

TOWN BOARD MEETING AGENDA
APRIL 5, 2017

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

PROCLAMATION: HONORING THE SHEN VARSITY CHEERLEADING SQUAD

PRESENTATION: HALFMOON CELEBRATIONS COMMITTEE

PRESENTATION: SARATOGA ECONOMIC DEVELOPMENT CORPORATION
INDUSTRIAL PARK PDD

PRESENTATION: CREEKVIEW ESTATES PLANNED DEVELOPMENT
DISTRICT

COMMUNITY EVENTS:

Yellow Ribbon Day will be held on Friday April 7th 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.

Easter "Egg" stravananza: Halfmoon Celebrations will be having their Easter festivities at Town Hall on April 8th from 1:00-5:00 pm with pictures with the Easter Bunny & in a Life Sized Snow Globe, Photo Booth, Magician, Balloon Artist, Egg Hunt & Bunnies & Chicks from a local farmer. Family Fun for All!

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

Canal Cleansweep will be held on Saturday April 22nd at 10:00 am on Terminal Road. Clamsteam Road will be added to the Cleansweep this year

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

American Legion Post #1490 on Groom Road will be hosting their Pancake Breakfast on April 30th from 8:00 to 12:00pm.

Dave Behm of Curious by Nature will be having a series of Wildflower Walks and the kickoff for these events will be on May 6th at 10:00 am at the Halfmoon portion of the Zim Smith Trail and go to Coons Crossing.

Lifesong, Inc. will be hosting the 2017 5K Daffodil Dash on June 10th at the Halfmoon Town Park starting at 9:30 am supporting those with differing abilities

TOWN MEETINGS:

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

Pre-meeting at 6:30 pm

Zoning Board of Appeals: 1st Monday of month at 7:15 pm. Pre-meeting at 7:00 pm

Planning Board Meeting: 2nd & 4th Monday of month at 7:00 pm. Pre-meeting at 6:00 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: April 17, June 19, August 21, October 16, December 18

Resident Relations Committee: TBD

Business & Economic Development Committee: May 5th Breakfast at 8:00 am

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

Lyn Murphy, Esq., (Town Attorney)

Cathy Drobny, Esq. (Town Attorney)

PUBLIC COMMENT (for discussion of agenda topics)

DEPARTMENT REPORTS – month of March

1. Town Justice Wormuth
Total # Cases – 594 Total Fees Submitted to the Supervisor - \$41,922
2. Town Justice Suchocki
Total # Cases – 311 Total Fees Submitted to the Supervisor - \$43,361.50
3. Senior Express Total # Riders – 456 Total # Meals – 701
4. Town Clerk Total Fees Submitted to the Supervisor - \$5,561.42
5. Building
Total # Permits – 42 Total Fees Submitted to the Supervisor - \$12,055
6. Fire
Total # Permits – 5 Total Fees Submitted to the Supervisor - \$375
7. Fire Inspections
Total # Inspections – 50 Total Fees Submitted to the Supervisor - \$3,760

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

February – Water Department

March – Receiver of Taxes, Animal Control,

CORRESPONDENCE

1. Received from the Town Planning Board Resolutions approved at the March 13th, 2017 meeting: Sign Applications for Halfmoon Car Wash, 327 Route 146, and for Mattress Firm, 1694 Route 9 (The Crossings), for Change of Tenant and Sign Application for Evia Auto Sales, Inc., 1514 Crescent Vischer Ferry Road, for a Change of Use/Tenant Application for Hometown Healthcare, 26 Corporate Drive, for Site Plan Application for the Beeche Light Industrial Expansion Project, 356 Hudson River Road, and for an Addition to Site Plan & Special Use Permit for Fairways of Halfmoon Golf Course Accessory Building (Pole Barn), Raylinsky Lane.
2. Received from the Saratoga Economic Development Corporation Industrial Park PD amendment including the Project Narrative & Site Plans

3. Received from the NYS Dept. of Environmental Conservation, a letter to Supervisor Tollisen acknowledging that they have validated the registration for the Publicly Owned Sewer System (POSS) under the Sewage Pollution Right to Know Act (SPR TK) for the Halfmoon Churchill Road System
4. Received from Rhonda Finehout, a letter thanking Supervisor Tollisen for attending her retirement luncheon on February 24th and for his kind words recognizing her service to the seniors at Bishop Hubbard Senior Apartments.
5. Received from the Planning Department, the MS4 Annual Report which is available for review in the Planning Department from April 6th - May 6, 2017.
6. Received from NYS Agriculture and Markets, notification that the Dog Control Officer Inspection Report for the Town of Halfmoon completed on March 8, 2017, was rated "Satisfactory"
7. Received from Waste Connections a letter to the Town of Halfmoon stating that the Colonie Landfill will need to institute a price increase of 4% effective April 1st, 2017.
8. Received from NYSEG, a response to Supervisor Tollisen's recent letter voicing his concerns pertaining to them closing of their Customer Service Office in Clifton Park. Customers can either contact NYSEG them at www.nyseg.com or call 1-800-572-1111. Payments can also be made at Walmart, Kmart, Western Union and grocery stores.
9. Received from LifeSong, their January 2017 Newsletter
10. Received from the Clifton Park – Halfmoon Public library, their 2016 Annual Report
11. Received from David Bailey, a heartfelt thank you letter to the Halfmoon Senior Express for providing transportation for his father Allen before he passed. He stated that their concern for his Dad was greatly appreciated.

NEW BUSINESS

1. Resolution to approve and order paid all vouchers #580, 585, 587 & 588-704
2. Resolution to approve minutes of Town Board Meeting of March 15, 2017 as presented.

3. Resolution that the Town Board acknowledges that the required examination or audit was conducted in compliance with Section 2019-A of the Uniform Justice Court Act for the Justice Court Records.
4. Resolution, that the Town Board proclaims May 5th, 2017 as Town of Halfmoon Business Appreciation and Recognition Day in honor of all businesses in the Town of Halfmoon.
5. Resolution that the Town Board recognizes April 9th as Yellow Ribbon Day in the Town of Halfmoon and will be observed on Friday April 7th at 11:00 am in Town Hall
6. Resolution, that the Town Board approves waiving the Vendor Permit Fee for the Town of Halfmoon for Albany Teen Challenge as they are a Not-for-Profit Organization.
7. Resolution that the Town Board authorize the Supervisor to enter into agreement with Halfmoon Senior Citizens Association for term effective April 1, 2017 through March 31, 2018 and authorize the Supervisor to execute said agreement, per review and approval of the Town Attorney.
8. Resolution to authorize Town to enter into contract with CHA, Inc. for the annual environmental monitoring of the landfill in the amount of \$7,500, and for the Town Supervisor to sign said Agreement on behalf of the Town, subject to the review and approval of the content of said agreement by the Town Attorney.
9. Resolution to authorize the Town Clerk to send a letter to the State Senator Marchione & Assemblymember Walsh asking for their support in opposing the Governor's proposal to have County governments establish "shared" services and offering no financial assistance and also blaming the towns for increases in property taxes failing to address school taxes, unfounded state mandates and cuts in aid to municipalities.
10. Resolution to amend resolution # 110-2017 that that the Town Board authorizes the Director of Parks to hire 6 laborers for the 2017 summer season to include, subject to the review and approval of the Town Supervisor.
11. Resolution that the Town Board authorizes upgrading the current account with Amazon that is utilized for purchases of supplies for the Town, to an Amazon Prime account that will enable the Town to save money on shipping and to authorize the Town Supervisor to execute any documentation necessary to make the change, subject to the review and approval of the Town Attorney.

12. **Resolution** appointing the Clifton Park Town Attorney to represent the Town of Halfmoon pursuant to New York State Town Law §65 in situations where a conflict/situation exists that prohibits the Town of Halfmoon Town Attorney or Deputy Town Attorney from representing the Town. No additional compensation will be provided to the Town of Clifton Park Town attorney for the representation and no employer/employee relationship shall be created during the representation with the understanding that the Town of Halfmoon Attorney may be appointed to represent the Town of Clifton Park should Clifton Park's Town Attorney's Office have a conflict/situation that prohibits them from representing the Town of Clifton Park.
13. **Resolution** that the Town Board authorizes CHA to survey the wetland boundaries and prepare the wetland delineation map and report for the Town of Halfmoon proposed Dog Park in the not to exceed amount of \$9,500, per the review and approval of the Town Attorney.
14. **Resolution** that the Town Board authorizes the Supervisor to sign the agreement with the Halfmoon Celebrations Committee for 2017, to provide events and activities for the benefit of the residents of Halfmoon, per the review and approval of the Town Attorney.
15. **Resolution** that the Town Board authorizes the Supervisor to enter into an Intermunicipal Agreement with the Town of Clifton Park amending the current Intermunicipal Agreement with the Town of Clifton Park for the planning, design, engineering and construction of the Erie Canal Towpath Connector Trail to reflect the increase in costs for the total project in the not to exceed amount of \$2,200,000.00, which is an increase of \$100,000.00 from when the project was originally proposed in 2006. The Town of Halfmoon would still be responsible for 40% of costs not covered by the grant, for a total increase in expense to the Town of Halfmoon in the not to exceed amount of \$40,000.00, subject to the review and approval of the Town Attorney.
16. **Resolution** that the Town Board of the Town of Halfmoon is considering modifying the Local Laws as they relate to zoning; and gives notice of their intent to act as Lead Agency for the Project pursuant to the State Environmental Quality Review Act and authorize the Town Supervisor to execute any necessary documentation to remain in compliance with the State Environmental Quality Review Act.
17. **Resolution** that the Town Board authorizes the Supervisor to sign the agreement with Halfmoon Baseball for 2017, per the review and approval of the Town Attorney.
18. **Resolution** that the Town Board accepts the Supervisor's Report for the month of January, 2017, as presented.

19. Resolution that the Town Board authorizes the Highway Superintendent to purchase a used bucket truck from Edison Tree Experts in the not to exceed amount of \$37,000.00 and waive the purchasing policy as set forth in section VII (H) of the Town of Halfmoon Employee Manual based upon the fact that there is not a possibility of competition based upon the condition, mileage, and price of the bucket truck and further authorizes the Town Highway Superintendent to execute the documentation necessary to purchase the bucket truck.

20. Resolution 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	\$25,024.94
	Subsidiary: 25-4-2189 Home & Community Services	\$25,024.94	
Credit:	Appropriations	25-960	\$25,024.94
	Subsidiary: 25-5-1440.40 Engineering Contractors Inspections	\$25,024.94	

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

NAME	AMOUNT
Linden Village	\$25,024.94
Total	25,024.94

Transfers between Appropriations

From Account	To Account	Amount	Reason
10-5-7140.40 Recreation- Contractual	10-5-7140.20 Recreation- Equipment	\$400	Transfer within own budget
10-5-1010.40 Town Board- Contractual	10-5-1910.40 Special Item- Insurance	\$1,100	Increase due to additional items added to insurance coverage
10-5-1990.40 Contingency	10-5-1480.40 Public Information and Services	\$24.33	To restore unused appropriations from 2016 Halfmoon Navigator

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

DEBIT: Estimated Revenues 10-510 \$1,325
 Subsidiary: Other, Misc-Newsletter
 10-4-2770.10 - \$1,325

CREDIT: Appropriations 10-960 \$1,325
 Subsidiary: Public Information & Serv
 10-5-1480.40 - \$1,325

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN