

TOWN BOARD MEETING AGENDA
March 18, 2020

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.

2020 Summer Camp Program Resident registration dates are to be determined. Registration will occur online and via US Mail.

Spring Cleanup Dates for Town Residents: April 14, 17, 18, 21, 24, and 25. Tues. 8am- Noon, Fri. Noon-5pm and Sat. 8am-3pm. Fees are as follows: \$5 per car load, \$10 per truck or van load, \$10 per trailer load, U-Haul type vehicles will be charged accordingly and regular household garbage will be charged the normal rate.

Paper Shredding Date: 3M Document Destruction will be held on Saturday, May 2nd from 9am-11am at the Transfer Station, 322 Route146. Residents are encouraged to bring a maximum of 3 bags/boxes to shred. There is no cost for shredding, but you are asked to bring at least one canned item per bag/box for donation to a local food pantry.

TOWN MEETINGS:

Town Board Meetings: 1st & 3rd Wednesday of month at 7:00 pm. Pre-meeting at 6:30 pm

Board of Assessment Review: 4th Tuesday in May

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

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) Highway Department, Animal Control

CORRESPONDENCE

- 1. Received** from the Town Planning Board Resolutions approved at the March 9, 2020 meeting: Change of Use/Tenant Applications for Window Genie, 21 Solar Drive and for T&T Carfinder LLC, 461 Route 146.
- 2. Received** from the Clifton Park-Halfmoon Memorial Post No. 1498, a letter of thanks to Supervisor Tollisen for his intervention with Walmart permitting the VFW to carry out their twice yearly Poppy Drive.
- 3. Received** from NYS Department of EnCon a Notice of Complete Application to Abele Builders, Inc. for the Abele-Betts Farm on Betts Lane, Halfmoon for Clean Water Act Water Quality Certification.

OLD BUSINESS

NEW BUSINESS

124. **Resolution** to approve minutes of Town Board Meeting of March 4, 2020 as presented.

Resolution introduced by Town Clerk Bryan

125. **Resolution** to approve minutes of the Special Town Board Meeting of March 15, 2020 as presented.

Resolution introduced by Town Clerk Bryan

126. **Resolution** that the Town Board authorizes the Supervisor of Buildings & Grounds to hire up to 6 seasonal parks laborers for the 2020 season starting April 1, 2020 through September 30, 2020, per the review and approval of the Town Supervisor.

Resolution introduced by Buildings & Grounds Supervisor Maiello

127. **Resolution** that the Town Board hereby authorizes the Supervisor of Buildings & Grounds to place a 2013 Toro Z3000 Zero Turn Mower currently owned by the Town of Halfmoon on Auctions International as it is no longer of use to the Town; and that the Town Clerk shall update both the Town's Asset Inventory list and insurance coverage.

Resolution introduced by Supervisor of Buildings & Grounds Maiello

128. **Resolution** that the Town Board approves the proposal from Amsure Insurance for the Town insurance coverage from carrier New York Municipal Insurance Reciprocal, for all coverage (Property, General Liability, Auto, Public Officials, etc.) in the amount of \$143,206.49 for the renewal period of March 1, 2020 through March 1, 2021, subject to review and approval of the Town Attorney.

Resolution introduced by Town Clerk Bryan

129. **Resolution** authorizing the Highway Superintendent to apply for eligibility to utilize the Office of General Services Federal Surplus Property Program, subject to the review and approval of the Town Attorney.

Resolution introduced by Highway Superintendent Pingelski

130. **Resolution** that the Town Board hereby appoints Mike Ruff as a part time Laborer at the Transfer Station at Grade 2 Step 5 Pay \$18.78/hr.

Resolution introduced by Highway Superintendent Pingelski

131. **Resolution** that the Town Board authorizes the Supervisor to execute any documents necessary to effectuate the receipt of the \$10,000 awarded by Saratoga County for the rehabilitation of the Crescent Park Trail consisting of resurfacing the existing stone dust surface with asphalt, subject to the review and approval of the Town Attorney.

Resolution introduced by Supervisor Tollisen

132. Resolution that the Town Board authorizes the Supervisor to sign the contract with EMTech, Energy Management Technologies, for semi-annual testing, inspections, technical support and software services/upgrades for the Building Automation System (BAS) for a term of three years with a not to exceed amount of \$2,535.00 for year one, \$2,535.00 for year two, and \$2,690.00 for year three, per the review and approval of the Town Attorney.

Resolution introduced by Personal Computer Tech Mikol

133. Resolution that the Town Board approves the Bond Resolution authorizing the financing of improvements and other costs related to the construction and extension of water infrastructure for the Old Champlain Canal water main extension in the amount of \$3,000,000.00.

Resolution introduced by Supervisor Tollisen

134. Resolution that the Town Board appoints Jay Trombley as a part time Guard at Grade 6 Step 1 at \$21.03/hr. effective immediately.

Resolution introduced by Judge Fodera

135. Resolution that the Town Board appoints Alissa Mastropietro as a part time Court Guard at Grade 6 Base Pay \$20.61/hr. effective immediately.

Resolution introduced by Judge Fodera

136. Resolution that the Town Board authorizes payment to Francis & Company in the not to exceed amount of \$3,621.58 for First Garden Development Limited Partnership (Halfmoon Heights MHP) for analysis of appraisal and supporting documents, pretrial preparation, trial testimony and any related services on a time plus expense basis at the rate of \$175 per hour, \$1,400 per day or fraction thereof for testimony, plus out of pocket expenses at cost including mileage at \$0.55 per mile. The invoices for these services shall be divided equally between the Town of Halfmoon and the Shenendehowa Central School District.

Resolution introduced by Supervisor Tollisen

137. Resolution that the Town Board authorizes payment to Francis & Company in the not to exceed amount of \$3,000 for Kogstat Family Limited Partnership (Vosburgh MHP) for analysis of appraisal and supporting documents, pretrial preparation, trial testimony and any related services on a time plus expense basis at the rate of \$175 per hour, \$1,400 per day or fraction thereof for testimony, plus out of pocket expenses at cost including mileage at \$0.55 per mile. The invoices for these services shall be divided equally between the Town of Halfmoon and the Shenendehowa Central School District.

Resolution introduced by Supervisor Tollisen

138. Resolution that the Town Board hereby modifies the Town of Halfmoon Employee Manual relating to compensation and use of accruals to comply with Executive Order No. 202.4 issued in accordance with Executive Order No. 202 Declaring a Disaster Emergency in the State of New York, subject to the review and approval of the Town Attorney. The Board further grants the Town Supervisor the authority to make modifications to the employee manual as necessary to comply with the Executive Orders of the Governor of the State of New York.

Resolution introduced by Supervisor Tollisen

139. Resolution that the Town Board authorizes the Comptroller to make the attached Creations 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	\$7,936
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$7,936
CREDIT:	Appropriations	25-960	\$7,936
	Subsidiary: Engineering Contractors Inspections		
		25-5-1440.40	\$7,936

Information Only: The above was derived from the following breakdown of charges to be paid on March 26, 2020 Abstract for engineering and related fees.

NAME	AMOUNT
Betts Farm	\$1,080.00
Brookwood Subdivision PH II	\$3,076.00
Creek View Estates	\$720.00
Frank Warehouse	\$540.00
Garden Gate Plaza	\$900.00
Woodloch Residential	\$1,620.00
Total	\$7,936.00

2019 Creation:

A resolution is necessary to close the budgetary accounts for the Crescent Park/Terminal Road- Car Top Boat Launch project. This project was funded by the NYS Canal Corporation 2015 CFA Canalway Grant Program in the amount of \$100,000 and matched by the Town with Recreation Fees held in the Special Revenue Fund. The final project budget was \$198,927.80 with a cost to the Town in the amount of \$99,463.89. The project extended the Crescent Park Trail, regraded the existing gravel parking area, constructed 11 paved parking spaces (including 2 ADA spots), installed a floating ADA accessible commercial kayak launch and completed other site improvements.

DEBIT:	Appropriations	35-960	\$200,000
	Subsidiary: Spec Rec Facilities-Boat Launch		
		35-5-7180.20	\$200,000
CREDIT:	Estimated Revenues	35-510	\$200,000
	Subsidiary: Interfund Transfers		
		35-4-5031.00	\$100,000
		Culture & Recreation, Capital Projects-Grant	
		35-4-3897.00	\$100,000

2019 Creation:

A resolution is necessary to close the budgetary accounts for the Waterfront Connection Railroad Crossing project. The original project scope was scaled back due to increased costs by the railroad since project inception. The project was funded by a Saratoga County grant in the amount of \$11,250 and with Recreation Fees held in the Special Revenue Fund in the amount of \$6,482.05 for a total project cost of \$17,732.05. The project extended pavement of trail to the ROW, installed culvert pipe, installed ADA pads to crosswalks, installed signs and pavement markings to form a crosswalk.

DEBIT:	Appropriations	35-960	\$102,045
	Subsidiary: Culture & Recreation- Trails		
		35-5-7150.21	\$102,045
CREDIT:	Estimated Revenues	35-510	\$102,045
	Subsidiary: Interfund transfers		
		35-4-5031.00	\$90,795
		Capital Projects, Other Governments-Grant	
		35-4-2397.00	\$11,250

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN

