

TOWN BOARD MEETING AGENDA
December 7, 2016

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

**PRESENTATION: JASON KEMPER, DIRECTOR, SARATOGA COUNTY
PLANNING DEPT. ON THE STATUS OF THE ZIM SMITH TRAIL**

COMMUNITY EVENTS:

Parents Night Out: Saturday December 10th from 6-9:00 pm at Town Hall. Fun filled 3 hours of games, holiday crafts & movie. \$15.00 per child in advance & \$20.00 the day of the event. Call Recreation Office at 371-7410 ext. 2272

PARENTS NIGHT OUT CANCELLED

Outside Holiday Home Decorating Contest for all Halfmoon residents. Judging from 6-9:00 pm December 17th

TOWN MEETINGS:

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

Pre-meeting at 6:30 pm

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

Planning Board Meeting: 2nd & 4th Monday of month at 7:00 pm. Pre-meeting at 6:00 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: October 17th & December 19th

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

Thank you 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

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 November

1. Town Justice Wormuth

Total # Cases – 191 Total Fees Submitted to the Supervisor - \$23,723

2. Town Justice Suchoski

Total # Cases – 170 Total Fees Submitted to the Supervisor - \$22,637

3. Building

Total # Permits – 62 Total Fees Submitted to the Supervisor - \$11,763

4. Fire

Total # Permits – 8 Total Fees Submitted to the Supervisor - \$600

5. Safety Inspections

Total # Permits – 30 Total Fees Submitted to the Supervisor - \$2,120

6. Senior Express

Total # Riders – 401

Total # Meals – 606

7. Town Clerk

Total Fees Submitted to the Supervisor - \$5,930.19

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

Month of September – Recreation Department

Month of October – Recreation Department

Month of November – Town Clerk, Receiver of Taxes, Grant Department, Water Department, Planning Department & Animal Control

CORRESPONDENCE

- 1. Received** from the Town Planning Board Resolutions approved at the November 14th meeting: Sign Application for the Linden Woods A&B Residential PDD/Subdivision, Dunsbach Road, for a Change of Use/Tenant Application for Metabolic Meltdown, 3 Liebich Lane, for a Change of Use/Tenant and Sign Application for the Tuttle Law Firm, 1520 Crescent Road, Suite 100, for a Minor Subdivision (Lot Line Adjustment) for the Valente – Fitzgibbon Lot Line Adjustment, 242 Brookwood Road & 297 Middletown Road and for Preliminary Approval of Brookwood Farms Phase 1, Brookwood & Devitt Roads.
- 2. Received** from the Town Planning Board Resolutions denied at the November 14th meeting: Denial of a Change of Use/Tenant Application for Ludovici's Custom Hot Rodz, 1554 Route 9
- 3. Received** from the Town Planning Board Resolutions approved at the November 28th meeting: Sign Application for Northway Surgery and Pain Center, 1596 Route 9 and for the Core Group, 8 Halfmoon Executive Park Drive, for a Change of Use/Tenant Application for Facials by JOJO, 23 Executive Drive, for Alliance Worldwide Investigative Group Inc., 23 Executive Park Drive, and for Padgett Business Services, 1657 Route 9, for a Change of Use/Tenant and Sign Application for the Al-Arqam Center of Saratoga, Inc., 179/185 Guideboard Road for a Home Occupation Request for Elite Ride Inc. 17B Woodridge Circle, Regarding Site Plan Approval for the Route9 and Fire Road Office Building, Phase I, 1714 Route 9 and Regarding an Amendment to the Site Plan Lot 4 – Falcon Trace of Halfmoon PDD, 175 and 177 Route 236
- 4. Received** from Clifton Park – Halfmoon Fire District #1, Notice of Annual Election to take place on December 13th, 2016 from 6:00 – 9:00 pm at 38 Old Route 146 for the purpose of electing one (1) Commissioner for a five (5) year term commencing on January 1, 2017 and ending on December 31, 2021 AND to approve

of disposal of by sale, two (2) fire district vehicles valued at over \$50,000 declared as surplus equipment.

5. **Received** from Halfmoon Fire District #1 (Hillcrest), Notice of Annual Election to take place on December 13th, 2016 from 6:00 – 9:00 pm at 145 Pruyn Hill Road for the purpose of electing one (1) Commissioner for a five (5) year term commencing on January 1, 2017 and ending on December 31, 2021
6. **Received** from NYS Department of Transportation, the results of the Town of Halfmoon's request for a traffic signal study for the intersection of Route 146 & Werner Road. Their study found that there has not been a pattern of accidents that would be correctable with the installation of a light and stated that installation of an unwarranted signal could cause more harm than good.
7. **Received** from E. Joshua Spain from Momentive Performance Materials Inc. a letter outlining their Waterford Plant Safety Statement during the strike.
8. **Received** from Supervisor Tollisen, his response email to Joshua Spain from Momentive Performance Materials Inc. and Joshua's reply
9. **Received** from the YMCA, a thank you card to the Town of Halfmoon for their support to the YMCA's Saturday Night Live Program for 2017. It provides teens a fun, safe place to be on Saturday nights.
10. **Received** from Harold Robbins, his letter of resignation as a Building Maintenance Mechanic.

NEW BUSINESS

1. **Resolution** to approve and order paid all vouchers #2442 - 2589
2. **Resolution** to approve minutes of Town Board Meeting of November 16, 2016 as presented.
3. **Resolution** that the Town Board authorizes the Supervisor and the Town Clerk to sign the agreement between the Shenendehowa Central School District and the Town of Halfmoon for the Lease of School Busses for the Learn-to-Ski Program for residents of Halfmoon on Saturdays in January & February, per the review and approval of the Town Attorney.
4. **Resolution** that the Town Board authorizes the Supervisor and the Town Clerk to sign the agreement between the Shenendehowa Central School District and the Town of Halfmoon for the Lease of School Busses for the Winter Camp Program Program for residents of Halfmoon for 4 days during the annual winter

break, starting on February 21-24, per the review and approval of the Town Attorney.

5. **Resolution** to authorize the Supervisor to send a Letter of support to Saratoga County for the acquisition of lands in the Town of Halfmoon related to development of the Zim Smith Trail and indicating that no governmental action is required for the proposed subdivisions of land.

6. **Resolution** that the Town Board appoints Peter Gemellaro as a member to the Zoning Board of Appeals effective immediately.

7. **Resolution** that the Town Board appoints Marion Paolucci as an alternate member to the Zoning Board of Appeals effective immediately.

8. **Resolution** that the Town Board approves payment to Weston & Sampson for the proposal for additional services #1, Electrical Design for the Veterans Memorial in the Town Park, in the not to exceed amount of \$1,800, monies to come from Rec fees in the special revenue fund, and authorize the Town Supervisor to sign said Agreement on behalf of the Town, per the review and approval of the Town Attorney.

9. **Resolution** that the Town Board authorizes the Supervisor to enter into an Agreement with CHA for professional engineering services for the Interconnection with the Saratoga County Water Authority system in the not to exceed amount of three hundred ninety six thousand six hundred dollars (\$396,600.00) and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

10. **Resolution** authorizing the Receiver of taxes to enter into a Night Depository Agreement with KeyBank and to execute any documentation necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

11. **Resolution** 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	\$23,339.73
	Subsidiary: 25-4-2189 Home &		
	Community Services		\$23,339.73

Credit: Appropriations 25-960 **\$23,339.73**
Subsidiary: 25-5-1440.40 Engineering
Contractors Inspections **\$23,339.73**

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

NAME	AMOUNT
Abele PDD Sheldon Hill Ph2	\$531.20
Aldi	\$680.00
Angle Lane	\$1,022.50
Betts Farm	\$1,035.25
Boyack Road	\$340.00
Brookwood Farms	\$3,355.00
Cardin Acres Hodoroski	\$1,491.20
Farm to Market Road	\$32.40
Glen Meadow	\$5,328.56
Krauses PDD	\$1,637.50
I Love NY Pizza	\$170.00
Paar Estates	\$100.00
Pleasant Valley Estates	\$370.00
Princeton Heights	\$1,636.50
Stonecrest Inspecton – Rosewood	\$1,133.50
Linden Village	\$595.00
Swatling Falls	\$1,411.12
Maple Leaf Child Care	\$2,470.00
Total	\$23,339.73

Transfers between Appropriations

From Account	To Account	Amount	Reason
10-5-1990.40 Special Item- Contingency	10-5-1440.40 Engineer-Reg	\$17,000	To cover expenses thru year end
30-5-9010.80 Benefits-State Retirement0	30-5-8330.42 Purification- Chemicals	\$135	To cover expenses thru year end
30-5-8310.42 Admin-Cont Legal Fees	30-5-8320.42 Source of SP&P-Pur	\$360,000	Transfer within own budget to cover expenses thru year end
10-5-1355.41- Assessor-Court Appraisals	10-5-1355.10 Assessor- Personal Serv	\$10,000	To cover expenses thru year end within own budget
10-5-3610.10	10-5-1410.10	\$10,000	To cover expenses thru

Code Enforcement- Personal Serv	Town Clerk- Personal Serv		year end
10-5-1310.10 Finance- Personal Services	10-5-1330.10 Rec of Taxes- Personal Serv	\$4,625	To cover expenses thru year end
10-5-1220.20 Supervisor- Equipment	10-5-13310.10 Rec of Taxes- Personal Serv	\$2,000	To cover expenses thru year end
10-5-8020.10 Planning- Personal Serv	10-5-8020.40 Planning- Contractual	\$425	To cover expenses thru year end
10-5-8160.40 Transfer Station- Contractual	10-5-8160.20 Transfer Station- Equip	\$7,550	To cover expenses thru year end
20-5-5142.40 Snow Removal- Contractual	20-5-5130.40 Machinery- Contractual	\$10,000	To cover expenses thru year end
20-5-5142.40 Snow Removal- Contractual	20-5-5110.40 Highway Repairs-Cont	\$5,000	To cover expenses thru year end
30-5-8320.20 Source of SP&P- Equipment	30-5-8320.43 Source of SP&P- Contractual-Mtn	\$6,500	Transfer within own budget to cover expenses thru year end

A resolution is necessary to close out the project budgetary accounts for the Water emergency bypass connection for Brookwood Rd/Hudson River Road. The project budget was \$50,000 which was funded by Water Capital Reserve, money left over will be returned to the Reserve.

Debit: Appropriations 35-960 \$50,000
 Subsidiary: 35-5-8340.24 - \$50,000
 Trans & Dist – Infrastructure

Credit: Estimated Revenues 35-510 \$50,000
 Subsidiary: 35-4-5031 - \$50,000
 Interfund Transfers

A resolution is necessary to create appropriations within the Special Revenue fund from recreation fees in the amount of \$1,800 for electrical design services for the creation of a Veterans Memorial.

Debit: Appropriated Fund Balance 25-599 \$1,800

Credit: Appropriations 25-960 \$1,800
 Subsidiary: 25-5-9901.90 - \$1,800
 Interfund Transfer

A resolution is necessary to create the budgetary accounts in general fund for electrical design services for the creation of a Veterans Memorial.

Debit:	Estimated Revenues	10-510	\$1,800
	Subsidiary:	10-4-5031 - \$1,800	
	Interfund Transfers		
Credit:	Appropriations	10-960	\$1,800
	Subsidiary:	10-5-7110.40 - \$1,800	
	Parks-Contractual		

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN