

The December 31, 2013 Year end meeting was called to order at 11:00 am 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
Craig A. Hayner, Councilman
John P. Wasielewski, Councilman
Matthew J. Chauvin, Deputy Attorney
Lynda A. Bryan, Town Clerk

Lyn A. Murphy, Town Attorney - Excused

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

RESOLUTION NO. 288

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

RESOLVED, that the Town Board resume the Regular Meeting of December 18, 2013.

Supervisor Tollisen asked the Town Board members to join him at the podium for a Resolution.

Supervisor Tollisen: As most of you know today is a bittersweet day for the Town as one of our own is going to be leaving us and moving on as the County Clerk. We are going to miss him greatly. He has done a lot of great things for the town, and with that we have a resolution that we would like to present.

He invited Craig's family to come up with him for the presentation.

RESOLUTION HONORING CRAIG HAYNER:

TOWN BOARD RESOLUTION

WHEREAS, Craig Hayner (Craig) has displayed his devotion for his hometown of Halfmoon by honorably serving as Halfmoon Town Councilperson from January 2007 through December 2013 always putting the needs of the citizens of the Town of Halfmoon first; and

WHEREAS, Craig was born and raised in the Town of Halfmoon and is raising his family following generations of Hayners who have dedicated themselves to making the Town of Halfmoon a wonderful place to live; and

WHEREAS, Craig coordinated and led the Open Space and Trails Committees, which worked tirelessly to enable the Town of Halfmoon to establish attractive public recreational areas for residents to enjoy for years to come; and

WHEREAS, Craig showed exemplary service to our community working tirelessly with the Town Board to coordinate budget and financial matters while maintaining a high level of public services and fiscal responsibility; and

WHEREAS, Craig established and led the Town's Ethics Committee which has provided the Town of Halfmoon an updated ethics guide continuing his efforts to update the policies of the Town of Halfmoon; and

WHEREAS, Craig is the beloved husband to Carolyn, and father to Evan, Ashley, Luke and Emily; and

WHEREAS, Craig has always made himself available to the public and been responsive to the needs and concerns of our citizens, spending countless hours addressing the concerns and ideas brought to him and the Town Board; and

WHEREAS, Craig has been a dedicated public servant, demonstrating a devotion to maintaining an open government for the citizens of the Town of Halfmoon while always remaining a friend, neighbor, and active member of our community; and

WHEREAS, Craig is an example of unique personal achievement in his professional and personal endeavors and has displayed a lifetime of good citizenry, he will continue to serve our community as our new Saratoga County Clerk;

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Town Board of the Town of Halfmoon recognize and commends Craig Hayner for his years of service to the Town of Halfmoon and the community; and it is further
2. That a framed copy of this Resolution be presented to Craig Hayner in recognition of his dedicated service to the Town.

DATED: December 31, 2013

KEVIN J. TOLLISEN, SUPERVISOR
TOWN OF HALFMOON

RESOLUTION NO. 289_

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

RESOLVED, that the Town Board honors Craig Hayner for his years of exemplary service to the residents of the Town of Halfmoon.

Supervisor Tollisen: Craig, on behalf of the Town of Halfmoon, thank you for your service to our community. We won't let him go yet; he still has some work to do.

Councilman Hayner: Wow, thank you very much Supervisor Tollisen. As you have mentioned, it is bittersweet and it is not a word that I use very often. It truly is a bittersweet day. I am so thankful first of all to the residents who have elected me twice over these past six years to serve you. It's been an honor. This seat, it was never mine, this seat was always for the people. I have always held the seat in the highest regards, and I am just so thankful for my colleagues on the Town Board for all of the work that you do each and every day to keep our place here in Halfmoon great. I am very thankful for all of the committees that we have and the volunteers, our town employees, and our department heads who work hard every day and do a tremendous job to keep our town a great place to live and work.

I'd be remiss if I did not lastly mention my family. I am extremely blessed and fortunate to have grown up here, thankful for my parents, thankful for my wife Carolyn and our kids. There are a lot of nights that people don't realize just how many hours you do put in to this work. It may be considered a part time council position, but it is definitely not part time. Anybody who puts their effort into it will get good results and it takes good efforts and everybody brings their own special gifts to the Town Board. I look forward to seeing what Supervisor Tollisen does with the Town Board in 2014 and sharing his vision.

Thank you all very much. I appreciate all of the support throughout. God Bless you in 2014.

Supervisor Tollisen: I am sorry that was not on the agenda, I believe on most of the copies because we wanted it to be somewhat of a surprise to Mr. Hayner, although I think that he knew about it.

TOWN MEETINGS:

Town Board Meetings: 1st & 3rd Wednesday of month at 7:00 pm

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

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

Board of Assessment Review: 4th Tuesday in May

Senior Center Business Meeting: 1st Wednesday of month at 1:00 pm

Halfmoon Historical Society: Last Tuesday of month at 7:00 pm

Open Space & Trails Committee: Jan. 13 & Mar. 17 at 7:00 pm.

Zoning Review Committee: 3rd Thursday of month

CORRESPONDENCE

1. **Received** from Bruce Tanski Construction and Development, an application for the Vucetic Multi-Use Planned Unit Development District Subdivision and Site Plan.

Received & Filed

2. **Received** from John Pingelski, Highway Superintendent, notice that the Town of Halfmoon Highway Department in conjunction with County Waste and Recycling, will be picking up Christmas trees on Tuesday January 7th and Thursday January 9th. Please place trees curbside the night before and do not place trees in bags. Trees can also be brought to the Town of Halfmoon Transfer Station for free during normal business hours: Tues.: 8-12, Fri.: 12-5, and Sat.: 8-1.

Received & Filed

Supervisor Tollisen: John, do you have anything further on that?

Highway Supintendent Pingelski: No, just that they not be put in bags and make sure that the lights are off the trees, thank you.

Supervisor Tollisen: Thank you for your efforts and coordinating that with County Waste and I believe that is on our website as well.

3. **Received** from Craig A. Hayner, his letter of resignation as Halfmoon Town Councilman, effective December 31, 2013.

Received & Filed

Supervisor Tollisen: I will accept that at the end of the meeting Mr. Hayner if that is OK with you.

Councilman Hayner: OK

Supervisor Tollisen: Do you want to read the letter Mr. Hayner at that time?

Councilman Hayner: Sure

4. **Received** from Daphne V. Jordan, her letter of resignation from the Zoning Board of Appeals, effective December 31, 2013.

Received & Filed

Supervisor Tollisen: Copy the Zoning Board Chairman as well as members of the Zoning Board.

NEW BUSINESS

RESOLUTION NO. 290

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

RESOLVED, that the Town Board approves and orders paid
Vouchers numbered
2833 through 2912 as detailed.

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

10 GENERAL FUND	\$44,808.99
20 HIGHWAY FUND	\$23,690.39
25 SPECIAL REVENUE	\$25,061.11
30 CONSOLIDATED WATER	\$4,278.48

ABSTRACT TOTAL:	<u>\$97,838.97</u>
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RESOLUTION NO. 291

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

RESOLVED, that the Town Board authorizes the Supervisor to accept a quote from Verizon Business for a T1 phone line in the not to exceed amount of \$337.28 per month for 2014 and a onetime charge of \$75.00 for installation and to execute any necessary documentation, per review and approval of Town Attorney.

Supervisor Tollisen: I am going to ask at this point before we vote on this to have Mr. Mikol come on up and just give us a brief recitation of these there resolutions so that everyone is aware. I know that the Board has the summaries but if you could give the information to the public that would be great Doug.

Douglas Mikol: The new phone system will replace the current Cisco system that the Town Hall is currently using. The NEC system will unite all departments under one central phone system, with extension's to all departments, Justice Department, the Water Department, and the Highway Department. Included in the quote for the phone system is 4 year hardware warranty. The new NEC system will bring many more functions that are not available currently.

The Verizon quote is going to be a (Copper) T-1 located in the Town Hall. This will provide analog circuits for alarm systems and fax machines. In addition, the T-1 will provide redundancy for incoming and outgoing calls, if the internet connection should go down.

Time Warner quoted to replace our internet circuits with a Time Warner managed internet network. Fiber connections will be in all of our buildings, the Water Department, and the Highway Department. Internet data and phone calls will be carried by Time Warner's managed internet connections.

We are going to keep all of the existing phone numbers. There is a lot of cost savings to this new system. It will bring new technology to the Town.

Supervisor Tollisen: Are there any questions from the public? OK, thank you Doug. In looking at the summary and although it is a capital improvement for the phone system, the savings that we are seeing is several thousands of dollars per year for the town. It is actually a very good thing for the town. It is not only going to be better and more efficient for town residents to call and not have to hang up and dial a different number, but the cost savings just on a monthly basis is quite substantial. If anybody wants a copy of this memo, I can certainly provide it to you.

RESOLUTION NO. 292

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

RESOLVED, that the Town Board authorizes the Supervisor to accept a quote from Gracecom Communications for purchase, installation and configuration of VOIP phone system in the not to exceed amount of \$36,500.00 and to execute any necessary documentation, per review and approval of Town Attorney.

RESOLUTION NO. 293

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

RESOLVED, that the Town Board authorizes Supervisor to enter into an agreement with Time Warner Cable Business Class for internet access and manage services in the not to exceed amount of \$2,641.95 per month for 36 months and to execute any necessary documentation, per review and approval of Town Attorney.

RESOLUTION NO. 294

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

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 \$21,654.61
 Subsidiary: 25-4-2189 Home &
 Community Services \$21,654.61

Credit: Appropriations 25-960 \$21,654.61
 Subsidiary: 25-5-1440.40 Engineering
 Contractors Inspections \$21,654.61

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

NAME	AMOUNT
Sheldon Hills Phase III	725.00
Inglewood PDD	5,495.90
Linden Village	290.00
Hudson Ridge PDD	10,345.96
Princeton Heights Subdivision	870.00
Beeche Light Ind Ext	1,305.00
Falcon Trace Lot #4	145.00
Trustco Bank	157.75
Earl – Italian Restaurant	580.00
Victor’s Farm	1,740.00
TOTAL	\$21,654.61

Transfers between Appropriations:

From Account	To Account	Amount	Reason
10-5-1620.20 Buildings- Equipment	10-5-1620.10 Buildings-Personal Services	\$3,500	To cover expenses within own budget thru year end
10-5-8020.10 Planning- Personal Services	10-5-3610.10 Code Enforcement- Personal Services	\$7000	To cover expenses thru year end
10-5-5010.41 Supt of Highways- Sr. Van Contractual	10-5-5010.10 Supt of Highways- Personal Services	\$1000	To cover expenses within own budget thru year end
10-5-5010.41 Supt of Highways- Sr. Van Contractual	10-5-6772.10 Programs for the Aging-Personal Serv	\$2300	To cover expenses thru year end
10-5-8160.40 Transfer Station- Contractual	10-5-8160.10 Transfer Station- Personal Services	\$2,000	To cover expenses within own budget thru year end
30-5-8310.40 Administration- Contractual	30-5-8310.10 Administration- Personal Services	\$14,400	To cover expenses within own budget thru year end
10-5-1010.40 Town Board- Contractual	10-5-6510.40 Veterans Services- Contractual	\$50	To cover expenses thru year end

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 for 2013 expenses paid after January 1, 2014.

Debit:	Estimated Revenues25-510	\$30,782.38
	Subsidiary: 25-4-2189 Home and Community Services	\$30,782.38
Credit:	Appropriations 25-960	\$30,782.38
	Subsidiary: 25-5-1440.40 Engineering Contractors Inspection	\$30,782.38

Councilman Hayner: I have a letter to Town Clerk Lynda Bryan, Supervisor Tollisen and the Halfmoon Town Board Members

Town Clerk Lynda Bryan
Supervisor Kevin Tollisen
Members of the Town Board

Town of Halfmoon
2 Halfmoon Town Plaza
Halfmoon, NY 12065

Craig Hayner-Halfmoon Town Councilman
71 Hayner Road
Waterford, NY 12188

December 31, 2013

Dear Town Clerk Lynda Bryan, Supervisor Tollisen and Halfmoon Town Board Members,

Please note that effective immediately, I hereby resign my position as a Halfmoon Town Councilman.

To the residents of Halfmoon, thank you for the honor to humbly serve as a town councilman these past six years. To my colleagues on the town board and all elected officials; to our department managers, our town employees, and all the volunteers who serve on the various boards and committees, thank you for the work you do every day to keep Halfmoon a great place to live, work and raise a family. Best wishes to everyone for a safe and happy new year.

Sincerely,

Craig A. Hayner

RECEIVED
DEC 31 2013
TOWN OF HALFMOON
LYNDA A. BRYAN, TOWN CLERK

Supervisor Tollisen: Mr. Hayner, thank you again for your service and we will accept your resignation and wish you the best as the new County Clerk.

Councilman Hayner: Thank you.

RESOLUTION NO. 295

Offered by Councilman Polak, seconded by Councilman Wasielewski

POLL OF THE BOARD:

Councilman Wasielewski:	Aye
Councilman Hotaling:	Aye
Councilman Polak:	Aye
Supervisor Tollisen:	Aye

Approved by the Vote of the Ayes

RESOLVED, that the Town Board appoints Daphne V. Jordan to fill the vacancy on the Town Board effective January 1, 2014 through December 31, 2014.

Daphne Jordan: I want to thank Supervisor Tollisen and Council members for putting your trust in me by giving me this appointment. Public office is a public trust and I will work hard every day to earn that trust. I recognize the responsibility and am humbled at the opportunity to continue serving our town and I look forward working together for the greater good of an even better Halfmoon. Thank you so much.

Supervisor Tollisen: Thank you Miss Jordan.

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 Polak and seconded by Councilman Hotaling, the meeting was adjourned at 11:20 am.

Respectfully Submitted,

Lynda A. Bryan, Town Clerk