

TOWN BOARD MEETING AGENDA
December 18, 2019

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

PRESENTATION: CELEBRATIONS COMMITTEE

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.

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.

Two Towns One Book Kick-Off Event will be held on January 12 at 12:00 pm at the Clifton Park – Halfmoon Library on 475 Moe Road at 2:00 pm. It will feature noted memoirist, Marion Roach Smith to share her expertise. This year’s winner of the Community Read is a tie for the first time: *Becoming*, by Michelle Obama and *Educated* by Tara Westover. Look for many exciting upcoming events!

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: Meeting will resume on March 26th

Trails & Open Space Committee: 2/18, 4/20, 5/18, 7/20, 9/21, and 11/16, 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 –

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Assessor's, Highway Dept., Grant Department, Animal Control

CORRESPONDENCE

1. Received from the Town Planning Board Resolutions approved at the December 9, 2019 meeting: for Change of Use/Tenant Application for TNT Boat Tops, 929 Hudson River Road, for a Change of Use/Tenant and Sign Application for Infinite Care, 1406C Route 9 and for a Co-Location of Telecommunications Equipment for Cingular Wireless, 204 Brookwood Road,
2. Received from Evolution Construction Services, LLC informing the town that he is going to go in front of the ZBA for a site plan review to build onto 10 Industrial

Park Road, Mechanicville on December 10, 2019 at 7:00 pm at the DPW Building, 4 Industrial Park Road, Mechanicville.

3. **Received** notification that the Board of Commissioners of the Halfmoon Waterford Fire District No. 1 extension+ meeting has been changed to Sunday December 22, 2019 at 8 am for the Halfmoon Waterford Fire District No. 1 of the Towns of Halfmoon and Waterford, County of Saratoga New York, it was previously scheduled for December 23, 2019 at 07:00 p.m. at 315 Middletown Road, Waterford New York
4. **Received** from the grateful friends at Marina Woods, thanking the town for the Thanksgiving Food Baskets that they received.
5. **Received** from Enone Martin, a 50 year resident of Halfmoon, a thank you card to the staff at the highway Department for the peace of mind in knowing that the roads are kept in great shape and wishing them a Merry Christmas.
6. **Received** from Halfmoon – Waterford Fire District # 1, a copy of the Certificate of the Results of the Ballots cast at the Annual Election held on December 10th, 2019 electing Peter Semenza for Commissioner for a five (5) year term commencing January 1, 2020 through December 31, 2024.
7. **Received** from the Saratoga County Water Authority, their Notice of Public Hearing on the SCWA's proposal to increase the water rate by .5% per the subject contract on December 19, 2019, at the Saratoga County Board of Supervisor's meeting room, Bldg. 1, 40 McMaster Street, Ballston Spa, NY.
8. **Received** from the West Crescent Fire District, the a copy of the Certificate of the Results of the Ballots cast at the Annual Election held on December 10th, 2019 electing James Young for Commissioner for a five (5) year term commencing January 1, 2020 through December 31, 2024 and for electing William Bryans for Commissioner for a two (2) year term commencing January 1, 2020 through December 31, 2021.
9. **Received** from the Clifton Park- Halfmoon Fire District # 1, a copy of the Certificate of the Results of Canvass for the Annual Election held on December 10th, 2019 electing Arthur Hunsinger for Commissioner for a five (5) year term commencing January 1, 2020 through December 31, 2024.
10. **Received** from Jim and Karen Bryce, a thank you card to the Halfmoon Character Counts Team in appreciation for the Thanksgiving Food Basket.
11. **Received** from the Halfmoon Fire District # 1, (Hillcrest) a copy of the Certificate of the Results of Canvass for the Annual Election held on December 10th,

2019 electing Mike Root for Commissioner for a five (5) year term commencing January 1, 2020 through December 31, 2024.

12. Received from many of our Senior Express riders and meal recipients, Christmas thank you cards in appreciation for the services throughout the year.

13. Received from Michael J. Ruff, his letter of resignation as a Transfer Station Attendant effective December 20, 2019.

14. Received from NYS Department of Transportation, a letter in response to the April 12, 2019 request for a crosswalk at the signalized intersection of Route 9 and Old Route 146. There have been no pedestrian related crashes in the past 10 years or any pedestrians attempting to cross during their 2 hours of observation, therefore a crosswalk is not warranted at this time.

15. Received from NYS Department of Transportation, a letter in response to the request for a traffic signal at the intersection of Route 146 and Fellows Road and a right turn lane on Eastbound Route 146. The volumes did not meet the warrants and the sight distances were within acceptable ranges, therefore neither requests are warranted at this time.

OLD BUSINESS

1. Resolution that the Town Board awards Bid #10-2019 to Don Brown Bus Sales, Inc., 703 Co Hwy 107, Johnstown, NY for the Senior Transport Bus in the low bid amount of \$60,995 per the review and approval of the Town Attorney.

2. Resolution that the Town Board awards Bid #11-2019 to Nemer CJDR of Saratoga LLC, 617 Maple Ave., Saratoga Springs, for the 2020 Mid-sized SUV for Code Enforcement/Emergency Coordinator in the low bid amount of \$31,500, per the review and approval of the Town Attorney.

NEW BUSINESS

1. Resolution to approve minutes of Town Board Meeting of December 4, 2019 as presented.

2. Resolution that the Town Board approves the Comptroller's Report for the month of October.

3. Resolution that the Town Board amends resolution 324-2019 changing Laura Weeks Grade, Step, and hourly rate from Grade 3-Step 4, \$20.11/hr. to Grade 3-Step 3, \$19.10/hr., subject to the review and approval of the Town Attorney.

4. **Resolution** that the Town Board approves allowing the Director of Water and Building Maintenance to place a 2014 Ford F250 XL Super Duty pick-up truck, a 2014 Ford F-150 pick-up truck, and a 2016 Ford F-250 XL Super Duty pick-up truck owned by the Town of Halfmoon on Auctions International as the vehicles are no longer of use to the Town.
5. **Resolution** for the Town Board to approve entering into a formal Assessment Agreement between the Town of Halfmoon and Malta Land Company, LLC reducing the 2019 assessments for the following parcels: 3A Macoun Drive, parcel number 272.74-1-6.3, reducing the assessment from \$285,900 to \$258,200; 3B Macoun Drive, parcel number 272.74-1-6.2, reducing the assessment from \$246,200 to \$226,800; and no reduction to 3C Macoun Drive, parcel number 272.74-1-6.1; and to authorize the Town Attorney to execute any documents necessary to effectuate the Agreement subject to the review and approval of the Town Attorney.
6. **Resolution** for the Town Board appoints Christopher M. Canova as a temporary part-time Court Officer to the Town Court at Grade 1 Base Pay \$20.61/hr. effective January 2, 2020.
7. **Resolution** for the Town Board appoints Daniel Carpenter as a temporary part-time Court Officer to the Town Court at Grade 1 Base Pay \$20.61/hr. effective January 2, 2020.
8. **Resolution** that the Town Board appoint William Montague as Transfer Station Attendant at Grade 1 Base Pay \$16.59/hr. effective immediately.
9. **Resolution** that the Town Board waive the 30 day waiting period for Glenn PIR Inc., dba Glennpeter Jewelers, 1505 Route 9, application for a NY State Liquor License.
10. **Resolution** that the Town Board authorizes the Water Department to purchase a 2020 Mid-sized SUV from Nemer CJDR of Saratoga, LLC, 617 Maple Ave per bid no. 11 awarded by the Town of Halfmoon in the not to exceed amount of \$31,500 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.
11. **Resolution** that the Town Board authorizes the Supervisor to pay Planet Technologies \$8,785.92 for licensing and associated security programs from Microsoft pursuant to New York State contract PB064AA and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.
12. **Resolution** for the Town Board to approve entering into a Stipulation of Land Value between the Town of Halfmoon and First Garden Development Limited Partnership for 2014, 2015, 2016 and 2017 for parcel numbers #266-1-11, 266-1-12,

272-1-1 and 272-1-3 land value only as detailed in the Stipulation of Land Value chart attached hereto, and to authorize the Town Attorney to execute any documents necessary to effectuate the Stipulation subject to the review and approval of the Town Attorney.

13. **Resolution**, that the Town Board of the Town of Halfmoon hereby authorizes CHA to proceed with additional design efforts and compare the estimated construction costs with available funding for the new section of the Champlain Canalway Trail, comprising approximately 1.4 miles from Upper Newtown Road to State Route 4 & 32, in the not to exceed amount of \$50,000.00 which will be reimbursed by the State of New York and authorizes the Town Supervisor to execute any documents necessary to effectuate this project, subject to the review and approval of the Town Attorney.

14. **Resolution** that the Town Board approves the Comptroller's Report for the month of November.

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

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.

Debit:	Estimated Revenues	25-510	\$5,352
	Subsidiary: 25-4-2189		
	Home & Community Services		\$5,352
Credit:	Appropriations	25-960	\$5,352
	Subsidiary: 25-5-1440.40		
	Engineering Contractors Inspections		\$5,352

Information Only: The above was derived from the following breakdown of charges to be paid on December 19, 2019 Abstract for engineering and related fees.

NAME	AMOUNT
Garden Gate Plaza	\$720.00
Oak Hill Office Building	\$2,832.00
Twin Bridges Sites Plan	\$1,620.00
421 Halfmoon Flex Park PDD	\$180.00
Total	\$5,352.00

The following creation is necessary in the Landfill Post-Closure Care Capital Fund per Resolution #82, February 6, 2019 authorizing CHA to perform annual Environmental Monitoring Services at the Town Landfill site in accordance with NYSDEC approved Post-Closure Monitoring & Maintenance per the operations manual in the not to exceed of \$6,500. This creation will set up one year of funding in Post-Closure Care Capital Fund. Monies from the Post-Closure Care Reserve Fund will fund these expenditures.

DEBIT:	Appropriated Reserves	40-511	\$6,500
CREDIT:	Appropriations	40-960	\$6,500
	Subsidiary: 40-5-8160.20		
	PC Landfill Capital Outlay		\$6,500

A resolution is needed to appropriate the contributions from donations made to the Character Counts Program from the American Legion Auxiliary, End of Summer Bash, Garage Sale, candy sales, Harvest Fest, Thanksgiving and Winter Farmers Market.

DEBIT:	Estimated Revenues	10-510	\$4,395.62
	Subsidiary: 10-4-2705		
	Community Gift Contributions		\$4,395.62
CREDIT:	Appropriations	10-960	\$4,395.62
	Subsidiary: 10-5-7989.41		
	Character Counts – Contractual		\$4,395.62

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN