

## TOWN BOARD MEETING AGENDA

November 2, 2016

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

PUBLIC HEARING: TOWN OF HALFMOON 2017 BUDGET

### COMMUNITY EVENTS:

Family Movie Night with Popcorn, Friday November 4<sup>th</sup> at 7:00 at Town Hall in the A. James Bold Meeting Room. This is a FREE event presented by the Recreation Department

5th Annual Revolutionary Run for Veterans to benefit the Veterans Trust Fund on Saturday, November 5<sup>th</sup> at Hardy Park in Schuylerville.

Thank you for your Service honoring our veterans with a Special Ceremony on November 9<sup>th</sup> at 4:30 pm at the Southern Saratoga YMCA, 1 Wall Street, Clifton Park.

CAPTAIN Youth and Family Services are currently accepting items for their Thanksgiving Basket Program. Please drop off at the CAPTAIN office at 5 Municipal Plaza, Suite 3, Clifton Park by Thursday, November 10<sup>th</sup>.

Public Workshop for the Town of Halfmoon 2017 Budget on November 10<sup>th</sup> in the A. James Bold Meeting Room

The Town of Halfmoon Recreation Department has a donation box in the foyer of Town Hall and is accepting Thanksgiving food items until November 18<sup>th</sup> for delivery of Thanksgiving Baskets on the 19<sup>th</sup>.

Senior Center is hosting their Holiday Bazaar on November 19<sup>th</sup> from 9-2. Come and see all the Crafters', Quilters and Jewelry Makers along with Grandma's Treasures and the best Baked Goods!

Clifton Park – Halfmoon Library is sponsoring a Volunteer Fair for Teens and Adults on Saturday, November 19<sup>th</sup> from 1 - 3pm.

Halfmoon Celebrations will hold Holiday Stop and Shop on November 26<sup>th</sup> "Small Business Saturday" from 10 am to 3 pm at the Halfmoon Town Hall. Various vendors will offer a wide assortment of exceptional items and raffle items.

Holiday Party with Memorial Tree Lighting on December 3<sup>rd</sup> 4:00 – 6:30 at Town Hall and Tree Lighting 6:30 - 7:30 at Abele Memorial Park

Relief Funds for Haiti: Local Organizations are looking for donations to help the residents of Haiti during the recent devastation caused by the hurricane. For more information, please contact the Town Clerk's Office

#### 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: December 19<sup>th</sup>

Resident Relations Committee: TBD

Business & Economic Development Committee: TBD

#### 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 October

1. Senior Express

Total # Riders – 399      Total # Meals - 590

2. Town Justice Wormuth

Total # Cases – 201      Total Fees Submitted to the Supervisor - \$31,093

3. Town Justice Suchocki

Total # Cases – 305      Total Fees Submitted to the Supervisor - \$32,780

4. Building

Total # Permits – 137      Total Fees Submitted to the Supervisor - \$22,795

5. Fire

Total # Permits – 14      Total Fees Submitted to the Supervisor - \$1,050

6. Safety Inspections

Total # Inspections – 22      Total Fees Submitted to the Supervisor - \$1,200

#### CORRESPONDENCE

1. Received from the Town Planning Board Resolutions approved at the October 24th meeting: Change of Use/ Tenant Application for Beyer & Macali CPA, 10 Executive Park Drive, for a Special Use Permit for the Samuel Thompson Garage, 155 Old Plant Road and for an Addition to Site Plan Application for Aldi-Halfmoon, 1681 Route 9.

2. Received from Clifton Park – Halfmoon Fire District #1 their 2017 Adopted Budget Summary

3. Received from the US Army Corps of Engineers a copy of the letter sent to Kenneth Van Wert stating that it appears the Department of the Army permit will not be required for his proposal on his property at the end of Angle Road.

4. Received from Saratoga County District #1, notice of Public Hearing to consider the Sewer District's proposed sewer rates for the year 2017 on November 3, 2016 at 9:00 am at the Board of Supervisors Chambers in Ballston Spa.
5. Received from Saratoga County Real Property Tax Services the 2016 Assessment Roll Totals for the Town of Halfmoon.
6. Received from NYS Department of State, notification of their filing of Local Law #8-2016 on October 26, 2016 for the Kensington at Halfmoon PDD
7. Received from Supervisor Tollisen, notification of a Public Workshop for the 2017 Town of Halfmoon Budget on Thursday, November 10<sup>th</sup> at 6:15 pm and immediately following, a Public Informational Meeting for the Church Hill Road Sewer District at 7:00 pm in the A. James Bold Meeting Room
8. Received from Halfmoon – Waterford Fire District, their 2017 Adopted Budget
9. Received from NYS Department of Environmental Conservation the minutes of the Public Comment Session for the Town of Colonie Landfill Expansion held at Shaker High School on September 20<sup>th</sup>, 2016 that can be viewed in the Town Clerk's Office
10. Received from Nolan & Heller, LLP, a copy of the comments submitted by them on behalf of the Town of Halfmoon with respect to the proposed expansion of the Town of Colonie Landfill that can be viewed in the Town Clerk's Office

## OLD BUSINESS

1. Resolution that the Town Board hereby awards the construction inspection service contract for the Sitterly Road Pavement Preservation Project to Greenman-Pedersen, Inc. Engineering and Construction Services in the not to exceed amount of forty thousand dollars (\$40,000.00) and to authorize the Supervisor to execute any necessary documentation associated with their services on this project.

## NEW BUSINESS

1. Resolution to approve and order paid all vouchers # 2232-2335
2. Resolution to approve minutes of Town Board Meeting of October 19, 2016 as presented.

3. Resolution to approve minutes of the Special Town Board Meeting of October 12, 2016 as presented.

4. Resolution to accept for Road Dedication, a portion of Howland Park Drive, Heron Place and Larsen Place, in the Howland Park PDD, Phase II, as all of the standards as set by the Town of Halfmoon Roadway Dedication Procedure have been satisfied, subject to the review and final approval of the Town Highway Superintendent for the road improvements and the Town Attorney for the Deed descriptions, closing papers, title insurance, letters of credit and all related or required documents, said documents to be executed by Town Attorney. The Town shall not issue certificates of occupancy or maintain, plow or otherwise care for the roads until proof of recording of all necessary documents with the County Clerk's office are received.

5. Resolution authorizing the Town Supervisor to execute any documents necessary to proceed with the Water District One, subject to the review and approval of the Town Attorney, in the not to exceed amount of 2.2 million dollars.

6. 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	\$16,156.80
	Subsidiary: 25-4-2189 Home &		
	Community Services	\$16,156.80	
Credit:	Appropriations	25-960	\$16,156.80
	Subsidiary: 25-5-1440.40 Engineering		
	Contractors Inspections	\$16,156.80	

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

NAME	AMOUNT
Aldi Addition	\$742.50
Arlington Heights	\$850.00
Betts Farms	\$287.50
Pleasant Valley Estates	\$677.65

Princeton Heights	\$2,043.30
Howland PDD	\$9,288.35
Halfmoon Village/Krauses PDD	\$1,127.50
Maple Leaf Child Care	\$1,140.00
<b>Total</b>	<b>\$16,156.80</b>

#### Transfers between Appropriations

<b>From Account</b>	<b>To Account</b>	<b>Amount</b>	<b>Reason</b>
10-5-1990.40 Special Item- Contingency	10-5-1420.41 Attorney- Contractual Other	\$8,000	To engage Nolan & Heller regarding the expansion of the Colonie Landfill
30-5-8310.42 Admin-Contractual- Legal Fees	30-5-8340.40 Trans & Dist- Contractual	\$30,000	To cover expenses thru year end
10-5-9010.80- Employee Benefits- State Retirement	10-51420.40 Attorney- Contractual	\$10,000	To cover deductible amount for judgement

A resolution is necessary to create appropriations within the Special Revenue fund from recreation fees per resolution #310 in the amount of \$2,087.50 (not to exceed \$3,000) for the purchase of trees and plantings as needed for the Town Parks and Properties.

Debit:	Appropriated Fund Balance	25-599	\$2,087.50
Credit:	Appropriations	25-960	\$2,087.50
	Subsidiary:	25-5-9901.90 - \$2,087.50	
	Interfund Transfer		

A resolution is necessary to create the budgetary accounts for the purchase of trees and plantings as needed for the Town Parks and Properties from Recreation Fees held in the Town of Halfmoon Special Revenue Fund.

Debit:	Estimated Revenues	10-510	\$2,087.50
	Subsidiary:	10-4-5031 - \$2,087.50	
	Interfund Transfers		

Credit:	Appropriations	10-960	\$2,087.50
	Subsidiary:	10-5-7110.40 - \$2,087.50	
	Parks-Contractual		

The following creation of appropriations is needed in the General Fund based on money received for newsletter advertising to date. This creation is for the quarterly distribution of the Halfmoon Navigator.

DEBIT:	Estimated Revenues	10-510	\$2,850
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Subsidiary: Other, Misc-Newsletter  
10-4-2770.10 – \$2,850

CREDIT:	Appropriations	10-960	\$2,850
	Subsidiary: Public Information & Serv		
	10-5-1480.40 - \$2,850		

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

**ADJOURN**