

TOWN BOARD MEETING AGENDA
May 5, 2021

TOWN BOARD WORKSHOP – Board Room – 6:15 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

PRESENTATION: DR. ROBINSON – SHEN SCHOOL BUDGET

PUBLIC HEARING: FOREST LANE APARTMENTS PDD AMENDMENT

PRESENTATION: SUMMIT OF HALFMOON - SENIOR LIVING FACILITY PDD AMENDMENT

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.

2021 SUMMER CAMP Halfmoon Summer Recreation Resident Registration Dates: Mail or In-office registration will begin May 3rd by appointment only. For more information, contact Ross MacNeil, Recreation Director at 518-371-7410 ext. 2274.

HALFMOON FARMERS MARKET Our 4th Season starting May 12th, 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

BLOOD DRIVE Tuesday, May 18, 2021 from 1:00 pm to 6:00 pm at Halfmoon Town Hall. To schedule an appointment please call 1-800- RED CROSS or visit redcrossblood.org and use sponsor code HALFMOONTOWNHALL

TOWN MEETINGS:

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

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 –

1. Senior Express Total # Rides – 385 Total # Meals – 490
2. Town Clerk Total Fees Submitted to the Supervisor - \$16,970.15
3. Building Permits
Total # Permits – 96 Total Fees Submitted to the Supervisor - \$26,264.00
4. Fire Inspections
Total # Inspections – 31 Total Fees Submitted to the Supervisor - \$2,795.00

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk’s Office) Highway Department, Grant Department, Town Clerk Office, Receiver of Taxes, Buildings & Grounds Department

CORRESPONDENCE

1. **Received** from the Town Planning Board Resolutions approved at the April 26, 2021 meeting: Sign Applications for Trader Joe’s, 3 Halfmoon Crossing, for Rise, 1675 Route 9, J.S. Watkins Plaza, for Change of Use/Tenant Applications for Fisher and Thompson, Inc. 45 Route 146, for Before U Trade, 1650 Route 9, Suite A, for Capital Asphalt, LLC, 21 Solar Drive, for Keystone Novelties Distributors, 1516 Route 9, for Phantom Fireworks, 1525 Route 9, for a Home Occupation for Jen’s Hen’s, Odds & Ends, 57 Canal Road, for Renewal of an Addition to Site Plan Application for McDonalds, 1487 Route 9, for a Positive Recommendation for a Proposed Amendment to the Boyajian Planned Development District (PDD), to allow the Summit at Halfmoon Senior Residential Project, 1620 Route 9 & 29 Sitterly Road, for Preliminary Approval of Brookwood Farms Phase II, Brookwood and Devitt Roads and DENIAL of Minor Subdivision (Lot Line Adjustment) & Special Use Permit Applications, 14 &16 Oakhill Drive.
2. **Received** from Theresa Mincher, A thank you letter for the Senior Express services and to the drivers on the Senior Express for their kindness along with a very nice donation.
3. **Received** from Jo-Ann Gentiluomo, a thank you card to Supervisor Tollisen and staff for helping her out during the winter.
4. **Received** from Christine M. Phillips, her retirement letter from her position of 28 years as Clerk to the Justice for the Town of Halfmoon, effective May 25, 2021.
5. **Received** from Shenendehowa Central Schools, a copy of their 2021-22 School Budget and available for review in the Town Clerk’s Office.
6. **Received** from the Town of Halfmoon, the Annual Financial Report for the fiscal year ending December 31, 2020 and available for review in the Town Clerk’s Office.
7. **Received** from the Clifton Park – Halfmoon Library, the Annual Financial Report for 2020 and available for review in the Town Clerk’s Office.
8. **Received** from NYS Department of Transportation, a copy of the letter sent to Congressman Paul Tonko with regard to the Route 236/Guideboard Road Intersection Improvements in the Town of Halfmoon. They state that the project

meets the eligibility requirements and it is currently on the Transportation Improvement Program (TIP), or will be added shortly after the funds are awarded.

9. **Received**, notice from NYS Department of Public Services Commission of a virtual public statement hearing on May 12, 2021 to solicit input and comments from the community regarding the two proposals filed by the Department of Public Service Staff in the Gas System Planning Process Proposal and the Moratorium Management Proposal.

OLD BUSINESS

113. **Resolution** that the Town Board approves the resolution prohibiting smoking as defined in New York State Public Health Law Article 13-E on any Town owned properties and to authorize the Supervisor of Buildings and Grounds to purchase and post signs as needed on Town property that was TABLED at the April 21, 2021 Town Board meeting.

Resolution Introduced by Supervisor Tollisen

NEW BUSINESS

128. **Resolution** to approve minutes of Town Board Meeting of April 21, 2021 as presented.

Resolution Introduced by Town Clerk Bryan

129. **Resolution** authorizing the Supervisor, the Highway Superintendent, and the Town Board to execute the 284 Agreement between the Highway Superintendent and the Town Board authorizing the expenditure of Highway monies, subject to the review and approval of the Town Attorney.

Resolution Introduced by Highway Superintendent Bryans

130. **Resolution** that the Town Board authorizes the Highway Department to enter into a contract with Precision Industrial Maintenance, Inc. for CIPP lining of 84' LF of 48" pipe, on Crew Road in the not to exceed amount of \$39,900.00 utilizing the Onondaga County bid reference #8714 and Onondaga County Contract #3089, and to authorize the Highway Superintendent to execute any necessary documentation necessary to effectuate the repairs detailed in the contract, subject to the review and approval of the Town Attorney.

Resolution Introduced by Highway Superintendent Bryans

131. **Resolution** that the Town Board appoints Jon Korniak as a full time MEO at the Water Department at Grade 5 Base Pay \$22.39/hr. effective May 8, 2021.

Resolution Introduced by Director of Water Tironi

132. Resolution amending Resolution No. 28-2021 as it relates to Planning & Zoning-Related Application fees as it relates to Site Plan fees clarifying that for multi-family projects there will be a fee of \$205.00 charged per unit, subject to the review and approval of the Town Attorney.

Resolution Introduced by Building, Planning Development Coordinator Harris

133. Resolution amending Resolution No. 28-2021 as it relates to Commercial Building Permit fees for tents/special event to reduce the fee to \$100.00 for tents requiring an inspection, subject to the review and approval of the Town Attorney.

Resolution Introduced by Building, Planning Development Coordinator Harris

134. Resolution that the Town Board approves the Comptroller's Report for the month of March, 2021.

Resolution Introduced by Comptroller Hatter

135. Resolution that the Town Board hereby authorizes the Supervisor of Buildings & Grounds to accept the donation of a buoy from the 1950's from Francis Fortin, to arrange for the transportation of the buoy, and the restoration of the buoy, subject to the review and approval of the Town Attorney.

Resolution Introduced by Supervisor of Building's & Grounds Maiello

136. 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	\$24,957.58
	Subsidiary: Home & Community Services		
	25-4-2189.00		\$24,957.58
CREDIT:	Appropriations	25-960	\$24,957.58
	Subsidiary: Engineering Contractors Inspections		
	25-5-1440.40		\$24,957.58

Information Only: The above was derived from the following breakdown of charges to be paid on May 13, 2021 Abstract for engineering and related fees.

NAME	AMOUNT
Betts Farm PDD	\$810.00

Creekview Estates Inspection	\$13,494.72
Glen Meadow PDD	\$1,224.00
Pinebrook Hills Construction	\$9,158.86
Plant Road PDD	\$270.00
Total	\$24,957.58

A resolution is necessary to amend Resolution No. 96-2021, approved March 17, 2021 to accurately reflect the agreement amount of \$6,646 approved by resolution 87-2021, approved March 3, 2021 for site lighting system at the Halfmoon Town Park. Original creation was in the amount of \$5,566 and additional appropriations in the amount of \$1,080 are needed in the Special Revenue Fund from Recreation Fees for this project.

DEBIT:	Unappropriated Fund Balance	25-599	\$1,080.00
CREDIT:	Appropriations	25-960	\$1,080.00
	Subsidiary: Parks		
	25-5-7110.20		\$1,080.00

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN

