

TOWN BOARD MEETING AGENDA
November 17, 2021

TOWN BOARD WORKSHOP – Board Room – 6:15 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.

HALFMOON FARMERS MARKET: Every Wednesday from 3:00 pm – 6 pm inside the Halfmoon Town Hall. There are many vendors participating. Stop by and support our local vendors.

SONS OF THE AMERICAN LEGION SQUADRON 1450, 275 Groom Road
BREAKFAST BUFFET on Sunday, November 21, 2021 from 8am-11:30am. Adults \$10.00 and Children under 12 are \$3.00

LETTERS TO SANTA: December 1st through 15th. Santa’s Mailbox will be located outside the front door of the Town Hall. Please remember to include a self-stamped legal sized envelope and receive a response from Jolly Old Saint Nick! For more information contact Ross Mac Neil at rmacneil@townofhalfmoon.org.

JINGLE BELL BASH WITH MARKETPLACE ON CANDY CANE LANE: Saturday, December 04, 2021 at the Town Complex from 3:00pm – 7:00pm.

HAM DINNER TAKE OUT: Saturday, December 4th from 4:00 – 6:00pm for \$10.00 at the Senior Center. For more information contact the Ross MacNeil at the Recreation Department at rmacneil@townofhalfmoon.org.

MEMORIAL TREE LIGHTING CEREMONY: at the Abele Memorial Park Sunday December 5, 2021 from 5:00pm – 7:00pm. A time to remember our loved ones.

OUTDOOR HOLIDAY HOME DECORATING CONTEST: More information to come.

AN EVENING WITH MRS. CLAUS: December 17 at 6:00 p.m. at the Halfmoon Town Hall. Join Mrs. Claus for stories with cookies and milk. For more information, please contact the Halfmoon Celebrations Association at halfmooncelebrations@gmail.com.

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. **Town Justice Suchocki**
Total # Cases – 122 Total Fees Submitted to the Supervisor - \$17,366

2. **Town Justice Fodera**
Total # Cases – 123 Total Fees Submitted to the Supervisor - \$16,219

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk’s Office) Planning Department, Building/Code Enforcement, Receiver of Taxes

CORRESPONDENCE

1. **Received** from the Town Planning Board Resolutions approved at the November 8, 2021 meeting: Sign Applications for GT Toyz, 1537 Route 9, for Eastpointe Subdivision, 1 Bradley Circle and for McDonalds, 1487 Route 9, for a Site Plan Application for LS Power Grid, 13 Corporate Drive, Regarding Final Subdivision Approval for the Mott Orchard Residential Planned District Development (PDD), 165 Farm to Market Road, Approval of a Minor Subdivision for Troy Top Soil Subdivision, Lower Newtown Road & Hudson River Road, Approval of a Minor Subdivision for 35 Woodin Road.

2. **Received** from the West Crescent Fire District, their Budget Summary for the year 2022.

3. **Received** from Joseph Le Brou, a thank you note and generous donation to the Senior Express for their help with rides through a difficult year.

4. **Received** from the State of New York, Department of State, notification that Local Law #4-2021, amending Town Code to add regulations relating to the installation and operations of Generators, was filed in their office on October 28, 2021.

5. **Received** from the Halfmoon – Waterford Fire District #1, notification that their Annual Election will take place on Tuesday, December 14, 2021 between the hours of 6:00 pm and 9:00 pm at the fire station located at 315 Middletown Road.

6. **Received** from the Halfmoon Fire District #1 (Hillcrest), notification that their Annual Election will take place on Tuesday, December 14, 2021 between the hours of 6:00 pm and 9:00 pm at the fire station located at 145 Pruyn Hill Road.

OLD BUSINESS

295. Resolution that the Preliminary Budget as presented and is hereby adopted as the 2022 Budget for the Town of Halfmoon.

NEW BUSINESS

296. Resolution to approve minutes of Town Board Meeting of the November 3, 2021 as presented.

Resolution Introduced by Town Clerk Bryan

297. Resolution that the Town Board authorizes the Director of the Information Technology Department to have a credit card issued in his or her name to pay for costs associated with the information and technology, with prior written approval of the Town Supervisor and to authorize the Supervisor to execute the documentation necessary to issue a town purchase.

Resolution Introduced by Personal Computer Technician Mikol

298. Resolution that the Town Board of the Town of Halfmoon, hereby establishes the following as standard work days for the Receiver of Taxes Dana Cunniff and will report the following days worked to the New York State and Local Employee's Retirement System based on the time keeping system records or the record of activities maintained and submitted by those officials to the clerk of this body.

Resolution Introduced by Comptroller Hatter

299. Resolution that the Town Board authorizes DeJanna Equipment to make the repairs to a town plow truck in the not to exceed amount of \$11,921.80, and that DeJanna Equipment being the only Tenco dealership in the area and therefore 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, and authorizes Town Supervisor to execute the documentation necessary to effectuate the repair of the plow truck.

Resolution Introduced by Superintendent of Highways Bryans

300. Resolution that the Town Board approves the Comptroller's Report for the month of October, 2021 as presented.

Resolution Introduced by Comptroller Hatter

301. Resolution that the Town Board authorizes the purchase of Citrix software from Dell Technologies in the not to exceed amount of \$4,518.42 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 Personal Computer Technician Mikol

302. Resolution that the Town Board authorizes the Supervisor to enter into an Intermunicipal Agreement with the Town of Clifton Park to provide mutual assistance in maintaining the roads during the 2021-2022 snow season to ease the difficulties created by the temporary bridge currently in place on Sitterly Road, subject to the review and approval of the Town Attorney.

Resolution Introduced by Superintendent of Highways Bryans

303. 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	\$359.04
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$359.04
CREDIT:	Appropriations	25-960	\$359.04
	Subsidiary: Engineering Contractors Inspections		
		25-5-1440.40	\$359.04

Information Only: The above was derived from the following breakdown of charges to be paid on November 24, 2021 Abstract for engineering and related fees.

NAME	AMOUNT
Windsor Woods	\$359.04
Total	\$359.04

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN

