

TOWN BOARD MEETING AGENDA
April 5, 2023

TOWN BOARD WORKSHOP – Board Room – 6:15 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

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.

FARMER’S MARKET: Every Wednesday from 3-6 in the Town Hall Foyer. Come visit our local farms, crafters, and vendors that will be on hand every week.

Halfmoon Comprehensive Plan Update page is now live at <https://www.planhalfmoon.com/> . Visit the website to find out more about the Halfmoon Comprehensive Plan Update, learn about upcoming meetings, review draft documents, get added to email announcements and to share your own comments about the future of Halfmoon.

April 6th 6:00 PM in the A. James Bold Meeting Room open to the public & broadcasted live with Microsoft TEAMS and a link will be provided on the town website.

PAPER SHREDDING DAY: April 8th from 9:30 – 11:30 at the Highway Department located at 322 Route 146. Halfmoon residents can bring a maximum of 3 bags/boxes at NO COST but they are asked to bring canned good donations for the Food Pantry. Registration is not required. Please get your Transfer Station sticker at the Town Clerk’s Office.

YELLOW RIBBON DAY: Monday, April 10th at 11 AM at the Veterans Memorial Park, 162 Rte. 236. Donations to the Blue Star Mothers are used to make Freedom Boxes to our deployed troops. Donation boxes are in Town Hall Foyer.

SPRING CLEANUP DATES: APRIL 11, 14, 15, 18, 21, and 22 at the Transfer Station/Highway Garage located at 322 Route 146. Hours: Tuesday 8-12, Friday 12-5 and Saturday 8-3. Fees: Carload- \$5, Truck/Van/Trailer load - \$10, U Haul vehicles will be priced accordingly. Household trash charged at normal rate.

CANAL CLEAN SWEEP – Saturday, April 22nd. Help keep the Erie Canal area clean & beautiful. Meet at Terminal Road at 10:00 AM.

SUMMER CAMP REGISTRATION – Summer Camp will take place June 26th – August 4th from 9:00 AM - 3:00 PM. Online Registration starts April 24th and in office by appointment starts May 8th. For more information, contact Ross MacNeill at (518) 371-7410 ext. 2272.

SPRING FLING - VENDOR SHOPPING. Saturday, May 6th at Town Hall from 11:00 AM – 3:00 PM. Perfect for Mother’s Day Gift Ideas. Vendor spaces available, email Halfmoon Celebrations.

TOWN MEETINGS:

Town Board Meetings: 1st & 3rd Wednesday of month at 7:00 pm. Pre-meeting at 6:15 pm

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).

Trails & Open Space Committee: 3rd Monday of the 3rd month at 7:00 pm unless otherwise announced. (If the Holiday falls on that Monday, the meeting will be held on the next day, Tuesday). The proposed dates are 4/17, 7/18, and 10/16.

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) Chair of Business and Economic Development Committee (3) 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, (6) Liaison to Trails and Open Space Committee,

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

Dana Cunniff (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 –

1. **Town Clerk** **Total Fees Submitted to the Supervisor - \$6,503.86**

2. **Senior Express** **Total # Meals - 685** **Total # Rides – 570**

3. **Building Permits**
Total # Permits – 65 **Total Fees Submitted to the Supervisor - \$21,118.50**

4. **Fire Inspections**
Total # Inspections – 38 **Total Fees Submitted to the Supervisor - \$6,135.00**

5. **Town Justice Suchocki**
Total # Cases – 195 **Total Fees Submitted to the Supervisor - \$22,090.50**

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk’s Office) Building & Grounds, Water Department, Town Clerk,

CORRESPONDENCE

1. **Received** from the Town Planning Board Resolutions approved at the March 13, 2023, meeting: Change of Use/Tenant Applications for Act Laboratories, 16 Corporate Drive, for Centrotherm, 428 Hudson River Road, for All in Cuts, 239A Grooms Road, for Nercessian Kettle Corn NYC, 1659 Route 9 (Center for Security), for U.S. Budokai Karate of Halfmoon, LLC, 215 Guideboard Road (Country Dollar Plaza), for Phantom Fireworks, 1525 Route 9, Approval of a Minor Subdivisions for the Fronczek Subdivision, 66 Ushers Road and for the Lands of Green & Lands of Tasso Subdivision, 22 & 26 Fellows Road and for a Site Plan Amendment for Ians LLC (Sunoco), 1500 Route 9.

2. **Received** from the NYS Department of State, notification that Local Law #1-2023 for the Crescent Commons Mixed Use PDD was filed with the state on February 21, 2023.

3. **Received** from the NYS Department of State, notification that Local Law #2-2023 for the Property Exemption for Volunteer Firefighters and Ambulance Workers was filed with the state on February 21, 2023.
4. **Received** from Superintendent of Highways Bryans, notification that the Highway Department will be resuming their summer hours of operation on Monday 4/10/23, Monday thru Thursday 6 am, to 4 pm. There will be coverage on Fridays the same hours as usual.
5. **Received** from the Building & Planning Development Coordinator Harris, emails from residents to the Planning Board stating their concerns for the One Four Six Marketplace PDD.
6. **Received** from the NYS Department of State, notification that Local Law #3-2023 for the Dawson's Senior Center was filed with the State on March 13, 2023.
7. **Received from** the NYS Department of State, notification that Local Law #4-2023 for Regulations Regarding Egg Laying Chickens in Residential Property was filed with the State on March 13, 2023.
8. **Received** from the Stormwater Management Technician Marlow notification that the Draft 2022-2023 MS4 Permit Annual Report Available for Public Review and Comment on April 6th, through May 6th at the Planning Department or go to https://www.townofhalfmoon-ny.gov/sites/g/files/vyhlf4491/f/pages/town_of_halfmoon_2023_draft_2.pdf
Any/all comments or questions should be directed to Paul M. Marlow: pmarlow@townofhalfmoon.org ,or call Paul at 518-371-7410
9. **Received** from the NYS Dept. of Transportation the results of their speed study for Farm to Market Road. They found the 45 mph. speed zone to be appropriate for the conditions experienced and a reduction is not warranted.

NEW BUSINESS

113. **Resolution** that the Town Board approves the minutes of Town Board Meeting of March 15, 2023, as presented.

Resolution Introduced by Town Clerk Bryan

114. **Resolution** that the Town Board authorizes the Town Supervisor to solicit bids for Truck Ultra Low Sulfur Diesel Fuel, Unleaded Regular Gasoline and Kerosene (Diesel/Kerosene Blend) for Town departments for fuel contract period of June 1, 2023 through May 31, 2024 to be received in the Town Clerk's Office by

11:00 am on April 26, 2023, the sealed bids received shall be publicly opened and read aloud at that time. Subject to the review and approval of the Town Attorney.
Resolution Introduced by Town Superintendent of Highways Bryans

115. Resolution that the Town Board hereby authorizes the Supervisor to enter into an agreement with Buffalo Intelligent Technology Systems, LLC, to provide Routing Box services associated with transportation services offered by the Town of Halfmoon, in the not to exceed amount of \$340.00 per month for the first 7 vehicles and an additional \$45.00 per vehicle for each additional vehicle, and hereby authorizes the Supervisor to execute any documents necessary to effectuate said agreement, subject to the review and approval of the Town Attorney.

Resolution Introduced by Town Clerk Bryan

116. Resolution that the Town Board hereby authorizes the Supervisor to enter into an agreement with Monsido, Inc., powered by Civicplus, to provide upgrades to our current website including but not limited to ADA compliance and monitoring per the recommendation of the Information Technology Department at a cost not to exceed \$6,276.00, and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

Resolution Introduced by Personal Computer Technician Mikol

117. Resolution that the Town Board hereby rescinds Resolution #340-2022 as authorized purchase items are not available and hereby authorizes the Supervisor to enter into an agreement with General Control Systems Integration Service (GCS) to provide upgrades to the CPU of the SCADA system at the Water Department in the not to exceed amount of \$21,940.00, subject to the review and approval of the Town Attorney.

Resolution Introduced by Director of Water Tironi

118. Resolution that the Town Board authorizes the Supervisor to enter onto an agreement with Center for Security in the amount of \$8,639.00 to install NXT readers, door hardware, a controller, and an advanced calendaring scheduling tool for the doors in the A. James Bold room per the recommendation of the Supervisor of Buildings & Grounds and hereby authorize the procurement of their professional services requiring technical skills which do not lend themselves to procurement through solicitation an 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 Supervisor of Buildings & Grounds Maiello

119. Resolution that the Town Board hereby authorizes the Supervisor to enter into an agreement with Houston-Galveston Area Council (H-GAC) to utilize there cooperative purchasing program to reduce costs through their government-to-government procurement service at no cost to the Town, and hereby authorizes the

Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

Resolution Introduced by Highway Superintendent Bryans

120. **Resolution** that the Town Board authorizes the Highway Department to purchase six portable rotary lifts per the HGAC Contract #FL03-21 for \$96,199.11 from Total Tool and to authorize the Highway Superintendent to execute any documentation necessary to effectuate the purchase, subject to the review and approval of the Town Attorney.

Resolution Introduced by Highway Superintendent Bryans

121. **Resolution** that the Town Board authorizes the Highway Department to purchase a pickup broom in the not to exceed amount of \$8,633.00 from Milton Cat and to authorize the Highway Superintendent to execute any documentation necessary to effectuate the purchase, subject to the review and approval of the Town Attorney.

Resolution Introduced by Highway Superintendent Bryans

122. **Resolution** that the Town Board appoints Jamie Romero as a part time Recreation Leader at Grade 2 Base Pay \$19.32/hr. effective April 10, 2023, subject to successfully passing all pre-employment testing, in the not to exceed amount of 19.5 hours per week.

Resolution Introduced by Director of Youth & Aging MacNeil

123. **Resolution** that the Town Board hereby authorizes the Supervisor to enter into an agreement with Security Mentor to provide security awareness training per the recommendation of the Information Technology Department at a cost not to exceed \$1,395.00, and hereby authorizes the Supervisor to execute any documentation necessary to effectuate the agreement, subject to the review and approval of the Town Attorney.

Resolution Introduced by Personal Computer Technician Mikol

124. **Resolution** that the Town Board approves the April 2023 Water Report for usage as submitted by the Director of Water.

Resolution Introduced by Director of Water Tironi

125. **Resolution** to amend the procurement policy to permit the Town Supervisor to make purchases up to a cost not to exceed \$10,000.00 at any one time without Board approval subject to review of the Town Attorney.

Resolution Introduced by Comptroller Hatter

126. **Resolution** that the Town Board hereby recognizes April 2, 2023, as Education and Sharing Day in recognition of Lubavitcher Rebbe and his efforts to encourage access to an excellent education for all.

Resolution Introduced by Supervisor Tollisen

127. Resolution that the Town Board hereby authorizes the Supervisor to enter into an agreement with CivicPlus to provide website design and implementation, with free training sessions per the recommendation of the Information Technology Department at a cost not to exceed \$3,940.01 for year 1 and \$4,137.01 for year 2, and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

Resolution Introduced by Personal Computer Technician Mikol

128. Resolution that the Town Board approves the Comptroller's Report for the month of December 2022.

Resolution Introduced by Comptroller Hatter

129. Resolution that the Town Board approves the Comptroller's Report for the month of January 2023.

Resolution Introduced by Comptroller Hatter

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

Resolution Introduced by Comptroller Hatter

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN

