

**TOWN BOARD MEETING AGENDA**  
**September 15, 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](http://www.townofhalfmoon-ny.gov).

**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.

**HARVEST FESTIVAL AT THE HALFMOON TOWN PARK:** Saturday, September 25<sup>th</sup> from 12:00pm to 4:00pm. Fall fun for the entire family!

**COUNTYWIDE MUSEUM OPEN HOUSE:** Saturday & Sunday September 25<sup>th</sup> & 26<sup>th</sup> from 12:00 to 5:00 pm. All museums in the County will be open including the Halfmoon Historical Society. Stop by and see 8 displays of Halfmoon History!

**HAZARDESS WASTE DAY:** September 25<sup>th</sup> from 8:00 am -2:00 pm at 22 Ray Road, near the Clifton Park Transfer Station. You must register with Clifton Park by September 22. Forms are available at the Town Clerk’s Office or go to [www.cliftonpark.org](http://www.cliftonpark.org) you may call 518- 371- 6651 for more information.

**CLIFTON PARK – HALFMOON LIBRARY BUDGET VOTE:** Thursday, September 23<sup>rd</sup> from 7:00 am – 9:00 pm at 475 Moe Road, Clifton Park.

**BLOOD DRIVE – HALFMOON TOWN HALL:** Thursday October 7, 2021 from 1:00 pm – 6:00 pm in the A. James Bold Meeting Room. To schedule an appointment call 1-800-RED-CROSS or visit [redcrossblood.org](http://redcrossblood.org) and use sponsor code HALFMOONTOWNHALL.

**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 –**

**1. Building Permits**

**Total # Permits – 36      Total Fees Submitted to the Supervisor - \$17,127.00**

**2. Fire Inspections**

**Total # Inspections – 33      Total Fees Submitted to the Supervisor - \$2,425**

**3. Town Justice Suchocki**

**Total # Cases – 139      Total Fees Submitted to the Supervisor - \$21,207.50**

**4. Town Justice Fodera**

**Total # Cases – 148      Total Fees Submitted to the Supervisor - \$21,831.00**

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

**CORRESPONDENCE**

**1. Received** from the NYS Department of Environmental Conservation the Notice of Complete Application for the permit submitted by Troy Topsoil and Aggregates for an expansion of the existing Troy Top Soil Co. Inc. mine located on Hudson river Road.

**2. Received** from the Clifton Park – Halfmoon Library their Notice of Election on September 23, 2021 from 7:00am until 9:00 pm at the library located at 475 Moe Road, voting on the Budget and Election of Trustees.

**3. Received** from CAPTAIN, a letter of thanks to the Town of Halfmoon for the generous donations of items for CAPTAIN's Emergency Food Pantry and Karyl's Kupboard. It is greatly appreciated.

**NEW BUSINESS**

**240. Resolution** to approve minutes of Town Board Meeting of September 01, 2021 as presented.

**Resolution Introduced by Town Clerk Bryan**

**241. Resolution** authorizing the Supervisor to enter into an agreement with MJ Engineering and Land Surveying, P.C. for the McBride Road Water Main Extension in the not to exceed amount of sixty eight thousand nine hundred dollars (\$68,900.00) and to authorize the Supervisor to sign the agreement dated June 22, 2021, and any documentation necessary to complete the work, subject to the review and approval of the Town Attorney.

**Resolution Introduced by Superintendent of Water Tironi**

**242. Resolution** that the Town Board, pursuant to §166-941 of the Code of the Town of Halfmoon, hereby determines that due to a delay in the availability of the actual poles for the traffic signal, a Certificate of Occupancy may be issued without

the completion of the traffic signal so long as adequate means of traffic control are imposed until delivery of the poles, as this is a reasonable and minor modification, and hereby approves same, subject review and approval of the Town Attorney.

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

**243. Resolution** that the Town Board authorizes the Supervisor to enter into an Agreement with Abele Builders, Inc. to provide potable water to the Betts Planned Development Agreement and to authorize the Supervisor to execute any documents to enter into the Agreement, subject to the review and approval of the Town Attorney.

**Resolution Introduced by Director of Water Tironi**

**244. Resolution** that the Town Board hereby authorizes the Supervisor to enter into an agreement with Tyler Technologies to provide Neptune 360 meter reading equipment and associated support and software in the not to exceed amount of \$6,770.00 and further authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

**Resolution Introduced by Director of Water Tironi**

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

**Resolution Introduced by Comptroller Hatter**

**246. Resolution** that the Town Board hereby approves extending the Kensington at Halfmoon Phase II Planned Development District for an additional one year period, to commence development by September 21, 2022.

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

**247. Resolution** that the Town Board hereby agrees to act as project sponsor on behalf of Sysco in their application for funds from NYSDOT pursuant to the CMAQ program, funds to be utilized to convert their food distribution vehicles to zero emissions vehicles, at no cost to the Town, subject to the review and approval of the Town Attorney.

**Resolution Introduced by Supervisor Tollisen**

**248. Resolution** to accept for Road Dedication Wheatfield Way, Dutch Lane and Paper Street, in the Pinebrook Hills PDD. The standards as set by the Town of Halfmoon Roadway Dedication Procedure have been satisfied, with minor conditions. The required documents will be finalized and executed by the Town Attorney. The Town shall not issue certificates of occupancy or maintain, plow or otherwise care for the roads until proof of recording of the documents with the County Clerk's office are received.

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

**249. Resolution** that the Town Board hereby hires James T. Williams, Sr. as a part time Cleaner to work less than 30 hours per week, Grade 1 Step Base Pay \$16.81/hr., subject to successful completion of pre-employment testing.

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

**250. Resolution** that the Town Board of the Town of Halfmoon hereby awards the bid for the repairs necessary for the Town Highway Garage to Machnick Builders, Ltd. in the not to exceed amount of \$46,500.00 and authorizes the Supervisor to execute any and all necessary documents to proceed with this project, subject to the review and approval of the Town Attorney.

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

**251. Resolution** that the Town Board of the Town of Halfmoon hereby awards the bid for the purchase of a 2022 Senior Transport Bus with a capacity of 12 passenger seats and 2 wheelchairs plus the driver to Don Brown Bus Sales, Inc. in the amount of \$72,030.00, and authorizes the Supervisor to execute any and all necessary documents to proceed with this purchase, subject to the review and approval of the Town Attorney.

**Resolution Introduced by Town Clerk Bryan**

**252. 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 September 16, 2021 Abstract for engineering and related fees.

NAME	AMOUNT
Paar Estates	\$359.04
Total	\$359.04

A resolution is necessary to create the project budgetary accounts within the Capital Projects Fund for the Hayner Road Water Main Extension. The project will improve system hydraulics and increase redundancy by installing new ductile iron pipe (DIP) between the existing water mains to complete a loop on Hayner Road between Route 236 and Lower Newtown Road.

DEBIT :	Estimated Revenues	35-510	\$830,000
	Subsidiary: Interfund Transfers		
		35-4-5031	\$830,000

CREDIT:	Appropriations	35-960	\$830,000
	Subsidiary: Transmission & Distribution- Hayner Road Water Main Ext.		
		35-5-8340.25	

Create budgetary accounts from Town of Halfmoon Water Fund:

DEBIT:	Unappropriated Fund Balance	30-911	\$830,000
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CREDIT:	Appropriations	30-960	\$830,000
	Subsidiary: Transfer to Capital Projects		
		30-5-9950.90	\$830,000

A resolution is necessary to create the project budgetary accounts within the Capital Projects Fund for the McBride Road Water Main Extension. The project will improve system hydraulics and increase redundancy by installing new ductile iron pipe (DIP) and/or high-density polyethylene pipe (HDPE) between the existing termination points of the distribution system to complete the loop between Larsen Place and the existing 12-inch main on Pruyn Hill Road. The project will be funded by Water Fund Capital Reserves.

DEBIT :	Estimated Revenues	35-510	\$1,174,250
	Subsidiary: Interfund Transfers		
		35-4-5031	\$1,174,250

CREDIT:	Appropriations	35-960	\$1,174,250
	Subsidiary: Transmission & Distribution- McBride Road Water Main Ext.		
		35-5-8340.26	\$1,174,250

Create budgetary accounts from Town of Halfmoon Water Fund:

DEBIT:	Appropriated Reserves	30-511	\$1,174,250
	Subsidiary: Interfund Transfers		
		30-4-5031	\$1,174,250

CREDIT:	Appropriations	30-960	\$1,174,250
	Subsidiary: Transfer to Capital Projects		
		30-5-9950.90	\$1,174,250

The following creation is necessary in the Landfill Post-Closure Care Capital Fund per Resolution #238-2021, September 1, 2021 authorizing MJ Engineering and Land Surveying, P.C. 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: PC Landfill Capital Outlay		
	40-5-8160.20		\$6,500

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

**ADJOURN**