

The August 5, 2020 meeting was called to order at 7:00 pm by Town Supervisor Tollisen in the A. James Bold Meeting Room at the Town Hall with the following members present:

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

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.

HALFMOON FARMERS MARKET at the Abele Park on Harris Road from 3:00 – 7:00. Fresh produce, Crafts & more. Rain or Shine every Wednesday through September 30th. Sign up for emails of weekly specials!

PUBLIC HEARING - Clifton Park-Halfmoon Fire District No.1 Board of Fire Commissioners will conduct a Public Hearing on Wednesday August 19, 2020 at 6:00 PM at the Fire Station located at 38 Old Route 146 Clifton Park, NY 12065 to hear all persons interested concerning the Board’s requested approval of the proposed Restated Certificate of Incorporation of The Clifton Park Volunteer Fire Department Inc. pursuant to NPCL §404.

FALL CLEANUP – September 15, 18, 19, 22, 25, & 26. Tuesday 8-Noon, Friday Noon-5, Saturday 8-3 at the Transfer Station. \$5 per carload, \$10 per truck or vanload, \$10 per trailer load. Transfer Station Permit is required and can be obtained FREE of charge at the Town Clerk’s Office.

PAPER SHREDDING DAY – November 7th from 9am-11am at the Highway Garage. This is a FREE service but we do ask for donations of non-perishable items for the Food Pantry.

TOWN MEETINGS:

Town Board Meetings: 1st & 3rd Wednesday of month at 7:00pm. Pre-meeting at 6:30pm

Zoning Board of Appeals: 1st Monday of month at 7:00 pm. Pre-meeting at 6:45pm

Planning Board Meeting: 2nd & 4th Monday of the month at 7:00 pm. Pre-meeting at 6:15pm (If the Holiday falls on a Monday, the meeting will be held on the next day, Tuesday).

PUBLIC COMMENT (for discussion of agenda topics) No one came forward.

REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor)

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

The Spray Pad opened today in the Town Park. It will be open Wednesday through Sunday from 11:00AM – 6:30PM. Proof of Halfmoon residency is required.

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) Co-Liaison to Planning Board

We had Tropical Storm Isaias pass through town yesterday. Luckily it didn't last as long as the forecasters predicted. It was in and out of here in a relatively short amount of time. There were a number of fire and service calls throughout the town but with minimal damage all considered.

I would also like to say a Happy Birthday to our Town Attorney Lyn Murphy this evening.

Jeremy Connors (Town Board Member): (1) Co- Liaison to Planning Board; (2) Chair of Business and Economic Development Committee (4) Chair of Parks and Athletic Organizations

I have nothing this evening, Supervisor.

Eric Catricala (Town Board Member): (1) Animal Control, (2) Liaison to Trails and Open Space Committee, (3) Zoning Board Liaison, (4) Chair for Not For Profit Organizations

I have nothing this evening.

Lynda Bryan (Town Clerk): (1) Chair of Senior Programs, (2) Chair of Committee on Historical Archives

I have nothing this evening, Sir.

Karen Pingelski (Receiver of Taxes): (1) Chair of Committee on Residents Relations

Lyn Murphy, Esq., (Town Attorney) I have nothing this evening.

Cathy Drobny, Esq. (Town Attorney)

I would like to have Resolution #222 removed from the agenda this evening for a future date.

PUBLIC COMMENT (for discussion of agenda topics) No one came forward

Supervisor Tollisen: Department Reports and the monthly Department Manager Reports are listed and can be viewed in the Town Clerk's Office. We do ask our Department Managers to provide monthly reports in addition to having Department Manager monthly meetings that we all discuss the important things that go on in each of the offices.

DEPARTMENT REPORTS

1. Town Clerk Total Fees Submitted to the Supervisor - \$8,619.92

2. Senior Express Total # Rides – 353 Total # Meals - 571
3. Building Permits
Total # Permits – 68 Total Fees Submitted to the Supervisor - \$17,555
4. Fire Inspections
Total # Inspections – 28 Total Fees Submitted to the Supervisor - \$2,380

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Highway Department, Animal Control, Parks Department, Receiver of Taxes, Park's Department

CORRESPONDENCE

1. Received from the Town Planning Board Resolutions approved at the July 13, 2020 meeting: Change of Use/Tenant Applications for Thermally Yours, 40 Farm to Market Road, for Neetny Transmission & Control Center, 13 Executive Park Drive, for Platinum Home Mortgage, 1471 Route 9 (Crescent Commons) Jennifer Khan Auto Detailing, 457 Route 146, with conditions, and a Denial for a Home Occupation for Holistic Veterinary Center, 26 Ponderosa Drive.

Received & Filed

2. Received from the Town Planning Board Resolutions approved at the July 27, 2020 meeting: Sign Application for Mitsubishi Motors, 1658 Route 9 and Site Plan Approval for The Halfmoon Crossings Specialty Grocer, 3 Halfmoon Crossings Blvd.

Received & Filed

3. Received from the Town Zoning Board of Appeals approved at the August 3, 2020 meeting: Area Variance for Pogoda Duplex, 315 Grooms Road.

Received & Filed

4. Received from Halfmoon Celebrations Association Inc. a check for \$10,000 reimbursing the Town of Halfmoon for the 2020 Sponsorship funds as the standard lists of events are not being held because of the current COVID-19 restrictions.

Received & Filed

NEW BUSINESS

RESOLUTION NO. 211-2020

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

RESOLVED, that the Town Board approves the minutes of Town Board Meeting of July 15, 2020 as presented.

Resolution introduced by Clerk Bryan

RESOLUTION NO. 212-2020

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

WHEREAS, The Town of Halfmoon owns certain of real property, described as:

293 Middletown Road, Tax Map Parcel #285.-4-11.2

WHEREAS, the parcel was owned, occupied and used by The Town of Halfmoon Water Department and utilized as a pump station but has been decommissioned; and

WHEREAS, the Town of Halfmoon has no further use or need of the parcel, it is the intention of the Town to offer them for sale; and

WHEREAS, the Town of Halfmoon has an interest in returning the above referenced parcels to the active tax rolls; and

WHEREAS, the Town of Halfmoon has completed an appraisal of the subject properties in accordance with the requirements of the General Municipal Law; and

WHEREAS, the Town of Halfmoon initially published the Town's intent to sell the property in the Daily Gazette on 11/27/2019, 12/3/2019, 12/10/2019, and 12/17/2019 and opened the four offers submitted on December 30, 2019; and

WHEREAS, the Town Board rejected the offers submitted to the Town for purchase of the property as all were well below the appraised value; and

WHEREAS, the Town of Halfmoon republished the sale of the property in the Daily Gazette on 5/27/2020, 6/2/2020, 6/9/2020, and 6/16/2020 and opened the six offers on June 29, 2020; and

WHEREAS, the Town Board believes that the offer made by Thomas Manny in the amount of \$201,100.00 represents an offer that should be accepted pursuant to the Board's fiduciary duties on behalf of the residents of the Town of Halfmoon; and

WHEREAS, the Town Board recognizes the sale of the property constitutes and unlisted action pursuant to SEQR;

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Town Board of the Town of Halfmoon hereby declares a Negative Declaration for SEQR purposes based upon their review of the sale of the property.
2. That the Town Board of the Town of Halfmoon acknowledges the above and hereby offers to sell the above referenced property for \$201,100.00 to Thomas Manny representing a fair market value, good and valuable consideration to be received for same, subject to permissive referendum.
3. That the Town Board hereby authorizes the Supervisor to execute all documents necessary to facilitate the above referenced sale of real property, subject to review and approval of the Town Attorney.
4. That the resolution is subject to a permissive referendum as provided in Article 7 of the Town Law. Within ten days of the adoption of this resolution the Town Clerk shall post and publish a notice which shall set forth the date of the adoption of this resolution and contain an abstract of the resolution concisely stating the purpose and effect thereof including that the resolution was adopted subject to a permissive referendum.

Resolution introduced by Director of Water Tironi

RESOLUTION NO. 213-2020

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

RESOLVED, that the Town Board authorizes the Supervisor to execute the Professional Service Contract for General Control Systems Integration Service (GCS) for the labor and supervision to maintain the Water Treatment Plant Control System, per the review and approval of the Town Attorney.
Resolution introduced by Director of Water Tironi

RESOLUTION NO. 214-2020

Offered by Councilman Wasielewski, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Connors, & Catricala
Resolution introduced by Clerk Bryan

WHEREAS, the State Archives is revising and consolidating its local government retention and disposition schedules and issuing a single, comprehensive retention schedule for all types of local governments; and

WHEREAS, the new schedule, entitled the “Retention and Disposition Schedule for New York Local Government Records” will supersede and replace the previous schedules; and

WHEREAS, the Town Board of the Town of Halfmoon recognizes and commends the State Archives for their efforts in updating the retention requirements;

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Town Board of the Town of Halfmoon hereby adopts the “Retention and Disposition Schedule for New York Local Government Records” issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, that details the legal minimum retention periods for local government records.

2. Records will only be disposed of by the Town of Halfmoon after they have met the minimum retention periods set forth in Article 57-A of the Arts and Cultural Affairs Law and only after a determination that those records that do not have sufficient administrative, fiscal, legal, or historical value.

RESOLUTION NO. 215-2020

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

RESOLVED, that the Town Board authorizes the renewal of the Mobile Home Park License for the 2020-2021 licensing year, per the inspection and approval of the Fire/Code Enforcement Officers for Arrowhead MHP.
Resolution introduced by Code Enforcement Officer Cooper

RESOLUTION NO. 216-2020

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

RESOLVED, that the Town Board authorizes the Supervisor to enter into an agreement with Albany Lift Company to install an aluminum modular ramp system

at the Justice Building at a cost of \$7,600.00 and to further authorize the Supervisor to execute any documents necessary to effectuate the agreement, subject to the review and approval of the Town Attorney.

Resolution introduced by Building Maintenance Supervisor Tironi

RESOLUTION NO. 217-2020

Offered by Councilman Hotaling, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Connors, & Catricala
Resolution introduced by Director of Water Tironi

WHEREAS, the Town Board of the Town of Halfmoon is cognizant of their obligation to be fiscally responsible when determining the appropriate disposition of equipment that is no longer of use to the Town; and

WHEREAS, the Town has consistently sought an effective way to insure that obsolete vehicles and equipment are disposed of in a manner that garners the most return on the original investment made to obtain the equipment; and

WHEREAS, the Director of Water and Building Maintenance has determined that a 2016 Ford F250 and two gas powered water pumps owned by the Town of Halfmoon are equipment that should be sold or otherwise disposed of as they are no longer of use to the Town; and

WHEREAS, the Town has an Agreement with Auctions International to place equipment that is no longer of use to the Town out for bid; and

WHEREAS, the Director of Water and Building Maintenance has the training and experience to determine what items should be placed on the Auction website and what items should be otherwise disposed; and

WHEREAS, the Town Clerk is hereby authorized to remove the equipment from the Town's Asset Inventory list and insurance coverage;

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Director of Water and Building Maintenance may dispose of a 2016 Ford F250 pick-up truck and two gas powered water pumps by placing the equipment on Auctions International.

2. That the Town Clerk shall update both the Town's Asset Inventory list and insurance coverage

3. That this Resolution shall take effect immediately.

DATED: August 5, 2020

LYNDA BRYAN TOWN CLERK
TOWN OF HALFMOON

RESOLUTION NO. 218-2020

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

Resolution introduced by Superintendent of Highways Pingelski

WHEREAS, the Town Board of the Town of Halfmoon is cognizant of their obligation to be fiscally responsible when determining the appropriate disposition of equipment that is no longer of use to the Town; and

WHEREAS, the Town has consistently sought an effective way to insure that obsolete equipment is disposed of in a manner that garners the most return on the original investment made to obtain the equipment; and

WHEREAS, the Superintendent of Highways has determined that a 36" Bucket from a 2015 Bobcat E-85 excavator currently owned by the Town of Halfmoon is equipment that should be sold or otherwise disposed of as it is no longer of use to the Town; and

WHEREAS, the Town has an Agreement with Auctions International to place equipment that is no longer of use to the Town out for bid; and

WHEREAS, the Superintendent of Highways has the training and experience to determine what items should be placed on the Auction website and what items should be otherwise disposed; and

WHEREAS, the Town Clerk is hereby authorized to remove the equipment from the Town's Asset Inventory list and insurance coverage;

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Superintendent of Highways may dispose of a 36" Bucket from a 2015 Bobcat E-85 excavator by placing it on Auctions International.
2. That the Town Clerk shall update both the Town's Asset Inventory list and insurance coverage
3. That this Resolution shall take effect immediately.

DATED: August 5, 2020

LYNDA BRYAN TOWN CLERK
TOWN OF HALFMOON

RESOLUTION NO. 219-2020

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

RESOLVED, that the Town Board of the Town of Halfmoon hereby authorizes CHA to proceed with final design and preparation of bid documents for the new section of the Champlain Canalway Trail, consistent with the Empire State Cooperative Agreement, comprising approximately 1.4 miles from Upper Newtown Road to State Route 4 & 32, in the not to exceed amount of \$78,500.00 which will be reimbursed by the State of New York, and authorizes the Supervisor to execute any documents necessary to proceed, subject to the review and approval of the Town Attorney.

Resolution introduced by Supervisor Tollisen

Supervisor Tollisen: Again, this is pass through money that we get reimbursed.

Councilman Hotaling: Do we have a date yet?

Director of Planning Harris: This last part should get us there. We do plan to have a call at some time soon with the State to make that decision. We may wait until the spring. The grant covers this. It depends when the bids come back, it is so

unpredictable at this point. I hope soon, within the next couple of months, September or in the spring.

RESOLUTION NO. 220-2020

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

RESOLVED, that the Town Board hereby authorizes the Supervisor to send a letter in support of the Saratoga County Planning Department's application for funding from the Capital District Transportation Committee (CDTC) Trails Plan Implementation Program to study the feasibility of extending the Zim Smith trail from Oak Street in the Town of Ballston to the Saratoga Spa State Park.

Resolution introduced by Supervisor Tollisen

Supervisor Tollisen: This is adding onto the trail at the request of our Director of Planning at the County for a letter of support from the Town.

RESOLUTION NO. 221-2020

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

RESOLVED, that the Town Board authorizes the Supervisor to execute any documents associated with the request for monies from Saratoga County, said funds to be utilized improve the open space/recreation opportunities in the Town of Halfmoon, and authorize the Town Supervisor to sign any necessary documentation, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 222-2020

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

RESOLVED, 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	\$6,874.83
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$6,874.83

CREDIT:	Appropriations	25-960	\$6,874.83
	Subsidiary: Engineering Contractors Inspections		
		25-5-1440.40	\$6,874.83

Information Only: The above was derived from the following breakdown of charges to be paid on August 13, 2020 Abstract for engineering and related fees.

NAME	AMOUNT
Impact Athletic Center - Chazen	\$15.33

Cole’s Collision Addition	\$720.00
Halfmoon Waterford Fire Dist	\$1,632.00
Paar Estates	\$1,092.00
Pinebrook Hills Cont, Inspection	\$360.00
Pinebrook Hills PDD	\$360.00
Swatling Falls PDD	\$85.50
3 Halfmoon Crossing Blvd	\$1,710.00
1620 Route 9 Flex Space	\$900.00
Total	\$6,874.83

Supervisor Tollisen: One thing that I forgot to mention at the pre-meeting; when I was Chairman of the Board, we made some changes to Economic and Development and we have the Landfill profit sharing coming to the Town from the extra monies. The Town got a check this week of \$84,000 and change. Good news for the Town.

PUBLIC COMMENT (for discussion of non-agenda items) No one came forward.

There being no further business to discuss or resolve, on a motion by Councilman Connors and seconded by Councilman Wasielewski, the meeting was adjourned at 7:13 pm.

Respectfully Submitted,

Lynda A. Bryan, Town Clerk