

The January 20, 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  
Daphne V. Jordan, Councilwoman  
John P. Wasielewski, Councilman  
Lyn A. Murphy, Town Attorney  
Lynda A. Bryan, Town Clerk

Jeremy W. Connors, Councilman -Excused  
Cathy L. Drobny, Deputy Town Attorney - Excused

## PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

Two Towns-One Book Kickoff Event for the Community Read selection of THE MARTIAN, Saturday January 30<sup>th</sup> at 2:00pm at the library with Lester Gerhardt, coordinator of Space Week, celebrating the 30<sup>th</sup> anniversary of man landing on the moon.

Clifton Park – Halfmoon Library Used Book Sale will take place Jan. 22, 23, 24.

Halfmoon Historical Society – Presentation of newly found pictures of the making of the Thaddeus Kosciusko Bridge in 1958-59 just in time for Thaddeus's 270<sup>th</sup> Birthday. Learn more about this Revolutionary War Hero and the amazing way we came into possession of these wonderful pictures. January 26<sup>th</sup> at 7:00 pm at the Society Building

Clifton Park-Halfmoon Public Library Robot Demonstration & The Martian Movie Sunday, March 6, 2016 @ 1 PM

## 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

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

Resident Relations Committee: January 13, 2016

Business & Economic Development Committee:

## REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor) I am going to give you a brief report on the Town of Halfmoon. We are under a State of Emergency and this is Day 3. I have just updated all of our residents with a robo call making them aware of the most recent events that have taken place throughout the day. We will continue to update our town residents on our website every morning and afternoon as we receive them. Water is available at the Highway Department and they are open this evening until 9:00 pm and reopen tomorrow morning. Stay tuned on the website and Facebook to get the most up to date information. If anyone has any questions, our offices are available to insure that your questions are answered. We are here to help in any way we can. For those residents who are conserving water, we send our appreciation and that is the reason why we are able to maintain stable water

pressures and able to continue to provide all of our residents and businesses with water. Conservation measures are working. I do want to thank this Board who I have leaned on pretty heavily for help and all of our staff; department managers, my secretary has kept me sane and somewhat organized, thank you Lisa. Everyone has really pitched in with extra effort. We have a lot of people working very hard and we appreciate the great cooperative effort from all of our staff. I appreciate the Troy City Officials who have been very cooperative with us and have been instrumental in providing us with the most up to date information that they have. I also appreciate the cooperative effort of the Town of Waterford Supervisor Lawler. He and I have been working very well together, hand in hand on all of the events that are taking place. I do appreciate our Emergency Services. The four Fire Districts in the Town of Halfmoon, the Chiefs and all of their staff have been outstanding. This morning there was a small structure fire in the Town of Halfmoon and I will tell you that with that cooperative effort, they were able to get that structure fire under control very quickly. We have emergency plans in place. The emergency plan that the town has is working and working well. Everyone is working well together for our town. Let me say thank you and we will continue to stay on this for as long as we need to and until this issue is resolved. Again, for those residents who cannot get their own water for conservation purposes, we will deliver it to you. That has happen throughout the day. As of yesterday nearly 600 residents took advantage of the free water at the Highway Department and at 5:00 today about 500 residents, so we have been rather busy. We have more cases of water that are being delivered tonight and tomorrow so we will make sure that we have plenty of water for residents to use.

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

Councilman Hotaling: It's amazing how strong a group of people the Town of Halfmoon has between the staff at the dais, all of our department managers and their employees; they have been second to none. There isn't one single employee that hasn't given 110% to make sure that our residents are taken care of. Hat's off to every one of them.

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

Councilman Wasielewski: Thank you Mr. Supervisor, just echoing your comments and Councilman Hotaling's. Since the Supervisor called us in as a Board for an emergency meeting on Monday evening, nothing less than a super fantastic effort from everyone including Steffen Buck as Emergency Coordinator. The fire departments within town have a very strong plan, mutual aid and water supplies. I am very confident with their abilities and that we have sufficient and safe coverage for any fire emergencies within the town. I would also like to thank the residents in the Town of Halfmoon because this could not have been this successful without total cooperation in conserving water. It has been the key element in allowing us to have any water at this point. I thank the residents wholeheartedly. That is all that I have right now Mr. Supervisor.

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

Councilwoman Jordan: I echo what has been said. Our town is surviving wonderfully. The town immediately implemented an emergency plan; a smart plan because we still have water and it is holding steady. We thank our staff for working

extra and always with a smile. We thank the residents because they have obviously complied with the request to conserve water; the evidence is clear in that our tanks are holding steady. I also thank the businesses in Halfmoon for complying with our request to conserve water and a special thanks to the businesses that have helped by supplying water and supplying tankers to deliver water from Troy to our tanks here in Town. They are to be commended.

Supervisor Tollisen: Our Director of Water is here, the brainchild. He has done amazing work for us, thank you Frank. Mr. Connors is excused this 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

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

Clerk Bryan: Thank you. The Town Clerk's Office gets most of the phone calls and I have to say how nice it is to talk to the residents. They certainly are concerned but they are happy to be helpful and work with the Town on this emergency. It really is a combined effort with the residents, the businesses and the employees making this work so well. I do have one other thing and it does not relate to water, the

Halfmoon Historical Society will be hosting a presentation of newly found pictures of the construction of the Thaddeus Kosciusko Bridge built in 1958-59 just in time for Thaddeus's 270<sup>th</sup> Birthday. Learn more about this Revolutionary War Hero who the bridge is named after and the amazing way we came into possession of these wonderful pictures and be able to see a bit of history being made as we see the progression from start to finish of this beautiful bridge. Please join us on Tuesday January 26<sup>th</sup> at 7:00 pm at the Society Building. Thank you.

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

Lyn Murphy, Esq., (Town Attorney)

Cathy Drobny, Esq. (Town Attorney)

PUBLIC COMMENT (for any agenda items) – No one came forward

DEPARTMENT REPORTS- Month of December

1. Town Clerk Total Fees Submitted to the Supervisor - \$5,160.25

## **CORRESPONDENCE**

1. Received from the Town Planning Board Resolutions from the January 11, 2016 meeting approving the following: Sign Application for Aqua Science, 215 Guideboard Road (Country Dollar Plaza), Change of Use/Tenant Application for Troy Ambulance Service, DBA Empire Ambulance Service, 9 Corporate Drive and for Seaway Diving & Salvage Company, Inc., 10 Guideboard Road, Change of Use/Tenant and Sign Applications for Tony Mangino Pre-Owned, 1660 Route 9, for a Minor Subdivision for the 421 Halfmoon Flex Park in the Parkford PDD, 421 Route 146, and for the Lands of Tanski Commercial, Route 146, for Minor Subdivision (Lot Line Adjustment) Approvals for the Lands of Charles Hoffman, 382 & 384 Farm to Market Road, for the Rolling Hills Water Tower Site, Lot 11816 & 18 Ridgewood Drive and for the Lands of Baker Lot #1, 88 Fellows Road, for an Addition to Site Plan and Sign Application for Tony Mangino Mitsubishi, 1658 Route 9, for Commercial Site Plan & Minor Subdivision Approval for Liebich Lane

Flex Building, 3 Liebich Lane, and for an Amendment to Site Plan Application for the 421 Halfmoon Flex Park in the Parkford PDD, 421 Route 146.  
*Received & Filed*

2. Received from the Capital District YMCA, a thank you card to the Town of Halfmoon and Supervisor for their support for the 2015 Annual Campaign.  
*Received & Filed*

3. Received from US Army Corps of Engineers a copy of a letter to John G. Higgins, 31 Cary Road. The Army Corps had requested information necessary to properly evaluate their application and have not yet received it.  
*Received & Filed*

NEW BUSINESS

RESOLUTION NO. 39

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

RESOLVED, that the Town Board approves and orders paid Vouchers numbered 0027-0170

===== FUND TOTALS =====

10 GENERAL FUND	\$2,373,047.72
20 HIGHWAY FUND	\$164,115.53
25 SPECIAL REVENUE	\$1,463.63
30 CONSOLIDATED WATER	\$125,839.04
35 MISC. CAPITAL FUNDS	\$4,208.22
65 LIGHTING DIST	\$464.73
70 WATER DIST #1	\$8,174.20
ABSTRACT TOTAL:	<hr/> \$2,677,313.07

RESOLUTION NO. 40

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

RESOLVED, that the Town Board approves the minutes of Town Board meeting of, Organizational Meeting and the Town Board Meeting of January 6, 2016 as presented.

RESOLUTION NO. 41

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

RESOLVED, to that the Town Board authorizes the Supervisor to sign the contract with Shenendehowa to use their pool for swimming lessons for the Summer Rec Program starting June 27<sup>th</sup> through July 15<sup>th</sup>, 2016, per the review and approval of the Town Attorney.

RESOLUTION NO. 42

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

RESOLVED, that the Town Board amends resolution # 31-2016 that the Town Board authorizes the Supervisor and Town Clerk to sign the Lease of School Bus Agreements with Shenendehowa Central School District for the Transportation of students in the Recreation Department's 2016 Winter Ski Program not camp program, per the review and approval of the Town Attorney.

#### **RESOLUTION NO. 43**

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

RESOLVED, that the Town Board amends resolution # 32-2016 for the Supervisor to sign the contract for Tri-City ValleyCats for the Recreation Department's 2016 Summer Camp Program, per the review and approval of the Town Attorney and omits the amount as the number of campers has yet to be determined.

#### **RESOLUTION NO. 44**

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

RESOLVED, that the Town Board authorizes the Town of Halfmoon Supervisor to apply for TIP funding for Beyond Pavement Preservation in the amount of \$500,000 with a local match commitment towards a complete reconstruction of two intersections which are located at Sitterly Road/Crossings Blvd, and Sitterly Road /Woodin Road, with sidewalks.

Supervisor Tollisen: This resolution is an ongoing effort by the Town of Halfmoon and the Town of Clifton Park to cooperatively work together once again as we always do in an effort to resolving some of the traffic that continues to be an issue in our towns. The Town of Halfmoon has already received a grant for pavement and the two towns have received grants for signals so this will be the third round of grant funding that we are hoping to receive. It will make a huge change for the better in this part of our town. We are hoping that this happens; this would be significant for the two towns for traffic and commerce.

#### **RESOLUTION NO. 45**

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

RESOLVED, that the Town Board authorizes the Supervisor to sign the contract with Dave & Buster's for the Halfmoon Summer Camp on July 28, 2016, per the review and approval of the Town Attorney.

#### **RESOLUTION NO. 46**

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

RESOLVED, that the Town Board authorizes the Town Supervisor to submit a letter of support for the application for funding under the 2016-2021 Capital District Transportation Committee Solicitation submitted by the Saratoga County Planning Department to extend the Zim Smith Trail from Coons Crossing to Elizabeth Street Extension.

Supervisor Tollisen: This resolution is a request by the County Planning Department. They are working on extending the Zim Smith Trail. It is a significant

trail throughout our county, it is fantastic. This will be an effort to extend that along and we are hoping that occurs.

#### **RESOLUTION NO. 47**

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

RESOLVED, that the Town Board enter into a 2016 service agreement for 1 year with North East Fire Protection for yearly fire sprinkler system inspection of Town Hall, Highway Garage, Parks Dept. Building and Parks (Recreation) Clubhouse and Water Treatment Plant at a cost of \$1,250.00, per review and approval by the Town Attorney.

#### **RESOLUTION NO. 48**

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

RESOLVED, that the Town Board enter into a 2016 service agreement for 1 year with FS&S for yearly inspection of Fire Alarm and FM200 system at Town Hall at a cost of \$2,327.80, per review and approval by the Town Attorney.

#### **RESOLUTION NO. 49**

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

RESOLVED, that the Town Board enter into a 2016 service agreement for 1 year with Alarm & Suppression, Inc. for the fire alarm inspection at the Highway Department, Justice Building, Park Maintenance, Recreation Clubhouse and the Halfmoon Senior Center in the amount of \$2,425.00 and the monitoring at the same locations including the Halfmoon Town Hall and Water Treatment Plant in the amount of \$2,352.00, per the review and approval by the Town Attorney.

#### **RESOLUTION NO. 50**

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

RESOLVED, that the Town Board enter into a 2016 service agreement for 1 year with Midstate Heating and Cooling, 15 Hudson Avenue, Mechanicville for heating and cooling at Town Hall, Highway Dept., Water Treatment Plant, Senior Center, Justice Building, Town park and the Historical Building in the not to exceed amount of \$15,700.00, per review and approval by the Town Attorney.

#### **RESOLUTION NO. 51**

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

RESOLVED, that the Town Board authorizes an expenditure in the not to exceed amount of \$50,000 from the recreation fees for the construction of a Spray Park in the Town Park and hereby authorizes the Town Supervisor execute any necessary documents necessary, per the review and approval of the Town Attorney.

Supervisor Tollisen: The Town Park has received confirmation from Senator Marchione who is providing some grant funding and the town is putting forth some additional rec funds to make a Spray Park for our children and the youth in town this year. Mr. Hotaling, I appreciate your efforts in this. I know that you have worked a lot on this as well.

#### **RESOLUTION NO. 52**

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

RESOLVED, that the Town Board of the Town of Halfmoon establish the following as standard work days for Town Attorney Lyn Murphy and will report the following days worked 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 this official to the clerk of this body.

#### **RESOLUTION NO. 53**

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

WHEREAS, the Vietnam War Memorial Wall in Washington D.C. is the living embodiment of the ultimate sacrifice made by our fellow citizens; and

WHEREAS, the Memorial Wall bears the names of every American forever lost to their loved ones and to the nation; and

WHEREAS, the hereinafter the Contractor has created a mobile compact duplicate of the Memorial Wall, known as the Moving Wall; (hereinafter referred to as the "Memorial") and

WHEREAS, in order that the citizens who could not travel to Washington D.C. may remember, recall and honor those who died in the Vietnam War, the Town of Halfmoon and Senator Marchione, in conjunction with the New York State Senate, have arranged and agreed that the Memorial shall be placed on display for a period of five (5) days in the Town of Halfmoon, the Host Location, from June 2, 2016 to the end of the business day on June 6, 2016, thereby sharing the same the names of those who made the ultimate sacrifice in the Vietnam War; and

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Town of Halfmoon desires to host and accommodate the Memorial Wall and therefore commits to provide a space of two hundred twenty (220) by sixty-five (65) feet, including a level base for the Memorial and an appropriate space for visitors and ceremonies regarding the Memorial, and will coordinate the necessary police and fire services to facilitate a safe, honorable, place for the Memorial.

Supervisor Tollisen: This is a huge event for the Town of Halfmoon to be honored to be sharing with Senator Marchione who is spearheading this effort. This is the resolution that we will be the host location for this event.

Councilwoman Jordan: June 2<sup>nd</sup> through June 6<sup>th</sup>. Mark your calendar.

#### **RESOLUTION NO. 54**

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

**WHEREAS**, the Town Board of the Town of Halfmoon is cognizant of the Town Highway Superintendent's responsibility to be fiscally responsible while continuing to maintain the roadways owned by the Town; and

**WHEREAS**, the Town has consistently sought a cost effective way to insure that the Highway Superintendent has the necessary means to maintain the roadways; and

**WHEREAS**, the State of New York Fuel Card Program is an efficient, reliable, and cost effective way for the vehicles that are owned and operated by the Town of Halfmoon to obtain fuel; and

**WHEREAS**, the current method for vehicles owned and operated by the Town of Halfmoon to obtain fuel is to utilize the fuel pumps at the Town Highway Garage, which has become an antiquated system; and

**WHEREAS**, the Fuel Card Services contract PS65802 permits holders of the card to fuel up at local providers without the cost of maintaining the pumps, repairing the pumps, or having to drive to one location to refuel while still providing fuel at a fiscally responsible rate;

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

- 1. That the Town Supervisor may execute the documentation necessary to enter into the Fuel Card Services program contract PS65802, also referred to as the State of New York Fuel Card Contract.
- 2. That this Resolution shall take effect immediately.

DATED: January 20, 2016

LYNDA BRYAN, TOWN CLERK  
TOWN OF HALFMOON

**RESOLUTION NO. 55**

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

RESOLVED, that the Town of Halfmoon authorizes the Supervisor to make the attached Transfer between Appropriations.

Transfers between Appropriations 2015

From Account	To Account	Amount	Reason
30-5-8310.42 Admin-Cont- Legal Fees	30-5-8320.41 Source of SP&P Cont-Elec	\$9,700	To cover expenses thru year end
10-5-1110.10 Town Justice- Personal Services	10-5-1220.10 Supervisor- Personal Services	\$20	To cover expenses thru year end
10-5-1110.10 Town Justice- Personal Services	10-5-1420.10 Attorney- Personal Services	\$140	To cover expenses thru year end
10-5-1110.10 Town Justice- Personal Services	10-5-5010.12 Sr Van- Personal Services	\$800	To cover expenses thru year end
10-5-1110.10 Town Justice- Personal Services	10-5-8020.10 Planning- Personal Services	\$550	To cover expenses thru year end
10-5-1620.10 Buildings-	10-5-1620.40 Buildings-	\$2,150	To cover expenses thru year end



Personal Services	Contractual		
10-5-7140.10 Rec-Personal Serv	10-5-7110.40 Parks-Cont	\$375	To cover expenses thru year end
20-5-5140.10 Misc-Personal Serv	20-5-5130.40 Machinery-Cont	\$550	To cover expenses thru year end
20-5-5140.10 Misc-Personal Serv	20-5-5140.40 Misc-Cont	\$50	To cover expenses thru year end

A resolution is necessary to create additional appropriations within the Special Lighting District Fund 2015 Adopted Budget. The purpose of this creation is to provide adequate budgetary appropriations thru December 31, 2015.

DEBIT:	Appropriated Fund Balance	65-599	\$50.00
CREDIT:	Appropriations	65-960	\$50.00
	Subsidiary:		
	Street Lighting		
	Contractual	65-5-5182.40	\$50.00

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

Councilwoman Jordan: I would just like to comment. In observing that no one is here in the audience but several reporters and two employees of the town, it is a good thing. We could have a room full of angry people because of our water situation. I think it has been handled well and consequently, no one is here.

Councilman Hotaling: Hat’s off to the Supervisor and Frank Tironi for your leadership. This has been quite the fight and you never let your guard down.

There being no further business to discuss or resolve, on a motion by Councilwoman Jordan and seconded by Councilman Wasielewski, the meeting was adjourned at 7:20 pm.

**Respectfully Submitted,**

**Lynda A. Bryan, Town Clerk**