

**The March 21, 2018 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  
John P. Wasielewski, Councilman  
Daphne V. Jordan, Councilwoman  
Lyn A. Murphy, Town Attorney  
Cathy L. Drobny, Deputy Town Attorney  
Lynda A. Bryan, Town Clerk

Jeremy W. Connors - Excused

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

### **PRESENTATION: FERN HURLEY FROM CAPTAIN**

**Supervisor Tollisen:** First thing on our agenda this evening is a presentation from CAPTAIN. Fern Hurley is here from CAPTAIN and CAPTAIN is a partner with the town of Halfmoon and we certainly appreciate all of their hard work. I believe that they want to come up and give us a report. Welcome Fran!

**Fern Hurley from CAPTAIN** handed out their 2017 Annual Report to the Town Board, titled 40 Years of Impact with in the Community as it was their 40<sup>th</sup> Anniversary. They have merged with CareLinks and are now called CAPTAIN Community Human Services and they support and empower people of all ages to reach their goals of personal growth and self-sufficiency. We strengthen communities.

- CAPteens – Over 160 Teen volunteers at 26 Community Events
- CAPTAIN Runaway and Homeless Emergency Youth Shelter
- Street Outreach- Helped 167 homeless youths safely exit the streets
- Family Assistance – Emergency financial assistance for basic needs
- Family Development – 23 trained mentors become advocates for families
- CAPTAIN's Treasures – Next to New Store providing clothing at great saving
- Outreach in the Park – Operates Cheryl's Lodge
- Bike Works – CAPTAIN distributed 104 new & refurbished bikes
- Job Assist – Job matching services for youth 13-18 residing in Shen district
- Karyl's Kupboard – Emergency Food Pantry
- Facility Use – Provided 301 hours of facility use to the community
- Holiday Giving Program – Adopt - A –Family and Toy Shop Program
- CAPTAIN Volunteer Program – 525 volunteers donated 17,878 hours of services in Saratoga County

Fern Hurley told stories about two of the people whom they have helped to show the impact that they have on the residents in the community.

**Supervisor Tollisen:** Fern, I just wanted to say that your organization is so connected into our town from the teen's right up to the seniors. I can tell you time and time again that I have called over there when we have had someone in need of services and you have always delivered. As you can see, we feel so attached to you, that we have a significant line item in our budget, \$86,000 that goes to CAPTAIN and \$11,000 that we have committed to what was originally CareLinks. All of that money goes to you as you are the front lines for assisting people in the community. We appreciate all of the different avenues that you approach. You don't hand out money to people but help them to get to where they need to be. People do fall on hard times and look for a way and you provide the way and help push them into

more productive lives. So, we certainly appreciate you and it is always a pleasure to see you and your Executive Director Sue. I always tell the story about when I first met Sue when I became Supervisor that I think she wanted to meet with me to see if I was going to X her out of the budget. When I came into office the town was having some financial limitations and we were looking for ways to cut costs. Sitting with Sue and seeing all of the different things that you do, from helping the kids with homework, to teen talk and right up through our seniors and helping families. That is what it is all about and we appreciate it. Thank you very much.

**Councilwoman Jordan:** I have a question. First of all, I thank CAPTAIN for all you do for our residents in Halfmoon, but I'm wondering if CAPTAIN has been able to determine if the need for your services in Halfmoon has increased in the last few years or do you see a decrease? Our population has increased and that's why I am asking.

**Fern Hurley:** We have seen is some change in the services. With our Street Outreach, homeless youth and the sexually exploited have increased. So that is a change in the service. 20 years ago teens called me on the phone and now they text. I can't exactly speak at a level but they certainly have changed

**Councilwoman Jordan:** Thank you.

**Councilman Hotaling:** One of the things that I think that a lot of people don't know is that everyone thinks that CAPTAIN is in Clifton Park. I have been to the homeless youth shelter and Cheryl's Lodge a couple of times and what you guys do for our youth is amazing. Thank you, thank you, thank you. An 85% recovery rate for homeless youth is huge and done so professionally and how caring they are at the youth shelter is just beyond.

**Fern Hurley:** We have some very profession staff and very caring in the way they serve the public.

**Councilman Hotaling:** Thank you.

**Supervisor Tollisen:** Thank you very much and have a good night.

#### **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).

Annual Clam Chowder dinner at St. Luke's on the Hill, 40 McBride Road, Mechanicville, Friday, March 23<sup>rd</sup>, 4:30 to 6:30 pm. Chowder, dessert and beverage included with eat-in dinners - \$6.00

Easter "Egg"stravaganza March 24 from 12:00 – 4:00pm with Easter Egg Hunt at 4:00pm. Picture with Easter Bunny, Photo Booth, Bunnies & Chicks from Local Farmer, Crafts, Magician, Balloon Artist, Pony Rides and much more at Town Hall

Paper shredding day is April 7th from 9:00 am-11: am at the Transfer Station

Yellow Ribbon Day will be held on Friday April 9<sup>th</sup> at 11:00 am at the Halfmoon Town Hall. This year's donations are requested for the Blue Star Mother's Freedom Boxes to be sent to the troops: Microwave mac & cheese, snack packs, granola bars, hard candy, beef jerky & trail mix.

2018 Spring Clean-up dates: April 17, 20, 21, 24, 27, & 28 at the Transfer Station

**13<sup>th</sup> Annual Canal Clean Sweep: Friday – Sunday, April 20-22**

**Senior Center Spring Bazaar – April 21, from 9:00 am to 2:00 pm at the Senior Center. Please come out and support our seniors with their spring fundraiser. They have many different crafts, Grandmas Treasurers, quilting and baked goods!**

**Two Town-One Book will be hosting their annual Books & Lunch on April 21<sup>st</sup> at the Vista from 11:30 – 2:00pm. Topic is Energy Meets History: Renewable Energy Efficient Restoration of a Local 19th Century House. Cost: \$27.00 Reservations can be made through the Library**

**TOWN MEETINGS:**

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

**Pre-meeting at 6:30 pm**

**Zoning Board of Appeals: 1<sup>st</sup> Monday of month at 7:15 pm. Pre-meeting at 7:00 pm**

**Planning Board Meeting: 2<sup>nd</sup> & 4<sup>th</sup> Monday of month at 7:00 pm. Pre-meeting at 6:00 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: April 16, June 18, Aug 20, Oct 15, and Dec. 17, the 3<sup>rd</sup> Monday except Feb due to holiday.**

**Resident Relations Committee: TBD**

**Business & Economic Development Committee: Thursday, March 15<sup>th</sup> at 7 pm**

**PUBLIC COMMENT (for discussion of agenda topics)**

**REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY**

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

I will mention one thing in respect to the news that we heard today. As most of you know DEC issued a press statement today regarding the Colonie Landfill. It appears that the Colonie Landfill is most likely going to be getting its permit extended. There are some qualifications, I believe from what I have seen and with whom I have spoken with at DEC today that the size of the landfill will be restrained 50' lower than what they had requested and it would need to be 500' from the river instead of 100' from the river. I can tell you that I did two interviews this afternoon with Chanel 9 & Chanel 13 and have spoken to Supervisor Lawler about this and the town takes the Town of Colonie Landfill very seriously. We have already looked at legal remedies with respect to this matter. The town continues to believe that the residents most affected by this are in the Town of Halfmoon along the Mohawk River and we will do everything in our power to protect those residents from the continued exasperation of visual abuse, from the terrible odors that we experience on a daily basis and the general overall quality of life that those residents have to deal with. This is matter that we are taking very seriously. Both the Town of Waterford and Halfmoon are working together on this and we do believe that with all of the letters that were written and all of the things that have been done, that the best process is a hearing. We are looking at remedies including legal remedies available under the law at this point. There will be further information coming forward but I thought it was necessary to bring this up this evening.

Also with respect to the financial position for the Town for 2017, I am happy to report that the town is in a better financial position that it was the prior year. Four short years ago, our General Fund balance was just about \$70,000. We are now looking at about \$3,000,000 to \$3,500,000 in that same fund balance which is good news for the town. Also, when I entered into office the Highway Fund balance was

in the negative and now we are happy to report that that balance will be in upwards of \$1,000,000. We have made some tough decisions, we have made a lot of cuts, we have tried to be more efficient and lean wherever possible and the result is positive news for the residents of the Town of Halfmoon. It is a better financial position for Halfmoon and an overall better picture going forward.

Also on the agenda you will see that the Town is looking to put in some additional features to the Town Park this year. One of the things that we are putting in is a spray pad for the kids. Thank you Senator Marchione for the grant that she provided to help us build a spray pad for the kids and it should be open in time for the summer recreation I am told. The second thing that we are looking at this year as you will see on the agenda is a concept design from MJ Engineering for \$2,000. It is going to be in the Town Park for basketball and tennis courts that will become an ice skating rink for the residents in the winter. We are looking to add some different things for the residents which include some other winter activities for the kids.

Just to highlight this, these are monies that are received by the developers on each building lot when they build in the Town of Halfmoon. These are not monies that the Town of Halfmoon is able to spend on other things like employees' salaries. These are specific monies that are set aside when builders build homes for further recreation for town residents. So we do believe that this is a positive thing. We are looking at other things in the next couple of years as well. We are going to increase and provide not only more trails and open space for our residents but continue to add to our Town Park and areas necessary to insure that the residents are enjoying all of the great things that Halfmoon has to offer.

**Paul Hotaling (Deputy Town Supervisor):** (1) Chair of Town Infrastructure (Water, Highway, Building & Maintenance), (2) Chair of Recreation and Character Counts, (3) Chair of Personnel Committee, (4) Chair of Safety Committee

The Easter "Egg"stravaganza March 24 from 12:00 – 4:00pm at Town Hall.

Paper shredding day is April 7th from 9:00 am-11: am at the Transfer Station. This is a free service and they are asking for donations of canned goods that will be delivered to CAPTAIN for the food pantry. I want to thank the Highway Superintendent and his staff who do a dynamic job collecting the food and delivering it to CAPTAIN. The residents are very generous, thank you.

**John Wasielewski (Town Board Member):** (1) Chair of Ethics Committee, (2) Chair of Committee on Emergency Services and Public Safety (Emergency Corps, Fire Department, Police); (3) Co-Chair of Committee on Resident Relations, (4) Co-Liaison to Planning Board

I have nothing this evening Mr. Supervisor.

**Daphne Jordan (Town Board Member):** (1) Co-Chair of Business and Economic Development (2) Animal Control (3) Liaison to Open Space and Trails Committee, (4) Zoning Board Liaison

I would like to highlight one of the Community Events and that is the 13<sup>th</sup> Annual **Canal Clean Sweep**. It will be held April 21<sup>st</sup>. We meet at Terminal Road at 10:00 a.m. and pick up the liter along the river. Many hands make the work go pretty fast and we have a good time doing it as well.

The **Business and Economic Development Committee** met last Thursday evening. We are looking for additional members to join the committee, preferably business

owners in Halfmoon that have interest, however everyone is welcome. If you are interested you can email me or my co-chair Jeremy Connors for that position.

Also the **Trails and Open Space Committee** is seeking another member. If you are interested in that, again please contact me and we will take it from there.

**Councilman Hotaling:** Daphne, it would also be good if any of the youth need credit hours they could come out to the Trails Clean Sweep.

**Jeremy Connors (Town Board Member):** (1) Co- Liaison to Planning Board; (2) Chair of Committee on Not for Profit Organizations; (3) Co-Chair of Business and Economic Development Committee (4) Chair of Parks and Athletic Organizations

Excused

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

The **Halfmoon Historical Society** resumed its monthly meeting schedule on Tuesday February 27<sup>th</sup>. Meetings are held at 7:00 pm at the Society Building and all interested in local history are invited to attend and take part!

One other thing that I would like to mention is that the seniors are hosting their **Spring Bazaar on April 21<sup>st</sup> from 9:00 until 2:00**. This is a big event and the biggest fund raiser of the year and our seniors have been preparing for, so please stop by and support our seniors and take advantage of the best baked goods around! No one does it better than Grandma!

**Lyn Murphy, Esq., (Town Attorney)** I have no report this evening

**Cathy Drobny, Esq. (Town Attorney)** I have no report this evening

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

#### **DEPARTMENT REPORTS – month of February –**

- |    |                       |  |                     |
|----|-----------------------|--|---------------------|
| 1. | Senior Express        | Total # Riders – 373                     | Total # Meals – 486 |
| 2. | Town Justice Suchocki |  |                     |
|    | Total # Cases – 261   | Total Fees Submitted to the Supervisor - | \$27,322            |
| 3. | Town Justice Fodera   |  |                     |
|    | Total # Cases – 224   | Total Fees Submitted to the Supervisor - | \$29,786            |
| 4. | Town Clerk            | Total Fees Submitted to the Supervisor - | \$6,232.16          |
| 5. | Building              |  |                     |
|    | Total # Permits – 29  | Total Fees Submitted to the Supervisor - | \$12,655            |
| 6. | Fire Inspections      |  |                     |
|    | Total # Permits – 39  | Total Fees Submitted to the Supervisor - | \$3,240             |

**DEPARTMENT MANAGER MONTHLY REPORTS – Can be viewed at the Town Clerk's Office**

Assessor, Water, Receiver of Taxes, Planning, Parks, Town Clerk, Highway & Animal Control

**Supervisor Tollisen:** We have monthly Department Manager meetings where we all sit together and go through all of the important things that are happening in town and in each of their individual departments so that we are all on the same page of what is going on. It is important for managers to see what the other departments are doing. We do require our Department Managers to submit monthly reports for the public to view as another way to show what's happening in the Town of Halfmoon so please review those.

## **CORRESPONDENCE**

1. **Received** from the Town Planning Board Resolutions approved at the February 26, 2018 meeting: Change of Use/Tenant Application for the Ferlazzo Agency LLC, 1673 Route 9, an Amendment to the Approval for the Seasonal Outdoor Patio for Our Place Bar & Grill, 46 Route 146, for the Subdivision (Lot-Line Adjustment) of Proctor-Sawyer, 28 & 30 Firehouse Road, for a Minor Subdivision (Lot Line Adjustment) for the 421 Halfmoon Flex Park in the Parkford PDD, 421 Route 146, for Site Plan Approval of Secure-It Self Storage, 443 & 445 Route 146, of the 413 Route 146 Office Building, 413 Route 146, and for the 207 Route 146 Office Building, 207 Route 146.

***Received & Filed***

2. **Received** from the Town Planning Board Resolutions approved at the March 12, 2018 meeting: Sign Application for Paulie's Pizza, 1603 Route 9, approval of a Change of Use/Tenant application for Nick Cerone Fitness LLC, 1471 Route 9 (Crescent Commons), for Lincoln Mattress & Rug Company, 1683 Route 9 (St. John's Plaza), and for Head Games Hair and Nail, 215 Guideboard Road (Country Dollar Plaza), Regarding a Positive Recommendation for Mott Orchard Residential PDD, 165 Farm to Market Road, and Regarding a Negative Recommendation for the Betts Farm Residential PDD, Betts Lane & Hayner Road, and a Denial of a Minor Subdivision Request for the McBride Subdivision, 173 & 173 1/2 Pruyn Hill Road.

3. **Received** from Steffen Buck, his letter of resignation as Director of Code Enforcement, effective February 23, 2018.

***Received & Filed***

4. **Received** from New York Municipal Insurance Reciprocal (NYMIR) notification that as of July 1, 2017 NY Insurance Law has been amended through U Insurance Regulation 209 for our Commercial Crime Policy

***Received & Filed***

5. **Received** from Saratoga Economic Development Corporation (SEDC), their 2017 Annual Investor Report.

***Received & Filed***

6. **Received** from NY State Association of Counties (NYSAC) reported that in conjunction with the NYS School Boards Association have partnered with BoardDocs to provide municipalities with a paperless solution for board meetings.

***Received & Filed***

7. **Received** from NYSEG notification of their filing of their Notice of Intent with the Federal Energy Regulatory Commission to pursue a new license for the continued operation of the Upper Mechanicville Hydroelectric Project.

***Received & Filed***

8. **Received** from Marcus J. Molinaro, County Executive from Dutchess County, thanking the Town of Halfmoon for adopting a "ThinkDIFFERENTLY" resolution.

***Received & Filed***

9. Received from Saratoga Plan, Preserving Land and Nature, their 2017 Annual Report, “Connections”.  
*Received & Filed*

10. Received from Town of Colonie, Department of Public Works, the Final Environmental Impact Statement (FEIS) for the Town of Colonie Landfill, Area 7 Development, available for review in the Town Clerk’s Office.  
*Received & Filed*

## NEW BUSINESS

### RESOLUTION NO. 102-2018

**Offered** by Councilman Wasielewski, seconded by Councilwoman Jordan: 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 February 7, 2018 as presented.

### RESOLUTION NO. 103-2018

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

**RESOLVED**, that the Town Board approve minutes of Town Board Meeting of February 21, 2018 as presented.

### POLL OF THE BOARD

Councilman Wasielewski	Aye
Councilman Hotaling	Aye
Supervisor Tollisen	Aye

### RESOLUTION NO. 104-2018

**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 their obligation to be fiscally responsible when determining appropriate expenditure of Town funds; and

**WHEREAS**, the Town has consistently sought a cost effective way to insure that the potable water is available to our residents; and

**WHEREAS**, the past bid for the Neptune Meters necessary to utilize the Town’s potable water distribution system expires on April 1, 2018; and

**WHEREAS**, Ti Sales Inc. is the sole authorized distributor and exclusive supplier of the Neptune Technology Group Inc. products in the upstate New York market area; and

**WHEREAS**, there is no possibility for competition as it relates to the procurement of Neptune Meters;

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

1. That the Town Supervisor may execute the documentation necessary to effectuate the purchase of the necessary inventory from Neptune Technology Group Inc. from Ti Sales Inc. to continue to effectively and efficiently distribute potable water to the residents of the Town of Halfmoon.

2. That the competitive bidding policy as set forth in §VII(H) of the Town of Halfmoon Employee Manual shall be waived in compliance with the Town Board authorized exceptions as set forth in §VII(H) in that the above constitutes a procurement for which there is no possibility of competition.

3. That this Resolution shall take effect immediately.

DATED: March 21, 2018

LYNDA BRYAN, TOWN CLERK  
TOWN OF HALFMOON

#### **RESOLUTION NO. 105-2018**

**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 to authorize letting bids for Truck Ultra Low Diesel Fuel, Unleaded Regular Gasoline and Kerosene (Diesel/Kerosene Blend) for Town departments for fuel effective April 1, 2018 through March 31, 2019 to be opened April 4th, 2018 at 7:00 pm or as soon as the agenda allows, at the Town Board Meeting, subject to the review and approval of the Town Attorney.

#### **RESOLUTION NO. 106-2018**

**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 accepts the proposal from Amsure (Adirondack Trust Insurance) for the Town insurance coverage from carrier New York Municipal Insurance Reciprocal, for all coverage (Property, General Liability, Auto, Public Officials, etc.) in the amount of \$141,351.62 for the renewal period March 1, 2018 through March 1, 2019, subject to review and approval of the Town Attorney.

#### **RESOLUTION NO. 107-2018**

**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 appoints Michael Carlson as Code Enforcement Officer with a one (1) year probationary period at Grade 6 Base Pay - \$22.05 per hour, effective retroactive to March 19th, as he has completed all of pre-employment testing.

#### **RESOLUTION NO. 108-2018**

**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 approves the contract with Auctions International for a two (2) year term and authorizes the Supervisor to sign said contract, per the review and approval of the Town Attorney.

#### **RESOLUTION NO. 109-2018**

**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 letting bids for American Made Brass Fittings and Mueller Brass for the contract period of May 1, 2018 to May 1, 2021 for the Water Department to be opened on April 4<sup>th</sup> at 7:00 pm or as soon as the agenda allows, at the Town Board Meeting, subject to the review and approval of the Town Attorney.

#### **RESOLUTION NO. 110-2018**

**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 proposal with MJ Engineering and Land Surveying, P.C. for engineering services associated with preparation of the Concept Design for the Multi-sport Court Complex at the Town Park, in the not to exceed amount of \$2,000, per the review and approval of the Town Attorney.

#### **RESOLUTION NO. 111-2018**

**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 rename the Open Space and Trails Committee to the "Trails and Open Space Committee" which will also go by the acronym "TOSC".

**Councilwoman Jordan:** I just want to say that this was brought up by the committee at one of their meetings and actually the acronym they want to be called by is TOSC.

#### **RESOLUTION NO. 112-2018**

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

**RESOLVED**, that the Town Board hereby authorizes payment in the not to exceed amount of \$7,000.00 to Integrated Valuations to prepare a trial ready appraisal for property located at 1549 Route 9, Wal-Mart Real Estate Business #2844 Property, Town of Halfmoon, to be utilized to defend an Article 7 lawsuit regarding the assessed value of the property, and to authorize the Supervisor to execute any documentation necessary to conduct the appraisal.

#### **RESOLUTION NO. 113-2018**

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

**WHEREAS**, the Town Board recognizes the need to create and maintain walkable trails throughout the Town for us by our residents; and

**WHEREAS**, the Director of Parks and Town Property has identified the need for a wood guide rail at the trailhead parking lot on Clamsteam Road; and

**WHEREAS**, in accordance with the purchasing policy of the Town of Halfmoon, the Director of Parks and Town Property received three quotes for three companies to furnish and install the wood guide rail; and

**WHEREAS**, Siena Fence Co., Inc. was the lowest quote retained at a price of \$5,230.00 to furnish and install the wood guide rail;

**NOW BE IT THEREFORE RESOLVED**, that that the Town Board authorizes the Supervisor to execute any and all documents to accept the proposal from Siena Fence Company and to effectuate the furnishing and installation of the wood guide rail, subject to the review and approval of the Town Attorney.

**Councilman Wasielewski:** Yes Mr. Supervisor, was this a bid

**Attorney Murphy:** Based on our purchasing policy, it is below the amount that we would have to go to bid. We got three written quotes and really only needed verbal, and this is surplus funds for that trail that we received as part of a grant and not taking any money out of the general fund.

**Councilman Wasielewski:** Thank you.

#### **RESOLUTION NO. 114-2018**

**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 recognizes Anthony "Tony" Timpanaro retirement from the Saratoga County Sheriff's Department.

**Supervisor Tollisen:** Deputy Timpanaro has been a staple in the Town of Halfmoon and has devoted his entire career to protecting the citizens and residents in the Town of Halfmoon. We are deeply grateful to him and look forward to his retirement ceremony.

#### **RESOLUTION NO. 115-2018**

**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 the Director of Parks & Town Property to hire up to 10 park laborers for the 2018 season.

#### **RESOLUTION NO. 116-2018**

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

**RESOLVED**, that the Town Board hereby authorizes the Supervisor to enter into an agreement with the Halfmoon Senior Citizens Association to provide assistance with the daily operations of the Halfmoon Senior Center for a term effective April 1, 2018 through March 31, 2019 and authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

**Councilwoman Jordan:** Is this in lieu of the check that we issue to the Senior Center?

**Supervisor Tollisen:** This is the discussion that we have had. We always enter into an agreement with the Senior Citizens Association and what we are doing this year; we are actually taking over the two part time receptionist positions and they will be part of the town employees for staffing purposes and will report to directly to the Director of the Senior Center. So there will be no exchange of monies this year which there have been in the past as we are taking on those two part time positions.

**Councilman Hotaling:** Part time with no benefits correct?

**Supervisor Tollisen:** Both positions are 19.5 hours per week, and 39 hours per pay period and they would not be eligible for benefits or any type of paid vacation or anything like that.

#### **RESOLUTION NO. 117-2018**

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

**RESOLVED**, that the Town Board hereby authorizes the Town Attorney and Deputy Town Attorney to process and execute any and all documentation necessary to proceed with Sitterly Road Improvement Project (Sitterly @ Woodin Rd).

**Supervisor Tollisen:** This is an area of town that we have been focusing on pretty heavily. As the Board and the residents are aware, we have a turn lane now at the intersection of Sitterly and Route 9. On the Halfmoon side of Sitterly Road we have upgraded the pavement with new pavement, most of which was paid for by grants. Starting this year and going into next year there will be the major improvements between the towns of Halfmoon and Clifton Park at Woodin Road and Sitterly Road. There will be turn lanes to lessen the congestion in that area. This is a \$1.8 million dollar project that DOT is working with both towns on. It is a great project and much needed in that particular area.

**Councilman Hotaling:** The lands that are going to be reviewed for this is only in Halfmoon? This is only for the Halfmoon part?

**Attorney Murphy:** The reason for this resolution is that for some reason this particular grant asks that one of the attorney's sign off on. So this is just authorizing me to sign. You have already authorized the Supervisor to sign

**Councilman Hotaling:** But this is the Halfmoon portion

**Attorney Murphy:** We will only sign for Halfmoon.

#### **RESOLUTION NO. 118-2018**

**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 letting bids for Contract 1G - Saratoga County Water Authority Interconnection Project, to be opened April 19th, 2018. They will be publically opened and read at 10:00 am at Halfmoon Town Hall, subject to the review and approval of the Town Attorney.

**Supervisor Tollisen:** This is an important project for the Town of Halfmoon. As the town is aware the PFOA issue is a pressing issue and the PCB's are a big issue. The Town of Halfmoon is fortunate to have a long term, 20 year contract with the City of Troy for quality drinking water. We as a Board have made a conscious decision to find a completely separate second source of water and connecting to the Saratoga

County Water Authority will provide not just one source of water for Halfmoon, but a second completely separate source. If there were ever a water quality issue, we would be able to serve the residents with either one of those two sources of water. This is the first step in getting the connection to the Water Authority. It is a rather large project that we are doing, but we are thankful that we have funds in our budget and cash in hand so there is no public borrowing for this. It is a good project and much needed and am happy to see move forward.

#### **RESOLUTION NO. 119-2018**

**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 #427-2017 to reflect the change in the 2018 North East Fire Protection Systems, Inc. contract for the fire sprinkler inspection, testing & maintenance for an additional \$75 raising the cost from \$150 to \$225 as they forgot to add the testing of the backflow preventer for the Water Treatment Location, making the total contract amount for 2018, \$1,325 from \$1,250.

**Councilman Wasielewski:** I'm a little disappointed that they didn't realize this initially as they do this testing every year.

#### **RESOLUTION NO. 120-2018**

**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 appoints Henry Halligan as provisional part-time Court Officer at Grade 6 Step Base \$19.27/hr., pending successful completion of pre-employment testing.

**Supervisor Tollisen:** He comes on recommendation of our Justices.

#### **RESOLUTION NO. 121-2018**

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

**WHEREAS**, the Town Board of the Town of Halfmoon is cognizant of their obligation to be fiscally responsible when determining the appropriate fees for services offered for our residents and the surrounding community; and

**WHEREAS**, the Scentral Bark Park was designed and constructed by the Town of Halfmoon to provide a safe place for dogs to run off leash; and

**WHEREAS**, there are costs associated with the creation and the ongoing maintenance and upkeep for the park that are incurred by the Town of Halfmoon;

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

1. That there shall be a fee of \$25.00 for use of the Scentral Bark Park for a period of one year
2. That the \$25.00 fee shall be paid to the Town Clerk and submitted with the application for use of the Scentral Bark Park.

3. That this Resolution shall take effect immediately.

DATED: March 21, 2018

LYNDA BRYAN TOWN CLERK  
TOWN OF HALFMOON

#### **RESOLUTION NO. 122-2018**

**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 appoints Mike Sidoti as part-time Transfer Station attendant at Grade 2 Base Pay \$15.59/hr., pending successful completion of pre-employment testing.

#### **RESOLUTION NO. 123-2018**

**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 their obligation to be fiscally responsible when determining the appropriate disposition of equipment that is no longer of use to the Town; and

**WHEREAS**, the Town has consistently sought an effective way to insure that obsolete equipment is disposed of in a manner that garners the most return on the original investment made to obtain the equipment; and

**WHEREAS**, the Superintendent of Highways has determined that there is unused equipment that should be sold or otherwise disposed of currently in the possession of the Town of Halfmoon; and

**WHEREAS**, the Town has an Agreement with Auctions International to place equipment that is no longer of use to the Town out for bid; and

**WHEREAS**, the Superintendent of Highways has the training and experience to determine what items should be placed on the Auction website and what items should be otherwise disposed; and

**WHEREAS**, a detailed list of all items disposed of shall be provided to the Town Clerk to enable the updating both of the Town's Asset Inventory list and insurance coverage;

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

1. That the Superintendent of Highways may dispose of unused and/or obsolete equipment by placing the equipment on Auctions International or otherwise disposing of the equipment.
2. That the Superintendent of Highways will provide a detailed list of all items disposed of to the Town Clerk to enable the updating both of the Town's Asset Inventory list and insurance coverage
3. That this Resolution shall take effect immediately.

DATED: March 21, 2018

LYNDA BRYAN TOWN CLERK  
TOWN OF HALFMOON

**RESOLUTION NO. 124-2018**

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

**RESOLVED**, that the Town Board authorizes the Comptroller to make the attached 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	\$17,568.50
	Subsidiary: 25-4-2189 Home & Community Services		\$17,568.50
Credit:	Appropriations	25-960	\$17,568.50
	Subsidiary: 25-5-1440.40 Engineering Contractors Inspections		\$17,568.50

Information Only: The above was derived from the following breakdown of charges to be paid on March 29, 2018 Abstract for engineering and related fees.

NAME	AMOUNT
Howland PDD	\$10,116.00
Inovolotska Bakery	\$340.00
Mott Orchard	\$1,190.00
Paar Estates	\$2,522.50
Route 9 Self Storage	\$1,530.00
Secure It Self Storage	\$850.00
413 Route 146 Office Building	\$1,020.00
Total	\$17,568.50

A resolution is necessary to reestablish appropriations within the General Fund Budget in the amount of \$3,200. The purpose of this creation is to restore adequate budgetary appropriations (the original \$40,500 minus monies spent in 2017) for the purchase of computer software for the Code Enforcement/Planning Department per resolution 305-2017 approving expenditure from General Fund Capital Reserve.

DEBIT:	Appropriated Fund Balance	10-599	\$3,200
CREDIT:	Appropriations	10-960	\$3,200
	Subsidiary: Planning-Equipment - 10-5-8020.20		\$3,200

A resolution is necessary to reestablish appropriations within the General Fund Budget in the amount of \$12,527. The purpose of this creation is to restore adequate budgetary appropriations for the purchase of a server for new computer software for the Code Enforcement/Planning Department and computer and technology related equipment and upgrades per resolution 374-2016 approving expenditure from the General Fund Capital Reserve in the 2017 budget.

DEBIT:	Appropriated Fund Balance	10-599	\$12,527
CREDIT:	Appropriations	10-960	\$12,527

Subsidiary: Planning-Equipment	
10-5-8020.20	\$ 2,442
Subsidiary: Central Data Processing-Equipment	
10-5-1680.20	\$10,085

A resolution is necessary to reestablish appropriations within the Water Fund Budget in the amount of \$426,510.32. The purpose of this creation is to restore adequate budgetary appropriations (the original \$1,890,500 minus monies spent in the amount of \$1,463,989.68 in 2017) for the construction related to the replacement of the Town of Halfmoon Water District No. 1; including all pipe, valves, hydrants, ancillary water system appurtenances and prepare application to extend the Consolidated Water District to incorporate Water District No. 1 per resolution 251-2017.

DEBIT:	Appropriated Fund Balance	30-599	\$426,510.32
CREDIT:	Appropriations	30-960	\$426,510.32
	Subsidiary: Transmission & Distribution-WD#1		
	30-5-8340.21		\$426,510.32

A resolution is necessary to reestablish appropriations within the General Fund Budget in the amount of \$1,180. The purpose of this creation is to restore adequate budgetary appropriations due to a grant awarded by the NYS Justice Court Assistance Program in 2017 for the purchase various pieces of furniture for the Justice Department. These purchases will be subject to the Town procurement requirements as applicable.

DEBIT:	Appropriated Fund Balance	10-599	\$1,180
CREDIT:	Appropriations	10-960	\$1,180
	Subsidiary: Justice Suchocki- Equipment		
	10-5-1110.20		\$590
	Subsidiary: Justice Fodera- Equipment		
	10-5-1111.20		\$590

**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 7:48 pm.

Respectfully Submitted,

Lynda A. Bryan, Town Clerk