

**TOWN BOARD MEETING AGENDA**  
**May 16, 2018**

**TOWN BOARD WORKSHOP – Board Room – 6:30 pm**

**PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE**

**PRESENTATION: STANLEY DUDEK FOR HIS MANY YEARS OF SERVICE IN THE HALFMOON – WATERFORD FIRE COMPANY**

**PUBLIC HEARING: HALFMOON SELF STORAGE**

**PUBLIC HEARING: BETTS FARM PDD**

**PRESENTATION: PINO PDD**

**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](http://www.townofhalfmoon-ny.gov).

The 44<sup>th</sup> Annual National EMS Week: May 20 – 26, 2018 created by Gerald Ford to celebrate EMS Practitioners

Blood Drive – Wednesday May 30<sup>th</sup> from 1:00 – 6:00pm at Halfmoon Town Hall

Story Telling Summit on the Mohawk Towpath Byway Wednesday, June 6<sup>th</sup> from 9 am to 5 pm. There will be a light breakfast, buffet lunch and materials for \$30. For more information call Henrietta O'Grady at 518-371-8374 or [hogrady@nycap.rr.com](mailto:hogrady@nycap.rr.com)

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

Town of Halfmoon's Scentral Bark Dog Park Grand Opening will be held on June 9<sup>th</sup> at 12:00 – 4:00pm at the Gazebo

St. Luke's Recovery Resource Center will be hosting their 3<sup>rd</sup> Annual Wiffle Ball Tournament Friday, June 15<sup>th</sup> 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

#### **TOWN MEETINGS:**

Town Board Meetings: 1<sup>st</sup> & 3<sup>rd</sup> Wednesday of month at 7:00 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: April 16, June 18, Aug 20, Oct 15, and Dec. 17, the 3<sup>rd</sup> 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 April**

1. **Town Justice Suchocki**  
**Total # Cases – 226      Total Fees Submitted to the Supervisor - \$32,119**
2. **Town Justice Fodera**  
**Total # Cases – 223      Total Fees Submitted to the Supervisor - \$22,627.50**
3. **Building Permits – 75**  
**Total Fees Submitted to the Supervisor - \$34,664.75**
4. **Fire Inspection – 47**  
**Total Fees Submitted to the Supervisor - \$4,190.00**
5. **Town Clerk - Total Fees Submitted to the Supervisor - \$14,167.64**

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

#### **CORRESPONDENCE**

1. **Received** from the Town Zoning Board Resolutions approved at the May 7, 2018 meeting: Area Variance for the McBride Subdivision, 173 Pruyn Hill Road and Expansion of a Pre-existing/non-conforming use for Karam Duplex, 25 Route 146
2. **Received** from Billi O's Inc., 486 Hudson River Road, notification of their intent to renew their Liquor License.
3. **Received** from Haylie Sullivan, her letter of resignation as part-time Clerk for the Recreation Department effective June 1, 2018.

#### **NEW BUSINESS**

1. **Resolution** to approve minutes of Town Board Meeting of May 02, 2018 as presented.
2. **Resolution** that the Town Board approves the Comptroller's Report for the month of March, 2018.
3. **Resolution** that the Town Board approves the Comptroller's Report for the month of April, 2018.

4. **Resolution** that the Town Board hereby modifies Resolution No. 390-2017 to temporarily increase the hours Dana Cunniff may work as a part-time Deputy Town Clerk to the not to exceed amount of twenty eight (28) hours per week.
5. **Resolution** that the governing board of the Town of Halfmoon hereby does approve and endorse the application for a grant under the Greenway Communities Grant Program, for a project known as Town of Halfmoon Vosburgh Road Preserve located within the Town of Halfmoon.
6. **Resolution** that the Town Board recognizes and honors the Clifton Park & Halfmoon Emergency Corps on the 44<sup>th</sup> Annual EMS Week for all of the important work they do in our nation's communities and to honor the dedication of those who provide the day-to-day lifesaving services.
7. **Resolution** that the Town Board authorizes the Supervisor to enter into an Agreement with Saratoga County Department of Employment and Training to work together to enhance the Summer Youth Employment Program by employing referred and eligible participants through the Summer Recreation Program and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.
8. **Resolution** that the Town Board recognizes and honors Wilfred (Willy) Petuske, Jr. on his ninetieth birthday on June 17, 2018.
9. **Resolution** that the Town Board recognizes and honors Stanley Dudek for his many years of service at the Halfmoon – Waterford Fire Company.
10. **Resolution** that the Town Board appoints Kelly Griffin as Clerk to the Town Justice at Grade 4 Base Pay \$39,382, effective May 16, 2018.
11. **Resolution** that the Town Board appoints Scott Johnson as part-time Clerk for the Recreation Department at Grade 1 Base Pay \$14.74/hr., effective immediately per completion of pre-employment testing.
12. **Resolution** that the Town Board hereby authorizes the Coordinator of Planning, Building and Development to enter into an agreement with New York State Office of General Services to permit the Town of Halfmoon to access the New York State Surplus Property website and benefit from §167 of the State Finance Law by purchasing surplus property from the State of New York, subject to the review and approval of the Town Attorney.

**13. Resolution** that the Town Board authorizes the Supervisor to execute the Professional Service Contract for General Control Systems Integration Service (GCS) for the labor and supervision to maintain the Water Treatment Plant Control System, per the review and approval of the Town Attorney.

**14. Resolution** that the Town Board authorizes the Supervisor to make the attached creations.

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 | \$1,422 |
|         | Subsidiary: 25-4-2189               |        |         |
|         | Home & Community Services           |        | \$1,422 |
| Credit: | Appropriations                      | 25-960 | \$1,422 |
|         | Subsidiary: 25-5-1440.40            |        |         |
|         | Engineering Contractors Inspections |        | \$1,422 |

Information Only: The above was derived from the following breakdown of charges to be paid on May 24, 2018 Abstract for engineering and related fees.

| NAME                 | AMOUNT            |
|----------------------|-------------------|
| Pallas Traffic Study | \$1,422.00        |
|                      |                   |
| <b>Total</b>         | <b>\$1,422.00</b> |

A resolution is necessary to create the project budgetary accounts within the Miscellaneous Capital Projects Fund for a spray park located within the Town Park for \$63,079.20. The purpose of this creation is to restore adequate budgetary appropriations (the original \$108,000 minus monies spent in the amount of \$44,920.80 in 2016 from the Town General Fund) The project will be funded by Rec Fees held in the Special Revenue Fund per resolution no. 51-2016, January 20, 2016 and from a State and Municipal Facilities Program (SAM) grant from New York State.

|         |                          |        |             |
|---------|--------------------------|--------|-------------|
| DEBIT:  | Estimated Revenues       | 35-510 | \$63,079.20 |
|         | Subsidiary: 35-4-3089.10 |        |             |
|         | Other, SAM Grant         |        | \$22,132.00 |
|         | Subsidiary: 35-4-5031.00 |        |             |
|         | Interfund Transfers      |        | \$40,947.20 |
| CREDIT: | Appropriations           | 35-960 | \$63,079.20 |
|         | Subsidiary: 35-5-7110.20 |        | \$63,079.20 |
|         | Parks & Rec, Spray Park  |        |             |

Create budgetary accounts from the Town of Halfmoon General Fund:

|         |                           |        |             |
|---------|---------------------------|--------|-------------|
| DEBIT:  | Appropriated Fund Balance | 10-510 | \$40,947.20 |
| CREDIT: | Appropriations            | 10-960 |             |
|         | Subsidiary: 10-5-9950.90  |        | \$40,947.20 |

Transfer to Capital Projects

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

**ADJOURN**