

TOWN BOARD MEETING AGENDA
December 4, 2019

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.

Jingle Bell Bash, holiday fun for the family on December 7th from 12pm-4pm at Town Hall.

Letters to Santa: Santa’s Mailbox is by the door to Town Hall. Children can drop off their letter to Santa from December 1 through 17th and receive a response back with a surprise!

First Responders Memorial Dedication to be held on Saturday, December 14th at 11:00am at the Abele Memorial Park

Outside Holiday Decorating Contest: December 14th from 6:00 pm-9:00 pm for Halfmoon Residents Homes. For more information contact Traci at (518) 925-2968 or email halfmooncelebrations@gmail.com

An Evening with Mrs. Claus will be held on December 20th at 6:30 pm at Town Hall. Mrs. Claus will be paying a special visit to share her holiday stories and yummy cookies for children under 10 years old. Email your reservation to Halfmonncelebrations@gmail.com before December 15th.

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: Meetings will resume on March 31st at 7:00 pm

Trails & Open Space Committee: 2/19, 4/15, 6/17, 8/19, 10/21, and 12/16, the 3rd Monday except Feb due to holiday.

Resident Relations Committee: TBD

Business & Economic Development Committee: TBD

REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor)

Paul Hotaling (Deputy Town Supervisor): (1) Chair of Town Infrastructure & Safety (Water, Highway, Building & Maintenance), (2) Chair of Recreation and Character Counts, (3) Chair of Personnel 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) Co-Liaison to Planning Board

Jeremy Connors (Town Board Member): (1) Co- Liaison to Planning Board; (2) Chair of Business and Economic Development Committee (4) Chair of Parks and Athletic Organizations

Eric Catricala (Town Board Member): (1) Animal Control, (2) Liaison to Trails and Open Space Committee, (3) Zoning Board Liaison, (4) Chair for Not For Profit Organizations

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 - \$6,007.96
2. Senior Express Total # Riders – 430 Total # Meals – 438
3. Town Justice Fodera
Total # Cases – 196 Total Fees Submitted to the Supervisor - \$19,977

4. **Town Justice Suchocki**
Total # Cases – 221 Total Fees Submitted to the Supervisor - \$27,258.25
5. **Building Permits**
Total # Permits – 43 Total Fees Submitted to the Supervisor - \$13,553
6. **Fire Inspections**
Total # Inspections Total Fees Submitted to the Supervisor - \$2,380

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Highway Department, Town Clerk, Receiver of Taxes

CORRESPONDENCE

1. **Received** from the Town Planning Board Resolutions approved at the November 25, 2019 meeting: Sign Application for Rugani Family Chiropractic, 1515 Route 9, for Change of Use/Tenant Applications for Rollin Smoke Hand Crafted BBQ, 222 Guideboard Road and for J Dunn Group LLC, 518 Hudson River Road, for Bast Hatfield Business Park Minor Subdivision (Lot-Line Adjustment), 5 & 6 Rexford Way, and for an addition to Site Plan Request for the Twin Bridges Parking Lot, 1626 Route 9.
2. **Received** from Sonya & Nick Slis, a thank you note to John Pingelski, Highway Superintendent stating what a great job they are doing on all of the roads especially with the added responsibilities of the new developments.
3. **Received** from the West Crescent Fire District, the Notice of Annual Election to be held on December 10, 2019 between the hours of 6:00 pm – 9:00 pm at the West Crescent Fire House at 1440 Crescent Road for the purpose of electing one (1) Commissioner for a five (5) year term commencing on January 1, 2020 and ending on December 31, 2024 and electing one (1) Commissioner for a two (2) year term commencing on January 1, 2020 and ending on December 31, 2021.
4. **Received** from the Office of the Saratoga County Treasurer, the Mortgage Tax Distribution as of September 30, 2019.
5. **Received** from the Board of Commissioners for the Halfmoon Waterford Fire District NO. 1, notification that their November meeting has been extended for the Towns of Halfmoon and Waterford, County of Saratoga New York, and will be held on December 4, 2019 at 07:00 p.m. at 315 Middletown Road.
6. **Received** from the Clifton Park - Halfmoon Fire District #1, the Notice of the Annual Election that will take place on December 11, 2018 between the hours of 6:00 pm and 9:00 pm at the Clifton Park Firehouse located at 38 Old

Route 146, Clifton Park, New York, for the purpose of electing ONE (1) Commissioner for a Five (5) year term, commencing on January 1, 2019 and ending on December 31, 2023 AND electing ONE (1) Commissioner for a Three (3) year term, commencing on January 1, 2019 and ending on December 31, 2021.

7. **Received** from Linda Woods, a thank you card to the Character Counts Team for the Thanksgiving Basket that was delivered. It was a blessing!

OLD BUSINESS

NEW BUSINESS

1. **Resolution** to approve minutes of Town Board Meeting of November 20, 2019 as presented.

2. **Resolution** authorizing the Town Supervisor to sign a permanent easement on tax map parcel 285.-4-11.2, located at 293 Middletown Road to permit the Town to continue to own and maintain a Town Sign and associated landscaping on the property, subject to the review and approval of the Town Attorney.

3. **Resolution** that the Town Board authorizes the Supervisor to solicit bids for a bus to transport seniors and/or for other municipal purposes when necessary, to be received by 1:00 pm on December 16, 2019, the sealed bids received shall be publicly opened and read aloud at 1:30 pm the same day.

4. **Resolution** that that the Town Board authorizes the Supervisor to solicit bids for a bus to be utilized for Code Enforcement/Emergency Coordinator and/or for other municipal purposes when necessary, to be received by 1:00 pm on December 16, 2019, the sealed bids received shall be publicly opened and read aloud at 1:30 pm the same day.

5. **Resolution** that the Town Board authorizes the Highway Department to purchase a 12' SS Material Spreader with Conveyor Chain and Gearbox per the Sourcewell Contract #080818-VCM for \$16,808.89 from Viking Cives (USA) 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.

6. **Resolution** that the Town Board authorizes the Highway Department to purchase a John Deere 624L Wheel Loader per NYS OGS Contract #PC67075 Group #40625, Award #22792 for \$179,970 from John Deere 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.

7. **Resolution** that the Town Board hereby appoints Ross MacNeil as the full time Recreation Director at Grade 8, Base Pay \$56,807.00, pro-rated, effective January 2, 2020, subject to successful completion of all pre- employment testing.

8. **Resolution** that the Town Board authorizes the Highway Department to purchase a lift per the Sourcewell Contract #041719-TER in the not to exceed amount of \$19,500 from Casale Rent-All 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.

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

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.

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|---------|---|--------------|------------|
| DEBIT: | Estimated Revenues | 25-510 | \$1,139.80 |
| | Subsidiary: Home & Community Services | | |
| | | 25-4-2189.00 | \$1,139.80 |
| CREDIT: | Appropriations | 25-960 | \$1,139.80 |
| | Subsidiary: Engineering Contractors Inspections | | |
| | | 25-5-1440.40 | \$1,139.80 |

Information Only: The above was derived from the following breakdown of charges to be paid on December 5, 2019 Abstract for engineering and related fees.

| NAME | AMOUNT |
|------------------|------------|
| Adams Pointe PDD | \$1,139.80 |
| | |
| Total | \$1,139.80 |

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN

