

TOWN BOARD MEETING AGENDA
June 15, 2016

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

PROCLAMATION: HONORING AUSTIN WEAVER - EAGLE SCOUT

COMMUNITY EVENTS:

Relay for Life Carnival will be held at the Town Park from Tuesday June 14th through June 18th. Hours are Tuesday through Friday from 6-10, Saturday from 1-10, and Sunday from 1-6.

Saratoga County Deputy Sheriff's Benevolent Association is hosting their 9th Annual Red & White Golf benefit on Friday June 17th at the Fairways of Halfmoon. All proceeds to benefit VET HELP that provides housing & support for veterans.

Firebird Puppet Show – June 17th at 6:30 – 9:00 pm at Town Park

Shredding Day – June 18th at the Town of Halfmoon Transfer Station from 9-11 am

Betsy and the ByeGons (Oldies Cover Band) with a Cruise-in – July 12th Town Park from 6:30 – 9:00pm

Movie Night at Dusk in the Town Park – July 29th Rain location in the Town Hall

TOWN MEETINGS:

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

Zoning Board of Appeals: 1st Monday of month at 7:00 pm.

Planning Board Meeting: 2nd & 4th Monday of month at 7:00 pm.

Board of Assessment Review: 4th Tuesday in May

Senior Center Business Meeting: 1st Wednesday of month at 1:00 pm

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

Open Space & Trails Committee: February 9th, April 20th, May 18th, June 20th, September 21, & November 16th.

Resident Relations Committee: March 30 at 7:00 pm at Town Hall

Business & Economic Development Committee:

REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor)

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

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

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

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

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

Amanda Smith (Recreation Director): (1) Liaison to Halfmoon Celebrations Committee

Lyn Murphy, Esq., (Town Attorney)

Cathy Drobny, Esq. (Town Attorney)

PUBLIC COMMENT (for discussion of agenda topics)

DEPARTMENT REPORTS – month of May

1. Building

Total # Permits – 159 Total Fees Submitted to the Supervisor - \$30,126.50

2. Fire

Total # Permits – 10 Total Fees Submitted to the Supervisor - \$750

3. Safety Inspections

Total # Permits – 52 Total Fees Submitted to the Supervisor - \$3,680

4. Town Clerk

Total Fees Submitted to the Supervisor - \$9,602.12

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

1. Receiver of Taxes
2. Town Clerk
3. Planning Department
4. Water Department
5. Animal Control

CORRESPONDENCE

1. Received from the Town Planning Board Resolutions approved at the May 23rd meeting: Sign Application for Modern Day Music, 1673 Route 9 (HealthPlex), Change of Use/Tenant Application for Allen Financial, 14 Corporate Drive, Change of Use/Tenant and Sign Applications for Keystone Novelties Distributors LLC, Temporary Fireworks Tent, 1707 Route 9 (Shoppes of Halfmoon), and for American Promotional Events, 1549 Route 9 (WalMart).
2. Received from Iona Barber, a letter thanking the Senior Express for all that they do helping the seniors
3. Received from New York Municipal Insurance Reciprocal (NYMIR) their accounting statement for the fiscal year 2015.
4. Received from NYS Department of Taxation and Finance, Office of Real Property Tax Services notification of the Tentative 2016 Equalization Rate of 58.50 for the Town of Halfmoon.
5. Received from the Halfmoon – Waterford Fire District #1, a copy of their Annual Financial Report and Auditor's Report for the Fiscal year ending December 31, 2015.
6. Received from the Brookfield Place Homeowners Association, a letter thanking the Town of Halfmoon for their cooperation in working together on their homeowner property. A special thanks to John Pingelski and his staff for their professionalism in performing the tasks at hand.
7. Received from the Halfmoon Trails and Open Space Committee, their Grant Project Update
8. Received from the United States Postal Service, a response to the letter Supervisor Tollisen sent them dated August 9, 2015, stating that after a thorough review of the case, they support the denial of the request for a zip code and state the

changes would not be operationally feasible and would be cost prohibitive to the Postal Service.

NEW BUSINESS

1. **Resolution** to approve and order paid all vouchers #1106-1234
2. **Resolution** to approve minutes of Town Board Meeting of June 1, 2016 as presented.
3. **Resolution** that the Town Board authorizes the Town Supervisor to sign the School Bus Lease agreement with Shenendehowa Central School District for the transportation of students in the 2016 Summer Rec Program
4. **Resolution** to authorize the Town to renew membership with Saratoga County Chamber of Commerce for the 2016-2017 annual membership investment amount of \$395.00.
5. **Resolution** to authorize the Town to renew membership with the Chamber of Southern Saratoga County for the 2016-2017 annual membership investment amount of \$574.00.
6. **Resolution** that the Town Board authorizes the Town Supervisor to apply for a grant from the Historic Hudson-Hoosic Rivers Partnership for the Connecting Trail of approximately \$5,000-\$7,000 with no local matching funds, upon approval of said request to enter into and execute a project agreement and all of the necessary documents with the appropriate agencies.
7. **Resolution** that the Town Board authorizes the Town Supervisor to apply for a grant from Saratoga County Trails Grant Program for the Connecting Trail in the not to exceed amount of \$10,000 with a corresponding dollar for dollar local match and upon approval of said request to enter into and execute a project agreement and all of the necessary documents with the appropriate agency.
8. **Resolution** that the Town Board hereby appoints the following Engineer Firms to conduct Traffic Studies for the Town of Halfmoon at the expense of the applying party through use of the escrow system: Creighton Manning, Barton & Loguidice, Greenman-Pederson, Inc., Chazen Companies, MJ Engineering, and WSP USA Corp.
9. **Resolution** to authorize the Supervisor to the Saratoga County Department of Employment and Training, Summer Youth Employment Program 2016 Worksite Agreement, per the review and approval of the Town Attorney.
10. **Resolution**, that the Town Board authorizes the Supervisor to sign the US Dept. of Agriculture Animal & Health Inspection Service, Wildlife Services Work

Initiation Document for Wildlife Damage Management, per the review and approval of the Town Attorney.

11. **Resolution** that the Town Board approves the Supervisor's Report for the month of May, 2016 as presented.

12. **Resolution** to authorize letting bids for the Preservation of Champlain Canal Structure to be opened on July 12, 2016 at 10:00 am at Town Hall, subject to the review and approval of the Town Attorney and to authorize the supervisor to sign any necessary documentation.

13. **Resolution** that the Town Board appoints Gaither Espey as part-time cleaner for the Building Maintenance Department for 15-19 hours per week at Grade 1 Base pay \$13.20 per hour effective immediately per completion of pre-employment testing.

14. **Resolution** that the Town Board appoints Brooke Cooper as Student Intern effective June 27, 2016 at \$9.00 per hour.

15. **Resolution** authorizing the Supervisor and the Deputy Supervisor to execute the Grantee Certification required to comply with the Dormitory Authority of the State of New York's requirements to receive funds through the State and Municipal Facilities Program for the proposed Town Spray Park.

16. **Resolution** to authorize 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	\$7,387.75
	Subsidiary: 25-4-2189 Home &		
	Community Services	\$7,387.75	
Credit:	Appropriations	25-960	\$7,387.75
	Subsidiary: 25-5-1440.40 Engineering		
	Contractors Inspections	\$7,387.75	

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

NAME	AMOUNT
Linden Village	\$7,387.75
Total	\$7,387.75

Transfers between Appropriations

From Account	To Account	Amount	Reason
10-5-1220.40 Supervisor- Contractual	10-5-6510.40 Veterans Services - Contractual	\$120	Transfer of appropriations needed to cover expenses thru year end

A creation of appropriations is necessary to increase the project budgetary accounts for the Champlain Canal Trail Ph III project. This increase will be funded by a grant from Saratoga County in the amount of \$12,500. The additional funds will be for the design and construction of a .37 mile trail connection along the Champlain Canal Trail.

Debit: Estimated Revenues 35-510 \$12,500
 Subsidiary: 35-4-4889.00 - \$12,500
 Cultural & Rec Grants

Credit: Appropriations 35-960 \$12,500
 Subsidiary: 35-5-7150.28 - \$12,500
 Culture & Recreational – Parks
 Champlain Canal Trail Segment

PUBLIC COMMENT (for discussion of non-agenda items)

EXECUTIVE SESSION

ADJOURN