- Month of April**

1. **Town Clerk Total Fees Submitted to the Supervisor - \$8,720.20**

**CORRESPONDENCE**

1. **Received** from the Town Planning Board Resolutions approving the following: Approval of Sign Application for Grace Fellowship Halfmoon, 1 Enterprise Ave., for a Change of Tenant Application for Law Offices of Alice M. Breeding, PLLC, 21 Executive Park Drive, and for Final Approval of the Victor's Farm Residential Subdivision located at Farm to Market and Smith Roads.

***Received & Filed***

2. **Received** from the Town Planning Board Resolutions denying the following: Site Plan Application for Effie's Boutique, 1 Birchwood Drive.

***Received & Filed***

3. **Received** from the Town Planning Board notification of a Special Use Permit Application for Upstate New York Subway LLC, 1508 Route 9.

***Received & Filed***

4. **Received** from Nelson Ronsvalle, a letter announcing his retirement from the Town of Halfmoon effective June 14, 2014.

***Received & Filed***

**Supervisor Tollisen:** As you may know, Nelson is our Grant's writer who does quite a lot of grants for us. I am sad that he has announced his retirement because he does quite a bit of good work for the town. He will be missed and we wish him the best.

5. **Received** from the American Red Cross - Adirondack Saratoga Chapter, their Disaster Service Volunteer Minutes of the meeting on April 12, 2014.

***Received & Filed***

6. **Received** from the Saratoga County Sheriff's Office a copy of the report for the month of April for the Clifton Park/Halfmoon Patrols and the Halfmoon Patrols.

***Received & Filed***

7. **Received** from a Rich Roveland, a concerned resident, a letter asking for a traffic light study for the traffic light at the intersection of Routes 146 & 236. They are asking to add a turn arrow to help with the heavy traffic during peak traffic periods.

***Received & Filed***

**Supervisor Tollisen:** I need a motion for my office to request DOT to move forward with a study for a turning arrow at the intersection of Routes 146 & 236 in the Town of Halfmoon.

**RESOLUTION NO. 172**

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

**RESOLVED**, that the Town Board authorizes the Supervisor to request DOT to move forward with a study for a turning arrow at the intersection of Routes 146 & 236 in the Town of Halfmoon.



8. **Received** from Supervisor Tollisen a Press Release announcing changes to Process in Traffic Engineering Services  
*Received & Filed*

Town Supervisor  
Kevin J. Tollisen

Town Board  
Walter F. Polak  
Paul Hotaling  
Daphne Jordan  
John Wasielewski



## TOWN of HALFMOON

Richard M. Harris, Director of Planning  
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HALFMOON, NY 12065  
COUNTY OF SARATOGA

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### May 14, 2014 For Immediate Release

#### **“Town of Halfmoon Announces Changes to Process in Traffic Engineering Services”**

Supervisor Kevin Tollisen announced today that the Halfmoon Town Board enacted a resolution changing the process by which traffic engineering studies are conducted for both residential and commercial development projects in the Town. Under the prior system, applicants who were seeking to build residential or commercial properties would be required under certain circumstances to obtain a traffic study from a professional traffic engineering firm and submit it to the Town. Supervisor Tollisen outlined the new process as the Town will now hire the traffic engineering firm to conduct a traffic study on the area to be affected to determine any and all traffic impacts. The builder will still be required to pay for the traffic study but the monies will be deposited into an escrow account for the builder and will be paid out of the escrow account.

Supervisor Tollisen explained that this change that was adopted at the last Town Board meeting “will aid the Town Board and Planning Board to better rely on the certified traffic studies they receive as they will be completed and certified to Town, thus creating a more neutral and fair process to ensure that traffic impacts are mitigated for Town residents”.

Richard Harris, Director of Planning stated that the traffic study reports created for the Town will provide the Town Board and Planning Board with “the best possible traffic information to the Town and recommend additional solutions for traffic flow in the affected area”.

The Town has prepared and sent a REI to interested individuals and/or firms. All Expressions of Interest with qualifications must be submitted to the Town Clerk, Lynda Bryan, by 2:00pm on June 4<sup>th</sup>. The Town Board will open them at the Town Board meeting that evening. Supervisor Tollisen stated that all individuals/firms that are qualified will be used for traffic impact studies and will be rotated for each project requiring a traffic study.

For additional information, please contact the Office of the Town Supervisor, Kevin J. Tollisen X2200, or Richard Harris, Director of Planning at X2601.

9. **Received** from the Saratoga County Department of Public Works, a letter notifying the town that they will be reconstructing County Road No. 94, Guideboard Road from CR 96 to Clippership Lane for a total distance of 0.63 miles.

*Received & Filed*

10. **Received** from the Saratoga County Department of Public Works, a letter notifying the town that they will be closing a section of highway known as US Route 4 (North Central Ave.) where it crosses the Anthony Kill. The bridge will be closed beginning June 16<sup>th</sup> until approximately November 28<sup>th</sup>. The bridge is being closed for replacement.

*Received & Filed*

11. **Received** from Waste Connections a letter announcing a Public Meeting at the Senior Center on June 2 from 6:00 – 7:30. They will be sharing the latest



developments on their approach to improving the Colonie Landfill and announcing the details of a fundraiser for the Mohawk Hudson Humane Society in July.  
*Received & Filed*

**NEW BUSINESS**

**RESOLUTION NO. 173**

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

**RESOLVED**, that the Town Board approves and orders paid Vouchers numbered 582, 904 through 1002 as detailed.

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

10 GENERAL FUND	\$31,918.06
20 HIGHWAY FUND	\$25,348.04
25 SPECIAL REVENUE	\$11,577.48
30 CONSOLIDATED WATER	\$40,079.90
35 MISC. CAPITAL FUNDS	\$7,557.97

<b>ABSTRACT TOTAL:</b>	<hr/>	\$116,481.45
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**RESOLUTION NO. 174**

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

**RESOLVED**, that the Town Board approves the minutes of Town Board meeting of, May 7, 2014 as presented.

**Supervisor Tollisen:** The May 7th meeting as some of you may know that May is Senior Citizen’s Month. We do the first meeting in the month of May at 2:00 in the afternoon. We researched our historical records and found that we have been doing this for the past 35 years. It is a great day to be with the seniors. I know that the y enjoyed all of the refreshments after, I know that I did!

**RESOLUTION NO. 175**

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

**RESOLVED**, that the Town Board of the Town of Halfmoon, establishes the following as standard work days for the Town Supervisor Kevin J. Tollisen, Board Members Walter Polak, Paul Hotaling and Daphne Jordan, Town Justices Lester Wormuth and Katherine Suchocki, Clerks to the Town Justices Christine Phillips and Marlene Carey, and Deputy Receiver of Taxes Kiva Cropsey and will report the officials to the New York State and Local Employee’s Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body.

**Standard Work Day and Reporting Resolution**

**WHEREAS**, the Town Board of the Town of Halfmoon is dedicated to open government and fiscal responsibility to ensure that Town funds are utilized in an efficient and effective manner; and

**WHEREAS**, elected and appointed officials work for the citizens of the Town of Halfmoon and are accountable to those same citizens; and

**WHEREAS**, regulation 315.4 of the New York State Comptroller's office requires that the Town Board of the Town of Halfmoon re-establish standard work day for elected and appointed officials after reviewing the detailed accounting of hours worked documented by elected and appointed officials for three consecutive months; and

**BE IT RESOLVED**, that the Town of Halfmoon hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based upon the record of activities maintained and submitted by these officials to the clerk of the of such original.

#### **RESOLUTION NO. 176**

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

**RESOLVED**, that the Town Board of the Town of Halfmoon, establishes the following as standard work day of 8 hours for the Receiver of Taxes Karen Pingelski who will be reported for five (5) days worked per pay period during the months of May through October and ten (10) days per work period during the months of November through April; to the New York State and Local Employee's Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body.

### **Standard Work Day and Reporting Resolution**

WHEREAS, the Receiver of taxes five (5) days worked per pay period during the months of May through October and ten (10) days worked per period during the months of November through April;

NOW, BE IT HEREBY RESOLVED, that the Town of Halfmoon hereby establishes the following as standard workdays for the Receiver of taxes. All other elected and appointed officials and will report as set forth in the previous resolution approved by the Town Board:

1. Receiver of taxes five (5) days worked per pay period during the months of May through October and ten (10) days worked per period during the months of November through April.

#### **RESOLUTION NO. 177**

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

**RESOLVED**, that the Town Board authorizes the Supervisor to sign the Service Agreement with Time Warner Cable Business Class for Static IP's for new Fiber Connection retroactive to May 12, 2014.

**Councilman Hotaling:** I have one comment. I would like to thank Doug, our IT guy and the Building and Maintenance guys who have been working real hard getting all of this pulled together.

**Supervisor Tollisen:** Just so everyone's aware with respect to the fiber connection, there was a problem with our existing connection which resulted with us having to do some emergency work. Basically, the highway department was without phones and service for a couple of days. Our IT guy miraculously worked with Time Warner Cable and our town employees actually helped to install the cable to make sure there was the least amount of interruption in service. That is the purpose of that.

#### **RESOLUTION NO. 178**

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

**RESOLVED**, that the Town Board requests the NYS Department of Transportation to look into the feasibility of erecting four (4) "No Parking" signs to be installed between mile markers 1020 – 1021 on NYS Rt. 236 at the Town Park.

**Supervisor Tollisen:** This would be posting of "No Parking" signs right in front of the Town Park which is creating some safety issues with respect of getting in and out of the Town Park at certain times. We have been told that we can't put up No Parking signs unless DOT says we can, so that is why we need a resolution.

#### **RESOLUTION NO. 179**

**Offered** by Councilman Hotaling, seconded by Councilwoman Jordan: Approved by the vote of the Board: Ayes: Tollisen, Polak, Hotaling, Wasielewski & Hayner

**RESOLVED**, that the Town Board authorizes Hacker and Murphy to act as temporary Deputy Town Attorney until a replacement Deputy Town Attorney is hired at their current hourly rate of David Murphy at \$200/hr. and Cathy Drobný at \$185/hr. subject to the approval of Town Supervisor and Town Attorney.

**Supervisor Tollisen:** Again, this is a temporary nature until a Deputy Town Attorney is selected by resolution of the Town Board. The Hacker and Murphy Law Firm already do some work for the town with respect to assessments, litigations and things like that. We figured since they are already familiar with the town services that we would just use them for any overflow.

**Councilman Wasielewski:** I know that it's difficult to guess, or estimate, but any idea when we might have another Deputy Town Attorney? Would that be a month? Applications by June 4<sup>th</sup>.

**Attorney Murphy:** I hope that it would be at the longest a month. Just so the Board is aware, I'm doing my best not incur any other expenses for the town. There is a week that I am away, so that is why I am asking for them to be appointed so that the Board isn't left without legal representation.

#### **RESOLUTION NO. 180**

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

**RESOLVED**, that the Town Board authorize the disposal of Town Clerk's records in accordance with Records Retention Schedule MU-1, adopted by the Town Board in 1989. These records have met their minimum retention period and an inventory of these records will be kept.

## **TOWN OF HALFMOON RECORD DISPOSITION LIST**

**All of the below stated records have met their retention schedule**

<b><u>RECORD</u></b>	<b><u>DATE</u></b>	<b><u>KEPT FOR</u></b>
Vouchers (all Funds)	2006 (1-3372) 5 Boxes	7 Years
Dog Licenses	2009 & 2010	3 Years
Liquor Licenses	2009, 2010, & 2011	2 Years
Voucher Edit Lists & Abstracts	2006	7 Years
Town Board Minutes	2009 - 2013	6 Mos – 4 Years
Pavilion/Gazebo/Lighthouse Rental	2013	3 Mos
Vehicle Reports	2009	4 Years
Police Accident Reports	2007 – 2008	5 Years
Sheriff Reports	2007 – 2009	4 Years
Handicap Applications	2010	3 Years
Vendor Permits	2007	3 Years
FOIL Requests	2011 - 2012	6 Months

**Councilman Wasielewski:** Just for clarification. These records mainly consist of payment vouchers?

**Clerk Bryan:** Yes, vouchers are records that have six year retention and I always make sure that we keep seven years

**Councilman Wasielewski:** No personnel records?

**Clerk Bryan:** No. I do have an inventory of the records that will go into the minutes.

**Supervisor Tollisen:** If any of the Board members want to review that, talk to Miss Bryan.

### **RESOLUTION NO. 181**

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

**RESOLVED**, that the Town Board approves the Supervisor's Report for the month of April, 2014, as presented.

### **RESOLUTION NO. 182**

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

**RESOLVED**, that the Town Board authorizes the town to renew membership with the Southern Saratoga County Chamber of Commerce for the 2014 Annual Membership investment in the amount of \$557.00.

#### **RESOLUTION NO. 183**

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

**RESOLVED**, that the Town Board authorize Park improvements for the Town Park at not to exceed amount of \$100,000 from Rec funds, per review and approval of the Town Attorney.

**Councilman Wasielewski:** On the question, Mr. Hotaling?

**Supervisor Tollisen:** Let's first do a motion and second and then we can talk

**Attorney Murphy:** The reason the Supervisor is asking for that is that it is improper pursuant to Robert's Rules of Order to discuss a matter before motion.

**Councilman Hotaling:** The proposal is that we want to do improvements to the park. We have one water gun that water's eight fields. Some of the infrastructure was done to put sprinklers in. The idea is to put a sprinkler in on the major field which is used the most now and that is a Phase I of a Phase III of sprinklers. Also, we are looking at some playground equipment for kids under 5 years old, baby swings and 2-5 year old jungle gym. There are some building improvements for gutters. There will also be exercise equipment that will be put on the walking trails in the park. There are some power upgrades, picnic tables, trash cans and some other things to enhance the park. We are looking into obtaining a grant as well to help this project work.

**Supervisor Tollisen:** Just a clarification question. It is not subject to permissive referendum?

**Attorney Murphy:** No, the Rec fees are allowed to be collected pursuant to the town law and you can spend those by resolution. It is not a Capitol Reserve Fund; it is a separate type of fund.

**Councilman Polak:** Is this for the year 2014 or is this part of the 5 year plan?

**Councilman Hotaling:** This would be for the year 2014.

**Councilman Polak:** Year 2014, OK

**Supervisor Tollisen:** These are for monies set aside for this purpose

**Attorney Murphy:** Correct

**Supervisor Tollisen:** and it does not come out of the General Fund which still has a spending freeze.

**Councilman Hotaling:** Any of the equipment has already been looked at on State Contract

#### **RESOLUTION NO. 184**

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

**RESOLVED**, that the Town Board authorizes the Town Supervisor to execute a three year scheduled maintenance agreement with Milton Cat for three generators at the Water Treatment Plant per the review and approval of the Town Attorney.

#### **RESOLUTION NO. 185**

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

**Councilwoman Jordan:** I would just like to explain. Back in January, we had a town resident approach the Board and asked that the gates be opened for the use of snowmobiles on the Champlain Canal Trail. I did take that issue to the Open Space and Trails Committee. I also found out that this issue had been brought up for very many years in the past, probably a decade or so and nothing was ever resolved. Even though the resident was in favor and wanted snowmobile use, the Open Space and Trails Committee felt very strongly that that trail was not for snowmobile use for the following reasons. Their recommendation was based mainly on safety. The trail was not made for mixed usage; it is not wide enough and could potentially be very dangerous to anybody walking, cross country skiing in the winter time or even someone out walking their dog. It was also felt that consistency in our rules for other town parks, which do not allow snowmobiles, so why would one have it when one doesn't? Those are the major reasons and what was decided was that there should be no motorized vehicles or snowmobiles signage to be placed at both entrances of the Champlain Canal Trail.

**Supervisor Tollisen:** This is only for the Champlain Canal Trail?

**Councilwoman Jordan:** It already is not allowed in our other parks or trails. This would make it consistent. What we have on the trail already was a sign saying "No Motorized Vehicles", snowmobiles in New York State are not considered a motorized vehicle so that really pertained to ATV's and motorcycles but not snowmobiles. Now it is very clear that not only is it motorized vehicles but snowmobiles. I have to say that when I presented it to the committee, I was very sympathetic to our resident because it would be very nice for everybody to be able to use the trail, but it isn't wide enough if you look at standards that are already set by the state, by other parks and trails, our trail simply is not wide enough. It is not safe for mixed use.

**Supervisor Tollisen:** Any further discussion? Ms. Bryan, Poll the board.

**Councilman Wasielewski:** I am sorry; I do have one more question. Does our current town code enforce something like this? Do we have the ability to enforce this?

**Attorney Murphy:** What had happened is, if you were in a motorized vehicle on a town trail, you would be trespassing because they are not authorized. So the Sheriff's Department would enforce it.

**Supervisor Tollisen:** But our Code Enforcement office would not?

**Attorney Murphy:** They do not have policing powers that would enable that.

**Councilman Wasielewski:** I guess my concern is that it is more than just a sentiment. It actually means something if somebody is using a motorized vehicle on a trail.

**Councilwoman Jordan:** This goes also to our last meeting where we had residents complaining about ATV's on the trail that are already not permitted on the trail and Supervisor Tollisen had mentioned that the Sheriff's Department is on it

**Councilman Wasielewski:** So it is enforceable



**Councilwoman Jordan:** It is enforceable by the Sheriff's, not by our Town Code Enforcement.

**Councilman Wasielewski:** Aye is my vote.

**POLL OF THE BOARD:**

<b>Councilman Wasielewski:</b>	<b>Aye</b>
<b>Councilman Polak:</b>	<b>Aye</b>
<b>Councilman Hotaling:</b>	<b>Aye</b>
<b>Councilwoman Jordan:</b>	<b>Aye</b>
<b>Supervisor Tollisen :</b>	<b>Aye</b>

**RESOLVED,** that the Town Board authorizes the Town to place a sign at each entrance of the Champlain Canal Trail to read, "No Motorized Vehicles or Snowmobiles".

**RESOLUTION NO. 186**

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

**RESOLVED,** that the Town Board authorizes the Justice Court to submit to Auctions International, email auction site, a retired Metorex Security metal detector, Metor 200, which has been recently replaced and remove this item from the fixed asset list as this is a fixed asset that is no longer needed by the Town of Halfmoon.

**Supervisor Tollisen:** This again is a piece of Justice Court equipment, a metal detector that we received grant to replace. The one that we have is still functional and therefore that is why we are selling it on Auctions International.

**RESOLUTION NO. 187**

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

**Whereas,** the NYS Environmental Facilities Corporation is soliciting grant proposals for the Green Innovation Grant Program (GIGP), and

**Whereas,** the GIGP Program funds permeable pavement improvements, and

**Whereas,** the Town of Halfmoon has received a Safe Routes To School grant to construct sidewalks on Pruyn Hill Road,

**Whereas,** the Town of Halfmoon is proposing to incorporate permeable pavement features to the Pruyn Hill sidewalks,

**Therefore Be It Resolved,** that the Town Board of the Town of Halfmoon authorizes the Town Supervisor to apply for a grant from the NYS Environmental Facilities Corporation for a Green Innovation Grant Program in the not to exceed amount of \$100,000 and upon approval of said request to enter into and execute a project agreement and all other necessary documents with the appropriate State agencies.

**Supervisor Tollisen:** As far as clarification purposes, the Green Infrastructure Grant Program that we are looking to get a \$100,000 from is going to be what we call a compliment or something to the \$259,000 grant that the Town has already received through the State's Safe Routes to Schools Program. Basically this is the connection from Mechanicville sidewalks to the Mechanicville schools on Pruyn Hill Road. Last meeting we hired Barton & Logduice who is the Mechanicville engineers. We hired them to complete the Halfmoon portion. In our meetings with them they recommended that we actually try to get a grant for some green

infrastructure which is a little bit more porous and a more solid concrete material for the sidewalks. Again, in our pre-meeting we had discussions about any town funding for this and the answer is NO. There will be no town funding for this. It is wholly inclusive funding by grants that we are requesting. This will be in addition to what we have already received. Unfortunately, or fortunately, this is a very quick turnaround time for this grant and that is why we had to put it on the meeting so quickly.

## RESOLUTION NO. 188

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

**RESOLVED,** authorizes 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	\$10,827.48
	Subsidiary: 25-4-2189 Home & Community Services	\$10,827.48

Credit:	Appropriations	25-960	\$10,827.48
	Subsidiary:	25-5-1440.40 Engineering	
		Contractors Inspections	\$10,827.48

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

NAME	AMOUNT
Sheldon Hills Ph III Revised	\$2,390.40
Creek View Estates	2,384.00
Lussier Site Plan	150.00
Mott Orchard	2,138.50
Rafferty Subdivision	422.50
Regency Park	1,050.00
Stone Crest Phase III Barbera	2,292.08
<b>Total</b>	<b>\$10,827.48</b>

## Transfers between Appropriations

From Account	To Account	Amount	Reason
10-5-1990.40 Contingency	10-5-7989.41 Character Counts Contractual	\$11,773.89	To restore unused appropriations from Year 2013 for Character Counts Program
10-5-8020.10 Planning- Personal Services	10-5-8020.40 Planning- Contractual	\$1,000.00	To cover expenses thru year end

A resolution is needed to appropriate the contributions made to the Memorial Bench Project for the purposes of purchasing and installing the Memorial Benches and one plaque replacement in the Halfmoon Family Park:

DEBIT:Estimated Revenues	10-510	\$1,213.00
Subsidiary: Community Gift Contributions	10-4-2705 -	\$1,213.00

CREDIT: Appropriations 10-960 \$1,213.00

Subsidiary: Parks – Contractual

10-5-7110.40 - \$1,213.00

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

**Supervisor Tollisen** asked the Town Board to go into Executive Session to discuss a legal matter.

**RESOLUTION NO. 189**

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

**RESOLVED**, that the Town Board approves going into Executive Session for a legal matter.

**No action was taken in Executive Session**

There being no further business to discuss or resolve, on a motion by Councilman Hotaling and seconded by Councilwoman Jordan, the meeting was adjourned at 7:55 pm.

**Respectfully Submitted,**

**Lynda A. Bryan, Town Clerk**