

TOWN BOARD MEETING AGENDA  
February 15, 2017

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

PRESENTATION: GIRLS SOFTBALL

PRESENTATION: PINEBROOK HILLS PDD

COMMUNITY EVENTS:

Benefit for Oliver Scalzo: Saturday Febraury 25<sup>th</sup> at the American Legion Post #1644, 81 East St. Mechanicville. Oliver is a 1 year old with Tuberous Sclerosis Complex, a rare genetic disease. \$10.00 admission: Free food, music, raffles & 50/50

Saratoga County Public Health Services, notification of the Emergency Preparedness Drill to be held at Halfmoon Town Hall on March 1<sup>st</sup> from 10-12 pm. They need volunteers (2 hours) to walk through an Open Point of Dispensing (POD) to represent individuals in need of medication during an emergency. To sign up please call 584-7460 ext. 8387

Clifton Park – Halfmoon Fire Company will host their All You Can Eat Pancake Breakfast on Sunday March 5<sup>th</sup> from 8:00 am– 12:00pm. Cost: \$5.00. Come and support your local Volunteer Fire Company!

Ziti Dinner Fundraising Event for Halfmoon Recreation: March 10<sup>th</sup> from 5:30 – 7:30pm at the Senior Center. Adults \$8.00 & Children under 10 \$5.00 Kids Bingo & DJ for musical entertainment. Tickets call 371-7410 x2272 or stop by Rec. Dept.

Halfmoon Historical Society: Meet the Author Event – James Richmond author of “War on the Middleline” Tuesday March 28<sup>th</sup> at 7:00 pm in the A. James Bold Meeting Room. Mr. Richmond will be speaking about the American Revolution and the British Raid on Middleline Road in October 1780. He will have books available for sale and will sign them.

Senior Center Spring Bazaar – April 1, 2017 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!

Yellow Ribbon Day will be held on Friday April 7<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. A Donation box is in the foyer of Town Hall.

Transfer Station Spring Cleanup dates for 2017: April 18, 21, 22, 25, 28, & 29<sup>th</sup>. Fees are as follows: Car Load - \$5, Truck/Van/Trailer - \$10. Times: Tues 8-12, Fri. 12-5, & Sat. 8-3. Transfer Station Stickers available at the Town Clerk's Office

Paper Shredding Day, Saturday April 29<sup>th</sup> from 9-11am at the Highway Garage

#### 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: 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)

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

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

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

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

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

Lyn Murphy, Esq., (Town Attorney)

Cathy Drobny, Esq. (Town Attorney)

PUBLIC COMMENT (for discussion of agenda topics)

DEPARTMENT REPORTS – month of January  
Water Department, Receiver of Taxes, & Highway Department

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

1. Building  
Total # Permits – 34      Total Fees Submitted to the Supervisor - \$9,548
2. Fire  
Total # Permits – 6      Total Fees Submitted to the Supervisor - \$525
3. Safety Inspections  
Total # Permits – 38      Total Fees Submitted to the Supervisor - \$2,845

#### CORRESPONDENCE

1. Received from the Town Planning Board Resolutions approved at the February 6, 2017 meeting:
2. Received from the United States Department of Commerce notification of the 2020 Census and the 2020 Census LUCA (Local Update of Census Addresses) Operation Schedule
3. Received from Billi O's Inc, at Duke's Grove 486 Hudson River Road, notification of their intent to renew their seasonal Beer & Wine License with the NYS Liquor Authority.
4. Received from MJ Engineering and Land Surveying, P.C., their PDD Application, Project Narrative, Concept PDD Plan, and Full Environmental Assessment Form for the Creekview Estates PDD on Upper Newtown Road.

5. Received from St. Pauly Textile Inc. a thank you to the town for continuing to collaborate with them on collecting clothing and keeping them away from landfills. They estimated that the clothing that was collected in 2016 clothed 1,547 people in 44 countries including the US and raised \$754 for the town.

## NEW BUSINESS

1. Resolution to approve and order paid all vouchers #247 - 366
2. Resolution to approve minutes of Town Board Regular Meeting of February 1, 2017 as presented.
3. Resolution to authorize letting bids for Truck Diesel Fuel and Unleaded Regular Gasoline for Town departments for fuel effective April 1, 2017 through March 31, 2018 to be opened March 1<sup>st</sup>, 2017 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.
4. Resolution to authorize letting bids for fencing at the Woodin Road Softball Fields to be opened March 1<sup>st</sup>, 2017 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.
5. Resolution, that Laura Weeks is permanent Data Collector in the Assessor's Office, effective immediately to be paid at current salary, as she has been successful with the civil service exam.
6. Resolution, that Paul Maiello is permanent Director of Parks and Town Property, effective immediately to be paid at current salary, as he has been successful with the civil service exam.
7. Resolution that the Town Board appoints Michael Meyer and Ralph Keating to the Open Space & Trails Committee.
8. Resolution that the Town Board is in support of the comments submitted by Blue R. Neals, CPESC, CPMSM. ISWM Program Coordinator, to the New York State Department of Environmental Conservation regarding the 2017 Draft MS4 Permit.
9. Resolution authorizing the Supervisor to enter into an agreement with CHA regarding engineering design for a water line on Staniak Road in the not to exceed amount of fifty three thousand nine hundred dollars (\$53,900.00) and to authorize the Supervisor to sign the agreement and any documentation necessary to complete the design work, subject to the review and approval of the Town Attorney.

10. Resolution that the Town Board authorizes the Supervisor to enter into a Service Agreement with Spectrum to upgrade Ethernet LAN services for the Town of Halfmoon in the not to exceed amount of a monthly reoccurring total of two thousand five hundred fifty dollars (\$2,550) and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

11. Resolution to authorize the Supervisor to sign the agreement with the Grand Central Station Band in the not to exceed amount of \$1,200.00 for a concert in the Town Park on August 18, 2017, per the review and approval of the Town Attorney.

12. Resolution that the Town Board hereby authorizes the purchase of a 2017 John Deere 524K Loader from Nortrax of Clifton Park, off NYS OGS Group # 40625 Award # PGB22792, in the not to exceed amount of one hundred three thousand nine hundred seventy dollars (\$103,970.00) and authorize the Highway Superintendent to execute any documentation necessary to effectuate the purchase, subject to the review and approval of the Town Attorney. The price reflects a credit of twenty four thousand dollars (\$24,000.00) representing the value of a 1997 John Deere 544G that is being traded in "as is" towards the original cost of one hundred twenty-seven thousand nine hundred seventy dollars (\$127,970.00).

13. Resolution that the Town Board appoints Donovan Ayotte as a full time Laborer at the Water Department at Grade 2 Base Pay \$16.42/hr effective March 6, 2017, per successful completion of all pre-employment testing.

14. Resolution that the Town Board honors Rhonda Finehout as she retires from DePaul Management assigned to the Bishop Hubbard Senior Housing.

15. Resolution to authorize 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	\$7,440.69
	Subsidiary: 25-4-2189 Home &		
	Community Services		\$7,440.69
Credit:	Appropriations	25-960	\$7,440.69
	Subsidiary: 25-5-1440.40 Engineering		
	Contractors Inspections		\$7,440.69

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

NAME	AMOUNT
Betts Farm PDD	\$742.50
Harbor Freight	\$230.00
MapleLeaf Childcare	\$1,110.00
Paris Site Plan	\$1,367.50
Route 9 Flex Space	\$1,992.50
Rexford Group 5 Rexford Way	\$1,575.00
Maple Leaf ChildCare	\$423.19
<b>Total</b>	<b>\$7,440.69</b>

The following creation of appropriations is needed in the General Fund based on money received for 2017 newsletter advertising to date. This creation is for the quarterly distribution of the Halfmoon Navigator.

DEBIT: Estimated Revenues 10-510 \$2,825  
Subsidiary: Other, Misc-Newsletter  
10-4-2770.10 - \$2,825

CREDIT: Appropriations 10-960 \$2,825  
Subsidiary: Public Information & Serv  
10-5-1480.40 - \$2,825

A resolution is needed to appropriate a \$4,887 grant awarded from NYS Justice Court Assistance Program. The Town is planning to purchase various pieces of furniture for the Justice Department. These purchases will be subject to the Town procurement requirements as applicable.

DEBIT: Estimated Revenues 10-510 \$4,887  
Subsidiary: 10-4-3089.10 – Other General  
Government State Aid - \$4,887

CREDIT: Appropriations 10-960 \$4,887  
Subsidiary: 10-5-1110.20 – Justice Suchocki  
Equipment - \$2,443.50  
10-5-1111.20 – Justice Wormuth  
Equipment-\$2,443.50

Transfers between Appropriations 2016

From Account	To Account	Amount	Reason
20-5-5140.10 Highway- Personal Services	20-5-5130.40 Machinery - Contractual	\$1,000	To cover expenses thru year end

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

**ADJOURN**