

TOWN BOARD MEETING AGENDA
August 4, 2021

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.

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

CLIFTON PARK & HALFMOON HISTORY HUNT Explore the rich history of our towns during the month of July. Take a picture of 5 locations in each town from the PASSPORT that can be obtained at the Library, the Halfmoon Town Clerk’s Office or by visiting cphreference@sals.edu submit your photos and enter to win prizes!

OUTDOOR CONCERT IN THE PARK August 6th at the Halfmoon Town Park from 6:30 pm – 9:00 pm. Music for your entire family!

BLOOD DRIVE IN HALFMOON TOWN HALL: Tuesday, August 10th from 1:00pm to 6:00pm. In the Bold Meeting Room. To make an appointment please go to: www.redcrossblood.org You are asked to wear a mask.

DRIVE-IN MOVIE NIGHT August 20th at the Halfmoon Town Park at dusk (8:30 pm) An evening of family fun under the stars!

SHREDDING DAY: September 11th from 9:30am to 11:30am. Free to town residents with a non-perishable donation to assist the food pantry. There is a limit of 3 boxes to be shredded. You need a sticker to gain access to the Highway Garage, located at 322 Route 146 that may be obtained at the Town Clerk’s Office.

SONS OF THE AMERICAN LEGION CHICKEN BBQ & PICNIC, Saturday, August 14th Noon – 6pm at the Legion Post on Grooms Road. Pre-Sale tickets only at the Legion for \$30.00. For information call (518) 371-4463

FALL CLEANUP DATES: 9/14, 9/17, 9/18, 9/21, 9/24, 9/25. You must have a sticker to show residency to gain access to the Transfer Station, available at no cost in the Town Clerk’s Office.

HARVEST FESTIVAL AT THE HALFMOON TOWN PARK: Saturday, September 25th from 12:00pm to 4:00pm. Fall fun for the entire family!

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).

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

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 - \$21,458.02**
2. **Senior Express Total # Trips – 485 Total # Meals – 390**
3. **Town Justice Suchocki
Total # Cases – 169 Total Fees Submitted to the Supervisor - \$22,484.00**

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

CORRESPONDENCE

1. **Received** from the Town Planning Board Resolutions approved at the July 26, meeting: Sign Applications for Dave the Sign Guy, 3A Plant Road, Fireside Plaza, 1581 Route 9, Magnolia Hair Studio, 1707 Route 9 (Shops of Halfmoon), and for Mitsubishi Motors (Mangino), 1658 Route 9 and Approval for a Change of Tenant Application for on the Move Health & Fitness, 217 Guideboard Road.
2. **Received** from John Zeh, a letter thanking the Highway Department for their quick response to the issue that he had with a tree that needed to be removed by his home that was on town property.
3. **Received** from NYS Department of Transportation, the agreement for the Bridge NY Culvert Replacement Project at South Main Street, Mechanicville, NY.
4. **Received** from Kelly Predmore, her letter of resignation as a Clerk to the Town Justice effective Friday, August 6, 2021.
5. **Received** from Jacqueline M. Bigelow, her letter of resignation as a Justice Court Clerk effective Friday, August 1, 2021.
6. **Received** from the Town Zoning Board of Appeals the Resolution approved at the August 2, 2021 meeting: for an Area Variance, 217 Guideboard Restaurant, 217 Guideboard Road.
7. **Received** from the Federal Energy Regulatory Commission, notification that they are in receipt of the town's letter dated January 13, 2021 regarding an incident report of the canal overtopping that occurred on December 28, 2010 at the School Street Project. They have reviewed the submittal and find it appropriate.

8. **Received** from New York Municipal Insurance Reciprocal (NYMIR), their 2020 Annual Report.

OLD BUSINESS

NEW BUSINESS

202. **Resolution** to approve minutes of Town Board Meeting of July 21, 2021 as presented.

Resolution Introduced by Town Clerk Bryan

203. **Resolution** that the Town Board hereby authorizes the Supervisor to enter into an agreement with the National Grid to replace existing street lights owned by the Town with light emitting diode street lights at a conversion cost of \$6,637.46 minus a rebate of \$4,635.00 for a total cost to the Town of \$2002.46 and hereby authorizes the Supervisor to execute any documents necessary to effectuate the project, subject to the review and approval of the Town Attorney

Resolution Introduced by Supervisor of Buildings and Grounds Maiello

204. **Resolution** that the Town Board authorizes the Supervisor to execute any documents associated with the request for monies through the 2021 NYS Canalway grant application, said funds to be utilized to contribute towards the costs associated with the Canal Road Trailhead Expansion, subject to the review and approval of the Town Attorney.

Resolution Introduced by Supervisor of Buildings and Grounds Maiello

205. **Resolution** that the Town Board authorizes the Supervisor to accept the Town of Halfmoon's share of 2022 Sales Tax Revenues in cash from Saratoga County Real Property Tax Services and to sign the 2022 County Tax Levy – Sales Tax Application, subject to the review and approval of the Town Attorney.

Resolution Introduced by Comptroller Hatter

206. **Resolution** that the Town Board authorizes the Superintendent of Highways may dispose of a 2004 International 7600 Dump truck VIN # 1HTWZahr74J086354 with plow, wing and sander, a 2009 Ford F-750 dump truck VIN #3FRPF75A49V188357 with plow and sander, 2008 Morbark Hurricane 18 wood chipper serial # 4S8SZ19168W051487, and a 2019 Lee boy L-250 tack coat tank trailer serial # 220387 by placing the vehicles/equipment on Auctions International.

Resolution Introduced by Superintendent of Highways Bryans

207. Resolution that the Town Board authorizes the purchase of four Apple 12.9 inch iPad Pros and four Defender Pro iPad Pro 12.9 inch black antimicrobial cases per the New York Contract #PT67647 for \$7,983.96 from Shi International Corp. and to authorize the Town Supervisor to execute any documentation necessary to effectuate the purchase, subject to the review and approval of the Town Attorney.
Resolution Introduced by Personal Computer Tech Mikol

208. Resolution that the Town Board authorizes Halfmoon Baseball to install a scoreboard at field #4 and authorizing the Supervisor to sign any necessary documents to effectuate the installation, subject to the review and approval of the Town Attorney.
Resolution Introduced by Supervisor of Buildings and Grounds Maiello

209. Resolution that the Town Board authorizes the Supervisor of Buildings and Grounds to purchase a Tommy Gate Aluminum Liftgate on the Building Maintenance 2018 F350 pick-up truck from T&T Sales, Inc. and to authorize the Town Supervisor to execute any documentation necessary to effectuate the purchase, subject to the review and approval of the Town Attorney.
Resolution Introduced by Supervisor of Buildings and Grounds Maiello

210. Resolution that the Town Board authorizes the Supervisor to solicit bids for the repairs necessary to fix the damage to the highway garage, to be received by 1:00 pm on August 18, 2021. The sealed bids received will be publicly opened and read aloud at 1:30 pm the same day. The bid package is available at the Town Clerk's Office in the Town of Halfmoon and on BidNet operated through SourceSuite.
Resolution Introduced by Superintendent of Highways Bryans

211. Resolution that the Town Board hereby authorizes the Supervisor to enter into an agreement with Bruce Fence Co., Inc., to repair damage to the overhang, backstop and sideline at the Vandenburg Park in the not to exceed amount of \$7,668.00, and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.
Resolution Introduced by Supervisor of Buildings and Grounds Maiello

212. Resolution that the Town Board hereby appoints Jacqueline Bigelow as a Clerk to the Town Justice effective August 2, 2021, at Grade 4 Step 7, at a salary of \$52,104, pro-rated.
Resolution Introduced by Town Justice Suchocki

213. Resolution that the Town Board hereby appoints Deborah Keyoskey as a part time Clerk at the Senior Center, Grade 1 Base pay of \$16.81 per hour, not to exceed twenty hours a week, contingent upon successful completion of pre-employment testing, subject to the review and approval of the Town Attorney.
Resolution Introduced by the Director of the Senior Center Pettis

214. Resolution that the Town Board authorizes the Supervisor to enter into an agreement with MJ Engineering and Land Surveying, P.C. for the Year 2 Geographic Information System (GIS) Maintenance in the not to exceed amount of \$4,500.00 and to authorize the Supervisor to sign the agreement dated July 26, 2021, and any documentation necessary to complete the work, subject to the review and approval of the Town Attorney.

Resolution Introduced by Building, Planning Development Coordinator Harris

215. Resolution that the Town Board hereby appoints Tina Woodard as Clerk to the Town Justice at Grade 4, Base Pay at a salary of \$43,910 pro-rated, subject to successful completion of pre-employment testing.

Resolution Introduced by Judge Fodera

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

Resolution Introduced by 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	\$33,523.20
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$33,523.20
CREDIT:	Appropriations	25-960	\$33,523.20
	Subsidiary: Engineering Contractors Inspections		
		25-5-1440.40	\$33,523.20

Information Only: The above was derived from the following breakdown of charges to be paid on August 5, 2021 Abstract for engineering and related fees.

NAME	AMOUNT
Brookwood Subdivision Phase II	\$3,359.00
Mott Orchard Residential	\$1,368.00
Pinebrook Hills Construction	\$3,505.20
Swatling Falls PDD	\$1,764.00
Betts Farm	\$20,257.00
Gridworks Site Plan	\$260.00
Hanks Hollow	\$1,855.00
Rocks Automotive	\$165.00

Shops of Halfmoon Drive Thru Rest	\$990.00
Total	\$33,523.20

A resolution is needed to create the following budget amendment of appropriations for the projects and purchases approved in the following resolutions for the Water Department: Resolution No. 174-2021 approved July 7, 2021, Resolution No.'s 186-2021, 187-2021, 188-2021, 189-2021 and 190-2021 approved July 21, 2021 and Resolution No. 207-2021 approved August 4, 2021.

DEBIT: Unappropriated Fund Balance	30-911	\$318,273.00
CREDIT: Appropriations	30-960	\$318,273.00
Subsidiary: Administration- Equipment		
30-5-8310.20		\$105,409.00
Administration- Contractual		
30-5-8310.40		\$ 1,564.00
Administration- Contractual- Engineering		
30-5-8310.41		\$ 90,000.00
Transmission & Distribution- Contractual		
30-5-8340.40		\$121,300.00

A resolution is needed to create the following budget amendment of appropriations and revenues in the Highway Fund for CHIPS (Consolidated Highway Improvement Program), PAVE NY and Extreme Winter Recovery (EWR) program. This total includes cumulative rollover balance in the amount of \$10,902.60 from 2020.

DEBIT: Estimated Revenues	20-510	\$148,683.47
Subsidiary: State Aid- CHIPS Program		
20-4-3501		\$148,683.47
CREDIT: Appropriations	20-960	\$148,683.47
Subsidiary: Improvements- Capital Outlay CHIPS		
20-5-5112.22		\$148,683.47

A resolution is necessary to create the following budget amendment of appropriations from fund balance to maintain highway policy and complete additional town infrastructure/paving improvements.

DEBIT: Unappropriated Fund Balance	20-911	\$750,000
CREDIT: Appropriations	20-960	\$750,000
Subsidiary: Improvements- Capital Outlay		
20-5-5112.21		\$750,000

COMMENT (for discussion of non-agenda items)

ADJOURN

