

TOWN BOARD MEETING AGENDA
January 5, 2021

TOWN BOARD WORKSHOP – Board Room – 6:30 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.

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 7:00 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).

PUBLIC COMMENT (for discussion of agenda topics)

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

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 and 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 –

1. Town Clerk - Total Fees Submitted to the Supervisor - \$6,779.77

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Town Clerk, Receiver of Taxes, Parks Department, Water Department, Building & Maintenance, Building & Planning, Assessor, Highway, Attorney, and Grant Department.

CORRESPONDENCE

1. Received from Halfmoon Waterford Fire District #1 notification of their Organizational Meeting for the of the Towns of Halfmoon and Waterford, will be held on January 6, 2021 at 6 p.m. at Fire Station #1 315 Middletown Road, Waterford New York 12188
2. Received from Halfmoon Fire District #1 (Hillcrest), their Annual Financial Report Update Document and Independent Auditor's Report for the fiscal year ended December 31, 2020.
3. Received from the VFW Clifton Park – Halfmoon Memorial Post No. 1498, a thank you to the Town for helping provide needed food items to Voluntary Services at the Stratton Veteran's Medical Center in Albany. It was very much appreciated.

NEW BUSINESS

45. Resolution to approve minutes of Town Board Meeting of December 16, 2020 as presented.

Resolution Introduced by Town Clerk Bryan

46. Resolution that the Town Board authorizes the Supervisor to enter into an Agreement with SHI International Corp. to provide an HP Server and general IT services and support pursuant to New York State contract PM20960 in the not to exceed amount of \$18,271.20 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

47. **Resolution** that the Town Board authorizes the Supervisor to enter into an Agreement with SHI International Corp. to provide an HP Server software for the new server pursuant to New York State contract 081419 in the not to exceed amount of \$6,977.50 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

48. **Resolution** that the Town Board authorizes the Supervisor to pay Planet Technologies \$9,144.96 for Microsoft Office Teams software, licensing and support pursuant to New York State contract XXXXX 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

49. **Resolution** that the Town Board authorizes the Supervisor to enter into an Agreement with SHI International Corp. to provide Microsoft Server licenses pursuant to Sourcewell contract 081419 in the not to exceed amount of \$5,499.90 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

50. **Resolution** that the Town Board authorizes the Supervisor to enter into an Agreement with SHI International Corp. to provide three HP Elite Book 850G7 lap top computers and Electronic HP Care Pack Next Business Day Support Pack pursuant to New York State contract PM20860 in the not to exceed amount of \$6,284.52 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

51. **Resolution** that the Town Board hereby authorizes the Supervisor to enter into an agreement with Adirondack Cabling and Security to provide Axis Surveillance System equipment, in the not to exceed amount of \$16,075.00, pursuant to New York State contract number PT66748 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

52. **Resolution** that the Town Board hereby authorizes the Supervisor to request proposals to solicit a consultant for preliminary and final design for the Erie Canal

Towpath link project, and will be accepting the proposals until 3:00 p.m. on January 29, 2021, in accordance with the request for proposals available and on BidNet operated through SourceSuite.
Resolution Introduced by Supervisor Tollisen

53. Resolution for the Town Board to approve entering into a formal Assessment Agreement between the Town of Halfmoon and KeyBank National Association for the parcel located at 1703 Route 9, reducing the 2018 and 2019 assessment from \$832,800 to \$715,625, and to authorize the Town Attorney to execute any documents necessary to effectuate the Agreement.

Resolution Introduced by Assessor Zarelli

54. Resolution the Town Board authorizes the Comptroller to make the attached Creations of Appropriations.

Resolution Introduced by Comptroller Hatter

2020 Creation:

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 for 2020 expenses including those paid after January 1, 2021.

Debit:	Estimated Revenues	25-510	\$60,000.00
	Subsidiary: 25-4-2189		
	Home & Community Services		\$60,000.00
Credit:	Appropriations	25-960	\$60,000.00
	Subsidiary: 25-5-1440.40		
	Engineering Contractors Inspections		\$60,000.00

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN

