

TOWN BOARD MEETING AGENDA
June 6, 2018

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

PRESENTATION: WILFRED (WILLY) PETUSKE ON HIS 90th BIRTHDAY

PUBLIC HEARING: MOTT ORCHARD PDD

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.

Life Song's Annual Daffodil Dash will be held on June 9th in the Town Park supporting those with differing abilities.

Town of Halfmoon's Scentral Bark Dog Park Grand Opening and Ribbon Cutting will be held on June 9th at 12:00 – 4:00pm at the Gazebo with many vendors

Halfmoon Historical Society and the Tool Shed will be open Saturday June 9th from 1:30 – 4:00. Please stop by.

St. Luke's Recovery Resource Center will be hosting their 3rd Annual Wiffle Ball Tournament Friday, June 15th with Dinner and games at 5 pm and a free concert by Lead Guitarist Ricky Byrd formerly of Joan Jett & The Blackhearts 9 pm, 16 McBride Road, Halfmoon, off Pruyn Hill Road

Family Movie Night in Town Park – Friday, June 22nd at dusk, complete with popcorn!

End of Summer Bash in Town Park with Music & Fireworks – August 24th

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: April 16, June 18, Aug 20, Oct 15, and Dec. 17,
the 3rd Monday except Feb due to holiday.
Resident Relations Committee: TBD
Business & Economic Development Committee: TBD

REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor)

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

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

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

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

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

Lyn Murphy, Esq., (Town Attorney)

Cathy Drobny, Esq. (Town Attorney)

PUBLIC COMMENT (for discussion of agenda topics)

DEPARTMENT REPORTS – month of May

1. Town Justice Suchocki
Total # Cases – 194 Total Fees Submitted to the Supervisor - \$27,362
2. Town Justice Fodera
Total # Cases – 287 Total Fees Submitted to the Supervisor - \$35,278
3. Town Clerk Total Fees Submitted to the Supervisor - \$10,001.95

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk’s Office) Water Department, Receiver of Taxes, Assessor, Grants

CORRESPONDENCE

1. **Received** from the Town Planning Board Resolutions approved at the May 14, 2018 meeting: Change of Use/Tenant for Temporary Storage Containers for WalMart Remodel Project, 1549 Route 9, Amendment to the Change of Use/Tenant for Oh Corn! Arepas and More, 1503 Route 9 (Halfmoon Plaza/Glennpeter), Amendment for Accord Automotive, 1514 Crescent Road, for an In-Home Occupation for O’Brien/AFLAC NY Tele-Working, 605 Schooner Court and for DENIAL of a Minor Subdivision of 289A Grooms Road (Lands of Hayes and Tenace/Brady Trust), 289A Grooms Road.
2. **Received** from Michael Carlson, his letter of resignation as Code Enforcement Officer, effective June 5, 2018.
3. **Received** from the U.S. Army Corps of Engineers, a copy of the reply to a request submitted by William Hoblock of Capital District Properties, LLC from March 22, 2018 about the timeframes of tree removal for the Kennsington at Halfmoon, Stone Quarry Road. Based upon the information provided, the proposed work is authorized.
4. **Received** from the NYS DOT notification that they will be working on culvert repairs on Route 4 near the intersection of S Main Street, Mechanicville to the Hudson River in 2019.
5. **Received** from the NYS Department of Taxation and Finance, Office of Real Property which established a tentative 2018 State equalization rate of 57.25 for the Town of Halfmoon.
6. **Received** from the Department of Homeland Security, Federal Emergency Management Agency (FEMA) they have determined that the property at 423 Hudson River Road, that the Federal mandatory flood insurance requirement does not apply.
7. **Received** from the Town Planning Board Resolutions approved at the May 29, 2018 meeting: Sign Application for Allstate - The Ferlazzo Agency, 1673 Route 9 (Healthplex), for a Change of Use/Tenant Application for Vara Corporation, 15 Solar Drive, for a Change of Use/Tenant & Sign Application for Curvy Girls Food Truck & Catering, 1541 Route 9 (Lindsay’s Country Store) and for Plumbing Today, Inc., 860 Hudson River Road, for a Home Occupation for Nasim Towing LLC (DBA Alpha Roadside), 15 Foxhound Circle, for a Minor Subdivision for McBride Subdivision,

173 Pruyn Hill Road, for a Minor Subdivision (Lot Line Adjustment) for Kohler Lot-Line Adjustment, 324 Grooms Road, for a Site Plan for Route 9 Self-Storage, 1751 Route 9 (Rear), for an Addition to Site Plan & Sign Application for McDonalds, 1487 Route 9 and for Site Plan, Special Use Permit & Minor Subdivision Approval for Church of Christ, Pruyn Hill Road.

8. **Received** from the NYS Town Clerk's Association a Call to Action letter urging Town Clerk's to voice their opposition to the Electronic Death Registration System Expedite Legislation.

OLD BUSINESS

1. **Resolution** that the Town Board addresses the Betts Farm PDD from the May 16, 2018 Town Board meeting TABLED until June 20, 2018

2. **Resolution** that the Town Board addresses the Halfmoon Self-Storage PDD from the May 16, 2018 Town Board meeting TABLED

NEW BUSINESS

1. **Resolution** to approve minutes of Town Board Meeting of May 16, 2018 as presented.

2. **Resolution** that the Town Board accepts the Town Clerk's Certificate of No Filing using \$1,300,000 of Water Capital Reserve monies for the expenditure of the Owl Creek Culvert Replacement in the not to exceed amount of \$600,000 and the Angle Lane Water Storage Tank Rehabilitation in the not to exceed amount of \$700,000.

3. **Resolution** that the Town Board authorizes the Supervisor to enter into an Agreement with MJ Engineering and Land Surveying, P.C. for professional engineering services for the rehabilitation of the Angle Lane Water Storage Tank in accordance with their proposal dated March 23, 2018, in the not to exceed amount of twenty eight thousand seven hundred dollars (\$28,700) and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

4. **Resolution** that the Town Board authorizes the Supervisor to enter into an Agreement with MJ Engineering and Land Surveying, P.C. for professional engineering services for the rehabilitation of the Owl Creek Culvert in accordance with their proposal dated March 23, 2018, in the not to exceed amount of seventy five thousand four hundred dollars (\$75,400) and to authorize the Supervisor to

execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

5. **Resolution** that the Town Board hereby amends resolution 2018-188 appointing- Raymond Anuszewski to the correct position as a seasonal, full time Laborer at the Highway Department at Grade 2 Base Pay \$15.59/hr.
6. **Resolution** that the Town Board authorizes the Supervisor to enter into an Agreement with Bryan Haslun, Wildlife Biologist, USDA/APHIS/Wildlife Services to remove geese from the Crescent Park and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.
7. **Resolution** that the Town Board authorizes the town to renew membership with the Chamber of Southern Saratoga County for the 2018-2019 annual membership investment amount of \$592.00
8. **Resolution** that the Town Board hereby modifies the Town of Halfmoon Employee Manual §VII(M) relating to Building and Grounds use policy so that the same uses/restrictions applicable to the Town Pavilion and Town Clubhouse are also applicable to the Town Gazebo and the Lighthouse Park Pavilion.
9. **Resolution** authorizing Emma Downing to engage in an internship whereby she will receive hands-on training regarding the workings of the Town Justice Court, and authorizing the Supervisor to enter into an agreement with the Intern clarifying the details of the internship, subject to the review and approval of the Town Attorney.
10. **Resolution** that the Town Board recognizes and honors The Rocketeers, Shenendehowa High School's Robotic's Team for all of their many achievements.
11. **Resolution** that the Town Board authorizes the Highway Superintendent to enter into an Agreement with Buffalo Intelligent Technology Systems for Routingbox Service to assist with the dispatching of the senior vehicles in accordance with the Erie County bid award in the not to exceed amount of \$4,000.00 per year and to authorize the Highway Superintendent to execute any documents necessary to enter into the Agreement, subject to the review and approval of the Town Attorney.
12. **Resolution** that the Town Board appoints Michael Martiniano, as Code Enforcement Officer/Building Inspector, effective June 12, 2018, Grade 6, Base Pay \$22.05, pending per successful completion of pre-employment testing.

13. **Resolution** that the Town Board appoints Julia Catchpole as a seasonal Student Intern, said internship to run from June 11, 2018 until August 3, 2018, to be paid \$10.40 per hour with a forty hour work week, subject to the approval of the Town Supervisor.

14. **Resolution** that the Town Board hereby modifies the Town of Halfmoon Employee Manual §VII(M) relating to Building and Grounds use policy so that the same uses/restrictions applicable to the Town Pavilion and Town Clubhouse are also applicable to the Town Gazebo and the Lighthouse Park Pavilion, cost of the rental of the Town Gazebo and the Lighthouse Park Pavilion is \$250.00.

15. **Resolution** that the Town Board authorizes the Town Supervisor to enter into an Agreement with Arts & Glass to provide instruction and lessons in ceramics for participants enrolled in the Town of Halfmoon summer camp program from June 25, 2018 until August 3, 2018, at a cost of \$2,200.00 for the 2018 season, subject to the review and approval of the Town Attorney.

16. **Resolution** that the Town Board authorizes the Town Supervisor to enter into an Agreement with Cartwheels Gymnastics Center, LLC to provide instruction and lessons in gymnastics for participants enrolled in the Town of Halfmoon summer camp program from June 25, 2018 until August 3, 2018, at a cost of \$1,950.00 for the 2018 season, subject to the review and approval of the Town Attorney.

17. **Resolution** that the Town Board authorizes the Town Supervisor to enter into an Agreement with Nicholas Voland to provide instruction and lessons in basketball and soccer for participants enrolled in the Town of Halfmoon summer camp program from June 25, 2018 until August 3, 2018, at a cost of \$1240.00 for the 2018 season, subject to the review and approval of the Town Attorney.

18. **Resolution** that the Town Board authorizes the Supervisor to execute any documents associated with the request in the not to exceed amount of seventy-five thousand dollars from the Hudson River Valley Greenway Conservancy Trails Program, said funds to be utilized for construction and rehabilitation of the pedestrian trail between Crescent Park and Clamsteam Road, subject to the review and approval of the Town Attorney.

19. **Resolution** that the Town Board authorizes the Supervisor to execute any documents associated with the request for five million dollars from the NYS Department of Transportation Alternative Program (TAP), said funds to be utilized to contribute towards the costs associated with adding bicycle, pedestrian and non-motorized transportation access to provide alternative transportation connectivity between the surrounding communities, subject to the review and approval of the Town Attorney. The program provides reimbursement of up to 80% of project related costs.

20. Resolution that the Town Board authorizes the Comptroller to make the attached creation of appropriations.

A resolution is necessary 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	\$11,187.50
Subsidiary: 25-4-2189		
Home & Community Services		\$11,187.50
CREDIT: Appropriations	25-960	\$11,187.50
Subsidiary: 25-5-1440.40		
Engineering Contractors Inspections		\$11,187.50

Information Only: The above was derived from the following breakdown of charges to be paid on June 7, 2018 Abstract for engineering and related fees.

NAME	AMOUNT
Church of Christ	\$2075.00
Inovolotska Bakery	\$85.00
McDonalds 1487 Route 9	\$850.00
Pinebrook Hills PDD	\$5,225.00
421 Halfmoon Flex Park PDD	\$2952.50
Total	\$11,187.50

A resolution is necessary to create appropriations within the Special Revenue Fund from Recreation Fees in the amount of \$10,870 per resolution #179-2018, May 2, 2018 for fencing at Vandenburg Park, Woodin Road.

DEBIT: Appropriated Fund Balance	25-599	\$10,870
CREDIT: Appropriations	25-960	\$10,870
Subsidiary: 25-5-7110.20		
Parks-Vandenburg Park Fence		\$10,870

A resolution is necessary to reestablish appropriations within the General Fund Budget in the amount of \$2,055.89. The purpose of this creation is to restore adequate budgetary appropriations for final payment to Cleveland Brothers for the Veterans Memorial located in the Halfmoon Town Park.

DEBIT: Appropriated Fund Balance	10-599	\$2,055.89
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CREDIT:	Appropriations	10-960	\$2,055.89
	Subsidiary: 10-5-7150.21		
	Culture & Recreation-Parks-Veterans Memorial		\$2,055.89

A resolution is necessary to create appropriations within the General Fund Budget based on money received for the Veterans Memorial walkway brick program to date. This creation is for final payment to Cleveland Brothers, flowers in the flag bed and engraved bricks for the Veterans Memorial located in the Halfmoon Town Park.

DEBIT:	Estimated Revenues	10-510	\$8,500
	Subsidiary: 10-4-2705.10		
	Gifts & Donation-Veterans Memorial		\$8,500

CREDIT:	Appropriations	10-960	\$8,500
	Subsidiary: 10-5-7150.21		
	Culture & Recreation-Parks-Veterans Memorial		\$8,500

A resolution is necessary to create the project budgetary accounts within the Miscellaneous Capital Projects Fund for the Owl Creek Culvert Replacement in the not to exceed amount of \$600,000 and the Angle Lane Storage Tank Rehabilitation in the not to exceed amount of \$700,000. The total project cost is \$1,300,000 of which Water Fund Capital Reserve monies will be used.

DEBIT:	Estimated Revenues	35-510	\$1,300,000
	Subsidiary: 35-4-5031		
	Interfund Transfers		\$1,300,000

CREDIT:	Appropriations	35-960	\$1,300,000
	Subsidiary: 35-5-8340.20		
	Trans & Distribution–Capital Outlay		\$1,300,000

Create budgetary accounts from Town of Halfmoon Water Fund:

DEBIT:	Appropriated Reserves	30-511	\$1,300,000
CREDIT:	Appropriations	30-960	\$1,300,000
	Subsidiary: 30-5-9950.90		
	Transfer to Capital Projects		\$1,300,000

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN

