

TOWN BOARD MEETING AGENDA
December 6, 2017

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

PRESENTATION: SUBDIVISION OF CRESCENT CITY MHP

PRESENTATION: CREEKVIEW ESTATES RESIDENTIAL PDD

There will not be a Public Hearing tonight discussing authorizing the Comptroller's Office to manage appropriations.

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.

Parents Night Out will be held on December 9th in the A. James Bold meeting room to give parents a night out before the holiday. For more information, please contact the Recreation Department at 518-371-7410 ext.2272

Outdoor Holiday Home Decorating Contest for all Halfmoon Residents. Judging will be on December 16th from 6:00pm – 9:00pm. \$50.00 prize for each category

TOWN MEETINGS:

Town Board Meetings: 1st & 3rd Wednesday of month at 7:00 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: December 18

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

Lyn Murphy, Esq., (Town Attorney)

Cathy Drobny, Esq. (Town Attorney)

PUBLIC COMMENT (for discussion of agenda topics)

DEPARTMENT REPORTS – month of November

1. Town Justice Wormuth
Total # Cases – 213 Total Fees Submitted to the Supervisor - \$28,400
2. Town Justice Suchocki
Total # Cases – 207 Total Fees Submitted to the Supervisor - \$27,692
3. Senior Express Total # Riders – 421 Total # Meals – 517
4. Town Clerk Total Fees Submitted to the Supervisor - \$6,785.16

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) month of November: Animal Control, Highway, Town Clerk

CORRESPONDENCE

1. **Received** from the Town Planning Board Resolutions approved at the November 13, 2017 meeting: Change of Use/Tenant and Sign Application for Hudson River Road Self-Storage U-Haul, 423 Hudson River Road, for Site Plan Approval for Nordic Property Services, 79 Ushers Road, for an Amendment to Site Plan Approval for Al-Arqam Center of Saratoga, Inc., 185 Guideboard Road, for a Positive Recommendation for the Proposed 421 Halfmoon Flex Park – Amendment to the Parkford and NYSEG/SEDC PDD, Route 146, Regarding Findings Related to the Proposed Modifications of the Crescent City Mobile Home Park, 1470 Route 9, and for the Subdivision of Snyder's Restaurant/Shops of Halfmoon, 1717 Route 9
2. **Received** from the Town Planning Board Resolutions approved at the November 27, 2017 meeting: Sign Application for McGreivey's Restaurant, Route 236/Guideboard Road, Change of Use/Tenant Application for Capital Sports LLC, 3 Liebich Lane, and for Approval of a Site Plan Application for the Carol Jean Estates Storage Building, 86 Cemetery Road.
3. **Received** from Halfmoon - Waterford Fire District #1, notification that their annual election will take place on December 12, 2107 between 6:00 PM and 9:00 PM at 315 Middletown Road for the purpose of electing one (1) Fire Commissioner for a one (1), three (3) and five (5) year term commencing on January 1, 2018.
4. **Received** from the Clifton Park -Halfmoon Fire District #1, notification that their annual election will take place on December 12, 2107 between 6:00 PM and 9:00 PM at 38 Old Route 146 for the purpose of electing one (1) Commissioner for a five (5) year term commencing on January 1, 2018 and ending on December 31, 2022 and one (1) Treasurer for a three (3) year term commencing on January 1, 2018 and ending on December 31, 202.
5. **Received** from the Saratoga County Department of Social Services the summary sheet of the 2017-18 Home Energy Assistance Program (HEAP). If you have any questions about HEAP please call (518) 884-4140
6. **Received** from the US Department of Homeland Security, their engineering data models which form the basis for Special Flood Hazard Area (SFHAs) that will be presented on future Flood Insurance Rate Maps (FIRMs) for our community.
7. **Received** from the Colonie Landfill gas system construction, notification that they will begin working the week of December 4, 2017 with work expected to continue 2-3 weeks. During construction, the Landfill will continue to operate all gas collection and control systems and they will function normally.

NEW BUSINESS

1. **Resolution** to approve minutes of Town Board Meeting of November 15, 2017 as presented.
2. **Resolution** that the Town Board authorizes Supervisor Tollisen to sign the Lease Agreement for the school buses for the Learn to Ski Program and Winter Camp, per the review and approval of the Town Attorney.
3. **Resolution** that the Town Board approves Change Order #1 for Bruce Fence Co. Inc. for the corner posts for the fencing for the Dog Park in the not to exceed amount of \$858.00 making the new contracted amount \$20,752.00, all within the budgeted amount, per the review and approval of the Town Attorney.
4. **Resolution** that the Town Board thanks Mike Buonanno for his years of service and dedication to the Town of Halfmoon.
5. **Resolution** that the Town Board authorizes the Supervisor to enter into an amended Intermunicipal Agreement with the Town of Clifton Park for the planning, design, engineering and construction of the Crescent Road multi-use path to reflect the increase in engineering and construction costs and the decrease in the overall budget and to authorize the Supervisor to execute any documents to necessary enter into the Agreement, subject to the review and approval of the Town Attorney.
6. **Resolution** that the Town Board hereby authorizes the Town Comptroller and/or the Deputy Town Comptroller to make necessary budget transfers that do not increase the overall budget and report the transfers to the Town Board in the Comptroller's report effective October 28, 2017.
7. **Resolution** that the Town Board appoints Marion Paolucci as a member of the Zoning Board of Appeals
8. **Resolution** that the Town Board of the Town of Halfmoon hereby appoints Joseph Fodera as a signatory on the bank accounts associated with his Town Court, effective January 1, 2018.
9. **Resolution** for the Town Board to approve entering into a formal Assessment Agreement between the Town of Halfmoon and Koehler Industrial Design, LLC for the following parcel: 131 Round Lake Avenue, tax map number 261.-1-88.2, reducing the 2016 assessment from \$393,200 (fmv \$673,846) to an assessment of \$342,225 (fmv \$585,000) and reducing the 2017 assessment from \$362,975 (fmv \$625,819) to \$339,300 (fmv \$585,000)
10. **Resolution** for the Town Board authorizes the Town Supervisor of the Town of Halfmoon to execute all necessary Agreements, certifications or reimbursement requests for

Federal Aid and/or Marchiselli Aid on behalf of the Town of Halfmoon with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Pavement Preservation Project for Sitterly Road and the municipality's first instance funding of project costs and all Project costs within appropriations therefore that are not so eligible; and a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further that this Resolution shall take effect immediately.

11. Resolution that the Town Board hereby authorizes the Town Supervisor to apply for credit accounts with Leland Paper Products & Janitorial Supplies and Dejana Truck and Utility Equipment and to execute any necessary documentation to obtain the credit accounts, subject to the review and approval of the Town Attorney.

12. Resolution to authorize the Supervisor 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	\$11,922.12
	Subsidiary: 25-4-2189 Home & Community Services		\$11,922.12
Credit:	Appropriations	25-960	\$11,922.12
	Subsidiary: 25-5-1440.40 Engineering Contractors Inspections		\$11,922.12

Information Only: The above was derived from the following breakdown of charges to be paid on November 1 Abstract for engineering and related fees

NAME	AMOUNT
Abele Sheldon Hills PH II Insp	\$135.00
Arlington Heights PH II	\$440.00
Betts Farm	\$765.00
Crescent Gateway	\$680.00
Fairway Meadows PH III	\$305.00
Glen Meadow	\$2,165.91
National Grid SWPPP	\$1,880.00
Paar Estates of Halfmoon	\$470.00
Pointe West	\$170.00

Princeton Heights	\$340.00
Secure It Self Storage	\$1,990.00
Creek View Estates	\$1,331.21
Swatling Falls	\$400.00
Nordic Property Services	\$680.00
Howland PDD	\$170.00
Total	\$11,922.12

A resolution is necessary to increase the Capital Project for the Sitterly Road Pavement Preservation construction phase to reflect balancing completed highway items and removing existing signal items from the main highway share reflected in Change Order #1 for Prime Highway Contractors. This project will be funded by the Federal Government, 80%, New York State Department of Transportation-Marchiselli, 15% and Town Highway Fund, 5%.

DEBIT:	Estimated Revenues	35-510	\$70,062.28
	Subsidiary:		
	35-4-4589.00	Transportation Federal Grant - \$56,049.82	
	35-4-4589.00	Transportation State Grant - \$10,509.34	
	35-4-5031.00	Interfund Transfer \$3,503.12	

CREDIT:	Appropriations	35-960	\$70,062.28
	Subsidiary: Highway Improvements Capital Project		
	35-5-5112.21 - \$70,062.28		

PUBLIC COMMENT (for discussion of non-agenda items)

YEAR END TOWN BOARD MEETING: DECEMBER 29, 2017 AT 10:00 AM

ADJOURN

