

**TOWN BOARD MEETING AGENDA**  
July 21, 2021

**TOWN BOARD WORKSHOP – Board Room – 6:15 pm**

**PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE**

**PUBLIC HEARING: MCBRIDE ROAD WATER MAIN EXTENSION**

**PRESENTATION: CRESCENT COMMONS MIXED USE PDD**

**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](http://www.townofhalfmoon-ny.gov).

**HALFMOON FARMERS MARKET** Our 4<sup>th</sup> Season starting May 12<sup>th</sup>, 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](mailto: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](mailto:cphreference@sals.edu) submit your photos and enter to win prizes!

**DRIVE-IN MOVIE NIGHT** July 23<sup>rd</sup> at the Halfmoon Town Park at dusk (8:30 pm) An evening of family fun under the stars!

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

**DRIVE-IN MOVIE NIGHT** August 10<sup>th</sup> at the Halfmoon Town Park at dusk (8:30 pm) An evening of family fun under the stars!

**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.

**TOWN MEETINGS:**

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

**Zoning Board of Appeals: 1<sup>st</sup> 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 –**

**DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Planning Department, Building/Code Enforcement, Highway Department, Animal Control**

**CORRESPONDENCE**

1. **Received** from the Town Planning Board Resolutions approved at the June 28, 2021 meeting: Minor Subdivision and Special Use Permit for the Oakhill Drive Subdivision, 14 & 16 Oakhill Drive.
2. **Received** from NYSEG, notification that they will be working on the electric lines on property Tax Map #273.-1-68.121, Betts Lane/NYS Route 236 in the near future.
3. **Received** from MRK Real Property, LLC their revision to the Crescent Commons Proposed Mixed Use Planned Development District.
4. **Received** from the Town of Waterford, notification of a Public Hearing on August 3, 2021 at 7:00 PM at Waterford Town Hall, 65 Broad Street, on the proposed amendments to the Town Zoning code and the Town Board designation to be Lead Agency pursuant to SEQRA. All interested parties shall be heard.

## **OLD BUSINESS**

## **NEW BUSINESS**

185. **Resolution** to approve minutes of Town Board Meeting of July 07, 2021 as presented.

**Resolution Introduced by Town Clerk Bryan**

186. **Resolution** that the Town Board authorizes the Water Department to purchase Axis Surveillance System from Adirondack Cabling and Security per NYS contract #PT68748 in the not to exceed amount of \$8,947.00 for upgrades at the Water Treatment Plant and at the pump station located at Coons Crossing 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 Director of Water Tironi**

187. **Resolution** that the Town Board authorizes the Town Supervisor to execute the documentation necessary to effectuate the preventative maintenance on parts of Smith Road, Johnson Road, Prun Hill Road and Vosburg Road by Riberty Construction Corporation to continue to effectively and efficiently distribute potable water to the residents of the Town of Halfmoon in the not to exceed amount of \$89,600 and that the competitive bidding policy as set forth in §VII(H) of the Town of Halfmoon Employee Manual shall be waived in compliance with the Town Board authorized exceptions as set forth in §VII(H) in that the above does not lend itself to procurement through solicitation based upon the special technical skill, training

and knowledge of the Town's existing water distribution system. This Resolution shall take effect immediately.

**Resolution Introduced by Director of Water Tironi**

**188. Resolution** that the Town Board authorizes the Town Supervisor to execute the documentation necessary to effectuate the refurbishment of the existing PRU Pit on NYS Route 236 by Engineered Solutions Midwest Inc. to continue to effectively and efficiently distribute potable water to the residents of the Town of Halfmoon in the not to exceed amount of \$31,699.70 and that the competitive bidding policy as set forth in §VII(H) of the Town of Halfmoon Employee Manual shall be waived in compliance with the Town Board authorized exceptions as set forth in §VII(H) in that the above constitutes a procurement for which there is no possibility of competition. This Resolution shall take effect immediately.

**Resolution Introduced by Director of Water Tironi**

**189. Resolution** that the Town Supervisor may execute the documentation necessary to effectuate the purchase of the meter reading equipment, software updates and three year Service Agreement regarding Neptune Technology Group Inc. from Ti Sales Inc. to continue to effectively and efficiently distribute potable water to the residents of the Town of Halfmoon in the not to exceed amount of \$26,166.30 and that the competitive bidding policy as set forth in §VII(H) of the Town of Halfmoon Employee Manual shall be waived in compliance with the Town Board authorized exceptions as set forth in §VII(H) in that the above constitutes a procurement for which there is no possibility of competition. This Resolution shall take effect immediately.

**Resolution Introduced by Director of Water Tironi**

**190. Resolution** that the Town Board authorizes the Water Department to purchase a ditch witch vacuum unit model #HX50, trailer mounted from Charles Machine Works per Sourcewell contract #012418-CMW in the not to exceed amount of \$79,311.24 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 Director of Water Tironi**

**191. Resolution** that the Town Board hereby appoints Matthew Ayotte as full time MEO at the Highway Department at Grade 5 Base Pay \$22.39/hr. effective July 28, 2021 subject to the successful completion of pre-employment testing.

**Resolution Introduced by Superintendent of Highways Bryans**

192. **Resolution** that the Town Board approves the Comptroller's Report for the month of June, 2021 as presented.

**Resolution Introduced by Comptroller Hatter**

193. **Resolution** that the Town Board authorizes the renewal of the Mobile Home Park Licenses for the 2012-2022 licensing year, per the inspection and approval of the Coordinator of Building, Planning & Development as follows: Vosburgh MHP, Springbrook, MHP, Crescent City MHP, Halfmoon Heights, and Smith Road MHP.

**Resolution Introduced by Coordinator of Building, Planning & Development Harris**

194. **Resolution** that the Town Board authorizes the Supervisor to enter into a Contract with Mark Rust to provide a camp show on August 2, 2021, at the Town Park Stage for the Recreation Department, to be paid \$550.00 and to authorize the Supervisor to execute any documents necessary to effectuate the Contract, subject to the review and approval of the Town Attorney.

**Resolution Introduced by Recreation Director MacNeil**

195. **Resolution** that the Town Board authorizes the Supervisor to execute any documents associated with the request for monies from Saratoga County, said funds to be utilized for improvements and paving at Crescent Park, and authorize the Town Supervisor to sign any necessary documentation, subject to the review and approval of the Town Attorney.

**Resolution Introduced by Supervisor of Buildings and Grounds Maiello**

196. **Resolution** that the Town Board authorizes the Supervisor to execute any documents associated with the request for monies from Walmart, said funds to be utilized for the betterment of the community, subject to the review and approval of the Town Attorney.

**Resolution Introduced by Comptroller Hatter**

197. **Resolution** that the Town Board authorizes a cash advance from the Consolidated Water District to the Button Road Water Storage Tank and Water Main Extension Capital Project up to the amount of \$200,000 to be repaid upon receipt of proceeds from the sale of bonds for the project, subject to the review and approval of the Town Attorney.

**Resolution Introduced by Comptroller Hatter**

198. **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 | \$12,716.94 |
|         | Subsidiary: Home & Community Services           |        |             |
|         | 25-4-2189.00                                    |        | \$12,716.94 |
| CREDIT: | Appropriations                                  | 25-960 | \$12,716.94 |
|         | Subsidiary: Engineering Contractors Inspections |        |             |
|         | 25-5-1440.40                                    |        | \$12,716.94 |

Information Only: The above was derived from the following breakdown of charges to be paid on July 22, 2021 Abstract for engineering and related fees.

| NAME                           | AMOUNT      |
|--------------------------------|-------------|
| 5 Rexford Way                  | \$660.00    |
| 22 Corporate Drive             | \$82.50     |
| Hanks Hollow Subdivision       | \$1,495.00  |
| Tabor Road Warehouse           | \$430.00    |
| Shops of Halfmoon Drive Thur   | \$1,485.00  |
| Creekview Estates Inspection   | \$1,748.08  |
| Plant Road PDD                 | \$5,796.36  |
| Halfmoon Village/Yacht Krauses | \$360.00    |
| Summit at Halfmoon PDD         | \$660.00    |
| Total                          | \$12,716.94 |

A resolution is necessary to create the project budgetary accounts within the Capital Projects Fund for the Button Road Water Storage Tank & Water Main Extension. To meet the storage needs for the southern pressure zone the Town seeks to construct a new 1.0-mg elevated water storage tank and an approximately 5,400 linear foot water main extension on Button Road and Lower Newtown Road for connection into the existing distribution system at Hayner Road.

|         |   |        |             |
|---------|---|--------|-------------|
| DEBIT:  | Estimated Revenues  | 35-510 | \$6,208,000 |
|         | Subsidiary: Serial Bonds  |        |             |
|         | 35-4-5710.00  |        | \$6,208,000 |
| CREDIT: | Appropriations  | 35-960 | \$6,208,000 |
|         | Subsidiary:   |        |             |
|         | Transmission & Distribution-Button Road Storage Tank & Water Main Extension |        |             |
|         | 35-5-8340.23  |        | \$6,208,000 |

A resolution is necessary to create the project budgetary accounts within the Capital Projects Fund for the Lower Newtown Road Water Main Extension. The project will improve system hydraulics, increase redundancy and provide alternate directions of flow in the event of shutdowns or breaks in the Town's water distribution system by extending approximately 8,600 linear feet of 12-inch diameter pipe on Lower Newtown Road between the existing 24-inch main at the Old Champlain Canal and proposed water main at the north end of Button Road.

|        |                                 |        |             |
|--------|---------------------------------|--------|-------------|
| DEBIT: | Estimated Revenues              | 35-510 | \$2,575,000 |
|        | Subsidiary: Interfund Transfers |        |             |
|        | 35-4-5031                       |        | \$2,575,000 |

|         |  |        |             |
|---------|--|--------|-------------|
| CREDIT: | Appropriations   | 35-960 | \$2,575,000 |
|         | Subsidiary:  |        |             |
|         | Transmission & Distribution- Lower Newtown Road Water Main Extension |        |             |
|         | 35-5-8340.22   |        | \$2,575,000 |

Create budgetary accounts from Town of Halfmoon Water Fund:

|         |  |        |             |
|---------|--|--------|-------------|
| DEBIT:  | Unappropriated Fund Balance              | 30-911 | \$2,575,000 |
| CREDIT: | Appropriations                           | 30-960 | \$2,575,000 |
|         | Subsidiary: Transfer to Capital Projects |        |             |
|         | 30-5-9950.90                             |        | \$2,575,000 |

**PUBLIC COMMENT (for discussion of non-agenda items)**

**ADJOURN**

