

TOWN BOARD MEETING AGENDA
April 21, 2021

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

**PRESENTATION HONORING– JOHN PINGELSKI, JR. and CYNTHIA JENSEN
FOR YEARS OF SERVICE WITH THE TOWN OF HALFMOON**

PRESENTATION: FOREST LANE APARTMENTS PDD AMENDMENT

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.

SPRING CLEANUP for Halfmoon Residents on April 13, 16, 17, 20, 23, and 24. Tues. 8am- Noon, Fri. Noon-5pm and Sat. 8am-3pm Fees are as follows: \$5 per carload, \$10 per truck or van load, \$10 per trailer load, U-Haul type vehicles will be charged accordingly and regular household garbage will be charged the normal rate. Transfer Station Sticker Needed. Call the Town Clerk’s Office at (518) 371-7410. Face Covering is required.

2021 SUMMER CAMP Halfmoon Summer Recreation Resident Registration Dates: April 12th-May 2nd **by Mail Only**. In-office registration will begin May 3rd **by appointment only**. For more information, contact Ross MacNeil, Recreation Director at 518-371-7410 ext. 2274.

CRESCENT PARK CLEAN SWEEP Saturday, April 24, 2021 from 10:00 am to 11:00 am
Come join us in recognition of Earth Day 2021 by helping to clean up your local park! Volunteers can participate by picking up litter, trash, and other debris throughout Crescent Park. Meet at the bottom of Terminal Road to get gloves and trash bags. Everyone is welcome!
Please contact Paul Maiello at 518-371-7410 ext.2532 or grounds@townofhalfmoon.org with any questions.

SHOP LOCAL EVENT Saturday, May 1, 2021 at the Town of Halfmoon Municipal Center from 11:00 am – 4:00 pm. Local Halfmoon businesses offering Free Samples, Giveaways, Demonstrations, Kids activities and more. To be a part of this event call Ross at (518) 371-7410 ext. 2272 or rmacneil@townofhalfmoon.org.

HALFMOON FARMERS MARKET Our 4th Season starting May 12th, running through September 2021 on Wednesdays from 3 pm to 7 pm located in Abele Park off Route 236. To Receive a Vendor Application or for more information, please contact Ross MacNeil at 518-371-7410 ext. 2272 or rmacneil@townofhalfmoon.org

TOWN MEETINGS:

Town Board Meetings: 1st & 3rd Wednesday of month at 7:00 pm, Pre-meeting at 6:30 pm

Board of Assessment Review: 4th Tuesday in May

Zoning Board of Appeals: 1st Monday of month at 7:00 pm. Pre-meeting at 6:45 pm

Planning Board Meeting: 2nd & 4th Monday of the month at 7:00pm. Pre-meeting at 6:15pm. (If the Holiday falls on a Monday, the meeting will be held on the next day, Tuesday).

REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor)

Paul Hotaling (Deputy Town Supervisor): (1) Chair of Personnel Committee (2) Ethics Committee, (3) Liaison to Trails and Open Space Committee (4) Chair of Infrastructure & Safety (Water, Highway, Building & Maintenance) (5) Co-Chair for Character Counts

John Wasielewski (Town Board Member): (1) Liaison to Planning Board, (2) Chair of Committee of Emergency Services and Public Safety, (3) Liaison to Animal Control and related services

Jeremy Connors (Town Board Member): (1) Liaison to Zoning Board; (2) Liaison to Trails and Open Space Committee, (3) Chair of Business and Economic Development Committee (4) Chair for Not For Profit Organizations

Eric Catricala: (1) Co-Liaison to Planning Board, (2) Co- Chair of Business and Economic Development Committee (3) Chair for Parks and Athletic Organizations, (4) Chair for Recreation (5) Co-Chair for Character Counts

Lynda Bryan (Town Clerk): (1) Chair of Senior Programs, (2) Chair of Committee on Historical Archives

Karen Pingelski (Receiver of Taxes): 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 –

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Grants Department, Recreation Office, Water Department, Assessor's Office

CORRESPONDENCE

1. **Received** from the Town Planning Board Resolutions approved at the April 12, 2021 meeting: Positive Recommendation for a Proposed Amendment to the Forest Lane PPD, 300 Forest Lane, Halfmoon; Approval for a Sign Application for United AG & Turf, 1917 Route 9, Halfmoon Approval of a Change of Use/Tenant Applications for Matchless Stove & Chimney, 1581 Route 9, Halfmoon; Extreme Sandblasting & Paint, 28 Corporate Drive, Halfmoon; LS Power Location #2, 21 Corporate Drive, Halfmoon, and Renewal of the Site Plan Approval for Hoffman Carwash, 1589 Route 9, Halfmoon.
2. **Received** from New York State Department of Taxation and Finance Office of Real Property Tax Services, the Certification of School Tax Relief (STAR) Exemptions for the 2021-2022 School Levy.
3. **Received** from NYS Department of Transportation, their determination of the speed limit reduction for Werner Road in the Town of Halfmoon. Based on their review, they have determined that the existing posted speed limit is appropriate and that a reduction of the limit is not warranted at this time.
4. **Received** from Troy Department of Public Works, a letter and spreadsheet explaining the current cost expectations of the raw water transmission main replacement project.
5. **Received** from NYS Parks, Recreation, and Historic Preservation, a letter of notification that the State Review Board has recommended to the Commissioner of Parks, Recreation and Historic Preservation that the Church Hill Historic District be listed on the NYS Register of Historic Places, and nominated to the National Register of Historic Places. SHPO has agreed with the recommendation, and will now forward the nomination to the Keeper of the National Register in Washington D.C.

6. **Received** from Saratoga County Soil & Water Conservation District an information flyer & registration form for the upcoming Tire Recycling Program, which is open to all Saratoga County residents. For more information, please contact the Saratoga County Soil & Water Conservation District at 518-885-6900.

7. **Received** a letter of resignation from Dana Cunniff, resigning as Deputy Town Clerk, effective April 23, 2021.

OLD BUSINESS

NEW BUSINESS

107. **Resolution** to approve the minutes of the Town Board Meeting of April 7, 2021 as presented.

Resolution Introduced by Deputy Town Clerk Catricala

108. **Resolution** that the Town Board hereby waives any and all fees for building permits and/or inspections related to the installation of lights in the Town Park, subject to the review and approval of the Town Attorney.

Resolution Introduced by Supervisor of Buildings & Grounds Maiello

109. **Resolution** that the Town Board authorizes Troy & Banks, Inc. to provide consulting services for energy procurement and related matters and to request competitive bids for the best possible prices for electric and gas supply at no cost to the Town, and authorizes the Town Supervisor to execute any documents necessary to complete this process, subject to the review and approval of the Town Attorney.

Resolution Introduced by Supervisor Tollisen

110. **Resolution** that the Town Board approves an expenditure in the not to exceed amount of \$5,272.30 for a climber with hardware for a criss cross cable climber, said monies to come from the Recreation Fees located in the Special Revenue Fund, and to authorize the Supervisor to sign any and all documentation needed to proceed with this project, subject to the review and approval of the Town Attorney.

Resolution Introduced by Supervisor of Buildings & Grounds Maiello

111. **Resolution** that the Town Board hereby rescinds resolutions 47-2021 and 49-2021.

Resolution Introduced by Personal Computer Technician Mikol

112. **Resolution** that the Town Board authorizes the Supervisor to enter into an Agreement with Dell Technologies to provide Microsoft Server Licenses and HP server software together with remote desktop services pursuant to New York State contract #C000000457014 in the not to exceed amount of \$14,473.88 and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.
Resolution Introduced by Personal Computer Technician, Mikol

113. **Resolution** that the Town Board authorizes prohibiting smoking as defined in New York State Public Health Law Article 13-E on any Town owned properties and to authorize the Supervisor of Buildings and Grounds to purchase and post signs as needed on Town property.
Resolution introduced by Supervisor of Buildings & Grounds Maiello

114. **Resolution** that the Town Board hereby appoints Daniel McAlonie as a part time Transfer Station Attendant at Grade 2 Base Pay \$17.68/hr, subject to pre-employment testing.
Resolution introduced by Superintendent of Highways Bryans

115. **Resolution** that the Town Board approves expending monies from Rec Fees held in the Special Revenue Fund in the not to exceed amount of \$60,250 for the Erie Canal Towpath Link project. Said amount is the Town's Local Match for the Recreational Trails Program (RTP) grant award. Per the review and approval of the Town Attorney.
Resolution Introduced by Supervisor Tollisen

116. **Resolution** that the Town Board hereby appoints Dana Cunniff as the Receiver of Taxes, \$53,203 per year, pro-rated, effective 4/24/2021.
Resolution Introduced by Supervisor Tollisen

117. **Resolution** that the Town Board authorizes the Supervisor to execute any documents associated with the request for monies from Congressman Tonko, said funds to be utilized to improve the intersection of NYS Route 236 and Guideboard Road, as a Member Designated Project for Highways and Transit Projects, subject to the review and approval of the Town Attorney.
Resolution Introduced by Supervisor Tollisen

118. **Resolution** that the Town Board authorizes the Town Supervisor to execute the documentation necessary to effectuate the purchase of the necessary inventory from Neptune Technology Group Inc. from Ti Sales Inc. to continue to effectively and efficiently distribute potable water to the residents of the Town of Halfmoon.

Resolution Introduced by Director of Water Tironi

119. **Resolution** that the Town Board authorizes the Supervisor to enter into an Agreement with ItsClimbTime, LLC, to provide a portable climbing rock with necessary safety and climbing equipment and insurance coverage on May 1, 2021, or any rescheduled date, in the not to exceed amount of one thousand one hundred twenty five dollars (\$1,125.00), and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

Resolution introduced by Recreation Director MacNeil

120. **Resolution** that the Town Board approves the Comptroller's Report for the month of December 2020.

Resolution Introduced by Town Comptroller Hatter

121. **Resolution** that the Town Board approves the Comptroller's Report for the month of January 2021.

Resolution Introduced by Town Comptroller Hatter

122. **Resolution** that the Town Board approves the Comptroller's Report for the month of February 2021.

Resolution Introduced by Town Comptroller Hatter

123. **Resolution** that the Town Board authorizes the Comptroller to make the attached Creation of Appropriations.

Resolution Introduced by Town Comptroller Hatter

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	\$5,843.47
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$5,843.47

CREDIT: Appropriations 25-960 \$5,843.47
 Subsidiary: Engineering Contractors Inspections
 25-5-1440.40 \$5,843.47

Information Only: The above was derived from the following breakdown of charges to be paid on April 29, 2021 Abstract for engineering and related fees.

NAME	AMOUNT
Creekview Estates Inspection	\$2,053.29
22 Corporate Drive Parking Lot	\$495.00
5 Rexford Way Site Plan	\$330.00
Rock's Automotive	\$412.50
Tabor Road Warehouse	\$1,072.50
Popeye's Traffic Impact Evaluation	\$1,480.18
Total	\$5,843.47

A creation of appropriations is necessary to create the budgetary accounts for the Erie Canal Towpath Link Project. The Town of Halfmoon will design and construct a trail to close the existing gap in the Town's Erie Canal Towpath Link. The total project cost is estimated at \$301,250 of which \$241,000 will be funded by the Recreational Trails Program (RTP) a federal-aid program of the U.S. Department of Transportation's Federal Highway Administration (FHWA) and the remainder from Rec Fees held in the Special Revenue Fund per resolution dated 4/21/2021. The general fund will be used to advance the money for the project and will be reimbursed after payment is received.

DEBIT: Estimated Revenues 35-510 \$301,250.00
 Subsidiary: Federal Aid, Other Culture and Recreation Aid
 35-4-4889.00 \$241,000.00
 Subsidiary: Interfund transfers
 35-4-5031.00 \$ 60,250.00

CREDIT: Appropriations 35-960 \$301,250.00
 Subsidiary: Special Recreation Facilities- Erie Canal Towpath Link
 35-5-7180.24 \$301,250.00

Create budgetary accounts from Special Revenue Fund:

DEBIT: Unappropriated Fund Balance 25-599 \$60,250.00

CREDIT: Appropriations 25-960 \$60,250.00
 Subsidiary: Transfer to Capital Projects
 25-5-9950-90 \$60,250.00

A resolution is necessary to increase appropriations within the Special Revenue fund from Recreation Fees in the not to exceed amount of \$5,272.30 per resolution passed April 21, 2021 for purchase from GameTime of a Climber with hardware for a Criss Cross Cable Climber.

DEBIT:	Appropriated Fund Balance	25-599	\$5,272.30
CREDIT:	Appropriations	25-960	\$5,272.30
	Subsidiary: Parks		
	25-5-7110.20		\$5,272.30

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN