

**The July 5, 2017 Regular meeting was called to order at 7:00 pm by Supervisor Tollisen in the A. James Bold Meeting Room at the New Town Hall with the following members present:**

Kevin J. Tollisen, Supervisor  
Paul L. Hotaling, Councilman  
Daphne V. Jordan, Councilwoman  
John P. Wasielewski, Councilman  
Jeremy W. Connors, Councilman  
Lyn A. Murphy, Town Attorney  
Cathy L. Drobny, Deputy Town Attorney  
Lynda A. Bryan, Town Clerk

Lyn A. Murphy, Town Attorney - Excused

## **PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE**

## **PRESENTATION: GRAYBAR ELECTRIC PDD, AMENDMENT TO THE SARATOGA ECONOMIC DEVELOPMENTCORP. PDD**

**John Montagne from Greenman and Pederman for Graybar Electric.**

Mr. Montagne handed out the Power Point Presentation and the existing PDD legislation and amendments to the Town Board that he gave to the Planning Board on June 26, 2017. He stated that Graybar Electric received a favorable recommendation on the amendment to the PDD from the Planning Board on June 26th. They are here tonight presenting in hopes to schedule a public hearing on July 19th

**John Montagne:** Thank you for having me here tonight. Graybar Electric is looking at the one remaining parcel (lot #10) that is in the Saratoga Economic Development Corporation PDD also known as the Halfmoon Industrial Park

- SEDC PDD was adopted 31 years in 1986 and I think one of the oldest PDD's in the town.
- Other businesses in the campus are: Northeast Control, Bobrow Distribution, Atlantic British LTD., Creatacorp, Prestige Services and originally NYS Gas & Electric

Proposed Phase I:

- 32,000 sq. ft. warehouse & 7,200 sq. ft. of office & fits within the setbacks
- Company started in 1869 that is employee owned employing 8,500 people in 300 locations and also in Albany since 1929
- Current location on Church St. since 1968 with 25,000 sq feet and out of room

Proposed Phase II

- 24,000 sq. ft. warehouse & 4,500 sq. ft. office/showroom space. It is these additions that get us into the setback

What we are looking for is just a 50 ft. variance to the 200 foot front yard setback on the side that faces 146 and a 50 foot setback around all the other properties which is common to the rest of the properties. In addition to that there has been some discussion about whether the counter space in the front of the building is really an allowed use that we need to amend the PDD. There are other uses in the park like Bobrow Distribution which is a candy distributor with counter space for product pick up, not unlike we would have here Northeast Control

- Proximity to the Northway and north of Albany is the place to be

**John Montagne:**

- The PDD we are looking at has a 200 foot set back from Route 146, similar to lot #10 that the SAAB dealership moved to and is now Grace Church
- 2004 the SAAB dealership amended the PDD for commercial use
- The Public Benefit was the economic benefit of the projects themselves, no monetary contributions, just build the realignment of Werner Road
- When Grace Church came, a Not for Profit, they contributed \$25,000 to the General Parks and Recreation Fund to the town. We are unclear where we stand for Public Benefit now
- Graybar is coming with a taxable entity, bringing new employees and expansion in the future
- We are looking for 150 foot setback instead of 200 feet & 50 foot setback for parking
- 32,000 sq ft now with 24,000 future expansion totaling 67,000 & 40,000 now

**Supervisor Tollisen:** Are there any questions from the board?

**Councilman Wasielewski:** Councilman Connors and I sat at the Planning Board and I am pleased with the vegetation and the lighting. It makes it more palatable

**Councilman Connors:** I second that as well

**Councilman Hotaling:** Do you have a public benefit in mind?

**John Montagne:** The Public Benefit was the economic benefit of the projects themselves, no monetary contributions, Only Grace Church, a Not for Profit, was asked for a monetary contribution and gave \$25,000 to the General Parks and Recreation Fund to the town. Graybar is coming with a taxable entity, bringing new employees and expansion in the future

They feel that they are enhancing

**Councilwoman Jordan:** you say that they contribute to community organizations in Albany

**John Montagne:** Some charities good stewards: CDPHP, Ronals McDonald House, Food Drive, Jeans For Trtoops, Toys For Tots, Rescue Dogs, WINGS

**Supervisor Tollisen:** What is the pleasure of the Board?

**Councilman Hotaling:** August 2<sup>nd</sup> Town Board meeting to schedule the public hearing and we can chat about the

**John Montagne:** We would like the July 19

**RESOLUTION NO. 239-2017**

**Offered** by Councilman Wasielewski, seconded by Councilwoman Jordan: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Jordan & Connors

**RESOLVED**, that the Town Board schedules a Public Hearing for the Graybar Electric PDD, Amendment to the Saratoga Economic Development Corp. PDD for July 19<sup>th</sup> at 7:00 PM or as soon as the schedule allows in the A. James Bold Meeting Room

**POLL BOARD:**

Councilman Connors	AYE
Councilwoman Jordan	AYE

Councilman Wasielewski	AYE
Councilman Hotaling	AYE
Supervisor Tollisen	AYE

#### 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).

Ribbon Cutting Ceremony for the 25<sup>th</sup> Anniversary of the Senior Center Building on July 5<sup>th</sup> at 10:30 am with a Picnic to follow.

An afternoon with Author Nicole C. Kear on Sunday July 16<sup>th</sup> at 1:00 pm at the Clifton Park – Halfmoon Public Library. Author of Now I See You, coming soon to theaters!

Halfmoon Community Night in Halfmoon Town Park on July 28<sup>th</sup> from 6-8:00pm. Learn about volunteering opportunities in the community, Nature Scavenger Hunt, Kids Crafts, Bounce House & FREE Hotdogs & Drink. Movie Night to follow

FREE Medication Disposal event will be held at the Halfmoon Town Hall on Saturday, July 29<sup>th</sup> from Noon to 3 PM for the discarding of Unwanted, Unused or Expired Medications to Prevent Misuse. There are also other dates and sites available throughout the county for more information contact The Prevention Council at 581-1230 ext. 3632 or [ccfw-pfs@preventioncouncil.org](mailto:ccfw-pfs@preventioncouncil.org).

Red Cross Blood Drive – August 22 from 1:00 – 6:00 PM at Town Hall in the A. James Bold Meeting Room

Mosquito Dunks: It is that time of year again! The Town of Halfmoon is offering Mosquito Dunks FREE of charge to residents. Please stop by at the Town Clerk’s Office to fill out a short application and pick yours up today!

#### TOWN MEETINGS:

Town Board Meetings: 1<sup>st</sup> & 3<sup>rd</sup> Wednesday of month at 7:00 pm except May 7<sup>th</sup> at 2:00 pm

Pre-meeting at 6:30 pm

Zoning Board of Appeals: 1<sup>st</sup> Monday of month at 7:15 pm. Pre-meeting at 7:00 pm

Planning Board Meeting: 2<sup>nd</sup> & 4<sup>th</sup> Monday of month at 7:00 pm. Pre-meeting at 6:00 pm

Board of Assessment Review: 4<sup>th</sup> Tuesday in May

Senior Center Business Meeting: 1<sup>st</sup> Wednesday of month at 1:00 pm

Halfmoon Historical Society: Last Tuesday of month at 7:00 pm

Open Space & Trails Committee: August 21, October 16, December 18

Resident Relations Committee: TBD

Business & Economic Development Committee: TBD

#### REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

**Kevin J. Tollisen (Town Supervisor)** The Buy a Brick Program is in full swing and the Veterans Memorial Park has started construction. The Navigator will be out next week and a lot of space is designated to the Park.

I don’t want to

We had the Ribbon Cutting for the 25<sup>th</sup> Anniversary of the Senior Center Building. We had over 200 people attending as well as many officials including Paul Tonko our Congressman, Kathleen Marchione, our Senator, Mary Beth Walsh, our Assemblywoman, Sandy Cross, Director of Office for the Aging and her Deputy Judy T Bids were opened

**Paul Hotaling (Deputy Supervisor):** (1) Chair of Parks & Recreation, (2) Chair of Town Infrastructure (Water, Highway, Building & Maintenance), (3) Chair of Character Counts, (4) Chair of Personnel Committee, (5) Chair of Safety Committee

I have no report this evening, Mr. Supervisor

**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) Chair of Committee on Resident Relations, (4) Liaison to Planning Board

I have no report this evening, Mr. Supervisor

**Daphne Jordan (Town Board Member):** (1) Chair of Business and Economic Development (2) Chair of Insurance (Liability and Medical) (3) Liaison to Open Space and Trails Committee, (4) Zoning Board Liaison

The Ribbon Cutting at the Senior Center was fantastic. It was like Candyland

**Jeremy Connors (Town Board Member):** (1) Liaison to Planning Board; (2) Chair of Animal Control Committee (3) Chair of Committee on Not for Profit Organizations; (4) Co-Chair of Business & Economic Development Committee (5) Chair of Committee for Baseball/Athletic Organizations

I have no report this evening, Mr. Supervisor

**Lynda Bryan (Town Clerk):** (1) Chair of Senior Programs, (2) Chair of Committee on Historical Archives (3) Co-Chair on Residence Relations Committee

2017 marks the 200<sup>th</sup> Anniversary of the passing of General Thaddeus Kosciuszko

He is the man who was instrumental in the success of the Battle of Saratoga and who the NYS Legislature officially named the Bridges over the Mohawk after on July 21, 1981.

I would also like to thank everyone who was involved in making the Ribbon cutting at the Senior Center such a big success today. An especially big thank you goes to you, Mr. Tollisen

**Lyn Murphy, Esq., (Town Attorney) - Excused**

**Cathy Drobny, Esq. (Town Attorney)**

**PUBLIC COMMENT (for discussion of agenda topics)**

**DEPARTMENT REPORTS – month of June**

**DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) month of June**

1. Senior Express Total # Riders – 396 Total # Meals – 691

## **CORRESPONDENCE**

1. **Received** from the Town Planning Board Resolutions approved at the June 26, 2017 meeting: Change of Use/Tenant Applications for NYHEALTHYEATS.COM Food Trailer Lunch Service, 21 Corporate Drive, and for Jay's Auto II, 7 Freeman Lane, for a Phasing Plan for the development of the Paar Estates of Halfmoon Residential PDD, 33 Farm to Market Road, for a Minor Subdivision and Special Use Permit for the Lands of Baker, 84 & 88 Fellows Road, for a Positive Recommendation of a Proposed Amendment to the Saratoga Economic Development Corporation PDD for the Graybar Electric Company, Inc. Project, 2 Werner Road and for a Negative Recommendation for the Proposed Pinebrook Hills Residential PDD, Farm to Market Road

***Received & Filed***

2. **Received** from New York Municipal Insurance Reciprocal (NYMIR), Roger Cuva, a letter advising the Supervisor that they have no recommendations to give to the town at this time after conducting the underwriting survey for the Town of Halfmoon

***Received & Filed***

3. **Received** a News Release from NYSEG & RG&E, information on their Smart Savings Rewards program offering their customers a chance to participate to save money on their energy bills by allowing the energy company to make brief adjustments to customers connected smart thermostats.

***Received & Filed***

4. **Received** from the NYS Department of Taxation & Finance, Office of Real Property, a Certificate of Final Telecommunications Ceiling for Verizon New York, Inc. for the Final Ceiling amount of \$674,940.

***Received & Filed***

## **OLD BUSINESS**

### **RESOLUTION NO. 240-2017**

**Offered** by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Jordan & Connors

**RESOLVED**, that the Town Board awards the low bidder of Peter Luizzi & Bros. Contracting, Inc. for the Town of Halfmoon, Water District No. 1 Replacement Project in the not to exceed total amount of \$1,818,130.00 for both the Base Bid and Add Alternate 1, per the review and approval of the Town Attorney.

### **POLL BOARD:**

Councilman Connors	AYE
Councilwoman Jordan	AYE
Councilman Wasielewski	AYE
Councilman Hotaling	AYE
Supervisor Tollisen	AYE

## **NEW BUSINESS**

### **RESOLUTION NO. 241-2017**

**Offered** by Councilman Connors, seconded by Councilman Jordan: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Jordan & Connors

**RESOLVED**, that the Town Board approves and orders paid Vouchers numbered 1289 - 1398

===== FUND TOTALS =====

10 GENERAL FUND	\$83,538.73
20 HIGHWAY FUND	\$27,281.40
25 SPECIAL REVENUE	\$56,360.52
30 CONSOLIDATED WATER	\$30,012.47
35 MISC. CAPITAL FUNDS	\$3,558.75
ABSTRACT TOTAL:	<u>\$200,751.87</u>

**RESOLUTION NO. 242-2017**

**Offered** by Councilman Wasielewski, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & Connors  
**Abstain:** Jordan

**RESOLVED**, that the Town Board approves the minutes of Town Board meeting of June 21, 2017 as presented.

**RESOLUTION NO. 243-2017**

**Offered** by Councilwoman Jordan, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Jordan & Connors

**WHEREAS**, the Town Board is cognizant of the importance of providing potable water to the residents of the Town of Halfmoon, and

**WHEREAS**, the regulations and laws of the State of New York require that properties be in the approved service area of the Halfmoon Consolidated Water District to provide potable water to our residents, and

**WHEREAS**, the Town Board has authorized CHA to prepare a Map, Plan and Report to extend the service area of the Halfmoon Consolidated Water District, and

**WHEREAS**, the Town Board is also cognizant of the necessity of conducting a Public Hearing prior to extending the approved service area of a Water District,

**NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That the Town Board of the Town of Halfmoon hereby schedules a Public Hearing to discuss the proposed Map, Plan and Report which details the extension of the service area of the Halfmoon Consolidated Water District for July 19, 2017.

July 5, 2017

LYNDA BRYAN, TOWN CLERK  
TOWN OF HALFMOON

**RESOLUTION NO. 244-2017**

**Offered** by Councilman Connors, seconded by Councilman Hotaling: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Jordan & Connors

**RESOLVED**, that the Town Board honors General Thaddeus Kosciuszko marking the 200<sup>th</sup> Anniversary of his passing in 1817. General Kosciuszko's engineering expertise was instrumental in the success of the Battle of Saratoga and on July 21,

1981 the NYS Legislature officially named the bridges over the Mohawk River after him.

#### **RESOLUTION NO. 245-2017**

**Offered** by Councilman Hotaling, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Jordan & Connors

**RESOLVED**, that the Town Board authorizes the renewal of the Mobile Home Park License for the 2017-2018 licensing year, per the inspection and approval of the Director of Code Enforcement as follows: Gregiore MHP.

#### **RESOLUTION NO. 246-2017**

**Offered** by Councilman Jordan, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Jordan & Connors

**RESOLVED**, that the Town Board authorizes the Town to renew membership with NYS Town Clerks Association for the 2017 – 2018 annual membership investment amount of \$75.00.

#### **RESOLUTION NO. 247-2017**

**Offered** by Councilman Wasielewski, seconded by Councilman Hotaling: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Jordan & Connors

**RESOLVED**, that the Town Board schedules a Public Hearing for the Rolling Hills Estates PDD Amendment for July 19<sup>th</sup> at 7:00 PM or as soon as the schedule allows in the A. James Bold Meeting Room

#### **RESOLUTION NO. 248-2017**

**Offered** by Councilman Wasielewski, seconded by Councilwoman Jordan: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Jordan & Connors

**WHEREAS**, the Town was awarded a NYSDOT Transportation Improvement Grant, awarding federal funding in 2014 for improvements to the Sitterly and Woodin Roads intersection, PIN#1759.84, and

**WHEREAS**, the Sitterly Road Improvement project will improve the connection between the Town of Clifton Park with the Town of Halfmoon, and

**WHEREAS**, M.J. Engineering and Land Surveying has prepared a scope of work and estimated cost schedule consistent with NYSDOT guidelines, in the amount of \$244,000, for Engineering and Design services including professional engineering/design, ROW Incidentals, and ROW Acquisition and Construction Support (C/S) Services for Sitterly Road Project; and

**WHEREAS**, the proposed Engineering and Design Services Contract and scope of work is consistent with the proposal which MJ Engineering has submitted to the Town of Clifton Park for their own acceptance and own approval as a joint signee; and

**WHEREAS**, the project is eligible for combined funding through NYSDOT's "Intelligent Transportation System" (ITS) program totaling \$132,000 which will be shared as an 80% federal/20% local match, with the local matching funds being paid by both the Town of Clifton Park and the Town of Halfmoon pursuant to an Inter-

Municipal agreement, with the remainder of the project costs estimated at \$1.821 million to be funded through State and Federal funds;

**NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:**

- 1. That the Town Board hereby authorizes the Town Supervisor to process and sign any and all documentation necessary to proceed with this project subject to the review and approval of the Town Attorney, including but not limited to, the Inter-Municipal with the Town of Clifton Park.

**Councilman Hotaling:**

**RESOLUTION NO. 249-2017**

**Offered** by Councilman Wasielewski, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Jordan & Connors

**RESOLVED**, that the Town Board hereby authorizes payment in the not to exceed amount of \$5,000 to The Bonadio Group, Albany, NY, CPAs, Consultants & More, representing one half of the cost of an audit of the books and records of First Garden Mobile Home Park to be utilized to defend an Article 7 lawsuit regarding proper assessed value, and to authorize the Supervisor to execute any documentation necessary to conduct the audit. The balance of the cost shall be paid by the Shenendehowa School District.

**RESOLUTION NO. 250-2017**

**Offered** by Councilwoman Wasielewski, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Jordan & Connors

**RESOLVED**, that the Town Board adopts the Spoils Material Disposal Policy and Procedures for the Town of Halfmoon, per the review and approval of the Town Attorney

**Supervisor Tollisen:**

**RESOLUTION NO. 251-2017**

**Offered** by Councilwoman Jordan, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Jordan & Connors

**RESOLVED**, that the Town Board authorizes the Supervisor to make the attached Transfer between Appropriations and Creation of Appropriations

A resolution is needed 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	\$56,360.52
	Subsidiary: 25-4-2189 Home & Community Services	\$56,360.52
Credit:	Appropriations 25-960	\$56,360.52
	Subsidiary: 25-5-1440.40 Engineering Contractors Inspections	\$56,360.52



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

NAME	AMOUNT
421 Halfmoon Flex Park PDD	\$340.00
Pinebrook Hills PDD Traffic Study	\$1,873.92
Tabor Road Traffic Study	\$9,500.00
Inglewood PDD	\$1,476.05
Linden Village	\$43,170.55
TOTAL	\$56,360.52

Transfers between Appropriations

From Account	To Account	Amount	Reason
10-5-8160.40 Transfer Station-Contractual	10-5-1420.41 Attorney-Cont-Other	\$3,000	To cover Colonie Landfill attorney fees
20-5-9950.90 Transfer to Capital Project	20-5-5112.21 Improvements-Cap Outlay	\$63,325	To correct Sitterly Rd Pavement Preservation, State Grant Marchaselli award

A resolution is necessary to increase appropriations within the Water Fund Budget for \$1,890,500. The purpose of this creation is to provide adequate budgetary appropriations for the construction and inspection related to the replacement of the Town of Halfmoon Water District No. 1; including all pipe, valves, hydrants, ancillary water system appurtenances and prepare application to extend the Consolidated Water District to incorporate Water District No. 1.

DEBIT:Appropriated Fund Balance 30-599 \$1,890,500

CREDIT:       Appropriations       30-960                       \$1,890,500  
                  Subsidiary:    WD#1 – 30-5-8340.21       \$1,890,500  
  Trans & Dist -

A creation of appropriations is necessary to create the project budgetary accounts for the Interconnection with the Saratoga County Water Authority (SCWA) system. The total project is \$3,520,000 of which \$275,000 will be from the Special Revenue Fund, GEIS fees and the remainder will be from Water Fund fund balance

Debit:           Estimated Revenues 35-510               \$3,520,000  
                  Subsidiary:    35-4-5031 - \$3,520,000  
  Interfund Transfers

Credit:           Appropriations35-960                       \$3,520,000  
                  Subsidiary:    35-5-8340.21 - \$3,520,000  
  Trans & Distribution–SCWA

Create budgetary accounts from Town of Halfmoon Water Fund:

Debit:           Appropriated Fund Balance 30-510 \$3,245,000

Credit:           Appropriations30-960                       \$3,245,000  
                  Subsidiary:    30-5-9950.90 - \$3,245,000  
  Transfer to Capital Projects

Create budgetary accounts from Town of Halfmoon Special Revenue Fund, GEIS fees:

Debit:           Appropriated Fund Balance 25-510 \$275,000

Credit:           Appropriations25-960                       \$275,000  
                  Subsidiary:    25-5-9950.90 - \$275,000  
  Transfer to Capital Projects

A resolution is necessary to correct the creation dated March 15, 2017 for the Sitterly Road pavement preservation project, construction and inspection phase. The 15% State Marchiselli

funds were awarded, lowering the Town Share. This funding will include milling the existing travel lanes, shoulders and replacing with a two inch asphalt overlay.

DEBIT:Estimated Revenues 35-510 \$63,325  
Subsidiary:  
35-4-3589.00 Transportation State  
Grant - \$63,325

CREDIT: Estimated Revenues 35-510 \$63,325  
35-4-5031.00 Interfund Transfer  
\$63,325

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

There being no further business to discuss or resolve, on a motion by Councilman Connors and seconded by Councilman Wasliewski, the meeting was adjourned at 7:35 pm.

**Respectfully Submitted,**

**Lynda A. Bryan, Town Clerk**