

The July 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:

Paul L. Hotaling, Deputy Supervisor  
Daphne V. Jordan, Councilwoman  
John P. Wasielewski, Councilman  
Cathy L. Drobny, Deputy Town Attorney  
Lynda A. Bryan, Town Clerk

Kevin J. Tollisen, Supervisor - Excused  
Jeremy W. Connors, Councilman - Excused  
Lyn A. Murphy, Town Attorney - Excused

#### PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

#### COMMUNITY EVENTS:

July 29<sup>th</sup> - Movie Night at Dusk in the Town Park –Rain location in the Town Hall

August 11<sup>th</sup> - Today's Hits Cover Band - Town Park from 6:30 – 9:00pm

#### FIREWORKS TO FOLLOW

American Red Cross Blood Drive, August 30<sup>th</sup> in the Town of Halfmoon A. James Bold Meeting Room from 1:00 pm to 8:00 pm

Labor Day Concert – Navy Band Northeast Ceremonial Band playing at SPAC on Monday, September 5<sup>th</sup> at 2:00. This concert is Free to the public and tickets are available at all Saratoga County Stewart's locations and Halfmoon Town Hall.

#### TOWN MEETINGS:

**Town Board Meetings: 1<sup>st</sup> & 3<sup>rd</sup> Wednesday of month at 7:00 pm except May 4<sup>th</sup> at 2:00 pm**

**Zoning Board of Appeals: 1<sup>st</sup> Monday of month at 7:00 pm**

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

**Board of Assessment Review: 4<sup>th</sup> 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: August 15<sup>th</sup>, October 17<sup>th</sup> & December 19<sup>th</sup>.**

**Resident Relations Committee: TBD**

**Business & Economic Development Committee: TBD**

#### REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor) Excused

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

A lot of great things happening in town both in Community Events and Summer Rec is in full swing, highway is paving, Water Department is flushing the hydrants and everybody is busy.

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

The Residents Relation Committee continues to hit the ground meeting many new residents. We have a new list from the Receiver of Taxes. The weather has cooperated very well and we are meeting lots of new people.

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

No report 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

Excused this evening

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

No report this evening

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

Lyn Murphy, Esq., (Town Attorney) - Excused

Cathy Drobny, Esq. (Town Attorney) – No report this evening

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

#### DEPARTMENT REPORTS –month of June

1. Senior Express      Total # Riders – 353      Total # Meals - 661
2. Town Clerk      Total Fees Submitted to the Supervisor - \$15,044.78

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

Planning Department & **Grant Department**

#### **CORRESPONDENCE**

1. Received from the Town Planning Board Resolutions approved at the July 11th meeting: Sign Applications for Our Place Bar & Grill 46 Route 146 and for Speedway, 1513 Crescent Road, for a Change of Use/Tenant Applications for Platinum Limousine, 927-929 (931) Hudson River Road, for Service Solutions, 927-929 (931) Hudson River Road, and for Ortho NY, 1673 Route 9 (HealthPlex), and for approval of a Minor Subdivision and Special Use Permit for the Lands of Kilmer and Lands of Fronczek Subdivision, 57 & 59 Ushers Road.

*Received & Filed*

2. Received from the Assessor, notification of posting a Board of Assessment Review position. All interested parties, please submit an application.

*Received & Filed*

3. Received from the US Army Corps of Engineers a copy of the letter to Bruce Tanski for a jurisdictional determination for the 83.46 acre site owned by the Leggett Farm LLC. It has been determined to contain jurisdictional waters and wetlands. This determination shall be considered valid for five years.

*Received & Filed*

4. Received from the US Army Corps of Engineers a copy of the letter to Columbia/Wegman Acquisition II, LLC in response to a request for the discharge of fill material into the waters of the United States to facilitate the construction of a medical facility located on the south side of Route 146.

*Received & Filed*

5. Received from the NYS Department of Public Service a letter indicating that the Commission instituted a proceeding to investigate and evaluate the options for making additional numbers available in the 518 area code. To ensure full public participation in this proceeding the Department will conduct a series of informational sessions and public statement hearings to seek input and comments from community.

*Received & Filed*

6. Received from CAPTAIN Youth & Family Services a letter of thanks for the donation to Karyl's Cupboard, CAPTAIN's Emergency Food and Hygiene Pantry from the Town's Shredding Day.

*Received & Filed*

7. Received from New York State Public Service Commission a Notice Seeking Comments for a petition of CTIA-The Wireless Association for the Commission to Update and Clarify Wireless Pole Attachment Protections. The Commission seeks initial comments by August 1, 2016 and reply comments by August 15, 2016.

*Received & Filed*

8. Received from the West Crescent Fire District their Regulatory Basis Financial Report and Auditor Communications for year ended December 31, 2015.

*Received & Filed*

9. Received from Books for Troops an invitation to an open house at their new location 288 Route 9, Latham on July 24, 2016 from 2 to 4 pm.

*Received & Filed*

10. Received from SAXBST the audited financial statements for the Town for year ended December 31, 2015.

*Received & Filed*

11. Received from U.S. Army Corps of Engineers, a copy of the letter to Laurie Holtby stating that based on the submitted information of 495 Hudson River Road, the proposed work may be authorized and valid until March 18, 2017.

*Received & Filed*

12. Received from the Department of Transportation the results of a traffic study that we requested for the Route 146 and D&R Village intersection. They did a study in January 2013 and stated that a traffic signal was not warranted. In 2015 they updated the 2013 study and found that the traffic volumes were well below those normally associated with a need for a traffic signal and conclude that again it is not warranted.

*Received & Filed*

## NEW BUSINESS

### RESOLUTION NO. 245

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

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

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

10 GENERAL FUND	\$120,778.56
20 HIGHWAY FUND	\$87,863.58
25 SPECIAL REVENUE	\$7,709.96
30 CONSOLIDATED WATER	\$59,802.96
35 MISC. CAPITAL FUNDS	\$4,479.00
80 TRUST FUND	\$33,190.00
ABSTRACT TOTAL:	<hr/> \$313,824.06

**RESOLUTION NO. 246**

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

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

**RESOLUTION NO. 247**

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

RESOLVED, that the Town Board authorizes the renewal of Mobile Home Park Licenses for the 2016-2017 licensing year per the inspection and approval of the Director of Code Enforcement as follows: D&R Mobile Home Park,

**RESOLUTION NO. 248**

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

RESOLVED, that the Town Board authorizes the Supervisor to send a letter of support on behalf of Rebuilding Together Saratoga County who is planning to apply for funding to provide critical home repairs for low income homeowners in the county.

**RESOLUTION NO. 249**

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

RESOLVED, that the Town Board approves the Supervisors Report for the month of June 2016, as presented.

**RESOLUTION NO. 250**

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

RESOLVED, that the Town Board authorizes submitting the documents to the Department of Transportation to request a traffic study be conducted at the very busy intersection of Route 236 and Guideboard Road at the request of a concerned resident about the increasing safety issues.

**RESOLUTION NO. 251**

Offered by Councilman Wasielewski,, seconded by Councilwoman Jordan:

Approved by the vote of the Board: Ayes: Hotaling, Wasielewski, & Jordan

RESOLVED, that the Town Board authorizes the Supervisor to accept the Town of Halfmoon's share of 2017 Sales Tax Revenue in cash from Saratoga County Real Property Tax Service.

**RESOLUTION NO. 252**

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

RESOLVED, that the Town Board TABLES awarding the bid to Alpine Construction, LLC for the construction of the project entitled Preservation of the Champlain Canal Structures until the August 3, 2016 meeting..

**POLL OF THE BOARD:**

Councilwoman Jordan: Aye

Councilman Wasielewski: Aye

Deputy Supervisor Hotaling: Aye

**RESOLUTION NO. 253**

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

RESOLVED, that the Town Board approves the Clough Harbour & Associates proposal for the Web Based GIS Map Hosting and Maintenance services for the period of July 1, 2016 through June 30, 2019 for an annual fee of \$4,000, per the review and approval of the Town Attorney.

**RESOLUTION NO. 254**

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

RESOLVED, that the Town Board 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	<b>\$7,709.96</b>
	Subsidiary: 25-4-2189 Home &		
	Community Services		<b>\$7,709.96</b>

Credit:           Appropriations                   25-960                   **\$7,709.96**  
                  Subsidiary: 25-5-1440.40 Engineering  
                                 Contractors Inspections   **\$7,709.96**

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

NAME	AMOUNT
110 Lower Newtown	\$170.00
New-meadow School	\$680.00
Carol Jean Estates	\$855.00
Princeton Heights Subd	\$4,700.80
Pleasant Valley	\$1,304.16
<b>Total</b>	<b>\$7,709.96</b>

Transfers between Appropriations

From Account	To Account	Amount	Reason
10-5-1320.40 Auditing & Acct- Contractual	10-5-1220.20 Supervisor- Equipment	\$2,000	To cover additional cost for utility multi-use vehicle.

The following creation of appropriations is needed in the Highway Fund per resolution #172. This creation is for the purchase of two (2) pickup trucks and plows for the Highway Superintendent and Deputy Highway Superintendent.

DEBIT:           Estimated Revenues           20-510           \$80,000  
                  Subsidiary: Interfund Transfers  
                                 20-4-5031.00 . \$80,000

CREDIT:       Appropriations                   20-960           \$80,000  
                  Machinery-Equipment  
                                 20-5-5130.20 - \$80,000

A resolution is necessary to create appropriations within the Special Revenue fund from recreation fees per resolution #228 in the amount of \$106.05 for the payment of taxes and interest for tax map parcel numbers 266.12-1-9.2 and 266.12-1-52 for property in front of Summit Hills.

Debit:           Appropriated Fund Balance       25-599           \$106.05  
Credit:       Appropriations                   25-960           \$106.05  
                  Subsidiary: 25-5-9901.90 - \$106.05  
                                 Interfund Transfer

A resolution is necessary to create the budgetary accounts for the purchase of two parcels of land from Saratoga County for the delinquent taxes, penalties and interest from Recreation Fees held in the Town of Halfmoon Special Revenue Fund.

Credit:           Appropriations           10-960           \$106.05  
                  Subsidiary: 10-5-1950.40 - \$106.05  
                                 Assessment on Property

Debit:           Estimated Revenues           10-510           \$106.05  
                  Subsidiary: 10-4-5031 - \$106.05  
                                 Interfund Transfers

A resolution is necessary to create appropriations within the Special Revenue fund from recreation fees per resolution #136 in the amount of \$5,000 for the purchase of historical markers to be placed throughout the Town.

Debit:           Appropriated Fund Balance       25-599           \$5,000

Credit: Appropriations 25-960 \$5,000  
Subsidiary: 25-5-9901.90 - \$5,000  
Interfund Transfer

A resolution is necessary to create the budgetary accounts in general fund for the purchase of historical markers.

Credit: Appropriations 10-960 \$5,000  
Subsidiary: 10-5-7510.20 - \$5,000  
Historian-Equipment

Debit: Estimated Revenues 10-510 \$5,000  
Subsidiary: 10-4-5031 - \$5,000  
Interfund Transfers

A resolution is needed to create the following budget amendment of appropriations and revenues in the Highway Fund for CHIPS (Consolidated Highway Improvement Program). This includes an increase for PAVE NY to help local governments with rehabilitation and reconstruction of local highways above the 2016-17 State Fiscal Year level of CHIPS funding.

Debit: Estimated Revenues 20-510 \$35,470.56  
Subsidiary: 20-4-3501 State Aid  
CHIPS \$35,470.56

Credit: Appropriations 20-960 \$35,470.56  
Subsidiary: 20-5-5112.22 Improvements  
Capital Outlay CHIPS \$35,470.56

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

There being no further business to discuss or resolve, on a motion by Councilman Wasielewski and seconded by Councilwoman Jordan, the meeting was adjourned at 7:10 pm.

**Respectfully Submitted,**

**Lynda A. Bryan, Town Clerk**