

TOWN BOARD MEETING AGENDA
September 6, 2017

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

CONTINUATION OF PUBLIC HEARING FOR GRAYBAR ELECTRIC PDD
Amendment to the Saratoga Economic Development Corp. that was TABLED from the August 16, 2017 Town Board Meeting

PUBLIC HEARING: PROPOSED EXPENDITURE FROM THE GENERAL FUND CAPITAL RESERVE FOR THE PURCHASE OF COMPUTER SOFTWARE FROM BUSINESS AUTOMATION SERVICES (BAS)

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.

Household Hazardous Waste Day on September 9th, from 8am to 2pm at the Clifton Park Transfer Station located at 22 Ray Road. Applications are available on line and at the Town Clerk’s Office and must be submitted to the Clifton Park Town Clerk’s Office or online at www.cliftonpark.org by September 1st

American Legion Post #1450 on Grooms Road will be hosting their Pancake Breakfast on Sunday September 10th from 8-12. All proceed to benefit MDA.

Patriot Day Ceremony will be held on September 11th at 6:00 pm at the Abele Memorial Park. This marks the 16th Anniversary of 9-11.

Clifton Park-Halfmoon Public Library: Board of Trustees Notice of Election on September 14, 2017 from 7:00 am until 9:00 pm at the library, 475 Moe Road, Clifton Park to approve the budget and Election of Trustees

10th Annual Pet Fest – Home Show of Clifton Park on Saturday September 16th from 10am to 3pm at St. Edwards Church, 569 Clifton Park Center Road

FREE Emergency Medical Technician (EMT) Certification Course being offered to Military Veterans by Saratoga County EMS Council. This 6 month course will start Sept. 19th at Clifton Park – Halfmoon EMS. Go to emtveteran@gmail.com for more information

Fall Cleanup at the Town of Halfmoon Transfer Station dates: September 19, 22, 23, 26, 29 & 30. Please pick up your FREE permit sticker at the Town Clerk's Office.

Town of Halfmoon Veterans Memorial Park Dedication will be held on Saturday September 23rd at 10:00 in the Town of Halfmoon Town Park

Fall Festival on Saturday September 23rd from 1:00-5:00 at the Town Park. Family fun activities for all ages

St. Luke's Recovery Resource Center will host four sponsors who will speak about the disease of addiction to alcohol on Saturday, September 30th at 6 pm at 40 McBride Road. There will be a Recovery Eucharist at 5pm and a Pot Luck Dinner at 5 pm prior to the presentation.

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: October 16, 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 August

1. Town Justice Wormuth

Total # Cases – 253 Total Fees Submitted to the Supervisor - \$26,359

2. Town Justice Suchocki

Total # Cases – 272 Total Fees Submitted to the Supervisor - \$38,273

3. Senior Express

Total # Riders – 424 Total # Meals – 762

4. Building

Total # Permits – 143 Total Fees Submitted to the Supervisor - \$33,795.50

5. Fire

Total # Permits – 73 Total Fees Submitted to the Supervisor - \$2,760.00

6. Town Clerk

Total Fees Submitted to the Supervisor - \$10,091.45

**DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) month of June & July: Water Department
Month of August: Animal Control**

CORRESPONDENCE

1. Received from the Town Planning Board Resolutions approved at the August 14, 2017 meeting approving the following: Sign Applications for Hometown

Healthcare, 26 Corporate Drive and for Johnson Control, 1399 Crescent Vischer Ferry Road, Change of Use/Tenant Applications for DeVoe's Rainbow Orchards LLC-UHaul Rental, 1569 Route 9 and for JGS Recycling and Hauling, Inc., 392 Hudson River Road, for Final Subdivision Approval of the Subdivision of Lands of Kenneth VanWert, Jr., Angle Road, for Site Plan Approval for Dorrough Construction, 77 Ushers Road and Regarding findings related to the Proposed Expansion of the Crescent Gardens Mobile Home Park, 15 Plank Road

2. **Received** from the Town Planning Board Resolutions approved at the August 14, 2017 meeting approving the following: Sign Application for Spare Time Family Fun Center/Spare Time Entertainment, 1668 Route 9, for the Subdivision of the Lands of McLagan, Greenbrier Way (11D Manchester Drive), for the Subdivision of the Lands of Thomas R. Angerami, 26 Lape Road, for a Minor Subdivision and Special Use Permit for the Lands of Rousseau, 106 Route 236, and for an Addition to the Site Plan Application for Grace Fellowship Church, 1 Enterprise Avenue

3. **Received** from the City of Mechanicville a letter to the Supervisor thanking him for providing the City with 6 pallets of water to distribute to the residents of Mechanicville during their water issue.

4. **Received** from NYS Department of State, notification of their filing of Town of Halfmoon Local Law #3-2017, Rolling Hills Estates PDD Amendment, on August 7, 2017.

5. **Received** from NYS Department of Taxation & Finance, Office of Real Property Tax Services has established a final State equalization rate of 58.00 for the Town of Halfmoon.

6. **Received** from the City of Mechanicville, Department of Public Works, a letter stating that the Boil Water Advisory that was issued on August 2nd has been lifted on August 18th after two consecutive days of samples having been tested at acceptable levels.

7. **Received** from Stefanie Micare, resident of Staniak Road, a letter of support for the proposed Pinebrook Hills PDD, as Staniak Road Water Main Extension is a proposed public benefit. (This is the same letter as previously submitted)

8. **Received** from Halfmoon Fire District #1 (Hillcrest), their Notice of Public Hearing on the Proposed 2018 District Budget to be held on Tuesday October 17th at 7:00 PM at Hillcrest Fire Station, 145 Prun Hill Road, Mechanicville.

9. **Received** from the American Legion Mohawk Post – 1450, a proclamation to Kevin Tollisen, Halfmoon Town Supervisor, 2017 Proud Supporter of the American Legion

OLD BUSINESS

1. **Resolution** that the Town Board awards Bid Spec #9-2017 for the Dog Park Fencing to low bidder Bruce Fence for the work totaling \$19,386.00 which includes an alternate SS-40 type product in lieu of SCH-40 totaling \$19,894.00, per the review and approval of the Director of Parks and the Town Attorney.

NEW BUSINESS

1. **Resolution** to approve and order paid all vouchers #

2. **Resolution** to approve minutes of Town Board Meeting of August 16, 2017 as presented.

3. **Resolution** that the Town Board agrees to set the Recreation Department petty cash fund amount to \$500.00 and authorizes it's use for the payment, in advance of audit, of properly itemized and verified or certified bills for materials, supplies or services furnished to the town for the conduct of its affairs and upon terms calling for payment to the vendor upon the delivery of any such materials or supplies or the rendering of any such services, provided that moneys in any such fund also may be used for the purpose of making change when such is required in the performance of official duties.

And further resolution that the Finance Office is hereby authorized to cut checks in advance of Town Board approval for payment for trips, lunches, and on site programs if necessary to facilitate Recreation Department programs and activities.

4. **Resolution** that the Town Board hereby modifies the Town of Halfmoon Comprehensive Emergency Management Plan by removing Terri Russell as the Supply Coordinator and replacing her with Amanda Smith and removing Lisa Perry as Secretarial Staff and replacing her with Terri Russell as a result of staffing changes that have occurred since the most recent update of the Town's Comprehensive Emergency Management Plan.

5. **Resolution** that the Town Board authorizes the Supervisor to execute any documents associated with the request for \$50,000.00 from the New York State Multi-Modal Project, said funds to be utilized to contribute towards the costs associated with adding a turn lane at the Farm to Market Road intersection with Route 9 to improve traffic conditions in this location, subject to the review and approval of the Town Attorney.

6. **Resolution** that the Town Board hereby demonstrates their support for the project entitled the Floud Memorial Preserve and authorizes the Supervisor to

request funding and execute any documents associated with the request for funding from Saratoga County through the Saratoga County Farmland Protection and Open Space Grant Program, said funds to be utilized to acquire property to establish the Floud Memorial Preserve adjacent to the Zim Smith Trail and the Anthony Kill, subject to the review and approval of the Town Attorney.

7. **Resolution** that the Town Board accepts the Town Clerk's Certificate of No Filing to extend the Halfmoon Water District.

8. **Resolution** that the Town Board approves placing the Water Department's 2006 Chevy Pickup Truck on Auctions International for sale as the Town no longer has use for it, and upon completion of the sale, to remove this vehicle from the Town's fixed asset list.

9. **Resolution** that the Town Board authorizes the Supervisor to enter into a Memorandum of Agreement with Beacon Homes, LLC, Abele Builders, Inc. and Bruce Tanski Construction and Development Company, LLC, regarding highways improvements in the NYS 146 corridor and the Upper Newtown Road area and to authorize the Supervisor to execute any documents to enter into the Agreement, subject to the review and approval of the Town Attorney.

10. **Resolution** that the Town Board appoints Michael Root as a Part time Senior Van Driver at Grade 3 Base Pay \$16.35/hr effective September 2, 2017, with the understanding that he will continue to work as a Highway Department Laborer on an as needed basis.

11. **Resolution** that the Town Board hereby authorizes the Director of Parks and Properties to work with Halfmoon Soccer to place a pavilion on the fields adjacent to Town Hall.

12. **Resolution** that the Town Board approves the contract with Matrix Communications for the NEC phone system for one (1) year, per the review and approval of the Town Attorney.

13. **Resolution** that the Town Board hereby schedules a Public Hearing for the September 20, 2017, Town Board meeting, in the A. James Bold Room, at 7:00 p.m. or as soon thereafter as their agenda allows, to discuss authorizing an expenditure of \$325,000 of General Capital Reserve monies for the purchase of equipment and vehicles in 2018, pursuant to §6-c of the General Municipal Law.

14. **Resolution** that the Town Board enters into a contract with Sendtek Inc. for the lease of the postage mailing machine for the Town of Halfmoon for a 63 month contract with the first three months free, beginning January 2018, per the review and approval of the Town Attorney.

15. **Resolution** that the Town Board approves the findings of the Code Enforcement Officer as it meets and complies with NYS Code and Local Laws and the Planning Board' positive recommendation for the Crescent Gardens Mobile Home Park Expansion Application, per the review and approval of the Deputy Town Attorney.

16. **Resolution** that the Town Board approves the purchase and installation of the new split air conditioning and heating units in Town Hall from Midstate Heating & Cooling in the not to exceed amount of \$14,000 from the Capital Reserve Fund that has been already approved by the Town Board and further approve waiving the towns purchasing policy, per the review and approval of the Town Attorney.

17. **Resolution** that the Town Board approves the purchase and installation of an existing circular pump crucial for the operation of the Geothermal heating and cooling system in Town Hall from Midstate Heating & Cooling in the not to exceed amount of \$6,460 and further approve waiving the towns purchasing policy, per the review and approval of the Town Attorney.

18. **Resolution** that the Town Board authorizes payment to Nolan & Heller for legal services relating to the Colonie Landfill expansion and extension in the not to exceed amount of \$2,500, per the review and approval of the Town Attorney.

19. **Resolution** that the Town Board authorizes the Supervisor to make the attached Transfer between Appropriations and Creation of Appropriations.

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN

